CALIFORNIA STATE UNIVERSITY, EAST BAY

Minutes of the Meeting of May 3, 2005

Members Present: Cal Caplan, Liz Ginno, Susan Gubernat, Nan Maxwell, Julie Norton, Sue Opp, Norma Rees, Hank Reichman, Don Sawyer, Eric (the Great) Soares

Members Absent: Denise Fleming, Barbara Paige

Guests: Carl Bellone, Mark Karplus, Jim Kelly, Sally Murphy, Jeffrey Seitz, Emily Stoper,

1. Approval of the agenda
   M/S/P (Reichman/Maxwell) to approve the agenda.

2. Approval of the minutes of the meeting on April 19, 2005

   M/S/P (Caplan/Soares) to approve the minutes with Denise Fleming’s email changes and deletion of the partial sentence on page 2.

3. Reports
   A. Report of the Chair
      - Nan Maxwell agreed to serve on the search committee for the Associate Dean of ALSS and Sawyer will forward her name to the Dean;
      - Sharon Green volunteered to serve on the search committee for the Associate Vice President of Facilities, Planning and Operations;
      - Events planned to celebrate Multicultural Awareness Week (May 3-5) include a theater performance by Teatro Milagro, a national touring group, at 7pm (UU 311); additional events on Wed & Thurs see http://csuhevents.csuhayward.edu/cgi-bin/webevent.cgi?cmd=opencal&cal=cal7);
      - Received email from Carl Bellone noting that CSUEB students won awards at the 19th Annual CSU Research Competition held 4/29-30 at Sac State, three first place and one 2nd place awards; congratulations to those students who won and participated; Rees added that one of the students who won a 1st place award was also honored at the scholarship luncheon as well;
      - Faculty Support Grants discussion – The Chair met with Provost Kelly last week to inquire about possible additional research grant funding in order to offer reconsideration to corrected applications, for those disqualified due to format errors, should the Committee on Research agree to it. The President and Provost approved the request and it was agreed that this special one-time-only allocation would only be available to those faculty whose applications were disqualified due to format errors, and that the Committee on Research would use the same evaluative process as with those previously approved. Sawyer sent an email to Judith Faust, Chair of the Committee on Research, to present the request to CR; the Committee on Research will be meeting Thursday and will consider the request; Sawyer reminded ExCom to talk with their college’s rep on the committee; Caplan thanked Sue Opp for bringing the issue to the attention of ExCom in order to give us a chance to rectify the situation; Reichman also acknowledged Sawyer’s support and contribution to addressing the issue as well as thanks to the President and Provost for stepping up to the plate when money is tight.
      - University Goals Development Committee – require 4-6 faculty members to serve; please send some names via email to serve on this committee; he noted that a few CSEAS faculty have expressed interest.
   B. Report of the President
      - Received the draft report from WASC to review for factual corrections; when the final report comes in it will be distributed widely; there is an expectation that by the next visit, in 1-year or 16months, WASC expects us to have our strategic plan completed; trying to form a representative body that isn’t too large
and unwieldy; Provost noted that this is the middle of three parts so it will be easy to fix the issues in time for the final part; Rees noted that the corrected report will be sent early next week;

- Passed out a news release announcing that John P. Kohl was chosen as the new Dean of the College Business and Economics, and will arrive in July;

- *East Bay Business Times* – in the April 29th issue, Kevin Horan, Director of Campus Affairs at CC was mentioned in the article, “40 Under 40”; another person mentioned was Kenneth Nokady, a graduate of CSUH;

- She investigated Fleming’s question about SPAM and spoke with Gale S. Baker, attorney with CSU’s Office of General Counsel, who will talk with the CSU General Counsel Christine Helwick about the issue of spam as part of a hostile work environment – the potential legal liability is low as the spam in question is not from on campus; even the most strict filters are not comprehensive and can filter out legitimate messages; but the issue will now be an agenda item for Information Security Management at CO; Provost noted that Netscape does have a filtering program on it (as well as a junk mail filter process, noted Reichman); Kelly reported that ICS said that the majority of faculty do not use the security features of their email; Soares commented that a more important security issue is to keep the campus safe by lighting dark walks/stairwells, as well as keeping stairwells clear of debris;

- Provost distributed t-t faculty position announcements in the latest issue of the *Chronicle of Higher Education*.

C. Report of the Statewide Senators

- Reichman reported that they will be meeting next week

4. Appointments

   None to report.

5. **04-05 CIC 25**, Retention of Infrequently Offered Courses

   M/S/P (Maxwell/Opp) to place on Senate agenda.

6. **04-05 CIC 26**, Double Counting of One General Education Course (with their major prefix for Certain Science Majors

   M/S/ (Soares/Opp) to place on the Senate agenda.

   Reichman asked if this new request allows students to double count a class in their second year; Murphy there are a number of science clusters with prerequisites which means that students taking remedial classes cannot take another course in their major, this doesn’t happen in Humanities and Social Sciences; Stoper noted that science majors are a special case as they have so many prerequisites to take; Reichman asked that since we have now dropped the sophomore clusters, why don’t we allow this kind of double counting in other areas; Murphy another justification is that when they sign up for a cluster they do not have a choice whereas as sophomores they no longer have that restriction; Caplan asked about the other majors on campus that are multidisciplinary that may also fall into the same category, this may be something that CIC could look into as well; Murphy brought this issue to the Associate Dean in Science, programs with heavy unit requirements, but did not see any reason other students could not take advantage of double counting; Caplan reported that CSU Northridge was having a problem with time to degree, and they ended up reducing the number of units their students need to fulfill their G.E.; Reichman noted that this was because they had the largest G.E. system in place; CO is interested in lowering large G.E. requirements and we will probably be seeing something from CO/SAS on reviewing G.E. programs to bring the units down; Opp noted that we need to add the Biochemistry major; Seitz had suggested that we consider this idea for the other colleges and this is the trial run.

   Motion passed.
7. **04-05 C1C 27**, Lower Division General Education (G.E,) applications of courses in Areas B, C and D

M/S/ (Maxwell/Opp) to place on the Senate agenda.

Reichman asked for clarification – these are not the only classes going forward; Murphy replied that there are some more lower division classes coming, but not a lot, and she was concerned about the small number of choices our 900 incoming students may have.

Motion passed.

8. Draft CAPR Document for Feedback from ExCom

Soares commented that the document looks really good and the committee did a really good job; Norton noted that this document incorporates a lot of other documents and would supercede; Sawyer noted that with the Constitution and Bylaws changes, we highlighted the bits that are to be changed, and with the lack of secretarial support, we were unable to do this with this document; Norton remarked that she has all the information, but that it was really hard to only read the sections that are being changed, so left it the way it is; Rees noted that there is a section on CAPR reviews in the WASC report that said that CAPR does not communicate with all appropriate units; Norton noted that she can itemize the list of groups, i.e. Library, IT, Facilities, etc.; Rees commented that we may not need an itemized list, but a general statement that CAPR will consult with the relevant support units, and not only for reviews, but also with new degree program proposals, listing the impact on the appropriate support units; Caplan noted that in general, in Section 2 on university principles, there are 8 pages of the kinds of things that currently need to be considered when asking for a t-t position; after watching department chair try to cover all the bases in order to justify hiring another t-t position, in conjunction with the Provost’s attempts to streamline the process, perhaps there is too much required; Norton noted that this is simply a rephrasing of what the principles were from the Committee A report with respect to the new Chancellor’s Office requirements; we are not looking for all 10 items to be filled, but if the dept fits into one, then request should be considered; you can only turn in a 3 page application; Reichman supported Caplan’s concerns, but this may reflect a past situation which may no longer be relevant; perhaps we ought to simply cite the Committee A report as a guidance tool which would make it clear that these are not the requirements the department requests are judged by; good ideas in the report, but it ought not to be prescriptive; in general reflects the kind of thinking we hope goes behind the request; not appropriate time to use all of the principles as a checklist; Norton noted that there is actually no mention of the report will have the deans review the document then bring it back to ExCom for placement on the Senate agenda. Rees commented that another WASC comment was that the faculty is not as diverse as they could be; how to put this into the general review documents – perhaps a referral to this in this document would be appropriate and timely; Gubernat noted that it might be a natural place for it under H, I, & J, pages 11-12. Rees will supply Norton with pertinent WASC report pages.

9. Adjournment

M/S/P (Maxwell/Opp) to adjourn at 3:06pm.