Minutes of the Executive Committee Meeting: Tuesday, October 18, 2005

Members present: Kevin Callahan, Cal Caplan, Jennifer Eagan, Denise Fleming, Susan Gubernat, Nan Maxwell, Julia Norton, Norma Rees, Henry Reichman, Don Sawyer (Chair), Steve Ugbah

Members absent: Eric Soares

Guests: Carl Bellone, Bob Brauer, Susan Correia, Mark Karplus, James Kelly, Dick Metz, Don Wort

1. Approval of the agenda

M/S (Caplan/Maxwell)
The Chair asked to amend the agenda to add Relocation of the Senate Office as item #7 and Discussion of a possible Privacy Disclosure statement on Blackboard as item #8.
Passed as amended

2. Minutes of the meeting of October 11, 2005 were not available

3. Reports
   A. Report of the Chair
   - Vice President Burt has asked that the UA Faculty Liaison Committee be disbanded as there are several mechanisms in place that already allow for interaction with faculty. Sawyer noted that he agreed with Burt’s perspectives. There was some discussion on the issue, with the note that the composition of the UA Advisory Committee to have adequate faculty representation.

M/S/P (Reichman/Norton) with one abstention to disband committee

- The renaming of “schools” to “colleges” last year has allowed some departments to begin a conversation about the use of “schools” as an organizational unit. Provost Kelly related his previous experience at Cal State LA when their Senate encountered this same situation and he provided the Executive Committee with the policy that was passed at that college. Kelly suggested that CSUEB proactively promulgate a policy, since this could have opportunities for perception changes, accreditation, and fund raising. Rees noted that having such a policy and the likelihood of having schools within colleges is a continuing sign of the maturation of the University and also noted that the issue of accreditation is not a small one. After discussion, it was agreed that the matter will be referred to both CAPR and FAC.

- ScholarOllie will be held on October 26th, Reichman will lead a forum about the Special Election
- Art Department hosted Annual Faculty Exhibit on October 20-November 30; opening reception October 19th
- Jazz concert October 29th
- Annual Music Festival on November 4th

B. Report of the President
   - Trustees Bleich and Chandler will be here on October 25th; Faculty Trustee Craig Smith will be here on November 29th
   - It appears that CSUEB will not meet the enrollment target by a rather large number and may lose revenue from student fees; other CSU’s are also experiencing difficulty. The Provost was given money for classes through Fall; will look at what’s needed for Winter/Spring.
   - Chancellor has encouraged all CSU’s to create a long range course demand system. We’re in pretty good shape.
   - Gala on October 28
C. Report of the Statewide Academic Senators
   Reichman reported that next committee meetings and Plenary are November 2-4

4. Appointments
   No new appointments

5. **04-05 CCAC 1**, Proposed Committee Name Change
   M/S/P (Caplan/Callahan) to place on Senate agenda

   M/S/P (Norton/Ugbah) to send to Senate as information item
   Caplan asked Norton what most challenging task for CAPR is. Norton stated that finding
   outside reviewers is very difficult, as well as getting the review from them after the visit.

7. Relocation of the Senate Office
   Sawyer introduced the topic by stating that a unique opportunity has been presented. He
   credited the Provost with the “Faculty Center” concept. The proposed relocation of the
   Senate Office from the 8th floor of Warren Hall to the Library Annex, which has been
   underutilized, would provide many faculty services in the same area, including Faculty
   Development and MATS. The site could host Ex Com and standing committee meetings,
   and serve as a central meeting area for Faculty. Reichman is in favor and stated that positive
   aspects include increase of Senate Office space; wondered if Ex Com should meet there and
   if anyone would be displaced. Kelly stated that no one would be displaced. Callahan asked
   if there was adequate space for entire Senate to meet; also asked if Julie Glass (Faculty
   Development) had been consulted. Kelly replied that the capacity of the Presentation Room
   has not yet been set; Kelly has been in consultation with Glass, Charles and Sawyer. Caplan
   opined that it should go forward to Senate as information item; Maxwell disagreed and
   thought it should be subject to a vote; this was debated.
   M/S/P with two no votes (Reichman/Maxwell) to place on Senate agenda as a BEC,
   asking for approval of the senate office move as outlined in Sawyer’s memo to Kelly dated
   October 14, 2005, and with attendant schematic drawing.

8. Discussion of Possible Privacy Disclosure Statement on Blackboard
   Callahan raised issue of professors being able to view Blackboard course statistics,
   including time of day used, number of times visited, even if an assigned reading was
   viewed; questioned ethical aspect of this information. Fleming stated that she informs
   students of course statistics function on Blackboard; does not want to see it eliminated.
   Ugbah urged student notification. Eagan does not look at statistics because she believes
   student activities outside of class should not be monitored. Maxwell noted that aggregate
   statistics can be very useful in determining what type of material students are using. Ugbah
   says this issue extends beyond Blackboard since all computer use on campus is monitored.
   Gubernat advocates a university-wide disclosure policy as evidentiary material changes
   along with technology. Caplan urged referring to CIC as a broader charge.
   M/S/P (Reichman/Caplan) that the topic of technology monitoring/privacy be added to the
   existing technology charge of CIC and that Associated Students be involved in discussing
   the topic.

9. Adjournment
   M/S/P (Maxwell/Eagan)

Respectfully submitted,

Denise Fleming, Secretary