Minutes of the Executive Committee, Tuesday, January 10, 2006

Members present: Kevin Callahan, Cal Caplan, Jennifer Eagan, Nan Maxwell, Julie Norton, Norma Rees, Henry Reichman, Don Sawyer, Eric Soares, Steve Ugbah

Members absent: Denise Fleming, Susan Gubernat

Guests: Carl Bellone, Bob Brauer, Robert Burt, John Charles, Karina Garbesi, Mark Karplus, Michael Leung, Tom McCoy, Dick Metz, Sonjia Redmond

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

2. Approval of the minutes of the meetings on November 8th, 15th and 22nd
   M/S/P (Caplan, Maxwell) to approve the minutes of November 8, 2005
   M/S/P (Caplan, Maxwell) to approve the minutes of November 15, 2005
   M/S/P (Caplan, Maxwell) to approve the minutes of November 22, 2005

3. Reports
   A. Report of the Chair

   Chair Sawyer shared a communication from Peter Wilson regarding the Concord Campus, which will no longer be referred to as the Contra Costa Campus. Caplan asked if this was something that needed faculty approval. President Rees indicated that the name of the Concord campus was informally part of the name change to CSU East Bay. Maxwell suggested that the chair look up the procedure regarding a name change such as this. Reichman opined that it was probably subsumed as part of the EB name change; “understood” rather than spelled out. Chair Sawyer will investigate and report back to the committee.

   More campus/university events were announced, such as “Evil Empire: Genesis” student play, performance on January 15; “Poverty is America” photo exhibit is on display in the University Library; Professors Terrell and Jones will discuss their exhibit, Tuesday, Jan. 17; CLASS Jewish Culture and History Series, Robert Alter, Professor of Comparative Literature at UC Berkeley, will discuss “The Challenge of Translating the Bible”, Wednesday, Jan. 25th; upcoming deadline for applications for Alumni University Grants Program will award a total of $3,000.00 available to fund students and departments for activities and programs to benefit campus life and community; CSU Commission on the Extended University is requesting proposals for projects that advance the CSU’s principle extended education objectives, due April 3rd; up to $50,000 awarded per project; Chair Sawyer distributed information from John Bedell, Chair of the Fullerton Academic Senate, regarding a resolution passed on ACR 73 and closing the CPEC faculty salary gap; Homecoming Week Events will take place Jan. 24-28. ExCom has traditionally donated funds for the Homecoming “Academic Ambassador’s” scholarship, initiated by Julie Norton. Chair Sawyer will continue the tradition of donating $100 as Senate Chair and asked others to contribute to the scholarship.

   B. Report of the President

   President Rees discussed budget issues and her letter to Vice Chancellor Richard West. West had informed CSU presidents that campuses considerably over or under enrollment target would receive a one-time budget adjustment. Our annual enrollment was 7.3% below target, and the campus may be cut as much as 3 million dollars, but the amount is not yet certain. President Rees expects our enrollment target to be the same next year. If the
university got close to target next year, there would not likely be another adjustment. Enrollments at Dominguez Hills and Humboldt are also down by a considerable margin; Fullerton was 8% over target. In her letter to West, President Rees’ aim was to explain why enrollment was down, starting with summer enrollment. She tried to identify and explain contributing factors, share what the university is already doing to enhance enrollment and reverse the decline, and demonstrate how a significant budget cut would adversely affect the university. West was a good listener and asked a few questions regarding searches underway. She is gathering data to report back to him.

President Rees reported that Vice Chancellor West wanted to know department by department, what the faculty strength is now and what it was. President Rees distributed a chart to ExCom comparing faculty strength in the years 95-96 and 2005-2006. She explained the numbers are only relevant with respect to FTES. These numbers will change next year if the current 46 tenure track searches are all filled. The President also noted that the expected 2nd WASC visit in Spring ’07 wasn’t communicated to West yet. Rees noted that she needs to plan for the funding adjustment for next year, but hopes that appeals to West will possibly mitigate it. The Chancellor’s Office doesn’t want to make cuts that are inappropriate, such as cutting the police, our ability to respond to such things as the KPMG audit, and cuts to mandated services to students. West will share with the Chancellor what the campus is doing to plan for the one time reduction. Garbesi asked whether enrollment is relative from target or if it indicates overall growth. President Rees answered that it is measured from target, and confirmed that the campus has seen steady but very small growth in recent years. The university’s enrollment target for next year will remain the same target as this year; our campus will need to grow 7.3% for next year to meet the target (12,109 FTE).

President Rees noted that student access translated by enrollment growth is what the legislature is most interested in, and is how CSU campuses are funded. She pointed out that there are pockets in the state where high school graduation numbers are going down, such as in Oakland, but the legislature keeps pushing for access. Every year we have been given a target, but we have rarely been decreased if we didn’t hit it.

Caplan stated that the total number of faculty available is an issue regarding access and also classes offered. The faculty:student ratio is also a factor. President Rees said that the marginal rate, the funding for each FTES student, is going up. Chair Sawyer reminded the body that the President has been charged with a plan to deal with this one-time budget adjustment.

Garbesi announced that COBRA has discussed this issue at their meeting last week and will meet this coming Friday to continue discussions. She pointed out that Academic Affairs has the only resources not already hard hit by the decreases in the past few years. The Standing Committee hasn’t developed an official conclusion yet.

Reichman noted that it is impossible to make a cut of this magnitude without affecting faculty, and that such cuts would make it impossible to make the enrollment target next year, and would put us in a downward spiral. He argued, the plan that President Rees submits to the Chancellor should make it clear that the campus cannot do it alone. Reichman posed two arguments. 1) All campus’ enrollments fluctuate; penalties based on one year are unfair. The Chancellor’s office has not levied penalties in the past. It would be fairer to other campuses as well to average the last 3 years of FTE for each campus and base the funding adjustment from that number. 2) Ask the Chancellor to give us a number of years to pay it. Let us grow out of the debt, rather than handicap us into the future. Reichman also stated his opinion that this body should express our concerns to the Chancellor and our willingness to work to increase retention and recruit students. But, our campus cannot do so with one hand tied behind our back. The cut as suggested is untenable.

President Rees replied that she has made this point to West. She does not have to submit a formal plan, but does not have the option not to plan for the big cut. The President suggested that it is probably not useful to give specific recommendations to West, but to indicate the problem, and ask for his help to solve it. Asking West to refigure the number is likely not a good strategy.

Soares suggested that people on campus may get really upset when they hear about the funding adjustment. ExCom should get out information so that people do not panic and also
provide a chance for them to discuss it. COBRA should work on it. Care should be taken to stay positive, rather than blame and inflame; important to campus climate to help everyone to understand the situation. President Rees answered that faculty and administration need to promote our institution. It was noted in the discussion that campuses with the greatest diversity appeared to have the least enrollment growth.

Garbesi noted that 1.05 million dollars is the amount of next year’s repayment for two ongoing loans for People Soft.

Caplan suggested that timing is important. Faculty need to provide the President time to do some negotiating unfettered. The faculty needs to advise the President, but faculty should leave it to the experts. The Chancellor will be more responsive to the President than to the faculty. Faculty needs to be kept informed, but there may come a time when faculty will need to be ready to respond ourselves. Faculty should be careful about how information is disseminated.

Ugbah asked if West asked President Rees to explain the downturn in enrollments. She answered no, but the funding adjustment is based on enrollment, and the memo was President Rees’ response. She explained that our enrollment has traditionally come from within a 12-15 mile radius of the Hayward campus; the number of high school graduates in this area is going down. So, the university needs to focus on recruiting from a wider range, including recruiting from Southern California and the East Coast. We are now well positioned regarding student recruitment.

Rees agreed with Caplan, that faculty should not act now. There are things that she can do that others cannot. When she asked West if she can share the memo with the faculty, he replied “Absolutely.”

Reichman concurred that the Chancellor will not negotiate with the faculty. However, faculty can let the Chancellor’s Office know about the faculty’s concern about the future and our commitment to our campus. Reichman suggested that the committee draft a letter for next week stating faculty concern over this issue; he offered to do a first draft.

Reichman also indicated that he was bothered by the discussion of the summer budget in her memo, and does not want the President to blame the faculty, the union, and the contract for the budget. The contract was mutually agreed upon, and did not mandate 12 unit loads. Rees replied that no blame was intended and that if something was misstated, she will correct it.

M/S/P (Reichman, Caplan) to approve of drafting a letter from the faculty to be sent to the Chancellor at a time yet to be determined.

Sawyer urged the body to let the President negotiate before going public. Callahan asked if there was a way to negotiate some standard of fairness with respect to the cuts, perhaps through Statewide Academic Senate. Caplan replied that the time to appeal to the Statewide Academic Senate is when the cuts are certain and documented. Callahan said that cuts will be in effect soon, and faculty do not want to be too late to respond. Caplan urged giving the process time to work. Reichman noted that the Statewide Senate generally doesn’t get into resolutions regarding issues for particular campuses. There might be a resolution in the future about a general principle regarding budgeting or perhaps scheduling cuts over several years. If ExCom drafts a letter, it should make specific suggestions.

Garbesi recognized that faculty workloads have already been increasing over recent years. Garbesi suggested that COBRA should make a presentation to Senate soon.

President Rees has been talking to VPs, and all divisions have already been cut. She explained where the university cannot take further cuts. Divisions are doing what they can. For example, 50% of the Students Affairs budget pays for the police. They also fund SDRC, which cannot be cut. Advisement cannot be cut because of trustee mandate. Student Affairs has done “more with less” than imaginable. University Advancement is planning a comprehensive campaign. We cannot make cuts that hamper fundraising and public affairs. Jay Columbato’s survey on the perception of CSUEB, has indicated that the name change has created a more favorable perception. The work in marketing should not be cut, because it is working. The President realizes that faculty are doing still more with less.
However, CSUEB is well below the average for undergrad student faculty ratio, but there is room to increase ratio and still be in line with sister campuses. In the end, the money is in instruction, the area we’ve protected for several years.

President Rees stated that she would convene the Layoff Committee if needed. She noted that if we complete the 46 tenure-track searches, some lecturers will not have work. She sought advice from Excom as to whether or not she should convene the Layoff Committee. She offered that ExCom could advise her rather than convening the Layoff Committee, which tends to alarm people. Soares suggested that the President not convene the Layoff Committee until the latest possible time. Reichman noted that layoffs only apply to entitled lecturers; non-entitled lecturers are simply not re-hired, rather than laid-off. President Rees explained that layoffs are decided department by department. She added that the Layoff Committee’s function is to search for ways to avoid layoffs. Garbesi stated that she would want the committee convened sooner to provide time for analysis. Norton asked about notice necessary for entitled layoffs. The answer was 60 days. President Rees indicated that we should think about it over the next several days; it can wait until next Tuesday when the Senate meets.

President Rees is decreeing a “Soft Freeze”; many items will need her approval; her signature will be needed on staff hires, even those in progress.

President Rees will craft a message about the budget situation to go out on mass mail. The President is to going to Long Beach tomorrow for the Chancellor’s meeting to talk about enrollments on Southern California campuses. This discussion may involve how to redirect enrollment to underenrolled campuses.

C. Report of the Statewide Academic Senators
No report.

4. Appointments

M/S/P (Soares/Norton) to appoint Chong (Joanna) Lee to PACE Advisory Board

Suggestions for 4-5 faculty & administrators to the Systemwide RPT Workshop, February 24, 2006: Representatives are needed to attend a statewide forum on PT&R. Eileen Barrett, Pablo Arreola, and Don Sawyer will attend. Reichman suggested Sue Opp. Steve Ugbah agreed to attend. Chair Sawyer will check with Opp for her willingness to serve and compile the complete list of names, and ask for approval from the committee by e-mail.

5. Schedule for Winter ’06 University-wide Election
M/S/P (Caplan/ Norton) to approve

6. 05-06 CIC 6, General Education application of courses
M/S/P (Maxwell, Caplan) to place on the Senate agenda

Sawyer thanked Seitz, Chair of CIC, for sitting through this long meeting

7. 05-06 CAPR 3, Five-Year Program Review for the Graduate Multimedia Program
M/S/P (Maxwell, Norton) to place on the Senate agenda

Compliments to CAPR were given for an excellent document

8. 05-06 FAC 2, Outstanding Professor Subcommittee membership, 05-06
There was no word from ASI regarding a student representative.
M/S/P (Soares, Callahan) to approve

9. Discussion of 10 Year Calendar issues raised at the Senate meeting
Postponed

10. Discussion of the draft University Goals (Bellone)
MSP (Caplan/Norton) to place on the Senate agenda for possible endorsement

Bellone indicated minor changes from a previous version. ExCom discussed the 5 draft University Goals with AVP Bellone and agreed that the Senate should provide feedback and possible endorsement of these Goals.
11. Discussion of applications for the Academic Council on International Programs Representative and appointment of the ACIP Representative for the 2006-09 term. (closed session)

ExCom reviewed the applications for the Academic Council on International Programs (ACIP) Representative for the 2006-09 term in closed session. ExCom noted that there were many applicants, all very qualified. The representative was selected by written ballot. The announcement will be made after the applicants have all had the opportunity to be properly notified of the decision.

[Donna Wiley was selected to be the ACIP representative for 06-09].

12. Adjournment
M/S/P (Maxwell/Caplan) to adjourn

Respectfully Submitted,

Jennifer Eagan,
Acting Secretary