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

Members absent: Hank Reichman, Steve Ugbah

Guests: Carl Bellone, Bob Brauer, Emily Brizendine, John Charles, Susan Correia, Maria Deanda-Ramos, Valerie Helgren-Lempesis, Mark Karplus, Glen Perry, Jeff Seitz, Jeff Smurthwaite, Jim Zarrillo

The Executive Committee met in closed session for the annual review of administrative offices from 2:00 – 3:00 p.m and reconvened in open session at 3:00 p.m.

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

2. Approval of the minutes of the meeting on February 21 and 28, 2006
   M/S/P (Norton/Maxwell) one abstention to approve the minutes as corrected with minor edits

3. Reports (at end)

4. Appointments
   - The Chair asked for names for a Task Force to study the future of language education at CSUEB. The following were nominated: John Lovell (Psychology), Nancy Mangold (CBE), Norm Bowen (Political Science), Nancy Thompson (History), Shirley Yap (Mathematics), Denise Fleming (TED), Sally Murphy (GE), Ben Bowser (Sociology), Donna Wiley (International Director), Ray Wallace (International Education), Michael Lee (ACIP System-wide Director), Iliana Holbrook (Modern Languages), Meiling Wu (Modern Languages) Carlos Solomon (Ethnic Studies)
   - Caplan expressed concern that there may be too many people on the committee. Norton stated that other large task forces have been successful because there has been a chair in place to begin and organize the process and, out of a large group, those who have the time period free will attend. Callahan suggested a member of student services and a student representative on the committee.
   - President Rees suggested that we take a broad look at how the university can provide these skills/proficiencies and the use of the term “future of language education” may not best convey the intent of the committee. Fleming suggested “Proficiency in Languages Other than English” be used instead.

   M/S/P (Maxwell/Soares) Jane Lopus to replace Gary McBride on the Faculty Development Review Committee

   M/S/P (Maxwell/Norton) to approve the list of members on the Task Force to Study Proficiency in Languages Other than English, with Denise Fleming as Chair.

5. Approval of the Final List for the Spring 06 elections
   M/S/P (Norton/Caplan) to approve the final lists for the Spring 06 elections
6. **05-06 CAPR 8 revised**, Formation, Dissolution, Merger, or Name change of Academic Units

   M/S/P (Maxwell/Fleming) to place on the Senate agenda

7. Continued discussion of Early Alert issue (from email discussion)

   - Chair Sawyer opened the discussion regarding faculty concerns about the Early Alert survey. Gubernat stressed that there is no criticism regarding the intention of the survey, but rather concern about the process. Gubernat stated that she was alerted to the survey by one of her graduate students who sent her the link to the survey, which began, “Your professor did not use the Early Alert System in the Fall…” She stated that the student felt defensive on Gubernat’s behalf, leading both student and professor to construe a possible message that there might have been a dereliction of professorial duty if one did not use the system.

   - Maria Ramos stated that it was not her intent to convey a negative message, but rather to gather data from students whose professors used the system and those whose professors did not. Ramos added that faculty were advised that faculty, students, and staff would be surveyed.

   - Eagan stated that her impression from the Academic Senate presentation on the system was that it was an optional tool. Eagan added that the survey conveys a disciplinary stance. Maxwell stated that she examined the Blackboard site carefully to determine if there is any statement that informs professors that there would be data collection that would identify them/or and their usage of the system. Maxwell expressed concern that this violates principles of informed consent and, were it a faculty study, it would not pass the Human Subjects Protocol process. Soares asked if the University has shared any information with government agencies or others. John Charles stated that no information has been shared. Gubernat stated that she was able to use the student survey link to enter the system twice and expressed concern about the security of the system and validity of survey results.

   - Redmond stated that she is excited that these issues are being raised because the dialogue allows for new ideas and improvements. She suggested that a committee be formed. Callahan suggested that the charge of the committee would be to explore the nature, privacy, and right of informed consent in gathering and evaluating data, with the goal of creating a cultural norm where such issues are carefully and proactively addressed. Redmond stated that she would like to see a report from the committee. The Chair will consult with Dr. Redmond and review the minutes regarding the discussion, then report back to the Committee.

8. Discussion of Extension Credit/GPA Conversion From SIS to PeopleSoft (Perry)

   - Perry discussed the process of moving from SIS to PeopleSoft. As the conversion occurs, three transcript “careers” will exist: undergraduate, postbaccalaureate, and continuing education (extension). Caplan asked if extension courses that migrate over will count as transfer courses, which would impact programmatic limits on the number of transfer units. Perry stated that the program will assist in monitoring for units in residence. The transfer process will actually put students on an equal footing in terms of how units are to be counted for GPA, Dean’s list, etc. Sawyer suggested that this be presented to the Senate and Perry agreed.

9. Evaluation of GE Breadth Requirements for transfer students (Perry/Thompson)

   - not discussed

10. Proposed change in how holds are set in Enrollment Services, to comply with Title 5

    M/S/P (Soares/Eagan) to bring CSUEB into closer compliance with Title 5
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- Perry stated that a recent audit revealed that students with financial holds are allowed to access their transcripts through MyInfo. The requested change, to issue transcript holds for financial reasons only, will bring CSUEB into closer compliance with Title 5.

M/S/P Fleming/Soares to extend the meeting for 5 minutes

11. Update from Search Committee for the G.E. Director
   - Bellone reported that there are no candidates as of yet, but one prime suspect

12. 05-06 CIC 17, Proposed New Minor in Early Childhood Education
    M/S/P (Soares/Maxwell) to place the Proposed New Minor in Early Childhood Education on the Senate agenda

13. 05-06 CAPR 12, New MS Degree in Biostatistics, 05-06 CIC 20, Proposed New MS Degree in Biostatistics
    M/S/P (Callahan/Maxwell) to place CAPR 12, New MS Degree in Biostatistics and 05-06 CIC 20, Proposed New MS Degree in Biostatistics on the Senate agenda

15. 05-06 CIC 19, Proposed New Minor in Biostatistics
    M/S/P (Fleming/Callahan) to place the Proposed New Minor in Biostatistics on the Senate agenda

16. 05-06 CAPR 13, Proposed name change for the Department of Statistics
    M/S/P (Callahan/Caplan) to place 05-06 CAPR 13, Proposed name change for the Department of Statistics on the Senate agenda.

17. Reports
   A. Report of the Chair
      - Senate meeting next week
   B. Report of the President
      - No report
   C. Report of the Statewide Academic Senators
      - No report

18. Adjournment
    M/S/P (Maxwell/Soares) to adjourn

Meeting adjourned at 4:04 p.m.

Respectfully submitted,
Denise Fleming, Secretary