CALIFORNIA STATE UNIVERSITY, EAST BAY

EXECUTIVE COMMITTEE of the
ACADEMIC SENATE

Minutes of the Executive Committee Meeting, September 27, 2005

Approved as Corrected

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

Members Absent: Norma Rees

Guests: Pablo Arreola, Carl Bellone, Susan Correia, John Charles, John Driscoll, Mark Karplus, Richard Metz, Glen Perry, Sonjia Redmond, Mike Schutz, Ray Wallace

1. Approval of the agenda
   Item #8, discussion on enrollment figures, was given a time certain of 3:00; item #10, COBRA document, was postponed until the next meeting; and it was noted that item #5, the Election Calendar, will be amended to include a new committee.

M/S/P (Caplan/Ugbah)

2. Reports
   A. Report of the Chair
      - Announced upcoming Trustee visits: Jeff Bleich (October 18), Carol Chandler (October 25), Craig Smith, Faculty Trustee, (November 29).
      - Announced important upcoming events: First Senate meeting (October 4), Al Fresco (October 5), Freshman Convocation (October 6), Faculty recital (October 11), Forum: Which Way the Supreme Court, sponsored by Student Union (October 18) Job and Intern Fair, hosted by Career Development Center (October 19)
      - Thanked Ex Com members for willingness to serve and wished all a productive new year.
      - Announced new staff member in Senate Office, Jacqueline Alnor.
      - Acknowledged Susan Correia’s great efforts, leadership, and contributions in the Senate Office throughout the last years working without a second staff member.
      - Received a letter from Chancellor Reed regarding the construction of a presidential search committee and encouraged members to identify faculty to participate in search; Schutz asked if there are rank limits for faculty eligibility to serve on committee; Sawyer replied not that he has seen.
      - The Chancellor’s Office has issued the Facilitating Graduation Initiative with 22 recommendations, of which 10 have been identified by Bellone as being in the purview of the faculty. Wants to be sure that faculty have a chance for input and response to these. Documents have been referred to CIC to identify actionable items; Caplan asked about the other 12 recommendations; Sawyer replied that the chair of CIC received the full list for review and will determine if CIC should discuss more than the 10.
      - Soares related that Lowenthal has asked to have an item on the Senate agenda regarding how to treat that portion of union dues related to political activities and asked for guidance about how to proceed. Three possibilities were discussed: a faculty member can find a senator to sponsor the motion to introduce a resolution from the floor at an upcoming senate meeting (see Bylaws for specifics); the faculty member can provide a written resolution, with a short background statement if desired, and provide it to the Senate Chair, requesting that it be put on the ExCom agenda, (who will then most likely refer it FAC, in order to have a wider faculty review of the issue); or the faculty member can bring the issue directly to FAC him/herself.
B. Report of the President

No report from the President.
- Sonjia Redmond, attending in the President’s stead, elected to discuss some Student Affairs issues.
- Mary Fortune has proposed a name change for the Student Life Program to “Student Life and Leadership Programs”. Redmond stated that this name is quite common in universities across the country, and can help to increase funding. Further, leadership is integral to student life and can become part of some courses. This change was presented to ExCom for feedback, and there was a general sense of support for the change.
- Provided update on students from areas affected by Hurricane Katrina; 81 have been admitted, of which 62 have been enrolled. President Rees asked Student Affairs to coordinate efforts for these students. Redmond expressed thanks to Enrollment Services and the Advising Center for their prompt assistance, to faculty for working with the extra student load and to EOP for their efforts. Guernat asked about the possibility of a fundraising event to help; Redmond replied that there are no plans for additional fundraisers, but that monetary donations should be directed to the fund that is already established (University Advancement); most are getting free room and board. Schutz asked about the fund for Dean Reimonenq’s family; Redmond replied that this has been moved to Wells Fargo Bank.
- Announced that Kamar O’Guinn, ASI chair, was in Long Beach to receive the William Randolph Hearst Award for Academic & Community Achievement.
- Distributed Student Affairs event calendars and “Smooth Transitions” activity list for transfer students

C. Report of the Statewide Academic Senators

- Reichman announced that the first Plenary was held on September 16. Five resolutions were passed on the following: assistance for victims of Hurricane Katrina, urgency of settling faculty contractual issues (salaries), reaffirming prior actions and statements on merit pay, opposition to Proposition 76, and a Resolution regarding applied doctorates.
- Academic Affairs introduced the following five items: resolution to indicate all degrees (e.g., double majors) on diploma, support for explicit campus-specific course repeat policies, support for continuation of CSU-UC joint doctorates, reaffirmation of early declaration of major, and support of campus autonomy for setting calendars.
- Continuing issues: lower division transfer policy; 12 more disciplines will go through process this year. For those who completed the process last year, there is a second phase in which faculty groups will develop sets of course descriptors according to which community colleges will develop courses. Caplan asked about majors that are interdisciplinary; Reichman replied that committees will have representatives from all areas of the discipline.
- Facilitating graduation initiative: campus senate chairs, statewide Executive Committee, and provosts will meet to discuss this initiative. There will be accreditation-like visits to each campus to assess progress. Hammerstrom has been hired as a consultant.
- Chancellor’s Office budgets for units in Academic Affairs, including Statewide Senate, have been cut; statewide senate costs are high this year for assigned time, as there are few first-time Senators.
- The ICAS is drafting a letter to WASC outlining concerns about over-reliance on administrators and limited faculty input in the accreditation process.
- Caplan reported that the Statewide Senate has done a great job in difficult times.
- TEKR resolution stresses central role of faculty in CSU applied doctorates; senate to develop a task force or committee for this.

3. 05-06 BEC 1 DRAFT, Standing Rules of the Academic Senate

M/S/P (Maxwell/Ugbah)
4. Appointments:

The following appointments were approved via email:

M/S/P (Reichman/Maxwell) the following list as a group:
- William Nico to the PeopleSoft Student Admin Steering Committee 05-07
- Leo Kahane to replace James Ahiakpor, Econ, on the Senate for Fall only
- James Forsher to replace Kelly on COBRA for Fall only (Confirmation of email vote)
- David Baggs to the University Board of Directors, 05-07
- Jay Tontz to replace Tony Lima on FAC for Fall only
- Kate Reed to replace Mitchell, CEAS on Contra Costa Advisory Committee 05-07
- Steve Philibosian, Library, to the Contra Costa Advisory Committee 05-07
- Taskforce to study Research & Sponsored Programs: Lettie Ramirez, CEAS, Nan Maxwell, CBE, Nan Chico, CLASS/CIE, Bruce Trumbo, SCI, Kyzyl Fenno-Smith, LIBR (Sue Opp had been appointed the Chair of this Task Force.) (Confirmation of an earlier email vote.)

M/S/P (Ugbah/Callahan) for Caplan to continue on the Campus Physical Planning Committee for 05-06

M/S/P (Eagan/Soares) to appoint Gubernat to Fairness Committee for Fall Quarter

- It was noted that the following still need representatives:
  - Contra Costa Advisory Committee (lecturer and a science representatives)
  - University advancement: need one each from Science, CEAS, CLASS
  - Ex Com rep to ASI
  - Instructional Space- need one from each: CEAS, SCI, BUS, CLASS, LIB

5. Fall Quarter University-wide Election Schedule (Professional Leave Committee, Review Committees)

M/S/P (Caplan/Ugbah) to approve, AS AMENDED to include the selection of the 2 faculty members to the Advisory Committee to the Trustees Committee for the Selection of the President (ACTCSP)

6. **05-06 BEC 2**, Nominations for the Layoff Committee, 2005-06

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

7. English Language Proficiency test equivalency scores

- The Chair reported that there are currently two issues on the document provided; the change in scoring of the TOEFL and the IELTS substitution issue. There has been a suggestion to readjust TOEFL scores for the internet-based test to 71 for undergraduates and 79 for graduates, which seemed reasonable to ExCom; however, Reichman stated, and other members concurred, that using the IELTS as an equivalent test for determining English proficiency (in accord with Title V policy that permits the use of tests similar to TOEFL) is a substantive issue, and is the purview of the faculty and needs faculty input and Senate approval. The Chair will refer using the IELTS as an equivalent test to CIC as well as consideration of the appropriate equivalency scoring.

8. Update from the President on the Enrollment figures

- Interim Associate Vice President Enrollment Service Ray Wallace and Glen Perry provided an update on enrollment for Fall 2005 and provided a handout to ExCom. CSUEB is down 3.8% from last year, but this figure will continue to change through add/drop. Perry estimates that it will be 2.5-3% by next week. We are slowly adding back 616 students who were disenrolled for lack of fees; of these about 50% have been reenrolled. We are down 100 in transfers from last year. Continuing students (both undergraduate and graduate) are down, but there is no clear reason for this. Such loss makes growth more challenging. We will be getting some international students in the next 2 quarters from China and Saudi Arabia. Ugbah asked about the ethnic and racial breakdown on students who have dropped out. Wallace replied that these numbers will be developed as the fall quarter proceeds. Historically, overall retention is high, but lower for Hispanics and African Americans. Fleming asked about the impact on our funding from the C.O; Reichman replied that historically, the C.O. has not taken back funds, but that could still happen. We needed a 3.5% growth, but are down -3.8, for a total of -7.3%. Bellone stated that “enrollment
“mix” is a problem; it’s better to be growing at the undergraduate level, as grads are more expensive; CSUEB is #2 in grad ss and #22 in UG; we want all levels to grow, but especially undergrad numbers. Caplan stated that we need to make the argument that state should fund graduate students at a higher rate than undergraduate. Reichman stated that we need to take into account the fact that a full load for graduate students is fewer units that a full load for undergraduates. Gubernat said that graduate students may be more likely to have full time employment than undergrads and wondered if tuition hikes are therefore disproportionately affecting undergraduates; asked if this is a system wide problem. Wallace replied that students want to pay for full load to get maximum value for their tuition outgo; this accounts for the fact that many are not taking smaller loads in the summer as we have historically seen. Community colleges are showing a decline, so it’s difficult for us when our feeder-colleges are low. New housing is essential to attracting students; in addition, we have fewer face-to-face recruiters. New students like CSUEB for our student service and community feeling. We will recruit more in northeast where in state tuition is higher than our out-of-state tuition rates. Caplan replied that despite lower tuition in the CSU, housing still poses a tremendous challenge for out of area students. Maxwell asked if there been a survey of why students are leaving. Wallace replied that this has not been done in several years. Redmond replied that Jay Colombatto has done this research; it might be good to have him come to Ex Com.

9. Draft 05-06 BEC 3 regarding the Acronym change for Arts Letters & Social Sciences (CLASS) M/S/P (Reichman/Gubernat) to place on Senate Agenda

10. Possible 04-05 COBRA document – recommendations to BAC and the president
    Deleted from the agenda

11. WASC Report
    - The Chair gave a partial update on the Educational Effectiveness phase of our WASC Review. We have reduced the issues to three broad themes: academic quality, student achievement, and campus climate. Departments in CBE and Science are coming up for their 5-year Review and data from these reviews are going to be part of the educational effectiveness report. CAPR has been reviewing the Program Evaluation & Planning document that will be submitted soon, which links assessments and resources and has been looking at the program review process. Learning outcomes for the undergraduate GED have been approved by the Senate; The GE subcommittee of CIC is looking at assessment of LDGE. CIC is looking for a means to assess outcomes for the Cultural Groups and Women requirement.

12. Adjournment
    M/S/P: Maxwell/Ugbah with 1 opposed and 1 abstention to adjourn at 4:01 p.m.

Respectfully submitted,
Denise Fleming, Secretary