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

Members absent:

Guests: Eileen Barrett, Sam Basu, Carl Bellone, Bob Brauer, John Charles, Susan Correia, Karina Garbesi, Mark Karpluus, David Larson, Jose Lopez, Dick Metz, Alden Reimonenq, Jeff Seitz, Arthurlene Towner, Peter Wilson, Gale Young

Meeting called to order at 2:05 p.m.

1. Approval of the agenda
   
   M/S/P (Callahan/Reichman) to approve the agenda, as amended to change item #3 to Provost Search

2. Approval of the minutes of the meeting of May 9, 2006
   
   M/S/P (Soares/Ugbah) to approve the minutes of the meeting of May 9, 2006
   
   Changes: p. 3, 3rd paragraph, line 6: change “focus only on” to “not so much on”

3. Provost Search

   Sawyer reported that President Rees reported that President-elect Qayoumi has agreed to Interim Provost Kelly’s suggestion that a search be conducted beginning immediately for a Provost. Because a search committee cannot be elected until Fall, Sawyer asked that ExCom serve as the interim search committee. Sawyer distributed a draft position announcement. Reichman stated his concern that the elected search committee should conduct the actual selection of the candidates. Rees stated that an interim search committee, such as ExCom, has been convened previously for the purpose of approving the initial announcement, so that it may be advertised prior to the elections in the Fall. Rees added that, in the past, the elected committee has taken all action past the announcement, although the elected committee could amend the announcement, if they so wish, and re-advertise.

   M/S/P (Soares/Callahan) to have Ex Com serve as the interim search committee for the Provost position for the purpose of approval of the initial announcement of the search. [additional note: ExCom approved the proposed position announcement by email on 5-26-06]

4. Discussion of Technology Survey Questions and Results

   John Charles reported on the Technology Survey. He stated that questions for the survey came out of the Educause ECAR study. There was a huge response from faculty and students; the iPod Nanos appear to have been a good incentive. 80% of CSUEB students and faculty prefer that at least a moderate amount of technology be incorporated into instruction (higher than the national average). There was also a higher than national average result in extensive and exclusive use of technology in courses. CSUEB students and faculty see IT as making a positive contribution to courses, communication, collaboration, and the management of course activities. Students cited “convenience” as the primary benefit of technology use, whereas faculty cited “improved communication”. Students and faculty overwhelmingly agree (70%) that the use of IT improves student learning. CSUEB currently works with individual faculty when they wish to move all or part of a course online. Institutions that are moving forward with technology tend to work with faculty collectively, e.g., working with collections of faculty to put whole programs online. Caplan asked if the survey data is representative across campus. Charles stated that the data appeared to be representative of our demographics and that we had a large sampling. Ugbah asked if the IT survey was a satisfaction survey. Charles stated that it was an opinion survey and noted that the CSU does a random sampling survey of satisfaction.
5. **05-06 CAPR 17**, Five-Year Program Review for Geography and Environmental Studies

   Soares pointed out several typos.
   
   M/S/P (Maxwell/Eagan) to place 05-06 CAPR 17 on the Senate Agenda

6. **05-06 CAPR 18**, Five-Year Program Review of Art BA and BFA degrees

   M/S/P (Maxwell/Ugbah) to place 05-06 CAPR 18 on the Senate Agenda

7. **05-06 CAPR 19**, Five-Year Program Review for the BS, MS and MATH degree programs in Mathematics

   M/S/P (Soares/Caplan) to place 05-06 CAPR 19 on the Senate Agenda

   Reichman asked about the date for the next review as it appears to be coming soon. Norton stated that this is because the current review had been postponed.

8. **05-06 CAPR 20**, Five-Year Program Review for the BS and MS degree programs in Computer Science

   M/S/P (Callahan/Eagan) to place 05-06 CAPR 20 on the Senate Agenda

   Gubernat noted that the Deans were involved in these reviews and asked if that will be a continuing trend. Norton stated that it will.

9. **05-06 CIC 21**, Upper Division GE application of courses

   M/S/P (Maxwell/Callahan) to place 05-06 CIC 21 on the Senate Agenda

10. **05-06 CIC 22**, General Education application of courses

    M/S/P (Fleming/Soares) to place 05-06 CIC 22 on the Senate Agenda

    Ugbah noted a typo in the word “artistic” on p. 1; Eagan noted that Eastern was not spelled correctly on the cover page, PHIL 3410.

11. **05-06 CIC 23**, General Education application of courses

    M/S/P (Eagan/Ugbah) to place 05-06 CIC 23 on the Senate Agenda

12. **05-06 CIC 24**, Proposed New Option in Genders and Sexualities in Communities of Color

    M/S/P (Maxwell/Eagan) to place 05-06 CIC 24 on the Senate Agenda

    Reichman stated that the department has had some enrollment difficulties; he wants to make sure that there are resources to ensure that there are adequate courses to enable students to graduate on time. In addition, will there be enough students to make the major? Dean Reimonenq noted that the department has had a problem with the number of majors, not with the number of students they serve. Insofar as enrollment is concerned, this is discussed frequently at the college level. There is some risk that there may not be adequate majors, but there is a large community of people interested in these courses who are not majors. If we hire lecturers there would be greater resource needs, but we have tenure track faculty who can teach it. Reichman asked if courses will be submitted next Fall for GE. Reimonenq stated that he cannot say for sure, but believes that will be the case, as 60% of the courses in ES are approved for GE credit.

13. **05-06 CIC 25**, Proposed New Minor in Genders and Sexualities in Communities of Color

    M/S/P (Callahan/Maxwell) to place 05-06 CIC 25 on the Senate Agenda
14. **05-06 CIC 33**, Faculty Access to Student Use of Statistics in Blackboard Courses

M/S/P (Maxwell/Ugbah) to approve 05-06 CIC 33

Reichman recalled two different concerns. The first was that students cannot tell if faculty access information about how students use Blackboard (e.g., time of day, number of visits per week); the other concern was that faculty members were not aware that their use of Early Alert was being monitored. It was noted that this document addresses the first issue and that Sonjia Redmond and Chair Sawyer are working together on the issue of monitoring faculty on Early Alert system and hope to provide a proposal for action in the Fall.

15. **05-06 CIC 34**, FERPing Faculty as Chair of a Graduate Thesis Committee, possibly modified by draft **05-06 BEC 7**

M/S/NP (Caplan/Maxwell) to refer 05-06 CIC 34 to FAC

Sawyer explained the background of this issue. The Graduate Subcommittee of CIC recommended that FERP Faculty not be Chairs of Graduate Thesis Committees. CIC modified the suggested policy to allow FERPing faculty who teach three quarters and who will be available for the duration of the thesis to serve as thesis chair. Sawyer noted several options, including the draft BEC document provided.

Discussion ensued. Several members favored referral to FAC. Concerns needing to be addressed in a policy might be: what happens in the middle of a thesis in the event a person FERPs and is not teaching every quarter? Would a faculty member who FERPs still be chair of a thesis committee? Not limiting the use of FERPers as students may want to work with them regardless of FERP status. Sometimes FERPers are willing to serve and that they often serve when no other faculty are available. What happens when students cannot get in touch with faculty members for months at a time? (in such cases, other faculty are reluctant to step in.) What should happen in instances involving lecturers or probationary faculty who may not get tenure?

Several other members believed that a policy would micromanage departments. While some FERPers may not be available, other faculty will maintain contact, even past retirement. Reichman stated that it is up to departments/colleges to make wise choices and that a Chair should step into problem cases. President Rees stated that she served on committees for students after she left a former institution; a department that is concerned with the welfare of its students will work these things out; sometimes a change needs to be made, including possibly borrowing faculty from other institutions in order to get this done. Caplan stated that the 97-98 FAC document regarding the rights of FERPers was deliberately broad; he supports department autonomy.

16. **05-06 CIC 35**, Posting of Curricular Actions

M/S/P (Soares/Maxwell) to place 05-06 CIC 35 on the Senate Agenda

Reichman stated that there is no such thing as a CIC or non-CIC action; should be senate/non-senate approved actions.

17. **05-06 CIC 36**, Request for Senate Approval of All Program Modifications

M/S/P (Maxwell/Callahan) to place 05-06 CIC 36 on the Senate Agenda

M/S/P (Reichman/Soares) to amend the action requested to state: “…substantial program modifications, as determined by the AVP Academic Programs in consultation with the Chair of the Senate. . . ”

Caplan stated that currently any modification or course proposal can take place at the college level without going to the Senate; if any other department questions or objects, then such items do go before the Senate. Sawyer added that reviewing ALL modifications might overwhelm CIC. Seitz noted that the proposed modification was discussed in CIC yesterday, with no disagreements, so it could be considered a friendly amendment. Caplan stated that there may need to be a deadline by which items come forward, so that there is not such a May rush. Maxwell noted that in her area, the committee isn’t convened until mid-winter. Curriculum modification is of such importance to faculty that CIC should be consulted as well. Reichman
stated that there is a growing sense that some program modifications that should be the concern of the faculty are not being adequately reviewed by faculty. The other issue is that as May approaches, the agendas grow longer and some programs may use this to their advantage to get modifications approved. Norton questioned how seriously the question regarding consultation with other departments is taken in some cases. Maxwell opposed the extra step of consulting the CIC Chair and would also favor eliminating consultation with the Senate Chair. Rees stated that, regarding proper consultation, it might be simpler to mandate that departments notify ALL departments and set a deadline for a response if anyone has an issue with it. Seitz stated CIC believes faculty, as represented by the Senate Chair, should have some input, as Bellone may not always be in the AVP position.

18. **05-06 FAC 8**, Range Elevation

M/S/P (Soares/Ugbah) with one abstention to place 05-06 FAC 8 on the Senate Agenda

Reichman stated that he will propose an amendment on the Senate floor to delete the word “exemplary” where it occurs; “exemplary” is not a requirement for full professor and is an ill-defined term. Karplus had several detailed comments and suggestions for changes to the document and the Chair noted that, due to lack of time at this meeting, these suggestions would best be done on the Senate floor as well.

19. **05-06 COBRA 4**, ADA Compliance and the Cost of Late Textbook Adoptions

M/S/P (Ugbah/Fleming) to place 05-06 COBRA 4 on the Senate Agenda

20. Discussion of Annual Report from the Concord Campus Advisory Committee

Sawyer received a communication from Dean Wilson regarding establishing an Associate Dean position at the Concord Campus. Kevin Horan, Director of Campus Affairs, is leaving. Rees stated that this issue was discussed with Interim Provost Kelly, but no recommendation has been made, so this is premature to bring to ExCom.

Sam Basu reported on the Concord Campus Advisory Committee (CCAC) and reviewed some of the bullet points. There will be approx 2100 students, faculty, and guests at the Concord Campus graduation ceremony. Gubernat asked if there has been an environmental study of the former Concord Naval Weapons station. Dean Wilson stated that Ygnacio Blvd. makes access to the Concord Campus very difficult. The idea of using the former naval station is very preliminary and a hot topic; Wilson has placed an oar in the water as there is a great deal of interest in the site; no environmental study has been done; unknown if it will be sold as one piece of property or in parcels; it is closer to main arteries. Rees stated that where we do our work depends on how much work there is. A major relocation or extension would come before the Chancellor and the Board of Trustees, so this is very preliminary. Rees added that Wilson’s action is good management. Caplan stated that for full-service coursework, CPEC states that only under extraordinary circumstances could a branch campus offer lower division coursework.

21. Fairness Committee Report

M/S/P (Ugbah/Maxwell) with one abstention, to place 05-06 BEC 8 on the Senate agenda

M/S/P (Reichman/Caplan) with one abstention to remove item 3c from the document

Soares gave a brief summary of Grievances; 9 cases were heard. He stated that Fairness Committee was required to eliminate references to discrimination to get it back into compliance, as such cases are sent to Dorian West. Gubernat referenced 3c on page 4 and asked whether a faculty member who hears about an alleged instance of discrimination must report it; she is troubled by “hearsay” included in legislative language. Soares stated that it is the law. Metz noted that statutory language is often non-specific but that courts have been interpreting the law. Reichman stated that the stated policy in 3c promotes fear- and rumor-mongering and moved to strike the section.

Rees finds issues with clarity and completeness in document. There is no definition, examples, or categories of what constitutes academic unfairness, although there is a fair amount of detail about changing of grades. There are questions about what an academic grievance is; items are framed in the negative regarding what a grievant may have failed to do, but no list or examples of positive steps. Rees advised that ExCom make a referral next year to further improve this document.
22. Discussion regarding the direction of the Independent Doctorate in Educational Leadership and how that will impact CSUEB

Jose Lopez provided an update on the Independent Doctorate in Educational Leadership, including a timeline for implementation of the ID. The governor approved the bill to change the master plan to allow the CSU to offer it. The degree will serve individuals who will continue to work in K-12 settings. EB will begin in Summer ’08. In 18 months, EDLED anticipates bringing documents forward to the Senate for review; nothing will sidestep faculty governance. Lopez and Bellone will seek WASC approval and there will be plenty of opportunities for cross-campus collaboration; limited only by our creativity. Lopez offered to report again in the Fall.

23. COBRA progress report

Karina Garbesi reported on COBRA. She stated that COBRA’s work was disrupted by the midyear announcement of cuts. COBRA continues to work on recommendations for possible cuts and will present these to President Rees at the Budget Advisory Committee meeting on June 2, and to the Senate in the Fall. The Committee appreciates President Rees’ willingness to share information; this made the committee’s work more effective, as has ongoing dialogue with the President and the Provost. COBRA provided a mid-year recommendation, and their budget document reformation went through the Senate as well. COBRA completed several budget reviews, including reviews of the general fund and a five-year review of changes in allocations to divisions. Student affairs and Administration and Business Affairs were hit particularly hard.

Next year there will be an additional 4% reduction. Division heads all came to speak with COBRA. Metz provided detail and important points. CSUEB is operating on a triage mode; spent bank and there is $300M in deferred maintenance. Redmond outlined many areas that have been cut and areas where CSUEB is in non-compliance. There have been more hires than separations this year. Another area that was explored is financial risk reduction, including deferred maintenance and very high workers compensation costs ($1.7M in ’00; $3.9M in ’05). Computer servers are another issue as there is $1 million in computer hardware that is operating outside of the 5-year planned lifespan/maintenance. There is a need to reduce energy costs. Garbesi served on WASC and Strategic Planning to better coordinate efforts. She also attended WACUBO workshops to better understand the budgetary process. Garbesi stated that CSUEB must make progress using data to inform our decisions. Garbesi noted items still needing work: reduce financial risks; progress using data for budget allocation; improve financial data reporting; energy costs; workman’s com costs; repayment of loans. President Rees commended COBRA for its work and noted that probably no other faculty committee in our system has the depth of understanding and the probing that COBRA has done; she gave the last COBRA report to the Chancellor.

M/S/P (Caplan/Eagan) to extend the meeting by ten minutes


David Larson reported that FDEC has remained fairly stable. Norton and Nickles will need to be replaced next year. The completed Faculty Diversity Survey information from last year will be posted to the FDEC web page. The committee will discuss another Faculty Diversity Survey for possible distribution in Winter 2007. Bellone gave FDEC a faculty diversity handbook written in 1999; the committee is working to update and post it as a web-based handbook. This academic year, 1300 individuals applied for 46 tenure track searches: 35 filled positions to date have been filled, including seven individuals who were hired at a rank of professor or associate professor. There is concern about the number of African American faculty who will retire in the next few years; there were no African American males hired for the coming year, although 74% of faculty hires over the last 5 years were diverse hires. Larson commended Gina Traversa for assistance in compiling data; it requires a tremendous sleuthing of public information. One-third of the faculty has turned over in the last five years.

25. Reports

A. Report of the Chair

Sawyer thanked members of the Executive Committee for their hard work. He thanked Susan Correia for her many contributions, including assistance with the revision of Constitution and Bylaws, establishment of electronic voting, work on the website, moving the Senate Office,
helping CAPR with reviews, and training Jackie Alnor. Sawyer also thanked President Rees for her support of shared governance and her work on behalf of the university.

B. Report of the President
No report

C. Report of the Statewide Academic Senators
No report

26. Adjournment
M/S/P (Gubernat/Caplan) to adjourn at 4:17 p.m.

Respectfully submitted,
Denise Fleming, Secretary