Minutes of the Executive Committee Meeting, January 30, 2007

Members present: Cal Caplan, Denise Fleming, David Larson, Nan Maxwell, Susan Opp, Mo Qayoumi, Henry Reichman, Eric Suess, Steve Ugbah, Dianne Woods

Members absent: None

Guests: Joy Bhadury, Emily Brizendine, John Charles, Jim Cimino, Maria DeAnda-Ramos, Fred Dorer, Mark Karplus, Sally Murphy, Glen Perry, Don Sawyer, Gale Young

1. Approval of the agenda

M/S/P (Maxwell/Caplan) to approve the agenda as amended to delete item #4 and postpone item #5 to the next ExCom meeting

2. Approval of the minutes from the meetings on October 31, Nov 28, December 5, January 9th and 16th

The minutes of October 31, Nov 28, December 5, and January 9 were distributed at the meeting. An electronic vote will occur in the next week.

3. Reports

   A. Report of the Chair

   The Chair announced the following upcoming events: the Pioneer Pride Blood Drive on January 31 in front of the University Union; Homecoming Week events include a comedy show, featuring Will Durst, in the Gymnasium on February 3; the film, An Inconvenient Truth, will be shown today to be followed by a panel discussion.

   Reichman reported that the call for nominations by petition for the winter 07 election has gone out. There was a weak showing of self-nominations and more nominations are needed from all colleges except CEAS for at large senate positions and the Faculty Marshall.

   The resolution supporting development of the Ed.D. was passed at last Senate meeting. There will be two events for the Ed.D.: a reception on February 12, from 5:15-7:15 in the Bayview Room and an information symposium to discuss the design of the proposal on February 13 in UU 311.

   Reichman stated that after the last Senate discussion on the Ed.D., Linda Dalton and Fred Dorer both mentioned that the problem of waiting until the last Senate meeting should be addressed by placing any new degree on the campus master plan, something we have not been doing. Reichman anticipates that Dalton, Dorer, and incoming Provost Mahoney will support a systematic review of the campus’ academic master plan and will do so with the participation of the Senate and the faculty.

   Reichman met with David Baggins, Monica Pacheco, Jim Cimino, and Sonjia Redmond to discuss the faculty lounge lunch area in the new University Union; the discussion took place in the broader context of how to develop a better relationship between faculty and ASI. It would be ideal to be able to use the building for some events, such as bringing candidates to campus. There are still contractors in the building and the furniture has not yet arrived, so although a lunch space will become available, it will probably not happen until summer or fall.

   The Chair met with Interim Provost Dorer, Don Sawyer, and Carl Bellone to discuss Access to Excellence, our campus strategic plan. The meeting, scheduled for March 1, might be held in the presentation area of the Valley Business and Technology Center from 1:30-5:00 p.m. The discussion will focus on the three major themes linked to WASC and the campus planning process, including student access, student academic quality, and stewardship and accountability. It will be followed up with a wine and cheese reception.

   B. Report of the President

   President Qayoumi reported that the Latino Educational Summit this past Saturday was a great success, with over 1000 people in attendance, including many teachers from Mexico. Lawrence
Livermore Lab employees came in full force; the Lab looks to be a strong partner. There was good media coverage; the success of the Summit bodes well for Super Sunday.

Qayoumi reported that the CFO search is going well and that candidates are beginning to visit campus.

The campus has hired an architect who is holding meetings to begin crafting a master plan for the Concord Campus, which has never had one. One question is how much of the 380 acres on the campus is buildable; it may be the case that less than 200 acres is buildable, which has implications for potential enrollment. Once the data is gathered, the architect will make a presentation at a future ExCom meeting. This process will position the campus well as we explore a possible request for land at the former naval station.

Mike Mahoney will come to campus to interview candidates for the position of Interim Dean of CLASS. Dorer and Sawyer have had conversations about whether to conduct a search for a new dean immediately or wait until Fall 08. The consensus is to take the time to conduct a thoughtful search. This will allow us to look at the structure of the College, including whether it would make sense to divide the College into two colleges or enact some other type of organizational plan.

Conversations about the next phase of student housing are progressing well. The International House contract ends in August 2008, at which time there may not be enough dormitory space. Plans for the new phase will go to the Chancellor’s Office on February 9; if that meeting is successful, the plan may be on the Board of Trustees meeting agenda in March.

There is also work underway to explore the feasibility of building a recreation and wellness center. ASI also wants the campus to explore the possibility of moving from Division 3 to Division 2 athletics. Dr. Dempsey, former President of NCAA, came to the campus to discuss what is entailed in a move from Division 3 to Division 2. A consultant will be coming to campus to hold meetings; the President encouraged Ex Com members to participate in the discussion.

Qayoumi reported on an incident involving two students. The disagreement began in a class, and escalated into a fight. One party sustained injuries and was hospitalized; the other had some injuries and was arrested after being released from the hospital. The campus is handling the situation; our point person Maria DeAnda-Ramos.

The President is working with ASI as they update their bylaws and 501.C3 to include Title V language within their bylaws.

C. Report of the Statewide Academic Senators

Caplan suggested that ExCom acknowledge the Chancellor’s Office for providing us with funding for improvements to campus.

M/S/P (Caplan/Ugbah) to draft a letter of acknowledgment to the CO for providing funding to CSUEB for Ex Com’s review and approval.

Reichman went to a memorial service for Paul Persons, who passed away while at a Statewide Senate meeting two weeks ago. Over 1000 people were in attendance; the service was very moving. Paul Zing, President of Chico, posthumously conferred emeritus status to Dr. Persons.

Qayoumi added that there was a moment of silence for Dr. Persons at the last BOT meeting.

4. Appointments
   Replacement of Mayling Chu (CLASS) on FAC for Winter only.

   This item deleted

5. **06-07 CAPR 5**, Five-year Program Review of the Biological Sciences degree programs

   This agenda item postponed until the next meeting.

6. Review of Faculty Development Director’s draft job description

   M/S/P (Maxwell/Opp) to approve the description as amended to add “East Bay” and, in the third paragraph, add support “to expand and improve teaching.”

7. Review of the job description/announcement for the EEO Director, for faculty input on the recruitment and selection process (Cimino) Head of HR

Cimino distributed a draft job description for ExCom’s feedback. The person selected needs to understand the structure of the process.
Fleming stated that there needs to be a more proactive and accountable training process as this is the best way to prevent problems. This may mean making additional staff a priority. Qayoumi added that Northridge uses a software program and all staff are required to go through training. Individuals who need training the most are often least likely to avail themselves of it.

Reichman encouraged an email conversation about possibilities for the search committee.

Woods suggested that the qualifier “substantial” under minimum requirements for experience is not specific enough. Cimino stated that listing a specific number of years often eliminates those who might be qualified.

8. CSUEB 50th Anniversary Senate Role (Discussion)

An events committee is organizing a call for proposals for 50th anniversary events. Reichman proposed that the Senate organize an event next fall associated with the plans for an alumni day, such as a luncheon to invite all past Senate chairs and all past winners of the Outstanding Professor award. It might be possible to get money from 50th anniversary fund; some emeriti may wish to contribute.

Dorer said that at Northridge there was a large plaque; this award and fundraising were intertwined. Opp stated that email accounts for retired faculty are cut off, so there is no emeritus access. Sawyer stated that a fund of $40K was given to faculty governance to recognize faculty excellence; that may still be available.

9. Presentation by John Charles and CMS team to demo the CMS grading and advising modules to be in effect Spring 07

At the end of Spring 07, CSUEB goes live with the remaining Peoplesoft modules. This will affect grading and advising. This will require working with faculty on training to optimize the product.

Jeff Smurthwaite said that there are significant issues around advising and the facilitating graduation initiative. There has been a faculty advisory committee to ensure faculty input and that the program works well. All business processes have been implemented. Student data is now inputted using Peoplesoft and grading will be done exclusively through the software beginning this spring.

Caplan raised concerns about faculty not being a part of the input process; this makes advising hard as faculty will have to screen all students’ transcripts for prerequisites.

Charles distributed a discussion draft for the transition plan. This will be on a future ExCom agenda.

10. Data regarding retention and advising from the Student Success Research Team

Gale Young, Sue Opp, and Maria DeAnda-Ramos reported on their ongoing study of Educational Effectiveness and Student Success; they presented research from the Advising and Retention Research team. Joey Midori suggested a one-click student portal on Blackboard.

11. Adjournment

M/S/P (Opp/Fleming) to adjourn at 4:04 p.m.

Respectfully submitted,

Denise Fleming, Secretary