Minutes of the Executive Committee Meeting, Tuesday, May 1, 2007

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

Members absent: Mo Qayoumi

Guests: Carl Bellone, John Charles, Linda Dalton, Jennifer Eagan, Stevina Evuleocha, Mark Karplus, Mike Mahoney, Arthurlene Towner, Gale Young

1. Approval of the agenda

M/S/P (Larson/Ugbah) to approve the agenda

2. Approval of the minutes of the meetings of April 3, 2007

M/S/P (Caplan/Larsen) to approve the minutes of the meetings of April 3, 2007

3. Reports

A. Report of the Chair

Reichman announced that May 1 is International Workers Day. The Chair reminded the group that Trustee Craig Smith will be on campus on May 3; Ex Com will meet with Trustee Smith from 2-3 p.m. in the President’s Conference Room with a reception at 4 p.m. Reichman distributed copies of Smith’s schedule.

For the record, the final lists of nominees for the Spring 07 elections received ExCom approval by email.

Voting on the tentative agreement is today through May 3 in Library Lobby or by email. Everyone is encouraged to vote; non-CFA members may still join and vote.

The Jewish Culture and History Series is hosting Holocaust survivor, Helen Farkas, who will speak about her experiences on May 2 in the Studio Theatre. A production of Charlotte’s Web will be held in the University Theatre on May 4 and 5. There will be a Faculty Jazz Concert on May 6 in the Studio Theatre to raise money for the CSUEB Jazz Ensemble’s summer European tour. Classroom furniture under consideration for future purchases will be on display from 8-4 on May 2 in the Hayward Room and faculty feedback is requested; “East Bay Through Your Eyes,” a student photography exhibit, will be on display at the same time and comments are welcome.

The Chair reported on the Access to Excellence Summit meeting held in Newport Beach on April 24. There were interesting discussions; next steps include a draft of the Access to Excellence study to be written this summer and distributed in the Fall. The study will not be structured around the six domains, but rather around 3-5 clear, broad goals for the system. Reichman hopes is that the final document will be outward-looking and will call for the state to revitalize its support for the system. It is anticipated that the Trustees will approve the report by next Spring.

Reichman reported that Emily Nye has submitted her resignation as Director of Academic Achievement effective Fall 2007. The position reports to both the Provost and the VP, Student Affairs. An advisory committee will meet later this month, including the Senate Chair, to discuss the process for obtaining both an interim and permanent director.
Other announcements include the following: Michael Hedrick, Biological Sciences, has been named Outstanding Professor for 06-07 and the 5th Annual President’s Student Service and Leadership Awards will be held in UU102 on May 24.

A draft of the WASC Educational Effectiveness Report will be available for comments/feedback on the web by May 18. The plan is to recruit two focus (reading) groups comprised of members of the Senate and standing committees. Focus groups will meet noon-1:30 on either June 5th or 6th (lunch will be served). Hopefully some active faculty will look it over as well and provide comments. On the basis of feedback, the final report will be written by a group in June and it will be submitted to WASC in anticipation of their visit on October 17-19. A steering committee, which Reichman was asked to chair, will begin preparations for the visit right away; there will be poster displays to illustrate programs and an approach similar to that used by Channel Islands.

Reichman discussed the Senate and Executive Committee schedule for remainder of the academic year; Senate meetings will be May 8th, May 22nd, and June 5th; ExCom meetings will be on May 15th and May 29th. He noted that he and the President will be at the Board of Trustees meeting on May 15th.

B. Report of the President

In the President’s absence, Provost Mahoney reported that CSUEB made a good showing at the Access to Excellence Summit; in particular, Karina Garbesi made good comments. There were about 300 people in attendance, including more than 20 Presidents and 11 Trustees. Reichman provided a discussion summary to the group.

Mahoney reported that the CEAS Dean search did not result in an appointment. There will be a new search for an outside candidate; an interim will be appointed for next year. He also noted that the CLASS Dean and DCIE search committees are in the process of being elected by the colleges.

Reichman added that the report on the Division II athletics investigation has been completed and is available in the Senate Office. When appropriate, the topic will be discussed by the Athletic Council and ExCom. Larsen and Reichman met with Liberti and McCullagh to discuss some of their concerns about the report.

C. Report of the Statewide Academic Senators

Caplan stated that the Statewide Senate will meet next week and will hold elections of officers for next year. He also reported that the Women’s Water Polo championships were held in Santa Cruz this past weekend. Because women’s water polo is a fairly small sport, many conferences combine teams from Divisions I, II and III. CSUEB’s Women’s Water Polo Team, lost in Triple Overtime by one goal in the semifinals. Only 2 Div II teams beat us; our team stands fourth in the nation in Div III.

Caplan agreed with the earlier reports that the Access to Excellence Summit was a good meeting, and enough information was gathered to produce a great report and a good plan, but Caplan believes the system did not take advantage of the opportunity to invite legislators to this important event, which may have helped with legislative buy-in to the CSU.

4. Appointments

M/S/P (Opp/Larsen) with one abstention, to reappoint Stevina Evuleocha as Director of the University Honors Program for the term 07-09.

5. **06-07 CIC 21**, Policy on Timely Adoption of Textbooks, Course Readers, and Course Materials Ordered through the University Bookstore

M/S/P (Ugbah/Fleming) to place 06-07 CIC 21 on the Senate agenda, with an accompanying BEC document, revising the policy by adding “information regarding their” and “for purchase” in the first sentence, as well as changing the document title by deleting the phrase “ordered through the university bookstore”.
In response to Caplan’s objection to specifying the Bookstore in the policy, giving it mandated or preferential status, Eagan stated that there is an incentive for professors to order readers through the University Bookstore as the Bookstore has stated they will ensure that their readers are in compliance. If professors use outside duplicating services to reduce costs to students, professors are personally liable if the readers are out of compliance; the Student Disability Resource Center will provide advice to professors. It was noted that the committee’s intent was to specify that required materials must be submitted to the Bookstore, but not that professors are mandated to order their materials through the Bookstore. The Bookstore must have the lists of materials in order to provide the information in a timely manner to SDRC; Ugbah affirmed that there should be a central repository for all titles, for accountability purposes.

In response to Fleming’s question about providing training to faculty on accessibility requirements, Eagan stated that this policy is a very narrow piece of the issue and that training will likely take place next year. Reichman noted that it is the Senate’s charge to set policy; it’s the University’s job to implement it. Opp reminded the body that the Bookstore has a vested interest in the University. It was agreed that a revision to the first sentence could make the policy clearer to the intent of the committee and that the title should be changed as well. It was also noted that notification to the Bookstore of materials available elsewhere is a current requirement, but not always practiced. Reichman will invite Sandra Ehrhorn, Jean Wells and SDRC to the Senate meeting. He also noted that in the near future we will need a handout and syllabi policy as well.

6. **06-07 CIC 22,** General Education application of course

M/S/P (Maxwell/Opp) to place 06-07 CIC 22 on the Senate agenda

7. Nominations for Affirmative Action Liaison Officer (AALO) for the term 07-09

M/S/P (Maxwell/Woods) to place the nomination of Professor Terry Jones on the Senate agenda

8. Report from the Honors Director

Professor Stevina Evuleocha, Honors Director, reported on the status of the University Honors Program. She provided 2 handouts and a Powerpoint presentation. Currently, most honors courses are taken by the Biology students who are pre-med and Business Administration students. The program continues to be in need of funding: the director does not have adequate time to both serve students and conduct fund-raising/grant-writing activities. Most CSU’s have larger honors programs than CSUEB’s and incentives such as providing scholarships; honors programs traditionally attract students who plan to attend graduate school. Suess suggested that ASI be asked to help advertise the program. He also suggested that a 1 unit course for the honors project, rather than an independent agreement with a faculty member would mean that departments would get credit for the course and it would appear in the catalog and class schedules, which would give the program a higher visibility and would affect FTE.

9. Task Force on Assigned Time

The committee held an initial discussion on the purpose and composition of a task force on assigned time. Considerations include the nature of the charge to the committee, including investigating the current uses and allocations of assigned time in faculty governance committees and across colleges/programs. There was considerable discussion about where to begin; Caplan and Mahoney advocated beginning with a study of assigned time at the university-wide level before proceeding to study how the colleges use assigned time. Maxwell stated that Deans should be involved in the process; Fleming urged that Deans be accorded appropriate flexibility and autonomy in their use of assigned time, as it often serves as an important resource for achieving goals. Dalton offered to provide information to the Task Force from PeopleSoft as preliminary data. The discussion and nominations for Task Force members will continue at the next meeting.

10. Adjournment

M/S/P (Maxwell/Woods) to adjourn at 4:09 p.m.

Respectfully submitted,
Denise Fleming, Secretary