Minutes of the Executive Committee Meeting, Tuesday, May 29, 2007

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

Members absent: Denise Fleming

Guests: Carl Bellone, Dennis Chester, Linda Dalton, Jennifer Eagan, Karina Garbesi, Mark Karplus, Mike Mahoney, Don Sawyer, Marilyn Silva, Eric Soares, Arthurlene Towner

1. Approval of the agenda
   M/S/P (Ugbah/Larson)

2. Approval of past minutes: none yet available

3. Reports

   A. Report of the Chair
      - Announcements: Blood Drive tomorrow. At Friday’s Inauguration, ExCom will serve as Marshals and practice is Thursday at 10:30, robing at 9:30 Friday. June 5th is dedication of the new University Union with live music and food at noon. July 11th, 10-5PM in the Valley Business and Technology Building there will be All Star Stats on Baseball. June 5 & 6, 12-1:30, Focus Groups on WASC draft report, please attend.
      - Planning, Assessment & Budget- the key plan that needs to get underway is the Academic Plan Program, balancing grad/undergrad, Hayward/Concord, new/old; providing organization. This will need some work over the summer and the faculty voice needs to be primary. Reichman will ask the new ExCom to meet on June 12th to discuss it.
      - The retreat this summer will focus on the Academic Plan, WASC, etc.

   B. Report of the President
      - People Soft. They have been working on the finance side of PeopleSoft to get the data warehouse up and running ASAP. The hope is to have something up by the end of Fall. At that time, we will have what other campuses have with respect to access to financial reporting. We are working closely with Chico on the student administration system, which we will pilot. The hope is to have something by year 2007-2008. The administration and records phase is completed. All enrollment records of students have been moved over to People Soft and we only missed 17 records in the process. No other campus has that good of a record. Summer registration is moving forward, with about 20 students test registering last week without any problems. Dalton is following this on a daily basis.
      - CEAS Interim Dean: Dr. Jodi Servatius has accepted the position for one year.
      - Rita Moreno will not be available for graduation on June 17, so the Honorary Degree presentation will be part of the Inauguration event.

   C. Report of the Statewide Academic Senators
      - Exec Committee has procured summaries of faculty votes of no confidence of the two campuses (Sacramento & Sonoma) for Roberta Achtenberg for review.
      - Incoming chair of Senate (Barry Pasternack) will attend our inauguration.
4. Appointments

- FDEC: reappointment of Nick Baham, Grace Munakata, Kyzyl Fenno-Smith for 07-09 M/S/P (Caplan/Woods); CEAS nomination needed.
- Concord advisory (CCAC) - no nominations
- Alumni Board: reappoint Bijan Mashaw M/S/P (Maxwell/Caplan)
- Campus Physical Planning: There was a question whether this committee would continue to be operative in the future; M/S/P (Caplan/Woods) suspend action and consider at the retreat
- Union Advisory Board: (no nomination)
- UIT (CEAS): (no nomination)

5. Confirmation (for the record) of the ExCom action to continue the Review of the Dean of Concord Campus into 07-08 in order to have adequate time for the review process and an update

M/S/P (Caplan/Opp) to “roll over” the Review of the Dean of Concord Campus into 07-08

6. 06-07 CAPR 10, Five Year Program Review of the Latin American Studies degree program(s)

M/S/P (Maxwell/Opp) to place on the Senate agenda the Five-Year Program Review of the Latin American Studies degree program(s)

7. 06-07 CAPR 11, Five Year Program Review of the English degree programs

M/S/P (Ugbah/Opp) to place on the Senate agenda the Five-Year Program Review of the English degree programs

8. 06-07 CAPR 12, Five Year Program Review of the Health Sciences degree program(s)

M/S/P (Larson/Maxwell) to place on the Senate agenda the Five-Year Program Review of the Health Science degree programs. It was noted that the report did not include numbers of students in each option area, but the data are difficult to obtain.

9. CAPR Status of Reviews (information only):

Information was provided to ExCom regarding the delayed reviews for 05-06 to Fall 06, the pending CAPR documents from 05-06 reviews (all received; Biology was returned to CAPR) and current reviews. Update: Review of Liberal Studies, plan and outside reviewers report have been given to CAPR (perhaps as early as December), but the CAPR review has been delayed. Ethnic Studies and Sociology have not provided their reviewer’s report and program response. We are still playing catch up on reviews. Concern was raised about the lack of development of MOUs. Maybe 4-5 are done. The President was concerned that delayed reviews could become a WASC issue.

10. 06-07 CIC 25, Modification of the BA in Liberal Studies

M/S/P (Opp/Ugbah) to place on the Senate agenda the Modification of the BA in Liberal Studies with the caveat that Director Dennis Chester provide, for the Senate, something that would clarify the impact of the change in the non-teacher track on the teacher prep. Modifications generally don’t come to the Senate, but we passed the policy that significant modifications of programs that had university-wide ramifications (as decided by Carl) would go to Senate. The changes in Liberal Studies are in response to the Outside Reviewer’s comments. One change is to develop a non-teacher track and another is to remove general education courses from the teacher track. Questions were raised about the removal of Biology from required courses. Students are required to take upper division biology courses but are not required to have the lower division pre reqs. Bio 1000 was specifically to meet CCTC standards and to remove it from program would be counter productive. Another concern was that History 3400, designed for liberal studies/teacher prep, which appears that it is no longer required. The response was that advisors will advise students as to what course to take. The revision was done to remove general education requirements to simplify the major requirements and to shave off class units to show a truer total. Issue of advisement. Why was bio removed when physical science courses were left in? It appears that there was no consultation with the Biology department. General confusion existed about exactly what is being done, but to send it back (and not pass it this year) would be
costly because students are waiting to be in non-teacher track, which this document is establishing. ExCom requested that further needed consultation with Science be done by Liberal Studies in the coming week and that a handout be provided to the Senate next week, to help clarify the changes for the Senate. It was suggested that teacher-track and non-teacher track be shown side by side.

11. **06-07 CIC 26, General Education application of course**

M/S/P (Larson/Maxwell) to place on the Senate agenda the General Education application of course.

12. **06-07 CIC 28, Freshman Learning Communities for 2007-08**

M/S/P (Maxwell/Ugbah) to place on the Senate agenda the Freshman Learning Communities, as revised to add Earth Crisis as an alternate cluster, which has also been approved by CIC.

CIC and GE subcommittee spent two full meetings reading, digesting, and discussing these proposals. Edits to background information may be needed. Cluster Proposals (except Ancient World, attached) can be reviewed on the CIC home page: [http://www.csueastbay.edu/senate/cic.htm](http://www.csueastbay.edu/senate/cic.htm)

13. **06-07 CIC 29, General Education application of courses**

M/S/P (Ugbah/Maxwell) to place on the Senate agenda the GE application of courses.

14. **COBRA Report**

The report was distributed and Karina Garbesi presented an overview. COBRA devoted most of year briefing the new administration on prior budget problems and past recommendations, and discussing approaches (goals objectives) with the new administration. COBRA met with all senior level incoming folks. Principles were established and should be implemented next year. It was decided that this year the annual report should be separate from the COBRA allocation recommendations to the President, which cannot be done this year, due to the late administrative turnover in several key positions. Questions were raised about debt and where we are with respect to each problem (past and present). It was noted that information was received at the last minute, which made it difficult for the committee. However, they are excited at having this more complete (and transparent) information. The President added that the only documented debt that is left is the $3M for CMS; other debts that were found, such as the lights, golden handshake, and a good chunk of CMS have been removed. The President agreed to ask Bibb to provide a document showing debt in 06 and today for the next ExCom (here’s what we had, here’s what’s retired, here’s what’s left). It was agreed that the benefits of having such a report would show COBRA’s diligence, administration’s openness, and evidence of shared governance. The University Budget Advisory Committee will meet on June 8.

15. **06-07 FAC 4, Proposed Revisions to the Appointment & Review Document**

M/S/P (Ugbah/Caplan) to place on the Senate agenda as an information item only, Proposed Revisions to the Appointment and Review Document, and to refer the topic to FAC in the Fall, with the Senate feedback included.

The Chair noted that this was a long-awaited and important document. A number of questions arose about the document, which included huge changes, including passages B2 (pg 3) “in consultation with chair of the search committee (vs Executive Committee)”; B4 (pg 4), the description may be modified by the search committee but never happens; Page 6 on deans: it is important to have deans be allowed as appointments by the President, and the way it is written seems to precludes this, whereas the phrase is meant only to exclude them from being elected as a faculty representative; page 9 IV A2...now dean can appoint, is that intent; Appendix A. composition of many committees changed from one per college, elected by the college, to a university wide election and the call for student input seems idiosyncratic. Given all the questions raised, it seems prudent not to go through the document and revise it quickly. The Provost suggested that this be considered a “first reading”. ExCom agreed to place it on the Senate agenda as an information item, noting that Ex Com believes it is still controversial and not ready for senate vote at this time, given ExCom’s concerns and that Senate input will also be included in the referral memo to FAC next Fall with a firm deadline for the submission of the
revised document. This would mean we will spend another year with our current policy, but there are no reviews that will be affected, just possible searches.

16. **06-07 FAC 5**, College and Library Outstanding Faculty Award Policy, and **draft 06-07 BEC 14**, Policy and Procedures for the Awarding of the College and Library Outstanding Faculty Award (Maxwell/Opp) to place on the Senate agenda, College and Library Outstanding Faculty Award Policy. The policy was written in response to a Faculty Award grant that was given to University, which needed processes determined before implementation. Discussion ensued about vagueness and confusion in the FAC document. The Provost noted his surprise that there was currently only one faculty award given annually at CSUEB, as most universities confer multiple awards.

M/S/P (Caplan/Woods) to refer back to FAC in the Fall with the draft BEC document as a companion.

17. **06-07 FAI 1**, Revision of the Fairness Document and 06-07 Annual Report on Activities of the Fairness Committee

M/S/P (Maxwell/Opp) to place on the Senate agenda, Revision of the Fairness Document and to accept the 06-07 Annual Report.

Sawyer requested that the minutes reflect that Fairness did a great job and Eric Soares is thanked for his long service.


David Larson, AALO for 05-07, presented an Executive Summary of a longer report, which will be written so it can be inserted easily into the WASC report, available in July. (Note: Larson is in the second year of his second two-year term). There was rigorous tracking of faculty appointments in 06-07. 33 faculty searches occurred this year with 22 completed as of May 24. Larson noted that when positions are advertised with only broad criteria, a more diversified pool results. In the past 4 years 74% of tenure-track appointments went to individuals other than white males. In the past 7 years 71% of the tenure-track appointments went to individuals other than white males (125/170). Ugbah raised a concern that there may be no Hispanic faculty in CBE, which has a sizable Hispanic student population; Larson expressed concern that there were zero African American hires this year. Science had a high level of success (10/10); CLASS changed leadership in mid-year, but made double-appts in rich pools last year. Hiring Business faculty has been challenging in the CSU overall (all 10 applicants turned down offers from Marketing). The last page of the report was a spreadsheet of 2001-2007 tenure track appointment statistics.

FDEC (Faculty Diversity & Equity Committee) looked at broadening its charge and invited the President and Senate Chair to a meeting in January to discuss and help determine ways in which it could expand its charge and reinvent itself. Three membership changes were identified. First, add the immediate past chair for institutional knowledge. Second, change the name AALO to Diversity and Equity Officer. Third, expand the committee to include staff—preferably one dealing with searches – and a student member. The committee has been looking at other universities for input into developing a CSUEB university-wide diversity plan (some require each dept to have a plan). FDEC hopes to present a diversity plan to the Senate next year. Professor Terry Jones is the incoming AALO and Chair of FDEC.

In GE, there is discussion for a diversity series of courses, modeled after Cultural Groups/Women. Grads would then have curricular diversity experience.

The President expressed that what Larson has put together is tremendous and that he is pleased with the direction that FDEC is taking.

19. Concord Campus Advisory Committee Report: Nichole Howard had a personal tragedy and will not be present. The report will be given in the Fall.


In closing, Reichman thanked the Executive Committee for its work. It was an eventful year with a new President, a WASC review, contract dispute, and myriad of things on its plate. The university looks different now than it did 12 months ago, thanks to the things we set in motion.
Eric, Steve, and Denise will not be on senate next year, and were thanked for their service. Those continuing on the Senate should think about next year’s ExCom, for continuity in leadership during times of change.

Mayling Chu was elected to COBRA this Spring, but is still serving on FAC. As the Bylaws restricts service to only one Standing Committee, she will have to choose which committee she will be on next year and the college will have to elect a replacement for her on the other committee.

The committee commended Hank for his able leadership this year.

Ugbah noted that it was great to serve on ExCom and that it has been a fantastic year and a pleasure working with the new administration. He suggested that it be considered that future ExCom members and Standing Committee Chairs be given a certificate or plaque noting their service.

21. Adjournment

M/S/P (Maxwell/All)

Respectively Submitted,

Nan Maxwell
Acting Secretary