Minutes of the Executive Committee Meeting, Tuesday, May 26, 2009

Members present: Jennifer Eagan, Karina Garbesi, Julie Glass, Susan Gubernat, Jane Lopus, Sally Murphy, Susan Opp, Mo Qayoumi, Henry Reichman, Jeffery Seitz

Members absent: Rita Liberti

Guests: Dee Andrews, Deidre Badejo, Carl Bellone, Katie Brown, Linda Dalton, Linda Dobb, Terry Jones, Jong Jun, Mike Mahoney, James Mitchell, Don Sawyer, Arthurlene Towner, Craig Wilson, Gale Young

1. Discussion regarding the current administrative searches (in closed session) including the Provost and w/o the Senate Chair; (TIME CERTAIN 1:45) The HR Director (or designee) was invited but did not attend.

   (Open Session; TIME CERTAIN 2:20, but was delayed until 2:35)

2. Approval of the agenda

M/S (Eagan/Garbesi) The report of AALO should be 4D. 08-09 CIC 38 revised will be added to item 7.

The motion, as amended, passed.

4. D. Report of the AALO (Terry Jones) (TIME CERTAIN 2:30)

ExCom members have a copy of the AALO/DELOs written report. The AALO/DELO, Terry Jones, stated that he hoped the oral presentation will also be helpful. He stated that his observations over the past few years have shown him how this institution is turning towards equity and diversity and how it has also turned away. The efforts of Arthurlene Towner, Hank Reichman, the Provost, the President and others, including the Faculty Diversity and Equity Committee (FDEC) members were praised. Events, gatherings, and trainings in the area of diversity and equity over the past year were described including search committee training. The policies and written documents of the university on diversity and equity were held in high esteem, and hope was expressed that the institution will closely follow those written documents in word and spirit. The Faculty Diversity and Equity Committee has been working tirelessly putting together a diversity plan which is almost complete. Hope was expressed that it would be adopted and used productively. Jones expressed his great pride in working with others on this document. When complete it will go to the President, his cabinet and the Academic Senate for approval. The document talks not simply of diversity and equity, but of how to become a truly inclusive institution.

Some comments critical of current practices were given. These included the perception at times that expediency has been chosen over diversity and good intentions have not had proper follow through. It was noted that the placement of diversity reports at the end of agendas, among other practices, sends a bad message to those who care deeply about these matters. Thanks were expressed to those who spoke up at the previous ExCom meeting in favor of respecting the work done by FDEC and demanding that this report be given the time and respect it deserves. While it was noted as an insult to diversity values to be placed last on the ExCom agenda, it is the practice that all reports to ExCom have historically been placed at the end of the agenda (unless a compelling reason is given why the reporter cannot attend later, such as a class conflict) in order
to assure that the faculty governance documents have adequate time for discussion and placement on the Senate agenda, as it could otherwise delay the start of a new degree or degree modification.

Several examples of additional “missteps and misdeeds” were given. It was felt that behavior and outcomes have wide repercussions on the reputation of CSUEB. Another set of examples was the permanent appointment of two interim positions (Director of DCIE and Director of Concord Campus) within Academic Affairs without a search, and the decision to hold an internal search for AVP of APGS. These were given as examples where expediency trumped EEO. It was explained that research has shown that in order to diversify searches must cast as wide a net as possible. Dr. Jones suggested that all three of these MPP appointments/searches be reopened as external searches using best practices for ensuring a diverse pool of applicants.

Jones urged ExCom to approve the Diversity Plan when it comes forward, consider institutionalizing 2 year searches, introduce additional diversity and equity training for administrators, and elevate the EEO position to the level of the President’s Office. He finished by stating that CSUEB has laid the foundation for a great process and urged the faculty to stay true to these values and principles. He stressed the importance of inclusive educational experiences for everyone.

M/S/P (Murphy/Eagan) to accept the AALO report and to refer to the next Executive Committee the recommendations that appear at the end of the DELO/AALO’s written report, for possible referral to Senate committees or a task force. In addition, it was recommended that the AALO/DELO report be placed early on future agendas.

M/S/P (Murphy/ Garbesi) that the AALO/DELO report be sent to the full Academic Senate (as well as Excom) in future years.

3. Approval of the minutes of the meetings on 4-28-09 and 5-12-09

M/S (Gubernat/Eagan) to approve both sets of minutes. A correction was made to the President’s report of 5-12 clarifying that the budget may change depending on the results of the special election, rather than referring to a specific impact should 1A and 1B fail to pass.

The motion with corrections passed.

4. Reports (other reports will be given at the end of the meeting)

B. Report of the President

The May revise will come out on 5/28. More information will likely be available in mid-June and will be shared as it becomes available.

Last week there was a groundbreaking ceremony for the new Recreation and Wellness Center.

Everyone should have received information about the upcoming Ethnic Graduation celebrations.

5. Appointments

M/S/P (Garbesi/Murphy) to appoint Maria Gallegos, Biology, to replace Mitch Watnik on Senate for Fall, 2009, pending a univ-wide election to replace him for the remainder of the year
Confirmation of the email vote to appoint Robert Phelps as University Honors Program Director (term 09-11). This appointment was enthusiastically confirmed.

Other needed appointments will be made in early Fall.

6. **08-09 CIC 43**, Proposed Discontinuances and Adoptions of new Options in the MPA Degree Program;
   - **08-09 CAPR 28**, Approval of the MPA Option in Public Human Resources Management and Change;
   - **08-09 CAPR 29**, Approval of Discontinuance of MPA Option in Public Policy Development;
   - **08-09 CAPR 30**, Approval of Discontinuance of the MPA Option in Public Management;
   - **08-09 CAPR 31**, Approval of the MPA Option in Public Management and Policy;
   - **08-09 CAPR 32**, Approval of the Discontinuance of the MPA Option in Organizational Change; and
   - **08-09 CAPR 33**, Approval of the MPA Option in Management of Human Resources and Change

M/S/P (Reichman/Murphy) to place these documents as a group on the senate agenda.

7. **08-09 CIC 45**, Application of Courses for GE and **08-09 CIC 38 revised**, Application of Courses for GE

M/S/P (Murphy/Seitz) to place both documents on the senate agenda.

8. **08-09 CIC 46**, Timeline change and routing of requests for New and Discontinued Programs-Options-Minors-Certificates-Credentials-SSMPPs (and proposed significant modifications to these

M/S/P (Murphy/Seitz) to place on the senate agenda.

9. **08-09 CIC 47**, GE-Approved Course Syllabi Requirement

M/S (Murphy/Garbesi) to place on the senate agenda. It was explained that this will require a listing on the syllabus of GE outcomes for which the course was approved. It was suggested that this may be controversial on the floor of the senate.

The motion passed.

10. **08-09 CR 4**, Recommendation to approve revisions to “Policies and Procedures for Committee Operations”

M/S (Glass/Gubernat) to approve. It was noted that this will require a bylaws change as do some other agenda items. Thus, if approved by ExCom, this item will be included in the fall election as a university wide bylaws change, if the Senate approves the bylaws election.

The motion to approve passed.

11. **08-09 CR 5**, Organized Research Units (Centers and Institutes): Policies and Procedures

M/S/P (Garbesi/Seitz) to place on the senate agenda.
12. **08-09 CR 6**, Recommendation to approve the CSUEB Center for College Students with Autistic Spectrum Disorders (CCSASD) as an Organized Research Unit

M/S (Garbesi/Seitz) to place on the senate agenda. It was noted that CR5 will not affect this action since they will go to the Senate simultaneously. Katie Brown from Project Impact represented this document and answered questions, such as how this unit will be funded. ExCom members were directed to the funding section of the proposal which explains the proposed funding sources and states that the expectation is that the Center will be self supporting within 5 years. It was noted that a pilot project currently serves 4 students and that in its first year it is expected that the center will serve only 5 or so students. It is anticipated that this center will be a model for the CSU. The main purpose at this time is to establish infrastructure so that services can be provided as described. Parental interest has been strong including the desire to participate in the planning stages. It was clarified that the services provided are not mandated accommodations.

The motion passed.

13. **08-09 CAPR 40**, Change in Committee Policies and Procedures *(req Bylaws change, same as 08-09 CR 4)*

M/S/P (Garbesi/Lopus) to approve.

14. **08-09 COBRA 5**, COBRA’s Annual Report and Recommendations to the President

M/S/P (Murphy/Eagan) to place on the Senate agenda.

15. **FAC Announcement**: 08-09 Sue Schaefer Faculty Service Award will be presented to Russ Merris, Math Professor Emeritus at the final Senate meeting on June 2nd

Dr. Merris will be presented with award by Dr. Schaefer at the final Senate meeting next week. Congratulations and applause were offered.

16. **08-09 cFAC 7**, Academic Dishonesty Policy revision

M/S/P (Glass/Eagan) to place on the Senate agenda.

17. **08-09 cFAC 8**, Modifications to the Retention, Tenure, and Promotion Policy and Procedures (RTP; formerly PTR)

M/S (Gubernat/Eagan) to place on the Senate agenda. Thanks were offered to FAC for this thorough and thoughtful revision. Particular thanks were offered Dee Andrews, Chair of the Subcommittee. Several modifications were suggested by Dr. Andrews regarding the schedule of reports by the various levels of review and additional modifications were suggested by Associate Provost Towner. Some reasons for the date changes were to accommodate the 10 day rebuttal period mandated by the CBA and to avoid duplicate due dates for reports. Other changes included criteria for early promotion vs. early tenure, and other issues of consistency and clarification. There was also a discussion regarding the list of possible evidence for instructional achievement. Some felt that the list might be interpreted as restricting faculty from including other types of evidence and/or that the list might lead reviewers to expect all items on the list to be included as evidence.
All suggested changes will be incorporated into the document and posted on Sharepoint by the end of the day.

The motion to place **08-09 cFAC 8** on the Senate agenda, as amended by 08-09 BEC 13 and to allow for an e-mail vote on the discussed revisions (posted to Sharepoint) by noon tomorrow, passed.

The discussion moved to the proposed BEC allowing faculty to “opt out” of the new document in cases of promotion and tenure during 2009-2010. It was felt that the wording of the BEC would allow for faculty for whom the changes would impose an undue burden because of cumulative dossier preparation over retention years and early deadlines for dossier submission to opt out. The BEC is also careful to avoid the possibility that there would be potentially two documents in use for years to come. It was suggested that, should the documents pass, that faculty receive a letter from Academic Affairs clearly explaining the effects of the new document as well as the opt-out option.

M/S (Murphy/Guberat) to place 08-09 BEC 12 on the Senate agenda.

The motion to place on the Senate agenda passed.

**18. 08-09 cFAC 9**, Interim Coaches Evaluation Policy, 09-10

M/S/P (Murphy/Glass) to place on the Senate agenda.

**19. 08-09 cFAC 10**, Bylaws of the Library Faculty

M/S/P (Glass/Murphy) to place on the Senate agenda.

**20. 08-09 CIC 48**, Proposed Substantial Modification of M.S. Speech Pathology and **08-09 CAPR 34**, Request for Approval of the Revision of the M.S. in Speech Pathology and Audiology

M/S (Murphy/Lopus) to place on the Senate agenda. There was some discussion regarding the option of a university thesis at 2 units. It was explained that all electives are 2 units, and that it was felt that for consistency the university thesis “elective” should be the same number of units. It was also a goal of the department to have all majors complete the same number of units. Bellone explained that the number of units for a university thesis is not mandated by the university and that there is a range of requirements in different departments (4 units is average). There was also a question about resource implications and new tenure track lines. It was explained that the department hopes to simply get up to the number of tenure track faculty it had in the recent past. The department is aware of the current budgetary constraints and is aware that approval of this document does not constitute a promise of future resources.

ExCom requested that, between now and the next meeting of the Senate, the department consider ExCom’s concerns and let the Senate office know if they would like to make any language changes on the floor of the Senate.

The motion to place on the senate agenda passed.

**21. 08-09 CIC 44**, Proposed Discontinuances and adoptions of new Options in the B.A. Communications degree program

**08-09 CAPR 25**, Request for Discontinuances of 9 Options in the BA, Communication;
08-09 CAPR 26, Request for Approval of the Option in Professional, Public and Organizational Communication; and
08-09 CAPR 27, Request for Approval of the Option in Media Production

M/S (Murphy/Lopus) to place these documents as a group on the Senate agenda. Gale Young responded to questions. A “transition plan” will be available next week. The number of new courses will then not be as confusing. There were a large number of options in the past due to divisions in the department; this modification finds middle ground. They will have to honor students' catalogue rights for a large number of students. There are many exciting innovations: the Pioneer will go online by fall, and there will be more video streaming.

The motion to place on the Senate agenda passed.

22. Reports
   A. Report of the Chair
   The Senate organizational meeting is June 2. June 4 is the Budget Forum from 2 - 3 in the University Union. There are retirement receptions for Sonja Redmond on June 8 and for Armando Gonzalez, Arthurlene Towner, and Carl Bellone on June 9.

   Motions made in closed session need to be approved by email from the Secretary's notes, since there are no minutes from closed sessions.

   M/S (Gubernat/Murphy) to approve the memo from ExCom to Associate Provost Towner on the process for evaluating coaches. It was agreed to amend the memo to say that it was from "the Faculty members on ExCom" rather than from ExCom.

   C. Report of the Statewide Academic Senators

   There was no report from the Statewide Academic Senate

23. Adjournment (extended to 4:30 by vote of ExCom)

   M/S/P (Murphy/Gubernat) to adjourn.

   Respectfully submitted,

   Julie Glass, Secretary