TO: President Mo Qayoumi
FROM: Sue Opp, Chair, Academic Senate
SUBJECT: Actions of the Executive Committee of the Academic Senate

At its meeting on October 14, 2008, the Executive Committee of the Academic Senate took the following actions:

Forwarded to the Academic Senate:
- **07-08 CAPR 27**, Five-Year Program Review for Social Work Programs, with the next review date changed to 2010-11, to match the outside accreditation cycle
- **07-08 CAPR 17 revised** and **07-08 CIC 24 revised**, New Certificate in World languages and International Travel; the issue of approval of the proposed student fee by CFAC was discussed

Approved:
- **2008-09 COBRA 1**, Policies & Procedures for Committee Operation
- A referral to CIC to develop a policy/procedure for adding a new prefix for courses within the same program, with placement of the policy/procedure into the Curricular Procedures Manual (or other appropriate document). ExCom expressed its opinion that CIC and Senate approval would be appropriate for such a request, possibly with a copy as an FYI to CAPR.
- A new membership structure for the PACE Advisory Committee
- The placement of two Bylaws changes on the Fall ballot (1. a change in title for the Affirmative Action Liaison Officer and 2. Membership term changes for COBRA)

Appointments:
- Paul Wright, Social Work, to FDEC to replace Munakata, 08-09
- Sharon Green, Mgmt & Finance (08-10) and Ellen Woodard, Geography (08-09) to CCAC
- Marc Jacobs, Theatre & Dance and Gregory Theyel, Management & Finance to the Bookstore Advisory Committee, 08-10
- Michelle Tellez, Min Sohn, both Nursing and Sue Roddermel, KPE to the Student Health Advisory Committee, 08-10
- Gary McBride, Accounting; Lonny Brooks, Communications; and Li-Ling Chen, Teacher Ed to UIT, 08-10
- Senate replacements for Fall: Wesley Broadnax, Music, to replace Cadwallader; Leann Christianson, Math & CS, to replace Fan; Maria Gallegos, Biology, to replace Uhde-Stone
- Melissa Michelson, Political Sci, to replace Rebecca Kelly for Fall on Committee on Research
- Mayling Chu no longer needs replacement on COBRA for Fall, so Lubwama’s appointment was rescinded
- Cesar Maloles, Marketing, replaces Asha Rao on FAC for Fall
- Chris Moreman, Philosophy, to the Food Services Advisory Committee 08-10

Heard a report from the designated ExCom members regarding the CAPR documents below and, on their recommendation, voted to return the documents to the Committee:
- **07-08 CAPR 22**, Revisions to the CAPR Policies and Procedures document (requires a Bylaws change)
- **07-08 CAPR 21**, 05-06 CAPR 9, Revisions to the 5-Year Program Review document.

Heard a report from the Provost regarding Transforming Course Design, noting that CSUEB faculty were “not interested” in proposing a course for this.

Received a report and handout from AVP Bellone and Michael Schutz, Sociology, regarding the new tool they developed which will be available on the web, “Teaching Days in each Quarter”; it is hoped that this will clarify the impact of holidays on total teaching days in the quarter, especially for once-a-week classes, and that it will be widely consulted.
Heard a report from Raechelle Clemons regarding the Faculty Focus Group for IT, with ExCom feedback as an additional resource.

Provided feedback via email earlier in the week regarding the proposed “Faculty Profiles” which will be available for faculty use the web.

Noted that the budget allocation has not yet been received from the Chancellor’s Office.

Postponed until the next meeting:
- Sharepoint Demo

xc: Administrative Officers
College Deans
Department Chairs

Actions Acknowledged by the President
Provost’s initials: