CALIFORNIA STATE UNIVERSITY, EAST BAY

OFFICE OF THE
ACADEMIC SENATE

Approved as Presented

Minutes of the Executive Committee Meeting, Tuesday, October 28, 2008

Members present: Jennifer Eagan, Karina Garbesi, Julie Glass, Susan Gubernat, Rita Liberti, Jane Lopus, Sally Murphy, Susan Opp, Henry Reichman, Jeff Seitz

Members absent: Mo Qayoumi

Guests: Carl Bellone, Shawn Bibb, John Charles, Raechelle Clemmons, Linda Dalton, Armando Gonzales, Mark Karplus, Mike Mahoney, James Mitchell, Don Sawyer, Rhea Williamson

1. Approval of the agenda
M/S/P (Glass/Seitz)

2. Approval of the minutes of the meeting on 10-14-08
M/S (Glass/Seitz). A minor typo was noted.
The motion to approve the minutes with the correction passed.

3. Reports

A. Report of the Chair
   - The second annual Academic Integrity and Ethics week is in progress. Tomorrow at noon there will be a faculty forum facilitated by Jessica Weiss on Detecting and Dealing with Plagiarism. The forum will take place in this room and refreshments will be served. Today at 4PM there will be a workshop for students titled “Jump Start Your Research.” Thursday at noon will be a workshop for students on avoiding plagiarism.
   - On Monday, 11/10, there will be a workshop on writing applications for professional leave sponsored by the Office of Faculty Development. RSVP to Kyna Taylor in Faculty Development.
   - On Wednesday, 11/5, there will be a welcome reception for veterans at 5PM in the new university union multipurpose room. This event is to welcome new and returning veteran students. Sue Opp will forward the Mass Mail that went out regarding this event.
   - Sue Opp announced the passing of Dr. Detlef Warnke and mentioned that a Communique had gone out. Dr. Warnke was a long time member of the Department of Geological Sciences. There will be a memorial service on Thursday. He was a great scientist and colleague and will be missed.

B. Report of the President

The report was given by the Provost.
   - The CEAS Dean search is progressing. It is expect that candidates will be on campus during the latter part of next week or the following week. It is hoped that a new dean will be named by the end of the quarter. The campus community will be notified about the timing of the candidates’ visits.
   - The Provost provided a document about tenure track density giving information about the percentage of tenure track faculty at all the CSU campuses based upon FTE, not head count. CSUEB (last year) had a density of 61.7% while the system average of was 61.1%. If the 41 new TT hires that started this year were taken into account it is likely that CSUEB is in the mid 60s in terms of percentages. ACR 73 calls for the SFR number to be 75%, which is unlikely in the near future. Colin Ormsby and PEM will provide current statistics in terms of FTE and head count. It was noted that if the data went back further it would most likely show that CSUEB has not improved its percentages, rather, the rest of the system has “caught up”. There was some discussion about the availability of departmental and/or major data from across the system. It was noted that, with the current budget situation, it will most
likely not be possible to match the growth in enrollment with a corresponding growth in TT faculty. CSUEB is in the plus column for enrollment but not in the plus column for funding.

- There will be a UPABC meeting this Friday, 9 – 11 at which there will be a more detailed discussion of the budget. It was noted that the structural budget for CSUEB is $4.2 million and that it will not be retired in 3 years, as previously hoped. In 2008-09 there was a cut to the CSU of $215 million of which about $3.1 million will be to CSUEB. In addition, the latest $31 million will yield another $1 million cut to CSUEB. This results in about an $8 million dollar deficit. Last year there were some one time funds to cover the structural deficit for the units. It was noted that this year the $4.2 million was already part of projection. The latest cuts bring other issues to the table. CFO Shawn Bibb noted that despite the difficulty budget news, CSUEB is growing in terms of enrollment and is committed to funding increases at the lecturer rate as promised to fund targeted growth.

- Hank Reichman noted that the Legislative Analyst’s Office had made a visit to CSU (and other CSU campuses). It was hoped that, in the future, such visits would include the faculty senate as they are likely to cover issues of shared governance such as YRO, distance education, etc.

C. Report of the Statewide Academic Senators

There was no report.

4. Appointments

Concord Campus Advisory Committee: No nominations have been confirmed.

Fall CLASS replacement on COBRA: Issac Catt to replace Mayling Chu

M/S/P (Murphy/Garbesi) to make the appointment.

Fall CBE replacement on CIC: No nominees

Fall CBE replacement on CAPR: No nominees

Fall SCI replacement on FAC: No nominees

Mayling Wu (MLL) was elected to serve as the non-Science member for review committee for Dean and Associate Dean of Science

5. 08-09 CIC 1, Policies and Procedures for Committee Operation, Committee on Instruction and Curriculum

M/S (Murphy/Eagan). It was noted that the changes were only to the meeting time, some group names, and college titles.

M/S/P( Lopus/Garbesi) to add a friendly amendment to change the meeting time from 2 – 4PM to 2 – 3:50

The motion to accept passed.

6. 08-09 CIC 2, Application of GEOL 3401 for GE Area B6.

M/S (Garbesi/Reichman) to place on the Senate agenda. There was a question regarding the status of the current GE class that did include a lab. It was explained that that course would be removed from “the books.” It was noted that the title of the course should be “The Oceans.”

The motion to place on the Senate agenda passed.

7. Discussion of Post-Promotion Increases (PPI)

This is an opportunity for Excom members to discuss this new program and the related procedures. It was noted that Hank Reichman was a member of the CFA collective bargaining team when this was negotiated. He pointed out that this was one salary item that was not too contentious because it included a small merit piece.
It was explained that this program was designed, in part, to address salary compression as well as the perception that there is no “merit” once a faculty member reaches tenured full professor status. Full professors who are at their SSI max are eligible (a total of approximately 53 faculty at CSUEB). The most senior faculty (those hired before 1988) will be eligible this year, and the rest the following year. Faculty who are eligible this year have been notified. It was noted that departments needn’t have faculty only from that department serving on the review committee. In addition, faculty may serve on more than one committee, and those who are applying in the current year can serve on other departmental committees. Review committees may give the following recommendations: doesn’t meet expectations, resulting in no raise; meets expectations, resulting in a 2.5% raise; exceeds expectations, resulting in between 2.75% and 3.5% raise at the discretion of the president. Applications are to be narrative at a maximum of 2 pages and should address the faculty member’s work assignment. It is on this work assignment that each candidate is to be assessed. An appeals committee must be elected with appeals to be filed after the president’s announcements of awards at the end of January, 2009. It was noted that FERPers can serve during quarters in which they are teaching. It was also noted that the timing of notification other than the final announcement was unknown. The evaluation process is to be based upon campus and departmental culture. It was noted that it will require that we trust our colleagues, just as the PTR process requires. All pertinent documents have been distributed and it was suggested that eligible faculty and committees carefully review them.

Faculty were encouraged to run for review committees as well as the appeals committee.

8. ITS Update -- Patch & Power Management

The Central Patch and Power Management programs are primarily to address security and green computing. The central patch program allows ITS staff to install updates remotely on Wednesday and Thursday nights. On these nights faculty are encouraged to leave their desktop computers on after logging off and turning off their monitor and printer. The Power Management program will allow faculty to “opt in” in which case their computers and/or monitors will be turned off automatically after a certain period with no utilization. Some newer machines may eventually be able to be “woken up” remotely. The current rollout does not affect laptop users. College ITS staff will be (and have been) notified of important security patches and will be asked to contact faculty they know are using university laptops in order to install patches. It was unknown if patches will be able to be installed remotely through the wireless network.

9. Sharepoint Demo

There was a brief Sharepoint Demo including the discussion board and meeting work space. It was explained that users can subscribe to receive alerts based upon different areas of use. There was some concern about usability for Mac users.

A proposed policy on faculty and staff profiles and webpages was shown on Sharepoint, however hard copies were not provided. An overview was given which includes that there would be standardized “profile pages” supported by the university as well as server space provided for personal pages. Profile pages would not be mandated by the university but would have a standard format. Personal pages would not have a standard format and would include a university disclaimer. They could not be used for business or financial purposes. ITS would like Excom input on the policy which is available on the Sharepoint site. There were some questions about the flexibility of the profile page and the rules about the business and financial restrictions as it relates to a notice about a publication (with a link, perhaps, to Amazon) and/or a performance announcement. It was noted that if the profile page were to contain course information it would be best if it could be updated automatically using Bb or PS.

10. Adjournment

M/S/P (Glass/Lopus)

Respectfully submitted,

Julie Glass, Secretary