Minutes of the Executive Committee Meeting, Tuesday, October 11, 2005

Members present: Kevin Callahan, Cal Caplan, Jennifer Eagan, Denise Fleming, Susan Gubernat, Nan Maxwell, Henry Reichman, Don Sawyer (Chair), Eric Soares, Steve Ugbah

Members absent: Julia Norton, Norma Rees

Guests: Carl Bellone, Bob Brauer, John Charles, Mark Karplus, Jim Kelly, Sandy Sanders, Gale Young

1. Approval of the agenda

M/S/P (Maxwell/Caplan) to approve Callahan moved to add a discussion regarding Blackboard as item #10. Soares second; passed

2. Approval of the minutes of the meeting on September 27, 2005

M/S/ (Ugbah/Maxwell) to approve
- Reichman noted that in his report ICAS is drafting letter to WASC, not Statewide Senate. Approved as corrected

3. Reports

A. Report of the Chair

- Issue of length of reports will be placed on agenda at a future meeting
- Informed by Provost that TV station will cease operations. Provost Kelly reported that station falls under purview of International Education, which by law must be self-funding; however, it has been running at a significant deficit ($20k in revenue, $300k in costs). Contract with Comcast expires in February. CLASS wants the space for student lab. We got clearance from the Chancellor’s Office, since this involves job losses, and the unions were notified. Ugbah asked if station is an intricate part of Mass Communications Department. Kelly stated that it is not. Rees likes to say “suspended” in hopes of restarting in the future.
- Sawyer requested input on wording for the ballot for ACTCSP (advisory committee to select the new president). As of now, the wording is: “Two regular members of the college faculties or library, excluding deans and directors, not from the same college.” Discussion ensued as to whether Ex Com can limit number of faculty from same college. Will explore what language other CSU’s have used and will email Ex Com.
- Directive from Chancellors Office regarding AB 720 Veterans Day to be observed on November 11, effective 2006. Sawyer has referred this to FAC, for revision of our Ten Year Academic Calendar.
- ExCom approved 05-06 CIC 1, GE Subcommittee membership, by e-mail on 10-07-05; Reichman asked that the minutes reflect that he abstained
- Trustee Jeff Bleich will come to next Ex Com meeting on October 18 from 2-3 p.m.
- Announced Annual Awards Gala October 28th 6-9:30 p.m. at Palm Center at Mitchell Katz Winery
- Reported on discussions regarding moving Senate office to another space, perhaps linked to a “faculty center” somewhere in the library complex. After meeting October 12, Sawyer will report back.
B. Report of the President

- President Rees was not present. Interim Provost Kelly distributed criteria for Wang Family Award and encourages faculty to apply.

C. Report of the Statewide Academic Senators

- Reichman reported that Statewide Executive Committee has appointed a task force for the applied doctorate
- Lower Division Transfer Process continues. Chair added that the campus program for our LDTP reps will held soon, to get them up to speed; thanked Reichman for his efforts in this regard, as well as Anna Powers and Michelle LaCentra.

4. Appointments:

M/S/P (Ugbah/Caplan)

- Ray Garcia to the University Advancement Faculty Liaison Committee for Fall Quarter
- Ellen Woodard to the Enrollment Services End Users Group
- Ellen Woodard, Lecturer rep to Contra Costa Advisory Committee 05-06
- Carolyn Fong Science rep Contra Costa Advisory Committee 05-07
- Mitch Watnik, Science rep to Senate, Fall 05 only

5. Approval of the Preliminary list for the Fall Quarter University-wide Election

M/S (Caplan/Ugbah) to approve

Reichman noted that Daniel Martin is not tenured and should be removed. It was agreed that the department name should be changed for Diane Satin to Accounting & CIS.

Reichman questioned Lewis’ place on the ACTCSP as a FERP’er. It was noted that the rule states that a FERP’er is eligible to serve only if active in all quarters of that committee’s commitment. Sawyer will check on Lewis’ appointment and will remove him from the list of eligible candidates if he is not teaching each quarter.

Approved as amended.

6. 04-05 COBRA 1, Recommendations for 2005-06 CSUEB Budget Allocations

M/S/P (Soares/Maxwell) to place on the Senate agenda.

It was noted that Garbesi will report to ExCom in mid-winter.

7. University Advancement Report (Burt) (TIME CERTAIN 3:00)

- Vice President Burt provided the Annual Report to ExCom on University Advancement; discussed trends in philanthropic productivity. From 2002-2003 to 2004-2005, CSUEB experienced an increase in donations from $1,892,967 to $8,205,572. Some of this increase is due to being able to include contingency grants (e.g., Business and Technology Center monies). A new change is the recording of testamentary commitments (bequests). The number of donors in the Al Lepore category ($1000 or more) is increasing, as are Leadership Level donations to designated units, departments, or athletics.
- University Advancement has undergone some reorganization and experienced several changes in staff. CSUEB has also added a new officer, Senior Development Director for Major Gifts.
- Preparing for a new comprehensive campus campaign; distributed a task list and discussed progress toward completing tasks.
- Have conducted position analyses, established job descriptions, and performance measures
- Cal State EastBay Magazine is a new publication that will replace Haywire. Funds previously used to produced The View (which has become an electronic publication), will now fund Cal State EastBay Magazine
- Future goals include obtaining funding for endowed chairs and doing a feasibility study to determine campus readiness for a major capital campaign.
8. WASC Update
   - CIC’s GE Subcommittee is examining assessment measures for learning outcomes. The Cultural Groups/Women Subcommittee is also working on assessments.
   - CAPR is continuing to refine the document on Academic Review & Planning. COBRA is reviewing parts of the above document as well.
   - CSU system and CSUEB locally are studying advising; asked for volunteers to serve on a committee to examine advising from a faculty perspective. Gubernat and Caplan volunteered to serve.

9. Policies & Procedures in EEO investigations (closed session)

10. Discussion regarding viewing Course Statistics in Blackboard
    Postponed until the next meeting

11. Adjournment
    M/S/P (Maxwell/Ugbah)

Respectfully submitted,
Denise Fleming, Secretary