Executive Committee  
Council of Chairs  
Minutes of April 16, 2007 meeting

Present: AMC (Peter Nwosu), B&E (Shirley Svorny), ECS (Nagi El Nagi), EDUC (Nancy Burstein), H&HD (Craig Finney), HUM (George Uba)

Visitors: Penny Jennings, Associate Vice President for Faculty Affairs, and Albert Alcazar, Faculty Affairs Staff

Absent with notification: Library (Doris Helfer)

Absent: M&S (Larry Allen), S&BS (Mathew Cahn), Ext L (Tyler Blake)

1. Chair Nwosu called the meeting to order at 10:00 a.m.
2. The minutes of the March and February 2007 meetings were approved.
3. Announcements
   a. Trustee Monville will visit CSUN on Friday, April 27th. More details will be coming from the President’s office. Chairs will be invited to attend.
   b. Professor Nagi talked about the “New Student Convocation”
      i. Planned for freshmen and new transfer students
      ii. Scheduled for 9/6/2007 from 6-9 pm.
      iii. The event will be held on the library lawn and will include a speaker (Robert Kennedy, Jr.), food, music, and big screen projection.
      iv. It is expected that department chairs will attend and wear academic regalia for the convocation.
      v. There was some discussion about how to bring the students together. It was suggested that one option would be to schedule a 5:30 meeting between students and department chairs to discuss how the semester has gone so far.
   c. A preliminary study, “Recruitment and Retention of Underrepresented Faculty at California State University, Northridge: 1995-2005,” authored by the Senate Educational Equity Committee (December 2006), was distributed by Nwosu, who serves on the SEEC. A copy is attached to these minutes.
4. Council of Chairs 2007-08
   a. Election of Council of Chairs Officers for 2007-08
      i. President – Craig Finney, Dept. of Recreation and Tourism Management
      ii. Secretary – Nancy Burstein, Dept. of Special Education
   b. College representatives for 2007-08 – members of the COC should report back at the next meeting
5. Planning Chairs/Dean’s Retreat (Sunday, Aug 12-14)
   a. V.P. Jennings asked for breakout session suggestions
i. Uba – “The Millenial Student: Myth or Reality”
iv. Burstein – “Marketing” (discussion of department brochures, newsletters, other PR/fundraising; what is expected of chairs)
v. Burstein – “How to Integrate Part-Time Faculty”
vi. Burstein – Assessment
vii. Nagi – “Role/Expectations of Chair in Learning-Centered University”

6. The meeting was adjourned at 12:00 p.m.

Prepared by Shirley Svorny