

Academic Senate •1000 E. Victoria • Carson, CA 90747 • WH-A420 • (310) 243-3312

Academic Senate Meeting Minutes

February 17, 2016

Voting Members Present: Abdourazakou, Avila, Barab, Belu, Bender, Bowles Eagle, Durand, Ferris, Grasse, Jacobs, Jarrett, Jett, Keville, Krochalk, Kulikov, ~~Ledesma~~ proxy-Welch, Ma, Macias, McGlynn, Merz, Mutchler, Navarrete, Needham, Nelson, Park, Parker, Price, Tang, Thomas, Villanueva, Wang

Voting Members Not Present: Cauthen, Chavez, Ernst, Fitzsimmons, Furtado, Heinze-Balcazar, Kaplan, Leonard, Monty, Peyton, Robles, Vanterpool

Voting Ex-Officio Members Present: Esposito, Gamino, Haney, Hill, Hirohama, Moore, Norman, Pawar, Perez

Voting Ex-Officio Members Not Present: Hagan

Non-Voting Ex-Officio Members Present: Brasley, Davis, Fenning, Junn, Hay, Huizinga, Kalayjian, Kaul, Manriquez, McNutt, Sayed, Stewart, Weber, Wen

Non-Voting Ex-Officio Members Not Present: Avila, Carrier, Driscoll, Franklin, Hart, Poltorak

Guests: Keith Boyum, Kirti Celly, Naomi Goodwin, Naomi Moy, Gary Rhodes

2015-2016 Academic Senate Executive Committee:

Jim Hill – Chair, Jerry Moore – Vice Chair, Annemarie Perez – Parliamentarian, Sheela Pawar – EPC Chair, Vacant – FPC Chair, Thomas Norman – Statewide Senator, Kate Esposito – Statewide Senator

**Recorded and Edited by SEW and the Executive Committee**

Meeting Called to Order 2:30 PM

Approval of Agenda MSP

Approval of Minutes (02/03/16) MSP

Chair Hill Report

* Senate election needed to be held to vote on who the committee members would be for the Foundation Post Award Advisory Council Election and that ballots would be passed around by the Parliamentarian and results would be reported during her report later in the meeting.
* Update from Senate Chairs meeting Hill attended the week of 2/11. There were updates on the four presidential searches happening around at various campuses. There was lots of talk on tenure density, the Statewide Senate expresses an opinion that numeric goals are needed throughout the system. The Vice Chancellor in his report also mentioned it and replied that the Chancellor’s office will respond shortly to Statewide Senate’s request for a taskforce regarding tenure density. He said what’s needed from the Senate is a charge and a proposed membership. The Vice Chancellor reported that the system hired 849 new tenure track hires this year. During the CFA President report, they reported that according to their calculations the net is 196. CFA President also reported that there’s been a ten year span where there’s been a downward trend throughout the system. Tenure density by headcount throughout the system is about 40%. Hill referred to the CFA website for additional information. Hill said as was mentioned in the past, the headcount for counselors who are tenure track faculty ten years ago was 70% and now it is at 34%. Background checks for employees was clarified – in that the background checks that are done are only supposed to be for convictions and state law only allows it to go back 7 years. Just having a felony conviction does not disqualify someone from employment in itself.
* Affordable Learning Solutions (ALS) and AB#798 is an assembly bill that came forward that endorses ALS. There’s money that comes to the system that the campuses can apply for. There’s a webpage, [Cool4Ed.org](http://cool4ed.org/) which explains the process we need to go through. Part of the process we must do is a Senate resolution that speaks in support of ALS. On that webpage there’s a sample resolution that came from Sacramento that we work from. Several campuses have an existing ALS key person as do we and that’s Naomi Moy from the Library. **Moy** said that part of the award would be used for lowering textbook costs and we’re moving towards finding more open textbooks for lower division courses. This is to search and find quality resources that are text book related. With this particular grant Moy will need to know which courses and how many courses we’ll be going forth and we’ll have to guarantee we’ll have them in operations for 4 years. The RFP is due in June and we’ll need the resolution from the Senate completed before then. **Senator Needham** asked regarding the 4 years commitment, is it possible to make changes within that and the answer is yes. **Moy** said, it could be 10 courses, or 50 courses, and that would determine how much the award will be. The award is $10K to $50K, $1K for each course. The award would not go directly to the faculty, it could be towards professional development opportunities available. If you have any ideas about what will help in adopting the open education courses, please reach out to Moy. She would like to establish a committee and could use faculty support. Moy said there will be an event on March 1st & 2nd in Los Angeles, the [5th Annual Affordable Learning Solutions Workshop](http://voices.merlot.org/group/affordable-learning-solutions-community/forum/topics/5th-annual-affordable-learning-solutions-workshop-ab-798-rfp-prep).

Provost Junn Report

* Student Research Day- Provost acknowledged everyone for their participation in Student Research Day. She said records were set. AVP Huizinga reported some numbers regarding participation -405 students/170 class judges/32 oral sessions/3 poster sessions. Huizinga will be putting together data on who these students are.
* Re-inventing the First Year Experience from the Inside Out - We were 1 of 7 CSUs selected to participate in the American Association for the State Colleges and Universities of which there are 450 in the United States. Funded by the Bill & Melinda Gates Foundation and USA Funds. Core team attended from CSUDH to talk about what we’re doing in terms of best practices and understanding how to support students in the first year, which could also include transfers. Franklin, Kaul and Junn presented on other amazing things CSUDH is doing. Driscoll, Olivera reported on the DH FYE program. Three years ago our six year graduation was 29.4%, and then it went up to 32.2%, and last year it went up to 34.7, and this year we’re projected to hit 40.7%. The Chancellor’s office gave us 6 goals, one of which was to hit 40% by 2025, potentially we’re reaching it nine years early. Our freshman return rate is the highest they’ve ever been on this campus, return rate in the past was 78%, then it was closer to 80%-81%, and this year, 93% of the students have come back as of the spring semester.
* Campus Town Halls are coming up. Understanding and Preventing Campus Violence, Wednesday, March 2 and Diversity and Inclusion will be April 5. Hill said he also heard from Chief Velez who was responding to Hill’s inquiry regarding addressing the Senate. Velez responded that he will be speaking at the Town Hall and that would be a good place to hear about where we are and you’ll be able to get additional information.

**Q&A**

**Vice Chair Moore** – There are a couple of campuses that are in the process of going from quarters to semesters and Cal Poly Pomona is one of them. One of the things is they’re doing in light of that is lowering the cost of summer school classes so that they can get as many of their students through under the quarter system rather than have them be hung up in needing to take three more semester classes with everything else being in quarters. Moore said what caught his eye, is that we’re dealing with a student population that is largely a working adult community and they’re working year round. Is there a possible thing for us to explore on this campus, about looking at how summer school courses are offered and funded that would improve our graduation rates? We’ve got students that even if they took 15 units per semester, they’re probably not going to do particularly well because they’re also working 30 hours or more. Is there a flexibility to increase graduation rates by changing some of the funding of summer school that Cal Poly Pomona was able to implement; or was that something that was unique to that circumstance or is it something we can explore as well? **Junn** said she was glad Moore raised the question, because it’s not just being discussed by Cal Poly Pomona but also by Provosts, and the Board of Trustees. In the most recent version of the CSU Taskforce Budget Sustainability Report, as campuses are looking at how we can help students achieve their degrees in more efficient ways. No campus has a really robust summer program, it is somewhat more expensive because it is self-support. Even when they pull their costs down, our courses cost less. A three unit course at our campus is $820 vs $940 at Cal Poly Pomona. And when comparing our campus to the rest of the system, our prices fall in the lower quadrant. Even if we were to reduce the price, almost 2/3 of our students are Pell eligible, and you cannot use Pell money for summer courses. That’s why there is discussion between Provosts, Presidents and Board of Trustees to ask maybe Title V needs to be rethought and why can’t we help students through applying financial aid towards taking courses in the summer. A lot of students are working full-time, but maybe they don’t want to come to campus, so perhaps we could do a hybrid model and then they don’t have to come every day, so if there’s more flexibility so that they can still put in their work hours. If you have good ideas, please let us know, as this is an active discussion right now. **Senator Bender** – is it possible that the government has some flexibility as it fundraises to create opportunities towards Title V? **Junn** responded said she wouldn’t be able to speak to it, but she said she did contact her colleague at Pomona to ask if they have financial aid options for the students at Pomona, because most of our students even if we dropped the price to $300, most of our students would be challenged. She said they’re trying to think about different options. **Senator Thomas** said there had been multiple calls for the UNV 101 program and he was included in that cohort, in some colleges there is a lack of support for the UNV101 program. He said he’s aware of three parties who have been asked not to teach UNV101 despite offering them in the past year. Without funding for these university wide initiatives and buy-in from the departments and colleges, these projects, regardless how compelling their goals are, the six year graduation is going to be [affected], I’m trying to figure out how to create alignment. **Junn** thanked Thomas for bringing it up and said that the Freshman Year Seminar is a course that actually exists on our books, in the past UNV101, which satisfies Area F in the GE package, when we recreated (brought back) UNV101, but now as a discipline course rather than just a skills course, is that faculty who do decide to that teach that, and get approval from the department chair and their Dean, would have the resources that are attached to that course go back to their college. Because our tenure density is so low, you may have one person only who teaches a highly specialized necessary course in the Master’s degree program or in the upper division curriculum, if their off teaching other things, then the students aren’t getting access to them. What I’ve asked the Deans to do is to take it on a case-by-case basis, for those faculty who are expert in the field, needed for accreditation or for other reasons to teach specific content course, then it will be harder to release those. As we continue to move and our baseline improves, then we can hire more tenure track faculty, then this issue will start to diminish. I’m appreciative for everyone, including yourself, who volunteered to try and learn to teach one of these courses and work directly with our freshman, because they do not have as much opportunity to connect with the institution as tenured and tenure track or full-time lecturers. **Hill** said a suggestion that may help in the future, is that when Chairs and Deans sign off on it, that they be made pointedly aware that it’s a multiyear commitment. **Senator Krochalk** asked if there was any thought to opening UNV101 to part-time faculty or is that still a direction we don’t wish to go? **Junn** said the whole idea behind the Freshman Year Seminar was to give students access to those who have the terminal degree such as a doctoral, J.D. or MFA, because there again they’re connecting with someone who can also mentor them through the graduate degree process or possibly in the direction of becoming a professor themselves. Junn said for the time being we’re leaving it as it is. **Statewide Senator Norman** offered a suggestion, in thinking about people with multiple re-assigned times, and having sat as a Department Chair, and having been in a position like Senator Thomas and Chairs not knowing what my status was, the new PeopleSoft upgrade is pretty nice, is it something that can be programmed in as we get re-assigned time so that deans and chairs can automatically see that status which would help in some of the decision making? **VP Manriquez** said yes. **Senator Price** said as a point of information there are quite a few lecturers who do have a Ph.D.’s, and the assumptions may be that because they’re part-time that they don’t, but again, many of them do. **Junn** said the original decision was because there’s so much variability. We have 597 part-time faculty, and many of them don’t have any connection to the campus except to come and teach. There are part-time faculty who have Ph.D.s and are involved, if there’s some way to quantify that. Part of the goal here is to connect students with faculty who are connected to the institution who know the services and know the different programs that are available to students. Certainly we have many Ph.D.’s who teach one class but don’t know anything about what’s going on here on campus because they’re also teaching at other institutions and putting their livelihood together. **Senator Villanueva** said there are a lot of part-time faculty with terminal degrees who participate at the university in areas besides teacher. If the guidelines are to have a terminal degree, there can be additional guidelines that name how part-time faculty can participate, and finding out what their services are to the university. We have part-timers who are advisors, who serve on committees, there are part-timers who create events. We are multi-faceted at this university and we would wish we would be considered in this regard. **Hill** mentioned he had one sitting next to him (Senate Parliamentarian) with a terminal degree and “kind” of involved. **Bender** said he appreciates the idea of having the bonding of people who are invested, and you’re hearing sentiment that there’s a lot of bonding that goes beyond full-time status, or adjunct status and maybe if you want to revisit that and report back to us, because clearly there a number of adjuncts who got their Ph.D.’s and are really enjoying being here along with contributing, and that’s really good energy to pass on. **Senator Gamino** said as a student she’s had professors who were part-time faculty with Ph.D.’s and were fully invested with the campus. She said she’s had full-time professors who have Ph.D.’s who are very disconnected.

Dean Wen – [College of Business Administration and Public Policy Presentation](http://www4.csudh.edu/Assets/CSUDH-Sites/Academic-Senate/docs/insidethesenate/academic-senate/Presentations/CBAPP21716presentation.pdf)  
*(line above is an active link)*

Wen thanked Senate for giving him opportunity to present. Three points he wanted to speak to were what is CBAPP’s vision; where we are; what is CBAPP doing to enhance Academic Quality? He said all the projects and accomplishments that he will be presenting today are the work of the faculty, staff, and students and not he, the only thing he did was to find money to provide resources to fund their projects. CBAPP is focused on two areas, academic quality and the university learning experience.

* 45 undergraduate degrees and 25 graduate degrees. The top five undergrad majors are Business Administration, Psychology, Criminal Justice Administration, Sociology, and Health Science.
* Highly ranked MBA program
* Online rankings of accredited MBA online programs, we were ranked at 14. In a US News survey in 2014 we ranked 143 out of 1000, in 2015, we ranked 126 out of 1200. The criteria used are student engagement, faculty credential, and student service and admissions selectivity. We accepted less than 30% of students in our MBA program.
* Distinguished alumni
* CBAPP is a resource for local businesses. Last year we held the 2015 South Bay Economic Forecast Conference.
* CBAPP is in the midst of an accreditation process, one is for NASPAA and the other is AACSB
* Many opportunities for student engagement and community outreach
* Various institutes, i.e. Public Policy, Hospitality Technology Research Institute, Entrepreneurial



**Q&A**

**Price** how does it work in the School of Business in terms of release time? Is it true that your tenured track or your lecturers get release time? **Wen** said the total number CBAPP receives for release time is the third highest. First is NBS for the highest release time money, CAH and then CBAPP. Not every faculty at CBAPP receives release time. We review their publications every year, we have a policy, and you have to reach this number of publications before you receive release time. You have to publish your paper in order to get release time, we follow that policy and then submit it to the Provost, and based on that we get money to pay for release time. **Price** asked if it was tied to accreditation. Yes, he said at this point it is, it’s called research release time, it’s not for any other purpose, and you have to prove research records in order to receive release time. **Senator McGlynn** asked if Wen would be interested in working university wide to promote a policy that reassigned time is associated with faculty scholarship outside your college. **Wen** said he believed that would be top management decision, he would love to work together with McGlynn or other college deans, I know we have a lot of outstanding scholars. **Provost Junn** said she would like to direct your attention to the most recent version of the CSU Taskforce Budget Sustainability Report, has a section that contemplates for the first time a discussion of the importance of research and scholarly activity in the CSUs. That’s a huge step for the CSU to go forward with that. The difficulty is that when the CSU was set up, it was set up to be a teaching institution primarily. Over time, it has become more research intensive. Also going back to the definition of tenure density, it appears like it’s going down, it also seems to be decreasing, even though we know campuses are hiring some 70 – 80 new faculty this coming year for next year? So why is it going down? In part it’s because the CFA and the Chancellor’s office were negotiating the contract which said that every brand new faculty hired as a tenure track now gets two reassigned time for the year, 3 for the fall and 3 for the spring, that measure is in play for two years. When you compute the tenure density, the old version is FTEs of the new faculty divided by the FTEf of the overall faculty. What’s happening is we’re hiring more part-time faculty to give release time for the tenured for two years. So the tenure density is going down, and then again we talk in here about having the faculty teach our students, but we also have a commitment to making sure that faculty have adequate time to do scholarship as well. It’s a very complex issue and something we’re trying to figure out how to make it work, and there’s never enough money. The state keeps giving us less and less money to do more and more teaching. So finding external sources seems to be the only way to do it. That’s why many faculty are going after grants so that you can support research, and the downside is it takes you out of the classroom. **Wen** said to add to that, this year we only received half of our request for release time for qualified faculty. So most likely we’re going to rank faculty, and again, even if you’re qualified, you may not necessarily get it. In our current policy, we separate faculty based on their research into 4 different areas. The first one is called scholarly academic which means you have to publish a lot; the 2nd category is prefaced academic – these people are at the end of their career, they used to publish a lot, they don’t publish as much anymore but they’re Ph.D.’s and are very active in their professional organization; the third category are called instructional scholar – they don’t have a terminal degree, they’re instructors, but they publish; the last one is instructional practitioners, they have a lot of industrial experience, they don’t publish, but they’re good teachers. Only the first category receives release time based on the policy. Dean of Graduate Studies and Research Huizinga commented among Wen’s distinguished alumni was one of the winners of our Student Research Day and also won the statewide Student Research Competition now works for Facebook and is a main donor.

CSUDH CFA Co-Presidents – Vivian Price, Kirti Celly, and Cynthia Villanueva presented a skit which enacted an FAQ on what the upcoming job action would look like, including how to handle when students have questions about why they’re striking and how the process works. The dates of the job action are April 13, 14 and 15 and then again April 18 and 19. If faculty teach classes on the weekend, they should go ahead and teach their classes and they will not be on strike on Saturday and Sunday. Price said there will be strike training and we want everyone to know how picketing works and to feel comfortable about it. CSU has fallen behind, since 2008, we have lost ground. We’re behind 16%, we’ve chosen 5% which we think is fair and hopefully we’ll be getting another raise when we begin negotiations for the following year. We need to mobilize. Price asked for members at the Senate to fill out the pledge call. Celly said that the 2% that’s on the table appears to be only .8% of the CSU budget and 1.4% of the operating budget is more than reasonable. We’re not talking about a raise, we’re talking about recovery. February 18 is a luncheon from 11 am – 1 pm.

**Q&A**

**Krochalk** said that many of the Health & Sciences department in the CSU set up a legislative day in Sacramento which corresponded with part of the strike. If this event is moved to the week after the strike, is it possible that the strike would be extended that would interfere with the rescheduled date. **Price** said she does not foresee it would be extended at all. Senator Belu asked if students were invited to participate. Price said of course students are invited, it can be a learning experience. Celly said she believed that SQE (Students for Quality Education) were trying to organize their own events to educate and involve students. **Senator Avila** in class last week one of her students brought it up. She said they had a good discussion, and at first they seemed to come from fear and moved into what can we do. **Price** said if people have questions, come to the CFA events and contact any of us.

**Chair Hill** made reference to an email sent by President Hagan earlier in the month asking for the Academic Senate to provide feedback on the Pre/Post Award Task Force Report by March 15th. Hill asked Keith Boyum to provide a summary of it.

Summary of [Report from Pre/Post Award Task Force](http://www4.csudh.edu/Assets/CSUDH-Sites/President/docs/task-force/TF-Final-Report-Dec14-2015.pdf) - Keith Boyum

26 recommendations in 24 pages/located on President’s website (link above)

The University’s Strategic Plan, adopted at the close of 2014, includes following goal, objective, and strategy: Goal 4: Ensure, stabilize and grow the university’s fiscal resources by diversifying and increasing revenue sources. Objective A: Increase revenue from public and private donations, grants, contracts, gifts, partnerships and sponsorships to the University by 15% and Strategy 4: Enhance infrastructure, support and incentives for faculty interested in obtaining faculty - secured public, private grants, contracts and gifts.  
August 18, 2015 - established Research Enterprise Pre & Post Award Services Task Force charging it to:

Thoroughly examine how we currently manage our pre & post award processes; look at best practices nationally in terms of policy, practices, organizational structure, staffing, funding; and recommend steps to enhance our effectiveness and efficiency, stimulate additional faculty interest and outcomes in seeking external grants and contracts and generating additional and sustainable increased revenue for the university. Boyum said he would share some of the recommendations.

1. Elevate the Importance of Funded Research – the sense of research as part of faculty and part of culture
2. New Investments
3. Assessment of progress
4. Public Statement
5. Senate Consultation
6. Cabinet-Level Recognition
7. Communication Strategies
8. Communicating Research Connections to the Strategic Plan and to System
9. Work with Faculty: In light of this, we recommend that college deans encourage their faculty to review their guidelines for faculty performance as to research and creative activity generally, and specifically as to the “worth” or value of proposals for funded research.
10. Workshops; Training Opportunities
11. Hire Pre Award Staff: As soon as possible, hire additional staff in the office of Graduate Studies and Research. A wise choice may be to hire at least the following. [1] A staff person to encourage and work with faculty as they develop programs of research, and proposals for funding. Informally, this is a “pre -pre” proposal staff member, and should require an additional 0.5 FTE [2] Another 1.0 FTE is recommended to add a Director or an Associate Director of Research and Sponsored Programs. Note that both provide direct services to faculty.
12. Programs to Encourage Grant Seeking
13. Incentivize High-IDC Proposals
14. Adopt a Vision

In a context of larger indirect cost distributions to the university, provide larger, well trained pre and post -award staffs that are more integrated, less siloed, in their services to principal investigators, with the core mission and the best tools to serve principal investigators (and would be principal investigators) very well. We need someone who will lead and coordinate.

1. Post –Award Advisory Committee (Council): We recommend that the Foundation COO / CFO in consultation with appropriate interested parties, establish an advisory committee or advisory council, with whom Foundation administrative leaders will interact.
2. Expert/Consultant Program Review to Seek Improvement of Both Pre- and Post-Award Services
3. Improvement of Post-Award Services
4. Add Post-Award Staff
5. Ensure the Strength of the Post-Award Staff
6. Engage the CSUDH Community
7. Engage the Office of Graduate Studies and Research
8. A Manual for Pre and Post Award Service Responsibilities
9. Service to Student Affairs
10. Service to Advancement
11. Principles to Embrace for a Stronger Indict Costs Allocation MOU
12. Build Out Pre and Post-Award Staffs

**Q & A:** Price said she appreciates the report. She’s been fortunate to get a few grants. What she’s confused about, at the UC there were regular events where program officers from various organizations, both foundation and government granters would come and speak about the grants and faculty were involved in the conversations. **Huizinga** said that we did send faculty to local workshops in Pasadena, we had a grant writing academy part of that program included funding to go to other U.C.’s, U.S.C.s, and CSU’s for workshops, etc. **Moore** said it’s very true, that individual faculty members had to learn how to be their own program officers because of the ins and outs of not only federal grants but other sources of funding. That all said, what we should be able to do, is have streamlined accounting and administrative procedures on the back end of this. **Hill** said with regard to having program officers from different agencies come to us, part of the reason we don’t have that happening, is we don’t have the resources to make it happen. **Boyum** said we were focused on how to better to administer functions that currently don’t work very well and our results talk about different approaches to administration and also better resourcing for those functions.

Parliamentarian Report – Annemarie Perez

Perez reported the results of the ballot election of the three faculty who will serve on the Foundation Post Award Advisory Council as Keisha Paxton, Kamal Hamden, and Antonia Boadi. Additionally, 3 faculty will be needed to sit on three committees for Enrollment Management, details to follow.

CFA Report – Vivian Price

2/18 is luncheon

We’re reaching out to people to help with the teach-ins before and after spring break mostly for the students to talk about what the strike means. We want to do it creatively and make it interesting and lively. If you can help us that would be great. We also need liaisons to the departments, so feel free to reach out to one of us, we’re all out there hall walking. We’ll be speaking to ASI on Friday, 2/19.

Meeting adjourned @ 4:40 PM