California State University Dominguez Hills
Academic Senate Minutes
March 21, 2012

Voting Members Present: Blackaller; Carvalho; Cauthen; Coulibaly; Davis for Victor; Dales; Fawver; Ferris, Fitzsimmons, Ganezer, Gasco; Gould, Hill; Jacobs, Jones, Kalayjian; Kaplan, Keville; Kowalski; Kravchak; Krochalk; Kulikov; Malamud; Miller; Monty; Moore; Murrey; Norman; Peyton; Prado; Robinson; Rodriguez; Salhi; Vanterpool; Verba; Whetmore and Wing.

Voting Members Absent: Chai; Furtado; García; Graham; Heinze-Balcazar; Holguin; Lopez; Morin; Niederman; and Pourmohammadi.

Non-Voting Ex-Officio Members Present: Bergmann; Bersi; Borrego; Bradfield; Bragg; Gordon; Joshi; Maki; Martin; Parham; Robles; Saks; Torrecilha; and Tubbs.

Non-Voting Ex-Officio Members Absent: Daniels; Franklin; Pawar; and Rodriguez.

Guests: Zhou and Grutzik.

Executive Committee 2011-2012: Jim Hill, Chair; Ericka Verba, Vice Chair; Diane Miller, Parliamentarian; EPC Chair, Janine Gasco; FPC Chair, Tom Norman; Statewide Senators, Pat Kalayjian and Kate Fawver.

Recorder: M. Brooks

Call to Order 2:30 p.m.

Approval of Agenda Amended MSP

Approval of Minutes Amended MSP

New Business
First Reading Item-FPC 12-03 Recruitment of Tenure-Track and Other Full-Time Faculty- Thomas Norman presented the resolution to the senate. There was a discussion. Norman said that the language in 3.6 has some changes. Torrecilha said there are several important reasons why the provost should meet with finalists like to underscore the mission and vision of the university, to ensure academic excellence, to take the candidacy seriously etc. Fawver asked what problems arose with the old policy that would cause the FPC to write a new policy. Martin said that there were no real problems just an unwieldy 20 pages that was honed down. Kravchak said that with regard to 2.7 the search committee members must all be present. Malamud said that it is possible that a member will not be available and so this could stall things. Feuer said that she is used to audio taping interviews for those who cannot be present. Malamud said that he wished he knew what 2.4 meant. Vanterpool said that there is no
provision to add the president or provost’s recommendations if needed. Gould said that 2.4 could be modified and that under special circumstances could be conducted with review of the provost. Jones said that 2.7 could be a problem if you have over 300 applicants and you are forced to read them in the presence of the other search members only. Malamud said that 2.7 covers 2.8. Whetmore said that retreat rights are granted when an administrator is hired under consultation with the department they would be retreating to and the department chair. Bradfield wanted to know specifically who the decider of retreat rights would be. Verba wanted to know what AAP006.001 was. Norman will take the comments back and work on a second reading.

**Time Certain 3:30 p.m. Lorna Fitzsimmons-Revised GE Charge and GE Report:** Below are the revised GE Charge (3/19/12) and the GE Report:

**General Education Charge Revised 03/19/12**

**OVERVIEW**
The General Education Committee (GEC) provides leadership for the General Education program through oversight of its curriculum, courses, and the quality of teaching and learning in the program. GEC will be composed of normally fourteen (14) voting members, including the Chair, preferably tenured, and five (5) non-voting members.

**CHARGE**
The Committee initiates and/or approves proposals for curricular modification, conducts periodic area-by-area program review as well as student learning outcomes assessment and program assessment in accord with CSUDH policies for such procedures, and implements policies governing the program as a whole. The General Education Committee is a standing committee of the CSUDH Academic Senate. The Chair of the Committee reports on the Committee’s activities to the Academic Senate during its regularly scheduled meetings at the request of the Chair of the Academic Senate. While decisions of the Committee are normally final, under extraordinary circumstances they may be referred by the Academic Senate to the Educational Policy Committee for adjudication.1

**PANEL MEMBERSHIP**
The membership of GEC shall be comprised as follows:
Voting Members:
- 1 Academic Senate appointment
- 1 Student representative
- 1 Faculty member from the Colleges of Arts and Humanities, Business Administration and Public Policy, and Natural and Behavioral Sciences, and 3 from the College of Professional Studies.
- 1 Faculty member from the “social sciences” elected by the faculty of Anthropology, History, Political Science, Psychology, and Sociology Departments. The Dean of the College of Natural and Behavioral Sciences is charged with the responsibility for conducting this election.
- 1 Faculty member from the “natural sciences” elected by the faculty of Biology, Chemistry and Biochemistry, Computer Science, Earth and Environment, Mathematics,
and Physics Departments. The Dean of the College of Natural and Behavioral Sciences is charged with the responsibility for conducting this election.

1 Faculty member from the “arts and humanities” elected by the faculty from Africana Studies, Art and Design, Asian Pacific Studies, Chicano/a Studies, Communications, Dance, Digital Media Arts, English, Modern Languages, Humanities, Interdisciplinary Studies, Labor Studies, Music, Negotiation, Conflict Resolution and Peace building, Philosophy, Theater Arts, and Women’s Studies. The Dean of the College of Arts and Humanities is charged with the responsibility for conducting this election.

Chairs/coordinators of Area F subcommittees (Humanities, Natural Sciences, and Social and Behavioral Sciences)

Ex-officio (non-voting) Members:
1 University Library representative
Director, University Advising Center
Chair, Liberal Studies Department
1 Office of the Registrar representative
1 Representative appointed by the Provost and Vice President for Academic Affairs
Staff support will be provided by Academic Programs

TERMS OF SERVICE
To maintain continuity in decision making, all terms of service will be staggered and members will serve for a period of two academic years. A faculty member elected by the committee members will serve as chair for a one-year term which may be renewed.

Examples of “extraordinary circumstances” include, but are not limited to, decisions made contrary to normal procedures; decisions that are arbitrary, unreasonable, prejudiced or capricious; and decisions involving conflicts of interest. The burden of proof that the decision was incorrect lies with the party making the appeal. Errors in procedure will normally be remanded back to the committee for reconsideration.

Gould moved to approve the charge and the motions was seconded. There was a vote: All were in favor with 1 opposed and 2 abstentions.

GENERAL EDUCATION COMMITTEE
REPORT TO THE SENATE
March 21, 2012

Actions taken by the GE Committee since its February 2012 report are as follows:
1. Approval of the GE Committee Charge.
2. Approval of SBS 318 Culture in Multinational Business (with FIN 360, MGT 310 and MKT 350 prerequisites) to be double counted for the GE SBS requirement and BUS 445 in order to meet STAR act requirements.
3. Approval of revised CJA 340 Criminal Justice and the Community (with SBS objectives included in the syllabus schedule) to be utilized as a substitute for the GE SBS requirement and to be double counted in the CJA major to meet STAR act requirements.
4. Approval of a waiver of the SMT requirement for students who major in
the Physical Sciences option of the Physics major.

5. Approval of HUM 310 Hispanic Literature, Art, and Culture, HUM 310 The Environment in Literature and Culture, HUM 310 The Witch in Literature and Culture.

Maki said that the GE committee approved the request for specific departments to put forward program modifications which would allow the double counting of specific classes as a course in the major, as well as, an upper division GE course. The GE committee approved this double counting in one particular concentration for Business Administration and Criminal Justice

Reports
Chair’s Report-Jim Hill-Below is Jim Hill’s typed report:

( Senate) Chair report, 2012-03-21

coffee/cookies from the generous donations of [Senators Kalayjian & Verba]; “cookie jar” is nearly empty!

Thanks for going along with last time's "formal note" about our meetings and minutes. Quotes were easier to deal with for last time. ("Minutes are minutes, not seconds.")

SEC is currently working on arranging campus visits for Ruth Black and also for the faculty Trustee of the CSU. There will be more info as available.

The GE charge is ready to vote on today; you will hear more in Dr Fitzsimmons' report.

Some new resolutions will be coming soon;
◦ Our vice-chair will be working through EPC on one regarding sub-committees of GE and faculty review of curriculum
◦ FPC will be working on one regarding faculty awards and nominations for them.

The relevant committee reports will say more about these.

SEC will meet with the chancellor on April 9th for an hour. It will be a closed meeting. The topic is not clearly defined, and I don't want to start rumors by telling you what I think. One cannot ignore of course that this is at the time our President will be leaving imminently.

The CSU system has "temporarily suspended" State University Grants to graduate students. Sac State has passed a resolution "strongly objecting to" any such stoppage. It is, according to the chair of the statewide senate, unclear what the time scale for "temporary" is.

There is a special meeting of Senate with RTP committees at all levels scheduled for April 11th in the latter part of what would be the regular Senate meeting. This is to conform with the faculty handbook. [Discussion points out that while the handbook says this is from teh constitution, the consititution does not mention it.]

Malamud said that it was offensive that the chancellor won't meet with the senate and will only meet with exec. Malamud said that the 6 or 7 of you (exec members) were not elected to meet with the chancellor you were hired to set agendas and not to make decisions for the senate. Malamud made a motion to ask the chancellor to meet with the senate.
Vanterpool asked when we would know who the interim president would be.

Fawver said that she does not know where it states that there is a committee that works on the faculty handbook.

Blackaller said that it took 3 years to go through the faculty handbook and in 1995 the committee recommended that it be reviewed by a committee of the senate and the concept died. So committee revisions did not happen.

Fawver said “It’s not in the faculty handbook?” and Hill said “no”. Miller asked if there had been a resolution. Vanterpool said that it had never come to the senate and Gasco said that she and Brooks went to the archives and searched but did not locate any evidence.

Verba said that she was intrigued by Malamud’s suggestion to consider asking the chancellor to meet with the senate on April 9, 2012 from 1 to 2 p.m. Verba proposed that the Academic Senate instruct the Senate Chair to request a meeting between the Chancellor and the entire Academic Senate.

Moore said that if the chancellor said that he did not want to do this we could just defer the meeting back to exec. Gould said that he was afraid the chancellor might say no and so he made an amendment to the motion on the floor to ask the chancellor to meet also with the senate as well as exec. Gould’s amendment was seconded. Malamud said that we should leave it with exec and call the chancellor to try to arrange a meeting or just have exec meet with him and relay the information received by the executive committee back to the academic senate.

We voted on Gould’s amendment for the chancellor to meet with the executive committee and then the senate. 25 approved; 3 opposed and 3 abstained. We went back to Verba’s original motion that was seconded and voted to have the chancellor meet with exec. 26 were in favor; 3 were opposed and there was 1 abstention.

Parliamentarian Report-Diane Miller-Miller reported that there was an election. We need one faculty member to serve on the search committee for the Director of Facilities Planning and Construction. Ann Choi of IDS was nominated. Ann Choi was elected by acclamation.

Miller went over the upcoming academic senate elections. She said that the nomination form has 16 lines but that it says that 20 signatures are required. Miller said that 20 signatures was correct and to please turn in 20 signatures. Miller told the senate that the current release time for the senate chair is 6 units per semester. The Statewide senators were receiving 3 units per semester only after their first year, but this past year ½ of their 3 units were removed. Currently one statewide senator must teach more and so she is not able to attend the exec meetings and the other statewide senator was able to work something out with her dean. There were questions about whether the release time would stay the same and the answer is that it depends on the budget. Fawver asked if there was any discussion about taking away senate release time and Hill said there was no discussion currently.
Time Certain 4:15 p.m. John Thomlinson-UBC Report
This is a brief summary of salient points on the University Budget Committee’s activities to date concerning the 2012-13 and 2013-14 Academic Years budgets.

At a meeting on February 23 2012, the UBC was charged by President García with arriving at a budget plan for the next two fiscal years in the light of cuts to the baseline budget presented to Dr. García by Chancellor Reed. CSU Dominguez Hills is facing a net general fund budget reduction of $2,677,100 for 2012-13 or 4.55% of the current budget, and $5,146,000 for 2013-14, or 8.74% of the current budget. The UBC requested that each division head prepare a proposal for prioritized cuts in the amount of 5.5% and 10%, respectively, to allow UBC some leeway in prioritizing cuts among the divisions. (If we had request cut proposals of 4.55% and 8.74%, respectively, we would have been facing equal percentage cuts across divisions, which UBC feels strongly is not the correct way to approach the process.) It is noted that any baseline cuts made for 2012-13 would count towards the required cuts for 2013-14. In other words, if all cuts for 2012-13 are to the baseline budget, then the incremental cut for 2012-14 would be $5,146,000 - $2,677,000 = $2,468,900.

The cut proposals are based on what is currently called the “worst-case-scenario.” The assumption is that no new revenue initiatives will pass in November and that state tax revenues do not improve. If revenues are enhanced such that the $200 million “trigger cuts” do not go into effect the proposed cuts would not all be implemented. The exact amount of cuts that would be required would depend, clearly, on the state revenues allocated to the CSU.

Bradfield said that he assumed that the projections come from the chancellor’s office to Mildred García to the UBC and then to the divisions. Thomlinson said “yes”. Thomlinson said that some cuts projected may not come to pass. He said that the committee is following the PM. Malamud said “What if you are not presented all of the money” “What if an area didn’t give up all of their funds and the university thought it was okay?” Bersi said that there are specific guidelines from UBC that must be followed. Hill charged Thomlinson to look into this. Kravchak thanked Thomlinson for his service. He said that the college of arts and humanities had about 52 hours to come up with the proposed cuts. Thomlinson said that it used to be that there were across the board cuts but that is not the case any longer. Torrecilha said that it was best to put a measure in place that will buy us some time. Malamud said that it sounds like decisions were made a month ago for the 5.5% cut and again it appears we have a lack of communication to the faculty. Torrecilha said that we have been in conversations with deans and are concerned if the tax measures don’t pass and we will have to cut $5.2 million at Dominguez Hills. Academic Affairs share of that kind of cut would be $3.2 million. My concern is we will have make cuts that are detrimental to our students.

Bradfield asked if there was a report going to the chancellor’s office and Torrecilha said “no, the directive was to plan and be prepared.”

Verba asked if the departments could have more time to consider these cuts to our base line budgets.
Torrecilha said that either we re-enact the Academic Affairs Program Effectiveness Committee or create a taskforce. For some reason the Academic Affairs PEC stopped. We can re-activate Academic Affairs PEC or create a taskforce.

**EPC Report-Janine Gasco** - Gasco reported her committee is working on the student grade appeals process. The EPC will be looking at and discussing processes for how the money is spent within the divisions. Gasco said that there has to be careful planning. She asked when the last time was that the PEC met. Rodriguez said that it was probably about 2007 when Mori was still provost. Robles said that APEC was in full bloom when Mori was provost as well. The APEC process was a very time consuming activity as she remembered. Gasco said that we have a continuity problem. Kravchak said that we are trying to run this place on a small percent of tenure track faculty.

**FPC Report-Thomas Norman** - Norman thanked the senate for their input on FPC 12-03 today. He said that he would have another resolution at our next meeting to present that has to do with web continuation policy.

**Statewide Senate Report-Kate Fawver** - Fawver said that she would send her written report to the senators and she will be attaching a copy of a document on how to deal with a vote of no confidence.

**Enrollment Report-Sue Borrego** - Borrego reported that our enrollment target is reduced to 9520. We will be closed for spring of 2013. Other campuses are opened because they have not exceeded their target by 1000. Documents for freshman were due 6 weeks ago. Borrego will put some bullet points together for everyone. If the trigger cuts happen we will have to take everyone’s applications and waitlist them.

**Provost’s Report-Ramon Torrecilha** - Torrecilha said that he wanted to congratulate faculty who have given so much time and dedication to the university. He thanked everyone who attended the faculty awards ceremony where faculty who have served 5 to 40 years were recognized. Torrecilha shared some of what he learned at the academic affairs council meeting. With regard to the state university grants it turns out that the system funds about $90 million in graduate financial aid. There are conversations going on right now as to whether we should be using this money to fund graduate financial aid or whether we should use it to fund undergraduate financial aid. There was a great deal of conversation about what it would mean for individual campuses to close admissions for spring and how the different campuses will deal with this. We have been asked to look at possibly limiting the number of credits students can take. Campuses have been asked to look into this and to prepare. In terms of new programs the system as a whole received 19 applications for new programs that should be funded by the state. It appears that the chancellor’s office will not approve the programs. There are 8 programs slated to be cancelled. These are largely graduate programs. There are some undergraduate programs as well. There was conversation about this. Torrecilha said that he thinks it is time to look at our programs. When you plot the annualized FTES for our programs there may be some outlying programs. The distribution of our programs is very even. That is
very good for us. We don’t have a lot of programs that are draining the academic side. Schools like Cal Poly Pomona, Sonoma State, or Humboldt are having a challenge with this because they have a lot of expensive programs.

Torrecilha said that Early Start will be beginning summer 2012. Torrecilha said that for summer session we have a really good robust summer schedule. He said that we have about 290 courses. We don’t know how summer is going to take place because there were 2 major changes. First of all we changed our fee structure and second we changed our refund policy. We are hopeful that we will have a robust summer schedule. In terms of planning summer session as we go forward it provides us a way to think about the distribution of our courses and how we can mesh the upper division courses and the lower division courses in the fall and more upper division courses in the summer.

Torrecilha wanted to speak about the budget. He said that he did not want to leave here today without a recommendation from the body that we either establish a taskforce to take a look at our curriculum and plan for the good times and the bad times or to re-activate the Academic Affairs Program Effectiveness Committee.

CFA Report-David Bradfield-Bradfield said that because we were running so late he would send a CFA report via email to everyone.

Open Forum
Gould reported that the Emeritus faculty legacy grants are available. The application deadline is April 13, 2012 and the total amount available is $5,000.00. These grants are available to tenure-track faculty.

Meeting Adjourned at 5:45 p.m.