California State University Dominguez Hills  
Academic Senate Minutes  
September 12, 2012


Voting Members Absent: Dellacioppa, Fawver, Graham, Han, Kalayjian, Murrey, Peyton, Robinson, Rodriguez, and Wing.


Non-Voting Ex-Officio Members Absent: Pawar.

Guests: Coulibaly, Malamud, Torres, Zhou

Executive Committee 2012-2013: Jim Hill, Chair; Vice Chair, John Davis, EPC Chair, Janine Gasco; FPC Chair, Hamoud Salhi, Parliamentarian, Matt Jones; Statewide Senators, Pat Kalayjian and Kate Fawver.

Recorded and Edited by MLB and the Executive Committee

Call to Order 2:35 p.m.

Approval of Agenda MSP

Approval of Minutes from 5/9/12 and 8/29/12 Amended MSP

Time Certains:
2:35 p.m. President’s Report-Dr. Hagan identified the following priorities he will be focusing on this year: budget planning and reduction; faculty and staff hiring, implementation of best practices to support student success; collegial governance; communication; and the university strategic plan. Hagan said CSUDH has done a good job preparing for a worst case scenario if proposition 30 fails and our baseline budget are cut by $5.8M. The faculty hiring for next year has been initiated; further planning for additional staff hiring is necessary. Hagan wants staff and faculty hiring to move forward and does not want any slippage in the plans the campus identifies.
Hagan said implementation of best practices to support student success crosses almost everything we do. Hagan reported he recently spoke with three different students who thought they were further ahead academically than they were. This is a problem that we will address. As part of the student success effort, Hagan reported on a meeting earlier in the week he and others had with John Berry, Director of the U.S. Office of Personnel Management (OPM), more than 25 heads of Los Angeles Federal Executive Board, and two representatives from CSU Fullerton. Berry is responsible for all federal government recruiting and hiring and has agreed to work with us and members of the Federal Executive Board to develop a pilot program increasing the number of paid and unpaid internship experiences for CSUDH and CSI Fullerton students. Hagan indicated the Senate will hear more about these efforts as they continue to move forward. He also indicated he and others plan to meet in early October with Martha Kanter, U. S. Undersecretary for Education, and Debra Saunders-White, Deputy Assistant Secretary for Higher Education Programs for the U. S. Department of Education, to identify additional grant funding opportunities.

Hagan said he and his cabinet had a good meeting earlier in the week with the ASI President and discussed ASI goals for the upcoming year and ways in which ASI also can support the student success model. Hagan indicated and Djeneba also discussed student fees and President Hagan reported CSUDH is one of the CSU campuses with the lowest fees. Hagan said he is developing a formal communication plan to ensure communication goes both ways and information goes to everyone who needs to be aware of the information. As part of his communication plan, Hagan has initiated a campus Budget Town Hall, which will be held on October 11, 2012 in the LSU. Hagan also reported he will be hosting a series of lunches with faculty, staff and students and these will be starting soon. Hagan said despite having six priority areas he is focusing on, other issues also come along, such as the establishment of a Women’s Resource Center on campus, which he is looking.

Whetmore said that nothing makes students unhappier than thinking they have graduated when they have not. Whetmore said he was around in the summer and saw 21 students who thought they had completed graduation requirements and had not. Whetmore said he has had trouble accessing records and students inform him they are told to speak to the graduation unit and the graduation unit tells them it is a department problem. Whetmore said he does not know where the problem is. Hagan said that said he would get a group together and sit down and figure this out. Whetmore said that there are 6 to 8 people in the graduation unit and they should be at the meeting. Moore made the point that the problems we have from advising are, in part, the result of our over-reliance on adjunct faculty and the lack of hiring tenure-track faculty who are paid to do advising. Torrecilha said another problem is not all of our department chairs are have twelve-month appointments. Borrego indicated the associate dean’s analyzed this issue a while ago and found the biggest part of the problem is many of us are online and maintain student records on line while others still use paper and maintain student records in individual offices and files. The system is inconsistent across the university.
2:50 p.m. Provost’s Report-Dr. Torrecilha-Torrecilha reported that there was a meeting with Ruth Black of CSU Online and Pearson College last Friday. Torrecilha said that the CFA president was there, the faculty, deans and senate chair. The meeting was very productive and we discussed ways to take advantage of this opportunity. Torrecilha said that currently we are looking at 3 programs: Applied Studies, Masters in Public Administration, and Masters in Business Administration. The intent is to increase student access. The programs will be 8 weeks long. In conversation we made it clear that these were non-negotiable: 1. the campus and faculty retain control over the program; 2. the institution will be in control of faculty quality and reviews; 3. the program will be set up by the college. Torrecilha thanked Dean Wen and the College of Business and Public Policy for their assistance with the CSU Online program.

Torrecilha thanked the academic senate for their efforts to promote student success. Torrecilha reported on a series of initiatives: university advising and testing office will be contacting seniors who are not where they should be academically. An email will be sent to the dean and the student. The dean would be able to email an advisor.

Torrecilha said that there are 2 calls for service that the academic senate has sent to faculty to serve on search committees: one is the Director of Nursing; one is the Dean of CNBS.

Torrecilha said that he is in the process of forming committee to study the structure of the College of Professional Studies.

Torrecilha reported that currently there is a system wide discussion about eliminating 9 units of upper division general education. Torrecilha said that he is very concerned about this. He hopes we will be afforded sufficient time to have discussions about this issue.

Bradfield said that the CFA participated in the CSU Online discussion last Friday. They are concerned about staffing of the CSU Online initiative and workload. There are many provisions that apply. The CFA is concerned about the cost to students and how it impacts them. Torrecilha said that we will continue to discuss the issues and we want to have an open process.

Monty went back to the 9 units of GE issue and said that he is concerned about 9 units of GE being taken away. He said that advising is important and we must have accurate records.

Moore went back to CSU Online and asked if our relationship with Pearson is a long term financial obligation. Torrecilha said no, that our relationship is with CSU Online. Moore asked if the online courses will still go through our curriculum process and Torrecilha said that the online courses will go through our campus curriculum process that we currently have in place.
3:00 p.m. University Bookstore Introduction-Brian Lacey-Lacey reported to the senate that he has been at DH for 2 years. He said that he wants students to be successful, and that the bookstore can help students by offering book rentals, digital books, buying books back, etc. He said that if any faculty has questions or concerns to please contact him and let him know if there are any ideas on ways to help students. Heinze-Balcazar said that she has experienced problems with the bookstore not ordering enough books for her classes, or her books not arriving on time. She told Lacey that her Spanish 280 class is in this situation. Lacey said that the bookstore looks at how many books were being ordered and sold for previous courses and they use that to help gage how many books to order...he said that there is a problem with having too many books and having to pay for the overage. Hill said that Lacey might want to meet with ASI and Lacey said that he had just done that recently.

3:05 p.m. ASI President-Djeneba Myriam Coulibaly-Coulibaly introduced herself to the Academic Senate. She has been with DH since 2008. She was very encouraged about the upcoming school year and reported that the ASI was involved in several campus activities. Heinze-Balcazar asked about a senate rep to the ASI, and Hill said that he was not sure and would look into it.

3:10 p.m. UCC Report-Cathy Jacobs-Jacobs reported that she has been re-elected as chair of UCC and she said that in their meeting today they worked through the special education approval.

3:20 p.m. GE Report-Lorna Fitzsimmons:

GENERAL EDUCATION COMMITTEE
REPORT TO THE SENATE
September 12, 2012

Actions taken by the GE Committee at its first meeting (Sept. 10, 2012) are as follows:
1. Election of chair.

2. Delivery of CSC301 Star Act proposal to the SMT Committee for consideration.

3. Letter opposing Trustees Education Policy Committee—Agenda Item Three proposal to end upper division GE.

December 10, 2012
February 11, 2013, February 25, 2013
March 11, 2013
April 8, 2013, April 22, 2013
May 13, 2013

3:30 p.m. University Police Chief-Carlos Velez-Velez reported that he has been with DH for 1 year now and his transition has been easy, he said that he is surrounded by great people. His concerns are to make sure that his department are following policy and all federal mandates. Velez said that the department needed an evidence locker and they were able to acquire one. He said that he has been able to fill a Lt. position that was open and currently he is in the process of filling an officer position. Velez said that the police department will continue to develop innovative ways to make the campus safer. Fitzsimmons suggested that the student security guards that walk people to and from their cars have a more serious attitude about what they are doing. She said that they appear to not be paying attention to what is going on when they are on duty which is a concern. Velez said that it will be taken care of.

**Action Items**

*W Exec 12-11 Resolution Honoring the Life and Memory of Dr. James Imai-Senator Ken Ganezer of the Physics Department wrote the resolution and so he was asked to read it to the senate. The resolution was passed unanimously with a couple of minor format changes. MSP*

*W Exec 12-13 Resolution Supporting Proposition 30 on the November 2012 Ballot-The resolution was passed unanimously. MSP*

**Elections-Parliamentarian, Matt Jones**-The following elections took place today:

University Student Learning Outcomes and Assessment Committee, 1 faculty needed, Denise Williams was nominated; Denise Williams was elected.

University Curriculum Committee: 2 faculty needed, no nominations, will send out another call.

Chief Information Technology Officer (Admin IV) Search Committee: 2 faculty were needed, Jim Hill and Linda Goldman were nominated. Jim Hill and Linda Goldman were elected.

Dean of CNBS Search Committee: 1 faculty needed; Kate Fawver was nominated, Kate Fawver was elected.

Director of Nursing Search Committee: 1 faculty was needed, Hamoud Salhi was nominated, Hamoud Salhi was elected.
President’s Task Force for the College of Professional Studies: 1 faculty was needed; Leena Furtado was nominated. Leena Furtado was elected.

**New Business**

**Upper Division General Education**—The senate discussed the CSU board of trustee’s proposed changes to the upper division GE package. Gould said that this is a repetitive attempt to reduce the amount of interaction and inter-dependency among programs on campus; interdepartmental efforts must continue; Jacobs commented on the letter that the GE committee prepared and said that she is concerned about the language regarding the community colleges and that we need to rework it so that it does not make it look like we are putting them down, that is not our intent. Torrecilha thanked Fitzsimmons for drafting the letter from the GE committee to the Board of Trustees. Torrecilha suggested that in the second paragraph we be more specific about what we mean by administration. Monty supports the statement from the General Education Committee but warns of implied slights to community college partners by suggesting that their students arrive at CSUDH with no substantive GE preparation through their GE course work; Gasco said that the CSU is applying the wrong rationale in eliminating courses over 120 units based on the small minority of campuses that have programs exceeding 120 units (20%)—this is an answer in search of a problem. Ganezer said that this will have an irreparable impact on majors and programs over 120 units; Bradfield said that the announced changes coming out of the BOT meeting at 3:00 p.m. today are far too fluid and dynamic to respond to with any thoughtful dialogue, which is our right as faculty; Barab said that the senate should urge trustees to immediately delay action; Gould said that along with the letter that GE is sending to the BOT, senate should draft a letter of support for the statewide senate’s statement on the issue; Monty said that not only should we request a delay in voting, but we should specifically ask that the proposal be removed as an action item on the November calendar. The final decision was that the Exec would write a letter urging the BOT to remove this action item from their November agenda. This decision was unanimously passed. MSP.

**First Reading Item**

**EPC/FPC 12-12 Resolution on Student Grade Appeal Policy**—Jan Gasco presented the resolution. The current Student Grade Appeals Policy, as specified in PM 96-02, has increasingly become impossible to carry out due to a lack of faculty who are willing to volunteer to serve as Preliminary Investigators (PI). To remedy this problem, Provost Vogel and later Acting Provost Maki made a number of proposed modifications to the policy in a document called AAP006.001. A significant change was to eliminate the PI from the process. At the May 9, 2012, Senate meeting, faculty voiced serious concerns with this change. As a result, further revisions have been made to re-introduce PIs to the process by increasing the size of the Student Grade Appeals Board, and having the academic members of the Board serve as PIs on a rotating basis. Other changes include taking additional steps at the Departmental level to
resolve grade disputes, and allowing the Provost, in consultation with the appropriate Dean, to resolve grade disputes during the summer months if resolution of the dispute cannot be postponed until the fall semester. Gasco wanted to know if we should increase the student representation to 3. She asked that senators contact her if they have any revisions. Gould noticed that article 4.2 was not accurate and Gasco said that she would fix it.

**Reports**

EPC Report-Janine Gasco

This year’s committee members: Jill Aguilar, Vivian Price, Kirti Celly

Main business so far has been a joint effort with EPC and FPC Chair, Hamoud Salhi, to revise the Student Grade Appeal Policy.

Several of the issues that were raised during the Senate Retreat will be taken up by EPC this year.
- We will continue to keep current on developments with Cal State Online. I and several other members of Exec attended a meeting on Friday, Sept. 7, with Ruth Claire Black, Cal State Online Director, to learn more about how it was developing and about DH programs might become part of Cal State Online (calstateonline.net)
- Updating campus-wide guidelines for online courses (last guidelines are several years old; work with UCC and programs with developed online guidelines). There are concerns among faculty about security issues among other things
- Generally, being involved in academic planning policies, including changes in GE, and developments in the TMCs.
- Working with the Faculty Development Center

CFA Report-David Bradfield-Bradfield reported there are faculty and student groups available to make presentations on proposition 30 and 32. Please call or email him if you would like a presentation done in your class.

Dales reported that the Library is open from 8:00 a.m. to 10:00 p.m. Monday through Thursdays; Fridays the Library is opened 8:00 a.m. to 5:00 p.m.; Saturdays the Library is opened from 9:00 a.m. to 5:00 p.m.

**Meeting Adjourned at 5:00 p.m.**