California State University Dominguez Hills  
Academic Senate Minutes  
September 21, 2011

**Voting Members Present:** Blackaller, Carvalho, Casten for Wing, Cauthen, Coulibaly, Dales, Fawver, Ferris, Fitzsimmons, Furtado, Ganezer, Gasco, Heinze-Balcazar, Holguin Katzenstein, Jacobs, Jones, Kalayjian, Kaplan, Keville, Kowalski, Krochalk, Kulikov, Malamud, Miller, Monty, Moore, Morin, Murrey, Niederman, Norman, Peyton, Pourmohammadi, Prado, Robinson, Rodriguez, Vanterpool, Verba, Victor, and Whetmore.

**Voting Members Absent:** Belu, Fitzsimmons, García, Gould, Graham, Kravchak, and Salhi.

**Non-Voting Members Present:** Bersi, Borrego, Bradfield, Bragg, Gordon, Hill, Joshi, Maki, Martin, Parham, Pawar, Robles, Rodriguez, Tubbs.

**Non-Voting Members Absent:** Bergmann, Franklin, Saks.

**Guests:** Munashe Furusa

**Recorder:** M. Brooks

**Call to Order**  
2:30 p.m.

**Approval of Agenda**  
Amended  
MSP

**Approval of Minutes from 09/07/11**  
Amended  
MSP

**Time Certain:**  
2:45 p.m. Sue Borrego-Enrollment Management Report-Borrego reported that we are at 10,400 for California residents which is .25% up average unit load. Our students are 60% during the day and 40% at night. We will lose another 40 to 50 FTE based on students who have not paid yet. The conditional admits are 95 general and 48 disadvantaged. We get 150 slots for general and 100 slots for disadvantaged students. Spring undergraduate is closed except for special programs. This is the third year that the university has given deadlines so that students have plenty of time to do what they need to do. All students who applied for financial aid by May 16 were awarded. We have over 12,000 students this year. Robles said that we have 3000 applications and last year we had 5000—why the difference. Borrego said that last year we were open all of fall. Malamud asked how many non-California residents are there. Maki said 90. Malamud said that 80 to 90% of our students are on financial aid and Borrego said yes.

Borrego reported that all students that applied by May 15 were awarded. We don’t keep students in classes who have not kept a payment plan. Borrego said that we have admitted 130 more this year than last year. We are over our target by 600 by design. Carvalho asked how much tuition was for out of state students. The answer was $329 per unit. Moore said if our target was 9520 and our current
enrollment is 10,400 that is 980 FTES. Borrego said that after the 3% we get that is annualized the FTES are 600.

3:00 p.m. David Bradfield-California Faculty Association Report-David Bradfield-Bradfield first reported on bargaining and said that if you can read the emails you will have all the information. He said they had the openers for the salary part in 08-09 and they went all the way through statutory bargaining.—none of the raises were granted—even though we proposed a very reasonable settlement. The fact finder agreed with us and the chancellor imposed zero, zero, and zero. When that happened we then had the right to concerted actions on working conditions on that salary reopener. The fact finder report came out again, the chancellor’s office put out their position and the CFA put out special headlines. We will have a right to concerted action over the imposition of the chancellor’s office position.

Bradfield said that occurring in the backdrop is the renegotiating of our entire contract and that is moving along. Bradfield said that if you go to the CFA website you can get more information. Next Wednesday there will be a meeting from 12 to 1 p.m. Please RSVP so we know how much food to have.

We will be holding RTP workshops on Monday from 11:30 to 1 p.m. and Wednesday from 1 to 2:30.

Jacobs asked what a concerted action is…. Bradfield said that it could be to wear the same T-Shirt… where we show support in some organized way or action.

Verba asked when faculty received their last raise and Bradfield said in 07-08.

Reports
Senate Chair’s Report-Jim Hill-Hill reported that Diane Miller has been chosen as the parliamentarian for 2011-2012. Hill said that a vote would be taken later in the meeting. Hill reported that Information Technology has inserted a new search engine on the academic senate website. Hill said that currently it searches the entire CSUDH web and we are going to see if we can fine tune it so that the academic senate website is the only search area. Hill reported that the Executive Committee came up with a condensed list of items from our retreat and it is listed on the back of the packet that was passed out. Hill said that the instructions are to rate your top ten priorities and send them back to Mary Brooks in WH A420. Hill reported that the coffee and cookies being provided for our meeting today is being paid for by the CFA.

Provost’s Report-Mitch Maki-Maki reported that we are at 10,400 FTES and that we are 850 over target, but that number is really 600 since the chancellor’s office is allowing our campus to go 3% over. Maki reported that we are paying for our robust enrollment with one time dollars. He said that the university believes we will be allowed to keep the fees for our over-enrollment. Maki reported that spring 2012 is closed except for special admits. He said that it is not appropriate to add classes a month before the semester or try to find part time faculty a month before. Maki met with the dean’s yesterday and rolled out their targets. He said they looked at 2010-2011 increases and decreases by department. They took that percent and applied it to fall and spring 2011-2012. Maki called a meeting of all the deans, associate deans and resource managers so that everyone would all receive the same information
and be on the same page. The department chairs need to work closely with their deans and faculty.
Maki said that with regard to faculty travel each dean gets an allocation for faculty travel. The faculty travel must be to present scholarly work.

Vanterpool asked about the travel funding. He said those faculties who give presentations in the fall are in a more favorable position of being funded and it seems that as the pot gets leaner and leaner the faculty who have spring presentations don’t get funded. Maki said that this has been left up to the dean’s to distribute. Maki said that we went to support faculty for the work they are doing.

Moore questioned whether the targets are realistic. Maki said that they looked at the difference from fall to spring of the last academic year and applied the percentage of the increase or decrease to this academic year and that is how we came up with the targets. Moore asked how these projections tie back to enrollment. Maki said that in the fall we brought in a large number of students. Maki said that it is easier to cut back. Fawver asked if there was any consideration given to the workload like FERPS. Maki said that we are sensitive to the needs and the only things we have flexibility with are the part time faculty. Fawver asked about the reallocation of FTEs from upper GE to the departments and will that happen? Verba read an email from Clare Weber:’’ One thing I thought you should know is that for large departments and target numbers, we are running out of lecturers to hire. Our Full time faculty that have retired or left has not been replaced and there are only so many lecturers out there that are available to teach part time. Furthermore, the issue of quality comes up when our students are being taught by those with Master’s degrees, ABD’s or new PHD’s with little teaching experience. Furthermore, the lecturer pay rate for someone with a master’s, ABD and PhD is the same. This is very serious issue of quality education. There appears to be a false belief that all you have to do is allocate a bit of money to add another section and all else works out.’’ Maki said that he basically agreed with what Dr. Weber said except for the last sentence.
Malamud said that it makes no sense at looking at prior years. Allocating more sections based on FTES—FTEs and positions are semi unrelated. We used to fund on how courses were taught. As people retire are we bringing back money centrally? Maki said that last year we did but it is too early to tell what we will do this year. Maki said that it was important to let departments decide. Bragg said that they have looked at fill ratios and students that are in the graduation pipeline and will need courses to graduate. We want a schedule that will meet faculty and student needs. Krochalk asked how possible it was to increase FTES. Borrego said that retention is important as well as recruitment. Fawver asked if we still are involved in the graduate initiative and graduation rates. Fawver also asked if in December the triggers are pulled are there any plans from academic affairs if and when the trigger comes. Maki said yes, we are involved in this with a robust schedule. Moore asked if funds are being allocated for advising and release time. Make said that they are looking at this and are sensitive to the needs.

**EPC Report-Janine Gasco**-Gasco reported that she will keep the same committee members. The reported on the curriculum review process and said that Tracy and Cathy Jacobs have completely overhauled the process. Gasco said that her committee is moving forward with student plagiarism and will hope to have some clarifying policy come out of their work. Casten asked if there will be a description of what cheating is and Gasco said that there would be. Carvalho said that he was confused about student cheating on our campus and thought that there were policies already in place. He said that it appears that the problem is that the policies in place are not enforced. He said that he has been
asked to sit on a student discipline board of his college and he is very concerned about the way this issue is being currently handled.

Blackaller asked Gasco when she expected the curriculum review to be complete. Jacobs said that they are almost done and that the forms are online. Jacobs said that they are in the middle of a re-write of the curriculum guide and we hope to have it ready this fall and that some of it is already done. Jacobs said that faculty will use the new forms on the academic affairs website from this point on.

Borrego said that they have located an online tool that goes over all academic plagiarism issues. We are proposing that all new students take this online course. Pawar asked if looking at cheating and how to use “turn it in” will be looked at. Gasco said that they will be talking about this and that it has been determined that if a student is found to have cheated they cannot do a repeat and cancel. Jacobs said that she has been a sub-committee that has looked at how to cut down on cheating on online exams.

**FPC Report-Thomas Norman**-Norman reported that the online PTE raw scores were sent out to the full senate for their review. Norman said that the FPC is open to a new member and our first meeting is next Wednesday from 11 to 12 p.m. in WH A420.

**Statewide Senate Report-Patricia Kalayjian and Kate Fawver**-Fawver reported that SB1440 is the senate bill that creates the transfer model curriculum (TMC) which gives the community 60 units and the CSU 60 units. The departments have with either a yes or no as to whether they will accept this. If you are in one of these departments and don’t know whether you are accepting or not you need to talk with your chair. The community colleges will welcome feedback. You should contact C-ID.net for more details. The chancellor has a significant pressing issue with passing as many TMC’s as possible. These are the disciplines affected: Communication Studies, Psychology, Sociology, Mathematics, Administration of Justice/Criminal Justice, Art History, Business, Early Childhood Education, English, Geology, History, Kinesiology, Physics, Political Science, Studio Arts, and Theatre. Biology, Chemistry, Computer Science, Music, and Teacher Preparation are nearing completion. Next month faculty in 11 other disciplines will gather to begin work on the next set (Radio/Television/Film, Engineering, Journalism, Anthropology, Information Systems, Spanish, Philosophy, Geography, Nursing, Social Work, and Economics.

Monty asked Fawver if the CSU programs have any flexibility built in to change the TMC and Fawver said no and that it has been presented as finalized versions of TMC models. Carvalho said that the bill was passed but in that bill is there any idea the CSU has a way to reject the TMC. Fawver said that they have been told that programs can deny the model if it does not fit we do have the right to reject it.

Kalayjian reported that she and Fawver attended a three day meeting of the Academic Senate of the CSU last week from Wednesday through Friday. Our time at the chancellor’s office began with the meeting of the Chancellor’s General Education Advisory Committee. Among other topics of conversation was the scheduling of a CSU symposium entitled, “Assessing General Education under EO 1033,” sponsored by the Institute of Teaching and Learning. The symposium will be in Berkeley October 26-29 and coincides with a WASC Academic Resources Conference.
The ASCSU waived a first reading of a resolution urging campuses to send a team of faculty and administrators to this symposium. The ITL will “support up to four faculty team members per campus covering registration for the WASC-ARC retreat and on site hotel lodging” but not travel—a cost deferred to the home campuses. The preferred team composition includes faculty leadership in GE, Program Review, Faculty Development, instructional faculty in GE and at least one administrator.

Since Kalayjian also volunteered to be on the steering committee for the “Give Students a Compass” program, [which is concerned with infusing so-called High Impact Practices or HIPS} she may be going, and she hopes our campus will send a team as well.

Kalayjian is also on a task force for the Academic Affairs Committee of ASCSU to report and/or produce a white paper on On-Line Education and the CSU. They plan to consider current campus and system policies as well as best practices and to review the Katz report, commissioned by the Chancellor’s Office. Kalayjian knows very little at this point but will certainly be getting back to the senate with questions and information.

The Senate voted to confirm Diane Miller as Parliamentarian of the academic senate. All were in favor. MSP.

Parliamentarian Report-Diane Miller-Miller reported that we would have 4 elections. The first election was for ASI Faculty Representative. Ken Rodriguez was nominated. Ken Rodriguez was elected by acclamation. The second election was for 1 faculty member to serve on the College of Business and Public Policy Dean’s Search Committee. Kate Esposito, Ann Choi and John Thomlinson were nominated. John Thomlinson was elected. The third election was for 1 faculty member to serve on the College of Art and Humanities Dean’s Search Committee. Kate Esposito, Pat Cherin, and Irene Osisioma were nominated. Pat Cherin was elected. The fourth election was for 1 faculty representative to serve on the General Education Committee. Irene Osisioma and Debra Best were nominated. Debra Best was elected.

Open Forum
Maki reported that CSUDH would be participating in the great California Shakeout on October 20, 2011 at 10:20 a.m. It will be a full university evacuation drill of the entire campus into safe areas. Cauthen moved that the senate decline from receiving refreshments from various groups on campus because of the cost $175.00 per meeting. Cauthen was concerned about the high cost of cookies and coffee and wondered if we should just forgo the refreshments since the budget for it was coming from academic affairs. A question was raised of whether it is appropriate to entertain a motion during open forum. Maki said that he would look into the issue of refreshments and see what he could do. Carvalho asked about the flow chart that Maki had presented at the last senate meeting. He asked if a new flow chart would be presented to the senate. Maki said yes.

Meeting Adjourned at 5:00 P.M.