Meeting Minutes of January 26, 2005

Present: Nicholas Baham (Ethnic Studies), Kyzyl Fenno-Smith (Library), Patricia Guthrie (Women’s Studies), David Larson (AALO/Chair), Grace Munakata (ALSS), Dave Nickles, (CEAS), Steve Ugbah (CBE)
Absent: Julia Norton (Science/ExCom)

AALO David Larson convened the meeting at 1:45 p.m.

1. Agenda: Approved unanimously

2. Minutes: January 12, 2005 meeting minutes approved


4. Old Business

A. Faculty Diversity Survey (final preparations before distribution)
Three groups of students in Professor Ugbah’s Marketing Research class will administer the survey, locating faculty holding their office hours using the most up-to-date directories. Ideally, the survey will not be left with faculty, but filled out and returned to the students. Afterwards the data will be pooled and analyzed as part of the research project. Any faculty missed by students who wish to participate in the survey can contact AALO Dave Larson. Steve Ugbah will then send students to survey those faculty.

An announcement from the chair of the Academic Senate encouraging participation in the survey will be sent electronically to all CSUEB faculty.

B. First-year Student Retention Articles (Kyzyl Fenno-Smith)
Kyzyl Fenno-Smith is at work on a research project focusing on retention of students of color and information literacy. She will present relevant information to the FDEC Committee on an ongoing basis.

C. CSUH Diversity Scorecards: Steve Ugbah will provide indices for the Diversity Scorecards at the next meeting, February 9, 2005.

D. Organization of and Charge for ad hoc Retention Task Force
The committee discussed various outreach efforts including:
   1. Building relationships with high schools, outreach towards African American students and other underrepresented groups.
2. Contact and establish communication with African American counselors in the community and programs such as SOAR to discuss the needs of underrepresented students and preparation for college culture. How can our university create a more welcoming environment and foster connections with and among these students?

3. Contact and establish communication with on-campus student groups such as the Underground Poets, and the Black fraternities.

4. Use of the GS cluster program to mentor/advise first-year African American males and students from other underrepresented groups. GS clusters can actively advertise academic advising services for which students may be eligible (such as EXCEL). Kyzyl Fenno-Smith and Grace Munakata will contact GE Coordinator Sally Murphy.

5. African American student fairness complaints regarding certain faculty. This is an institutional issue; however, advising could help students avoid faculty who may be problematic.

6. More faculty outreach to students, such as hosting dinners etc.

Adjournment: Meeting was adjourned at 3:15 p.m.

Respectfully submitted,

Grace Munakata