Meeting Minutes of November 24, 2004

Present: Nicholas Baham (Ethnic Studies), Kyzyl Fenno-Smith (Library), David Larson (AALO/Chair), Grace Munakata (ALSS), David Nickles (CEAS), Julie Norton (Science/Excom), Steve Ugbah (Business/Economics)

Absent: Patricia Guthrie (Women’s Studies)

Guest: Mark Karplus (Lecturer’s Rep to Academic Senate)

AALO David Larson convened the meeting in RO 219 at 1:30 p.m.

1. Agenda: Approved unanimously.

2. Minutes: November 10, 2004 meeting minutes approved with amendment to item 5A.

3. Report of the Chair/AALO:

   1. AALO’s request for student diversity information.
      This committee was presented with data for all new first-time freshmen students which included zip codes, high school gpa and SAT scores.

      Committee discussion:
      FDEC will review the data. K F-S will compile a bibliography of student retention articles concerning information literacy and first-year retention.
      NB noted that if CSUH is accepting students on the edge of the gpa minimum, we have to work harder to keep them, as they may be facing additional personal and financial hardships.

   2. Update on Faculty Diversity Survey preparation and distribution
      Concerns were raised about offering incentive prize for completion of the survey. It was suggested that an incentive offered through the campus bookstore would be permissible. The Academic Senate Office is expected to cover the reproduction costs of the survey.

      Committee Discussion:
      The administration is concerned it would set a precedent by providing financial support for prizes. Committee discussed providing personal funds for such an incentive, but no decisions were made.

      CSUH’s Director of Equal Employment Opportunity suggested changes and additions to the survey. The committee’s position was to have the AALO check
whether or not the questions being asked were in violation of Federal or State laws and/or if the survey, as written, opened the University to lawsuits.

SU described the data collection process:
1. Information needs to be collectable, not encyclopedic.
2. Information needs to be useful within the intent of the survey.
3. The survey can always be expanded.

It was the consensus of the committee that the content of the survey was not discriminatory and created a starting point for information gathering that could be expanded through additional surveys if the data collected indicated such additional information was needed.

Changes were suggested to remove any questions concerning the anonymity of the survey respondents.

Part of the rationale for using the current survey is that it responds directly to suggestions by WASC to collect evidentiary data related to campus climate. Question 38 allows for any other issues and may lead to next steps. Also, if someone feels passionately about an issue, there is an opportunity to respond with the current survey. It was also pointed out that no one is obligated to respond to any of the survey questions. DL asked Mark Karplus to promote the survey to the university’s lecturers once it (the survey) is approved for distribution. Karplus agreed to do so.

4. **Old Business**
   (Old business was discussed within the context of the AALO report)

5. **New Business**

   B. Tabled until next meeting

   C. The committee will continue to look for additional websites at the department/college level that can be added to the current compilation posted on the FDEC website. NB noted that Mexican American Latino website can be useful; lack of recent hires of Hispanic background is a glaring oversight. Some websites require a fee to get onto list serves.

6. **Adjournment**
   Meeting was adjourned at 2:55 p.m. Due to finals week and the upcoming holidays, the next FDEC meeting will be Wednesday, January 12, 2005 at 1:30 p.m.

   Respectfully submitted,
   Dave Nickles