Meeting Minutes of October 27, 2004

Present: Nicholas Baham (Ethnic Studies), Kyzyl Fenno-Smith (Library), Patricia Guthrie (Women’s Studies), David Larson (AALO/Chair), Grace Munakata (Art), David Nickles (CEAS), Steve Ugbah (Business/Economics)

AALO David Larson convened the meeting in RO 219 at 1:40 p.m.

1. **Agenda:** Approved unanimously.

2. **Minutes:** October 13, 2004 meeting minutes approved.

3. **Report of the Chair/AALO:**

   A. AALO requested statistical information on first-time African American male freshmen through Office of Enrollment Management. After further inquiry it was determined this request may not be in compliance with tenets of Proposition 209. Because this committee wants to investigate “at risk” groups of students such as African American male freshmen, it was suggested that a set of aggregated data of all students with a 2.5 or less GPA be secured. The committee requested that the AALO pursue this matter further.

   B. Video training on the acceptable use of sensitive data is available to members of the FDEC and all members should receive this training.

4. **Old Business**

   A. Steve Ugbah volunteered to create a list of statistical needs to be used to analyze the current diversity status of faculty and students and the timing for when it is most advantageous for the committee to receive it.

   B. David Larson noted that seven (7) additional faculty members left the University subsequent to June 30, 2004. These separations occurred between the time new searches were authorized and the close of the “golden handshake” window in late July, and so were not included in the 30 tenure-track searches in 2004-05 authorized by the President after consultation with the Provost.

   C. Committee discussed assigned time for the AALO. With the unexpected increase in the number of tenure-track searches, the committee feels strongly that the AALO’s assigned time should be increased for this academic year. Committee proposed that David Larson continue to develop the rationale for
determining a fair proportion of assigned time for future AALO’s by carefully documenting the responsibilities of the position.

D. There was some discussion about the faculty mentoring program.

5. New Business

A. Faculty Diversity Survey
   Steve Ugbah presented the final draft of the CSUH Faculty Diversity Survey for committee review. The committee commended Steve on his work in developing the survey. Committee was asked to review the document and return any final suggestions/comments by Friday, 10/29/2004 to Steve. Questions about funds for the built-in completion incentives and print costs for the final survey were posed. These will be investigated. Students will be ready to collect data from faculty during the first week of November. Students will go to faculty during posted office hours and will wait while the survey is completed. The data collection will be finished by the end of Fall quarter, 2004. David Larson will announce to all faculty that the survey is coming and will alert them to its administration.

B. To determine the consistency of the issues related to diversity in the hiring of part-time lecturers relevant to full time faculty, the committee requested that statistical data on 3-year “entitled” lecturers be secured to compare with data received on regular faculty. Once the committee has reviewed such data, it will be in a better position to provide academic departments with models that support diversity in hiring. Several questions to be considered:
   How many FT faculty have come through the PT pool? How does the PT pool contribute to overall diversity at the University? Is there a connection between retention and diversity?

C. Grace Munakata presented the committee with a survey of graduating students created in 1996-97. Such a survey can provide the committee with information from students prior to graduating about their experiences at CSUH, which could lead to insights relevant to this Committee’s function. This item will receive further consideration at the next FDEC meeting.

6. Adjournment
   Meeting was adjourned at 3:10 p.m. Next meeting will be Wednesday, November 10, 2004 at 1:30 p.m.

Respectfully submitted,
Dave Nickles