

NBS Counsel Meeting

Meeting Minutes

February 26, 2014

Present:

Rod Hay, Hamoud Salhi, Kara Dellacioppa, Sue Needham, Annie Whitmore, Mark Carrier, Carl Sneed, John Price, Ken Ganezer, Angel Pu, Ashish Sinha, Mohsen Beheshti, John Tomlinson, John Wilkins, Ivonne Heinz-Balcazar, Khan VanPetten, Cynthia Ford-Verdine

Next meetings:

Wednesday, March 12, 11:30am

Wednesday, March 26 11:30am

Agenda Items

❖ Announcements/Reminders

➤ Discussion

▪ Did You Know (Department Updates)

- (Carrier) (handouts distributed) PSY will have two new people coming in Fall.
 - ◆ 1) Giacomo Bono, PhD. Giacomo, is an Applied Social Psychologist, current part timer, and conducts his research on gratitude and positive psychology. He is currently part of a \$5M+ grant funded by the John Hamilton Foundation that is scheduled to continue to the end of next year.
 - ◆ 2) Erin Mertz, doctoral student, will receive her PhD. In the summer from SDSU. Interests include, health disparities, stress and coping, and predictors of physical illness, and specializes in research using polystinography (utilizing EEG electrodes) for physiological measures.
 - ◆ Both may be able to use their skill sets to collaborate with other departments in the future.
- (Price) A prior announcement indicated that Criminal Justice was the fastest growing department on campus, however, that is wrong information.
 - ◆ PHYSICS is the fastest growing, if you count departments that actually existed back in 2007 (which is when Institution Research carries research back to). Their growth is 257% going from 10-57 majors
 - ◆ If going just by the numbers, then other departments that were initially created in 2007 or later, COMPUTER SCIENCE would be largest, followed by Bio-Chemistry, Child Development, and NCRP.
- (Price) Physics has instituted two new scholarships for majors
 - ◆ 1) Based on a donation from former faculty member, Keith Lee. Criteria for award is still being discussed and sorted out
 - ◆ 2) Based on a donation in the name of former faculty member, Sam Wiley. Earmarked for incoming freshman, physics majors.
- (Dellacioppa) 1st time in CSUDH history, Jose Prado in collaboration with other CSU faculty from CSULB, and CSULA, took a group of students to Cuba to participate in a workshop. It was hard work to get insurance and things situated, but turned out well, and may be a trip that will continue to happen every couple years from now on.
 - ◆ During the time there, there was a professional photographer that took pictures of the event, involving Latino Identities. The President's Office has agreed to fund the exhibit of these photos along with other departments
- (Dellacioppa) new faculty member from 2013 Jeb Middlebrook has won a contract for his book on the relationship between prisons and popular culture in the US.
- (Mohsen) As John Price formerly mentioned, CS department is continuing to increase numbers rapidly.
 - ◆ Extend Advantage, started working with the program about a year ago, so we have this foundation that actually provides scholarships. 5-6K for books, fees, etc. As well as internships, & Mentors
- (Thomlinson) Two new faculty members have been job offered, 7 students doing internships with Carbon Creek
- (Wilkins) Math Departments Developmental Math Program was highlighted when featured on in a piece on KPCC (public radio) on Feb.19. (link: <http://www.scpr.org/blogs/education/2014/02/19/15882/more-than-a-third-of-cal-state-freshman-ill-prepar/>)

- ◆ Unrelated to Math Department, as Chair of SRD this year, wanted to say the day went wonderful, no hiccups or glitches to speak of, and with everyone that helped out the day went well. There were 10 winners selected to move on to the state competition on May 2nd.
 - Wondering if anyone in the group would like to help fund a team to go to competition. The cost is \$500, so please think about it and check it out.
- ◆ In April, (4/21) the Math Department will hold its annual Math Contest, called Archemedes Prize. Students are invited to come in as teams, and can be any major. Email will be sent out.
- (*Ganezer*) The American Physical Society has a publication, Physics Today, and they featured a paper that himself, Jim Hill and one of our part timers that essentially shows that if you want to hunt for nutrinors from the sun, look at night, due to the effects that the Earth has. The website is showing that it had significant results although there is only a small deal of it mentioned
 - ◆ (*Price*) That's actually a big deal
- Provost Tour and Staff Meeting
 - (*Hay*) Please provide one sentence highlights of what your department is up to, as the Provost is interested in having those. One would be good, two would be great.
 - ◆ The idea is to put them up on the website so they can cycle through
 - (*Hay*) Many have inquired about a meeting with the Provost. Thinking about inviting her to a Chairs Meeting so that she can be introduced to us, and there will be an opportunity to ask her questions. So I will provide her the dates of the meetings to work something out.
 - ◆ In conjunction, she would also like to have a tour. So if there are any specific areas you would like, or not like her to see, please let us know.
 - ◆ Would also like for her to meet with the staff, and I was wondering what day would be best for that.
 - Friday Morning would be the best time. (agreed)
 - Nothing set yet, it will be based on her availability
- NBS Deans & Club Presidents Meeting
 - (*Hay*) He and Hamoud will be meeting with the club presidents tomorrow (2/27 at 3pm)
 - ◆ 8 – 9 club reps have agreed to attend. If there are other clubs not registered with ASI, please spread the word that they should be there at the meeting.
- LA Chamber Event
 - (*Hay*) Will be attending an LA Chamber of Commerce Event in Washington, the President will be there
 - ◆ If anyone has any interests in certain programs or funding opportunities, let him know so he can bring them up and try and make connections
 - ◆ One of our largest challenges in fundraising is getting funds for students, theres a large demand and we try.
 - EX. Jose Prados art project, student presentations on Capitol Hill
- AAC&U Institutes
 - (already previously announced and discussed in another meeting) If any faculty members are interested
- AAHHE Latino Success Conference
 - March 6-8, Costa Mesa
 - Coming quickly but haven't heard much more about it, if interested, self identify and follow up
- STEM SL Grants
 - Applications due April 1st
 - See email sent. Anything service learning in STEM can work. They really like us, and have used us as models for some of the grants. Good Program, check it out and apply if interested
- Final Announcements....
 - (*Ganezer*) Received an email from the Chancellors Office, C Supurb, there is going to be a BioTechnology / BioEngineering Meeting at UCI sometime in April. It has a \$200 registration fee. If anyones interested he will pass on the info
 - ◆ (*Hay*) We talked about CSupurb before, and general concensus is its not a good fit for our campus. However students are asking, and if CSupurb continues to ask us then we should invite them over to come to have a conversation about how we can participate more easily
- Follow-up
 - Submit one sentence department highlights to Deans Office.

- If interested in sponsoring SRD winners to attend Competition, contact J.Wilkins.
- Send email to Rod if interested in having the Provost visit (or not visit) any areas in your department

❖ Strategic Plan

- Discussion
 - (Passed)
- Follow-up
 - (none)

❖ Presidents Investiture – STEM Conference Update

- Discussion
 - (*Hamoud*) (*passed out flyer*) The STEM conference is April 20, 8:30-3pm
 - The Keynote speaker will be Wanda Austin
 - ◆ She has declined the \$2000 honorarium fee we had set aside for her, so we will use the money to bring high school students to campus. Good deal.
 - The other speakers are
 - ◆ Ruby Camp Blankton, of the California Commission of Status Appointment, coming from Sacramento.
 - ◆ DeAnn Kline, President of Firmdale State Advantage
 - ◆ Joyce Chan, CSUDH Anthropology
 - And possibly somebody from GPL, We are actually looking to get a group of GPL scientists, but the person that is supposed to come is
 - ◆ Rosealy Lopez, Senior Research Scientist in Planetary Science
 - The Morning panel will be in terms of access, institutional and cultural challenges
 - The Afternoon panel will discuss the greater success, how to get more women interested and in to it
 - The entire conference is sponsored by the President's Office
 - (*Hay*) This will be a fantastic conference. The nice link with Dr. Austin is that we have a number of our students that currently work at Aerospace Corp, so it will be nice to have her come here, see us, and maybe have more students work there
 - (Price) we also have a faculty member over there, Terry Loheim
 - (?) and Jerry ? as well.
- Follow-up
 - Confirm final GPL speaker

❖ Hiring Update

- Discussion
 - (*Hay*) Chairs have already filled you in during Announcements. The two formal offers that have been accepted are Giacomo Bono of PSY, and Alexis McCurn of SOC, documents have been sent to Van
 - 6 hires on deck
 - ◆ (Pu) CHE just got approval paperwork faculty affairs to start the negotiations
 - ◆ (Van) POL SCI paperwork was just sent over to faculty affairs yesterday, so its processing there now
 - ◆ (Hay) ASSOC. DEAN Search, interviews are being scheduled for next week
 - (*Hay*) Matt has also sent out something for someone to be on the search committee for the Dean of the Library, so I am going to ask for a volunteer to Chair that committee
 - (?) the AE for Business was also today
 - (*Hay*) Theres a lot to keep up with, that's for sure
 - (Hay) there was a name change of AVP of Faculty Development Search, they are splitting it and having a Graduate Development Dean and an Undergraduate Dean which is closer to the more traditional structure that we used to have
 - ◆ There will be some changes in academic affairs

- ◆ They are looking for an AVP for Institutional Research
 - New name: Institutional Effectiveness and Assessment
- (Hay) Update for the 2014/15 hiring
 - Waiting on authorization from Academic Affairs
 - ◆ Asked Provost to prioritize hiring for upcoming year
 - Provost agreed to, but still waiting on authorization from the President
 - We will want to have a Rubric as to who qualifies for positions
 - ◆ Provost is data driven and will need to provide the data in a form she accepts
- Faculty Fellowship
 - ◆ A faculty member would be placed in the Deans Office for a semester or year
 - Gives the person a chance to see if they are interested in Administration
 - Helps out the Deans Office with initiatives
 - Take some of the weight of the Dept Chairs
- Student Assistant (for IT issues)
 - Seems to be the same complain from all depts. about help from IT
 - We are looking into getting a student assistant for IT support
 - ◆ May be provided by IT, or NBS may provide
 - ◆ Many simple issues probably could be handled by this person
 - ◆ Budget Driven
- (Hay) New Chairs for 2014/15
 - PSY faculty elected Carl Sneed, starting Fall 2014
 - We need to know if any other departments are considering Chair elections
 - ◆ (show of hands) BIO, MATH, SOC, CHE
 - Dept. Elections will need to be done before summer (while everyone is still around to vote)
- (Dellacioppa) There was a new resolution brought up in the Academic Senate about lecturers being able to vote for Chairs, does anyone know any more details about this?
 - (Price) I thought it was only full time lectures?
 - (Salhi) It went through first reading last week
 - (Carrier) the second reading will be going on next week
 - (Dellacioppa) so hasn't been completely defined yet..
 - ◆ (Dellacioppa) In terms of representation, in which lectures will be participating in a more active way (due workloads, contracts, voting) suggests that for departments with over certain amount of lectures, they should be given a WTU per year to attend meetings both in dept, and Academic Senate
 - ◆ (Hay) Encourages that this be brought up by the senate representative
 - (Thomlinson) The other problem is that in BIO there is only one person who has expressed SLIGHT interest in becoming Chair.
 - ◆ So everyone would only be voting on one person anyway
 - ◆ (Pu) CHE has the same issue

➤ Follow-up

- Create a Rubric for new 2014/15 faculty positions for Provost
- Faculty Fellowship
- Student Assistant for IT support

❖ Enrollment Target

➤ Discussion

- (Hay) This last year out enrollment target was 9628, our baseline is at 28
 - We were given 300 extra FTS, 9928, they haven't been distributed yet
 - We don't want to exceed too far, because then the Chancellors office penalizes and charges
- (Hay) There is talk of Enrollment Management in the Deans Meeting for the first time
 - ◆ The talk is about reaching our enrollment targets
 - ◆ And discussion is now that we have these extra FTS, what do we want to do with them?

- What departments really want to grow?
 - (Hay) Obviously there is the Program Reviews to consider, and that's a start, but also would like to have a brief discussion with chairs (5 minutes or so) to find out what it is in a nutshell you want to do.
- (Carrier) Clarification, when you say growth, I think baseline, but its not? Is it really how many extra WTU or FTS we want for next year? Whats the baseline, our WTU budget?
 - (Hay) its tricky when I talk about what we are budgeted for and what I am asked to do, because technically for the past 5 years we have never been budgeted for what we do. So what we want to do is look at what we really should have, which is FTS.
- (Carrier) So as a department what are you asking us? Can we take on more seats in the fall?
 - (Hay) Sorry for confusion, not looking for an answer today, but that is what I will be asking of you soon. Ex. If you have 100 FTS or do you want to be 120 FTS, 300 FTS...
- (Price) I wonder about the logical fallacy of having "one time dollars" every year
- (Thomlinson) Theres also a big difference between growth in majors, and growth in FTS, growth in FTS is much more easier to accommodate for
 - ◆ (Hay) I know its complicated, but think about it, and lets have that conversation
- (Hay) We are going to start looking at enrollment management much more seriously so be cognizant of that, so you might want to have that conversation within your department
- Followup
 - Miya will followup with Chairs on growth plans

❖ Chair Compensation – Summer & Academic Year

- Discussion
 - (3 Rubrics handed out) (Hay) I want to have a conversation amongst our college and review the rubric, and modify it to suite our needs. Don't think the two rubrics handed out as an end all.
 - We need to come up with a rubric that works for us, and for the University
 - I bring it to the Deans meeting in hopes of looking at it across colleges, instead of specifically our college
 - (Hay) when you look at your department across the rubric, you are in a couple of different catagories depending on what you use.
 - There are guidelines at the bottom that do not have to be used necessarily
 - We are here today for feedback and commentary
 - (Thomlinson) why don't you use the formula and see what results come of that?
 - (Hay) wheres the formula?
 - ◆ (Thomlinson) sent with the rubrics (highlighted in red)...but it's a weighted formula based on these three things and then gives you one number for department, so then theres a neat way to adjust from there
 - ◆ (Van) I know the previous Provost had a formula that was used
 - ◆ (Thomlinson) There was a formula that showed what the calculated assigned time and what the actual assigned time was for each department
 - ◆ (Hay) Apologies, I missed it, but your saying it compensates for the disparities?
 - ◆ (Thomlinson) Yes
 - (Hay) Talking about Chair compensation, there is a line in here that says "release time is for Chair Head/Director only." It does not include time for all the program coordination within that unit.
 - ◆ We will have to look at Grad Coordinator time as well
 - Another conversation will be how to coordinate for grad coordinators
 - (Hay) There was talk of the 12 month Chair Stipend and we all sent out information forward to Academic Affairs
 - I have not heard back yet
 - As we figure out what we want to do for summer, I will let you know
 - ◆ We will be wanting to do something in summer like we did last summer, which is support students with advising and some new hire orientations
 - We are looking to get additional baseline dollars and we should be first in line for them

➤ Follow-up

- Find the formula John Thomlinson send to calculate assigned/actual time