



# Cabinet of Academic Senator Meeting Minutes

Day/Date: Thursday, September 24, 2020  
 Time: 8:02 a.m.  
 Location: Zoom  
 Attendees: Cabinet of Academic Senators, Diana Chavez - ASI President, General Public  
 Type of Meeting: General

**I. Organizational Items:**

**a. Called to order by: Cristian Flores, Graduate Academic Senator @ 8:02**

**b. Roll Call**

Diana Chavez	ASI President	Present
Jeovana Lopez	Undergraduate Academic Senator	Present
Kinsley Wang	Undergraduate Academic Senator	Present
Kyle Taing	Undergraduate Academic Senator	Unexcused Tardy @ 8:11 am
Cristian Flores	Graduate Academic Senator	Present
Anaid Villa	Graduate Academic Senator	Present
Anson Noland	Academic Senator At-Large	Present
Milton Joseph Han	Associate Justice	Present

**c. Concerns from the Floor**

**i. None**

**d. Adoption of Agenda:**

<b>Offered By:</b>	<b>Anaid Villa</b>	<b>Seconded by:</b>	<b>Anson Noland</b>
Motion to approve agenda for Thursday September 24, 2020			
Consensus to approve agenda for Thursday September 24, 2020 - Consensus Reached			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion: Passed</b>

**e. Approval of Minutes (action):**

<b>Offered By:</b>	<b>Anaid Villa</b>	<b>Seconded by:</b>	<b>Jeovana Lopez</b>
Motion to Table minutes for Wednesday September 10, 2020			
Consensus to Table minutes for Wednesday September 10, 2020 - Consensus Reached			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion: Passed</b>

**II. Public Forum**

- a. This time is allotted to members of the public to address the board regarding items not included on the meeting agenda. Speaker cards are available for those wanting to speak on agenda items as listed below. Those comments will be heard as the item is introduced.

**VI. Appointment of Vice Chair (Action Item)**

<b>Offered By:</b>	<b>Anaid Villa</b>	<b>Seconded by:</b>	<b>Anson Noland.</b>			
Motion to not appoint anyone to the position of Vice Chair at this time.						
Consensus to not appoint anyone to the position of Vice Chair at this time- Consensus Reached						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>		<b>Abstained</b>		<b>Motion: Passed</b>

**VII.**

**III. Reports: (3 Minutes each)**

- a. **ASI President/Acting Vice President for Academic Governance:** As acting VPAG, I met with all of you during your one-on-ones last week. We had really good conversations with all of you. I'm still trying to figure out all of your schedules; CAS, Shared Governance, Academic Senate etc. and getting used to the 8:00 am meetings. Other than that, I will report on the VPAG vacancy once we hit the Informational Item on the agenda. Once again, as far as our one-on-ones go, I noticed that there are still some of you who are on the shy side. I know that I told all of you to think of certain issues that all of you want to work on individually. This also goes to all of you who I didn't say anything to for when we meet next week during our one-on-ones. I want all of you to have some type of issue that you want to address that is recurring in your committees, so just focus on one or two, just so you can get an idea on how you can advocate. I did want to set up a meeting with each one of you to address faculty concerns, but I just decided to put it on today's agenda to make it easier.
- b. **Academic Senators:**
  - i. **Kinsley Wang:** The only thing that I really have to say is that I heard that Cal State LA terminated the jobs of some of the safety staff of some of the chemistry labs, so I don't know how that is going to affect the re-opening of those labs. I also know that some of the students want to re-open those labs so they can go back to doing research. That's pretty much it that I have to report.
  - ii. **Jeovana Lopez:** Just like everyone else, I attended the Senate, CAS, and then Shared Governance. In EPC we talked about and we discussed the grading options for fall. We had EPC yesterday, Cristian and I, and one of the options that was put on the table was the possibility of doing A through D grades, and then if you received an F, it would be No Credit. It's a sort of compromise, so it won't affect students' eligibility for financial aid and scholarships. It's on the table. It hasn't been fully committed to yet, but it's one of the options. And then, I met for the first time with AIRS, and one of the main topics during that meeting, it was more of a debate, was professors being upset with cameras and whether students should or should not have their cameras on and it was something they were considering a policy on, but it was tabled for next week. So, we will be meeting next week, and we will see what we say about that.
  - iii. **Kyle Taing:** For the Faculty Policy Committee, we talked about two potential policies that haven't been drafted to bring to the senate yet, and they pertain to how everything is online and how teachers are using Canvas and Zoom and other virtual platforms to instruct students this academic year. One of them has to do with peer observations of virtual and online asynchronous instructions. Basically, how faculty can evaluate other faculty and in they instruct asynchronous classes and how that goes into their RTP files when they go up for tenure or promotion. The other issue we were talking about was the suspension of student evaluations for the academic year. That was brought up at the state-wide CSU senate. They were trying to suspend student evaluations for the academic year so that we can't evaluate professors this year because we are online. The FPC has agreed on a resolution instead of doing that. Because student evaluations are very important, they are going to making student evaluations available for students to evaluate teachers. The compromise is that evaluations are going to be optional for professors to put into their portfolios this year if there are issues with meeting online requirements due to the learning environments. We are working on bringing that resolution to the state-wide academic senate.
  - iv. **Anson Noland:** During these past two weeks, I had my first Academic Advisement Subcommittee meeting and we did not discuss much. The meeting was over pretty quickly, but what we did discuss, which was an announcement from one of the faculty members that sits on that subcommittee, was that we had pretty good success with retaining continuing students during the transition to online classes between spring to fall. I think we had a 6% re-enrollment loss at the beginning of May and over the summer, some of the advisers were able

to reach out and help students to help get them re-enrolled. From the Student policy committee, and this kind of ties in with the issue that I want to address, Diana, in these coming weeks, which is that we've continued the discussion on registration, priority and early registration, but we've also started to move into fee-first registration in the way that you need to have your financial aid in order to then enroll. And so we've had some speakers scheduled to discuss the process with us next time

- v. **Anaid Villa:** I sat on the Library Subcommittee and the Fiscal Policy Committee. The library needs more funding for online resources since we are moving away from physical copies of books, so I will be advocating for more funding for the library in the Fiscal Policy Committee to fund the library for more online resources, because the cost of the places where the library buys those resources is going up every year. However, the budget for the library does not also going up. In addition, the financial aid office was asking students to refund thousands of dollars in less than thirteen days with threat of putting holds on their enrollment. I brought this up at the senate meeting this last week and Dr. Garcia said that she would get more information for me, but I think that it's worth looking into, because that action makes Cal State LA look bad. It creates a distrust for students. It's worth looking into to see how we can fix that area for next time and make sure there's no more errors. I also met with some college reps this week. I went to their office hours just to get to know a couple of them and to see if there's any issues that we're not hearing about that they would like to bring to our attention from each of their respective colleges. One concern is that students are worried about what they are going to do about their careers if they end up graduating and we are still in a pandemic, so I also think that's worth looking into. I also noticed that some people in their office hours still have passwords, but they don't provide a password on their website, so I think that it might be worth looking into that also, just to make sure that everyone is available in their office hours.
- vi. **Cristian Flores:** I sit on Graduate Studies Subcommittee. For that committee, we met yesterday. It was just a lot of clarifying the duties of what the Graduate Studies Subcommittee are. There are a lot of new members on this committee, so it was a lot of touching on that. There was a lot of back and forth, but we reached some clarification, and we touched on the GA/TA Fee Waiver in hoping to have EPC touch back up on that and then were reminded that it is an HR conversation because GA's and TA's are employed by the University, but they don't have a lot of benefits aside from earning a paycheck, but they do teach up to six units per semester. However, for example, if you are adjunct, and you teach six units, you get a discount on tuition; but if you are a TA and you teach six units, you don't get that same discount. So, that's one of the things we want to move forward with. As far as the Educational Policy Committee goes, as Jeovana said, we have been talking about the grading policy for this semester and for spring semester and we ended yesterday on deciding that whatever we decided for this semester would also be used for next semester and we are lingering around the idea that as far as F grades are concerned, it will be the same as it was this past spring where they were converted to No Credit. That will help students because the other options were a lot more problematic per statistics that Christopher Cobb, the University Registrar, provided, so those are options that we are probably going to reject implementing for that reason. As far as academic probation and disqualification, those are probably still going to happen because not having them harms students more than helps students per the statistics provided because students are harmed when it comes to SAP and financial aid. We also talked in EPC about what enrollment had looked like this semester now that we have passed the census date. As we have seen, there are 700 more freshmen this year than there was last year, which is a really drastic change and has had an effect on general education courses, as Dr. Michelle Hawley was describing. They were having to add a whole bunch of new courses at the last minute, and due to budget cuts, a lot of adjunct faculty had to be let go, so it was hard to keep up with that demand. However, according to the registrar, all of the students were able to get into courses that they needed in some way or another in order to move forward to meet the Graduation Initiative 2025. As far as issues I want to tackle, the grading policy is something I want to continue to tackle, but I also want to address issues dealing with basic needs and course material access and ensuring that all courses offer budget-friendly course materials.

**IV. Informational Item:**

- a. The ASI President Diana Chavez updated the Cabinet of Academic Senators on any and all updates regarding the Vice President for Academic Governance position vacancy.

**V. Discussion Items**

**a. Open Deliberation**

- i. **Cristian Flores:** Per discussions with Diana, we want to discuss revisions as to what Open Deliberation is going to look like.

- ii. **Diana Chavez:** During our one-on-ones, we talked about how Open Deliberation was going to look like and after reviewing the minutes from of the last meeting, I came to the conclusion that the Open Deliberation themes need some revisions. As you all remember, you came up with four different themes, with the fifth being miscellaneous. You have your Open Digital Learning, Course Classroom Accessibility, Financial Aid, and Campus Resources. What I meant by five themes, I meant five current issues that are going on right now that students need an answer to that they have not gotten. Open Deliberation is for students to get their questions answered. They are questions that we can't get the answers to and we need to get them to ask the administrators themselves. So, things like Campus Resources are not a pressing matter because ASI is already providing that information to students. We need to think about priorities. Financial aid can stay because it is a very crucial part of the college experience. The Financial Aid Center has been having some complications, so I am more than happy you all have chosen that theme. Financial Aid is important because we will continue to be online again next semester. The issue right now is that Financial Aid is taking a long time to respond to students. They are not communicating effectively. How will they improve in the spring semester? So, financial aid is one. So, number two. Let's talk about class accessibility and digital learning. What did you mean? If you cannot remember what you meant, then it is not an issue.
- iii. **Anaid Villa:** I think that what was meant was accessibility to enroll in classes for next semester, since this fall, people were unable to enroll in the classes that they needed, or if they had any questions on if they were going to open more class sections or if they are going to hire more professors to teach the classes that we need and questions like that.
- iv. **Cristian Flores.** I agree with Anaid to an extent. It's something that came up yesterday in EPC that a lot of faculty members brought up, but I don't think we can condense it to just that. I think that it can be part of a bigger topic.
- v. **Anaid Villa.** Yes. It's very specific.
- vi. **Cristian Flores:** I think it was Jeovana who brought up the aspect of forcing students to turn on their cameras. Things of that nature that can fall under this topic. I think that this can be a broader conversation that can fall under the digital learning aspect, but I don't think it should be its own topic.
- vii. **Diana Chavez:** So, the title itself is just confusing, and if I get confused, then administrators are going to get confused as well.
- viii. **Dena Florez:** ASI, you have priority registration. So, it is a problem for some students, but not necessarily for ASI, or those who have priority registration. So, as I'm understanding, class accessibility is, and I think this is what Anaid said, is that class available for you to take? If you need a class in the spring to graduate, and it is not available, then you would have to wait. Is this what you are referring to?
- ix. **Cristian Flores:** Yes. This is what we are referring to, especially now with budgetary restrictions to even hire these instructors. I don't think we should allow for it to be its own topic because it's one small area of something that could be part of a broader area.
- x. **Diana Chavez:** So, my idea was to combine Open Digital Learning and Class Accessibility, because you mentioned yourself that there are course cuts. I don't like the title, but we can figure that out. What are the effects of online learning? Class accessibility. How we did Open Deliberation is that we had themes, and then we had several subthemes that pertained to the main theme. Class accessibility goes under Online Learning.
- xi. **Dena Florez:** Keep in mind that there is a difference between Class Accessibility and Class Availability.
- xii. **Diana Chavez:** I would say call it Remote Learning and then we can think of the logistics and how we want to move forward, but I want the theme name first. I removed campus resources and miscellaneous. Remote Learning allows for us to place Class Accessibility and Class Availability. What do you think?
- xiii. **Cristian Flores:** Yeah. That sounds good.
- xiv. **Diana Chavez:** Are you sure?
- xv. **Cristian Flores:** Yes. The name can always evolve if we get different questions. As long as we have a general idea of what the theme is going to be, that's all that matters.
- xvi. **Anaid Villa:** The important part also is that we can still add sub-themes of that and that gives us a good leverage.
- xvii. **Diana Chavez:** You senators are five weeks into the semester and have been meeting with your committees. What are some issues that you have been seeing that are reoccurring? Or you can just think of one. It doesn't have to be an issue that's being addressed in your committee. For example, the food pantry. I don't know what was meant by campus resources. It just wasn't clear. If you want to talk about campus resources, there's the food pantry, the tutoring center, writing center, anything that affects the students, I guess we can keep that, if that is what you meant. Before we decide on the third theme, what are some recurring issues that you see?

- xviii. **Cristian Flores:** I know that we were talking about campus resources. So, I would say Student Support Services. What student support services are even still available? We talked about CAPS, the food pantry, the hotspot and laptop, but I think that we need to clarify as far as what we mean by campus resources go.
- xix. **Diana Chavez:** That sounds really good. Does anyone else have any other issues?
- xx. **Anson Noland:** I don't know how many students this affects, and I know this affects graduate students as well, but I know we all received that email about research that was recently just brought up in the senate. I know we also received some sort of answer from that, because that was a big concern. So, we got that response from the Provost about how there is a process in place for reopening the labs again, but I think that some of that is unclear to some of the students. I don't think that's enough to be its own category, but if that's something we can include, I think there might be some students with some questions about that.
- xxi. **Anaid Villa:** Anson, I actually feel like that falls under Student Support Services. I don't know if you would agree with me. I think that it would just make it aware that this resource is still available to students.
- xxii. **Anson Noland:** If you think that it could fit under Student Support Services, then I agree as well.
- xxiii. **Cristian Flores:** The only way I think it would fit is if we did a topic for Academic Support and Success where we did an area about Academic Advising, the research topic, things of that nature, and separated it from the Student Support services like mental health, the food pantry, etc. and separated it from Academic Advising, Center for Academic Success.
- xxiv. **Diana Chavez:** I like that. So, I have Remote Learning, Financial Aid, Student Support Services, and Academic Success Services.
- xxv. **Anson Noland:** I agree. I think another thing that's good about separating them is that the library might be a concern for some people. I know that if there are concerns about the library, that would give it a category to fall under.
- xxvi. **Cristian Flores:** That would also allow for students to ask questions in regard to time to graduation, because I know students have questions about that as well.
- xxvii. **Diana Chavez:** Okay! Since we were able to make those four, we can keep five as, not miscellaneous, but Open Q & A. I always like giving the chance for students at the end for asking their own questions because that's what the most important part of Open Deliberation is. So now that we have those, it is now time to start thinking of the questions. What do we want to ask? We have four in total and seven of us. We are going to go into groups. What area do you want to do research on? Pick a theme and start doing research on potential questions.
- xxviii. **Kyle Taing:** I'll take the Academic Success Services.
- xxix. **Cristian Flores:** I want to do Remote Learning.
- xxx. **Anaid Villa:** I want to do Financial Aid.
- xxxi. **Anson Noland:** I'll take Student Support.
- xxxii. **Kinsley Wang:** Can I do Remote Learning?
- xxxiii. **Jeovana Lopez:** Can I do Student Support with Anson?
- xxxiv. **Diana Chavez:** Now that we have them assigned, next week when we meet for our one-on-ones, I'll help tell you all who you need to talk to and the logistics of research. Also, talk to your friends. As a senator, I would always use my friends. Now that you're a senator, you see things a little bit differently. You understand the administrative side of the issue. You don't really see the student side anymore. I also want to finalize a date. You all chose November 12. Last year, we just took off a Shared Governance. That way, we didn't have to figure out what dates and what times everyone was available. So, that's what I see us doing again.
- xxxv. **Anaid Villa:** I know you said that we would do it on a November Shared Governance date, but there are no November Shared Governance meetings, so I don't know if you want to move it to October.
- xxxvi. **Diana Chavez:** I'm going to figure that out. I'll let you all know next week.

**b. Faculty Concerns:**

- i. **Diana Chavez:** The reason why I have this on the agenda is that I am aware that faculty has been reaching out to all of you for support. I was CC'd in one of them, and the other one, I was forwarded the email by Cristian. So, I'm glad and actually surprised that faculty are actually reaching out to all of you for support to you so that you can get some sense of how this all works; on how collaborating with faculty works. Most of the times, when we don't have students coming to us, we get the faculty coming to us, so I'm very glad they're reaching out. The thing is, this is a time for you all to start connecting with faculty. Tomorrow we have a meeting. We will be meeting at 2:00pm regarding course cuts. Who can make it? Who cannot make it?
- ii. **Cristian Flores:** I confirmed that I will be there.
- iii. **Anaid Villa:** I didn't confirm on the invitation, but I will be there.
- iv. **Anson Noland:** I don't think that I will be able to make it.

- v. **Kyle Taing:** With me, I don't think that I will be able to make it tomorrow, unfortunately.
- vi. **Kinsley Wang:** I will.
- vii. **Jeovana Lopez:** I can make it.
- viii. **Diana Chavez:** The good thing is that I was CC'd on that, so I was able to know what the concern is, but if faculty starts emailing you, meet up with them; reply to their emails. It's important for you all to start having this relationship with faculty, because at the end of the day, for things you don't have the answer to, you have myself, you have Cristian, you have Kyle. You have us to help guide you through this. When you have faculty emailing you, it's because they want a student's perspective. Set up a meeting. Communicate with them. Don't be shy to respond.

**VI. Adjournment:**

Offered By:	Kyle Taing	Seconded by:	Anaid Villa			
Motion to adjourn the meeting at 9:14 AM.						
Consensus to adjourn the meeting - Consensus reached.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

**CERTIFICATION**

Official Minutes taken for the ASI Board of Directors Meeting of the Associated Students, Inc., Cal State Los Angeles held on September 24, 2020, on Zoom and were approved by consensus by the A.S.I. Board of Director Committee on Thursday, September 00, 2020.

Prepared by:

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Dena Florez- Recording Secretary

\_\_\_\_\_  
Anna Nguyen- Secretary/Treasurer