



# Cabinet of Academic Senator Meeting Minutes

Day/Date: Thursday, October 8, 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                  | Excused Tardy @ 8:48   |
| Jeovana Lopez     | Undergraduate Academic Senator | Present                |
| Kinsley Wang      | Undergraduate Academic Senator | Present                |
| Kyle Taing        | Undergraduate Academic Senator | Excused Tardy @ 8:05am |
| 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 October 8, 2020                        |                    |                     |                       |
| Consensus to approve agenda for Thursday October 8, 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 Thursday September 24, 2020                                  |                    |                     |                       |
| Consensus to Table minutes for Wednesday Thursday September 24, 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.

## III. Reports: (3 Minutes each)

### a. ASI President/Acting Vice President for Academic Governance:

### b. Academic Senators:

- i. **Kinsley Wang:** The majority of the focus has been on course cuts and how the next semester might shape up, especially online learning. We have also been discussing Open Deliberation. Other than that, that's pretty much it.
- ii. **Kyle Taing:** In regard to Open Deliberation, that's what I've been working on. In terms of the projects, I guess we'll talk more about that under the Open Deliberation section later on in the agenda today. I know that I got the message from Anaid yesterday. She sent me two emails about the contacts, so I'll be sure to follow up on that, hopefully after this meeting. We sent out some memos in Faculty Policy Committee with regards on how to evaluate some faculty, both through peer evaluations and through student evaluations this semester.
- iii. **Jeovana Lopez:** For me, I just have updates from my committees. So, for AIREs, I think our sole focus was ZOOM bombing. There have been some instances of that occurring, and we have been figuring out on how to put more policies in place to stop that from occurring, and there have been some steps, but nothing has been set. And so, on EPC which we had yesterday with Senator Flores, we talked about a lot of things, but I think we recommended some things to go back to AIREs such as the feedback for peer observations for synchronous classes, which I think it is the best option, because we do have some partners on there from CETL, and I think they do a great job and I think they can give great feedback compared to the people on EPC. And then I think we were talking about the option for grading procedures. And for Open Deliberation, I'm still getting in touch with people, and I've been trying to get feedback from students, so I'm just still keeping in touch for that.
- iv. **Anson Noland:** In student policy committee, we were discussing the issue of fee-first registration. We are a fee-first campus. So, you have to pay before you can register, and we are one of the few CSU campuses that does this. I think that the idea was that this was detrimental for the students that need to get money in order. So, we had a speaker come in from the financial office, but their presentation to us was basically saying that anyone who was involved in the financial aspect prefers the fee-first model because it prevents students from being dropped if they can't pay on time. And even though there was some disagreement within the committee, we all agreed that even though we wanted to change something, we probably couldn't. So what we want to focus on is trying to expand the communication about financial aid resources, because faculty are getting a lot of concerns from students about paying on time and registering on time and being able to give them the information to students on time is something that we are trying to focus on right now. Also, during the process for Open Deliberation, in terms of just regarding getting information from student feedback, a concern that the A&L reps brought up is that even though you can fill out the form to come back to campus to do research, or even if it's creative research, you can do that if it's under an advisor. But if you're taking a class where you need a camera for and it's not graduate directed research or a project that you're working with an advisor with, they don't know how to get access to that.
- v. **Anaid Villa:** So, Kinsley and I will be working in the Fiscal Policy Committee just to determine what student needs are in terms of what they think the allocation of resources should go. I think it's for the semester or for the next semester. Just to get a broader idea of what students want. So, we'll be working on that. And for Open Deliberation, I know we renamed it, but I don't remember what the name was. I hear everyone saying Open Deliberation, but I don't think anyone remembers what the new name was. Diana and I have a meeting planned with the financial aid office next week. We're still trying to confirm when we're going to meet, but it's sometime next week.
- vi. **Cristian Flores:** I know that we had a discussion yesterday in EPC regarding student evaluations and performance in class about how a lot of professors base grades on one or two assignments in the semester and a lot of students don't know their grades until weeks into the semester. And so, we want to see if there is a way to recommend for there to be a way for there to be evaluations before the drop deadline without taking away academic freedom from professors, but we want students to have the ability to say "I'm not performing well in this class. I need to know so that I can drop it before the drop deadline, so I'm not stuck having to ride it out. As far as my progress with Open Deliberation, I have a meeting with Dr. Michelle Hawley on October 21<sup>st</sup> which is a lot later than I expected. We originally had planned for an earlier date, but it kept getting pushed

back. There has also been an issue in the Academic Senate with a second reading item that has been discussed over several weeks that we have not moved on from, and I want to see about motioning to send it back to FPC, which is the committee it came from. If we are taking this long to discuss it, then it is not ready for Senate.

#### IV. Discussion Items

##### a. Open Deliberation

- i. **Cristian Flores:** So, we have remote learning, financial aid, student support services, academic support services, and then the last one would be miscellaneous. And if we find something more concrete, we would replace that. I know that Jeovana and Anson were working together for their theme. Kinsley and I were working together for ours, Anaid and Diana were working together for financial aid, Kyle was working on academic support services. I want to talk about the progress we've made in our areas. I know that Dena had said that if we need help moving forward is how we can reach out to different and also how we can reach out to the college for what kind of issues are they having within their colleges relative to our areas as far as Open Deliberation goes. I think that's going to be really important in helping kind of evolve this conversation I want to go ahead, and I'll ask Kyle, how you've progressed in your area.
- ii. **Kyle Taing:** I got the Contacts from Anaid about the library resources yesterday among other contact information, so after today's meeting, I am going to send out emails to see if I can set up meetings with them to further discuss about academic and success academic support for Open Deliberation and also I do have a question though. Do research labs fall under my umbrella of academically says or they fall under another category for open deliberation?
- iii. **Cristian Flores:** In this instance, I would say they would fall under that area for the sole reason that research would lead to academic success for the sole purpose that the research contributes to projects each season and that sort of thing so I would say yes unless we find a better area that it can fit under.
- iv. **Anson Noland:** In terms of emailing administrators, that's something we still need to do and set up. We have our list. We know that we're contacting the food pantry, housing, student life. We can probably talk about that and send those sometime today or tomorrow and get that done. We have started talking to the Reps, like I said during my report, and this issue probably pertains more to academic success, so if Kyle wants, I can give him just pretty much all I learned but I can talk to him more about that. I also want to reach out to the ECST had a town Hall a couple of weeks ago and you know if it's possible to see what concerns were raised there just by reaching out to them. I think that would be a good thing to know,
- v. **Jeovana Lopez:** We're working on emailing. I'm wanting to focus on the Health Center as well so speaking with Monica about that and then I've just been reaching out to students trying to get some feedback, but definitely we will get on those emails and just getting the word out there in trying get some input
- vi. **Anaid Villa:** Like I said, we haven't talked to them yet, but next week, we already reach out to them let them know our availability and that we would like to meet with them. We're just waiting for a response to get a confirmed date when we can speak with them and then I think from there, from their responses, will we can get a better idea of how we can build our questions. I've also gone to office hours for some of the college reps. I haven't talked to them about my issue, but I asked them what issues are like a rising in their own colleges and I don't know if this falls under anyone's umbrella. I just I guess I just wanted to mention it, but the College of Business and Economics is having a lot of concerns from students about career fairs in a digital space.
- vii. **Kinsley Wang:** I don't really remember the questions, but I'm in the survey that me and Jeovana are doing for fiscal committee, I think some of that data might be able to be applied to our case to see what students are thinking, but beyond that we should probably start emailing this week or next.
- viii. **Cristian Flores:** How can we reach out to students at large? I know we have an ASI email listing and we are working on a survey to submit questions for administrators to answer.
- ix. **Anaid Villa:** I think that we have pages for each section.
- x. **Cristian Flores:** I was thinking we should have less questions. Less is more. Have it be short and simple and to the point.
- xi. **Anaid Villa:** Also, I wanted to ask. Are we going to give students anything for submitting questions?
- xii. **Dena Florez:** I know we had talked about gift cards. Either Target or Amazon.
- xiii. **Cristian Flores:** I like Target better, because that way, students don't have to pay shipping.
- xiv. **Dena Florez:** Good point! I didn't think about that.
- xv. **Cristian Flores:** Yeah. They can do Curbside Pickup.
- xvi. **Dena Florez:** If we are setting the date for November 12, we need to get administrators on board and getting this on their calendar. Reach out to them and send out the list of questions ahead of time so they can be prepared. Have you reached out? Have you agreed on a list?

- xvii. **Cristian Flores:** I know Diana has that list.
  - xviii. **Dena Florez:** Who has connected with Gus for marketing?
  - xix. **Cristian Flores:** I will do that once Diana confirms with administrators.
  - xx. **Diana Chavez:** We also need to choose a backup date.
  - xxi. **Dena Florez:** Friday November 13 is unavailable.
  - xxii. **Diana Chavez:** If we make it around the time we had it at last year, more students will show up, so ideally, I would like it around that time, because students won't be in class.
  - xxiii. **Cristian Flores:** Can we start making the list for administrators based on who was there last year?
  - xxiv. **Diana Chavez:** We might have to reduce our current pool, since we do have a large pool.
  - xxv. **Anaid Villa:** My thought is that less is more, since not everyone may be able to make it.
  - xxvi. **Diana Chavez:** As far as the format, we did agree on a webinar style format, since it does make it a little bit easier to see and it has a box to submit questions. Dr. Covino also was not open to a Town Hall. This was our compromise with him.
  - xxvii. **Cristian Flores:** As far as the survey, we can make students rank which area is of most concern over the others.
  - xxviii. **Dena Florez:** You can put your areas in there and then just have students rank them and then ask why they ranked them and then have them submit related questions.
- b. Academic Senate**
- i. During this time, we discussed the upcoming CAPS Resolution on the Academic Senate.
  - ii. During this time, we discussed the timing to approve policies on the Academic Senate.

**V. Adjournment:**

|   |            |              |             |           |   |                |
|---|------------|--------------|-------------|-----------|---|----------------|
| Offered By:   | Kyle Taing | Seconded by: | Anaid Villa |           |   |                |
| Motion to adjourn the meeting at 9:30 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, October 8, 2020.

Prepared by:

\_\_\_\_\_  
Dena Florez- Recording Secretary

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Anna Nguyen- Secretary/Treasurer