

D. Beamer, A. Carnevali, D. Czypinski, R. Dean, E. Drost, G. Fried-Amilivia, M. Fryling, J. Garrison, R. Joseph, A. Kadam, S. Keslacy, S. Li, J. Malveaux, D. Peterson, D. Rueda, K. Schaff, B. Son, P. Van, R. Vellanoweth, E. Verba, R. Vogel, H. Yarramalli

ABSENT

M. Ling, L. Ramos

EXCUSED ABSENCE

Chair Bezdecny convened the (Zoom) meeting at 1:47 p.m.

Chair Bezdecny read the Tongva land acknowledgement.

1. 1.1 Chair's announcements:

ANNOUNCEMENTS

1.1.1 As a reminder, today's meeting will end early at 2:45 p.m. to give the officers time to transition into the Organizational Meeting for the 2023/24 Senate, which will begin at 3:00 p.m. Senators who will continue to serve next year should have received an agenda and a separate Zoom link for that meeting.

1.1.2 At our Organizational Meeting, we will be electing new members of the 2023-24 Executive Committee. The elected members will be receiving a meeting invite for the Executive Committee Organizational Meeting, which will be held Thursday, May 11 at 3:00 p.m.

1.1.3 You may have heard that on Friday, the WHO lifted the emergency order related to the Covid-19 pandemic. The White House is lifting the emergency order for Covid 19 on Thursday, May 11.

1.2 Senator Talcott announced: Regarding the presidential search, I just want to point our attention to the struggle that faculty at Pitzer College engaged in and pushed back and demanded an open search according to an article in Higher Ed. I hope that we do not give up the fight to have an open search because if Pitzer can have it, Cal State LA can have it.

2. The following questions from the floor was raised:

QUESTIONS FROM THE FLOOR

- How do we know when our term has ended on Senate?

3. 3.1 Chair Bezdecny provided the following response from Margaret Garcia, Executive Director of Enrollment Services to Senator Baker's intent to raise questions from the meeting of April 11, 2023 (ASM 22-13):  
The prepayment option is less disruptive to the education of our students at Cal State LA. At institutions that do not have the prepay option, students cannot register or dropped from the institution for non-payment or their lack of ability to pay and incomplete Free Application for Federal Student Aid (FAFSA). To re-enroll into the institution, the students must pay their outstanding balances in full prior to registering for classes or re-enrolling.  
When students are dropped from the institution, the drop process is often disruptive for the student and faculty. Students who are dropped mid-semester and must re-enroll often miss multiple classes, which affects their learning outcomes and the student's opportunity to be successful. Cal State LA's prepayment process significantly reduces the number of students who are dropped and enhances their educational experience at Cal State LA. Cal State LA makes every attempt and provides the opportunity for students to register for class and enroll at the university.  
Financial aid and student financial services collaborate with one another and students for the opportunity to register for classes and maintain the student's enrollment at the university. Each year, the priority deadline for the Free Application for Federal Student Aid (FAFSA) is March 2nd. For all students meeting the priority deadline, Financial Aid prepares an anticipated or estimated award. Anticipated aid is defined as all financial aid awarded to the student and is expected to be disbursed to the student account. Financial Aid can be in the form of Pell grant, Cal State grant, scholarships, student loans State University Grant, etc. Student loans must receive credit approval prior to being displayed in anticipated aid. Some students submit incomplete FAFSA and loan applications. For

INTENT TO RAISE QUESTIONS

INTENT TO RAISE  
QUESTIONS (continued)

these submissions, financial aid contacts the students to communicate and obtain the missing information. If successful, the student account is noted, and the student is allowed to register for classes until the student's financial aid is awarded.

All students, including those that have not decided to enroll, receives communication from Financial Aid about their anticipated awards in April. This communication and process allows students the ability to register for class and have ample time to review and make decisions about their financial aid award. Please note that students can accept and decline portions of their financial aid. For Fall 2022 and Spring 2023, approximately 80% of students receive financial aid (e.g., Cal Grant, Pell Grant, student loans, etc.). Of the 80% who receive financial aid, approximately 74% of students' financial aid covers their entire cost of attendance. Students who do not receive financial aid or enough aid to cover the cost of education may enroll in an installment plan. The installment plan allows students to register for class after the first minimal payment amount is made.

**Additional Information:**

Cal State LA Statistics for Fall 2022 and Spring 2023:

	Undergrad Students	Number GRAD Students	Total Students
% Of Students receiving financial aid	82.76%	58.19%	79.76%
% Of students not receiving financial aid	14.79%	36.03%	17.38%
% Of students with payment plans only	1.39%	3.22%	1.61%
% Of students receiving waivers	1.07%	2.55%	1.25%

For additional questions, please contact Ronnie Wills, Executive Director, Financial Services (rwills@calstatela.edu), or Queen E.- King, Interim Vice President, Administration and Finance/CFO (qking2@calstatela.edu).

- 3.2 Chair Bezdecny provided the following response from Margaret Garcia, Executive Director of Enrollment Services and Christopher Cobb, Registrar to Senator DeShazo's intent to raise questions from the meeting of April 25, 2023 (ASM 22-14):

Question 1: Yes, it is technically possible to block access to sections using permits. The practice of switching classes from open enrollment to permit-required at the beginning of instruction was discontinued due to prohibition in policy (see below) and the negative impact it was having on student success. The practice was being used by some departments to reduce enrollments below initial capacities thereby creating course bottlenecks. Prerequisites and enrollment caps should be used for enrollment management purposes. Permits should only be used when prerequisite functionality does not provide adequate control.

Question 2: Yes. The "Add and Drop Deadlines and Limit on Number of Withdrawals" policy in the Faculty Handbook, Chapter 5, states:

Students may add and drop classes without restriction or record through the first 15% of an instructional period.

The "Missed Class Time and Makeup Policy" in the Faculty Handbook, Chapter 5 states:

Faculty members may drop students who fail to attend class during the first class meeting of the semester (see Policy on Exclusion from Class).

The "Exclusion from Class" policy in the Faculty Handbook, Chapter 5 states:

Instructors may drop absentees to admit other students in accordance with department/division/school policy. Instructors may also drop students who are ineligible to take the course. If instructors choose to drop students, they must submit drop lists no later than the eighth instructional day of the academic term. Students will be dropped without record of enrollment by the registrar upon receipt of the drop list initiated by the instructor or as a result of a student initiated drop during the no record drop period.

In courses that meet only once a week with a scheduled break period, students shall be deemed to be absentees if, by the end of the break period

of the first class meeting of the term, they have failed to appear or have failed to communicate to the instructor their intent to attend. In online classes, students shall be deemed to be absentees if they have not logged in to the online classroom or contacted the instructor by the end of the fourth calendar day of the academic term. In all other courses, students shall be deemed to be absentees if they have failed to appear or have failed to communicate their intent to attend to the instructor by the scheduled end of the first class meeting of the semester.

INTENT TO RAISE  
QUESTIONS (continued)

3.3 Chair Bezdecny reported that there were no new or outstanding intent to raise questions.

4. It was m/s/p (Flint) to approve the minutes of the meeting of May 2, 2023 (ASM 22-15).

APPROVAL OF THE  
MINUTES

5. It was m/s/p (Fisher) to approve the agenda.

APPROVAL OF THE  
AGENDA

6. Chair Bezdecny reported that since the meeting will be short, a state of the Senate report would be sent via email.

SENATE CHAIR'S REPORT

7. 7.1 Chair Bezdecny reminded the body that we were still in the midst of a motion from Senator Fisher.

SENATE RESOLUTION ON  
TIMELY MD AT CAL  
STATE LA (22-14)  
*Second-Reading Item*

7.2 The Fisher motion passed. (V: 31/3/2)

7.3 Debate ensued. There was an editorial amendment to remove other from the first line. No objections were raised.

7.4 The resolution was APPROVED. (V: 36/1/2)

7.5 It was m/s/ (Baker) to forward this to the campus and ASCSU ahead of the approval of the minutes. No objections were raised.

8. 8.1 Chair Bezdecny passed the gavel to Vice Chair Flint.

PROPOSED POLICY MODI-  
FICATION: ACADEMIC  
ORGANIZATION OF THE  
UNIVERSITY, FACULTY  
HANDBOOK, CHAPTER I  
(22-15)  
*Second-Reading Item*  
Forwarded to the President

8.2 The recommendation was APPROVED. (V:33/1/1)

8.3 It was m/s/ (Bezdecny) to forward this ahead of the approval of the minutes. No objections were raised.

9. 9.1 The recommendation was APPROVED. (V: 33/2/1)

PROPOSED POLICY MODI-  
FICATION: COMMITTEE  
STRUCTURE OF THE  
ACADEMIC SENATE,  
CHAPTER II (22-16)  
*Second-Reading Item*  
Forwarded to the President

9.2 It was m/s/ (Avramchuk) to forward this ahead of the approval of the minutes. No objections were raised.

9.3 Vice Chair Flint passed the gavel back to Chair Bezdecny.

10. 10.1 The recommendation was APPROVED. (V: 32/5/2)

PROPOSED POLICY MODI-  
FICATION: OFFICE  
HOURS, FACULTY HAND-  
BOOK, CHAPTER VI (22-17)  
*Second-Reading Item*  
Forwarded to the President

10.2 It was m/s/ (Fisher) to forward this ahead of the approval of the minutes. No objections were raised.

PROPOSED POLICY MODIFICATION: ELECTRONIC RECORDING OF CLASSROOM LECTURES AND CLASSROOM ACTIVITIES POLICY, FACULTY HANDBOOK, CHAPTER V (22-18)  
*Second-Reading Item*

ADJOURNMENT

11.
  - 11.1 It was m/ (Hanan) in line 97 to add VIOLATION OF THIS POLICY BY INDIVIDUALS NO LONGER AFFILIATED WITH THE UNIVERSITY WILL BE SUBJECT TO LEGAL PROCEEDINGS AND FINES AND POTENTIAL DEGREE REVOCATION after "PROCEDURES".
  - 11.2 It was m/s/ (Fisher) suggested an editorial amendment to the Hanan motion to replace LEGAL PROCEEDINGS AND FINES AND POTENTIAL DEGREE REVOCATION with APPROPRIATE SANCTIONS.
  - 11.3 Chair Bezdecny advised that we were at the end of the meeting and requested that all Senators forward any recommended motions to Secretary Fisher.
12. It was m/s/p (Flint) to adjourn at 2:46 p.m.