

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE

CSBS CLIMATE COMMITTEE (CCC)

Minutes of Meeting: March 15, 2013;

Approved by Committee April 19, 2013

Members Present: James Snead, Rasmita Dhruv, Kelly Winkleblack-Shea, Gabriela Chavira, Que-Lam Huynh, Leta Chow, Tiffany Newton, Moshoula Capous-Desyllas, Michael Carter, Christina Brown, Joy Bartley, Sheila Grant (Chair)

Members Absent: AnnMarie Morlett (excused absence), Henrik Minassians (excused absence), Anita Simon (excused absence), Anthony Ratcliff (excused), Wendy Ashley, Mario Giraldo, Cynthia Harris, Miriam Neirick, Boris Ricks,

I. Call to Order at 2:04 pm

II. Roll Call - Quorum present

III. Unanimous Approval of Minutes of February 15, 2012 Meeting, as amended.

IV. Announcements:

- None

V. Election of Sub-committee Chairs

A. Staff-Faculty Communication: Kelly Winkleblack-Shea

B. Workload Issues: Tiffany Newton

C. Privilege Issues: Gabriela Chavira

D. Assessment-Qualitative: Moshoula Capous-Desyllas

E. Assessment-Quantitative: Sub-committee on hold until Qualitative complete assessment; Election for chair of sub-committee to be held

F. Mission Statement: Sub-committee disbanded because mission statement approved

G. CSBS Climate Committee (CCC) Webpage Project: Joy Bartley

VI. Status Report from Subcommittees:

A. Workload Issues: No sub-committee meeting since last update.

B. Privilege Issues:

Gabriela Chavira (chair) proposed that each department conduct a privilege walk (activity) with all of their faculty (FT/PT) and staff. (I am attaching a copy of the privilege walk activity). One way to address the inequities in each department is to first recognize that we all have different levels of privilege. The suggested was met with enthusiastic support. Original members of sub-committee have been unresponsive so Joy Bartley and Tiffany Newton have volunteered to join this subcommittee.

C. Staff-Faculty Communication: Met on 2/22/13 and a summary of meeting follows:

- Clarify mission of the subcommittee
- We need a copy of original survey instrument
- Based upon the Climate Report, lecturers and administrative/clerical staff especially feel a lack of respect
- Why are there no lecturers on Climate Committee?
- Faculty from private universities don't understand the bureaucratic process of CSUN and it affects the administrative staff. Faculty from private institutions need to understand that there is not a bottomless pit of money at this university; and lower their expectations of monetary support; and that staff are not personal assistants.
- Dean and chairs set the tone for the department and college
- How do we make departments more "friendly"?
- Administrative staff feels an increase in workload after SOLAR's implementation. Not only learning new modules, but the time away from their duties "training" faculty on their new modules, i.e. Online grading, wait lists.
- Money recognition/stipends are more important than awards.
- Faculty can earn extra pay from summer stipends and summer teaching, staff do not have the same opportunities.
- The feeling is, why try harder if there's no incentive? In fact, what's the incentive for staff to serve on the climate committee?
- Faculty has more flexibility to set their own schedules; staff do not. Staff are here 8-5 everyday, 5 days a week. Flexibility would be welcome.
- HR, Provost and President are really the source of a lot of the discord. HR seemingly arbitrarily deny IRPs and the Provost agreeing with their recommendation.....President's office being redecorated. Staff/faculty don't have use of PPM for home maintenance, no car allowance, the raise the President received when the rest of us have had no raises in YEARS.
- Unions or faculty senate as possible source advocacy for improved climate (or finances)?
- Office space not adequate for faculty, part time faculty and some staff
- Staff expected to proctor exams and do other tasks not in their job description, "other duties as assigned" statement.
- Training for staff needed for all facets of their job
- Faculty often mistreat staff, there is a sense of faculty entitlement

D. Assessment-Qualitative:

A pilot focus group was held on Wednesday, 3/13/13, with faculty and staff members of CCC volunteering as participants. The pilot was considered a success by Moshoula Capous-Desyllas. Formal focus groups (3 FT Faculty, 1 PT Faculty, & 2 Staff) are planned with dates/times TBA. It was decided that CCC faculty will facilitate faculty focus groups and that CCC staff will facilitate staff focus groups. Faculty co-facilitators will be Moshoula Capous-Desyllas and James Snead; Kelly Winkleblack-Shea and Rasmita Dhruv plan to co-facilitate one of the staff focus groups; Joy Bartley, Leta Chow, and AnnMarie Morlett also volunteered to facilitate.

E. Assessment-Quantitative: *Sub-committee on hold until Qualitative complete assessment

F. Mission Statement: *Sub-committee disbanded because mission statement approved

G. CSBS Climate Committee (CCC) Webpage Project:

Joy Bartley reported that Dean Theodoulou is in favor of a CCC webpage linked to CSBS webpage. Joy has been in touch with CSBS webmaster Talin and is waiting to hear her progress.

VII. Discussion on Need/ Feasibility of University-level or College-level Ombuds Services
CCC Members expressed strong support for ombuds services to help mediate differences

VIII. New Business

- Problems exist with new hires, e.g., moving expense reimbursement & mistakes made or travel reimbursement
- Search for Associate Dean: There was no mention of including a staff member on committee, which is a gross oversight
- No Training with UCorp on dealing with Grants
- Process map – Joy Bartley

IX. Meeting Adjourned at 3:07 pm