EXECUTIVE COMMITTEE MEETING
Minutes
Tuesday, March 07, 2:00 – 4:00 pm
Academic Senate Conference Room (AS 125)
Or on Zoom: https://csulb.zoom.us/j/87997222094 (Meeting ID: 879 9722 2094)

P. Hung, R. Fischer, M. Aliasgari, A. Colburn, N. Meyer-Adams, K. Janousek,
E. Klink, P. Soni, D. Hamm, A. Russo, S. Apel, J. Cormack, K. Scissum Gunn,
A. Kinsey

Absent: N. Schürer, A. Nayak, I. Olvera, J. Hamilton

1.   Call to Order – 2:01pm

2.   Approval of Agenda – Moved by R. Fischer, seconded and approved as amended (remove 5.5).

3.   Approval of Minutes: Meeting of February 28, 2023 – Moved by M. Aliasgari, seconded and approved.

4.   Special Orders
        4.1.   Report: Provost Scissum Gunn
        •   KSG reports on SPOT and the Spring '23 plan for administration. Surveys will go out on 4-16-23 on BB/Canvas. Faculty will not be required to access the Dashboard to download stats report. Information will be given in a shared folder in a secure email format. Copies will be available to all relevant staff, administrators, faculty who need them for review purposes. Faculty will have access through the Dashboard should they choose to. A triple verification system will be used to make sure the data are accurate. Continued training will be made available. SPOT team working with AT to make the stats go directly to Interfolio. NMA says to remember that not all faculty have an Interfolio file/account every semester. MA asks if it will be Qualtrics in Spring. Yes, for now, but may examine possibility of switching to another platform after this AY. CED had a successful re-accreditation. Deans' finalists starting interviews this week. Updated system-wide immunization policy has come from CO with several immunizations changed from 'required' to 'recommended.' Campuses have the authority to change the policy for certain student populations. Discretionary requirements for certain programs will be created.

5.   New Business
        5.1.   Setting the agenda for the Academic Senate meeting, March 16, 2023
        •   EC views draft agenda. We will have meetings three weeks in a row this month. Time certains added for Items 5.1 (2:10) and 5.2 (2:15).
        5.2.   Questions for CED Dean Finalist Interviews
        •   Questions reviewed and revisions made to clarify questions and incorporate opportunities for them to display examples of transparency, accomplishments,

shared governance, challenges, policy matters, accreditation, and the college of education's role within the university

5.3. One EC member to be a judge for the Outstanding Staff Member Award from Staff Council

- There are four candidates to be reviewed. Ryan Fischer volunteers to be EC member.

5.4. [Time Certain 2:30 pm] Debriefing on last week's presentation about staff concerns

- Discussion occurs about the presentation and conversation from last week. SA and EC members had a conversation to help clarify the intent of the discussion and PP presentation. EC members articulated some of the concerns they had about the meeting. SA reiterated that he is here to listen to EC in order to more fully understand concerns and the type of information needed.
- Some issues that were discussed: staff compensation, lack of morale, staff departures, use of anecdotal information, fact finding with a focus on solution finding.
- QUESTIONS/DISCUSSION: AR asks how we can improve morale among staff. Various issues and approaches discussed (thank you notes, compensation). AC notes that one thing that might help would be a more clear-cut explanation of the budget. Asks, perhaps URC could work on this? AR notes the importance of adequate training for staff. RF asks about the use of staff retreats. PFH notes that we can share some of the feedback and findings with the Beach 2030 folks.

    5.5 ~~[Time Certain 3:00 pm] Slate for IRB Committee Members~~
    ~~Guests: Simon Kim, AVP, Research and Sponsored Programs and Jason Wang, Director, Research Integrity & Compliance~~

5.6 [Time Certain 3:30 pm] a student success dashboard to faculty and a related advisory group. Guests: Jody Cormack, Vice Provost for Academic Program and Dean of Graduate Studies; Kerry Johnson, AVP, Undergraduate Studies; Shariq Ahmed, AVP Academic Technology Services

- The dashboard will show disaggregated classes for your classes as an instructor. This will connect with efforts at professional development. JC reiterated that the dashboard information will only be available to the instructor. CSULB will create our own dashboard, instead of borrowing from CSUF. There will be considerations about exactly what faculty members want to see, how to make it useful, etc.
- JC needs four people for the advisory board. This will be a group formed for a short-term, approximately one semester. There will be a handful of meetings, but not a regular schedule of meetings. They are starting this process now. This is designed for the development of the Dashboard. PFH asks if there are any specific eligibility requirements from the faculty (e.g. tenure track, lecturers, experience with student success data).
- We are creating our own site, because there have been concerns about using the CO's platform and fear of access to the material by outside individuals, because we will be collecting more specific disaggregated data about students.

- Questions presented about any potential concerns among students, the type of training that will coincide with the dashboard for faculty (e.g. syllabus design, assessment examples)
- Faculty will need to go through training prior to having access to the dashboard), the timing of data (i.e. current students are previous semesters).
- EC will send out a call for nominations this week. PFH asks JC to send a brief description about the position and the expectations.

6. Old Business
   6.1. None

7. Announcements and Information
   7.1 CED Dean Search Committee: Dean Chris Swarat to serve in Interim Dean Anne D'Zmura's place as the administrative designee
   - PFH shares that there is a change in the membership.

8. Reminders
   8.1 Next Academic Senate Meeting: 3/09/2023, 2-4 pm
   8.2 CED Dean Finalist Interview #1: 3/08/2023, 11:15 am-12:00 pm

Adjournment – 4:02pm

9. Reminders
    9.1. Next Academic Senate Meeting: 3/09/2023, 2-4 pm
    9.2. CED Dean Finalist Interview #1: 3/14/2023, 11:15 am-12:00 pm

10. Adjournment