

## Faculty Advisory Committee on Technology (FACT)

### MINUTES

Tuesday, December 3, 2019

11:00-12:15

Academic Senate Conference Room, AS-125

1. Call to Order – 11:06 am

N. Bersig, J. Crussemeyer, C. Dolkiewicz, L. Farmer, M. Finney, K. Grinnan, E. Harris, S. Hathaway, M. Karnofel, C. Lee, D. Magno, K. Pham, X. Wu

Excused voting members: S. Li-Hang

2. Agenda is approved.
3. November minutes are approved.
4. Announcements

None

5. Old Business
  - 5.1. The Policy on Online and Hybrid Instruction is still in discussion in Academic Senate.
  - 5.2. We have not heard from the Senate about the required changes to Policy 08-02, Cheating and Plagiarism
  - 5.3. L. Farmer met with the executive committee about the FACT charge and membership document. It has been updated and will be on the consent calendar of the Academic Senate as first reading in the December 5, 2019 meeting.
6. N. Bersig and E. Harris from Faculty Affairs explained the process for selecting Interfolio as the digital faculty evaluation platform. Faculty, Senate, deans, IT, ATS, and associate deans were consulted. A list of requirements for such online faculty evaluation tools was developed, and software options were compared under this list. Up to now 14 CSU campuses use Interfolio, and the company is responsive to campus needs. The use of Interfolio for RTP started in the pilot year in AY2017-2018. After feedbacks were collected and features were updated, all campus RTP were using Interfolio in AY2018-2019. This year sabbatical applications were added, and the faculty affairs is running a pilot program to use Interfolio for lecturer evaluations. N. Bersig and E. Harris answered comments from the committee, discussed upcoming changes, and encouraged faculty to contact them for issues and help. FACT will look over the Interfolio FAQ and provide feedback.

7. Kaltura presentation is postponed to the February meeting. Basic information about Kaltura is found at <http://www.csulb.edu/academic-technology-services/instructional-design/kaltura>.
8. Adjournment – 12:15 pm