

EXECUTIVE COMMITTEE MEETING
minutes

Tuesday, April 9, 2019
2:00 – 4:00 pm
Academic Senate Conference Room (AS 125)

N. Schürer, J. Jarvis, C. Brazier, E. Guzik, N. Hultgren, K. Janousek, P. Soni, E. Lopez, D. Domingo-Forasté, K. Bonetati, S. Olson, J. Hamilton, J. Cormack, A. Kinsey

1. Call to Order – called to order at 2:00pm
2. Approval of Agenda – Moved, seconded and approved as amended
3. Approval of Minutes: Meeting of March 19, 2019 – Moved, seconded and approved as amended
4. Announcements and Information
 - NS asked for feedback about the Muller presentation. NS also asked if we should have a regularly scheduled Academic Senate lecture series, as suggested by Dhushi S. SO supports hosting lectures as an annual event. JC suggested the Academic Senate could use the lecture series to fill a gap left by the cancellation of the Faculty Supper Club events.
 - Discussion ensued about having next year's AS Retreat at CPIE or The Pointe.
 - Kirsty Fleming has already sent names of those academic administrators being reviewed next year. NS says it is too late to constitute committees this semester. What timeline should we establish? EC agreed that NS should send out the call for volunteers now.
5. Reminder
 - 5.1. Academic Senate meeting Thursday, April 18, 2019, 2–4 pm, PSY 150
6. Special Orders
 - 6.1. Report: Provost Jersky – JC presented on his behalf.
 - 6.1.1. Some faculty feel that service is presently underrepresented in RTP. Is service data collected and archived, and how can this information be collected for non-senate committees?
 - 6.1.2. GEGC has asked for advice regarding SLO's, in particular the development, evaluation, and path to approval. Area specialists, CEPC, GEGC and AS should all have input during the approval process. JC advised development of PLO's for each category. Each department would have individual SLO's specific to that area and with measurable components. Norbert will invite Sharlene Sayegh to visit the Executive Committee to discuss the issues of how SLOs align with PLOs.

7. New Business

7.1. Agenda for Academic Senate meeting of April 18, 2019

7.1.1. NS asked if we need to set a Time Certain for GE; the time established is 2:45pm.

7.1.2. Discussion ensued about the proposed Geography and Security certificate.

Changing the title and number of units for the certificate were discussed. NS stated that we will not entertain changes from the floor unless composers of the proposal are consulted in advance.

7.2. Update on accessibility issues: VP and CIO Min Yao and AVP for Academic Technology Shawna Dark—**TIME CERTAIN 3:00 pm**

7.2.1. Accessible Technology Initiative (ATI) Steering Committee mandated by CO. MY reported on the ATI Steering Committee, which is mandated by the CO. He further explained that ATI addresses equal access to technology for disabled individuals. CSU compliance of the ATI is required for web sites, teaching, and procurement. Each year the CO requires each campus to address one of the six levels of compliance. EC is asked to help raise awareness about the various stages of the ATI. Selection of instructional materials for various physical and learning disabilities is a major requirement of ATI. Faculty are asked/required to make their syllabi compliant for in-person and online courses. There will be a number of courses where accessible publications and materials will be challenging.

7.2.2. Three CSU campuses were recently audited, therefore requiring all CSUs to double their efforts to meet more than just the minimum standards for instructional materials, procurement, and web sites. A plan is due by 9/6/19.

7.2.3. The next step is to raise awareness on campus for faculty and staff.

7.2.4. SD reported on the instructional materials subcommittee, outlining areas to be addressed. Faculty must have a depository of course materials, such as BeachBoard, to post materials in a digital format. DDF asked for which disabilities are efforts directed. A few examples discussed were those who are sightless, color-blind, or have learning disabilities.

7.2.5. SD reported on available modules to help assist faculty in creating accessible syllabi, MS Word documents and PDFs. Faculty are also incentivized to learn how to do all this.

7.2.6. KB reports that educating faculty is key since early adoption of course materials will provide the needed advance time for the AIM Center to assist in making accessible materials available.

7.2.7. NS states the key is to make “reasonable accommodations” for students with physical and learning disabilities. However, students do not know they are in a particular class until August, which is insufficient notice for providing accommodating materials and publications. NS also inquired about the relationship between BMAC and the AIM Center. JC answered BMAC reports need and AIM provides materials. SD states she is happy to return to the EC for an update on her progress.

7.2.8. EG brought up academic freedom issues and why this is an important topic for faculty.

- 7.3. Questions for candidates for Director of Faculty Center – NS solicited questions from the EC to be used for all the interviews.
 - 7.3.1. How do you envision enabling faculty governance in this position? (NH)
 - 7.3.2. What is your definition of professional growth among faculty? (DDF)
 - 7.3.3. What kinds specific programs might you imagine to integrate lecturer faculty into the campus community?
 - 7.3.4. What is your experience working in faculty development?
 - 7.3.5. Have you participated in faculty learning communities, and what kinds of learning communities would you like to implement? (CB)
 - 7.3.6. How would you support our campus goal of inclusive excellence? (NS)
 - 7.3.7. What unique challenges do CSULB faculty face and how would you use your office to address those challenges?
 - 7.3.8. How do envision helping various constituencies, such as AS and college FC, to determine their interests, needs, and programming priorities?

- 7.4. Beach 2030: next steps
 - 7.4.1. Draft institutional values – NS made numerous edits to the document.

- 7.5. 2019/20 Academic Senate calendar

- 7.6. General Education memo
 - 7.6.1. JC reports on exploration classes for GE; upper division courses cannot be used for explorations GE requirements.
 - 7.6.2. departments have three options on how they can proceed if they have an upper division B, C or D class that’s currently certified as an Explorations course:
 - 7.6.2.1. All UD exploration courses will automatically be moved to UD designation UNLESS departments notify us that they plan to move to LD by May 17, 2019.
or
 - 7.6.2.2. If, instead, departments prefer to change and make that class a lower division (LD) class (numbered 100-299), we ask that departments go through the usual curricular process (through both department and college curriculum committees, as appropriate) to make the curricular change. If the course is still in alignment with the GEAR form, it can move forward without GEGC approval. If not, it will need to be reviewed and approved by GEGC.
or
 - 7.6.2.3. Departments may also choose to remove GE certification altogether for those classes if they so choose. In that case, please let us know of your decision to do so.

- 7.7. Policy on Online and Hybrid Instruction—next steps

- 7.8. Library Core Collection

7.8.1. Library would like a resolution regarding the purchase of online materials for all CSUs. KJ reports a \$6,000,000 deficit in this area. PS suggests putting it on the consent calendar for a May meeting.

8. Old Business

8.1. Technological change at CSULB

8.2. Future of Advisory Council on Enrollment Management

9. Adjournment – adjourned at 4:05pm