

**EXECUTIVE COMMITTEE MEETING
MINUTES**

Tuesday, May 7, 2019
2:00 – 4:00 pm
Academic Senate Conference Room (AS 125)

N. Schürer, J. Pandya, J. Jarvis, C. Brazier, E. Guzik, N. Hultgren, K. Janousek, N. Meyer-Adams, E. Klink, E. Lopez, D. Domingo-Forasté, K. Bonetati, S. Olson, S. Apel, B. Jersky, J. Cormack, A. Kinsey

1. Call to Order – called to order at 2:08pm
2. Approval of Agenda – Moved, seconded, and approved as amended
3. Approval of Minutes: Meeting of April 30, 2019 – Moved, seconded, and approved as amended
4. Announcements and Information
 - 4.1. At his monthly meeting with President Conoley, NS reported the Nepotism Policy had been discussed and that JC will sign it soon. It has not been received at Academic Senate as yet.
 - 4.2. EL reported on the mascot search; voting has begun. She also chose JZP as her mentor at the ASI banquet.
 - 4.3. DDF announced state senator Lena Gonzalez would be visiting CSULB for a presentation on Wednesday, May 15th.
5. Reminder
 - 5.1. Alumni Awards Thursday, May 9, 2019, 5:30 pm, Hyatt Regency Long Beach
6. Special Orders
 - 6.1. Report: Provost Jersky
 - 6.1.1. BJ reported the CSULB Volleyball team won the national championship for the second consecutive year.
 - 6.1.2. HVDI had their last meeting of the year and presented four reports.
 - 6.1.3. There was a student engagement presentation on digital badges, plus the new website “Beach Roadmap” is open now.
 - 6.1.4. Research and Evaluation, once led by Misty Jaffe, presented some recommendations for student assessment methods.
 - 6.1.5. BJ discussed the continued monitoring of the measles epidemic and no known cases have been reported on the CSULB campus.

6.1.6. AB 1620 is a modification of AB 540 which deals with undocumented students. One issue with this modification is that it removes out-of-state tuition, which would be expensive for CSULB if ratified.

6.1.7. Enrollment numbers look good for the fall and are on track with projections. However, CSULB may not be sufficiently funded for the additional enrollment.

6.1.8. Confucious Institute: SF State is discontinuing their institute. San Diego State is continuing theirs. CSULB's continuation of the institute has affected a \$400K Department of Defense grant we were to receive for offering 4 foreign language courses. We will receive \$50K less because one of the courses is Mandarin Chinese.

7. New Business

7.1. Update on Accessible Technology Initiative: AVP Dr. Shawna Dark—**TIME CERTAIN 2:30 pm** (*Unable to attend.*)

7.2. Update on SPOT evaluations: AVP Kirsty Fleming—**TIME CERTAIN 3:00 pm**

7.2.1. This spring, Kirsty Fleming initiated conversations about the faculty's feelings about SPOT going online. She met with FPPC and faculty councils and invited feedback from pilot faculty who used the online evaluations. Emely and Genesis (ASI) were consulted to get the students perspective. A positive aspect of the SPOT going online is reducing the significant cost of processing paper evaluations. Security is an important factor presently being examined. Spring 2020 was established as the rollout since ATS needs time to prepare the documents and communicate the new procedure to the campus.

7.2.2. Feedback about online SPOT.

7.2.2.1. Should the evaluations be administered during a class meeting, but on the students' devices? (Higher response rate) Should students be instructed to complete evaluations online on their own time. (Lower response rate)

7.2.2.2. One suggestion was to hold grades until SPOT evaluations were completed.

7.2.2.3. KF states the process would not change regarding the administration of the evaluations and feels we should use the time between now and the rollout to work out the technology issues. One such challenge is that the numbers are separated from the students' comments, which is not ideal. KF also anticipates improvement in how data from the evaluations is utilized. She further stated that student opinions are not the only means of evaluation since research shows that underrepresented minority and women tend to score lower.

7.2.2.4. NS asked if instructor flexibility is an issue regarding the administration of SPOT. KF stated that a specific time period tends to create a higher response rate. CB stated that a "window" time with many reminders had a high response rate also. JZP asked about the timing of evaluations with regards to giving grades.

7.2.2.5. One concern is the time it takes for chairs to read through the comments prior to returning them to faculty. But since they would be typed, poor handwriting would not be a hindrance.

8. Old Business

8.1. Beach 2030—next steps

8.1.1. NS requested feedback from the EC on the Beach 2030 Strategic Priorities Draft. EC referred to track changes and feedback documents. Discussion ensued for the remainder of the meeting.

8.2. Technological change at CSULB

8.3. Future of Advisory Council on Enrollment Management

9. Adjournment – adjourned at 4:00pm