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## Faculty Senate Executive Committee Minutes (10/23/2018)

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**CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO**  
FACULTY SENATE EXECUTIVE COMMITTEE

**MINUTES**

Tuesday, October 23, 2018  
2:00-3:50PM  
AD-145

**Members Present:** Karen Kolehmainen, Lasisi Ajayi, Rong Chen, Shari McMahan, Jill Vassilakos-Long, President Morales, Davida Fischman, Haakon Brown, Jodi Ullman, Beth Steffel

**Visitors:** Judy Sylva, Caroline Vickers

**1. Approval of EC Minutes, 10/16/18 ECM 18-02**

These minutes will be tabled for the next EC meeting.

**2. Approval of FS Minutes, 10/9/2018**

Senator Vassilakos-Long moved and Senator Chen seconded the motion to accept the FS minutes of October 9, 2018 FSM 18-02 with the recommended change.

Sylvia will do the FS minutes with bullet points on action items going forward.

**3. Campus Labs – Judith Sylva**

Dr. Sylva provided a handout of the Campus Labs tools available (attached). Tools that support assessment and continuous improvement from the institutional level, all divisions and has the capability to go down to the section level of a course or activity. The team is beginning our project plan to begin implementation. The team has early adopter projects currently going. The team is at the discovery stage right now and Academic Affairs is currently in the pilot. CL can be integrated and will be with EAB, PeopleSoft, Blackboard.

One goal is to know how people interface with assessment and continuous improvement. Also, we need to know what faculty beliefs are about assessments. This will influence how we develop the tools and implement the modules. Campus Labs is not currently set up, we have to build and develop it. The Insight Module gives you the ability to analyze your data and create graphs and charts.

This will take at least 3 years of implementation and CL they will provide training and technical support. The team is in the technical onboarding phase right now. We started with the CLASS community which includes assessment coordinators, and an advisory group who represent faculty, staff and administrators across divisions—both groups have been tasked with questions to gather information.

EC suggested we have a representative from the FS Executive Committee be involved with this process as a liaison. Assessment Coordinators from each of the colleges are a conduit for communication for the areas they represent and the committees they are on. The charge of the Assessment Coordinators is to go to department meetings to find out what do you need, what will help you with your assessment. We need a level of transparency to support the success of Campus Labs. The assessment process is ongoing.

EC agreed:

- The Chair will send out an email to EC members to find a volunteer to be a representative on the Campus Labs project team.

#### 4. New Graduate Studies Minimum GPA Requirement – Caroline Vickers

Dr. Vickers is here to talk about changing the graduate studies minimum grade requirement from 3.0 to 2.5 at the university level.

- On June 7, 2018, the Graduate Council voted to change minimum graduate admissions GPA requirement to 2.5. The appeal process takes at least a week or two and we could lose students. This change will speed up the admissions process and increase our enrollment. We are currently admitting a large number of people based on an appeal.
- Current FAM 841.3 would be replaced with the short statement minus tables and published with just the program requirements.

EC agreed:

- This will be placed on the FS Agenda for October 30<sup>th</sup> as an action item – first reading.
- This FAM change will be shared with the EPRC.

#### 5. Course Repeats Recommendations

The Q2S Conversion Steering Committee is requesting an adjustment in the current course repeat practice for students who are repeating quarter courses under the semester curriculum.

EC agreed:

- This will be placed on the FS Agenda for October 30<sup>th</sup> as an information item.

#### 6. President's Report – No Report

#### 7. Provost's Report

Last week we attended the GI2025 meeting which was system wide and it was nice to hear that the system was leading the country in terms of setting examples of allowing students to graduate in a timely fashion. Provost McMahan will share our data in her report at the FS meeting next week. Upcoming events:

- FCE – October 24<sup>th</sup> at 4:30PM – recognizing faculty in research and community engagement
- Homecoming – Saturday, October 27<sup>th</sup> – recruitment, festivities, volleyball game, etc.
- Saturday, October 27<sup>th</sup> - Latinas on the Diamond which is held in partnership with the Smithsonian Latino Center will be 8-5 in the Pfau Library

#### 8. Chair's Report

There is a vacancy on the UEC Board

- John Griffin appointed Taewon Yang because Josephine Mendoza is ferping.
- Josephine can still serve and will be contacted by Sylvia.
- Taewon Yang can serve but needs to submit a statement in response to the call for volunteers
- Karen will clarify with Senator Chen-Maynard what her current status is.

EC agreed:

Going forward, any appointments/agreements made via email must be included in the meeting minutes of the FS Executive Committee.

The EC agreed to the request for Provost McMahan to add the following members to the search committee for the CAL Dean to add diversity to the committee: Bibiana Diza-Rodriguez, World Languages and Stacy Fraser, Music.

#### 9. EPRC Report – No Report due to time constraints.

10. **FAC Report** – No Report due to time constraints.
11. **Statewide Academic Report** – No Report due to time constraints.
12. **New Business**
13. **Approval of Faculty Senate Agenda – October 30, 2018**  
EC agreed to the revised Faculty Senate Agenda for October 30, 2018.

Meeting adjourned.