

Academic Affairs Committee

Friday, October 16, 2009

10:00 a.m.- 12:00 p.m.

Conference Call

MINUTES

Members Present: Andrea Boyle, Vice Chair (San Francisco); Susan Gubernat (East Bay); Particia Kalayjian (Dominguez Hills); Jim LoCasio (San Luis Obispo); J. Ken Nishita (Monterey Bay); Paul O'Brien (Stanislaus); Jim Postma, Chair (Chico); C.E. Tapie Rohm (San Bernardino); Mark Van Selst (San Jose)

Members Absent: Margaret Costa (Long Beach); Steven Filling (Stanislaus)

Guests: *Diana Guerrin* (ASCSU Executive Committee)

1. **Welcome and Call to Order:** *Jim Postma*, Chair called the committee to order at 10:00 a.m.
2. **Approval of the Agenda:** Agenda approved by all committee members
3. **Approval of Meeting Minutes:** Meeting minutes from the September, 2009 meeting were unanimously approved
4. **Chair's Report:** *Jim Postma* noted there are no budget updates at this time
5. **Administrative Reports:** No administrative liaisons reports presented
6. **Liaison Reports:**
 - 6.1 **Academic Technology Advisory Committee (ATAC):** Steven Filling & Tapie Rohm: No report
 - 6.2 **California Academic Partnership Program (CAPP):** No report
 - 6.3 **Chancellor's Doctoral Incentive Policy Advisory Committee:** No report
 - 6.4 **CSU Ed.D Advisory Committee:** Tapie Rohm & Jim Postma: No report
 - 6.5 **Disabilities Advisory Committee:** Ken Nishita- No report
 - 6.6 **English Council:** Susan Gubernat- There is interest in having a website established. Early Start- there is interest in not having this be mandatory. Susan will attend a meeting on this and will report back to the committee at the next meeting. The remediation deadline is a concern. Other comments included the following:
 - A. What is the basis for early start? Executive Vice Chancellor Echeverria noted that

this was a Board of Trustees mandate

- B. Concerns remain about faculty involvement in this process
- C. The English Council will write a white paper on remediation alternatives
- D. EPT is a placement tool and is currently being misused. Composition faculty were phoned to consider D/C of the EPT and this was discussed with Executive Vice Chancellor Echeverria at the Council meeting
- E. These concerns, voiced in positive terms, could be presented as a resolution supporting faculty leadership and will be presented as a resolution draft for 11/09
- F. Susan Gubernat was congratulated on the English Council website

6.7 Committee on the Extended University: No report

6.8 General Education Advisory Committee: Mark Van Selst, Margaret Costa, Patricia Kalayjian, & Jim Postma- No report: a meeting will be held next week.

6.9 Institute for Teaching and Learning: Paul O'Brien: No report

6.10 International Programs: No committee member present and there is no feedback on last year's resolution

6.11 Library Directors, Council of (COLD): No member on the committee

6.12 Student Health Services Advisory Committee: Andrea Boyle: Teleconference held last week to discuss campus health center responses to H1N1 vaccinations and the pandemic response within the CSU. Individual health centers are working with the CO to develop plans for providing vaccinations to hundreds of students on each campus.

6.13 Sustainability Advisory Subcommittee Education and Research: James LoCasio, Paul O'Brien: No report

6.14 Other: No news to report

7. Old Business:

7.1 AS 2913-09AA *Teaching and Service Responsibilities in Times of Budget*

Constraints: Discussion regarding co-sponsoring this resolution with FA Committee; Jim will follow up on this with FA members and Mark will write the rationale section. Mark questioned the comment regarding legal mandate and the suggestion was made to change mandate to expectation in resolved clause 2.

7.2 Defining Baccalaureate Credit- Update: Jim requested from 2 CCC reps to join 2 AA members in a task force. This is in process currently

7.3 Early Start Programs (Last Year's Resolution)

Jim notes no opposition to the concept but opposition to the use of this for all students. Jim will check with APEP on co-sponsorship. Susan requested the use of last year's resolution in crafting this new resolution. Early Start and EPT projects should be in individual resolutions

7.4 Electronic/Affordable Textbooks: Faculty have taken the lead on this issue but this information is not in materials from the Chancellor's Office. A CO/Senate Task Force noted ways that faculty could help to keep costs down. Jerry Hanley's memo noted that faculty would be asked to do this but did not reflect the Senate Task Force's work. Jim

asked if there is the need for a resolution on this issue at this time. Mark noted that there may be consultants from the Chancellor's Office working on this issue. Possible resolution- support for the Senate Task Force work on this issue as well as support for timely distribution of materials to disabled students (Ken Nishita noted that compliance to make sure that materials are available to disabled students continues to be an issue.) Susan raised concerns about centralization of texts- whether this would be something coming in the future. MERLOT pushed on campuses but Paul notes that MERLOT sites are typically devoid of content that is of benefit to students and does not meet appropriate pedagogic standards. Mark asked questions whether disabled students must self-identify if they are accessing services? Answer- no. Mark also asked if there were problems with campuses not complying with providing materials to disabled students? Ken noted that if there is a student in a class and has been identified by student services, there will be notification and service provision. Students at this point must self-disclose and provide forms to faculty. Problem- many students will not self-disclose in a timely manner and once this disclosure occurs, faculty must work with the office to accommodate the student and this creates problems. Text problems have occurred in math and science and materials are not getting to students in a timely manner. Suggestions are to have faculty use materials that have already been translated in their classes. Issues for resolution: faculty work to keep the cost of texts down on campuses and still support the problems to provide information to disabled students. Questions about the current status of these issues including faculty/discipline meetings to address textbook issues. Jim and Andrea will work on a resolution sketch to discuss with Jeri regarding these issues at the next AA meeting.

7.5 EO 1041- Feedback from campuses

Jim noted that the paperwork is onerous for compliance with this and there was some confusion about the EO but no other problems identified by AA committee members to date. Jim LoCasio will report to AA about this in November.

7.6 Program Discontinuance

Jim sent the link to documents on discontinuance to AA members. The main message is that faculty need to be consulted on this. Mark's question- resolution that departments should be making these decisions and he is unsure why DH is now in the news. Patricia provided a report for DH campus noting that program elimination has been presented as the only option to defray deficits that will result in projected layoffs of tenure-track and tenured faculty. Faculty do not agree with the current processes regarding faculty consultation and engagement in their discontinuance processes as developed by their provost and president and concerns are also raised about the timeline for discontinuation. Pat and Paul have been advised to sketch a resolution regarding the consultation processes necessary for the discontinuance process. Mark notes an endorsement of last year's resolution on processes and how definitions of processes are needed along with a rationale that describes some of the current problems associated with these contexts.

7.7 Other – No issues

8. New Items of Business:

- 8.1 CourseHero (<http://www.coursehero.com/>) and copyright issues:** Students can load things on this website from password protected websites. One strategy- send a letter to faculty telling them how to copyright their materials. A resolution regarding these issues- none at this time but Jim will talk to FA about this issue. Jeri can send a letter from her office to all faculty about these issues
 - 8.2 ICAS Draft Statement on Math Competency (attachments):** Jim would like a resolution supporting the ICAS statement Jim LoCasio will draft a resolution
 - 8.3 Enrollment Limitations** (e.g. double majors and late changes in major): Discussion to be held in November
 - 8.4 Super Seniors:** Discussion to be held in November. It is being done centrally and thus department input and faculty input on this issue is minimal or non-existent. Uncertainty about this as a resolution at this time. Concern about faculty consultation in changes in procedures especially in the areas of double majors and late changes in majors. Changes in funding models may also be a good idea for this resolution- Mark will draft a resolution discussing these issues, including the use of presidential directives
 - 8.5 Recent Executive Orders in AA's Areas of Responsibility:** None noted
 - 8.6 Planning for November Social:** Tapie, Pat, and Jim L. will coordinate these efforts on behalf of AA.
 - 8.7 Possible Use of Elluminate Live! for web meetings.** Jim will talk to Chris about the use of this and will present this to the committee at the November meeting. Jim advises that members look at this website prior to the November meeting.
- 9. Other:** Jim notes that we will meet again by phone on 10/30/09. A formal agenda may not be developed for this meeting so that the focus of the next teleconferenced meeting can be on review of resolution drafts
 - 10. Adjournment:** The meeting was adjourned by Chair Postma at 12:05 p.m.

Meeting minutes submitted by: *Andrea Boyle.*