**EXECUTIVE COMMITTEE MEETING**

**MINUTES**

Tuesday, January 31, 2017

2:00 – 4:00 pm

Academic Senate Conference Room (AS-125)

N. Schürer, D. Stewart, C. Brazier, R. Fischer, D. Hamm, T. Yamada, D. Hood, E. Klink, M. Flores, D. Domingo-Forasté, B. Jersky, C. Lindsay, M. Stephens, A. Montes

Guests: S. Olsen, T. Allen, M. Wiley.

Absent: J. Pandya, J. Moran, P. Soni

1. Call to Order
2. Approved Agenda
3. Approved minutes: Meeting of January 24, 2017
4. Announcements and Information
	1. Meeting with Executive Vice Chancellor Loren Blanchard, Friday, 2/24, 9:30-10:45 am in BH 302
	2. ASCSU
5. Reminder
	1. Academic Senate meeting on February 2, 2017, 2:00 – 4:00pm, PSY-150
6. Special Orders
	1. Report: Provost Jersky: thanx to CFA for “Equity Interrupted” report: half less funded per FTES than in 1985. See CFA handout.
		1. Large majority support of math chairs of CSU in favor of Maths report.
		2. PPFM has a facility repair report where our performance is compared to other CSUs, and other institutions. Could give a half-hour report. Crucial health and safety issues $6MM in need if all addressed. E.g., Chemical safety out-of-compliance in COTA and COE, etc.
		3. The “7-countries” will be named in email from Provost: if green-card holders, consider carefully going out of country. “We advise care.” Jeet will report on Thurs. on intl. students to Senate.
		4. +Note: Grant workshops coming: DOE; in case of NIH, first ever visit.
		5. WASC timelines (handout): Need Exec time to begin planning next review plan. New V. Provost may be ALO. David? will not continue as ALO.
		6. Strategic planning—has strategic priorities 6-7; but draft now consolidates to 3 priorities: intellectual achievement [includes HVD], public good; inclusive excellence. Snappy writer to buff language? These priorities allow other ways to achieve other than numbers.

6.2. D. D-F. Range elevation workshop coming up next week.

6.3. TY: Teach-in today attracted 150-ish people. New efforts will be made to pass the word for upcoming teach-ins.

6.4. Leadership Fellows Book Club 1:00-3:00 on this Fri.

1. Old Business
	1. SPOT evaluations—Special Guests: AVP for Faculty Affairs Mark Wiley and Director of the Faculty Center for Professional Development Terre Allen, **TIME CERTAIN 2:00 pm. MW**: Last met with us in Nov and then began to meet with others to discuss how to implement online SPOTs. Some questions about how to work out details. Take this as an opp. to discuss with campus widely about teaching effectiveness. **TA**: development of materials to understand and document teaching effectiveness. Esp. interested in lecturer faculty’s experiences of harsh judgment of teaching effectiveness in contrast to self-view of competence. So developed materials for them. Plan to test online assessment using a Likert scale plus open-ended questions, and script to be read by faculty to the class. This protocal will be used forthe test-run. Also, wants to see if prep behaviors help with later SPOT. Rate and quality of student return diminished over last decade. Students’ don’t read Likert scale items—just color in and rush to comment items. Do midterm evals influence quality and rate of return on SPOTs? **MW:** You’re concerned about rate, quality, security, mode of delivery, maintenance of records, modality (computer, phone). **NS**: We want the faculty affairs to come up with a plan and perhaps the senate will spearhead. **Provost:** Pres. wants to change the previous policy. [there’s a miscomm. here!]. RF: matched samples? Prof teaching two secs. of same course—TA is part of plan. Let’s plan phase 2 to have lecturers and tenure-track. Getting ready for expedited IRB. [How can we do this data-gathering so doesn’t harm any faculty in RTP or Lecturer eval.] If null-result then no phase 2. [What makes a good return rate?]. Go to Fac Development website. [Statistician—response rate doesn’t mean anything; take a simple and true random sample of 5-6, or 7-8, students from a class incentivized to participate, will get something more accurate unless get 100% SPOT return rate]. [Should return to consider the RTP policy since concerns about online SPOTs intersect with that].
	2. Syllabus Policy (AS 11-07)—Dave & Deborah will edit language for next Tues. as homework.
	3. Report from Task Force on Quantitative Reasoning—no action, but see Provost notes.
	4. Coffee with a Cop—Fernando will call NS for opps; also staff council; also in classes; criminal justice student assoc.
	5. CBA 20.37—deadlines: 2/5 notice went out last year and due 3/15. Elected members of EC look at in March. Have due 3/10 noon. Files to a Beachboard site?
	6. Ethnic Studies Report—no action
	7. Committee list—no action
2. New Business
	1. Questions for candidates for academic administrator positions—Soni might have questions from last time. AVP for Academic Planning—there are no old interview questions on hand. NS will send us position descriptions and we’ll brainstorm questions. [Quicker the better- BJ]
	2. Nominations will be due soon for a faculty replacement for 49er board-MS.
3. Adjourned at 4:00 PM.

Possible text for Syllabus Policy (AS 11-07):

I. The following statement alerting students to the fact that professors are mandated reporters and responsible employees:

All of your professors are mandated reporters and responsible employees (according to the CSU Chancellor’s Office Executive Order 1097 Revised October 5, 2016), which means that they are legally required to report any discrimination, harassment, retaliation, dating and domestic violence, stalking, and sexual misconduct (including inappropriate consensual relationships) they become aware of to the DHR (Discrimination, Harassment, or Retaliation) Administrator or Title IX Coordinator on campus. In addition, in order to ensure our students’ safety and an optimal learning environment, we strongly encourage our professors to refer students who indicate that they might harm themselves or others to CAPS (Counseling and Psychological Services); faculty might also report students to the CARES Team and/or the University Police if there is an imminent concern of self-harm or safety.

**CARES Team**

CSULB’s Campus Assessment, Response, and Evaluation for Students (CARES) Team is an interdisciplinary, university-wide team whose mission is to provide support for students, faculty, and staff, and to facilitate a positive and effective learning environment. In order to accomplish this, the CARES Team has designed a process for assisting students who may display various levels of concerning behavior (e.g., strange or unusual behavior; changes in dress, personal hygiene, or physical appearance; threats of harm to self or others; etc.). Any behavior that becomes a concern to you or that negatively affects your ability to succeed as a student at CSULB may be referred to CARES. You can obtain more information about CARES (including how to submit a referral) on the CARES Team website at <http://web.csulb.edu/divisions/students/cares/>.