EXECUTIVE COMMITTEE MEETING
Minutes

Tuesday, September 18, 2018
2:00 – 4:00 pm
Academic Senate Conference Room (AS 125)

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

1. Called to Order at 2:05 pm

2. Approval of Agenda - approved by unanimous consent

3. Approval of Minutes: Meeting of September 11, 2018 - approved by unanimous consent

4. Announcements and Information -

   - RSCA and Nepotism policy to be reviewed at next AS meeting; few amendments to date.
   - NS and BJ met with *Times Higher Education* group about promoting the University, following up on the Glasgow conference NS attended this summer.
   - Study Abroad Fair tomorrow on campus at speakers platform area

5. Reminder
   5.1. Academic Senate meeting Thursday, September 20, 2018, 2:00 – 4:00 pm, PSY 150
   5.2. Academic Senate Retreat Thursday, October 25, 2018, 2:00 – 4:00 pm, CCPE conference area

6. Special Orders
   6.1. Report: Provost Jersky – Attended HDVI meeting; CSULB will have access to *Times Higher Education* data at no charge. Research Committee and sub-committees produced comprehensive reports. WSCUC activities began this semester with first meeting on September 4-5. WSCUC has data about CSULB regarding student success. HVDI forum on campus this spring will provide opportunities to ask questions. *Curriculog* was opened for submissions; 60 submissions so far. Early submissions were well done with few corrections needed and early feedback is positive. Trainings continue to be scheduled. Curriculum office is currently short one staff member. President attended retreat with VP's last week, and was visited by CA Secretary of State Alex Padilla; he encouraged more student voting; previous elections had only 18% voter turnout for 18 to 20 year-olds. Student voter turnout can be improved by including voter

registration at SOAR and possible voting booths on campus. ASI and CFA currently doing voter registrations on campus. Beach 2030 was discussed at retreat. President believes she should take more of an external role – more fundraising, which would take her off campus more often.

7. New Business
    7.1. Issues with class permits during the first two weeks.
    7.2. Information on Curriculog selection and implementation process
    7.3. Enrollment and Scheduling at CSULB: Guests Vice Provost for Academic Planning Dhushy Sathianathan and AVP for Enrollment Services Susan Leigh—TIME CERTAIN 3:00 pm – Discussed challenges with scheduling using Ad Astra, scheduling system (aka "Optimizer"). SL states that this system had already been purchased years ago and is just now being implemented. DS spoke about space optimization on campus; highest demand M-Th 8-3 for classrooms. Intent was to reduce workload for department chairs and staff schedulers. Program would find best room when specifics were imputed. Complexities were underestimated and many problems were not anticipated. DS stated some issues with staff training may have been responsible. CLA, CNSM, and CHHS to meet due to extreme challenges they had with the Optimizer. Option for manual and data to be provided to schedulers for the future. Process will be revisited before Fall 19 scheduling commences. CB expressed concern that chairs were not asked for their input before the process began, and that they should be consulted before initiatives like this. NS agreed that Chairs and AD need to be consulted moving forward. DDF asked about a "dummy site" to be used next time before the final input is done. Software has a feature called the "sandbox" for trial runs. NMA states that many courses were missing in her department, costing her additional time. EK states previous system was less complicated and that current system creates more workload and is inefficient. She stated the Optimizer does not take into account special needs of various departments. SL says the system can take into account "allocations", and she stated the next cycle can be done manually if desired. CNSM scheduled manually and it went well. SL reiterated that with proper training the Optimizer would work better, or you can elect not to use it. DS states that it can work with over-ride capacity that can be built into the system. Prior system had Phase 1 and 2, and 3, now only Phase 1 and 3. Timing was problematic due to hiring issues at the same time, causing significant workload issues. Instructor change is now available for users.
    7.4. Academic Senate meeting on November 1st conflicts with chair meeting in Lake Arrowhead. NS to poll AS to see if body can meet on November 8th, keeping November 15th meeting on the schedule.

8. Old Business
    8.1. Call to Action for Beach 2030 - Email from BJ with suggestions/revisions received. First revision was to shared governance section. NS does not agree with the EC taking a "neutral" position as we are charged with making decisions. NS

advocated for keeping language as is, stating proposed language is too vague. Concern about top-down directives from the CO and legislature that challenge shared governance. JC likes the phrase "external pressure" (vs. top-down pressure) since the future of shared governance section of the document is controversial. She feels the future of shared governance should be the focus using "big-picture thinking". NS says we need to be honest about what is happening and to get past the top-down pressure and hierarchical barriers on campus. Some of these topics can be discussed at AS retreat as table discussions. DDF: Should Beach 2030 indicate what we *think* it will look like, or what it *should* look like? Provost clarified we should focus on what it *should* look like. Change in research section requested; STEM section possibly eliminated. Non-stem research needs to be addressed as well. Change verbiage to "to what extent" regarding research section. How do we support RSCA "in all disciplines" to be amended in document? Lecturer faculty revisions by BJ are accepted by EC. Comment by EG regarding lecturer faculty section that lecturer faculty objected to current wording of document in this section. Discussion on "Mission 1" section change in language by BJ accepted by EC. Campus climate section edits by BJ in "behavioral health" is the current phrase to be used for mental health discussions. NH thinks the wording should be left as is. BJ said continued reference to the university as being in a "constant state of crisis" is an overstatement. DDF states that funding from the legislature is an ongoing crisis, is unsustainable, and needs to be addressed. Add work "ensure" and physical and behavioral health, add "possibly improve". Internationalization section, deleting examples, focus on the issues? Examples are being deleted.

8.2. Academic Senate Retreat organization- topics for discussion to be? Preserving the past, "forming" the future was a suggestion by BJ.
Take ideas from the Beach 2030 action plan. What do we want to hold on to, best practices that are working. NS suggests a pedagogical theme like, "How do we get people to learn differently?" Perhaps two 40 minute periods to be used for discussion. BJ suggests using "thought exchange" after meeting. Each table gets one question for 10 minutes, followed by a thought exchange, and then read thoughts aloud. Visuals? Idea – Play Kahoot™ game on smartphones.

8.3. Dissolution of Educator Preparation Committee and Library Committee - Emailed EPAC committee and ULC about disbanding. No significant objections.

9. Adjournment-4:00 pm