



**ACADEMIC
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Senate Executive Committee
Tuesday, April 1, 2014
Minutes
Provost's Conference Room, Bell Tower West 2185
2:30pm

Attendance: Mary Adler, Frank Barajas, Lillian Castaneda, Stephen Clark, Nancy Deans, Therese Eyermann, Jeanne Grier, Gayle Hutchinson, Jim Meriwether, Nitika Parmar, Sara Sanders, Cindy Wyels.

Guests: Matt Cook

I) Meeting Called to Order
2:38pm

II) Approval of the Agenda

Agenda amended to include time certain for new business of discussing CIS Certificate. Item to be placed directly after approval of the minutes. Also, Academic Calendar will be discussed as last item under new Business. Chair noted that Strategic Planning discussion will be covered under Chair report.

III) Approval of the Minutes from March 11, 2014

J. Meriwether had a few minor amendments regarding minutes; will send an email with his amendments. Question is regarding whether all policies are going to clearinghouse, or only policies with potential faculty implications. Chair Grier will investigate that issue and report back to the group.

IV) Discussion: CIS certificate (Curriculum Committee/ Matt Cook -- time certain)

K. Leonard has introduced this item to Curriculum. M. Cook explained how this certificate would be "mechanical"; Registrar's office will automatically generate an email to students who approach completion of this certificate. One requirement will be that students need to do a presentation at SAGE or another public forum. Topics discussed include intentionality, advising, evaluation, and interdisciplinarity.

M. Cook mentioned potential conflict with [Senate Policy 10-12, Certificate Program Requirements](#) that requires all potential Certificate programs to be submitted by an academic program. Discussion of potential conflict with students in UDIGE or SPiRAL classes. Discussion of whether all Centers could submit certificates. Discussion of number of students that will qualify. J. Grier asked if there are any interdisciplinary courses that are not tagged as UDIGE? Discussion. C. Wyels mentioned that this program could increase



ACADEMIC SENATE

C H A N N E L
I S L A N D S

visibility of interdisciplinarity and F. Barajas mentioned Senate Resolution on interdisciplinarity. Discussion of cross-listing agreement and authority. L. Castaneda said the certificates should be listed within an academic program. There was substantial agreement from others on this point. S. Clark spoke to typical need for certificates to be practical, focused, and marketable. S. Sanders spoke on need for meaning as well as ease of method achieved, as well as need to make certificates somewhat more rigorous. T. Eyermann spoke of how mission pillars are important for accreditation and for our reputation in the larger world, and that CI should identify and designate what classes are interdisciplinary, multicultural, or international. J. Meriwether suggested to convert the certificate to a minor, and that it should be housed in an academic program, possibly following model of Global Studies. M. Cook will email Senate Exec with more information.

V) Continuing Business

- SP 13-10 Policy on Withdrawal (from SAPP)

No updates or changes. Will move forward as a second reading item.

- Update: effective dates and e-catalog

Chair Grier gave update regarding efforts to implement nimble e-catalog system.

Chair read email from Dan Wakelee dated 3/21/14:

We are working to implement an “e-catalog” system (the vendor is Acalog). However, after initiating this project it was discovered that there were major obstacles to full implementation and the project was put on hold until this coming summer. At this time the catalog data is not being shared between PeopleSoft and Acalog. As a result, catalog information is currently being manually updated in both systems. We are now working with T&C to restart the implementation of this integration over the summer.

- Discussion: Taskforce for On-line Learning Issues

Chair gave background on this issue, noting prior Committee suggestion to reduce number of task force members. Chair said that discussion could continue now, or after Faculty Affairs policy is approved. G. Hutchinson noted [whitepaper from ASCSU on online learning](#) and suggested that to the charge there needs to be added a section on copyright and intellectual property rights, taking into consideration any current policy on Copyright and Intellectual Property rights ([Interim Senate Policy 07-23](#) and [Administrative Policy AA.01.002](#)) associated with the creation of online courses.

Discussion of composition of Task Force, and need for breadth and diversity of opinions. Provost Hutchinson voiced need to include people who are knowledgeable and engaged in blended and virtual environments. Discussion of role and charge of current Technology

Advisory Committee (TAC) and whether roles overlap. S. Clark read from charge of TAC. J. Grier gave background on historical background of TAC to serve as advisory body to CIO.

(Point of information: TAC charge located under item 5.16.i of [Senate Bylaws](#).)

J. Grier noted lack of precedence of an Advisory Committee such as TAC to create policy, but that the TAC could perhaps work with other Committees to do so. J. Meriwether noted lack of discussion of resources. Discussion of policies versus procedure. L. Castaneda mentioned state-level task force in the works on online learning for issues related to collective bargaining and evaluation, noting that the California Faculty Association (CFA) is also looking at impact of online on teaching. L. Castaneda also mentioned CalState TEACH program and the need for Channel Islands to monitor current developments with online learning as they develop.

G. Hutchinson suggested calling this task force a Special Committee and having them work with TAC. C. Wyels asked about urgency of task force and potential conflict of summer payments, and N. Deans commented about possible workload issues. N. Parmar asked if Business program has task force, since they have an entire program online. J. Meriwether suggested having a small workgroup to work on a written document during summer. M. Adler suggested that the chair of the TAC be the chair of the task force. J. Grier mentioned two changing members of TAC before Fall 2014. It was suggested that members for task force to include Chair of Curriculum, Chair or member of Faculty Affairs Committee, Chair of TAC. Provost will look at funding possibility. T. Eyermann added a closing note that Channel Islands has been asked to participate in Project ITHACA ; there will be an upcoming survey emailed regarding attitudes towards social networks and online learning.

VI) New Business

- Student Opinion of Teaching Survey (FAC)

Chair introduced this item, noting that it is a new instrument based on feedback from students. T. Eyermann and M. Adler suggested adjustment on scaling of items 4-12 and include a neutral feedback option; S. Sanders suggested adding item “no response”, and commented that some students have asked to give feedback once finals are over; and have this information made public. N. Deans noted that timing and sharing of results are systemwide from CBA (faculty Collective Bargaining Agreement).

S. Clark commented that the survey length may be burdensome. M. Adler suggested preamble/rationale, noting that the Addendum is helpful. J. Meriwether gave background on SETI-SRT. J. Grier noted that CourseEval computer platform dictates how evaluations are delivered, and that the platform could eventually be customized for different types of classes. N. Parmar also made suggestion that some questions may not be applicable for online courses. Chair will send suggestions to FAC.



ACADEMIC SENATE

C H A N N E L
I S L A N D S

- Policy on Mode of Instruction (FAC)

Discussion whether this policy should go forward given possible upcoming task force. General agreement that this policy could provide some clarity in the interim. J. Grier noted that lecturers will not be able to vote within their program on this topic as written. Discussion of program bylaws varying by program, and their location. Send further feedback to chair. Policy will go forward.

- Policy on PI Financial Conflict of Interest (RSP)

Chair noted that the next three policies from RSP have been through one reading with President's Policy and Planning Council and are now coming to Senate Exec. All are new policies. Chair clarified that we have existing Senate and Administrative policies on Principal Investigator. C. Wyels asked if there is an existing Financial Conflict of Interest Resolution Committee; general agreement that no. Chair noted that RSP Advisory Committee has not yet met this year and could serve in this function. N. Parmar asked as to basis under A3 that disclosure is not required if private/NGO funding is secured. T. Eyermann clarified that this puts us in line under federal requirements. Policy will go forward.

- Policy on RSP Records Retention (RSP)

Policy moves forward.

- Policy on Subrecipient Monitoring (RSP)

Policy moves forward.

VII) Academic Calendar

C. Wyels noted one correction regarding Honors Convocation change to Saturday. Chair will follow up. J. Grier gave general explanation of minimum day requirements for Calendar. S. Sanders asked about basis for observed holidays. T. Eyermann explained that one way for Campuses to have cost savings is to observe certain holidays during Winter Break. Calendar will move forward to Senate with amendments.

VIII) Discussion: Committee Updates and Needs

Chair Grier noted that some committees ended up with appointed members when there were no volunteers. For example, the Search Coordinating Committee. Should we have an elected membership? General Agreement that Committee should continue and that members should be elected. Chair will let Committee on Committees know. Chair checked in about Advisory Committees and asked what to do with Committees if charge is not met.

IX) Chair Report

Chair was asked by the Committee on Committee's for next Senate Community time on 4/8 to be Q&A period for upcoming Senate elections. General agreement. Also G. Reyes would

like to present at Senate regarding efforts to recruit more students. Chair suggested possible announcement in the Senate newsletter. Discussion of the presentation at today's previous meeting of Arts and Sciences chairs earlier. Questions regarding basis for decision for Facebook page for admitted students. Discussion of need for Provost's office to communicate changes in Enrollment services and campus's stated need to increase number of enrolled students to receive further funding. C. Wyels suggested Provost address enrollment management changes, challenges, and concerns in upcoming Provost's report.

Discussion of Faculty/Shared Governance role in Strategic Planning- meeting with President. Provost will speak to that in her upcoming report. Discussion of more inclusion of faculty in questions of public-private partnerships. C. Wyels suggested better dissemination of current decisions that are being made. Discussion. Should there be a resolution or continued conversation? L. Castaneda spoke to historical input and involvement of CI faculty, and focus on transparency. Discussion of possible Town Hall Meetings. Mention of reinstating UPAC Committee. Discussion of faculty involvement, and impacts of continued growth. Send input to Chair.

X) Adjourn
4:28pm