CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
FACULTY SENATE MEETING, 53RD SENATE

A G E N D A

SESSION 07 – Tuesday - February 19, 2019, 2:00PM – 3:50PM, Pine Room

1. **APPROVAL OF THE MINUTES**

   1.1 Minutes for February 5, 2019 (FSM 18-06)

2. **APPROVAL OF THE AGENDA**

3. **CHAIR'S REPORT**

4. **PRESIDENT'S REPORT**

5. **PROVOST'S REPORT**

6. **INFORMATION ITEMS**
   - 6.1   FAM Format with Example (attachment) Rong Chen
   - 6.2   FAM 820.9 Course Syllabus Policy and Guidelines (hard copies will be provided)
   - 6.3   FAM 872.2 Policy on Course Material (hard copies will be provided)

   Time Certain – 2:30PM
   - 6.4   National Survey of Student Engagement (NSSE) – VP Samuel Sudhakar & Tanner Carollo

   Time Certain – 2:50PM
   - 6.5   Ally Feature on Blackboard – Leon McNaught/Christine Fundell

   Time Certain – 3:05PM
   - 6.6   Coyote Champ Packs (attachment) – Carlos Huesca, Staff Council Rep
   - 6.7   Faculty Evaluation of FAMs Renumbering/Retitling (attachment) Rong Chen

7. **DISCUSSION ITEMS**
   Time Certain – 3:10PM
   - 7.1   Electronic Voting – Haakon Brown

8. **OLD BUSINESS**

9. **NEW BUSINESS**
   Time Certain – 3:30 PM
   - 9.1   FAM 841.97 – Writing Requirement for Graduate Candidacy – Caroline Vickers (first reading) (attachment)

10. **COMMITTEE REPORTS**
    - 10.1   EPRC
    - 10.2   FAC
    - 10.3   Q2S

11. **STATEWIDE ACADEMIC SENATOR'S REPORT.**

12. SENATORS' REPORTS/INCLUDING ASI PRESIDENT'S REPORT.

13. DIVISION REPORTS
       13.1 Vice President for Information Technology Services
       13.2 Vice President for University Advancement
       13.3 Academic Affairs/Deans' Reports
       13.4 Vice President for Administration and Finance
       13.5 Vice President for Student Affairs

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
FACULTY SENATE MEETING, 53rd SENATE

M I N U T E S

SESSION 06: Tuesday, February 5, 2019, 2:00 pm, Pine Room

Members Present: All members were present with the exception of: A. Johnson, K. Kowalski, J. Kremling, A. Louque, A. Menton, T. Morales, J. Munoz, H. So, D. Sweeney, R. Trapp, J. Ullman

Guests Present: D. Freer, C. Caballero, S. Sudhakar, C. Seal, P. Bungard, L. Rose, G. King, S. Yildirim, C. Lyon, P. Maldonado, Y. Gonzalez, T. Karmanova, C. Weber, R. Mohamed, R. Chuang, A. Anderson, H. Le Grande, J. Zhu, S. Peresuh, D. Podolske, J. Lappin, A. Felix, D. Huizinga

1. **APPROVAL OF THE MINUTES**
   Senator Chen-Maynard moved and Senator Marx seconded the motion to approve the minutes as presented. **PASSED Unanimously.**

2. **APPROVAL OF THE AGENDA**
   Senator Chen moved and Senator Rizzo seconded the motion to approve the agenda as presented. **PASSED Unanimously**.

3. **FACULTY COMMUNITY ENGAGEMENT ACTIVITIES – CHERSTIN LYON**
   - Community Engagement is goal 4 of our Strategic Plan.
   - The goal was by fall 2017 to have specific mechanisms in place to support faculty in gaining fair and informed evaluations of our community engagement activities in our RPT process.
   - Will send out a survey for specific feedback. Please respond when we send out.
   - Please put March 1st on your calendars—it will be second campus conversation about community engagement.
   - Please go back to your departments and have intentional conversations about this process. Address the following: How we can support faculty efforts in a non-quantitative way, significance of work in the community, significance through impact and amount of effort involved.
   - Change the language about community in the document. "Service to the university and community" is a better way to refer to this.
   - In major university document, asking for feedback Scholarly creative research activities. May be more specific ways to support community which involve research what it looks like, we can show faculty and evaluator what these activities look like.
   - Engaging students in community based teaching and activities provide high impact.

4.   CHAIR'S REPORT

We want to move the agenda along as we have not completed an agenda yet this year. Please stick to the point being discussed. If not, possibly Senator Brown or Chair may call you out of order.

5.   PRESIDENT'S REPORT – (attached)

6.   PROVOST'S REPORT (attached)

- Congratulations to CNS for hosting a successful Pre-Med/Pre-Health Conference. More than 300 students attended.
- Started rounds to colleges (President & Provost)
- Pastries with the Provost tomorrow.
- Senate Retreat will be April 25 and will be sending a save the date.
- Women of Color in Academia will be hosting a Faculty Publication Celebration tomorrow.

7.   INFORMATION ITEMS

7.1   Q2S Curriculum Items

- The Faculty Senate approved the curriculum courses presented with the following exceptions: 2 GE courses (CAL 3350, CSE 1300L) and USTD 3000, USTD 5000.
  GE courses will be considered with other GE courses at a later time.
- Senator Rizzo will send the Chair email with questions regarding the USTD courses mentioned above.
- Department of Criminal Justice name change to School of Criminal Justice: This needs to go to EPRC before consideration.

7.2   Q2S Programs Requiring Action in CIM – Grace King

- Some quarter programs have not been edited or changed for the semester curriculum. Q2S worked with the Faculty Senate and Administration to establish a process to convert, discontinue, or suspend these programs. Extended deadline dates, until January 31, 2019, were established.

7.3   Q2S Semester Programs being Discontinued

- A list of minors, certificates, and a credential were presented to the Faculty Senate for discontinuation, since they are not overseen by FAM 856.3.   These programs were approved to be moved forward in the discontinuation process.

8.   WASC Presentation – Associate Provost, Clare Weber

- Reaffirmation of accreditation with our site visit from WASC in Spring of 2021.
- Have a campus-wide understanding of process and its significance
- Know our institutional strength and weaknesses
- Successfully complete the WASC accreditation for CSUSB

- Core commitments: Student learning, quality and improvement, institutional integrity, sustainability and accountability.
- We will prepare a self-study, review under standards and comprehensive overview.
- Self-Study will be due approximately 10 months before onsite visit.
- Off-site visit will be approximately 6 months before onsite visit.
- The standards were reviewed and 39 criteria for review are spread across the four standards.
- A timeline was given to everyone.
- Will send out a call for Faculty to serve on WASC steering committee.
- On March 22nd we will have a campus visit by WASC VP Mark Gore. He will conduct a campus open forum and workshop for those on steering committee.
- WASC wants to see that this is a campus-wide effort.

9. **DISCUSSION ITEMS**
   9.1   Electronic Voting – Haakon Brown (tabled)
   9.2   Tenets of Shared Governance in CSU (attachment) (tabled)

10. **OLD BUSINESS**
    10.1   FAM 841.3 Proposed Change to Graduate Admissions Policy (second reading)
    Senator Ajayi moved and Senator Fischman seconded the motion to approve FAM 841.3 for second reading. **PASSED Unanimously.**

    10.2   FAM 872.2 Policy on Course Material
    Senator Fischman moved and Senator Davis seconded the motion to approve FAM 872.2 for second reading.
    - Could we possibly change the title of this FAM. EPRC will try to come up with a more description title for this policy. **PASSED Unanimously.**

    10.3   FAM 820.9 Course Syllabus Policy and Guidelines
    Senator Fischman moved and Senator Ajayi seconded the motion to approve FAM 820.9 for second reading as amended. **PASSED Unanimously.**

    ASI President Ogidikpe moved and Senator Davis seconded the motion to add item 2 J to
    - read as follows: Instructions referring students to a site for information regarding emergency management and safety guidelines."
    - VP Freer offered to take the lead and work with a group (ASI, FS, etc.) to create a narrative that should be included on a site.

    Senator Brown moved and Senator Rizzo seconded the motion to call the question on the amendment. **PASSED Unanimously.**

11. **NEW BUSINESS**
    11.1   IDS Department Guidelines (first reading)
    Senator Chen moved and Senator Chen-Maynard seconded the motion to approve the IDS Department Guidelines for first reading. **PASSED Unanimously** with suggested changes.

- FAC had some concerns about the use of numbers concerning publications.
- Under "At the rank of Professor": should read *"be at a higher level of quality and significance than expected for contributions of Assistant or Associate Professor".*
- At the rank of Assistant Professor: could read *"At least two publications within the most recent five year period are expected,.."*
- If a publication is not listed in accepted journal list, the Chair and Evaluation Committee work together to decide/vote if it will be accepted.

12.   COMMITTEE REPORTS

12.1   EPRC (No report today)

12.1   FAC (No report today)

12.3   Q2S

- C. Seal reported continuing with professional development series
- Post original materials due on the 15th

13.   STATEWIDE ACADEMIC SENATOR'S REPORT

- Submitted a written report.

14.   SENATOR'S REPORTS/INCLUDING ASI PRESIDENT'S REPORT

- ASI President Ogidikpe thanked everyone for allowing Cornel West event for the students.

15.   DIVISION REPORTS

15.1 Vice President for Information Technology Services

15.2 Vice President for University Advancement

15.3 Academic Affairs/Deans' Reports

15.4 Vice President for Administration and Finance

15.5 Vice President for Student Affairs

Meeting Adjourned at 3:52pm

PRESIDENT'S REPORT
FACULTY SENATE
TUESDAY – FEBRUARY 5, 2019

Colleagues, I will not be able to join you today as I am traveling on University business.

- **Early Promise:** Governor Gavin Newsom's initial 2019-20 state budget proposal is a source of optimism for the CSU and higher education in California. It calls for increases to the ongoing General Fund for operational costs, expanded enrollment and continued progress toward the Graduation Initiative 2025. His budget also includes one-time funding for the expansion of on-campus childcare facilities serving students, for deferred maintenance and for student hunger and housing initiatives. It will help us to improve our aging infrastructure, providing a modern, enriched learning environment for our students. As the budget process moves forward, the CSU will seek additional funding to increase students' access, financial assistance, personal guidance while also advancing facilities and technology. I will continue to provide updates as they develop.

- **Showcasing Student Work:** Undergraduate and graduate students displayed their scholarly achievements and developed presentation and communication skills last Friday at the 33rd annual CSUSB Research Competition. Thirty-one students took part in the event sponsored by the Office of Student Research (OSR). The winners advance to the statewide CSU Research Competition at Cal State Fullerton on April 26-27. My sincere thanks goes to our numerous faculty mentors and faculty judges who worked tirelessly with the students. I'd also like to recognize associate professor Christina Hassija, OSR staff member Danielle White and our Associate Provost of Academic Research and Dean of Graduate Studies Dorota Huizinga for providing our students this tremendous opportunity.

- **Talking Experience:** College of Natural Sciences Dean Sastry Pantula was a featured speaker recently during the launching webcast of the CSU's STEM NET, an affinity group dedicated to creating high quality STEM research programs for CSU students and faculty. A former director at the National Science Foundation, Dean Pantula discussed his

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experience leading the NSF Division of Mathematical Sciences, its policies and procedures.

- **Healthy Agreement:** Our University is part of a collaborative agreement involving Cal State Fullerton and Riverside City College to increase diversity within each school's nursing program and expand the overall number of graduates entering the workforce. Spearheaded by chair Terese Burch and lecturer Evangeline Fangonil-Gagalang, the Memorandums of Understanding are part of the California Tri-County Concurrent Enrollment Program (CTCE), designed to create an efficient path for RCC students with associate degrees in nursing to obtain bachelor's degrees from either CSU institution. This agreement will help nursing students make a smooth transition to earning a bachelor's degree and, ultimately, bring more qualified, highly trained nurses to meet the growing health care needs of our local communities.

- **Engaged & Evocative Evening:** More than 1,200 campus and community members visited Coussoulis Arena late last month as ASI hosted "An Evening with Dr. Cornel West." A professor of the Practice of Public Philosophy at Harvard University, the prominent social critic, author, actor and political activist offered insight on topics ranging from racism, education, advocacy, social justice and American society. ASI is to be commended for providing our students and the local public a chance to hear Dr. West and, considering the nation's current political environment, to have him address questions of personal and societal interest.

- **Golden State Recognition:** State Senator Jim Beall recently recognized the Prison Arts Collective (PAC) at CSUSB and founder Professor of Visual Studies Annie Buckley for an exhibition on display in Sacramento. "Beyond the Blue," featuring 15 diverse artworks by California inmates who are participating in PAC classes taught inside state prisons, was displayed outside the governor's office. PAC is made possible by a contract through California Arts in Corrections, a partnership between the California Department of Corrections and Rehabilitation, and the California Arts Council.

- **Symposium Speaker Inspires:** January's inaugural CSUSB Career Symposium, sponsored by the university's Career Center, offered attendees breakout sessions, networking opportunities and a fashion show. It also included a motivational talk from keynote speaker Richard Montañez, executive vice president of multicultural sales and community activation for PepsiCo's North American divisions, and the inventor of Flamin' Hot Cheetos. Montañez, who dropped out of school at an early age, spoke of how he went from being a janitor to a corporate executive, and told our students, "Look how far I got without an education – just imagine how far you can get with one!"

- **Georgia Tech Summit:** The university hosted a meeting of Inland Empire educational institutions and business and community leaders interested in developing a partnership with Georgia Tech University's Supply Chain and Logistics Institute

(SCL). The partnership would help to advance a key objective of the work of the Inland Economic Growth and Opportunity (IEGO) two-county collaborative, which aims to create greater economic opportunity for more people in the region. One of IEGO's strategic recommendations is to increase the number of quality jobs in the Inland Empire by making the region a global hub for innovation in logistics. Georgia Tech's SCL, considered one of the best centers of its kind, is engaged in similar partnerships in other regions of the country and throughout the world.

Provost's Faculty Senate Report
February 5, 2019

General Announcements / Updates

1. Pre-Medical and Pre-Health Conference
Congratulations to the College of Natural Sciences for organizing and hosting a very successful MAPSS Pre-Medical and Pre-Health Conference. More than 300 students attended the Jan. 26 event, which featured more than 100 pre-med and pre-health professional workshops. Additionally, approximately 80 schools representing an array of related programs participated.

2. Friend of the Children Award / International Conference
Congratulations are also in order for faculty senate member Enrique Murillo Jr., who was honored on Saturday, Feb. 2, with the Friend of the Children Award from of Diocese of San Bernardino Office of Catholic Schools. The award recognizes an individual who has touched the lives of children in schools and parishes beyond the realm of ministry.

3. College Open Forum
President Morales and I kicked-off the College Open Forums last week with a discussion with faculty in the Jack H. Brown College of Business and Public Administration on Jan. 30 and the College of Social and Behavioral Sciences on Feb. 1. The College of Arts and Letters Open Forum will be held Feb. 14 from 10-11 a.m. in UH-053; the College of Education, on Feb. 27 from 11 a.m.-noon; and the College of Natural Sciences, also on Feb. 27 from 2-3 p.m. (Locations for the last two to be announced.)

4. Pastries with the Provost
Pastries with the Provost, which provides another opportunity for faculty to participate in open discussions, will be held this week. The quarterly event will take place Wednesday, Feb. 6, from 9-10 a.m. in the FCE.

5. Academic Affairs/Faculty Senate Retreat
Thank you to faculty senate members Dorothy Chen, Donna Garcia, Enrique Murillo, Jr. and Lasisi Ajayi, academic affairs members Craig Seal, Seval Yildrim and Clare Weber, and Tanner Carollo from Institutional Research for volunteering to serve on the planning committee for our upcoming Academic Affairs/Faculty Senate Retreat on Closing the Equity Gaps/Faculty Diversity on Thursday, April 25. Planning committee members had their first meeting yesterday.

6. Women of Color in Academia – Publication Celebration
The Women of Color in Academia and the Pfau Library will be hosting a Faculty Publication Celebration tomorrow – Wednesday, Feb. 6 from 2-3:30 p.m. in PL-5005. The program will feature five panelists who will highlight their recent works. Please join us for this insightful event.

Report from ASCSU January 17-18, 2019

1. **Chair Nelson** provided us with a brief oral report after distributing a more comprehensive report. Chair Nelson's current and past chair reports can be found at http://www.calstate.edu/AcadSen/Records/Chairs_Reports/

2. **Excerpts from Other Reports**
   - **Academic Affairs** discussed the following topics.
     - Campus Academic Master Plans and State Workforce Needs
     - Doctorate in Occupational Therapy
     - Graduation Initiative 2025
     - Faculty Intellectual Property and Course Hero's Use of Faculty Materials
     - Cal Grant B Awards
     - GE Task Force Preliminary Report
     - Their Pending Resolutions (see below)
   - **Academic Preparation and Education Programs** discussed the following topics.
     - Update on the WestEd study looking at implementation of EO 1110, including classification categories for courses developed for students and very preliminary results—the results seem promising in terms of student pass rates and earning of baccalaureate credits.
     - Associate Degrees for Transfer Report (see BOT Educational Policies Agenda for the full report)
     - Composition and Appointment of Faculty Discipline Review Groups (C-ID Project)
     - Early Start Programs in Light of EO 1110 Changes to Student Preparation
     - Facilitating Consultation with Campus Discipline Faculty on Curricular Matters
     - Their Pending Resolutions (see below)
   - **Faculty Affairs** discussed the following topics.
     - State Budget Allocation to the Public University Systems to Support Unconscious Bias Training (allocation controlled by UC)
     - Allocation of $25m for Tenure-track Hiring
     - Evaluation of Online Teaching
     - CSU, Fresno's "Principles of Community"
     - Scanning of Faculty Computers for "Sensitive Materials." This has been rolled out on 4 campuses already (including Bakersfield), looking for things like SSNs, student contact information, etc.
     - Use of Grade Distributions in RTP
     - Course Hero (posting of course materials without permission)
     - Requests for Instructor/Grade Information
     - Status and Rights of Non-T/TT faculty
     - Presidential Searches
     - Their Pending Resolutions (see below)
   - **Fiscal and Governmental Affairs** discussed the following topics.
     - Funding for the Electronic Core Collection
     - Support of the Governor's Budget
     - Completion and Attrition
     - Per-unit Tuition vs. Tiered Rates

- o Examination of Campus Budget Practices
- o Cal Grant B Program
- o Relative Roles of State Support and Tuition in Funding Higher Education
- o Completion of the Directory of ASCSU Legislative District Representatives, Including Representatives of the Areas Served by Satellite Campuses
- **Faculty Trustee Recommending Committee**
  - o Has met and reviewed the candidates nominated by the campuses.
  - o A link to the nominations of those being forwarded for ASCSU consideration will be distributed shortly.
  - o The following individuals were forwarded to ASCSU for consideration for recommendation to the Governor. At least 2 names need to be sent to the Governor for appointment consideration.
    - Romey Sabalius (San Josè)
    - Beth Steffel (San Bernardino)
    - John Tarjan (Bakersfield)
- **GE Advisory Committee** discussed the following issues.
  - o Report from the GE Task Force
  - o Review of campus GE Maps (just under half of the campuses have submitted)
  - o Relevant ASCCC resolutions
  - o Standardization of GE Across the System as a Result of EO 1100(rev.) Implementation—Upper-Division Reciprocity, Interpretation of the EO, Flexibility within Areas, etc.
- **GE Task Force**
  - o Will have a report by the end of the academic year.
  - o Are vetting a conceptual model of student learning outcomes for general education.
  - o Are anxious to soon send out a preliminary report to get feedback. The conceptual model was reviewed by GEAC and AAC this week. Both committees provided useful feedback.

3. In response to questions regarding EO 1110 implementation results, **AVC James Minor** share a slide that detailed some preliminary results from the WestEd study. AVC Minor noted that these results are "very, very, very preliminary." A MUCH higher percentage of students passed a GE math course with a grade of C- or better in the fall of 2018 than in the fall of 2017, (Tarjan Note: student subject mastery is not a part of these assessment efforts They focus on pass rates and campus strategies for addressing EO 1110.) Adjustments may need to be made to the Early Start programs in response to the policy changes contained in EO 1110.

4. **Faculty Trustee Sabalius** happily reported a healthy Governor's budget recommendation for the CSU. We do not anticipate any tuition increases this year as a result. We were treated very fairly relative to the other segments of higher education. The Board has a strategy of asking for one-time funds for programs like those meeting student basic needs, first demonstrating success in using those funds, and then asking for continuing funds when success is demonstrated. Some feel we might be bolder in asking for permanent funding for programs up front. We anticipate lobbying efforts will focus on increased funding for enrollment growth. We have not received an increase in capital debt service funding, likely because of the proposed state bond issue that would be targeted to

support new construction in the UC and CSU. Faculty Trustee written reports can be found at http://www.calstate.edu/AcadSen/Records/Faculty_Trustee/index.shtml

4. We passed the following resolutions upon second reading. Copies of these and other resolutions can be found at http://www.calstate.edu/AcadSen/Records/Resolutions/.
    a. **Adoption of "Tenets of System Level Governance in the California State University"** is self-explanatory. This document was vetted by the campuses and much feedback was received. The resolution was discussed at length in the ASCSU over past few months and several changes were made to perfect the resolution.
    b. **A Call for the Inclusion of Tuition in the Cal Grant B Award Program for Freshman Students in the CSU** This program currently does not provide funds to low-income freshmen to cover tuition.
    c. **Increased Funding for the Electronic Core Collection (ECC)** Not only is this collection used by all 23 campuses, but this approach to acquisitions continues to save our campuses significant resources every year. The system allocation for this collection has not been increased in almost 10 years, despite rising costs.
    d. **Closing the Achievement Gap and Increasing College Completer Outcomes and Success for All CSU Students** supports this goal, commends the CSU's commitment to achieving this goal, applauds the GI 2025 initiative for its commitment to the goal, commends the CSU Institute for Teaching & Learning for its support in reaching this goal, lists factors affecting equity, and asks that additional analyses be conducted to look at equity in other outcomes such as major selection and employment experiences after graduation. It also requests that student success data continue to be disaggregated demographically.
    e. **Encouraging Responsible Curriculum Development and Modification Under the Higher Education Employer-Employee Relations Act (HEERA)** Expresses concern about the flawed approach to shared governance evidenced in the development and implementation of EOs 1100(rev.) and 1110, laments that this approach to governance may stifle experimentation and adoption of best practices, encourages campus senates to exercise their control over the curriculum, and encourages the CSU administration to engage in data-driven and genuine consultation regarding the future of these two executive orders.
    f. **Requirements for Faculty Discipline Review Group (FDRG) Membership in Support of the Development and Oversight of Transfer Model Curricula** clarifies the criteria, terms, and process for these appointments. These individuals oversee the Transfer Model Curricula (TMCs) that can be incorporated into CCC campus Associate Degrees for Transfer and the content of the courses which populate these degrees.
    g. **Creation of California State University Curriculum Networks** encourages the Chancellor's Office to maintain contact lists of appropriate faculty for all disciplines for which a Transfer Model Curriculum or Model Curriculum exists and support electronic communications for those groups to facilitate needed disciplinary discussions.
    h. **Examining the Impact of Attrition and Enrollment Growth on the Number of CSU Students** asserts that increasing graduation rates, in and of themselves, may not increase the number of graduates over time, encourages the CSU to recognize the impact of student attrition, urges the creation of a task force to examine student attrition, and supports the request of additional state funding to fully support an increase in the number of students served by the CSU. Background information

related to this resolution can be found at https://www.dropbox.com/s/jd9eesjag7mnyqy/Stohs-Schutte%20-%20Oct%202018%20Grad%20Rate%20Myth.pdf?dl=0.

5. We passed the following resolutions after waiving a second reading. Normally first reading items are distributed to campuses for feedback. However, if the ASCSU deems an item to be urgent (e.g. the need to provide input before a policy or piece of legislation is being considered) it may waive the second reading. Copies of these and other resolutions can be found at http://www.calstate.edu/AcadSen/Records/Resolutions/.
   a. **Apportionment of Academic Senate CSU (ASCSU) Seats** addresses our mandate to ensure that the 7 largest campuses (based upon FTEF) are appointed a third seat on ASCSU during the coming year. No changes are required for next year's apportionment of senators across campuses.
   b. **Response to the Governor's 2019 Budget Proposal** expresses appreciation for the Governor's proposed budget and expresses the need for more funding to adequately address additional priorities including more enrollment growth and deferred maintenance. This budget, if adopted, is likely the largest increase in combined base and one-time funding in the history of the CSU.
   c. **Appreciation for New Academic CSU Offices** acknowledges our gratitude for the increased space and functionality of the new office and to CO individuals and ASCSU staff involved in the allocation and move.

6. We introduced the following resolutions that will be considered for adoption at our March plenary. Copies of these resolutions should be available shortly for campus review.
   a. **The Impact of Artificial Intelligence (AI) on Higher Education** endorses a white paper on the impact of AI on employment, education, etc. and calls for the creation of a task force to study the implications of the themes from this white paper and to develop possible recommendations to address them.
   b. **Border Issues and Separation of Families: Impact on Students, Faculty and Staff in the CSU** calls upon the CSU to continue to support immigrant students, faculty and staff to increase programs to support these communities.

7. **Jennifer Eagan (CFA President)** reported the following.
   ● The budget news is extremely positive. Governor Newsom has been even more supportive of the CSU than we expected.
     • There is money for 2% enrollment growth to augment rolled-over enrollment growth money.
     • There is money for increased tenure-track hiring.
     • There are funds for support of undocumented students for legal services.
   ● The most promising way to increase graduation rates is to hire more faculty and offer more sections of classes. A 4-year graduation rate may not be the most appropriate measure of graduation success given our student body.
   ● We are examining the potential to a return to the CA Master Plan tuition-free model. The waiving of CCC second-year tuition may be a step in that direction.
   ● CFA is working on a follow-up training program to supplement their unconscious bias training.
   ● We are looking at an audit of campus-based fees.

- President Eagan also shared an overview of the CFA legislative agenda.
  https://www.calfac.org/politics
- We look forward to working with Governor Newsom.

8. **Trustee Peter J. Taylor** shared his extensive background in higher education, state government, energy and investments, and in the non-profit sector (foundations). Most of his work has been related to finance. He is currently Chair of the Committee on Educational Policy. He is very supportive of building communication and other skills into our students' learning experiences. He solicited feedback on online education, particularly undergraduate online education and the role of artificial intelligence in education. He also asked for our perspectives of the relative roles of a system office and the twenty-three universities. He worries about using undergraduate tuition to subsidize graduate programs. He feels that undergraduate education is a very important part of our mission. Coming to the Board after being the UC CFO for five years, he was very surprised at how low the CSU tenure density is. He is relieved that we have enough funds proposed in the Governor's proposed budget to make a dent in addressing needs like increasing tenure density. He is interested in perhaps increasing our commitment to professional graduate programs. Quality education cannot be achieved "on the cheap." This is the reason why he advocated for the last tuition increase during difficult financial times. He is mindful of the need to balance administrative needs with the importance of ensuring and financially supporting a quality educational experience for our students. ASCSU engaged with Trustee Taylor in a robust session with questions and concerns. Trustee Taylor was very receptive to concerns expressed about educational quality, the insufficiency of resources to support it, and policies that might not be optimal to achieve our student outcome goals.

9. **Chancellor Tim White** began by recapping the many positive interactions CSU leadership has had with representatives, leaders, and staff in Sacramento. There is a recognition of the critical role the CSU plays for the state in transforming lives and meeting the state's workforce needs. The various parts of the CSU family have been united in arguing the value of the CSU to the state. This unity is very important in our lobbying efforts. It makes our collective voices more effective. We may disagree on other issues, but we need to continue advocating together for CSU funding. Dr. White thanked the faculty, staff and administration for their hard work for student success that has provided results which not only justify the investment by the state but also strengthens our case for additional increased funding in the future. Chancellor White intends to support the Governor's budget and continue to advocate for the funding necessary to allow us to transform even more students' lives. We will be paying close attention to the May Revise Governor's Budget (adjusted for more accurate projections of total state revenues for the year). We still need to increase access to the CSU in order to meet California's 2025 workforce needs. We are hopeful the state will issue a facilities bond for the UC and CSU. This would be done via state ballot in 2020. We anticipate that we would receive about $4b from this bond. Timing (March primary vs. November general election) needs to be considered strategically. Sponsorship is another issue. We are very grateful for the one-time funds to address some of the deferred maintenance backlog. However, the bond is likely the only avenue to adequately address this growing problem. **In response to questions**: Dr. White supports the "Tenets of Shared Governance" document. There is no need for Board ratification nor Executive Order to give it more

standing. He hopes the ASCSU will endorse it. We are continuing to look at the potential for moving increased numbers of faculty from contingency to TT status. The tenets document is forward looking. It is difficult to predict the effect that adopting the tenets document may have on previous administrative actions. We will continue to look at potential conflicts of interest regarding adoption of instructor-authored course materials. We are exploring many ways to support our underserved students including financial aid augmentations. The potential bond would be a general obligation bond with debt service paid by the state. We would likely spend most of the funds on maintenance, upgrades, and retrofitting. Chancellor White seemed supportive of allowing some flexibility in implementing EO 1100 at CSUB and other campuses. He pointed to a member of the GE Task Force and requested that attention be paid to my (Senator Tarjan's) request for flexibility in implementation. Regarding Civil Discourse: We need to balance the need for universities to address difficult issues and questions with the desire to be supportive and inclusive of our diverse community. The CSU, Fresno "Principles of Community" http://fresnostate.edu/president/strategic-plan/principles-of-community.html is an attempt to strike this balance. We need to foster inclusivity. Free speech needs to be free but we need to concomitantly be inclusive in our interactions and discourse. The price of free speech may be that our values are sometimes violated by members of our community.

10. **Dean Kulju, Director of Student Financial Aid Services and Suzanne D. Phillips, Interim AVC** made a presentation about financial aid and Cal Grants. 81% of our students receive at least some financial aid. 59% of our undergraduate students have their full tuition waived or covered by financial aid (meaning only 41% pay even partial tuition out-of-pocket). 51% of CSU baccalaureate students graduate with no debt. The average loan debt of the remaining 49% was about $17k vs. a much higher national average for student debt. Eligibility criteria for Cal Grants was reviewed as well as the different type of awards. See https://www.csac.ca.gov/cal-grants for more information on Cal Grants. There are some unintended consequences from the eligibility criteria that we hope will be addressed via legislation. Several suggestions for improving the program are being discussed with representatives and staff in Sacramento. This report will be repeated at the Board of Trustees meeting next week during the Committee on Educational Policy. https://www2.calstate.edu/csu-system/board-of-trustees/past-meetings/2019/Documents/jan-22-23-ed-pol.pdf **In response to questions:** The state still only provides $35m of funding for State University Grants, despite the total amount allocated by the CSU growing to $700m. The CSU has to make up the shortfall (Tarjan: in essence, not collecting tuition money from a significant percentage of needy students whose other financial aid does not fully cover tuition). Campuses with a higher percentage of students receiving SUGsm in essence, are subsidized by campuses with lower percentages of students receiving SUGs through system budget practices. (Tarjan: To not do so would mean campuses like SLO would receive significantly more tuition revenue per student than would Bakersfield if these adjustments were not made.)

CSU Financial Aid (Big Picture) *2017- 18 Preliminary Numbers*

- **Nearly 390,000**CSU students received aid (81% of all students)
- Over **$4.5 billion** in total financial aid
- **59%** of **all** undergraduates have full cost of tuition covered by grants, scholarships or waivers•
- **51%**of CSU Bachelor's recipients graduate with zero student debt

•The average loan debt for CSU students was **$17,367** in 2017, compared with the national average of **$28,650**

11. **Kaila Cooper (CSSA Liaison)** was joined by several other CSSA officers. They have been considering/taking positions on executive compensation, support for undocumented students, student trustee selection, their legislative agenda, the Governor's Budget, student basic needs, student financial aid, parking, faculty hiring, alternative forms of transportation, etc. In response to the same question asked of Chancellor White on civil discourse, racism, and classism, CSSA officers provided thoughtful student perspectives on their views and approaches to supporting an inclusive and safe environment focused on student wellbeing.

12. **James Swartz (ERFSA Liaison)** reported on recent developments, including implementing the name/membership eligibility changes. Note: ERFSA provides many very valuable resources for retired and nearly-retired CSU employees. The website is particularly valuable. http://csuerfa.org/

Link to Latest CSU Tenure Density Report
http://www.calstate.edu/hr/faculty-resources/research-analysis/documents/Tenure_Density_and_SFR_Trends_2009-18.pdf

CALIFORNIA STATE UNIVERSITY
SAN BERNARDINO
Information Technology
Services

Faculty Senate Report – February 5, 2019

I am pleased to report that we are making steady progress on the ITS Strategic Plan Year 3 implementation. Several initiatives have been rolled out to the Campus Community. Please see attached report.

As of Monday, February 4, 2019, any event added through EMS (Events Management System), and marked for the web, will appear on the CSUSB Events Calendar, located at https://search.csusb.edu/events. Groups who have set up their Drupal website to display events will also show events added in EMS that are marked for the web.

CSUSB has been awarded $20,000 in Amazon Web Services (AWS) credits in support of our project to explore shared document management services in AWS.

The following faculty and staff are presenting at the CENIC Conference in March:

Smart Campus, Smarter Learning: Improving Campus Parking Congestion
Samuel Sudhakar, Yunfei Hou, Kurt Collins

In this workshop, we present a curricular model for involving undergraduate students in an interdisciplinary, year-long project that uses supercomputing to study and alleviate campus parking congestion. Using cameras, sensor data, and big data analysis on the Pacific Research Platform, students learned how to track campus traffic flow, study the resulting patterns, and develop ways to disseminate just-in-time parking information. Beyond its practical aspect, our project has implications for rethinking the curriculum to accommodate interdisciplinary networked and experiential learning along with advanced computing and IoT tools.

Promoting the Pacific Research Platform at CSUSB: Opportunities and Challenges
James Macdonell, Laura Woodney

This presentation will provide an overview of the process of promoting the Pacific Research Platform (PRP) resources to faculty and students. It will highlight the opportunities and challenges, both technical and contractual, encountered during the deployment of the PRP resources by providing a case example of astronomy research that involves data distribution, storage, and collaborators at California State University San Bernardino (CSUSB), University of Central Florida (UCF), and University of Arizona (UofA).

Administrative Computing & Business Intelligence

ACBI is currently working on many Q2S projects. We started the PeopleSoft System Integration Testing (SIT) in January 2019 and this will run through June. We are working on the Q2S Degree Audit System project. The workflow system for processing the Q2S exceptions is almost complete. We are also in the process of SIT testing the CSUSB modifications.

ACBI is working with HR and Academic Personnel on the CO CHRS PageUp project which will provide a system wide recruiting solution.

ACBI is preparing for Summer and Fall 2019. We are working on the SOAR and Coyote First Step/Early Start modifications. Setting up for the 2019-20 Financial Aid processes.

Teaming up with the Office of the Registrar, ACBI is implementing Optical Character Recognition (OCR) project to speed up the process of processing transcripts. We are also creating a process for loading the transfer data into the degree audit system and PeopleSoft.

Using VETI Funds, we are working on replacing the Change of Major Form with an automated workflow process.

Another paper form we are working on replacing is the Veteran Status Form.

With the College of Education, we continue to enhance the Credentialing Module in PeopleSoft by adding a Student Self-service Module allowing student an easy way to track their status in their credential program. We are also working with the School of Computer Science and Engineering to replace and enhance their processes for tracking their students.

With Institutional Research (IR), ACBI continues to enhance the IR Dashboards. Currently working with the degree audit data.

ACBI continues to work on providing myCoyote messaging.

One last project to mention is the iModules Project with the Advancement Office.

Academic Technologies & Innovation

1. **Online learning and instructional design**

The E-learning Academy, a two-year project for (re)designing campus undergraduate bottleneck courses in online format, will debut on Feb. 8, 2019. The program involves the following courses and faculty:

Course code	Course title	College	Faculty
ADMN 210	Applied Business Statistics	JHBCBPA	Barb Sirotnik and Kamy Farahbod
SCM 304	Principles of supply chain management	JHBCBPA	Melika Kordrostami, Haakon Brown and Jason Ryan
PA 315	Government-Business Relations	JHBCBPA	Monty Van Wart, Sharon Pierce,

			Thomas McWeeney, and Anna Ni
FIN 313	Business Finance	JHBCBPA	Barb Sirotnik, Kamy Farahbod, and John Wu
MKTG 305	Marketing Principles	JHBCBPA	Francisca Beer
IST 309	Information Systems and Technology	JHBCBPA	Frank Lin; Conrad Shayo
SPAN 290	Spanish & Latin American Literature in English	CAL	Jerez-Gomez, David
PHIL 190	Introduction to Philosophy	CAL	Vanderburg, William
COMM 341	PR Theory and Practice	CAL	Muhtaseb, Ahlam
COMM 306	Communication Theories	CAL	Heisterkamp, Brian
BIOL 100	Topics in Biology	CNS	Anderson, Elizabeth
NSCI 351	Health & Human Ecology	CNS	Ross, Scott

2. **Immersive technologies**

The VR Lab at ATI currently is currently working on three virtual reality projects:

1. **Project Ambrosia (test stage)**

Project Ambrosia is an interactive VR simulation for Archeology. The simulation teaches students how to navigate an archeological field (a "transect"), how to find artifacts, and how to make inferences about their context of use. The code is written in Unity by students working with Academic Technologies & Innovation and a faculty advisor from Computer Science. The script was developed by two faculty from Anthropology working with an instructional designer. The design and sound assets are produced by students under the direction of two faculty from Art Design and Music. Currently, we are running pilot research to test the impact this VR lesson on student learning.

2. **VR for Nursing (production stage)**

VR for Nursing is a virtual simulation that teaches students how to do a patient discharge interview. In addition to programming the VR content, we are using machine learning to direct the behavior of the patient character in order to make it more realistic and to adapt the behavior to student input.

3. **Inclusive VR (planning stage)**

We are currently in the planning stage with a VR simulation of our annual Disability Sports & Education Festival, the largest of its kind in Southern California The Festival aims to empower people with disabilities and educate people without disabilities. This project will (a) give everyone an immersive overview of the Festival; (b) give potential participants with disability a sense of what it means to participate via first-person VR experiences; (c) provide a first-person experience of extraordinary accomplishments by people with disabilities by recreating those accomplishments for participants and spectators alike.

3. **Active learning spaces**

ATI is currently redesigning UH 043 and SH 212 as active learning spaces with virtual reality capabilities.

4. **Upcoming faculty conference presentations sponsored by ATI**

Adaptive Learning Homework in an Introductory Course (CSU Symposium, March 8-9, 2019, Fresno - Andreas Beyersdorf; Larry Mink)

Creating Opportunities for Equity and Inclusion with Immersive Technologies (CSU Symposium, March 8-9, 2019; Fresno - Arianna Huhn; Mihaela Popescu)

Smart campus, smarter learning: Fixing campus parking congestions with IoT, computer vision, and interdisciplinary project-based learning (CENIC, March 18-20, 2019, San Diego - Yunfei Hou; Kurt Collins)

5. **Upcoming workshops from ATI**

Using 360-degree videos in your classroom
Feb. 5, 2019, 2-3:30 pm, FCE (PL 4005)

Ever since the 2015 video documentary *Clouds over Sidra* boosted donations for UNICEF, 360-degree video has been dubbed an "empathy machine." 360-degree video, also known as spherical video, is an immersive technology that enables the recording of video shots in all directions. This technology gives the viewer a complete 360-degree view and the ability to control the viewing direction simply by moving around the viewing device (usually, a mobile phone). In this workshop you will learn the basics of producing a 360-degree video and, after examining examples created recently by campus faculty, you will discuss ways to employ 360-degree video tools to improve subject-matter immersion and student engagement.

Assessing student learning with video tools: GoReact and PlayPosit
Feb. 12, 2019, 2-3:30 pm, FCE (PL 4005)

Instructors can use interactive videos for assessment, engagement, and reflective purposes. Two powerful tools to create and evaluate assignments are GoReact and PlayPosit. Using these platforms, instructors can provide timely feedback to students or can facilitate student peer review for live presentations, video clips, or other multimedia assignments. In this workshop, instructional designer Gary Johnson will review the capabilities of GoReact and PlayPosit and will help participants create their first Blackboard assignments with these tools.
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Effective use of web conferencing in the classroom
Feb. 19, 2019, 2-3:30 pm, FCE (PL 4005)

Zoom is our university's cloud-based platform for video and audio conferencing, chat, and webinars. If used correctly, Zoom could be a powerful student engagement tool in online and distance learning classes. In this workshop, instructional designer Jonathan Brooks and distance learning specialist Joeleen Monclova will overview Zoom and its Blackboard integration, as well as best practices using Zoom in the classroom and in online settings.

Learn Blackboard Grade Center

Mar. 5, 2-3:30 pm, FCE (PL 4005) and Mar. 6, 10:30-12:00 pm, FCE (PL 4005)

Workshop description

In this workshop facilitated by senior instructional designer Mauricio Cadavid, participants will learn about the Blackboard Grade Center and engage in hands-on exercises that will help them address common grading issues. The Grade Center is a complex tool that offers extensive functionality when used properly. In addition to learning about best grading practices and forms of student feedback, participants will learn about column management, weighted grades, grading schemas, reports, column statistics, color coding and many other features.

Technology Operations & Customer Support

ITS, in coordination with Human Resources, successfully oversaw the launch of the new professional development learning management system, CSULearn. This new system will see a streamlined experience for faculty, staff, and students on campus as they complete compliance and professional development courses.

ITS, in coordination with the University Police Department, is preparing for the second phase of the LiveSafe implementation. We've seen more than 1,000 users download and subscribe to LiveSafe since its launch in September. The second phase of implementation for LiveSafe will include increased marketing and engagement at the Palm Desert Campus and an expanding scope that will include Facilities Management, Title IX, and other departments on campus.

Telecommunication and Network Services will be upgrading the wired network connections across campus this calendar year as part of the systemwide CNI (Common Network Initiative).

Wireless network infrastructure will receive a software upgrade and a new architecture. Planning will begin in February and more information will be shared with the campus community.

Architecture for a Verizon Cell Site on campus has been approved. Construction will being in Spring and will complete by Summer 2019.

 Palm Desert Campus is working with the City of Palm Desert on the connectivity for the office and iHub space across the street from the campus.

Project Management & Assessment

Project Update StarRez: This project's current focus is the updating of the StarRez standard demographic import interface. Weekly project/focus meetings are held with all stakeholders that focus on implementation of core data. This project is on track. This project's expected completion date is April 1, 2019.

Project Update Cayuse SP: Academic Research is in the process of implementing an additional component of the Cayuse grant database and proposal submission system that was originally acquired

in 2015. The Cayuse SP component is a highly customizable 'front end' add-on to the Cayuse 424 base model of the software we currently license. ORSP is working with the Cayuse implementation team to customize Cayuse SP. Weekly project/focus meetings are held with Dr. Weiss' team. This project is on track. This project's expected completion date is June 1, 2019.

Project Update ACUE: $ACUE$ prepares, credentials, and supports faculty to teach with the practices that improve student achievement. The comprehensive courses address the evidence-based approaches that increase student engagement, learning, persistence to graduation, and career readiness. This project is on track. This project's expected completion date is February 1, 2019.

Project Update ASI Electronic Voting: The ITS Project Management Department is working with the ASI board to electronically administer the ASI elections held in May of each year. This project will utilize Qualtrics. Completion date is May 1, 2019

Project Update Tapingo: Tapingo is a mobile food ordering application that is available to CSUSB via the Sodexo Agreement. Current food ordering experiences at popular locations are severely impacted, and this application will assist with reducing wait times and improving customer experience. Current plans are to launch Tapingo at most Coyote Dining food units except for the Coyote Commons and other low-volume food units. The user downloads the Tapingo app onto their phone, creates a Tapingo account and identifies CSUSB as their location to show all available locations for mobile food ordering. Project meetings and site walks are held as necessary. Expected go live date is TBD.

Project Update LPR: Parking and Transportation Services is in the planning stages of a project that would begin using License Plate Recognition (LPR) as a method for allowing parking on campus. This will allow for people to register multiple vehicles and park them one at a time on campus but will not require a physical permit. Additionally, this will reduce or eliminate the need for physical permits for all visitors to the campus. The benefits of this project are: 1. Increase the efficiency of the Parking Services officers by allowing them to verify parking permits from their vehicles. 2. By realizing savings for the Parking Services Department by them not having to issue printed parking permits, and the associated costs with issuing the permits.

Project meetings are held as required. Expected completion date is June 1, 2019

ITS Strategic Plan Implementation Plan ==Year 3==

Goal/ Objective: **E-Learning**

1.1.1 Increase by 20% the collection of video tutorials, FAQ's, user guides for faculty that are easily accessible on the web.- *Mihaela Popescu*

In Progress

- The ATI website is being completely redesigned under the direction of Prof. Jess Nerren (Comm. Studies), with the production of all multimedia content under the direction of Prof. Carol Damgen (Theater). As part of the redesign, we will be producing more than 20% new video tutorials, user guides, etc. We estimate that we will be able to pilot the new website by the start of the Spring quarter and fully implement it by the end of the Spring quarter.

1.2.1 Develop a self-assessment tool for students to assess their readiness for online learning. - *Mihaela Popescu*

1.2.2 Develop a series of "Getting Started Online" video tutorials for students. .-*Mihaela Popescu*

1.2.3 Provide in-class LMS orientation to students at the instructor's request. .-*Mihaela Popescu*

1.3.1 Establish a working group to evaluate, plan and implement an accessible website for online support for faculty and students. - *Mihaela Popescu*

1.3.2 Establish a communication plan and process to help increase campus awareness of the CSU and CSUSB software, instructional technology tools and services, training opportunities.- -*Mihaela Popescu*

1.3.3 Participate in at least one new faculty orientation session annually. .- *Mihaela Popescu*

1.4.1 Increase the adoption of the established course codes by offering at least one training session annually and by improving communication efforts.- *Lenora Rodgers*

2.1.1 Tools developed for self-evaluating or peer-reviewing of online courses and instruction. -*Mihaela Popescu*

In Progress:

- These tools will be developed collaboratively with the faculty enrolled in the E-learning Academy and will become available at the end of the program in June 2019.

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Ongoing Initiatives
Year 3 Updates   *1*

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2.1.2 <mark>Enhance and increase training offerings on online course redesign with technology.</mark> *-Mihaela Popescu*

In Progress:

- We have developed a three-pronged strategy for increasing the quality of workshops on online teaching:
    - **Focus on department-based faculty cohorts.** During 2017-18, we developed and implemented a pilot program with the PA department for a year-long series on developing online courses. As a result, we currently have 9 new (re)designes of online courses in development, 7 of which will be going out for QLT certification during 2018-19 and 2019-20;
    - **Focus on faculty teaching campus bottleneck courses.** The program with PA informed the design of the E-Learning Academy. In that context, we have developed 10 new workshops that will be piloted to the faculty registered in the program, and then offered regularly.
    - **Develop a Blackboard-base course on how to teach online**. Once the E-Learning Academy workshops are piloted and evaluated, we will be developing an online course on how to teach online available to all faculty. Depending on the discussions with the Provost, Deputy Provost, and TRC, this course might become mandatory for new faculty.

2.1.3 <mark>Support at least 5 CSUSB faculty members to become QOLT certified reviewers.</mark> *-Mihaela Popescu*

In Progress:

- This support is part of the E-learning academy.

2.1.4 In collaboration with TRC and other campus entities, develop an online teaching academy and pilot it within the next two years. *-Mihaela Popescu*

2.2.1 <mark>A process is established in recognition, promotion and publicizing of exemplary online courses.</mark> *-Mihaela Popescu*

In Progress:

- This process is developed as part of the ATI webpage redesign and the E-learning Academy program

2.2.2 <mark>Create and disseminate a central repository of faculty projects in learning technology integration.</mark> *-Mihaela Popescu*

In Progress:

- This repository will be available on the redesigned ATI webpage

2.2.3 A comprehensive program is planned and implemented to assist in certifying CSUSB online courses for CSU Online CourseMatch by 2020.

2.2.4 <mark>Submit two online courses for CSU QOLT awards annually.</mark> *-Mihaela Popescu*

Completed:

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Ongoing Initiatives
<mark>*Year 3 Updates*</mark>

- We have increased campus awareness of the QLT certification process
- We have developed an internal workflow for preparing courses for certification
- We have a pipeline of 7 courses going out for certification during the next two academic year, with up to 10 new online courses (campus bottleneck) scheduled to go out for certification in 2020.

2.3.1   Increase the number of collaborative workshops that help develop online courses/modules. -*Mihaela Popescu*

2.3.2   Increase campus participation in CO CRT initiatives. -*Mihaela Popescu*

2.3.3   Increase instructional designer professional development efforts. -*Mihaela Popescu*

In Progress:

- We developed a professional development travel procedure for ATI that enables all instructional designers to attend professional development events;
- We have established weekly scheduled team professional development meetings during which one designer leads a new training with the team;
- We identified needed areas of expertise within the team and are working on establishing connections with vendors and experts to organize team trainings (e.g., an upcoming training on supporting iClickers)
- We intend to allocate a small sum annually for the purchase of training materials (e.g., instructional design books)

2.3.4   Develop an internship program targeted at supporting faculty online course redesign efforts. -*Mihaela Popescu*

3.1.1   Number of new faculty attending learning technology conferences annually. -*Mihaela Popescu*

In Progress:

- We increased the number from one (the current Faculty Director) to eight additional faculty who will attend learning technologies conferences this year
- The following six faculty will present on projects completed in partnership with ATI, not counting the Faculty Director: Larry Mink; Andreas Beyersdorf; Arianna Huhn; Peter Robertshaw; Kurt Collins; Yunfei Hou
- Two faculty are attending conferences without presenting (G-Suite; Affordable Learning Solutions);
- Please note that the number of faculty attending learning tech conferences is contingent on securing funding. Absent such funding, the completion of this objective might be challenged

- 3.1.2   Number of faculty presentations at such conferences. -*Mihaela Popescu*

In Progress:

- Please see above: we have six faculty presenting at three different conferences;
- This objective is, too, contingent on securing funding for travel, given that such funding was unavailable from TRC this year. *NOTE: For our future strategic plan, we might consider setting*

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Ongoing Initiatives
Year 3 Updates

up objectives the completion of which does not depend on other entities on campus or budgetary constraints inside ITS.

3.2.1   Number of workshops featuring new technologies and vendors. *-Mihaela Popescu*

3.2.2   Improve quality of such workshops. *-Mihaela Popescu*

In Progress:

- We developed an evaluation instrument currently under testing.

3.3.1   Create and administer an annual faculty survey.*-Mihaela Popescu*

3.3.2   In collaboration with TRC, develop a process for recommending, pilot testing, adoption, and full integration of learning technology services, tools, and solutions. *-Mihaela Popescu*

4.1.1   Prepare and present an annual report on key trends in instructional technology.*-Mihaela Popescu*

4.1.2   Establish and implement a replacement plan for newly acquired technology equipment and active learning spaces. *-Mihaela Popescu*

4.2.1   Number of customized CMS building blocks developed. *-Mihaela Popescu*

On Hold:

Discussions on LMS alternatives

4.2.2   Number of courses using campus developed CMS building blocks. *-Mihaela Popescu*
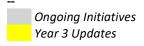
Goal/ Objective: iCoyote

1.1.1   Implement app Improvements- *J. O'Linger, L. Rodgers*

1.2.1   Students should be able to access additional course related material through Blackboard or MyCoyote.- *J. O'Linger, L. Rodgers*

1.3.1   Implement a service fulfillment system with a built in communication process that allows members of the campus community to provide feedback to ITS. The system should work with any device, can provide continuous feedback to ITS regarding services rendered and should also be cable of identifying bottlenecks in service. Members of the community should have visibility of service reports. *– Chris Bradney, J. O'Linger*

In Progress:

On August 1st, 2018, ITS adopted a new Service Management platform, Cherwell Service Management. This new platform allows for integrated communication between ITS staff and members of the CSUSB community, and requests feedback at the end of each service request fulfillment. Information about this feedback and other statistics from the platform will be included in the ITS annual report.

1.4.1   Verify that the responsive design website for events can be read by screen readers.

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2.1.1 <mark>In classrooms, faculty should be able to select and use the operation system of choice for a classroom.-</mark> *J. O'Linger*

On Hold:

This request was for the Computer Science department only. Takenori was going to work with me on this, but he quit in December 2018. I'm going to work with his replacement on this once they get hired. We will provide a means of offering either a Linux or Windows bootup for the Computer Science lab computers.

2.2.1 <mark>In lecture halls / auditoriums faculty should be able to use 3D document cameras to present items and students should have access to 3D glasses.</mark> - *James Trotter*

In progress

We are currently testing 3D table scanners and 3D hand scanners. The portable hand scanners have had limited success in projects such as the Ambrosia VR project. Now working with Dr. Kurt Collins we have created a testing location in PL048 and will collaborate testing the 3D hand scanner for use on future VR projects. The HP Sprout 3D scanning PC on desktops is back in the testing phase with ATI but is not ready for faculty testing until later in 2019. There has not been any use or testing of 3D glasses. The 3D scanning has been used for copying physical objects and converting them into a 3D graphic image.

3.1.1 Forms 1-5 should be available online with the ability for students/staff to sign electronically by 2018-2019 – *Open MPP*

4.1.1 Set up three presentation practice rooms. Meeting/study rooms should have check out or reservation functionality (off and on campus). Faculty should be able to record to Blackboard seamlessly without needing to download to local system - *Dr. Chen*

4.2.1 Live chat features from the website so students can ask common questions such as: "How do I drop a class?" -*J. O'Linger, M. Casadonte*

4.3.1 Electronic key smith machine to speed up key access. -*J. O'Linger*

Goal/ Objective: University Analytics

1.1.1 Consolidate and minimize the number of systems/application used for conducting university operations. – *Institutional Research/ITS*

1.1.2 Increase linkages between university databases. - *Institutional Research/ITS*

2.1.1 Increase operational efficiencies by 15% over the next 5 years.- *Institutional Research/ITS*

2.2.1 Create more efficient course offerings using predictive analysis and decrease the time it takes to graduate by 10% over the next 5 years.- *Institutional Research/ITS*

2.3.1 Increase operational efficiencies by 15% over the next 5 years.- *Institutional Research/ITS*

2.4.1 Increase accountability for data quality within units -*Institutional Research/ITS*

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<mark> </mark> *Ongoing Initiatives*
<mark> </mark> *Year 3 Updates*   *5*

3.1.1   Organize at least 3 annual workshops in conjunction with the Institutional Data Team about the use of data models for teaching, advising and curriculum re-design. - *Institutional Research/ITS*

3.2.1   Create common data element dictionaries and business process guides for the use of the data models. - *Institutional Research/ITS*

3.2.2   Increase opportunities to intern in offices using data analytics. - *Institutional Research/ITS*

4.1.1   Establish collaboration on policy issues with Faculty committees, ATDL. – *Javier Torner, Sam Sudhakar, IR*

4.2.1   Develop/deploy training modules on data access and ethical use. - *Javier Torner, Sam Sudhakar, IR*

Goal/ Objective: Stable & Secure Infrastructure

1.1.1   By 2020, 25% of courses that require computing resources will be automatically provisioned for students.– *Gerard Au, Javier Torner*

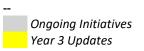1.2.1   100% of online programs will have access to virtual computing resources as they are developed.– *Gerard Au, Javier Torner*

2.1.1   At least 1 collaborative learning classroom per building by 2019.- *James Trotter/Jim O'Linger*

In Progress:

James Trotter and I are currently working with several colleges on integrating new collaboration stations. I have recently assigned the collaboration station implementations to Adrian Enciso. We are currently working on collaboration stations in the College of Education and Chemical Sciences buildings, and in the University Hall 043 classroom.

2.2.1   Common scheduling system to reserve collaborative study spaces for student by 2017-18. *M. Chen, L. Rodgers*

2.3.1   At least 50 technology-enabled collaborative study spaces across campus by 2018.- *M. Chen, J. Olinger*

3.1.1   Provide full outdoor wireless coverage and cellular coverage for populated areas. –*Gerard Au*

3.1.2   100% outdoor coverage along Coyote Walk by the end of 2017 and 100% across populated campus locations by 2020. -*Gerard Au*

3.1.3   Enhanced cellular coverage across various carriers for both campuses. – *Gerard Au*

3.2.1   A common app that will support colleges/departments to communicate and engage with students, faculty, and staff. – *Lenora Rodgers*

4.1.1   Implement multi-factor sign on for all applications with access to Personal Identifiable Information (PII) by 2020. –*Javier Torner*

4.2.1   Replace OneCard with digital/ mobile ID to support advance features (physical access, etc) by 2019. This is tied to the CO statewide OneCard system now being vetted. – *Chris Bradney*

In Progress:

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- Brandon Sierra and Chris Bradney are on the campus New OneCard committee. They will be meeting with CBORD and Apple to discuss using Apple Wallet for payment with the new Digital ID on phones this month.

5.1.1   Increase network performance by implementing technology such as IPv6 by 2017. –*Gerard Au*

5.1.2   By 2020, increase number of cloud applications that support higher capacity/bandwidth protocols by 50%. –*Gerard Au*

Goal/ Objective: iEngage

1.1.1   Create survey and plan for dissemination by October 2016 – *Felix Zuniga*

1.2.1   Complete campus/community data collection process by November 2016 - *Felix Zuniga*

1.2.2   Data analysis and preliminary report will be prepared for the campus by January 2017. - *Felix Zuniga*

1.3.1   Use findings to inform and guide community engagement objectives 2-4 - *Felix Zuniga*

1.3.2   Review progress towards objectives and alignment with report findings on a quarterly basis - *Felix Zuniga*

2.1.1   Facilitate a Technology Summit based on community feedback by year 2018. - *Rick Conway/Mihaela Popescu*

In Progress:

- Potential timeframe identified—Fall 2019

2.2.1   Identify and align with existing tech initiatives with community tech opportunities by year 2020. - *Felix Zuniga*

3.1.1   ITS will partner with the University to increase the number of low-income, historically underrepresented students graduating from CSUSB with technology majors over 5 years.- *Institutional*

3.2.1   100% of ITS Leadership have at least one active mentee – *ITS Leaders*

3.2.2   Open program to ITS Division.- *ITS Division*

In progress:

ITS Leaders quarterly meetings with mentees; pending formalization of program

4.1.1   Hold 3 seats for community partners at Tech Training on a quarterly basis – *Jim O'Linger*

4.2.1   Create a policy/procedure for facilitating this process – *Jim O'Linger*

--

CSUSB

University Advancement

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REPORT TO THE CSUSB FACULTY SENATE
February 5, 2019
Robert J. Nava, Vice President, University Advancement
Executive Director, CSUSB Philanthropic Foundation

Senators:

I am traveling on university business and will not be at the Senate meeting. Attached is the Advancement Report for your review. Please let me know if you have any questions or need additional information. I look forward to working with you to advance our university. Robert J. Nava

GOVERNMENT RELATIONS:

CSU Budget Advocacy Day
On March 6, President Morales, CSUSB students, alumni and other volunteer leaders will join with similar delegations from across the CSU system in Sacramento to advocate for support of the Board of Trustees' budget request. Governor Newsom proposed $562 million in additional funding for CSU ($300 million baseline). The Governor's proposal is aligned with CSU priorities: increasing enrollment, improving graduation rates, meeting compensation obligations, funding deferred maintenance, and addressing student hunger and homelessness.

Governor's Innovation in Higher Education Awards
The Governor's budget proposal sets aside $10 million to continue Governor Brown's Innovation in Higher Education Awards (GIA) competition. The awards recognize regional efforts that significantly increase the number of four-year college graduates. (CSUSB successfully competed for a maximum $5 million award in the first year of the GIA competition.) Newsom's proposal specifically identifies the *Inland Empire* and San Joaquin Valley as the regions eligible for this upcoming GIA opportunity. In his campaign, Governor Newsom pledged to direct more resources to these underserved areas of the state.

CSU Sponsored Legislation
At its January meeting, the Board of Trustees agreed to sponsor two pieces of legislation:

Higher Education Facilities Bond Act of 2020
This would authorize $8 billion in general obligation bonds to be shared equally by CSU and UC. If the bill makes its way through the legislative process, it then would go before voters in June or November of 2020. CSU's current Five-Year Capital Outlay Plan identifies a $10 billion need for academic facilities. CSUSB's performing arts building renovation/addition is No. 9 on the system's list of priority projects.

CSU Occupational Therapy Doctorate Authority
If passed by the legislature, this bill would allow the CSU to offer a doctorate in occupational therapy to help meet the demand for more occupational therapists and changing accreditation standards for the profession. Only two CSU campuses offer the master's degree in occupational therapy: Dominguez Hills and San Jose.

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CSU 2019-2020 Federal Agenda
At its recent meeting, CSU Trustees approved the system's 2019-2020 federal agenda. CSU's top priorities are:

- Restore annual cost-of-living increases to the Pell Grant
- Renew the expiring mandatory funding stream that promotes capacity building and STEM education at Minority-Serving Institutions

Trustee Visit
Trustee Jack McGrory, appointed to the CSU governing board in April 2018, visited the campus on January 30. The trustee had the opportunity to meet with faculty, staff, student and campus leaders.

Assemblymember Ramos Swearing-In Ceremony
Newly elected Assemblymember James Ramos will hold his swearing-in ceremony in the Santos Manuel Student Union on Saturday, February 9, at noon. Ramos is a CSUSB alumnus (BS accounting 2002), and he is the first California-born Native American elected to the state assembly. Ramos represents the 40th Assembly District, in which CSUSB is located.

ALUMNI:

The Alumni Relations office has spent January working hard with our Alumni Chapters:
- The Latino Chapter is hosting a welcome mixer for Vice President Robert Nava in mid-February.
- The Faculty/Staff Alumni Chapter is discussing establishing an emergency relief fund for Faculty and Staff in need.
- The EOP Alumni Chapter's golf tournament is on April 6. Proceeds benefit student book awards.
- The first meeting for the board of the African American Alumni Chapter will be held on Friday evening. The meeting will cover the bylaws and discuss interests in officer positions.
- A meeting to discuss the launch of a Dreamers Alumni Chapter is planned for the end of February.

There are some exciting new Alumni initiatives in the works, including:
- The formation of a Young Alumni Council, with a target launch date of April.
- A new "Fall in Love for a Lifetime" membership campaign. This will include engaging alumni by asking for photos and stories of how they met and fell in love with their Coyote spouses.
- The recent soft launch of the Mentor program. The program will be rolled out to students and alumni from EOP, Veterans and SSD in February.
- Following the success of the most well-attended workshop in recent CSUSB Alumni history last week, William Stevenson, Alumni Association President and CSUSB Lecturer, will host a personal finance workshop in Spring. Other workshops in April include mentoring and your unconventional career paths. All workshops are given by Alumni.
- The Professor for a Day program is in its fourth year since being relaunched. Following last year's massive success of over 40 matches, CSUSB Alumni is working with Deans and Department Chairs to schedule alumni visits during the Spring quarter.

DEVELOPMENT:

FUNDRAISING AND $50 M CAMPAIGN FOR CSUSB
The development team continues to push forward in cultivating and securing philanthropic support as we look to sunset the University's first comprehensive campaign at the end of the fiscal year with nearly $52M raised to date.

We would like to thank two faculty representatives, Dorothy Chen-Maynard and Terry Smith who serve on the search committees for two Development Director positions for the Palm Desert Campus and the College of Arts and Letters. The CAL search is underway, and we are pleased to announce that a Director of Development for the Palm Desert Campus has accepted a conditional offer to join our team.

We recently received notification on a pending major gift of more than $400,000 that will support equipment needs for our nursing program. We also have more than $3.1 million in the pipeline that the CFR team is pursing, with a new gift from the College Futures Foundation of $308,000 in support of our transfer student enrollment efforts.

The end of Q2 reflects record-breaking success for our annual giving program, which shows significant increases across the board. Commitment dollars increased by more than 13.9%, cash donors by 25%, and a 34% increase in acquiring new donors to the program. To date more than $101,000 has been raised.

STRATEGIC COMMUNICATIONS:

- Finalized joint press release related to the Nursing MOU to create an Associate Degree in Nursing [AND] pathways to a BSN in collaboration with CSUSB, CSUF and RCC. We coordinated jointly with Fullerton and RCC on Monday [9/28] to publicize this great news.

- Members of the Strategic Communication team met with CSUSB Staff Council to assist them in publicizing 'Cody Champ Packs' – these are essentially 'Finals Survival Kits' for students. Staff council will be asking faculty and staff to donate money to fund an account that will allow Staff Council to purchase survival kits for students during finals week. In addition, the kits will be available through Coyote Den. In a great effort all around, students will be encouraged to bring a canned item to the Den in an exchange for a free survival kit. More details are coming and we'll begin publicizing in the next few weeks.

- Completed two academic videos this week highlighting the Model UN program and a recent student Geology research at the ZZyyxx Research Center. The videos will be released and distributed in the coming weeks to prospective students, high school counselors, parents, etc. Below are links to see the videos:
  - Model UN: https://www.youtube.com/watch?v=HgziD1vodSM&feature=youtu.be
  - Geology Field Study at Zzyyxx: https://youtu.be/YKynOtgnDCA

- Promoted the following stories to media outlets and key stakeholders:
  - Cal State San Bernardino has appointed Native American educator and advocate Vincent Whipple as the university's newly created director of Tribal Relations to increase the college-going rates and success of Native American students: https://inside.csusb.edu/node/20001

- o Renowned Egyptologist and best-selling author Kara Cooney examined the lives of six remarkable female pharaohs, from Hatshepsut to Cleopatra, in her lecture "When Women Ruled the World" at RAFFMA: https://inside.csusb.edu/node/19796
- o The Women of Color in Academia group at Cal State San Bernardino hosted a panel discussion highlighting the recent works by tenure-track faculty members who are part of the organization. A book signing followed: https://inside.csusb.edu/node/19946
- o The Prison Arts Collective (PAC) at Cal State San Bernardino and the Hope and Redemption Team of the Anti-Recidivism Coalition (ARC) were recognized on Jan. 22 by state Sen. Jim Beall for a PAC exhibition on display at the California State Capitol in Sacramento: https://inside.csusb.edu/node/20021
- o Cornel West, a prominent social critic, author, academic, political activist whose area of focus is the role of race, gender and class in America and author of 20 books, spoke at Cal State San Bernardino, Friday, Jan. 25: https://inside.csusb.edu/node/19516
- o The Cal State San Bernardino 12th College of Arts & Letters (CAL) Faculty Colloquium held Monday, Feb. 4: https://inside.csusb.edu/node/20121
- o The Santos Manuel Student Union Cross Cultural Center and the Cal State San Bernardino Center for Islamic and Middle Eastern Studies presented "Syrianamericana: A Nation-State of Mind," a performance by Syrian-American rapper and poet Omar Offendum: https://inside.csusb.edu/node/19801
- o The second annual Women's Leadership Conference at Cal State San Bernardino, with the theme "Activate to Motivate," will be held Friday, Feb. 8, from 8:30 a.m. to 4:30 p.m. at the Santos Manuel Student Union Events Center: https://inside.csusb.edu/node/20146
- o Enrique Murillo Jr., a professor of education at Cal State San Bernardino, and founder and executive director of Latino Education and Advocacy Days (LEAD), will be honored Saturday, Feb. 2, with the Friend of Children Award from the Diocese of San Bernardino Office of Catholic Schools: https://inside.csusb.edu/node/20176

- College of Social and Behavioral Sciences Branded Commercial: https://inside.csusb.edu/node/19996

- CSUSB Cybersecurity Branded Commercial: https://inside.csusb.edu/node/19786

- Inside CSUSB Edition 5: https://inside.csusb.edu/node/19886

Administration and Finance
Office of the Vice President

Faculty Senate Update
Administration and Finance
February 5, 2019

Upcoming Faculty Retirement/ FERP Information Sessions:

For any faculty that may be considering retirement or plan to participate in the Faculty Early Retirement Program (FERP) starting with the 2019/2020 Academic Year, the deadline to notify the University is March 12, 2019.

Human Resources will be hosting five upcoming FERP Information Sessions.

Tuesday, February 12
9:00 - 10:00 am and 1:30 – 2:30 pm
CE-219

Wednesday, February 27
11:00 am - 12:00 pm and 1:30 – 2:30 pm
PL-4005A

Monday, March 11
10:30 – 11:30 am
CE-103

Campus Construction/ Capital Projects Update:
Classroom Listening Tour with Faculty:
Academic Affairs, ITS, and Facilities Planning and Management are finishing up the classroom listening tour regarding establishing standards for classroom design on campus. This team has completed visits with faculty from the Colleges of Arts and Letters, Natural Sciences, Education, Social Behavioral Sciences and Business and Public Administration. Once the listening tour has been completed, a report on the Preferred Classroom Design Criteria will be generated for any additional feedback.

A general faculty session will be held on February 11th from 1:30 to 3:00 pm in PL-4005 to allow any faculty on campus to provide input on classroom designs and standards. Additionally, any interested faculty may email Jenny Sorenson, AVP for Facilities Planning and Management, at Jennifer.Sorenson@csusb.edu, with any input on what they would like to see in classroom design moving forward.

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Yotie Drinkz
University Enterprises Corporation has begun construction on a new mixed beverage venue to replace the old Starbucks in the SMSU. The new venue, Yotie Drinkz, will offer smoothies, boba tea, milk shakes, and Starbucks coffee. Yotie Drinkz is expected to open by mid-March and will be open Monday through Sunday.

Women's Leadership Conference:

The Women's Leadership Conference, *Activate to Motivate*, will take place on Friday, February 8th from 8:30 am to 4:30 pm in the Santos Manuel Student Union Events Center. To date, the event has reached capacity. Event organizers have both an overflow room, as well as establishing a link to view major presentations livestreamed via the web. The morning sessions will focus on breakout panels based on student or faculty/ staff tracks. The keynote speakers, Tamika D. Mallory and Bobbie Bland, Presidents and Activist of the National Women's March, will provide their message beginning around 2:00 pm and will close out the exciting event.

CSUSB Business Conference:

The 2019 CSUSB Business Conference is scheduled for Wednesday, February 27 from 8:30 am to 4:00 pm in the Santos Manuel Student Union Events Center. This years' conference will focus on "*Together for Growth*" and will provide professional development and networking opportunities for staff members in administrative roles. While the sessions are still being finalized, there will be breakout sessions on Cash Handling procedures, iDashboards, Accessibility, as well as sessions focused on Accounting, Budget 101 and Procurement processing. This is a great professional development opportunity for college administrative professionals.

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Student Affairs
Office of the Vice President

REPORT TO THE CSUSB FACULTY SENATE
February 5, 2019
Harry Le Grande, Vice President for Student Affairs (Interim)

STUDENT ENGAGEMENT

On January 25th, **ASI** hosted Dr. Cornel West at the Coussoulis Arena. Dr. West's visit included a student reception, and his keynote program. During the student reception, student leaders had the opportunity to engage with Dr. West and ask him questions in a more intimate setting. During the program, Dr. West touched on current issues facing the country, as well as provided guidance and advice for emerging leaders and advocates. This event was open to students, staff and community members. ASI ensured that students had first priority to this event. If students presented their coyote ID at the entrance, they had the opportunity to sit in the "Student Section," which offered a seat close to the stage.

The Movement held a retreat on Saturday, January 12, 2019. The Movement consists of members of Black Faculty Staff and Students (BFSSA), and a student coalition of members from Student African American Brotherhood (SAAB), Student African American Sisterhood (SAAS), Black Student Union (BSU), Pan-African STEM Society (PASS), and all National Pan Hellenic Council (NPHC) Greek letter organizations. The retreat was designed to reconnect core principles of support, retention, and communication for student leaders in support of the Black student population at CSUSB, as well as to serve as a catalyst to for future action-oriented professional development of all invested student leaders involved in the Movement. Topics discussed included defining student leadership, Black student leadership, academic excellence and persistence, aspirational goal setting, impostor syndrome, support and retention of Black students, transfer of leadership within student groups (succession planning).

ASI, in collaboration with **Athletics** and Coyote Dining, provided a "Student VIP Section" at the men's and women's basketball game on January 10th as our Coyotes played against CSU Monterrey Bay. This served as an opportunity to engage more students to attend athletic games throughout the academic year. From 5:30 – 9:30pm, over 300 students participated and enjoyed complimentary hot dogs, drinks, a photo booth, face-painting station, and opportunity drawings.

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STUDENT SERVICES

The **Career Center** collaborated with 15 campus departments and 3 community partners to host the Inaugural 2019 Career Symposium. The symposium's purpose was to empower students by leveraging CSUSB's premiere services and programs offered through the Career Center and campus-wide partners. The morning kickoff featured a keynote address by Richard Montanez, creator of Flamin' Hot Cheetos. This was the first large scale Career Center event that featured Academic Affairs to speak on the Office of Undergraduate Studies and their initiatives, the impacts of GI2025 and the quarter to semester transition. The symposium featured five, thirty-minute student sessions and six, forty-five-minute staff/faculty sessions. Students were able to learn about Career Center services, internship information, how to choose a major and career, and the fundamentals about mentoring.

The career counseling team launched the College specific drop-in program in which each counselor provides career counseling within the colleges for 2-4 hours weekly. Counselors interact with students after they meet with the academic advisors or faculty members to inquire about career-related questions such as resumes, cover letters, major exploration, and job/internship searches. This program evolved from the collaboration among the College Student Success Teams to increase promote and increase accessibility of **Career Center** services to students and build strong partnerships with staff/faculty within the colleges.

The **Career Center** hosted Western State College of Law's informational session on January 30th. The session provided 25 students in attendance with best practices on completing law school admission applications. All students in attendance also received access to no-cost LSAT practice tests and materials in order to help them better prepare for the entrance exam. Western State College of Law offered an exclusive on-site tour to all 25 students attendees.

The **Undocumented Student Success Center** hosted the first meeting of the Immigrant Parent Rising Institute. During this meeting, activities to assess the level of knowledge of the participants. The goal of the first meeting was to serve as a guide as far as the resources and workshops we will provide. For this initial session we had 12 parents participate.

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Faculty Evaluation FAMs Renumbering and Retitling

CURRENT		PROPOSED
651.7: Revisions to the procedures for the election of department/school evaluation committees		652.1: Evaluation of tenure-line faculty
		652.2: Evaluation of lecturers
652.3: Procedures and criteria for performance and periodic evaluation. Vol. IV: Coaching faculty. Annual coaches evaluation process		652.3: Evaluation of student services professionals-academic related (SSPs/AR?)
652.4: Procedures and criteria for performance review and period evaluation. Vol. I: Instructional faculty		652.4: Evaluation of library faculty
652.45: Procedures and criteria for performance review and periodic evaluation. Vol. II. Library faculty		652.5: Evaluation of coaching faculty
652.46: Procedures and criteria for performance review and periodic evaluation Vol. III: Student services professionals, academic related.		652.9: Election of department valuation committees (revise it into 652.1?)

TITLE OF POLICY

FAM XXX

Purpose and Scope

Every policy document must have this section to describe its purpose and possibly scope as well. Depending on the policy, the Purpose and Scope section may be brief. It may also be lengthy, including information such as:

1. Background for the policy
2. The connections between the current policy and other policies such as
   A. Federal and state statutes; and
   B. University policies and regulations outside the FAM such as
      I. The CBA
      II. CSU Executive orders
      III. CSUSB policies
   C. Other policies in the FAM

Definition

This section is optional. It appears when the policy includes terms and/or acronyms that are believed not in common knowledge of the university community.

The FAC and EPRC are currently debating if a definition policy should be created. If such a policy comes into being, the Definition section will be intended for terms that are not found in that document.

Policy Statement

This section is the most important part of the policy and must be present in all policies. It states as clearly as possible the major elements of the policy.

Procedure and Process

This section is optional, although most polices would probably have it. It is meant to specify the implementation of the policy, including information such as

1. The committee (responsible for implementation)
   A. Eligibility of committee members
   B. Selection process for the composition of the committee.
      I. Nomination
      II. Election
2. Timeline
3. Other

Other Sections

A policy document can have as many sections as needed. However, these additional sections should *not* duplicate information that is included in earlier sections. For example, if a policy has a sunset time, a section may be created for it if (and only if) it is not clear in the Purpose and Scope section.

Approved by the Faculty Senate on date
Approved by the President on date

First created by XXX, Month year

Revised by XXX, Month year

Renumbered from FAM XXX to FAM XXX, Month year

For the entire document:
- Strive for clarity, precision, and succinctness.
- Use Times New Roman throughout.
- No **bold-face** should be used except for the title and section headings.
- No underline should be used except for electronic links or email addresses.
- No other color than black should be used except for electronic links or email addresses.

Use *italics* for emphasis (not **bold-face** or underline)

Based on actual signatures kept by senate staff

Use as few and as many lines as needed.

Page numbering:
- Beginning from 2nd page.
- Appearing at bottom center.

POLICY ON GRADUATION WRITING ASSESSMENT

REQUIREMENT FOR GRADUATE STUDENTS

FAM 841.97

Purpose and Scope

This document sets forth the policies and procedures for assessing graduate students' writing proficiency to ensure that they fulfill California State University's Graduation Writing Assessment Requirement before they are granted a graduate degree.

Definition

1. *GWAR:* Graduation Writing Assessment Requirement for graduate students.
2. OGS: Office of Graduate Studies.
3. *Student*: a matriculated student enrolled in a CSUSB master's or doctorate program.
4. *The Program*: the college, department or program from which the student will receive the graduate degree.

Policy Statement

The GWAR must be satisfied before a student graduates from the program in which s/he is enrolled.

The GWAR shall be satisfied by one of the following options.

1. Take a writing intensive course with a grade "B-" or better. The program is required to obtain the approval of the OGS for this option by submitting to OGS a syllabus of the course.
2. Obtain an acceptable standardized test score, such as the Analytical Writing subtest of the Graduate Management Admissions Test (GMAT) or the Graduate Record Examinations

(GRE). Both the acceptable score and the type of test shall be determined by the program.

3. Complete a program-specific writing intensive course with a grade "B-" or better.

4. Receive a passing score on a rigorous academic paper or papers. The paper(s) shall be evaluated in the following four areas:

   A. Integration/Critical Analysis
   B. Content/Organization.
   C. Style/Format.
   D. Grammar/Usage

   The program shall determine how many papers shall be required and who shall evaluate the paper(s).

5. Complete a writing intensive thesis, comprehensive exam, or culminating project.

The program shall have a remediation mechanism for students who do not satisfy the GWAR on their first attempt. The program shall specify the maximum number of attempts that students are allowed to satisfy the GWAR.

The program shall file its GWAR option (1 through 5 above) and remediation mechanism with the OGS for approval before implementation. The program shall provide the OGS with annual aggregate student GWAR performance data.

If a student transfers to a different program, the program to which the student is transferring to has the right to accept or decline the student's GWAR from the previous program.

Approved by the Faculty Senate on   _____
Approved by the President on   _____

First created by Graduate Council, 2015
Revised by Graduate Council, February 2019

Academic Affairs
Faculty Senate

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Approved by the Faculty Senate on _____
Approved by the President on _____

First created by <u>Graduate Council, 2015</u>
Revised by <u>Graduate Council, 2019</u>

POLICY ON GRADUATION WRITING ASSESSMENT

REQUIREMENT FOR GRADUATE STUDENTS

FAM 841.97

Purpose and Scope

This ~~Writing Requirement for Graduate~~ document sets forth ~~outlines~~ the policies and procedures for assessing graduate ~~master's~~ students' writing proficiency to ensure that they ~~preparatory to classification or advancement to candidacy~~ to graduate with a post-baccalaureate degree ~~serving as a set of criteria for a CSUSB master's program to determine that a master's student has~~ fulfille California State University's Graduation Writing Assessment Requirement ~~graduation entrance writing requirement~~ ~~for graduates of master's candidates~~ master's and doctoral degree programs before they are granted a graduate degree.

Definition

1. G*WAR:* Graduation Writing Assessment Requirement for graduate students.

2. OGS: Office of Graduate Studies.

~~1.~~3. *Student*: a matriculated student enrolled in a CSUSB master's or doctorate program.

~~2.~~4. ~~In the following, "t~~*The Program*:" ~~refers to~~ the cCollege, dDepartment or program from which the student will receive the graduate ~~master's or doctoral~~ degree.

Policy Statement

~~This Writing Requirement for Graduate Candidacy (WRGC)~~The GWAR ~~applies to~~

graduate graduate students enrolled in doctoral and master's programs. The writing requirement must be satisfied before a graduate student is classified or advanced to candidacygraduates from the program in which s/he is enrolled. (The point at which the WRGC must be satisfied shall be a Program decision.)

The GWAR shall be satisfied by one of the following options.

1. Take a writing intensive course with a grade "B-" or better. The program is required to obtain the approval of the OGS for this option by submitting to OGS a syllabus of the course.

1.2.   Obtain an acceptable standardized test score, such as the Analytical Writing subtest of the Graduate Management Admissions Test (GMAT) or, the Graduate Record Examinations (GRE)), or the CSUSB Writing Requirement Exemption Examination (WREE). Both the acceptable score and the type of test shall be determined by the program.

2.3.   Complete a program-specific writing intensive course with a grade "B-" or better.

3.4.   Receive a passing score on a rigorous academic paper or papers. The paper(s) shall be evaluated in the following four areas:

    A. Integration/Critical Analysis
    B. Content/Organization.
    C. Style/Format.
    D. Grammar/Usage

    The program shall determine how many papers shall be required and who shall evaluate the paper(s).

5. Complete a writing intensive thesis, comprehensive exam, or culminating project.

The program shall have a remediation mechanism protocol for admitted graduate students who do not satisfy the GWAR on their first attempt. The Pprogram shall specify the maximum number of attempts that students are may be allowed to satisfy the GWAR.

The Pprogram shall file its respective GWAR option (1 through 5 above) and remediation mechanism protocol with the Office of Graduate Studies (OGS) for approval before . Uponimplementation. approval, tThe pProgram shall provide the OGS with annual aggregate student GWAR performance data.

If a student candidates seeking to transfers to a different program at CSUSB, the pProgram to which the studentcandidate is transferring to applying has the right option of accepting or not to accept or decline the student's accepting a candidate's GWAR from the previous program. a previous program.

~~The policy will go into immediate effect. Programs that gain approval for their GWAR plan may specify for which admission cycle candidates shall be held to the Program's GWAR.~~rograms shall submit to the Office of Graduate Studies (OGS) notice of the candidates' satisfaction of the ~~WRGC~~GWAR, and the OGS will maintain a record thereof

Approved by the Faculty Senate on   _____
Approved by the President on   _____

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