

Academic Support and Student Services Committee (AS&SS)

Minutes

09/05/24

10:00 – 11:30am

Members attending:

Tiffany Tsantsoulas (Chair, A&H), Kristine Holloway (Vice-Chair, Librarian), Pratigya Sigdyaal (BPA), Leslie Kirstein (NSME), Elaine Correa (SSE), Janine Cornelison (Student Services Professional), Jose Villagran (At-Large), Nora Cisneros (At-Large), Ivonna Edkins (Staff Member), Marci Diaz (ASI Exec-VP), Sandra Bozarth (*ex-officio*, Dean of Libraries), Denver Fowler (*ex-officio*, AD Undergrad. & Graduate Studies), Mike Kwon (*ex-officio*, Director of ASI), Markel Quarles (*ex-officio*, VP-Student Affairs Designee), Steve Walsh (*ex-officio*, AVP of Enrollment Management designee)

- I. Call to Order (by Chair, T. Tsantsoulas)
- II. Approval of Minutes (First Meeting; No Minutes)
- III. Approval of Agenda
- IV. Discussion Items:
 - a. Selection of vice-chair: K. Holloway was selected
 - b. Note-taking: the committee decided to rotate each meeting and to use Zoom's AI summary feature for assistance
 - c. Volunteer to serve on taskforce to determine criteria for proposing new schools:
 - P. Sigdyaal volunteered and was assigned to the taskforce
 - Discussed the rationale for starting with the criteria for new schools rather than for new colleges. Concerns expressed about not prioritizing the creation of new colleges, especially regarding impact on the Graduate School's master plan. Chair will relay these concerns to the EC.
 - Question about the inclusion of an ASI student representative on the taskforce. Chair will relay response from EC.
 - d. Preliminary discussion on ITS survey for faculty on AI use:
 - The committee would like the survey to capture responses regarding: faculty access and use of AI tools, especially paid tools; generative AI use vs AI tools used for teaching, tracking; faculty labor-rights and intellectual property concerns; faculty use of AI tools in research; current AI policies in courses including citation

practices; how have faculty adjusted assessment in response to AI; have faculty thought about equity issues in crafting AI policies (ex. English-language learners receiving false 'positives' for AI use)

- N. Cisneros requested that ITS consider sharing the results of the survey with CFA

V. New Business:

a. Referral – Need for an Academic Testing Center (2024-2025 Referral #09)

- There is a need to collaborate with BPC on a future resolution, if warranted
- Committee is concerned with the lack of a student voice in the existing data we have assessing the need for a new and/or expanded academic testing center. M. Diaz and M. Kwon will work with ASI to produce a survey to assess student demand/need. The committee suggested including questions about the availability of make-up tests, use of our current testing center, feelings or worries about being made to use a testing center, use of off-campus sites for tests (graduate, professional, etc.)
- Confirmed that the information we currently have indicates that the existing testing center does not have the capacity to support any increased activity
- Potential benefits of a new testing center: makeup exams, proctoring services, providing an on campus site for students to take state and other required exams that they currently take elsewhere (ex. Nursing students taking state exams), serving the wider community, generating revenue by hosting external tests,
- Concerns: will faculty members be present to support students taking tests/exams, can we ask students to sit exams outside of class hours, would a new center support students in need of accommodations, would a new center support AV students