

Academic Support and Student Services Committee (AS&SS)

01/22/26

10:00 – 11:30am- BPA 134 Conference Room

Meeting ID: 867 8320 2616

<https://csub.zoom.us/j/86783202616>

Meeting Minutes

Committee Members: Leslie Kirstein (Chair, NSME), Kristine Holloway (Librarian), Carol Dell' Amico (A&H), Jing Wang (BPA), Yvette Morones (Staff Representative), Janine Cornelison (Student Services Professional), Kristi Chavez (Dean of Library Designee), Ruth Miles (At-Large), Jennifer Mabry (AVP for Enrollment Management), Emelia Reed (ASI Executive VP), Mike Kwon (Executive Director of ASI), Craig Harnetiaux (SS&E), Alberto C Cruz (At-Large), Markel Quarles (VP for Student Affairs Designee) Lou Montano (Director of the Testing Center).

I. Call to Order (10:05)

II. Approval of Agenda (10:07) with consideration to address new business (Referral #41) prior to continued discussion on Referral #26 and #33.

III. Approval of Minutes (11/13/25)

IV. Old Business- Resolutions off for review with AAC or Executive Committee

- a. Resolution Draft: Academic Standing Policy Update Summer Disqualification
- b. Resolution Draft: Readmission Requirements Following Academic Disqualification
- c. Resolution Draft: Policy on Use of Informational Banner Space in Canvas

V. Old Business

- a. Resolution Draft: PERC Timing
 - i. Edits to resolution clarified by Alberto Cruz
 - ii. Updates on restructuring of SASEM provided by Jennifer Mabry include the movement of catalog, registration, schedule, and curriculum back under the division of Academic Affairs.
 1. Committee discussed the ongoing need for a policy/procedure related to PERC Timing regardless of the division it is under. Notes for final edits were made in order to send off the resolution to AAC as a joint referral.

VI. New Business

- a. Referral #41 AS&SS Membership-Bylaws Change

- i. Request from IT and referral reviewed, committee unanimously agreed that adding the CIO as a non-voting member would enhance the work of the committee due to the expertise and knowledge the member would bring to the table.

VII. Old Business Continued

- a. Referral #26 Inventory of Automated Decision-making Software for the Classroom
 - i. Discussion about inventory purposes, awareness of FERPA, and protecting student rights (Albert Cruz).
 - ii. Concerns that the CO embarked on AI endeavor and might possibly already be working on this, are we duplicating work without knowing (Carol Dell' Amico).
 - iii. Kristi Chavez highlighted the need for clarification on what the referral is specifically asking the committee to do and recommended we invite members from the AI committee to meet with AS&SS.
 - iv. Kristine Holloway wants to ensure that whatever work we are doing with AI and software decisions we are transparent with students.
 - v. Committee collectively agreed we need more information on the referral and what other committees on campus are doing with this topic prior to any further action. Chair will invite Chris Diniz to next meeting.
- b. Referral #33 Academic, Curricular, and Student Support Software Concerns
 - i. Specific issues the committee identified:
 - 1. Workload issues (Qualtrics data support)
 - 2. What are instructors currently using?
 - 3. Procurement of software and processes surrounding this
 - 4. Costs to CSU
 - 5. Can we add senate representation to ITC for a better understanding of the work currently being done with software concerns.

VIII. Open Forum – No discussion

IX. Adjournment (11:05)