

Academic Support and Student Services Committee (AS&SS)

02/05/26

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 (10:06) unable to log in to conference room computer.

II. Approval of Agenda (10:08)

III. Approval of Minutes (01/22/26)

IV. Old Business

- a. Resolution Draft: Academic Standing Policy Update Summer Disqualification- sent to AAC for review.
- b. Resolution Draft: Readmission Requirements Following Academic Disqualification- sent to AAC for review.
- c. Resolution Draft: PERC Timing- sent to AAC for review.
- d. Resolution Draft: Policy on Use of Informational Banner Space in Canvas- sent to EC for review.
- e. Referral #41 AS&SS Membership-Bylaws Change
 - i. Reviewed Resolution with no corrections recommended
 - ii. Reviewed revised bylaws to match resolution, no additional corrections recommended

V. Lockdown Debrief

- a. The group discussed concerns about recent campus lockdowns, including unclear communication and potential security issues. The group expressed interest in learning more about the situation and law enforcement's involvement.

VI. Guest Speaker: Chris Diniz (Time Certain 10:45)

- a. Referral #26 Inventory of Automated Decision-making Software for the Classroom
 - i. Chris Diniz, Chief Information Officer, ITS, attended to provide clarification. Mr. Diniz explained that the state requirement is focused on reporting and inventorying AI and automated decision-making tools rather than determining whether such tools are permitted. He stated that the reporting process depends on units and individuals providing information to ITS, because ITS can only report what it is made aware of through existing channels. He described current tracking mechanisms through ITS Solutions Consulting and procurement workflows for centrally purchased tools and noted that individual use outside of these channels may not be captured. Committee discussion focused on the importance of transparency when AI tools may affect student grades, including the possibility of disclosure through course syllabi when AI is used for grading or assessment-related functions. Members raised concerns about the appropriateness of AI for evaluating written work and other higher-stakes grading tasks without meaningful human review. The committee discussed the need to avoid duplication of work with other AI-related groups while still meeting the referral's charge and noted that the referral itself emphasizes review of state requirements and inventory processes. Mr. Diniz indicated that ITS can provide examples of guidance documents and practices from other CSU campuses and professional organizations. He stated that ITS will prepare draft recommendations for a reporting and inventorying approach, informed by the AI Steering Committee and faculty representation, and provide them to AS&SS for review at the committee's next meeting cycle (two weeks). The committee agreed to review the draft recommendations upon receipt and determine whether a Senate resolution is needed.
- b. Referral #33 Academic, Curricular, and Student Support Software Concerns
 - i. The committee reviewed Academic Senate Referral #33 requesting that AS&SS discuss academic, curricular, and student support software needs with ITS, including rising costs and examples such as Slack versus Zoom Chat or MS Teams, and Qualtrics, and to consider shared governance consultation structures for software selection. Mr. Diniz provided an overview of current

budget pressures and the broader market context, noting that software pricing increases have accelerated in recent years and that vendors are shifting licensing models. He clarified that ITS does not dictate which tools individuals must use; rather, ITS supports and centrally funds a limited set of tools based on institutional priorities established through shared governance processes. He described the Information Technology Committee (ITC) as the primary governance body that evaluates centrally funded tools and recommends priorities, with subcommittees formed from active users to review options and impacts. Mr. Diniz shared that Slack, Zoom Chat, and Teams are currently under evaluation through a user-based committee that includes staff and faculty representation, and that recommendations will be routed through ITC. He noted that discontinuing central funding for a tool does not necessarily mean a tool is prohibited; departments may continue to use a tool with local funding, and ITS may provide best-effort support depending on capacity and feasibility.

- ii. Committee members discussed the importance of ensuring that software decisions account for instructional, student support, and research impacts in addition to cost. Members raised concerns about campus communication and the need for clearer mechanisms to understand which tools are actively used across units, particularly for cloud-based tools not installed on university devices. Mr. Diniz stated that ITS can identify usage of enterprise-managed tools, and that procurement records can assist in identifying many additional purchases, though individual purchases outside university procurement channels may not be visible. The committee discussed the potential value of improving representation and communication between ITC and shared governance. Mr. Diniz stated that he is open to adding Academic Senate representation to ITC without removing college representation and noted that filling committee seats can be challenging; he indicated he will recommend adding Senate representation in an additional capacity. Mr. Diniz agreed to draft a memo with recommendations responsive to Referral #33 and provide it to AS&SS within the next meeting cycle (two weeks), after which the

committee will review and determine whether to advance recommendations through a Senate resolution.

VII. Open Forum- No further discussions

VIII. Adjournment- 11:25