

Academic Support and Student Services Committee (AS&SS)

Minutes

02/09/23

10:00-11:30

<https://csub.zoom.us/j/88364812000?pwd=bDQwajRBZHRBZ2doMU53a3VjNXQ1QT09>

Meeting ID: 883 6481 2000 Passcode: 740227

Members Attending:

Dr. Alicia Rodriguez (Vice-Chair A&H), Dr. Antje Lauer (NSME)
Dr. Monica Ayuso (At-Large), Dr. Melanie Taylor (At-Large),
Dr. Pratigya Sigdya (BPA), Prof. Matt McCoy (Librarian), Steve Miller (Staff Member), Maria Espinoza (*ex-officio*, ASI Exec-VP), Sandra Bozarth (*ex-officio*, Dean of Libraries), Jennifer McCune (*ex-officio*, Registrar), Katrina Gilmore representing Dr. Markel Quarles (*ex-officio*, VP Student Affairs), Mariela Gomez (Student Service Professional), Dr. Denver Fowler (*ex-officio*, AD Undergrad. & Graduate Studies)

Guests Attending: Dr. Vernon Harper (Provost); Alex Slabey (Instructional Designer, TLC)

Members excused: Dr. Elaine Correa (Chair)

- I. **Call to Order:** 10:01 am, by Dr. Alicia Rodriguez.
- II. **Approval of Minutes**
Motion to approve: Antje Lauer; seconded: Matt McCoy
- III. **Approval of Agenda**
Motion to approve: S. Miller; seconded: M. McCoy
- IV. **Old Business**
 1. Discussion on the need for the director of advising (Referral # 21)
 - o The executive committees decided to split the advising committees' referrals into two parts: the structure of advising and the director of advising. The discussion on February 9 only centered around the need for a director of advising.
 - o Dr. Harper expressed his strong support for the director's position. From his perspective, the director would voice resource requests, advocate on behalf of advisors, and resolve to advise issues by working closely with the office of the Provost, faculty, and advisors. The director position will allow CSUB to sit at the table in the systemwide Council of advising directors.
 - o The current position will be for an interim director of advising, where only internal candidates will be considered. For the permanent director's position, a national search will be conducted later.
 - o The salary for the position will be paid from the mix of state allocation and tuition fees. This current MPP position is not a new line. Hence, there will be no net increase in administrators or MPPs.
 - o The director will consult with faculty regarding advising. However, the office will not issue any policies that will instruct faculty on how to advise students.

- The committee decided to postpone voting on the director of advising proposal till the next meeting. There was also a discussion on the director of advising and whether the faculty's vote mattered on the issue.
2. Change to the terminology of Academic Probation (Referral# 18)
 - The second reading will take place in the Senate in the upcoming meeting.
 3. Testing Center (Referral #28): No progress yet
 4. Accessible Technology Initiative: Referral #19
 - The goals and success indicators for Accessible Technology Initiative have changed over time by the Chancellor's office. However, Appendix K in the University's Handbook has not been updated. The task is to compare the goals against appendix K to see what needs to be updated. Another task is to identify indicators and the progress of the goals.

V **Adjourn:** 11:29 am.