EAB Agenda  
**Thursday May 11, 2017**  
11-Noon HUM 484  


New Business
- Department Mission Statement (for EAB ratification) and Draft PLOs (FYI):
  - Attachments

  - 11:03 – Meeting started
    - Quick review of mission statement
    - We’d like to go to the department meeting on 5/26 with an approval from EAB

  - SGS – 4 different templates of assessment reports for annual reports
    - One is “Do you have an M.S.?”
      - Does it reflect the values of SFSU? Etc…
      - Does it meet criteria for undergraduate students? Etc…
    - Due on 5/26 but since our dept. meeting is on 5/26 we have asked for an extension.
    - Next year we will submit draft PLOs for assessment report

- There’s an interest in PROCESS
  - How do discussions proceed?
  - Who is involved?

- Following round of assessment
  - Are we assessing the mission statement/PLO? How?

- Teagle meeting is tomorrow – any feedback, can we take that to Teagle
  - L. Stec is editing adjustments

- SGS discussed the new website format (Summer) – Images of faculty and how that will work, etc.

- Affirmed: The mission statement is approved with these changes
  - SGS Guide department Chair re: EAB – our bylaws don’t stipulate everything, e.g. do we take this Mission Statement to the full faculty for vote, or can EAB approve this? Does this need to go to a full vote?
  - Discuss – Issues affecting certain constituents (l/t or lecturer) often go to those groups for a vote. Those are usually accompanied by information sessions (e.g. RTP criteria/lecturer assessments, etc). OR election ballot or vote at dept. meeting.
  - Teagle members put the mission statement together – so already good representation
  - Vote is simple majority = quorum
  - One option – send this mission statement out to everyone ahead of 5/26 meeting and then take a vote on 5/26 in person. If there is a quorum, then we’re good but no time for info sessions
If there’s no quorum then we can discuss at May meeting and vote in early fall instead.

DECIDED – We will send it out ahead of the 5/26 meeting, then vote in person on 5/26.

- PLOs (draft) – 6
  - These are FYI – No action needed at the moment.
  - Bracket items are from the other department which use such language.
  - (LP – Check online version re: highlighting etc.)
  - Any thoughts or comments so far?
    - Discuss language fine points.

- Staring in Fall, Courseleaf will be used for any curricular changes (including new course proposals).
  - This system will be able to communicate changes from across the university (cross-listed, etc.) and call for consultation & feedback where appropriate.
  - This will also allow faculty who’ve initiated course proposals to see where the proposals are in the food chain.
  - This new system necessitates a change in our by-laws.
    - Right now, faculty who are proposing courses go through UCC.
    - Courseleaf starts with AOC/Dept. Chair – We have requested a change, we want it to begin with the faculty member.
    - PROPOSAL – reconstitute UCC to be English Curriculum Committee (ECC) so that it may consider undergrad AND grad courses.
    - This does NOT have to go to a dept. vote.
    - All grad program coordinators will be on committee and it will be assumed that any new course proposals will have already gone through the coordinators.
    - Is this just more work for the grad coordinators? It will likely meet only when it has work to do.
    - Probably a very good idea because it will involve more people at a more central level.
  - VOTE: Reconstitute UCC as ECC – Unanimous.

Old Business
- Collaborative Faculty Commons Site (next steps)
- John Holland – Lecturer problem – revisiting the closed website for discussion – we discussed last Fall.
  - Lots going on with lecturers
    - Shifts in pedagogy.
    - Hybrid courses and grants.
    - Zoom conferences are hard to get together.
    - Webinars weekly all semester.
    - Discussions and questions to follow are what we’re investigating.
    - iLearn doesn’t work for discussion.
  - John’s had success using Box-BUT it’s only storage and file-sharing.
- Slack (Independent App)
- We’ll be running a to see how effective it is for discussion. Works almost like IM, you can add attachments, etc…
- We’s like to rent the program, train, etc…
- SGS Proposes: since we have trial set up, can JOHN come to our first EAB meeting in Fall to show us how it works. PRESENTATION

- Review and discuss various communication modes

- End-of-Spring Department Meeting: Friday May 26, 10am-11
  - Grad and Undergrad speakers
  - Sarita will be speaking/Poem
  - Linguistics BA student’s names – Have Paul Morris read?

- Fall Meeting: Tuesday August 22, noon-1:30