

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

Attending: P. Abeywickrama, S. Arriaga, B. Christmas, S. Goen-Salterm J. Holland, J. Lederer, N. Lindeman, D. Olsher, L. Stec.

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 (t/tt or lecturer) often go to those groups for a vote. Those are usually accompanied by information sessions (e.g. RTP criterialecturer 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
- Starting 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