

Meeting Minutes

Meeting Subject:

Academic Affairs Council

Meeting Organizer:

Cynthia Jowers

Start Date:

4/11/2006

Start Time:

9:00 AM

Location:

Sue Jameson Room

End Date:

4/11/2006

End Time:

12:00 PM

Agenda Items

1 Announcements

Owner:

Eduardo Ochoa

Progress:

Completed

Notes

- a. Katharyn Crabbe - Seawolf Day was a splendid success.
- b. Carol Blackshire-Belay - CSU Campus Peer Review Visit on October 16, 2006
- c. Elaine Leeder - New Student Convocation on Monday, August 21, 10:45 AM-12:00 PM
- d. Elaine Leeder - Jerry Fowler will be speaking today at 4:00 PM about the crisis in Darfur in Sudan. It's an honor for us to have him.
- e. Katharyn Crabbe - A campus-wide announcement went out about Chuck Rhodes' promotion.

2 Promoting University-wide Engagement with the Academic Mission

Owner:

Eduardo Ochoa

Progress:

Completed

Notes

- a. Elaine Leeder - The Black Student Graduation, May 26, please come in regalia and bring your faculty. Details to come.

3 IT Update

Owner:

Sam Scalise

Progress:

Completed

Notes

Delete old e-mails. There is twice as much e-mail on the server from just a year ago. Referred to the handout "Mail Cluster - Aggregate Load." Plan to

move to new WebCT over the summer and essential training in the fall. Referred to the handout "IT Computer Labs, Reserved Lab Hours by School, February 2005-February 2006." Bruce Carpe is working to coordinate smart classrooms with the scheduling process. IT does not maintain an inventory of workstations, but we need to develop a system to track workstations for the four-year refresh program.

4 **Fall 2001 Through Fall 2006 (Projected) GE Enrollments**

Owner:

Eduardo Ochoa

Progress:

Completed

Notes

Referred to handout "Fall 2001 Through Fall 2006 (Projected) GE Enrollments." The projected demand and shortages in GE are shown. Be aware of a possible under-estimation of remedial need.

5 **SFR**

Owner:

Rose Bruce

Progress:

Completed

Notes

Referred to handout "SSU Department SFR Compared to CSU SFR 2000-2004," as the data to be used by everyone, along with an average differential for each of the disciplines. Using Z scores helps differentiate between random noise and real blips. The Art SFR is combined. Cross subsidizing will be examined between Art Studio and Art History. SFR is consistently affected by meeting or not meeting target--campuses that don't meet target have lower SFRs.

6 **Program Review Data Location**

Owner:

Rose Bruce

Progress:

Completed

Notes

Referred to handout "SSU Program Review Basic Statistical Data," and demonstrated web location for Department Enrollments and Student-Faculty Ratios on the Institutional Research web page.

7 **Research and Sponsored Programs Policy Revisions**

Owner:

Tony Apolloni

Progress:

Completed

Notes

Referred to two proposed campus policies "Animal Care and Use" and "Cost Sharing," that are ready to be agendized for the Academic Senate.

8 **Proposal Endorsement Form
Signature Assurance**

Owner:

Tony Apolloni

Progress:

Completed

Notes

Referred to the handout "PEF Signatory - Responsibilities/Assurances." Before signing proposal endorsement forms, be aware of these assurances, and involve School AMs.

9 **Department Chair Description
Update**

Owner:

Bill Houghton

Progress:

Completed

Notes

Forward comments to FSAC via e-mail to Laurel Holmstrom, Academic Senate Office.

10 **Provost's Spring Address on May 9,
2006, 3:30-5:00 PM, The Commons**

Owner:

Carol Blackshire-
Belay

Progress:

Completed

Notes

Forward your report of accomplishments via the e-mail template to Vice Provost Blackshire-Belay. These reports will also be used for the campus annual report due in August.
