

Academic Support and Student Services Committee (AS&SS)

11/13/25

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** (10:00)
- II. **Approval of Agenda** (The agenda was reviewed and approved without revisions 10:04)
- III. **Approval of Minutes** (10:06)
- IV. **Old Business**
 - a. Resolution Draft: Academic Standing Policy Update Summer Disqualification
 - i. The committee continued its discussion of eliminating summer disqualification from the Academic Standing Policy.
 - ii. Key points:
 1. Agreement that summer disqualification is inequitable due to the compressed timeline between summer grades posting and fall enrollment.
 2. Members affirmed the intent to fully remove summer DQ from policy, regardless of the number of students affected, as the goal is a more equitable academic process.
 3. No further data request will be made to Dr. Adams.
 - iii. The committee revisited extensive discussion from prior meetings regarding readmission criteria, originally embedded within the summer DQ referral.
 1. Discussion highlights: Members confirmed the need to separate the Readmission Policy from the Summer DQ resolution.

2. Consensus that existing readmission criteria are overly complex and differ between lower-division and upper-division students.
3. Concerns were raised regarding:
 - a. The one-year stop-out requirement for upper-division students.
 - b. The risk of losing students permanently during a full-year separation from the university community.
 - c. Unique challenges for AV campus students, particularly in the 2+2 Computer Science program, where courses may be offered only every two years, turning a one-year stop-out into a two-year delay.
 - d. Advisors emphasized the importance of clarity in evaluating “academically rigorous coursework.” Existing policies use this phrase without definition, leading to inconsistent interpretations.
 - e. The committee agreed to develop a separate resolution aligning CSUB’s process more closely with Fresno State’s two-pathway model (one-semester stop-out with successful coursework OR two-semester stop-out without coursework requirements).
- b. Resolution Draft: Policy on Use of Informational Banner Space in Canvas
 - i. Add the word “Campus” in front of Canvas Support for clarity.
- c. Resolution Draft: PERC Timing
 - i. Clarify that the “initial PERC run” applies only to students identified through the initial report, not students added later.
 - ii. Replace rigid deadlines (“10 days,” “3 weeks”) with more realistic language:
 - iii. Add language “no later than two weeks prior to the start of the semester.”
 - iv. Add language “ideally one week prior to the start of the semester.”
 - v. Add requirement that the Registrar’s Office notify PERC designees when end-of-term grade processing is complete.

- vi. Add explicit language stating: “Students should not be dropped without first meeting with an advisor.”
- d. Referral #26 Inventory of Automated Decision-making Software for the Classroom
 - i. Chair Kirstein will contact the Ethical Use of AI Group, Dr. Solano’s Instructional Materials Group, and ITS to identify existing inventories or data.
 - ii. Members discussed developing a survey on AI and automated decision-making software use but postponed a firm decision pending review of last year’s ITS data.

V. **New Business**

- a. Referral #33 Academic, Curricular, and Student Support Software Concerns
 - i. The need for a transparent approval and review process for software tools used in academic contexts.
 - ii. FERPA implications and potential ethical issues tied to AI-driven or surveillance-oriented applications.

VI. **Open Forum:** No additional items were raised at this time.

VII. **Adjournment:** 11:27