



MINUTES OF MEETING: Monday, April 22, 2024

PRESENT: Christopher Harris (A&L); Adelaide Doyle-Nichols (CoE); Curtis Wang (ECST); Catherine Haras (Executive Secretary, Non-voting); Jeff Suarez-Grant (DAT, Non-voting); Sierra Cordova (HHS); Jeffrey Lam (ITS, Non-voting); Elizabeth Miller (NSS); Kathryn Hillstrom (EPC Liaison); Sheree Fu (LSA); Yalan Feng (B&E);

EXCUSED ABSENCE: N/A

ABSENT: (College of Ethnic Studies); (ASI Undergraduate Student); (ASI Graduate Student Representative)

1. **Call to order:** 12:18 PM
2. **Approval of the agenda:** *C. Harris* M/S/P
3. **Approval of minutes of April 8, 2024:** *S. Cordova* M/S/P
4. **Announcements:** *C. Harris:* Event on AI policy co-sponsored by the Council of Writing program administrators.
5. **Reports:**
 - a. **CETL/DAT:**

J. Suarez-Grant: Clarified that the AI detection tool in Turnitin had been unintentionally activated for the past four weeks due to a free extension included in a renewed contract, which was not communicated to the campus; Shared about the development of an AI resource webpage.

C. Haras: Discussed solicitation of feedback from faculty on course modalities, and preparation for accessible course offerings for the fall semester.
 - b. **ITS:** N/A
 - c. **EPC:** N/A
6. **Intent to Raise Questions:** N/A

Old Business:

7. **Updated LMS Course Access Draft:** Committee approved the draft of “Policy Modification: LMS Course Access in Emergencies” and moved forward to EPC.
8. **Smart classroom technology survey report:** *J. Suarez-Grant:* Introduced a survey report created using Qualtrics about classroom technology upgrades and demonstrated how responses were coded and reflected in the report’s data visualizations. Committee was encouraged to review the survey and consider making general recommendations or turning the report over to ITS for further action.

New Business:

9. **Open Access Task Force Proposed Policy Feedback:** Committee reviewed OA Policy and forwarded follow-up questions to the Academic Senate.
10. **Action Items:** N/A

Adjournment: 1:15 PM