

**CALIFORNIA STATE UNIVERSITY, NORTHRIDGE**

**EDUCATIONAL RESOURCES COMMITTEE**

---

MINUTES OF MEETING 9/11/07 APPROVED BY COMMITTEE

Sub. To Exec. Comm. \_\_\_\_\_ Approved by Exec. Comm. \_\_\_\_\_

Sub. To Acad. Senate \_\_\_\_\_ Approved by Acad. Senate \_\_\_\_\_

POLICY ITEMS \_\_\_\_\_

Members Present: Michael Barrett, Spero Bowman, Bonnie Campbell, Sandra Chong, James Dow, Doris Helfer, Jerry Schutte, Steven Stepanek, Veda Ward, Paul Wilson, Loretta Winters. Minutes: S. Rife.

Absent: David Wakefield

Guests: Steve Fitzgerald

1. Approval of ERC's May 2007 Minutes

The minutes of September 11 2007, were approved as written.

2. Chair's Report

Included in the Statewide Senator's Report, below.

3. Statewide Senator's Report

Stepanek reported on the discussion items at the last CSU Academic Senate meeting, namely: the CSU remediation policy, Access to Excellence, strategic planning of international programs, doctoral programs, the Digital Marketplace, textbook affordability, academic drops/withdrawals/incompletes; fees for professional Business programs, the Collegiate Learning Assessment, and lower division transfer patterns.

4. Executive Secretary's Report

Bowman briefed members on enrollment, stating that the campus is currently at 105% of target. The campus is anticipating a minimum increase of 2.5% next year; however, that number may change as the campuses enter into negotiations with the Chancellor's Office.

Bowman briefed members on the newly initiated Research committee, which is charged with constructing a model that projects a relation between investment and results. Bowman noted that he will bring the Faculty Research and Creative Activity

Information Profile form to the next meeting for members' information, and also offered to share an analysis of released time costs.

Bowman noted that Academic Resources and IT are initiating a formal approach to standardizing classroom technologies. Bowman noted that Diane Stephens is taking the lead on the project and is currently tabulating the computer lab inventories received from the colleges. Stephens will share information with the committee as soon as it becomes available.

#### 5. Academic Technology Initiative (ATI)

Bowman distributed and discussed the Academic Technology Initiatives (ATI) brochures that were distributed last month to all college departments. Bowman noted that the ATI coordinators are gearing up to provide faculty with the necessary tools to build a strong knowledge base. While CECS staff are developing a tool to address compliance, Bowman noted that the coordinators are currently utilizing ACC-Verify as the campus standard. Members discussed the value of student involvement in the process, and Bowman expressed his willingness to speak with Associated Students. Stepanek noted that a student is currently involved with the CECS compliance project, and ultimately more will become involved as the AT and LMS initiatives move forward.

#### 6. Learning Management Systems (LMS)

Steve Fitzgerald provided an overview of the Learning Management Assessment which will focus on determining which features and functions faculty most often use and want in a LMS system. Fitzgerald asked members to encourage colleagues to participate in the on-line survey and upcoming forums, and also discussed the project's overall goal of improving student learning and scholarship. Schutte applauded that the assessment's focus is functionality rather than product identification, but noted that individuals should not lose sight of the current monopoly in the LMS marketplace. Members suggested informing faculty of the assessment via email; both directly and from the department chairs. The members cited no preference concerning the URL. Individuals wishing to experiment with the Moodle server should contact John Noga @ [jnoga@csun.edu](mailto:jnoga@csun.edu).

#### 7. ERC Focus, Function, and Role for 2007/08

Stepanek distributed and discussed a working list of possible discussion items for the upcoming year. Members suggested adding several items, including: workload planning and RTP credit, the 125% rule, computing resource issues, resource implications related to enrollment planning, and student expenses and fees. Members will contact Stepanek when they have updates on certain topics (D-Space, WASC, etc.), and the items will be agendized accordingly. Schutte requested that the list be posted to the updated ERC website.

The committee adjourned at 4:00 p.m. The next meeting is scheduled for Tuesday, October 9, in UN 211.