SAN JOSE STATE UNIVERSITY ACADEMIC SENATE
2018/2019
Agenda
October 15, 2018, 2:00 pm – 4:00 pm
Engineering 285/287

I.   Call to Order and Roll Call –

II.   Approval of Minutes: None

III.   Communications and Questions:
  A. From the Chair of the Senate
  B. From the President of the University

IV.   State of the University Announcements:
  A. CSU Faculty Trustee (by standing invitation)
  B. Statewide Academic Senators
  C. Provost
  D. Associated Students President
  E. Vice President for Administration and Finance
  F. Vice President for Student Affairs
  G. Chief Diversity Officer

V.   Executive Committee Report:
  A. Minutes of the Executive Committee –
      EC Minutes of September 24, 2018

  B. Consent Calendar –
      Consent Calendar of October 15, 2018

  C. Executive Committee Action Items –

VI.   Unfinished Business:

VII.   *Policy Committee and University Library Board Action Items (In rotation)*
  A. Instruction and Student Affairs Committee (I&SA):
  B. Professional Standards Committee (PS):
  C. Organization and Government Committee (O&G):
  D. University Library Board (ULB):
  E. Curriculum and Research Committee (C&R):

VIII. Special Committee Reports:
  A. University Budget Presentation by VP Faas
  B. Academic Affairs Budget Presentation by Interim Provost Joan Ficke

IX.   New Business:

X.   Adjournment:

Present: Frazier, Shifflett, Peter, Day, Sullivan-Green, Ficke, Marachi, Manzo, Faas, White, Mathur, Wong(Lau), Riley

Absent: Papazian, Lee

Guest: Hien Huynh, Bob Lim, Ed Hudson (Chancellor's Office)

1. The Executive Committee received a briefing on the Spirion cybersecurity software, which is to be installed on all CSU campuses. Ed Hudson from the Chancellor's Office was involved in the original RFP meet and confer process, and reported that the CSU needs the ability to pinpoint sensitive data. Audits have found some alarming data such as student records and tax information stored where it shouldn't be. The CSU has had more incidents of compromised data in the last year. With the Spirion software, we now have the ability to locate and flag sensitive data. The CSO must provide a biannual report to the Chancellor for each campus. Chair Frazier asked that responses to the remaining questions be emailed to him.

   Questions:
   Q: What type of data will be searched?
   A: At the Chancellor's Office a scan of the databases is done monthly.

   Q: Can this software be run at the CSU-level?
   A: No, only run by the CSO and the individual.

   Q: Can the "cloud" and Canvas be searched by Spirion?
   A: Canvas no, Dropbox yes. It looks at storage areas primarily.

   Q: What happens to information that is flagged?
   A: The security office at the campus is notified and so is the individual on whose computer the information is found.

   Q: When an analysis is done, what happens to the log or script?
   A: It is kept for 45 days and then erased.

   Q: What happens to the data that is flagged?
   A: The individual user has choices: deleting it or keeping it.

   Q: Does Spirion have a privacy policy?
   A: Spirion never gets the end user data.

   Q: Can Spirion look for a 9-digit number next to a name?

A: We are not allowed to search for more than six items at a time due to our union agreement. Spirion has the ability to restrict movement of data. Right now we are only locating and reporting on data.

Q: Human subjects data is very confidential and should not be shown to anyone. Will Spirion report what is found?
A: No one can see what is in your computer. It can only report the potential for six items. It will not reports SSNs.

Q: What is the rate for false positives?
A: There are some around IDs and SSNs.

Q: Is the name of the end user and potential SSNs the only data listed?
A: Yes, what is seen is something like, "5,000 SSNs in _____ area."

Q: This seems like a perfect tool for a hacker to collect enormous amounts of data. What is being done to prevent this?
A: We are looking at multiple security procedures to protect the campus. We are required to have application security. Other applications are actually more vulnerable: It is easier to send phishing emails than to compromise this data.

2. The Executive Committee minutes of September 10, 2018 were approved as amended.

3. The committee discussed and agreed to move the university reports to right after the President's report and allow five minutes for each report.

4. Policy Committee Updates:
   A. Professional Standards Committee (PS):
      The PS Committee will be bringing a Sense of the Senate Resolution on Information Privacy to the Senate for a final reading on October 1, 2018. PS also hopes to bring a first draft of a resolution on "bullying" by Dr. Alison McKee. The CSU has a system wide policy from 2016 that encouraged campuses to develop their own bullying policy. PS may draft a Sense of the Senate Resolution.

   B. Organization and Government Committee (O&G):
      O&G continues the work of updating the charges and memberships of all Senate committees. It plans to introduce an omnibus policy that would create a consolidated document with all that information, extracting charges and memberships from their previous policies. Discussion ensued on the advantages and disadvantages of this approach.

   C. Curriculum and Research Committee (C&R):
      C&R has found a number of policies on grading that need to be consolidated into a single policy. Right now we are in violation of EO 1100. The committee

discussed the need for both I&SA and C&R to work on this together to come up with a joint policy.

D. Instruction and Student Affairs Committee (I&SA):
I&SA is working on a policy related to military deployment. Also, I&SA was working on grading symbols for drops and withdrawals, but may put that on hold after the discussion earlier on the grading policies until further research is done on "who's in charge" of grading policies.

5. Administrator Updates:
A. From the VP for Administration and Finance (VPAF):
A revenue opportunity task force will be created to look for advertising opportunities where SJSU could raise some money.

Questions:
Q: Are we going to do anything about the scooters on campus?
A: We are thinking of trying something like the bike cages.
The city of San Jose is thinking of not allowing scooters on sidewalks which would mean they would be restricted to the road. The campus is basically all sidewalks.

Q: Have there been any serious injuries with scooters on campus?
A: A student ran into the MLK Library wall and suffered a concussion. A non-affiliate was killed this weekend off campus by a car. That person was not wearing a helmet.

B. From the Provost:
In response to a previous discussion: There shouldn't be five policies on grading on the campus. There is too much wiggle room if there are different policies. Undergraduate and graduate policies should be separate and clear to the entire campus.

C. From the VP for Student Affairs (VPSA):
Homecoming is coming up and there are some wonderful events scheduled including the "Fire on the Fountain" Thursday night.

Enrollment for fall was 35,333. This is down from last year where we were at 35,750. The VPSA is looking into where and why this movement has occurred.

Questions:
Q: Will the enrollment gap be eliminated in spring, or are we freezing enrollment?
A: The gap is related to international students. We are below 100 at right around 70. This is part of it, but there are a series of things to look at.

Q: When will the NSSE report be released?

A: It is released every two to three years, but I'm not sure where we are at in that cycle.

The VPSA may put in a referral to I&SA to look at the drop deadlines. We are way ahead of other schools in the CSU. The VPSA has asked Sharon Willey to look into this before he brings it to I&SA.

The VPSA is very concerned about meeting the basic needs of our students such as food insecurity and students that are couch surfing, etc.

Senate Bill 968 would establish a counselor to student ratio of 1 to 1,500.

Another notable piece of legislation is AS 1896, regarding sexual assault counselors.

There is also some talk about immunization requirements at the CSU level.

D. From the AS President:
The AS President has been hearing from many students whose progress reports are not up-to-date. The student thinks he/she is ready to graduate and gets a letter saying they are approved to graduate, but then gets a letter stating they need to complete one or two more units. The student then cannot get financial aid because he/she is not enrolled full-time. The committee discussed graduation worksheets that tell a student what is missing. Some students find the worksheets difficult to read.

AS is receiving a lot of complaints about the advising in the College of Science. AS has also received complaints that The Academic Advising and Retention Center has really bad customer service.

E. From the Chief Diversity Officer (CDO):
Investigations are done differently on different campuses. Nationally we are protected by executive orders. We do need to do a better job of prevention education. The office remains short-staffed.

The CDO has an open search for a diversity trainer.

6.   The meeting adjourned at 1:34 p.m.

These minutes were taken and transcribed by the Senate Administrator, Eva Joice, on September 24, 2018. The minutes were edited by Chair Frazier on October 2, 2018, and approved by the Executive Committee on October 8, 2018.

Consent Calendar   15-Oct-18

	Committee	Last Name/First Name	Zip	Term	Phone	College/Seat
ADD:						
	Student Evaluation Review Board	Arellano, Sandra	0128	2019	sandra.arellano1@gmail.com	1/Student
	Strategic Planning Steering Committee	Day, Patrick	0031	EXO	45900	C/Rep from President's Cabinet

	Committee	Last Name/First Name	Zip	Term	Phone	College/Seat
REMOVE:						
	Strategic Planning Steering Committee	Willey, Sharon	0031	EXO	45900	C/Rep from President's Cabinet

	Committee	Consent Calendar 7-Oct-18 Last Name/First Name	Zip	Term	Phone	College/Seat	
	IRB	Pinnell, Sabrina	0119	2020	45556	M/CoSS D/(CHaHS)	changed from 2021 on 10/9/18
	IRB	Rietz, Justin	0114	2019	45416	GONE AT	
	SERB	Wu, Wencen	0180	2020	44206	E/CoENG	
	International Programs and Students Committee	Cushing, Katherine	0107	EXO	45485	G/Dir. of Global Studies	
	IRB	Rietz, Justin	0114	2021	45416	M/CoSS	
	SERB	Eirinaki, Magdalini	0180	2020	43828	E/CoENG	
	International Programs and Students Committee	Davis, Kate	0107	EXO	45485	G/Dir. of Global Studies	