**AGENDA**

**OAA Working Group**

**September 19, 2012**

**Corbett Conference Room**

**Meeting Time: 10:00 – 12:00**

1. **Announcements**
2. **Reports**
   1. Scheduling Committee Update – Ken
   2. PREP Timelines Update – Jená
3. **Topic:** Lynda Software Training

**Time:** (10:00 – 10:30)

**Attachment:** None

**Participants:** All interested parties

**Background:** We introduced this at the 8-29 meeting. Deans were going to talk to chairs about interest in instruction and faculty/staff development. Anna was going to talk to HR about their interest in training both staff and faculty. I have talked to the VPs and their interest. Burt will talk to HR also about their interest and support for using the product in their training program. The cost is $38,475 each year with a minimum two-year commitment.

**Action:** Discuss and reach a decision on whether or not we should do this.

1. **Topic:** Student Undergraduate Research (UGR) Center

**Time:** (10:30 – 11:30)

**Attachment:** None

**Participants:**  Provost, Vice Provost, Deans, Directors of the Office of Diversity & Inclusion, Institutional Research & Planning and Educational Effectiveness, Academic Resources, VP of Enrollment Management & Student Affairs, 4-Faculty Team for UGR, and any other interested parties.

**Background:** What is the vision, purpose, focus, potential location, funding mechanisms, interest etc., regarding creation of a HSU Center for Undergraduate Research. The current UGR task force has visited models at other CSUs, held a faculty forum, and is collecting data on need and uses for a white paper to present in December 2012.

**Action:** Discuss and clarify the concept, how it helps further campus priorities and what the process should look like going forward.

1. **Topic:** Export Control - Rhea

**Time:** (11:30 – 12:00)

**Attachment:** [**http://www.calstate.edu/gc/hot\_topics\_082809.shtml**](http://www.calstate.edu/gc/hot_topics_082809.shtml)

**Participants:** Provost, Deans, International Studies, SPF Director, other interested parties.

**Background:** Export Control management is critical for faculty, students, and staff traveling to or exporting data, software, equipment, etc., with the international community. Currently, HSU does not have a means of informing the community of the federal restrictions that fall under export control.

**Action:** Discuss and agree on developing a policy, education outreach, and implementation related to export control for this academic year.