Members Present: Ben Attias, Doris Helfer, Werner Horn, Hamid Johari, Steve Sinclair, Sandra Stanley, Shari Tarver-Behring, Melanie Williams

I. Minutes approved for November 15th meeting

II. Student Evaluations of Faculty

Discussed the possibility of inviting Bettina Huber from Institutional Research to discuss what would be possible as far as changing the Student evaluation procedures and what can be done with the data.

III. Assisting Students with Mental Health Challenges

Visit from Mark Stevens, Director of Counseling Services. Mark introduced the Manual for Assisting Students in Distress and went over some of the procedures of the Counseling Services office. Discussed the role of the Student Behavioral Information Team (which includes members of UCS as well as Student Affairs and the Police Department). Emphasized the availability of services to students including an on-call counselor for when immediate needs arise.

It was suggested that we have a cross-campus meeting on this topic in the future in order to share best practices in this area.

IV. Budget

Visit from Harry Hellenbrand, Provost and Vice President for Academic Affairs. Harry went over the current budget situation, emphasizing that there was a lot of money coming in the Spring in the form of “one-time funds.” Trends likely to continue: the state will continue to disinvest in higher education, so CSUs will be looking more at revenues from student fees, which are likely to be raised to $5000 next year. The CSUN strategy has kept us above water during the crisis so far; we need to continue to figure out strategies for working within diminished budgets. Mostly this means higher SFRs and continued growth.

Governor Brown will have 60 days to solve the budget; the CSU is likely looking at a huge cut. Future CSUN strategy includes:

- Raising fees to the national level
- Reallocation of the way aid packages are granted to community colleges
• Stop discouraging international students
• Preemptive audits for best practices
• Increase pressure for grants and contracts
• Clamp down on technology expenses even more
• Increasing SFRs
• Look at the impacts of changes in curriculum
• Internal reallocations to save money
• Increasing carry forward monies (These have been restricted to 3% by the CSU but Harry believes we won an argument about this last week that should push this figure to 20-25%).

Other notable points were that enrollment will continue to increase but will taper off a bit as other CSUs begin accepting more students as well; the contract of 2005 is dead; we’ll probably have 700 fewer freshmen next fall than this year. Also, “it’s like Groundhog Day – I keep waking up and Jerry Brown is governor.”

V. Future Business

• S-Factor solutions: For our next meeting we should survey our Colleges regarding potential solutions to the S-Factor issues. Then after a survey we should invite Penny Jennings from Faculty Affairs to a future meeting to discuss the issues.

• Recognition of success of junior faculty – this is something to be discussed at a meeting in the Spring

• Managing Space on campus – there’s a concern that more group study spaces are needed; this eventually needs to be brought up with the Chancellor’s office, since the Master Plan has some outdated ideas about how to allocate space.

• Professional conduct issues (the “best practices” workshop for assisting students with mental health challenges) should be open to all chairs.

VI. Announcements

When applying for grants, remember to work with the Library, particularly if there are any needs for Library staff hours in the grant. The Library can help faculty plan realistically for budgeting in such circumstances.