

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE

EDUCATIONAL RESOURCES COMMITTEE

MINUTES OF MEETING 10/9/07 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 September 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 provided a brief overview of the Textbook Affordability Taskforce report and the Fees for Professional Graduate Business Programs Proposal. Please refer to agenda items #5 and #6 for members' feedback.

4. Executive Secretary's Report

Bowman provided an overview of Academic Affairs 2007/08 planning process and noted that college plans due to Provost by December 10th. Bowman noted that the plans and budgets will be discussed at ERC in February, 2008.

Bowman distributed and discussed data concerning the instructional computer lab inventory for Academic Affairs. Members expressed an interest in inviting Hilary Baker, David Levin, and the newly-hired Active Directory administrator to discuss security issues and desktop management at ERC's November meeting.

Bowman distributed Academic Affairs' Lecture room inventory and members discussed the impact of seat capacity on curriculum and pedagogy. Bowman requested that individuals contact him if there are discrepancies in the data.

Bowman provided an enrollment update, and noted that the campus is currently 4.5% over target. Members followed the enrollment progressions from Week Zero through Census.

Bowman distributed and discussed a draft of Minor Capital Outlay requests and briefed members on the process.

Bowman and Schutte briefed the committee on the status of alternate scheduling. Schutte noted that President Koester appears more favorable to first adopting a modified version that can be assessed and evaluated rather than a full-scale implementation.

5. Textbook Affordability Taskforce Report

Members discussed the Textbook Affordability Taskforce report. While members agreed that they want flexibility in choosing textbooks, Campbell indicated that common textbooks might be appropriate for sequenced mathematics courses. Schutte reported that two-thirds of all students sell back their general education textbooks, resulting in a secondary market that forces publishers to generate new editions every one to two years. Dow commented on the marketplace competition and negotiating power this system affords, while Winters spoke about unequal access to education; some students cannot afford their textbooks. Campbell suggested faculty look into custom publishing as an option, and members also suggested reserving an online edition for reference purposes. Bowman briefed members on the Provost's draft textbook proposal, which would provide seed money to departments to create instructional materials to replace textbooks. Members cited an interest in reviewing the draft Request for Proposal when finalized. Schutte will also request data from the Corporation on the number of books it resells, buys back, and offers in the way of new texts.

6. Fees for Professional Graduate Business Programs Proposal

Members reviewed the Fees for Professional Graduate Business Programs Proposal. While most members agreed that a strong case was presented for the MBA, they acknowledged that the majority of masters programs do not have the same inelastic demand. Therefore, fee determination should be set on a case-by-case basis.

7. Restructuring Registration Proposal

Bowman briefed members on the proposed registration proposal, which would condense the registration process, and eliminate dis-enrollments by requiring most

students to pay when they register. Members suggested allowing a four week window in the fall, and possibly online advisement as most faculty would not be on campus during the suggested time frame. Bowman will revise the proposal and bring it back for the committee's review in November.

8. Released Time Analysis

Bowman distributed a Released Time Analysis for members' review.

The committee adjourned at 4:00 p.m. The next meeting is scheduled for Tuesday, November 13th.