

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE EDUCATIONAL RESOURCES COMMITTEE

MINUTES OF MEETING 04-12-2016 APPROVED BY COMMITTEE 05-10-2016
Sub. To Exec. Comm. _____ Approved by Exec. Comm. _____
Sub. To Acad. Senate _____ Approved by Acad. Senate _____
POLICY ITEMS _____

Members Present:

Nazaret Dermendjian, Barbara Gross, Michael Hoggan, Greg Knotts, Karen Kochis-Jennings, Linda Noblejas (recording), Amalie Orme, Diane Stephens, Bruce Zucker

Members Excused:

Damien Christian, Jerald Schutte, Setareh Torabian-Riasati

Guests:

Elizabeth Adams, Provost Yi Li

1. Call to Order

The meeting was called to order at 2:02 p.m.

2. Approval of the Agenda

The agenda was approved.

3. Chair's Report

Dermendjian requested clarification on the motion made by the members of the committee present at the last meeting. Discussion followed on what the members meant with the motion made. Dermendjian stated that the committee is more of an advisory committee and the charge is to provide general policy recommendations. There are certain issues on which we can provide input and there are others that we cannot. Members expressed concern about the role of the committee in making recommendations. Dermendjian noted that whatever important issues discussed at the meeting, he brings to Senate Executive Meeting for their information and he also represents the committee at Faculty Senate. It was suggested to make a change in the wording of the paragraph in the minutes to clarify what the members' intentions were and the suggested wording now reads as: Zucker proposed that any recommendations be voted upon and formalized in the minutes so as to be consistent with the charge from Faculty Senate.

Dermendjian reported that at Senate Executive Meeting, the Personnel Planning and Review Committee did the first reading on changing the language on emeritus status for faculty. The committee is recommending that full-time lecturers and part-time lecturers be eligible for emeritus status as long as they have the equivalent of ten years of service. They are working on some of the language changes and it might come for a second reading at the next meeting. Dermendjian also reported that the Provost gave his input on the impact plan at the same meeting. The Provost is expecting 1% reduction in enrollment and a 1% increase funding from the Chancellor's Office.

Dermendjian also stated that Adams brought to his attention a website that is selling past exams. Cheating is becoming a major issue on all campuses. There are people who are set up to respond to exam questions within minutes and students are getting nearly real-time assistance in cheating.

4. Approval of the Minutes from March 8, 2016

The minutes of the March 8, 2016 meeting, were approved as corrected.

5. Approval of the Joint ATC-ERC Meeting Minutes from February 5, 2016

The minutes of the February 5, 2016 Joint ATC-ERC Meeting were approved.

6. Executive Secretary's Report

Stephens provided updates on the following:

a. Facilities

- i. The Tseng College of Extended Learning building will be completed in June 2016. One thing that her office is working on is the specialized "active learning" classroom in the building.
- ii. Projector upgrades have been done with over half of the open lecture classrooms. All the projectors ordered have been shipped and IT Classroom Technology Staff are handling the installations. Hoggan asked if any of the projectors being taken out that are still working can be used in some of the labs in Manzanita. Stephens noted the request and will have someone touch base with Hoggan.
- iii. This summer, there are three rooms in Juniper Hall and four rooms in Eucalyptus Hall that are being renovated and the Noski Auditorium will be reconfigured.
- iv. The research building is moving forward. We will be getting approval on the some of the design from the Chancellor's Office. It is hoped that it will be ready to house the research faculty cluster hires. If the design gets approved, the groundbreaking will be this summer or early fall and the estimated completion will be Summer of 2017.

b. Academic (Business) Continuity Planning

Stephens mentioned the CSUN Squirrel video available at [Academic Continuity Planning Squirrel Video](#) (left navigation “For Faculty”). She stated that, in addition to the humorous video, the website provides good information on continuity planning for our work after an emergency that can be shared with everyone’s colleagues.

c. Universal Design Center (UDC)

The UDC now reports to Stephens, who is serving as Accessible Technology Initiative Executive Sponsor-Designee. The Provost is the Executive Sponsor. Susan Cullen, former Program Manager of UDC moved to the Chancellor’s Office nearly a year ago. Filling her vacancy effective April 25, 2016 is Kathryn Sharron from Information Technology. There are also other staff positions in the unit that are being filled. Various projects being worked on by the UDC include the Chancellor’s Office VoteCal for the Secretary of State, Compliance Sheriff and Compliance Deputy, various software reviews for the campus, training, and CSU Spot Check for web accessibility. Stephens also mentioned that she is working on the web site clarity with other campus entities with regards to various aspects of Accessible Technology Initiative – web accessibility, instructional materials (including captioning), and procurement.

d. Other Human Resource Changes

Stephens reported that Renate Wigfall retired and the new Manager of Academic Resources (MAR) in the College of Health and Human Development is Callie Juarez. Juarez was the MAR for the Michael D. Eisner College of Education (MDECOE) and now MDECOE will be searching for her replacement. The Senior Budget Analyst in Academic Resources and Planning has resigned and has accepted a position at UCLA. She stated that fiscal year-end management will be impacted by those vacancies but it is great to see people moving upward in their careers.

7. Provost Yi Li

Provost Li congratulated both the Chancellor’s Office and the California Faculty Association (CFA) for their agreement to prevent the systemwide faculty strike. A strike could really change the dynamics of the campus and be very unpleasant. He also congratulated the faculty for obtaining a well-deserved salary increase. He reported the kind of conversation that they are having regarding the agreement related to CSUN. Our Chief Financial Officer did a rough estimate and came up with around \$8M that is not currently funded. They are not sure what part of that would come from the Chancellor’s Office and what part will be campus-funded. Given the Academic Affairs share, it will be roughly about 70% or \$6M, not including the fairness clause for the other union groups. They are still waiting information from the Chancellor’s Office to see the details

of the report. The President's Council of the CSU will be meeting this week and he knows that they will hear the details relatively soon.

Li also stated that we have looked at additional faculty hiring, which is very important for the President, the system and for him as the Provost. With the 1% increase funding from the Chancellor's Office for this fiscal year and the increase in budgeted international students, we planned to recruit up to 24 additional positions for Fall 2017. However, with Saudi Arabia cutting their enrollment in half and Kuwait putting a cap on sending students to CSUN, our campus will get some reduction in international students and this will result in not being able to hire these additional faculty. For about the last 10 years, Academic Affairs has been funding all the promotions for faculty and staff which amounts to about \$900K per year. This is well-deserved, but with nearly a million dollars that is not funded and a requirement in the collective bargaining agreement for a floor of 9% on all promotions, this will have an additional impact to our budget.

One other thing that worries the Provost long-term is the proposed vesting period from five years to ten years for retirement. It does not affect those that we recruit from within California. But if we recruit from outside California, retirement contributions to the faculty will not materialize till they stay ten years or more. He is not sure if this will be an issue for those faculty that will be hired.

Discussion followed on how to attract faculty to teach at CSUN, living expenses not incorporated in faculty salaries, the value of higher education, the State's priority - safety in the streets versus getting a degree, affordable faculty housing and appropriate use of the North Campus space, cluster hires, research space, etc.

8. Impaction Update – Elizabeth Adams

Adams stated that she does not have any answers right now regarding the resource implications of impaction. She, however, explained where the campus is right now and how the campus is moving forward. The impaction criteria was changed for this year by changing the freshmen service area, creating a transfer service area and impacting four major programs. The idea was to try to bring enrollment down by 1% per year for the next four years and for the Chancellor's Office to increase enrollment target or funding by 1% per year for the next four years. She stated that originally the campus wanted to start this year with the decrease by 1% but we did not do that because our enrollment ended up with a larger yield in our service area and we are 11% over target. The campus has requested from the Chancellor's Office to start the agreement for 2016-2017.

Adams stated that all the colleges have the same enrollment targets as last year with a slightly staggered impact of the reduction. Because the campus is so over enrolled, enrollment can be shifted from major classes to service classes because of huge bottlenecks in service classes. They have to do some enrollment management planning and some target shifting based on impaction in various departments. The campus has also indicated to the Chancellor's Office that we will include secondary impaction criteria

for 2017-2018 for three additional departments; Communication Studies, Biology, and Health Sciences. There will be seven departments that will be impacted and we will also use secondary criteria for admission into the Pre-Accountancy and Pre-Finance majors. This is the only way that the campus can continue to reduce enrollment, to hold those students wanting to be in those programs to higher admission standards. There will be resource implications on these programs and the campus, but it is still uncertain at the moment because we do not know what the yields will be. She also mentioned that they have done an analysis on adding majors to the program impaction. Majors that are in consideration are Sociology (Criminal Justice), Electrical or Mechanical Engineering, Management and Marketing.

Discussion followed with questions on the basis of the 1% decrease, i.e., whether it is a reduction of the actual enrollment or target enrollment, the yield continuing to increase and the ability for the campus to achieve the goal, headcount and money generated by non-resident students, recruiting out-of-state students, tracking of denied admissible students, how the underserved students are being affected, community colleges giving Bachelor's Degrees, etc.

9. Adjournment

The meeting was adjourned at 3:56 p.m.

Notes:

The next ERC meeting will be on Tuesday, May 10, 2016 from 1:00 – 3:00 p.m. starting with lunch at the Orange Grove Bistro.

THERE WERE NO POLICY RECOMMENDATIONS DISCUSSED AT THIS MEETING.