

# CALIFORNIA STATE UNIVERSITY, NORTHRIDGE EDUCATIONAL RESOURCES COMMITTEE

MINUTES OF MEETING 05-10-2016 APPROVED BY COMMITTEE 09-06-2016  
Sub. To Exec. Comm. \_\_\_\_\_ Approved by Exec. Comm. \_\_\_\_\_  
Sub. To Acad. Senate \_\_\_\_\_ Approved by Acad. Senate \_\_\_\_\_  
POLICY ITEMS \_\_\_\_\_

## Members Present:

Damian Christian, Nazaret Dermendjian, Barbara Gross, Michael Hoggan, Greg Knotts, Karen Kochis-Jennings, Linda Noblejas (recording), Amalie Orme, Jerald Schutte, Diane Stephens, Setareh Torabian-Riasati, Bruce Zucker

## Guests:

Bettina Huber

### 1. Call to Order

The meeting was called to order at 1:05 p.m.

### 2. Approval of the Agenda

The agenda was approved.

### 3. Approval of the Minutes from April 19, 2016

The minutes of the April 19, 2016 meeting, were approved with three abstentions.

### 4. Chair's Report

Dermendjian reported that he and Stephens attended the University Planning and Budgeting Group where the Parking Proposal was presented. The proposal is to put a parking structure where Plummer meets Zelzah by the tennis courts. The increase in fees for parking will be gradual because the status quo is not sustainable. As soon as the proposal is well defined, it will be brought to the ERC for presentation and questions. The other issue that was discussed was the Governor's Budget of \$148.3M for the entire CSU of which \$139.1M is already allocated. One of the issues that the Provost raised was the faculty raises that are unfunded.

Dermendjian also reported that at Senate Executive Meeting, the Personnel Planning and Review Committee (PP&R) resubmitted for a second reading the changes in the language on emeritus status for faculty for the eligibility of part-time faculty and lecturers. It will be brought to the Faculty Senate for a vote on Thursday.

## 5. Executive Secretary's Report

Stephens mentioned that at the Provost's Council Meeting this morning, it was announced that Bettina Huber is retiring but will be working as a Special Assistant to the Provost for some projects including Learning Habits, labor/student salary project with faculty in the David Nazarian College of Business and Economics, and impactation/enrollment modeling. There is a party in her honor on Monday, May 16 from 4:00 – 6:30 p.m. at the Orange Grove Bistro. Janet Oh will be moving in as Interim Director for the Office of Institutional Research.

Stephens for her report provided the following updates:

- a. Budget
  - a) There are no anticipated problems for the fiscal year end.
  - b) There is still uncertainty surrounding the effects of impactation, salary increase funding, etc. for 2016/17.
  - c) The Instructionally-Related Activities (IRA) Board, of which Stephens is a member, awarded \$1.9M for 2016/17. They have received many new requests which are largely unfunded and existing programs had a reduction in funding. There is not enough money to cover the requests coming in and there have been a large number of new programs in the last few years that are requesting support.
  - d) There are 37 faculty positions that have been searched for Fall 2016 hiring. Some are unfilled and will carryforward to next year. As Provost Li mentioned last month, other than our campus cluster faculty hires, additional 2017 hiring is unknown until funding for the CSU is solidified in the State budget process.
- b. Facilities/Technology
  - a) The new classrooms in the Extended University Commons (EU) will include the new CSUN Technology-Enhanced Active Learning (TEAL) Classroom. Faculty will learn the new technology in summer and start using in Fall 2016.
  - b) The University is discussing backfilling Bookstore (BK) spaces after the Tseng College of Extended Learning (TEXL) moves out in July/August.
  - c) There are a few facilities projects over the summer in Academic Affairs, including Noski Auditorium and some spaces in College of Science and Math.
  - d) Classroom Technology Committee is finalizing installation of upgraded projectors in classrooms and testing out new fan-less laser projectors in selected locations: Kurland Hall (the largest lecture hall) and in UN 277 (a high-use conference room where fan noise is disruptive in meetings with projection).
  - e) The University continues its work on the hot water loop with CSU support. There are some disruptions to paths of travel on campus.

- f) Academic Affairs continues to move forward to reduce paper and improve business processes using OnBase in a couple of pilots. There is a project related to the back-end distribution of student evaluations of faculty; a document storage and retrieval process for specific records in academic departments; a semi-custom installation of a workflow process for curriculum proposals.

## **6. Annual Report for 2015-2016**

The committee suggested to add the following to the Annual Report for 2015-2016:

- a. Under the Budget Presentation in the Highlights and Other Activities, add Presentation on North Campus Development and Hotel Development.
- b. Under Issues to watch for, include Update on Hotel Plan.

The annual report with the suggested additional items was approved unanimously.

## **7. Election of Chair**

The Committee nominated and unanimously elected Nazaret Dermendjian as Chair for 2016-2017.

## **8. Impaction Update – Bettina Huber**

Huber distributed a handout on the Fall 2016 Impaction Implementation and Admissions Procedures. She stated that this was approved by the President's Cabinet a month ago. The campus has been significantly over target in the last few years and the Chancellor's Office did not like that. The University has more fully impacted during the last academic year. We have long been impacted for the freshman level and a few majors in Business but have not set a local admissions area or higher standards criteria. The campus has never impacted at the transfer level previously, taking all the transfer students that qualify. What was done last year was to define a local area to get a fair amount of control in admissions. The problem with impaction is that it affects different groups of students. Huber stated that as they developed the guidelines and considered a number of options for the needed enrollment reduction, they had two approaches that appeared most promising:

- a. Admit all applicants from local-area high schools and community colleges who meet minimum entry criteria, along with out-of-area applicants meeting relatively high entry criteria.
- b. Local applicants to highly impacted majors will be required to meet a higher criteria than those opting for other majors.

Huber continued to state that using campus impaction, freshman applicants from Tier II must meet an index of 3900 and applicants with an index of 3700-3899 will be waitlisted and all others will be denied. Transfer applicants from Tier II must possess a GPA of 3.90 and applicants with a GPA of 3.70 to 3.89 will be waitlisted and all others will be denied. Huber also stated that using academic program impaction, Tier I and Tier II

applicants to the following majors would be required to meet supplemental criteria: Cinema Television Arts (CTVA), Kinesiology, Psychology, Pre-Accountancy, Pre-Finance, Business Administration admits in pre-majors that did not use supplemental criteria, and Music, which will continue to use auditions to determine admitted students. In Fall 2017, the campus is planning three more majors that will declare impaction and those are Health Sciences, Biology, and Communication Studies. She indicated that because CSUN has enrolled relatively large number of transfer students from outside of the campus' local geographic area, restricting their numbers in Fall 2016 will go a long way to achieving the needed reduction in campus enrollment. However, in future years, enrollment restrictions will undoubtedly need to be introduced to applicants to additional academic programs.

Discussion followed on the index criteria, changing majors into impacted programs once they have been accepted to CSUN, the effect of the yield percentage with impaction, CSUN having a larger Tier 1 area than other CSU in Southern California, limiting second bachelor's degrees because of over-enrollment, certificate programs available in Extended Learning, financial aid eligibility, etc.

## **9. Others**

Schutte reported that the ASCSU have been pushing to have a committee with both the Chancellor's Office and the CFA as members to develop a strategy for a prudent tenure density. The problem at hand is that we are hiring at an all-time levels but in terms of attrition we are only hiring about 200 faculty a year. It does not really count with enrollment growth. The CSU is net behind about 500 positions and these are being filled with part-time faculty. As a result, the ratio of tenure-track faculty to total faculty has been going down. It is about 52% and this is happening all over the country. The Chancellor's Office has agreed to put the committee together. The committee will meet next week and they expect to have some strategies for meetings to allow the discussion of key issues to get money for hiring. It is clear that the administration sees this as a priority. Schutte hopes that next year, there will be a strategy laid down on how to finance this. The goal is to move the hiring to 52%. Stephens added that one of the issues that is unresolved on our campus specifically is the promotion piece; promotions are self-funded by Academic Affairs using attrition salary savings. The increase from 7-1/2 % to 9% baseline for promotions, makes this a greater challenge.

Discussion followed on questions regarding benefits for part-time faculty, reassigned time for serving in committees, funding for enrollment, online teaching increasing, approval for teaching online classes, student-faculty ratio, etc.

## **10. Adjournment**

The meeting was adjourned at 2:48 p.m.

### **Notes:**

The next ERC meeting will be on Tuesday, September 6, 2016 from 2:00 – 4:00 p.m. in UN 211.

***THERE WERE NO POLICY RECOMMENDATIONS DISCUSSED AT THIS MEETING.***