

Faculty Committee on Extended Learning
November 15, 2017
3:15 p.m. – 5:00 p.m.

Minutes

Committee members present: Ray Calnan, Virginia Kennedy, Joyce Feucht-Haviar, Chris Bolsmann, Gary Katz, Santosh Khadka, Li Liu, Vickie Yu, Luiz Mendes, Carol Shubin

Required quorum present

Committee members absent: Ahmed Alwan, Theresa White, Robert St. Pierre
(excused – awaiting replacement from AMC)

Guests: Karen Pak, Jorge Ramirez, Zach Helsper, Linda Moody

Call to Order

Committee Chair, Ray Calnan, called the meeting to order at 3:21pm. The meeting was held in Room 375 in the Extended University Commons.

Old Business

Approval of October 18, 2017 Minutes by Committee Members

The draft minutes from the October meeting were reviewed by the committee. There were no suggested edits. Ray Calnan asked for a motion to approve. Gary Katz moved to approve, Carol Shubin seconded. The committee approved unanimously.

Board Action: Committee voted unanimously to approve the minutes.

New Business

Summer Session: Financial Aid and the Changes in Rules for Summer Session

Financial Aid

There was a lot of interest in hearing more about financial aid for the summer session, so three staff members from the Tseng College, Jorge Ramirez, director of financial aid; Karen Pak, executive director of business and operations; and Zach Helsper, university access programs manager, came to talk to the committee today.

Jorge began talking about the Summer Pell Grant, also known as “Year-Round Pell”.

We do not yet know about how the funds will be distributed, but we do know about eligibility. The main CSUN Financial Aid office has recommended that this information be distributed to students in the University 100 courses, and there will also be a marketing effort to make students aware of this additional funding for summer courses.

This upcoming summer will be the first time that we will be marketing this information to students. This will provide an additional 50% of funding, to students to use for summer, based on their total award eligibility. We do not know how long this summer Pell

eligibility will last. These funds are available because of national discussions around needing to shorten the time to graduation. FAFSA denotes summer as the final term of an academic year, however, CSUN denotes summer as the first term in an academic year, which is problematic in terms of timing, however, if a student does not use up all their funds for fall and spring, they can use it for summer, and anything left will carry over to the following year. There is also a push to add more seats and more courses to summer to encourage more students to take summer classes. We also want to make sure that students know that summer session is affordable.

There is also a Campus Summer Grant available to help students, that is sponsored by CSUN. In total, there is \$2 million taken from the summer revenue for distribution to students. If a student enrolls in a minimum of 6 units, they are automatically considered for this Summer Grant. It is first come-first served, and the way eligibility is determined is the same as the Pell Grant. This Summer Grant is in addition to the upcoming Summer Pell Grant and is a good thing to keep around because the continuation of the Summer Pell Grant is not guaranteed.

Planning for Summer Session – What to Offer for Whom to Support Student Success

Zach Helsper continued the discussion about summer with a presentation titled, “Leveraging Summer to Increase Student Success”. Zach requested demographic data from Institution Research and shared some data from Summer 2017. 44% of our students were first time freshmen, and 54% were first time transfer or returning students. 43% were Pell Eligible, and 57% were non-eligible. Campus wide Pell eligibility for Fall and Spring is 53% and 47% non-eligible. The majority of students take less than 5 units in the summer. GE courses are popular for summer. Summer should feature courses that Full Time Transfer Students (FTT) needs to graduate or stay on track, and sequencing and timing are key. Zach hopes to develop some data dashboards that can be shared with departments and, based on this data, to find the questions that we are not yet asking.

The CSU Academic Master Plan and the Master Plan Approval Process

Joyce Feucht-Haviar gave some background on the approval process and the Academic Master Plan. To add a new program, the first step in approval is getting on the Academic Master Plan for CSU Approval. The CO now wants to know if there is a demand for a degree, prior to approval, which in turn causes more paperwork. In the Fall, items are submitted to the list to be added to the Academic Master Plan, then in March the Board of Trustees votes on which items to move forward to the list. Until that vote in March takes place, you do not have the approval to start planning the degree, because you do not have the approval to spend state money on developing the program. There may also be changes to the program based on Board suggestion. So, for state-funded degrees, the launch time will be fairly far out from the time of approval. The approval process can take up to years, or could be as short as 6 months. Following this, there is lead time due to having to publish the program in the catalog so that students can start applying for them. The same process is required for a self-support program as well. The only difference is that we can invest money in the development process in advance of approval to shorten the timeline, but this can result in a loss. As more self-support programs are entering the queue, this timeline is getting shorter.

CSUN's Upcoming Submissions to the CSU Academic Master Plan

Linda Moody presented the upcoming submissions to the CSU Academic Master Plan. Linda showed the CSU Master Plan link. The programs that are in queue are, Knowledge Management – Suspended (Graduate Studies has told us that the process to return this to the master plan is notification when submitting program proposal); Assistive Technology Engineering – Chancellor's Office removed from master plan due to hiatus. Submission to return ATE to master plan is in progress; and Urban Diversity and Community Development Leadership – Master plan proposal submitted to Office of Graduate Studies and Research.

Adjournment

Having no further business to discuss, Ray Calnan adjourned the meeting at 5:02pm.

Prepared by Rain Matheke