

# California State University Northridge (CSUN)

## Faculty Senate Standing Committee on Extended Learning

2019/2020 Orientation Meeting

September 18, 2019

### Minutes

**Committee members present:** Joyce Feucht-Haviar, Virginia Kennedy, Ray Calnan, Svetlana Tyutina, Mariano Loza-Coll, Stephanie Hood, Ahmed Alwan, Ivan Guillory, Li Liu

**Committee members absent:** Vickie Yu, John Whitener, Stephanie Kim, Yannan Shen

**Guests:** Nazaret Dermendjian, Jimmy Gandhi, Karen Pak, Linda Moody, Me'Laine Pemberton Hanna, and Zandra Taylor

11:50 am – 12:05 pm Arrival and lunch items

#### Call to Order

Meeting called to order at 12:13 pm by Virginia Kennedy, Committee Chair. The meeting was held in Extended University Commons Building, Room 101.

#### New Business

Committee members introduced themselves and stated their department.

Description of the committee and his position by Nazaret Dermenjian. Dermenjian read the charge for this committee.

Joyce Feucht Haviar gave a brief description of the Tseng College Overview also known as the Big Book and how it correlates to the University and the Campus Colleges.

The meeting continued with the agenda topics, discussion, and feedback.

**The College's Mission, Purpose, and Values** by Joyce Feucht-Haviar, dean

**Overview of CSUN's Tseng College** by Joyce Feucht-Haviar, dean

- Update: There is a study taking place with LAEDC. The study should be completed by the end of September or October. Feucht-Haviar will share the results with the committee.

**Overview of the College's Division of Business Operations and Finance** by Karen Pak, executive director

Feucht-Haviar gave additional information regarding new staff, the general fund, and minor specifics of the Extended University Commons building

**Overview of the College's Division of Academic Affairs** by Jimmy Gandhi, interim associate dean

Gandhi gave more information on the curriculum pipeline and the goal for Certificates for Advanced Program Development in the future. Credit-bearing and non-credit bearing. The LAEDC report will discuss areas of growth in the Los Angeles County and that will influence the certificates Tseng College will offer.

Linda Moody described the Intensive English Program and the new program that will focus on the preparation of graduate students. The Capstone experience, and what students need for writing on a graduate-level or presentations on the graduate level that Intensive English students will encounter.

Gandhi mentioned the University Access department of Open University, Winter Term, Summer Session, and how disqualified students use Open University to get back into CSUN as a matriculated student.

Svetlana Tyutina asked about how classes are selected and how each department offers classes in the Summer and Winter term.

Gandhi answered stating currently course scheduling for the summer is done ad hoc. The plan is to move Summer term class scheduling to a data-driven process to better meet student needs. He mentioned that Zachary Helsper is a Data Champion and discussed how Summer Course Scheduling could be done by departments. Summer classes should be used as a plan and a pipeline to allow students to graduate on time.

Feucht-Haviar gave a brief description of the Winter Term. This is a useful conversation at a department level. For more information or in regards to a specific department or subject, the committee is encouraged to meet with Jimmy Gandhi and Zachary Helsper.

1:03 pm – 1:14 pm The Committee took a break.

Kennedy called the break to an end. The meeting continued with the rest of the agenda.

**How Self-Support Works in the CSU** by Joyce Feucht-Haviar, dean

Feucht-Haviar gave a breakdown of this document and the process. A brief description of the 444 account was given. Cost-based pricing as opposed to value-based pricing.

**Review of the 2018/2019 Graphic Report** by Karen Pak, executive director

- Note: This year the Pathways Program was combined with the Intensive English Program (IEP). The goal of the Pathways Program to have IEP students become matriculated CSUN students. This is not student headcounts, but enrollment in classes.

Tyutina asked does the I-20 visa bared the 2-year restriction. Gandhi responded that it applied to the J-1 visa students, not the F-1 visa students. Karen responded that specific questions could be answered through our visa experts.

Mariano Loza-Coll asked about the revenue plateau on page one. He asked if that was a worry or concern. Feucht-Haviar said it was an intentional downsize in regards to a particular program. The overall revenue stayed the same since then. International has not gone up. Credits and certificates have gone up.

- A digital version of the 2018/2019 Graphic Report is located on the Tseng College Dean's Office website at the following link:

<https://tsengcollege.csun.edu/sites/default/files/aboutus/Outcomes-Overview-2018-2019-v2.pdf>

Feucht-Haviar gave a brief description of the On-Time Grad Rates and the document regarding the process titled *Key Factors Impacting Graduation Rates – The Tseng College Approach*.

**On-Time Graduation Rates in CSUN's Self-Support Degree and Certificate Programs** by Jimmy Gandhi, Interim associate dean & Joyce Feucht-Haviar, dean

**The CSUN MOU Template for Self-Support Degree Programs** by Karen Pak, executive director

- The MOU Template will be tabled to the next meeting. Section II, Tab 3: the Red Chart (Program Launch document) gives a list of all the programs from conversation through launch. This chart will also be discussed in a future meeting.

Virginia Kennedy gave the closing remarks and a description of the Committee and what can be brought forward to the committee meetings. Next meeting is on October 2<sup>nd</sup> in the Extended University Commons building, room 375 from 3:15 pm – 5:00 pm.

### **Action Items**

The committee was encouraged to pose ideas or topics to the committee. The committee can also bring forward ideas to the Faculty Senate, these topics will be discussed first with the Standing Committee on Extended Learning.

Virginia Kennedy is looking for more volunteers to work on the EPC and Grad studies. Hopefully, this can get wrapped up.

### **Adjournment**

Having no other topics to discuss, the meeting is called to end at 2:05 pm by Virginia Kennedy.

*Prepared by Me'Laine Pemberton Hanna*