

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE EDUCATIONAL RESOURCES COMMITTEE

MINUTES OF MEETING 10/11/2022 APPROVED BY COMMITTEE 11/08/22

Sub. To Exec. Comm. _____ Approved by Exec. Comm. _____

Sub. To Acad. Senate _____ Approved by Acad. Senate _____

POLICY ITEMS _____

Members Present:

Elizabeth Dabach, Nazaret Dermendjian, Ellis Godard, Callie Juarez (non-voting), Holli Tonyan, Yarma Velazquez-Vargas

Guests:

Caroline Castillo (recording), Dean Hosken, Provost Mary-Beth Walker.

Excused: Greg Knotts

Call to Order

The virtual meeting was called to order at 2:03 pm by Nazaret Dermendjian (acting as Chair for Greg Knotts).

1. Welcome and Introduction

2. Approval of the Agenda

The agenda was approved, with no objections.

3. Approval of the ERC Meeting Minutes of November 8, 2022

The minutes were approved with the correction of Ellis Godard's last name spelling.

4. Provost's Report

Provost Walker began with her priorities, as she transitions to retirement.

- Student evaluations of instructor.
- Structure of advisement, there has been a lot of feedback from student and advisor focus groups. Hopes to have recommendations for the new Provost in the coming weeks.
- Completion of the evaluation of administrators underway this year. Ten administrators are being evaluated.
- Tackling the budgetary implications of the enrollment decline. The Public Policy Institute of California gave a presentation at the Chancellor's Office, and that although this is not a crisis, it is not a blip either. CSUN is approximately 5% below

the Chancellor's Office target. Currently, Academic Affairs is looking at approximately a \$6 million reduction due to a decrease in enrollment.

- Enrollment has been generally very strong at CSUN in the past, even being over-enrolled at times. Most departments and colleges regularly schedule for over-enrollment. Trying to schedule around decreasing enrollment is a different set of challenges. This is an emergency issue to get organized around for the Spring semester.

Provost Walker discussed the email sent on behalf of the committee to President Beck Regarding Gift Funds (McKenzie Scott Gift). It is exceedingly rare to get unrestricted gifts. Virtually, all of the gifts that come into a university are restricted by the donor's intent. The CSUN Foundation has fiduciary responsibility for managing the funds and the expenditures.

Discussion ensued and included comments that the committee's interest was broader than gifts specifically. In regards to HEERF funds, for example, there are other times when there is an influx of money without a plan. The committee felt an obligation to at least discuss what their role is in influencing how that money is spent.

Provost Walker further discussed the budget cycle and its relation to recruitment and allocating faculty positions. New faculty positions were allocated in the past based on enrollment growth, whereas now, positions are being reallocated based on tenure density. In the fall, other positions became available because of attrition. Due to timing, those positions have not been allocated until the following year.

A faculty recruitment cycle is dictated by the discipline. If a search starts in the Spring, the summer workload becomes an issue. Provost Walker commented that in the past year, some Deans provided additional pay for summer work.

Another concern discussed was budget restrictions/uncertainties could deter a department from being able to fully secure and retain candidates. Reserving the budget is a way to prevent that from happening. There is a perception of urgency/scarcity and that if the department does not move forward right now, the position could be rescinded. Discussion ensued about the new faculty hiring approval process.

A member asked about the status of the strategic budgeting initiative. The initiative is still moving forward as the goal is to re-bench budget allocations within Academic Affairs. In the next month, Academic Recourses will be having individual meetings with each Dean. Provost Walker discussed that the details need to be thoroughly reviewed with the Deans before sharing with the campus.

Provost Walker then asked the committee if they have heard about the interdisciplinary/innovation funds that were provided to the colleges. These are one-time dollars - spread across the colleges for interdisciplinary and innovation. The Deans need to determine how they want to distribute the funds.

A question about interdisciplinary faculty hiring arose. Provost Walker commented that the details are very complex including RTP, teaching responsibilities, etc.

As an outgoing Provost, “what would your recommendation be to us in recruiting, especially now that universities in neighboring states like Arizona and some of the private universities there?”

Provost Walker commented that the campus needs to pay attention to long-run demographic patterns. It is important to rely more heavily on our partner states in the Western Interstate College Alliance. CSUN needs to be more creative about partnerships with community colleges and think about our transfer students’ experience. Regarding outreach and recruitment, CSUN should do automatic onsite admission, such as at a college fair. Also, think about a variety of post-bacc certificates and possibly post-bacc bachelor degrees. If CSUN thinks about the collection of those ideas and more focus on marketing outreach, then it can compete better against other universities.

- 5. Chair’s Report:** N. Dermendjian states that there is no Chair’s report today due to the absence of G. Knotts.

6. Executive Secretary’s Report

Facilities Planning - Currently our office is working on the reallocation of lecture rooms for the fall 2023 schedule build with Sierra Annex coming online. There are fewer classrooms in Sierra Annex than there are in Sierra Hall.

The 2022-23 budget has been approved. Priorities for this budget year include: funding vital faculty and staff compensation increases despite a shortfall in new state funding necessary to meet these commitments, increasing investments toward closure of persistent percent-equity achievement gaps for most of our underserved students, and increasing basic needs in mental health investment, address the abrupt reversal of historical increasing enrollment at CSUN, and maintain a stable budget position that minimizes deficit spending.

Academic Affairs received \$1.7 million in funding to continue initiatives involving student success. Also, another allocation of \$5.3 million and a significant amount of that is for the new tenure track positions for this year, the ones that were already hired, and for next year (2023/24).

The reserves are largely due to the availability of HEERF funds. CSUN was able to strategically build its operating reserves back to more appropriate levels. As of July 1st, the reserves stood at one point at 102 million or 20% of the annual operating budget. CSU policy specifies a campus reserve target of 50% of the annual budget.

7. Review Feedback Mechanism

A subgroup of the committee met and discussed creating a mechanism for getting faculty input so that ERC could better enact the charge of being the voice of faculty in representing the budget process.

The first step is to identify what kinds of questions ERC wants to ask of the faculty. Also, what are appropriate distribution channels, what are appropriate interest groups, and are there meetings where the committee could ask people to fill out the surveys during the meeting to be able to increase the response rate?

The questions are guided by what ERC has the power and position to affect:

- Funding categories and how faculty would want to prioritize them, possibly ranking the categories
- If there is discretionary funding, what's the most important thing to fund?
- How important is it to have ERC provide input on the following topics:
 - Current and proposed tenure track hires, sabbatical allocation grant, all allocations
 - discretionary money
 - proactive plan for new money that comes in
 - unfunded projects

Regarding the process, the thought is to send the questions to the Senate and other accountability partners for discussion. In Spring create a short qualtrics survey that could be distributed by Senate to faculty.

8. Dean Hosken -Resource needs of MCCAMC

Dean Hosken discussed that colleges can be remarkably different in terms of their profile and needs in these spaces and that their budget is primarily instructional. MCCAMC is in the mid- 90% in terms of personnel budget with 10% for O&E. The college has a less traditional instructional structure. Activity courses are 3.9 WTUs, however, six contact hours per week and music offers individual lessons that equal different WTUs as well.

The largest challenges in the college are facilities and equipment. Some examples of equipment are, currently, art needs a gas kiln, a sound mixing board was just purchased for \$95K, and there are multiple computer labs for animation, graphic design, music, technology, and editing that need to be refreshed regularly. The college receives about \$125,000 in lottery funds for instructional equipment. In terms of facilities, there are the CTVA labs, ADR Foley studio for sound editing, costume lab, lighting lab, theaters, part of the radio station, etc. The challenge is there is relatively limited funding for facilities and equipment regularly.

Dean Hosken discussed tenure density is around approximately 50% right now in the college. Fifty percent of the classes are taught by lecturers. MCCAMC lecturers are great, but they don't have the same longevity or service that faculty can.

The support staff is a huge challenge, particularly as technologies change. New staff are needed or additional training and a change to the position descriptions. Also, advisors are another big challenge the college would like to get to the desired ratio to help our students succeed.

9. Adjournment

The meeting was adjourned at 3:56 pm

Notes:

The next ERC meeting will be held on December 13th, 2022, from 2:00 – 4:00 p.m. via Zoom.