# **Faculty Committee on Extended Learning**

**March 18, 2015**

**3:15 pm - 5:00 pm**

**Minutes**

**Committee members present:** *Luiz Mendes, Joyce Feucht-Haviar, Alexander Alekseenko, Nanci Carr, Rick Covington, Joo Kim, Patricia Miller, Denise Sandoval, Shane Stecyk,* and *Scott Sturgeon, Felicia Vertrees*

*Required quorum present*

**Committee members absent***: Virginia Kennedy (excused),*

*Theresa White (excused)*

**Guests:** *John Binkley, Jennifer Kalfsbeek-Goetz, Nicole Wilson*

**Call to Order**

Committee Chair, Luiz Mendes, called the meeting to order at 3:22 p.m. The meeting was held in the Executive Conference Room in the Bookstore Complex.

**Old Business**

**Approval of February 18, 2015 Minutes by Committee Members**

The draft minutes from the February meeting were reviewed by the committee. Luiz Mendes asked if there were any questions or comments concerning the draft minutes.

Patricia Miller requested a change on page two of the minutes. Under Update on CSU Approach to Options with Degrees, paragraph two, “rather” was changed to “whether” and “requested” was changed to “expressed.”

**Board Action:** Chair moved to approve the minutes; Shane Stecyk and Felicia Vertrees seconded. Chair asked for a vote to approve the minutes and the minutes were unanimously approved.

**New Business**

**Chair’s Updates and Announcements**

Chair announced that at the last Faculty Senate Meeting Provost Dr. Harry Hellenbrand received an award from the American Association of Colleges and Universities (AAC&U).

Chair, Luiz Mendes said that he previously sent out an audit report along with other various documents for all members to review.

**Review of Audit Findings**

Joyce Feucht-Haviar gave a brief overview on the history of campus audits. The last campus audit was in 2005. The most recent audit report on Continuing Education was on December 3, 2014. A further explanation can be found in the Continuing Education Audit Report that Chair Luiz Mendes emailed to all Faculty Committee members. The audit report is available upon request.

Joyce Feucht-Haviar and John Binkley discussed in detail the audit findings. John Binkley explained that the audit focused on three areas: business model, curriculum and fiscal administration. Joyce Feucht-Haviar gave a brief overview of the corrective actions the College is now taking to ensure compliance. Joyce Feucht-Haviar stressed that Tseng College has taken immediate measures by creating new written procedures that effectively address each area of concern in the campus audit.

**Updates on Options matters**

Jennifer Kalfsbeek-Goetz gave a brief summary of the current state of campus options. There are new expectations and requirements from the Chancellor’s Office pertaining to options. It was explained that Chancellor’s Office has a desire for a common core with all options. If there is not a common core then a new degree has to be developed or the core has to be changed to reflect a commonality.

Jennifer Kalfsbeek-Goetz explained that common cores in the following degrees are being revised:

MA in Education with Games and Sims and TESL

THRM (Tourism, Hospitality & Recreation Management + Hospitality Management Option)

MA in Education Administration-Higher Ed Option

**Board Action:** Joyce Feucht-Haviar recommended a vote on a proposed name change of the Certificate of Post-Production Services discussed by Jennifer Kalfsbeek-Goetz. Chair motioned to approve the name change to Certificate of Advanced and Professional Development in TV & Film Production Technology. Patricia Miller and Nanci Carr seconded. Chair asked for a vote to approve and received unanimous approval.

**Updates on New Program Concepts**

Jennifer Kalfsbeek-Goetz discussed the new MS in Finance. Meetings are taking place and an option proposed was a one year Master’s Program with China. It was explained that one-third of the Faculty in the Finance Department at California State University Northridge are from China. The target audience for the degree is International students and traditional Graduate students. Jennifer Kalfsbeek said that the MS in Finance is still “in the works” and they are currently working with a marketing firm called eduventures.

Joyce Feucht-Haviar discussed a possible revival of the MA in Industrial Design. CSUN Alumni Ravi Shawney of RKS design (link listed below) and Dean S.K. Ramesh have been involved in the conversations.

[*http://www.rksdesign.com*](http://www.rksdesign.com)

An email will be sent to all Deans and Faulty Committee members concerning the Design Thinking Program. The email will request faculty nominations for the Industrial Design Program.

**New step in pilot program conversion**

John Binkley explained the new process of converting a Master’s Program from a pilot conversion to a permanent regular status degree. It was mentioned that a pilot conversion is usually five years. John discussed the various pilot conversions in process and the new levels of review that are now required by the Graduate Studies Committee.

Committee chair asked if anyone had any questions. No questions were posed.

**Adjournment**

The meeting was adjourned by Luiz Mendes at 4:55pm.

*Prepared by Nicole Wilson*