

# CALIFORNIA STATE UNIVERSITY, NORTHRIDGE EDUCATIONAL RESOURCES COMMITTEE

MINUTES OF MEETING 10/11/2022 APPROVED BY COMMITTEE 11/8/2022  
Sub. To Exec. Comm. 11/17/2022 Approved by Exec. Comm. \_\_\_\_\_  
Sub. To Acad. Senate \_\_\_\_\_ Approved by Acad. Senate \_\_\_\_\_  
POLICY ITEMS \_\_\_\_\_

## Members Present:

Elizabeth Dabach, Ellis Godard, Callie Juarez (non-voting), Gregory Knotts, Mirna Sawyer, Holli Tonyan, Yarma Velazquez-Vargas

## Guests:

Adam Swenson, Ravinder Bhogal (recording), Caroline Castillo (introduced by Callie as Recording Secretary going forward)

## Call to Order

The virtual meeting was called to order at 2:01 pm by Gregory Knotts.

### 1. Welcome and Introduction

Callie Juarez informed the members that ERC meetings are recorded for minutes-creation and note-taking purposes and are destroyed after that process is done.

### 2. Approval of the Agenda

The agenda was approved, with no objections.

### 3. Approval of the ERC Meeting Minutes of September 13, 2022

Adam Swenson confirmed the denominator is the members for determining the quorum. September 13, 2022, Meeting Minutes were approved.

### 4. ERC Charge

Adam Swenson thanks everyone for their service to CSUN and the community. He recited the Educational Resources Committee Charge:

“This Committee shall consist of ten tenured members of faculty, eight members elected by Senate and two members appointed by the President of the University. This Committee shall make general policy recommendations in order to guide the allocation of all University resources that impact educational programs. In carrying out its Charge the Committee may review and advise on current and proposed allocation of faculty positions, the allocation of

and projected needs for space, support equipment, and operating expense budgets, the allocation of resource needs for technology, the assignment of and projected needs for support staff, the recommendations of other faculty governance committees which have significant educational resource implications and at the request of an appropriate University committee or an Associate Dean independently evaluate the proposals for new programs with their regard to their impact on the available educational resources of the University”.

## **5. Chair’s Report**

ERC vacancies were discussed (one a presidential appointee and one from Senate). Adam mentioned he had not yet heard anything related to the Standing Committee.

Discussion on Special UPGB Meeting on Enrollment:

The enrollment presentation by David Dufault-Hunter was the same as in the last ERC meeting.

Academic Affairs wants to identify which programs can grow and from a marketing perspective if targeting enrollment for specific programs then there is the default assumption that CSUN is not touting other programs. ERC can research looking at higher education enrollment patterns in the US and internationally, understand what people are going to college for, does CSUN want to be part of mainstream targets, does CSUN want to serve needs not being met elsewhere, and what about community partners.

Discussion followed regarding whether ERC should be involved in primary data collection trends or only the allocation of funds. Further questioned why programs not experiencing a decline need to be marketed. Support should be provided to help departments identify pathways for program success. Also, are marketing programs addressing community needs, business trends, or hiring trends, what is needed now versus 4 years? CSUN should address the whole person's needs rather than target a particular program.

Also, there are connections between businesses and programs. Enrollment is not declining in some programs because employers are providing feedback on what is needed in the workforce.

It was suggested ERC should collect input, and compile information The Chair will work with faculty committees and work with Senate Exec on what the feedback mechanism is for ERC.

It was proposed to invite Debi Cours to present at a future ERC. Provost Walker is scheduled for November and the committee will ask her about a marketing timeline goal. Ken Rosenthal and Diane Stephens are scheduled in December to present on Facility Updates. The Chair will inquire about the ERC/ATC joint meeting.

The Chair is open to unsolicited emails from members as to what needs to be addressed at ERC, brainstorming sessions, and items do not necessarily need to be on the agenda to be discussed.

## **6. Executive Secretary's Report**

The university budget is still not signed/approved.

Part of the Makenzie Scott gift has been distributed and this includes distribution to the colleges. One million of the gift and one million of one-time campus initiative funds for research have been provided to the colleges for the Deans to distribute for Innovation and Interdisciplinary work. The \$1M from the gift was distributed evenly between the 8 colleges and the library. The \$1M from the one-time campus Initiative funds for research was distributed by percentage of tenure track faculty.

The budget timeline was discussed, and the Board of Trustees moved their budget process earlier, however, the campus and Legislature did not. It was asked if the campus is behind the budget timeline.

Callie will confirm the timeline in her November report.

### **Enrollment Presentation Follow-up**

Discussion continued regarding the enrollment presentation. For Fall '22 Cabinet feels they can't rely on simple geography for enrollment and moving forward need to know who the target is beyond the geographic service area. First time in a long time CSUN has opened enrollment for Spring 23, lifting impacted programs. How does CSUN compare with other schools? What space does CSUN occupy in the higher education landscape in our region? The committee will ask Provost Walker about the marketing direction and how can ERC contribute to the conversation.

## **7. MacKenzie Scott and Dan Jewett Gift**

The committee reviewed the email from President regarding the \$40 million gift. The gift is discretionary for the President but it was unclear who provided input into the allocation of the funds. Members expressed concern about receiving an email distribution of \$13.32 million.

G. Knotts will draft an email to President Beck and request the committee's input via google docs. Framing the email to ensure shared governance and faculty senate are consulted when decisions about gift allocations to the extent possible especially when the donor did not specify the purpose. This particular gift will have an impact for many years to come. How does President Beck see the role of shared governance in gift allocations? Also, what does President Beck see as the role of ERC

Discussion ensued regarding creating a mechanism for feedback (a bullet from ERC Issues) that currently does not exist How do we want to systematize it? What is bringing ERC together to help shape policy recommendations?

ERC can be proactive and ask what are the timelines for when decisions are made (i.e. faculty hiring) and make sure there are ERC meetings so the committee can provide feedback. ERC's role relative to the administration. The other piece, what are the mechanisms for ERC to gather information from faculty, what are the faculty priorities? What is an effective mechanism: forums, focus groups, qualtrix surveys, and strategic meetings with administration. Forums and focus groups can be used to find out what matters to faculty, not just the ERC. Need to clearly articulate what ERC is asking and what information it wants.

Last year Deans were invited to ERC to discuss what academic resource needs are not being met in the current budgetary process. Are there other areas (Ethnic Studies, Pride Center, etc.) we should invite to help inform gaps in resource allocations? If ERC invites two Deans at a time so there is a better sense of unmet needs. Also, possibly invite Chairs to get an understanding of the budget process and what is working and what is not working. What does ERC do with the information provided, does it result in a policy?

Further understanding of the budget, including how much budget is discretionary, to help faculty understand what is possible. What is the amount of funding ERC can make decisions regarding? If we bring in the Deans and seek input from the faculty how does that translate into something? There is overall exhaustion with consultation especially if it is performative. There are a lot of things happening at the same time for example Chicano House, Chicano Center, Ethnic Studies, and JEDI values.

M. Sawyer (lead) and H. Tonyan will draft a structure to gather information to build on the ideas discussed; open forum, survey, and needs assessment, through the Senate, Chair, or ERC website. Also, what does ERC do with the information once it is gathered.

H. Tonyan suggested ERC solicits faculty or senate with the rubrics to request feedback. G. Knotts will follow up.

## **8. Prioritize ERC (Potential) Issues:**

- Enrollment
- Budget
- Timely and substantive collaboration with the administration on academic resource allocation
- Creation of a well-advertised mechanism for faculty to communicate their concerns about academic resource allocation to ERC
- Gifts and Other Allocations Rubric
- Road Map to the Future outcomes
- Sabbaticals
- Resource Needs of Colleges

## **9. Adjournment**

The meeting was adjourned at 3:21 pm

**Notes:**

The next ERC meeting will be held on November 8, 2022, from 2:00 – 4:00 p.m. via Zoom.

**ERC’s Charge**

“This committee shall make general policy recommendations in order to guide the allocation of all University resources which impact educational programs. In carrying out its charge, the committee may review and advise on current and proposed allocation of faculty positions; the allocation and the projected needs for space; support equipment and operating expense budgets; the allocation of resources for technology; the assignment and projected needs of support staff; the recommendations of other faculty governance committees which have significant educational resource implications; additionally, at the request of an appropriate University committee or an Associate Dean, independently evaluate proposals for new programs with regard to their impact on the available educational resources of the University.” — *from ERC Bylaws*

**Educational Resources Committee Membership 2022-2023**

Name	Department	College	Elected by	Term Expires
Elizabeth Debach	Family and Consumer Sciences	CHHD	Senate	2023
Ellis Godard	Sociology	CSBS	Senate	2023
VACANT			Senate	2023
Nazaret Dermendjian	Civil Engineering & Construction Management	CECS	Senate	2024
Holli Tonyan	Psychology	CSBS	Senate	2024
Mirna Sawyer	Health Sciences	CHHD	Senate	2024
Greg Knotts (Chair)	Elementary Education	MDECOE	Senate	2025
Katherine Stevenson (Sabbatical)	Mathematics	CSM	Senate	2025
Yarma Velazquez Vargas	Chicana/o Studies	COH	Pres Appt	2023
Christian Tedeschi	Elementary Education	COE	Pres Appt	2023
Callie Juarez	Academic Resources and Planning	Academic Affairs	Executive Secretary	N/A
VACANT	Academic Resources and Planning	Academic Affairs	Recording Secretary	N/A

## 2022 - 2023 Meeting Calendar

<b>Date</b>	<b>Time</b>	<b>Location</b>
Tuesday September 13, 2022	2:00 pm – 4:00 pm	ZOOM
Tuesday, October 11, 2022	2:00 pm – 4:00 pm	ZOOM
Tuesday, November 8, 2022	2:00 pm – 4:00 pm	ZOOM
Tuesday December 13, 2022	2:00 pm - 4:00 pm	ZOOM
Tuesday, February 14, 2023	2:00 pm – 4:00 pm	ZOOM
Tuesday, March 14, 2023	2:00 pm – 4:00 pm	ZOOM
Tuesday, April 11, 2023	2:00 pm – 4:00 pm	ZOOM
Tuesday, May 9, 2023	2:00 pm – 4:00 pm	ZOOM