

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE EDUCATIONAL RESOURCES COMMITTEE

MINUTES OF MEETING 10-08-2019 APPROVED BY COMMITTEE 11-12-2019

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

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

POLICY ITEMS _____

Members Present:

Dianne Bartlow, Lindsay Brown, Ellis Godard, Kim Henige, Linda Noblejas-Sapuay (recording), Jerald Schutte, Diane Stephens (non-voting), Kate Stevenson, Dino Vrongistinos, Yarma Velazquez-Vargas

Member Excused:

Nazaret Dermendjian, Greg Knotts

Guests:

Colin Donahue and Edith Winterhalter

1. Call to Order

The meeting was called to order at 2:02 p.m. Schutte welcomed everyone and informed them that Dermendjian will not be able to attend due to their college's accreditation visit today. Schutte will chair the meeting on Dermendjian's behalf.

2. Approval of the Agenda

The agenda was approved.

3. Approval of the ERC Meeting Minutes of September 10, 2019

The minutes of the ERC meeting of September 10, 2019 were approved.

4. ERC Chair's Report

No report.

5. Executive Secretary's Report

Stephens reported on the following:

a. Budget

Academic Affairs continues to move forward with its implementation of Questica. This will require budgeting by line items at the department level and represents some additional workload in the colleges this first year.

The university is awaiting formal approval of the campus budget and Academic Affairs has modeled the budget with information available at this time.

b. Facilities

Stephens thanked those who participated in the focus groups for the Sierra Annex Classroom Building over the last two weeks. There are also some open forums scheduled, to include students, in the next couple of weeks. The project planning has been a good opportunity to look at space utilization and room configurations and size.

c. Schedule Effectiveness

Our room reservations software implementation is moving forward slowly. Once the interface between the software and our enterprise student system (PeopleSoft) is complete, we will prepare a revised timeline for the implementation.

Data workshops on schedule effectiveness were held in three colleges in the last few weeks. These workshops (with Institutional Research and Undergraduate Studies) introduce tools available to department chairs and others to gauge demand and model schedule building under different scenarios.

Discussion ensued on the Sierra Annex funding, likelihood of renovation of Sierra Hall, room utilization, active learning spaces, etc.

6. CSUN 2019/20 Operating Budget – Colin Donahue and Edith Winterhalter

Donahue stated that he has three discussion topics in his [2019/20 Operating Budget presentation](#) but can focus on anything that the Committee wants to address. These include 2019/20 Campus Operating Budget Overview, GI 2025 Budget Plan, and the Campus Balances and Reserves. He continued that the UPBG and the Cabinet's budget planning goals for 2019/20 are to address reliance on one-time operating funds to balance annual operating budgets, maintain reasonable central operating reserve balance, allocate operating funds for key priorities and recognize and prepare for potential economic downturn within the next two budget cycles. He stated that the campus did things mid-year to be in a better position for 19/20 and compares well with other campuses. Having a reasonable size reserve is beneficial to hedge against possible economic downturns.

He talked about the 2019/20 Operating Budget Summary related to FTES, headcount, and sources of funds. When they show numbers on FTES and Headcount, they use annualized blend so it is different from the report from Institutional Research because they do Fall and then Spring. They lock the numbers in March for budgeting purposes so it is consistent across the cycle when they get the budget memos. As the real numbers come in, they will make the change to make it accurate. The 2019/20 Operating Budget Analysis showed almost \$29M for New State Appropriations (permanent) minus the commitments (compensation and benefits) \$-17,584,956 and the drop in tuition fee revenue, \$-4,571,620 give us the balance of \$6.7M. We had a prior year shortfall of -\$6.7M which was covered by one-time resources so the net is -\$74K. The campus received one-time new state appropriations of \$4.8M. We also received additional GI 2025 appropriations and one-time enrollment dollars. The discussion with Cabinet is that we have funds potentially available for one time uses of \$4.7M.

Donahue provided the G I2025 Permanent Budget Allocation Summary by year. We are in our fourth year of GI 2025 and the total permanent GI 2025 allocation is \$15M. He showed the different categories of spending each year (i.e., student success positions, tenure track positions, continuing student success initiatives). Discussion ensued on the list of student success initiatives, assessments and outcomes, tenure track positions, attrition, staff positions, etc.

Donahue and Winterhalter showed the [Budget Planning & Management](#) website where they have put the dashboards showing the operating fund balances and reserves. He stated that they have been actively asking people as to what information they want to see, feedback on what works, and they have been changing information based on the feedback. His team is actively working on these dashboards. You will see a couple of the budget years, 2017/18 and 2018/19 and the State Auditor's report pertaining to Northridge. They will have dashboard that will include all the enterprises and auxiliaries and will be more detailed. There is flexibility in these dashboards and there are tools that can be drilled down to the department level. Discussion followed on a suggestion of having one report that shows the reserves, the budget and the actual expenditures, how many campuses use Questica, chart of accounts being used and if it is the same as in the Chancellor's Office, etc.

Donahue also discussed the capital program, the ongoing projects, projects that are in design phase, and future major capital projects. He also talked about the funding needed, the sources and the status of each projects. Discussion ensued on questions regarding the hotel P3 project, parking structure issue, conference center and restaurant, contingences on all these project if funding is not available, etc.

7. Statewide Academic Senate Report – Jerry Schutte

Schutte reported that the Statewide Academic Senate passed a resolution to “explore” implementation of an ethnic studies graduation requirement and are now compiling information on learning outcomes and potential requirement by November 1st. They will upload the result to the statewide senate website in anticipation of sending the aggregated and summarized file to Senator Pan by December.

They also had the first reading for the second version in support of a 4th year Quantitative Reasoning (QR) course as an A-G requirement for high school students to get into the CSU. There were some myths brought up on this. Quantitative reasoning (QR) is not math. It is more of a critical look from a mathematics standpoint. It can be in other disciplines like science, personal finance, etc. Most high schools have courses that can qualify as QR.

He mentioned artificial intelligence on the horizon. He suggested exploring what it means and how it might affect in pedagogy, employment, etc.

8. Student/Faculty Ratio (SFR) Discussion

This agenda item was postponed for discussion at the next meeting as Knotts, who is leading the discussion, was not able to attend.

9. Adjournment

The meeting was adjourned at 3:56 p.m.

Notes:

The next ERC meeting will be held on November 12, 2019 from 2:00 – 4:00 p.m. in UN 211.

**** THERE WAS NO POLICY RECOMMENDATION PUT FORTH AT THIS MEETING FOR SENATE CONSIDERATION.***