

CALIFORNIA STATE UNIVERSITY, NORTHRIDGE EDUCATIONAL RESOURCES COMMITTEE

MINUTES OF MEETING 02-11-2020 APPROVED BY COMMITTEE 04-14-2020
Sub. To Exec. Comm. _____ Approved by Exec. Comm. _____
Sub. To Acad. Senate _____ Approved by Acad. Senate _____
POLICY ITEMS _____

Members Present:

Lindsay Brown, Nazaret Dermendjian, Ellis Godard, Kim Henige, Greg Knotts, Linda Noblejas-Sapuay (recording), Jerald Schutte, Diane Stephens (non-voting), Dino Vrongistinos, Yarma Velazquez-Vargas

Members Excused:

Dianne Bartlow, Kate Stevenson

Guests:

Heather Cairns, Betsy Corrigan, Colin Donahue, Rick Evans, Callie Juarez, and Stella Theodoulou

1. Call to Order

The meeting was called to order at 2:04 p.m. Introductions followed around the table.

2. Approval of the Agenda

The agenda was approved.

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

The minutes of the ERC meeting of December 10, 2019 were approved with abstentions.

4. ERC Chair's Report

There was no Chair's Report

5. Executive Secretary's Report

There was no Executive Secretary's report.

6. Conference Center and Hotel Update – Colin Donahue, Rick Evans, Betsy Corrigan & Heather Cairns

Evans thanked everyone for inviting them so they can provide a complete picture of the Hotel, Restaurant and Conference Center and address questions as well. He discussed the

location which is right across from The Soraya. The Orchard Conference Center is approximately 12K square feet and it will include a pre-function area, private dining area, restaurant space, multi-purpose center, kitchen, etc. They are in the process of selecting furniture, windows, acoustic treatments, and lighting. They do not want to lose the connection to the University Club so there will be a wall that will display memorabilia. The timeline for the construction is as follows:

Bidding Process – January – February 2020
Bid Review/Contract Award – February 2020
Construction start expected – March 2020
Opening – March 2021

The total project cost is \$9M with 50% funded by The University Corporation (TUC) and 50% funded by the University-controlled funds or capital outlay funds for infrastructure. They are not anticipating a return on investment (ROI) on this project. The Board is made up of primarily faculty and student leadership and they see the importance of having a modern conference center on campus so they made a commitment to invest in this project without a return on investment.

Corrigan stated that in naming the conference center, the board at their last meeting floated some names for consideration and they took a survey to faculty and staff to select a name that will be good for the center. The one that was chosen was Orchard Conference Center.

The TUC hired Gensler as the architectural firm along with their hospitality partner for the project, Food Service Matters. They did a feasibility study to focus on programming for the facility. They focused on the following key attributes: design characteristics, conference center capabilities, and overall functionality. The results from the focus groups that were done was to have high quality, farm-to-table and sustainable seasonal menus, private spaces for meetings that should feel special, flexible space with built in audiovisual, consistent catering, professional staff, ease in ordering, pricing that is sensitive to campus budgets, and transparent costs. The campus or customers want a quality restaurant, conferencing, and catering services. TUC concerns are no ROI anticipated, significant concern of pending operating loss, making it essential that the campus financially support the conference center. In order to meet the campus demands and for TUC not to lose money, they have decided not to have a restaurant but will operate a larger conference center that will be operated by Chartwells. Chartwells was selected from the RFP. They have also created a catering policy with the assistance of Administration and Finance that requires the campus to use the services of the Orchard or CSUN Dining-to-Go and additionally the Hilton Garden Inn restaurant. It will save the TUC \$250K on capital costs and \$400K in TUC start-up costs. The Hilton Garden Inn will have a restaurant and bar that the campus can use. A catering policy will not take effect until March 2021.

The Hilton Garden Inn plan check is in progress and construction is expected to start on June 2020 with its completion and opening day targeted at October 2021. The Hilton

Garden Inn will be selective service hotel with 149 rooms and 128 parking spaces. It will have a restaurant, meeting space, and fitness center. The benefit of having this hotel on campus is the academic partnership, four percent (4%) in gross sales and ground lease. Discussion ensued.

7. Faculty Hiring – Stella Theodoulou

Theodoulou apologized that Provost Walker is not able to be attend this meeting.

She stated that there are multiple steps in the process of faculty hiring. Step one is to determine where the money is coming from and how to allocate the positions. It can come from previous faculty hiring commitments (roll over recruitments), new enrollment funds allocated to the university, GI 2025 funds (a CSUN decision), and remaining faculty attrition funds. The next step is to determine college allocations through enrollment-based and tenure density (TD) analyses. Enrollment need and how much funds are remaining are then determined. She showed how tenure density is determined for faculty recruitment. Tenure Track/Tenured Faculty (full-time) is equivalent to one, FERP is equivalent to 0.5, lecturers are equivalent to weighted teaching units divided by 15 (FTEF). So tenure density is the total of tenure track/tenured divided by FTEF.

Theodoulou stated that in April 2019, deans were presented with three options for the tenure density funding:

1. 18 TD positions; 8 staff positions
2. 13 TD positions; 7 staff positions; \$500,000 to offset budget reductions
3. 8 TD positions; 6 staff positions; \$1,000,000 to offset budget reductions

All of them agreed to choose option 2, with 13 TD positions, seven staff positions and \$500,000 to offset budget reductions. They were requested to submit:

For Faculty Hiring

Deans will provide Academic Resources with the following:

- Department name
- Academic Emphasis
- Rank
- Requested Salary
- Expected Timeline

For Staff Hiring

Proposals for new staff positions should include the following:

- Unit/Department
- Job Title
- Working Title
- Anticipated Hiring Salary

BRIEF (i.e., one paragraph) rationale for the position that should include its anticipated support of department/college/university strategic priorities, especially student success.

Theodoulou stated that for 2020/21 faculty recruitment tracking, the Provost's Office will be requesting additional information on why a search failed and rollover recruitments must be requested by the dean to the Provost's Office with a required justification. Discussion ensued.

8. Statewide Academic Senate Report

Schutte stated that the minutes of the Academic Senate have been uploaded to the myCSUNbox for committee review. He said that if there are any questions, members can email him.

9. Adjournment

The meeting was adjourned at 4:02 p.m.

Notes:

The next ERC meeting will be held on March 10, 2020 from 2:00 – 4:00 p.m. in UN 211.

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