CALIFORNIA STATE UNIVERSITY, NORTHRIDGE
EDUCATIONAL RESOURCES COMMITTEE

MINUTES OF MEETING 05/09/2023   APPROVED BY COMMITTEE 9/12/2023
Sub. To Exec. Comm.   9/25/2023   Approved by Exec. Comm.
Sub. To Acad. Senate   Approved by Acad. Senate
POLICY ITEMS

Members Present:
David Boyajian, Elizabeth Dabach, Nazaret Dermendjian, Callie Juarez (non-voting), Gregory Knotts, Mirna Sawyer, Katherine Stevenson, Christian Tedeschi, Holli Tonyan, and Yarma Velazquez-Vargas

Not present (Excused):
Ellis Godard

Guests:
Dean Chandra Subramaniam and Dean Shari Tarver-Behring

Call to Order
The virtual meeting was called to order at 2:00 pm by Gregory Knotts.

1. **Approval of the Agenda**

   The agenda was approved with no objections

2. **Approval of the ERC Meeting Minutes of April 11, 2023**

   The minutes were approved with no objections.

3. **Chair's Report**
   Response from Matt Cahn regarding instructional delivery mode indicated that Spring 2023 was estimated at 20% online and 80% face-to-face. There is currently no campus-wide definition of goal and there is no standard enumerating if OH (hybrid) is considered online or face-to-face. A faculty committee (possibly ATC) should work on the definition and goals. G. Knotts will reach out to the Deans to find out the individual colleges' definitions. C. Juarez will pull SOC data regarding hybrid classes. After the definitions are gathered, it was recommended that ERC make a recommendation and send the language to the appropriate committee.

   Responses from Matt Cahn regarding advising follow-up indicated that the Provost's Office is aware of the concerns about graduate advising, coordination, thesis review, and overall management of graduate programs and right-sizing graduate advising as well. Discussion ensued regarding the consultation about the advising plan with Faculty Senate.

4. **[Survey Report](#)**

M. Sawyer presented the faculty survey results. There were 200 responses, representing 10% of the faculty (i.e., tenured/tenure-track and lecturers).

What should be ERC's top priorities?
- Current and proposed tenure-track hires
- Prioritizing budget cuts in response to changing circumstances
- Allocation of unexpended funds; discretionary money
- Infrastructure: Instructional Space(s)
- Other items that were not listed:
  - Uncompensated work/underpayment of work
  - Perception of mismatch in position prioritization
  - Resources related to student learning/support
  - Technology issues

What educational resource needs are not being met presently?
- Hiring faculty
- Support for faculty & lecturers
- Technology

Discussion ensued about the process of allocation of tenure-track hires and the lack of transparency. How are lines allocated? Is it solely on tenure density or is there a strategic discussion about the current and/or future needs of the departments? Currently, tenure-track faculty that leave CSUN are not replaced at the same rate or in the same department. Also, some of the funds are used for other financial needs including faculty and staff promotions.

The survey provides ERC with direction for 2023/24 and was a valuable process of seeking input from faculty that should be completed annually. G. Knotts will be sharing the results with the Provost. It was recommended that ERC starts 2023/24 with the slides and the comments from the Deans.

5. **Pathways to Excellence – Summer 2023 K. Stevenson**
   K. Stevenson recommended that the ERC requests the proposal from CSUN to the Chancellor's Office for the Pathways to Excellence Summer 2023 programming. G. Knotts will follow up with the Writing Council to see if it was consulted and move the request forward.

6. **Dean Subramaniam – David Nazarian College of Business and Economics (DNCBE)**
   Student success is beyond just graduating students. If students do not have jobs, the College has not done its job. Currently, student success programming outside of the instruction in DNCBE is not funded by the university and resources have to come from the College. This includes events like Welcome Back and Nazarian Fair. In business, classes are insufficient for preparing students for the real world. About 900 students are in internships in any semester and this includes preparation for internships, interviewing skills, and career building. Not only does CSUN DNCBE provide the students with a degree, but the College also provides professional (third-party) certifications.

In 2008, DNCBE decided to reduce staff lines as part of a budget reduction. Dean Subramaniam has used college resources to hire staff. We need to make sure colleges have enough staff for the faculty and students.

There are concerns regarding the State-side summer session funding model. DNCBE brings in $1-2 million, however, due to the indirect cost recovery model which includes a large grant release time program, the College received no monetary benefits. This model has been discussed for over five years and Dean Subramaniam would like it changed. Any time a faculty member is reassigned, the College funds the difference between the replacement rate and the actual cost of the lecturer, which is higher in DNCBE.

7. **Chair Nominations and Election**
   Greg Knotts was elected ERC Chair for 2022-23. Next year's chair goals are:
   - More proactively communication with the Senate Executive liaison to ERC.
   - Confirm a joint meeting with ATC.
   - Meet with the Provost regarding the rubric created by ERC.

   Thank you to Nazaret Dermendjian as a long-term standing member and previous chair! N. Dermendijian will be entering FERP starting in Fall 2023.

8. [**Approval of the 2022-23 ERC Annual Report**](#)
   The annual report included a summary of the meetings with the deans.
   The 2023-24 priorities were updated with comments from the Committee.
   The annual report was approved with no objections.

9. **Dean Tarver-Behring – Michael D. Eisner College of Education (MDECOE)**
   Dean Tarver-Behring focused on one-time item requests. The College has six computer labs that have outdated equipment, about 150 computers (seven to nine years old) that need to be updated with new equipment and furniture. The College is willing to share the currently locked labs if that will help with obtaining the equipment and furniture. The goal is to refresh desktops with laptop carts and use more flexible furniture . Software packages were enhanced in part with HEERF funds; however, currently, there is no funding source to continue to purchase the software the College has become dependent on. Now that classes are in-person, the faculty and teacher supervisors continue to use the software. Lastly, the MDECOE offices and lobby spaces need furniture upgrades. There is no funding source for these upgrades.

10. **Adjournment**
    The meeting was adjourned at 3:35 pm