Minutes of the NS&M Administrative Council Meeting  
Tuesday, November 3, 2009  
11:00 a.m.  
Science III Conference Room – Room 100

Present: Baron, Bishop, Gebauer, Keltner, Kemnitz, McBride, Meyer, Thomas, and Trigos.

Meeting was called to order at 11:03 a.m.

1. Approval of Minutes  
Dr. McBride moved to approve the minutes of 10/20/09 as presented; Dr. Meyer seconded the motion. All present were in favor, except two abstentions.

Dr. McBride moved to approve the amended minutes of 10/27/09; Dr. Baron seconded the motion. All present were in favor.

2. Dean’s Remarks  
None.

3. Brief Announcements  
Program Reviews  
The departments of Chemistry, Natural Sciences, and Physics are slated to undergo program reviews. A four-person committee needs to be formed for the Natural Science program review, with representatives from each Biology, Chemistry, Geology, and Physics. Dr. McBride reported that Dr. Carl Kloock will be the representative from Biology, whereas Dr. Meyer stated he would be the one from Physics. Dr. Meyer reported that he will seek guidance in the completion of the Physics’ review from Dr. Mustafah Dhada of Academic Programs.

External Funds  
Dr. Keltner reported that he has been seeking $125k from local hospitals and is meeting with Paramount Farms next week in an attempt to solicit more donations.

Hope International University  
Dr. Keltner has learned that Tom Watkins and Mark Abernathy of the local community are working with Hope International University, a private Christian college, in attempt to open nursing program in Bakersfield. This will be a new source of competition for CSUB.

4. Budget  
None.

5. Curriculum  
Dr. Keltner presented the Department of Nursing’s Response to Budgetary Crisis, which outlines the measures the department has taken to reduce costs and increase efficiency. The RN to BSN one-year, 66 unit program is assisting the department with cost-savings and meeting their target. The presentation continued with scenarios of 40, 50, or 60 cohort groups. While the cost per FTES decreases with increasingly larger cohorts, current and
future budget constraints prohibit the acceptance of large cohorts and may limit the
department to not accept any new students in 2010-11.

6. **Associate Dean’s Report**
   Dr. Kemnitz distributed the *NSM Dept. FTES* table and explained that the fall figures are
   now rebenched. The winter enrollment is current as of 11/2/09 (the first day after everyone
   has had a chance to register). He noted that seats in each Area B and Theme 1 category
   remain open but are likely to fill soon.

7. **Chairs’ Report**
   None.

8. **Old Business**
   None.

9. **New Business**
   None.

10. **Adjournment**
    Meeting was adjourned at 12:12 p.m. Next scheduled meeting will be November 10, 2009,
    11:00 a.m. – 12:30 p.m. in Science III Conference Room.

Meeting notes respectfully submitted,

Laura Ann Bishop