

Budget and Planning Committee Minutes

Thursday, January 31st, 2019
10:00 –11:30 AM

Student Health Center, Conference Room (HCCR)

I. Call to order: 10:05 am

- **Attendees: B. Street (chair), A. Schmidt, V. Harper (ex-officio), J. Kegley, A. Hegde, A. Grombly, A. Lauer, C. Lam, D. Boschini (ex-officio), J. Drnek, T. Davis (ex-officio), M. Martinez**

II. Approval of Minutes

- Minutes from 12/06/18 meeting
- Motion: J. Kegley, 2nd: A. Hegde

III. Announcements and Information

- Welcome Dr. Vernon Harper, Interim Provost and Vice President for Academic Affairs
- Strategic Planning and Budget Advisory Committee meeting will be Thursday, Feb 14 from 1 – 3 pm. Location to be determined.
 - o Discussion of the cancelation of the initial meeting and the planning to reschedule the meeting and needs of faculty for planning to attend
- INST department proposal update
 - o D. Knepp was given feedback from BPC and AAC. Due to changes in administration, the proposal has been put on hold
 - o V. Harper met with the director and the faculty to discuss the proposal
- Academic calendar task force
 - o Discussion of timing of making the calendar and the timing within the calendar. A system is needed make sure that the calendar is built in such a way that it changes are not having to be made several times after it has been approved.
 - o There needs to be a committee with all stakeholders involved in the calendar, including BPC members. D. Boschini met with K. Knutzen

about the need for a committee that includes faculty. We need to create the committee now to have the calendar to the CO and for the next academic year. The desire is for the committee to meet this semester to catch up. There should be a draft outline of the calendar because there are some dates that are consistent (per week) each term. Need to also consider issues of timing for vacations and conferences; the committee needs to bring these issues up for discussion.

- C. Lam and J. Drnek volunteered for the committee from BPC.
- Contacted Dr. Imeh Ebong (GRaSP), Dr. Mark Novak (Extended U), and Mr. Victor Martin (University Advancement) to speak to BPC regarding needs/priorities.
 - Dialogue about priorities and budget. Where is their budget and where it needs to go? What their overall priorities are.
 - These are key areas where they have impact beyond their own unit. We depend on some of these departments, and we need to make sure the needs of these departments are discussed.
 - Questions about release time related to grants. A. Lauer to follow up with V. Harper.
 - Questions for the departments:
 - How to they contribute to student success?
 - Budget: reports about indirects and what the formal funding streams are. How are revenue sources being utilized and/or allocated. What are the processes? Discussion of how committed resources from EUD are returned to Academic Affairs. V. Harper to follow up.
 - What services to EUD students in online-only programs get? CSUB-AV students are in the same position even though they are not through EUD. Questions about which fees are charged to these students.
 - Advancement: How are staff in UA assigned to the different schools and programs? What are the priorities?

- New tenure-track hires for fall 2019
- Budget calendar discussion
 - o By February or March, we should be working on a priority for Senate to forward on to SPBAC
 - o Budget book has the cycle included. The dates will be updated each year.
 - o Significant funding proposal (~\$300m+/-) from the governor. To be associated with GI 2025. ~\$250m single-time funding also included in the budget proposal for updating infrastructure. ~\$15m for student services. It has not been approved yet. Legislature to review.
 - o What's the timeline for the tuition freeze? Even if tuition freezes, fees could be increased, but the students have to be in favor of the fees being implemented. Each CSU has a committee that is made up of approximately 3 faculty/staff and 12 students.
 - o CSUB USPBC looking at last year's priorities and assessing this year's priorities. BPC also working on recommendation for Senate and USPBC.
 - o We do have all of the IRPA data and the budget book. Is it possible to get graduation rates by school and department? There are a lot of individual differences between departments for 4 and 6 year. There are parts of the process we can adapt to possibly help them.
Information requested from IRPA.
 - o CSU Dashboard has the graduation initiative information. K. Krishnan will be advertising a workshop on how to use the dashboard.
 - o There are still questions about how the data is gathered. There needs to be a system where the data is explained to faculty so that meaningful discussions on intervention are informed with how to best mitigate some of these issues.
 - o Graduation initiative: time to degree is affected by having to repeat courses that are pre-requisites for other programs. Having the clear explanation of the data and what needs to be done to get students

graduated so we can make progress. There are also a lot of students taking time off. Retention is also an issue, but why is that?

- It's good that these discussions are occurring. V. Harper planning to meet with the schools and those attendees who RSVP will be sent data on their school to discuss at the meeting. V. Harper will work with the dean and the school so that they can address these issues as well.
- The next three meetings will focus on data analysis and developing consensus about priorities for next year. We want to allocate enough time for this to be discussed at Senate.

IV. Approval of Agenda

V. Old Business

1. Referral #09 University Hour

- a. Discussion of the overview provided by A. Schmidt. Majority of respondents in favor of the Runner Hour, and 45% of supporters prefer in the middle of the day.
- b. Question and discussion about classroom utilization and the adverse effects on class scheduling, students' ability to get classes, and the long term ability of the campus to build additional facilities. Further recap of the discussion with L. Zuzarte regarding existing utilization. Also discussion of the scheduling of labs if scheduling Runner Hour in the middle of the day. We need to consider the long-term impacts of this change. An additional level of consideration may need to be directed to the effects of reporting to the CO and how this change will affect our rankings.
- c. There are two issues: do we conceptually support the Runner Hour? How can this be supported and what are the impacts? Is it the charge of BPC to recommend the time for Runner Hour or that there be a Runner Hour? Conceptually, this is a great idea, but is it possible to implement this at this point? There are still discussions to be had about impacts and implementations. Call for BPC to focus on space utilization as an issue. We need to look at the schedule: there doesn't

seem to be enough time in a MWF time block. We need to consider faculty workload but also student needs and outside responsibilities. There are a lot of classes that are offered all in the same time blocks. Why are Fridays underutilized? The understanding from students is that all of the professors choose their time blocks and they all want to teach at the same time. There are prerequisite issues because of when classes are scheduled, especially in NSME, because classes are only offered once a year. This discussion is going on across the campus. We need a lot more information about implications and people involved in order to speak to this, and BPC does not currently have this information. The greater issue is are we helping or are we hurting our long-term goals with the decisions we are making here.

- d. The charge is a discussion of the Runner Hour, but we are focusing on the issues that this will affect. We still have to resolve the charge for or against the Runner Hour. We can use the data requested to discuss feasibility. We also need to look at what conditions make it possible for other campuses to hold this hour and how do they compare to us? Context really matters. There are so many implications for implementation of this to look outside of the time block schedule. There will probably need to be a change to the time blocks; this wouldn't likely happen until Fall 2021 logistically. V. Harper and T. Davis to work on primer on how the CO rankings are calculated to develop a better context before we make resolution.
- e. There will have to be a timeline for this, but there is also understanding that there are a lot of issues that need to be resolved to make this available. We all also need to keep in mind the current students and future students. There is a paradigm shift from faculty-centered scheduling process to a student-centered scheduling process. This also has implications for GI 2025. Having utilization data will help us better understand what the limitations currently are. Discussion

of the need for better student demographics. We need to look at more than the philosophical implications for the charge.

2. Referral #07 Interdisciplinary Studies Department Formation Proposal

3. Discussion on University priority spending

VI. New Business

None

VII. Adjourn 11:33am