

# **Budget and Planning Committee Minutes**

Thursday, February 13<sup>th</sup>, 2020  
10:00 –11:30 AM

## **Student Health Center, Conference Room (HCCR)**

### **I. Call to order: 10:05 am**

- Attendees: B. Street (chair), V. Harper, J. Drnek, M. Martinez, J. Kegley, A. Wan, A. Grombly, L. Lara, D. Boschini, C. Lam

### **II. Approval of Minutes**

- Minutes – 01/30/2020; motion with changes that BPC did welcome J. Drnek back at the last meeting in absentia: J. Kegley, 2<sup>nd</sup>: A. Wan. Motion passed.

### **III. Announcements**

1. Spring 2020 Budget Open Forum – Monday March 9<sup>th</sup>, 11AM – 12PM, Student Union MPR
  - a. Please attend. Bring any issues that need to be addressed at the forum to the next BPC. Fall Budget Forum focuses on the budget we ended up with and the Spring Budget Forum will focus on what we want for the next cycle.
2. Summary of LMS Open Forum
  - a. The discussion at yesterday's forum was constructive. F. Gorham presented, but the discussion was led by the attendees. All of the information from the meeting will go out to the campus on Monday; tomorrow is the last day to submit feedback from the forum.
  - b. The feedback largely focused on what will happen once a decision is made and the implementation process either way. There is a need to start thinking about the process; there was angst from the attendees about time and resources to complete the migration by the end of whichever contract is terminated.

- c. Information Technology Services (ITS) and the Faculty Teaching and Learning Center (FTLC) were represented at the forum.
- d. The three faculty leads were in attendance, but whether this is sufficient peer support is something to think about.
- e. The campus has Blackboard for another year to allow for the campus migration if we move to Canvas.
- f. The number of attendees was requested; it was estimated around 40, but B. Bywaters will follow up with this information for Senate.
- g. Questions were raised about the length of time Blackboard records will be available
  - i. Per F. Gorham at the forum, ITS can archive Blackboard in perpetuity, and associated files can be opened later with the use of Open Blackboard.
- h. Discussion of the need to make a decision earlier than later to allow for discussions about the implementation process and building up faculty support.
  - i. Includes questions raised about online certification and Quality Matters raised by A. Evans in the forum.
  - ii. IT support is another issue; faculty are going to want face to face support although there is online and telephone support available
  - iii. Even if we stay with Blackboard, we still have to migrate Canvas courses back into Blackboard, and that will take time.
- i. FTLC is working to replace the vacant staff position.
- j. There will be additional information from the forum available at the next meeting and for General Academic Senate.
- k. Discussion moved on to the resolution.

#### **IV. Approval of Agenda**

Motion, J. Kegley; 2<sup>nd</sup>, A. Wan. Motion passed.

#### **V. Old Business**

1. Campus Budget and IRPA data discussion

- a. One data set is still missing: tenure density and headcount vs. FTES
- b. In BPC, this information is used to make recommendations to the Administration for budget issues in line with the Strategic Plan but also faculty and Senate priorities. The goal is to directly align the priorities and recommendations from BPC with the Strategic Plan.
- c. Campus and systemwide data as of Fall 2018; B. Street to request Fall 2019 data
- d. BPC produced a resolution last year with two recommendations for tenure density, whichever was achieved first. Changes in density have improved but we still have not met the goal according to available data
- e. How does the CSU compare with other states and higher education in general? Texas has almost as many students, and the trend is very similar.
- f. SFR has leveled off, but there is a slight upward trend on SFR for TT faculty.
- g. CSUB's trend is similar to the system; we have seen an increase in recent years despite a decade of losses. We see a corresponding drop in SFR for TT faculty. Discussion of how SFR is calculated and the causes for the changes due to hires 2014 onward. Review of data supporting the visualization.
- h. Direct comparison from the Budget Book displays CSUB against the CSU tenure density. There is an uptick from 2017 to 2018, but our goal is to get back to 2009-2010 levels.
- i. Discussion of the fact that some of the faculty here are the only experts in that field in the region and their dedication to CSUB
- j. Governor's budget not projecting additional faculty hires at this point. Further discussion of MPPs, faculty or staff hires. D. Boschini also had this discussion with President Zelezny. The campus budget will be under scrutiny as it relates to campus priorities. Vacant positions can be filled because there are lines in the budget to support them.

- k. The makeup of the faculty numbers is also at issue. We want to match our faculty to the student population. The way we calculate the URM, we may need to break the information out further. We will need to check with K. Krishnan about whether this can be done.
- l. Trend line at the line item level; some of the trends are moving upward now. The faculty rates have grown, but student growth is also still increasing.
- m. Errors that need correcting: total faculty headcount does not add up 100%. It needs to be more clear and complete, and we need all of the data points in the trend; the last year appears to be missing in the trend line. How is the percentage calculated, and is it consistent? We need the data as part of the headcount.
- n. Further discussion of questions and consistencies in the data. Need additional context for where the data comes from and how it is used in the calculations. We need the base of comparison. This is especially important because the information is in the budget book.
- o. Needs for consuming the data should be communicated to K. Krishnan at the next meeting.
- p. Discussion of WTU in the departments. The CSU has several different ways of calculating and counting WTUs. We need a unified definition.
- q. Key things we want in this data:
  - i. Making sure the math is correct
  - ii. Trend line data is complete
  - iii. Disaggregated URM or definition
    - 1. This has been discussed at EC in response to the comments made at the All-Faculty Meeting. Discussion of TT versus lecturers for URM hires and strategies for recruiting.
    - 2. Issue with this is the data is no longer anonymous when we drill down. There should be a committee to review

the data in detail, but it cannot be released campus wide because of these concerns.

3. Percent per line and percent total headcount. Also need context for what that percentage means.
4. We need the subtotals for the subcategories not just that all the subcategories add up to 100%
5. How are faculty who are non-resident calculated vis-à-vis URM?
6. Faculty of mixed race are considered non-URM.
7. Discussion of what we need to do for diversity.
8. The URM/non-URM data is problematic is because not as many faculty are filling out the question; it's optional. Further discussion that mixed race faculty are considered non-URM. The definitions come from the Department of Education through the Chancellor's Office. Also, Asian faculty are considered non-URM.

## 2. Calendar – Spring break survey

- a. Only include faculty and students
- b. Staff and administrators do not get Spring Break off.
  - i. The focus is on the constituencies who are most affected by it.
  - ii. Should still ask them for their opinion, and the data can be differentiated so that all parties are consulted.
  - iii. Goal of the survey was to be as concise as possible.
  - iv. Most students polled informally want a break in Week 8 as opposed to having it so late and not just finishing the term early.
  - v. Change question 3 to KHSD: Kern High School District
  - vi. Discussion of amalgamating all constituencies in the data versus breaking them out. We will run all of the data together and separately to make the decision.

- vii. Recommendation is to send out separate surveys so that data is only for that one constituency.
  - viii. Discussion of surveying administrators.
  - ix. Question 2: add another option for no opinion/preference
  - x. We will weigh the opinions of the individual constituencies.
    - 1. We will get both quantitative and qualitative data, and the qualitative data may provide better arguments. We have to weight to see what the data suggests.
  - xi. Aiming to get the survey out by the end of February. How long should it be open? Have it done in two weeks so we can start reviewing the data for the March 12 meeting.
  - xii. Delete question 1 entirely to send out separate surveys.
3. Referral 17 Learning Management System – Canvas
- a. In discussing the first impressions from the forum on February 12, the committee discussed whether there was sufficient information available now for the three subcommittees to draft and agree to a resolution.
  - b. A resolution would need to be complete by March 1<sup>st</sup> for a first reading in General Senate.
  - c. Discussion of BPC position and open issues related to drafting a resolution:
    - i. Canvas is used by several of our students before the reach CSUB.
    - ii. A few members who do not teach with Canvas have reviewed it and agree it is much easier to use than other LMS platforms they have used before.
    - iii. Testing issues, with regards to formatting and academic integrity issues, were mentioned, but it may be possible to address these issues with add-on features.
    - iv. Consensus is that BPC is ready to move forward with a resolution. B. Street will circulate a draft resolution after

conferring with the chairs of the other two committees on the referral.

4. Referral 20 Proposal for Energy and Power Engineering Emphasis within the B.S. degree in Electrical Engineering
  - a. One pressing question: was this a concentration or emphasis. They had to make this an emphasis because they do not have enough units to make it a concentration. This is an emphasis. B. Street to follow up with the Vice Chair of AAC to work on the resolution. Follow up on the resolution via email to move forward on this item before the next meeting.

**VI. New Business**

1. None

**VII. Open Forum (time certain 11:15)**

Congratulations to M. Martinez on the ASCSU election

**VIII. Adjourn, 11:18 am**