

University Resources Council Minutes (Approved) – Nov 19<sup>th</sup>, 2024 (6<sup>th</sup> meeting)

Anatol Center

**Members in Attendance (26)**

Eun Jung Chae for Ju Cheol Moon; Jesse Dillon; Patrick Joyce for Cyndi Farrington; Diane Hayashino; Araceli Gonzalez; Ben Huff; Chris Miller; Will Murray; Gavin Newton; Sara Nourazari; Hema Ramachandran; Ali Rezaei; Sam Vickovic; Suzanne Perlitsh Wechsler

ASM: Terie Bostic (CLA); Carrie Hernandez (CED); Dee Dee Green (COE); Kelly Noah (Library); Melissa Mata (COB); Jeannine Pociask (CNSM)

Marianne Hata (Asst. VP academic resources); Kara Perkins (AVP Budget & U Svcs; AA); Claudia Plaza (SA)

Praveen Soni (Chair); Dave Whitney (Vice-Chair), Pitiporn Asvapathanagul (Secretary).

**Guests in Attendance (15)**

Karyn S Gunn; Dan Montoya; Nicole Forrest Boggs; Shauna Followell; Laura Ceia; Ebrahim Amiri; Sandra Perez; Kerry Johnson; Donna Nicol; Min Yao; Virginia Gray; Tiffanye Vargas; James Kisiel, Lisa Martin; Krzysztof Slowinski

1:01PM	<b>Meeting Called to Order</b>	<b>Praveen</b>
1:01PM	<b>1. Approval of the agenda – Meeting of November 19, 2024.</b> <ul style="list-style-type: none"> <li>The November 19, 2024 URC agenda was moved, seconded and approved.</li> </ul>	<b>Will moved &amp; Ali seconded</b>  <b>Approved</b>
2:35PM	<b>2. Approval of the minutes – Meeting of November 05, 2024.</b> <ul style="list-style-type: none"> <li>The November 05, 2024 URC minutes was moved, seconded with amendment of correcting “Damian Zavala”, correcting division for Claudia Plaza from “SS” to “SA”, and removing “financial and HR” from student affairs presentation.</li> <li>The November 05, 2024 was amended and approved.</li> <li>Pitiporn will send the amended minutes to all members after the meeting.</li> </ul>	<b>Will moved &amp; Jesse seconded</b>  <b>Amended &amp; Approved</b>
1:01PM	<b>3. Presentation and review of the changes in the 2024/25 and 2023/24 budgets in the Division of Academic Affairs; budget cuts thereof; progress and outcomes on current projects/initiatives; upcoming new projects/ initiatives in the Division; tenure density update by college for last five years</b> <ul style="list-style-type: none"> <li><b>Academic Affairs Budget Division Strategies:</b> Provost discussed the complexities and strategies related to the division of academic affairs' budget. She explained that the budget is divided into two parts: one for academic colleges and the other for academic support functions. The AY24-25 total budget for academic affairs is \$304 million (compared to \$313M from last year), with 90% allocated to academic colleges and 10% to academic support functions. Provost also noted a 7.8 million dollar decrease to the academic affairs based budget, which led to some changes such as transferring enrollment services to the division of student affairs. She also presented a pie chart showing the distribution of the budget, with 53% allocated to faculty salaries, 31.2% (decreased 0.5% compared to last year due to some staff transferred to enrollment services) to benefits, 14.3% (decreased from last year at 16.0%) to staff salaries, and 1.5% (decreased from last year at 2.6%) to operating costs. Provost Gunn concluded by mentioning that some of the cost mitigation strategies included shifting units and reducing operating expenditures. This year most expenses are allocated for supporting instruction as 53% budgeted.</li> <li><b>Budget Reduction and Strategic Mitigation:</b> Provost discussed the university's budget reduction of \$7.8 million and the strategies employed to mitigate its impact. The</li> </ul>	<b>Provost Karyn Gunn</b>

	<p>discussion included the use of divisional SEF funds to backfill instruction, apply reserve fund for one-time cost such as part-time lecturers, which would trace off for T/TT density, strategic reduction of assigned time, the potential reduction of low priority sections and operating expenses, and reducing staff and faculty appointments. Provost also mentioned the importance of faculty and staff travel for professional development but noted that it may be closely scrutinized in the future. The university's goal is to retain its mission and core values while reducing the number of courses offered would be the last action. Provost also presented data on the university's tenure density, which has dropped below 50% for the first time. The higher number of non T/TT than T/TT was also observed.</p> <ul style="list-style-type: none"> <li>• <b>University Initiatives and Dual Mission:</b> Provost discussed the university's commitment to supporting students, particularly those from underrepresented groups. She highlighted the ongoing initiatives on campus. Provost Gunn also mentioned a new initiative to develop a process for lecturers to transition to tenure-track positions. Furthermore, she introduced the concept of a "Dual Mission University," which includes serving non-traditional students and offering continuing education programs (6M Californian have no degree). The university aims to supplement its income through these programs and encourage faculty to be entrepreneurial in developing new learning experiences. PGIA program and DEIA initiatives are available.</li> <li>• <b>Addressing Budget Cuts and Enrollment:</b> Provost discussed the current budget situation and the strategies being implemented to mitigate the impact of budget cuts. She mentioned that the budget cuts are interim strategies and that if the budget improves, they will be able to reallocate funds to other areas.</li> <li>• <b>Q&amp;A:</b> Suzanne questioned about tenure density at CSULB compared to other CSUs. Provost stated that our T/TT density are likely in the middle of the pack among CSU institutions, and acknowledged the need to improve in this area but did not confirm any specific strategies.</li> </ul> <p>Regarding the projected \$30 million deficit (Suzanne's second question), Provost stated that they are examining various strategies to mitigate it. She also mentioned the ongoing conversation about enrollment growth, with some campuses requesting a pause in reallocation due to struggling enrollment.</p> <p>Jesse requested for clarification about hiring freeze. Provost replied there was only staff hiring freeze only for this year. For TT, we might see the impact in Fall 2026.</p>	
1:44PM	<p><b>4. Presentation and review of the changes in the 2024/25 and 2023/24 budgets in the Division of University Relations and Development; budget cuts thereof; progress and outcomes on current projects/initiatives; upcoming new projects/initiatives in the Division: comprehensive campaign.</b></p> <ul style="list-style-type: none"> <li>• <b>University Campaign and Budget Discussion:</b> VP Montoya discussed the university's recent campaign, which raised \$313 million, exceeding its goal of \$245 million. The funds are mostly restricted to specific areas as donors indicated. The university is now in the stewardship phase, focusing on thanking donors and preparing for the next campaign, which is expected to be over \$300 million. The next campaign aims to promote California Dream to help students achieve their best. VP Montoya also discussed the university's budget for the next year, which includes a few changes, such as an increase in salary and the hiring of two tribal relations positions. GF001 and GF049 were presented.</li> <li>• <b>Alumni Engagement:</b> The area of career and professional development activities received the most attention based on survey responses. Club 61 is an existing alumni's engagement that involves juniors for their networking and career</li> </ul>	VP Dan Montoya, Nicole Forrest Boggs &

	<p>readiness. Also, a boot camp was also arranged, in which more than 200 students met the recruiters. There are also ~190 industries offering career online chats to our students.</p> <ul style="list-style-type: none"> <li>• <b>Alumni Communication &amp; Donor-Advised Funds:</b> In the meeting, Dan discussed the university's alumni communication challenges, noting that not all alumni can be contacted due to opt-outs and outdated information. Therefore, his office needs to mail the information to them, which affects the division operating cost. He also explained the concept of donor-advised funds and their role in funding university programs. The main donors are not CSULB alumni but communities nearby campus.</li> </ul>	
1:59PM	<p><b>5. Proposal for a name change of the Department of International Studies to the Department of Global Studies, <u>Second Reading.</u></b></p> <ul style="list-style-type: none"> <li>• No questions during the second reading.</li> <li>• The proposal was approved.</li> </ul>	Laura Ceia  Approved.
2:01PM	<p><b>6. Proposal for the discontinuance of the Antelope Valley Engineering Program (AVEP), <u>Second Reading.</u></b></p> <p><b>7. AVEP is a self-support degree completion program offered in partnership with CPaCE for the BS in Mechanical Engineering and BS in Electrical Engineering at an external site, <u>Second Reading.</u></b></p> <ul style="list-style-type: none"> <li>• Ebrahim mentioned the program's annual loss of around \$30,000 to \$50,000 if the programs are not discontinued – response to the question during the 1<sup>st</sup> meeting.</li> <li>• The proposals were approved.</li> </ul>	Ebrahim Amiri        Approved.
2:03PM	<p><b>8. Proposal for a new 'Certificate in Los Angeles,' <u>Second Reading.</u></b></p> <ul style="list-style-type: none"> <li>• The funding for faculty compensation was discussed, with a potential of \$125,000 to compensate not just the Los Angeles Studies certificate faculty but also all honors thesis advisors at \$500 (for professional development) per one honor student supervised.</li> <li>• Honor program plans for a fund-raising in Spring 2025 to help cover the faculty supervising honor students.</li> <li>• The proposal was approved.</li> </ul>	Sandra Perez and AVP Kerry Johnson
2:07PM	<p><b>9. Proposal for a title change from Minor in Russian To Minor in Russian and Eurasian Studies, <u>First Reading.</u></b></p> <ul style="list-style-type: none"> <li>• Will moved and Ali seconded to review this proposal.</li> <li>• The title change was proposed to better reflect the interdisciplinary nature of the program, which includes courses on Russia, Eastern Europe, Central Asia, and the Caucasus.</li> <li>• No additional resources required.</li> </ul>	Donna Nicol
2:09PM	<p><b>10. Proposal for a certificate title change from Professional and Conversational Competence for Spanish Heritage Speakers To Professional Competencies for Heritage Spanish Speakers, <u>First Reading.</u></b></p> <ul style="list-style-type: none"> <li>• Will moved and Sam seconded to review the proposal.</li> <li>• The program is for students with solid background in Spanish to deep dive to advanced Spanish in two courses.</li> <li>• Jesse questioned what different between "Spanish Heritage" and "Heritage Spanish"</li> </ul>	Donna Nicol
2:16PM	<p><b>11. Presentation and review of the changes in the 2024/25 and 2023/24 budgets in the Division of Information Technology; budget cuts thereof; progress and outcomes on current projects/initiatives; upcoming new projects/initiatives.</b></p> <ul style="list-style-type: none"> <li>• VP Yao presented a high-level summary of the IT budget for the year, highlighting that the total budget is approximately 11 million dollars. The majority of the budget is allocated to separate compensation and obligated licenses. The top 10 software</li> </ul>	VP Min Yao

	<p>licenses that the university pays for include Microsoft, Oracle, and Adobe. Yao also discussed the challenges faced due to the increase in software costs, particularly with Microsoft etc. The university is exploring alternatives to reduce costs. VP Yao also mentioned the importance of information security, accessible technology initiatives, and the smart campus initiative. The university is focusing on these areas to reduce risks and improve accessibility.</p>	
2:36PM	<p><b>12. Proposal to change a degree title from BA in Child Development and Family Studies To BS in Child and Family Studies, First Reading.</b></p> <ul style="list-style-type: none"> <li>• Will moved and Dave seconded to review the proposal.</li> <li>• No courses changes are needed.</li> <li>• This new BS name will help get the credential easier.</li> </ul>	Virginia Gray & Tiffanye Vargas
2:39PM	<p><b>13. Proposal for a new BA in Multidisciplinary Sciences, First Reading.</b></p> <ul style="list-style-type: none"> <li>• Will moved and Jesse seconded.</li> <li>• In the meeting, the new multidisciplinary degree program in the College of Natural Sciences aims to provide students with a broader range of career options. The program, which includes courses in various science disciplines, is designed to prepare students for careers in multiple science fields and to meet the requirements for teacher credential for middle school students, which does not require a primary Science major.</li> <li>• This program offers an opportunity for students that are not confident to pursue their STEM education. This option will allow students to explore STEM courses. This program will also make graduates more flexible to teach more STEM courses.</li> <li>• The new program is not intended to compete with existing programs, but to offer additional options to students. The proposal was well-received, with several students expressing interest in the new program.</li> </ul>	James Kisiel, Lisa Martin, Krzysztof Slowinski
2:49PM	<p><b>14. CSU Budget and/or CSU Budget Request Updates, if any.</b></p> <ul style="list-style-type: none"> <li>• The university is facing a potential \$25-30 million budget cut for the next fiscal year. However, increased tuition revenue and savings from a hiring freeze may help offset some of the cuts. Kara provided details on the final 2024-2025 budget, including allocations for graduate initiatives, student success, and financial aid. The university is considering cutting low-enrollment courses taught by lecturers to reduce costs. While other CSU campuses are laying off staff across employee groups, this university aims to avoid tenure-track faculty layoffs. The summer session will be counted as state-supported enrollment to increase overall numbers. Discussions on implementing the cuts across divisions will take place in early 2025.</li> </ul>	AVP Kara Perkins
3:00PM	<b>15. Adjourn</b>	