

# PLANNING, RESOURCE AND BUDGET COMMITTEE MINUTES

FEBRUARY 16, 2024

1:00 PM – 2:30 PM

## ATTENDANCE

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|--|--|--|
| <input type="checkbox"/> Alva, Sylvia                            | <input checked="" type="checkbox"/> Graylee, Laleh ( <b>designee</b> ) | <input type="checkbox"/> Porter, Alexander                         |
| <input checked="" type="checkbox"/> Badal, Matt ( <b>proxy</b> ) | <input type="checkbox"/> Hidalgo, Rommel                               | <input checked="" type="checkbox"/> Ravela, Oliver                 |
| <input type="checkbox"/> Brennan, Catherine                      | <input checked="" type="checkbox"/> Huang, Jidong ( <b>chair</b> )     | <input checked="" type="checkbox"/> Rodriguez, Eric                |
| <input checked="" type="checkbox"/> Bruschke, Jon                | <input checked="" type="checkbox"/> Larios, Rosalinda                  | <input type="checkbox"/> Saks, Greg                                |
| <input checked="" type="checkbox"/> Dabirian, Amir               | <input checked="" type="checkbox"/> McConnell, Craig                   | <input checked="" type="checkbox"/> Stone, Sam                     |
| <input checked="" type="checkbox"/> Davis, Anthony               | <input checked="" type="checkbox"/> Meyer, Bill                        | <input checked="" type="checkbox"/> Tran, Linh ( <b>designee</b> ) |
| <input type="checkbox"/> Escudero, Sedona                        | <input checked="" type="checkbox"/> Muriel, Christine                  | <input type="checkbox"/> Wood, Michele                             |
| <input type="checkbox"/> Forgues, David                          | <input checked="" type="checkbox"/> Oseguera, Tonantzin                |  |

**Guests:** Adamson, Bruschke, Landeros, Light for Saks, Plouffe, Victorino, Zettel-Watson

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### I. Call to Order

- 1.1 Chair Huang called to order at 1:00 PM

### II. Introductions

- 2.1 None introduced.

### III. Announcements

- 3.1 None introduced.

### IV. Approval of Minutes

- 4.1 Minutes 2-9-24

Chair Huang shared the meeting minutes from 2-9-24 and opened the floor for comment and for any revisions.

M/S/P (Meyer/McConnell) the meeting minutes were approved.

### V. New Business

- 5.1 Division Presentation: Student Affairs

VP Oseguera gave the presentation for the division of Student Affairs. She began with an overview of the division and then shared highlights from previous year including raising over \$4 million in scholarships and philanthropic funds, piloting the Admitted Black Titan Student Overnight Experience, the creation of the Transfer, Adult, Parent, Pregnant (TAPP) student resource center, sponsoring a DEI Speaker Series in partnership with ASI, and establishing a Crisis Mobile Unit in coordination with UPD.

Key goals for the division include strategic enrollment management, improving Student Housing and Residential Engagement, promoting student academic success, building students' affinity for the university, and promoting the principles of Diversity, Equity, and Inclusion. The division also intends to increase programming for Foster Youth students, implement programs to comply with AB 2881 requirements around supporting student parents, and launching the Titan One Stop, a location dedicated to offering comprehensive student services.

VP Oseguera continued by noting that the division experienced a budget cut of \$2.3 million in 2020. Subsequently, \$1.2 million of budget was restored. The division currently has areas of structural deficit in Admissions, Title IX, Athletics, Disability Support Services and in the Male Success Initiative. The division is also managing challenges around recruiting and retaining talented staff as well as increasing demands from students for basic needs services and supporting mental health.

Stone asked what resources were needed to support the function of admitting students to the university. Scialdone noted that this area has seen its deficit grow from \$300k annually to \$700k annually. He estimated that to adequately fund admissions would require an additional \$1.3 million. VP Oseguera noted that admissions currently has 26 staff while institutions serving similarly sized student populations will typically have between 45-50 staff. Meyer asked about the construction of the replacement student housing building and whether the build quality is sufficient to ensure that it can continuously operate many years. VP Oseguera assured the committee that the campus has thoroughly reviewed the plan to construct the new housing building.

## 5.2 Program Review: Aging Science Minor

Dr. Laura Zettel-Watson presented to the committee a proposal for the creation of an Aging Science Minor. She began with an overview of the National Institutes of Health's MSTEM STAR program whose goal is to encourage students to pursue careers in aging research. Key features of this program include individualized mentoring, four semesters of paid research with a CSUF faculty mentor, two paid summer internships at a partner institution, and a minor in Aging Science. The proposed minor shares similar characteristics to an existing Aging Studies Minor but with an emphasis on aging research. It's anticipated that staffing to support this proposal will require 2.0-2.4 FTEF. The proposal will be initially funded from grant funds for the first five years after which the program will be restructured to leverage existing courses that are already offered as well as other, redirected resources from the college.

Davis asked whether the program would require additional library resources like specialized subscriptions or access to unique databases. Zettel-Watson replied that the program participants won't need additional library resources.

M/S/P (Bruschke/McConnell) the proposal was approved unanimously.

### 5.3 Part-time Faculty Task Force Report

Teresa Landeros, David Plouffe, and Dr. Freddi-Jo Bruschke jointly presented to the committee on the Part-time Faculty Task Force Report. They noted that the 2021-22 COACHE Survey focused exclusively on full-time faculty and that a separate effort would be needed for part-time faculty. In May 2022 focus groups of part time faculty were asked questions about their level of job satisfaction, in which areas CSUF was successful at supporting part-time faculty and in which areas there could be improvement. These focus groups identified certain challenges that include lack of resources, disconnection from the department, inadequate advance notice of course assignments, and a general sense that part-time faculty are treated as disposable.

As a result of these focus groups, the Provost convened a Part Time Faculty Task Force in the fall. The task force identified three main priorities: enhancing job stability by increasing the number of assigned courses and creating full-time positions, simplifying the evaluation process, and ensuring that course assignments are made timely.

They shared that Academic Senate is currently working on simplifying part-time lecturer evaluations. The Provost has made laptops available to lecturers. Department chair training was offered on a voluntary basis. These sessions showed weaker attendance. The presenters suggested that the training may be more impactful by making attendance compulsory.

The presenters also appealed to the committee to promote formal procedures ensuing Order of Assignment is followed, encourage increasing lecturer entitlements, especially for long-time lecturers, promote the creation of professional development opportunities for lecturers, and pursue changes to reduce section enrollment caps and re-assess course WTU assignment.

Bruschke noted that a previous analysis from the budget office showed that the university saves on benefits expense when employing contingent faculty. He also added that students do not distinguish between part-time lecturers and the rest of the faculty and are rely on the lecturer's continuing relationship with the university for letters of recommendation and other support.

### 5.4 Budget Memo Priorities and Workgroups

Chair Huang asked members to suggest priorities to incorporate into the committee's budget recommendation memo to the President. Members suggested the committee review issues around campus deferred maintenance, the admissions function, part-time lecturers, faculty sabbaticals, inflationary pressures, and supporting underrepresented students. Chair Huang then asked for volunteers from the committee to explore some of

these topics. Muriel volunteered to look at deferred maintenance. Graylee offered to support the various subcommittees. Stone and Tran volunteered to review admissions. He also suggested the committee explore recommendations that can either generate revenues or reduce costs. Davis volunteered to explore issues around student diversity. Ravela volunteered to look at financial stability. Brusckke recommended that the committee confirm these assignments in the next scheduled PRBC meeting.

**VI. Adjournment**

M/S/P (Meyer/McConnell) Meeting adjourned at 2:30 PM

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*Respectfully submitted: Oliver Ravela*