University Resources Council Approved Minutes – October 18, 2022 (3rd meeting)

https://csulb.zoom.us/j/86774152015

Meeting ID: 867 7415 2015

Members in Attendance (25)

Alejandra Romo (ASI); Abby Bradecich; Betsy Cooper; Jesse Dillon; Yoojin Lee; Pamela Xandre; Christine Scott-Hayward; Kevin Johnson; Avery Olson; Dave Whitney; Will Murray; Cyndi Farrington; Hema Ramachandra; Suzanne P. Wechsler

ASM: Carrie Hernandez (CED); Michael Clements (CHHS); Terie Bostic (CLA); Henry Wu (CNSM); Dee Dee Green (COE); Chanel Acker (COTA).

Marianne Hata (Asst. VP academic resources); Claudia Plaza (Asst. VP); Noah Kelly (Proj. Specialist, Academic Planning)

Praveen Soni (Chair), Heather Barker (Vice Chair), Pitiporn Asvapathanagul (Secretary).

Guests in Attendance (16)

Colleen Dunagan; Anne D'Zmura; Soyeon Kim; Tiffanye Vargas; Lucy Huckabay; Michael Williams; Marita Swanson; Miles Nevin; Ken Brown; Don Haviland; Laurie Gatlin; Christine Costa; Bita Ghafoori; Betina Hsieh; Jake Olsen; Dhushy Sathianathan

1:01PM	Meeting Called to Order	Praveen
1:01PM	1. Approval of the agenda – Meeting of October 18, 2022 • The amended meeting agenda was moved/seconded and approved	Approved
1:02PM	2. Approval of the minutes – Meeting of October 4, 2022 • Tabled for approval during next meeting to allow URC members to review.	Tabled
1:03PM	3. Introductions of new members • Avery Olson; Jesse Dillon; Besty Cooper	
1:05PM	4. Proposal: Elevation of the BA in Art, Option in Art History, to a BA in Art History, <u>Second Reading</u> (Documents sent last time). • The proposal was approved without objection. • The URC Chair will forward the proposal to Academic Senate	Asso. Dean Colleen Duangan; Anne D'Zmura Approved
1:07PM	5. Proposal: New Option for the Bachelor of Fine Arts in Art, Option in Animation, <u>Second Reading</u> (Documents sent last time). • The proposal was approved without objection. • The URC Chair will forward the proposal to Academic Senate	Asso. Dean Colleen Duangan and Soyeon Kim Approved
1:09PM	6. Proposal: Stateside, BS in Nursing to Doctor of Nursing Practice program, <u>Second Reading</u>. (Documents sent last time). • The new DNP proposal was proposed to first launch in Fall 2023. • The existing joint DNP with other CSUs will be discontinued once this proposal is approved. • The existing master's degree will be continued for one more year. • BSN students can directly pursue this new DNP. • The new program is cost neutral (Michael Clements). • No need new tenure line because the existing master's degree will be faded out (Michael Williams)	Asso. Dean Tiffanye Vargas; Michael Williams; Lucy Huckabay

		• The proposal was approved without objection. • The URC Chair will forward the proposal to Academic Senate	**Approved**
1:14PM	7.	**Proposal:** Elevation of the current MS in Counseling, Option in School Counseling to a standalone, MS in School Counseling, <u>Second Reading</u> (Documents sent last time) • The proposal was approved without objection. • The URC Chair will forward the proposal to Academic Senate	**Bita Ghafoori** **Approved**
1:15PM	8.	**Proposal:** Elevation of the current MA in Education, Option in Early Childhood Education to the standalone, MA in Early Childhood Education, <u>Second Reading</u> (Documents sent last time). • The proposal was approved without objection. • The URC Chair will forward the proposal to Academic Senate	**Don Haviland** **Approved**
1:19PM	9.	**Proposal:** Degree title change – MS in Counseling, Option in Student Development in Higher Education to MS in Counseling, Student Development in Higher Education<u>, Second Reading</u> (Documents sent last time). • The proposal was approved without objection. • The URC Chair will forward the proposal to Academic Senate	**Don Haviland** **Betina Hsieh** **Approved**
1:22PM	10.	Presentation on aggregate amounts in numbers and dollars for each Human Resource Group: Administrators, Faculty (Tenured/Tenure Track and Lecturers), Staff, for the last five years and the changes thereof • Annual HR data from 2018-2022 for FTE, head count and salary as MPP, STF (staff) and FAC (faculty) were presented (not month to month). • Annual data STF increased slightly over the year. • FTE for FAC also slightly increased. • HR for some areas try to conserve the expense due to uncertainty of budget. • Compared Oct 2021 and Oct 2022, headcount, salary per FTE and FTE were all increased, while unchanged trends were observed earlier. • FTE (full-time equivalent) is time-based by normalizing total units from all lecturers by 15 unit full time loads for lecturers.	**Interim AVP Marita Swanson**

1:36PM	11.	Presentation on 49er Shops services, businesses, and financial health
		• Shared services:
		  o Collaboration between ASI & 49er shops – leadership becomes one team.
		  o Consolidation of Management and Administrative Service (Facilities, Finance, HR, IT, communications)
		  o Eliminating competitions between ASI and 49er shops to increase expertise, operational efficiencies, eliminate duplications.
		• Operations
		  o Bookstore (C store, Art store, Beach on 2nd Street) (a) textbook sales in decline, but merchandise strong; (b) analyzing increased digital access and possibility to transition to full digital access university; (c) analyzing sustainability of Beach on 2nd street.
		  o Residential Dining (Parkside, Hillside, Beachside) (a) Sales up due to higher occupancy and (b) Staffing challenges primarily in kitchens.
		  o Retail Dining/Stores (Caffeine Lab, Conv. Stores, Nugget, Outpost, WallStreat Café, Vending Machines, Other) (a) Sales positive to budget, (b) Challenge with costs and margins, (c) Focus on restoring food
			Executive Director (ASI and 49er Shops) Miles Nevin

service-Beach Hut&Nugget (reopening), Vending, Microwaves (more located in upper campus in mid December), Farmer's Market (Tuesday 10am-2pm), Resident Hall Dining Room (2 private dining hall-reservation only-private event accepted with minimal fee), and providing more smart refrigerators.

- Financial Overview
  - Healthy position following pandemic impact
  - FY 22-23 Budget $28M
  - Q1 Net contribution $423k favorable to budget
  - Q1 overall sales $(972k) or -12.7% unfavorable to Budget due to lower bookstore sales volume
  - Unfavorable Q1 investments return off-setting favorable results noted above.
- Priorities and Challenges
  - Stabilizing & prioritizing operations: restoring food services, staffing, contracts review, analyze business model-self operations vs. contracted vendors, review contracts/leases.
  - Sales increased this year, but hiring is difficult (600 employees were impacted, and many of them have never come back online).
  - Shared Services: Change management, service integrations
  - Alignment with USU project
- Food trucks are optional for on-campus dine-in. One during daytime and one from 5-9PM. The evening truck 5-9PM may be discontinued due to under $1.2k breakeven (Suzanne P. Wechsler)
- Christine shared a concern of lack of dine-in options available. In the future 7 restaurant will be consolidated in one area (Miles).
- Heather suggested ASI&49er to integrate instructional resources and street vendors options for food providing.
- Kevin suggested 49er having an option of non profit products, so students or people use the products as campus advertisement. Cyndi clarified that $5 t-shirt had poor quality. Moreover, 49er joined fair-labor association. Therefore, workers must be treated correctly, which is raised the cost of the merchandizes.
- Most school products have best sales during the first couple weeks of each semester.

2:12PM	**12.** Presentation on Enrollment and Graduation Rates by categories of students, changes thereof and future strategies	**Vice Provost Dhushy Sathianathan**

- Analysis toward 2025 graduation goals of the early cohorts (before pandemic) showed promising trend to achieve the targets set. However, the new cohorts (students impacted by the pandemic) may lower the graduation percentage or delay their graduation.
- Fall 2022 admission of 1st year student increased 13%. However, there was 13.5% declined of transfer admission.
- Admission trends between 2015-present showed a decline trend of transfer admission after 2021.
- Headcount enrollment projections displayed unchanged numbers. However, FTES was decreased because students took fewer units.
- 11% increase of CSULB submitted undergraduate application compared between 2021-2022 and 2022-2023 for freshmen. However, there was -20% decrease from transfer students.
- In Fall 2022, 98% of CSULB students enrolled is CA residence. When local students were based on their high school location.
- College Readiness for Math and English were explained.

	• All graduate programs at CSULB show -10.5% enrollment decreased. • Dhushy encouraged all to think about how to define student success after the pandemic. • All colleges need more outreach to increase number of enrolled and admitted students. • COB has a model to admit students if they are missing one required course in order to increase admission rate. • Jesse shared a consequence of conditional admission would effect timely graduation.	
2:05PM - 2:11PM and 2:43PM (Q&A)	**13.** Presentation on allocation process and 2022-2023 Lottery funding and allocation to divisions and colleges • 2022 College Lottery Committees was present by each college. • FY 2022-2023 projected lottery allocation for each college as well as GenExcel Program, Student Success Programs DSA, Future Scholars FinAid, Campus Programs, Undergraduate Student Academic Advising, University Library, Academic Technology Services and Division Academic Technology Services were displayed. • 8 General guidelines and restrictions for lottery expenditures were described.	**Marianne Hata (Asst. VP academic resources)**
2:45pm	**14.** Adjourn	