University Resources Council Minutes (Approved) – November 7th 2023 (5th meeting)

Anatal Center

Members in Attendance (25)

Andre Achacon; Jesse Dillon; Cyndi Farrington; Araceli Gonzalez; Diane Hayashino; Ben Huff; Chris Miller; Ju Cheol Moon/Mortaza Saeidi; Will Murray; Sara Nourazari; Avery Olson; Hema Ramachandra; Charlie Sotto; Rene Trevino; Sam Vickovic; Suzanne Perlitsh Wechsler

ASM: Chanel Acker (COTA); Terie Bostic (CLA); Michael Clements (CHHS); Jeanine Pociask (CBA)

Kara Perkins (AVP Budget & University Svcs); Claudia Plazza (AVP SS)

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

Guests in Attendance (6)

Provost Karyn Gunn; Michael Oertel; VP Dan Montoya; Nicole Forrest Boggs; Shauna Followell; VP Min Yao

1:03PM	Meeting Called to Order	Praveen
1:03PM	1. **Approval of the agenda – Meeting of November 7, 2023** • The November 07, 2023 URC agenda is moved, seconded and approved.	**Approved.**
2:54PM	2. **Approval of the minutes – Meeting of October 17, 2023** • The October 17, 2023 URC minutes is moved, seconded and approved.	**Approved.**
1:04PM	3. **Presentation and review of the changes in the 2023/24 and 2022/23 budgets in the Division of Academic Affairs, changes in tenure density for last 5 years, progress on current projects/initiatives and upcoming new projects/ initiatives in Academic Affairs.** • Academic College Tenure Density 4-yr Trend Analysis (2020-2023) from each college is presented. Data include full-time equivalent tenured/tenure track, full-time equivalent lecturers, total FTEF, tenure density and CY FTES. Data is monitored to maintain and improve effective instructions (student to faculty ratio) and considering new T/TT positions. • In general, T/TT, lecturers and tenure density over 4 years are progressive balance with 1% decrease of tenure density from 2020-2023. • Overall tenure density increases in College of Business and Engineering, but remains unchanged in College of Education, and slightly decreases in other Colleges. • CY FTES in COE and COTA are increased, but others are decreased. • CNSM tenure density decreases from 61% (2020) to 54% (2023) because CNSM is a competitive field. However, CY FTES is slightly decreased between 2020 and 2023 (4,359.6 to 4,344.1). Several CNSM faculty got an offer from UC with better compensation under high Southern California cost of living. • Office of Provost has a goal of 55% tenure density, which is equivalent to adding 100 new T/TT positions. Office of Provost strategizes to meet the goal. • Patricia AVP Faculty Affairs is working with CFA how campus can enhance qualified and potential of lecturers to be considered as full-time. • Ratio of FTES to T/TT may provide valuable information that informs us about the student to faculty ratio. • General fund budget summary (FY 2023-2024) is present, 48.1% for DC, T/TT, lecturers, librarians, TA/GA/ISA salary, 32.9% for benefits, 16.4% for staff (MPP, staff, student assistants) and 2.6% for operating expenditures.	Provost Gunn

		• 85% of the overall budget is for salary and benefits and the remaining 15% is for academic support. The total of FY 2023-2024 budget is $313,969,338. • BeachXP offers a sense of belonging & student success. It is a pilot program. • CSULB encounters a decline of applicants due to low birth rate after 2006 or 2007. CSULB needs to be ready for this transition. Campus is strengthening pipelines between K1-12 schools and CSULB.	
1:52PM	4.	**Presentation and review of the changes in the 2023/24 and 2022/23 budgets in the Division of University Relations and Development, progress on the comprehensive campaign and upcoming new projects/initiatives in URD.** • Nov 28 is Giving Tuesday for campus fund raising. • G-fund is research foundation account, F-fund is scholarship account. • Flowchart of URD will help URC understand URD better. • Culture competency is crucial to develop and maintain fundraising. URD primarily helps individuals that want to contribute to campus activities. • At CSULB, impacts of donation have been seen as human capital, which is contrast to UC, "infrastructure (building) capitals." • Top areas raised from donation are student support & scholarship for student success, community good and memorial gifts. • The awarding rate is one-third when students apply for their scholarship on BeachScholarship portal. College of Business opens their scholarship applications in fall, while other colleges open in spring annually. • Campus scholarship is planned to be most inclusive, and most accessible as much as possible. • Budget allocation (GF001) for fundraising, strategic communications, and university relations are changed approximately 4%, 15% and -2%, respectively between AY22-23 and AY23-24. • Budget allocation (GF049) for campus fees/expenses, IT hardware/software, contract services, promotions and annual expenses are changed approximately 2%, 547%, 62%, -20%, -5%, respectively between AY22-23 and AY23-24.	**VP Dan Montoya**
2:22PM	5.	**Presentation and review of the changes in the 2023/24 and 2022/23 budgets in the Division of Information Technology, progress on current projects/initiatives as well as upcoming new projects/initiatives in IT.** • Budget allocation and expenses from Division of Information Technology (DoIT) are presented. • Compared FY 22-23 and FY 23-24, there is an increase of ~$400k of budget. 75% of FY 23-24 budget is set for based salaries and division ops. The salary adjustment associated with based salaries mainly contributes to 75% portion of this FY 23-24 budget compared to 72% from last FY. While the percentage from other items, base for maintenance contracts, and ATI (accessible technology initiative for instructional materials and textbooks) web position are unchanged, but there is difference of -$200k for EO100 & value-added service revenue. • Salaries and Enterprise systems & licenses paid on behalf of CSULB are two expenses. • 5% of the remaining FY 23-24 budget ($577, 186) after expenses is available for new technology initiatives, technology refresh and division operations. • $512,665 from SEF will be spent for wireless network ($200k) and ATI (~$190k) because students request larger and better Wi-Fi coverage.	**VP Min Yao**

	- DoIT will host a tech-day where many tech companies will table on campus to partner with CSULB and demonstrate technology for students. Also, IT newsletter covers more recent IT projects. - There are more than 70 systems and license contracts offered by CSULB, which all create ongoing and system support costs. Main 10 systems or licenses costed over $50k are presented, which all are combined accounting for 17% of the FY 23-24 expenses. The other 60+ contracts collectively cost ~ 1% of the FY 23-24 expenses. - Campus does not now implement google because of export control concerns. - DoIT priorities in 2023-2024 - Artificial Intelligent (AI): Academic AI – there are pilots AI with COB and LMS, Business AI such as virtual assistant, smart BOT, MS AT (auto pilot) and Zoom. - Information Security: creating endpoint protection, anti-phishing, pwless and audit. Information security will be mainly collaborated with Office of Chancellor. - Accessible technology initiative (ATI): New web framework (Drupal), IT procurement review, ATI integrated into instructional design & learning materials). CSULB ensure 88 compliance is met. - Smart campus initiative such as smart locks, smart displays, smart management of desktop computers, etc. - AVP Shariq will give a presentation which will address concerns of AI associated with class.	
2:50PM	6. **State, CSU and CSULB Budget outlook and Update** - No formal updates. - Broad of Trustees will meet today or tomorrow. - January 10, 2024 is the deadline for government budget.	**AVP Kara Perkins**
2:55PM	7. **Adjourn**	