

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO*FACULTY SENATE EXECUTIVE COMMITTEE***M I N U T E S**

March 21, 2017

2:00 pm – 3:50 pm

AD-145

Members Present: A. Bodman, H. Brown, K. Grisham, K. Kolehmainen, S. McMahan, A. Muhtaseb, N. Tórréz, J. Ullman

Guests Present: F. Beer

1. **Strategic Analysis of Graduate Programs:**

Dean Beer stated that the strategic plan asked that an analysis of graduate education be completed. A steering committee consisting of two faculty from each college, a lecturer, Palm Desert Campus faculty member, staff, and a student representative was formed to address the issue. Several open houses were held in order to get campus feedback, then open forums have and continue to be held. A website was also developed to allow the campus community view the ongoing progress and input received from the open houses/forums (<http://gradstudies.csusb.edu/strategicAnalysis/index.html>). Data of the graduate programs for five years has been gathered as well as surveys to the graduate students and graduate coordinators (conducted by the Graduate Council). Surveys are also pending for the faculty at large and alumni. With all this information, the committee has begun to draft goals and strategies for each goal. Overall, students are very happy with their graduate education but there is still room for improvement. One goal is focused on graduate recruitment. Graduate applications have gone down in F2015 to F2016 by 14.9%. Also, international students have been declining to a myriad of reasons. The EC brought up concerns regarding the enrollment management of graduate programs. Since it is expected that the demand for undergraduate programs will exceed capacity in the near future how will that effect the enrollment management for graduate programs. The EC also wondered if CSUSB has the right mix of graduate programs for its students. Dean Beer noted that these are issues that are being looked at and will require input from the campus community as well.

2. **Approval of EC Minutes, 3/14/17:**

The Executive Committee approved the EC minutes from March 14, 2017 as written.

3. **Revisions to Chair Review Policy (attachment):**

Some Executive Committee members felt the three year plan should still be required and instead of removing the department meeting with the dean to discuss the report, it should be an option that can be requested. The EC also discussed how lecturers could be involved.

The Executive Committee decided to add this as a first reading item to the April 11, 2017 Faculty Senate meeting. All input from the Senate and EC will be taken into consideration prior to the second reading.

4. **Revisions to the SOTE Policy (attachment):**

The Executive Committee suggested that SOTEs be able to be administered in weeks eight through ten, Chair Kolehmainen will contact L. Hawkins to make sure that is feasible. The EC also discussed the college averages as outlined in the policy and the availability of the reports. As it stands, the information is currently on the Senate's "Reports" page. The EC members had concerns over the misuse of the averages.

The Executive Committee decided to add this as a first reading item to the April 11, 2017 Faculty Senate meeting. All input from the Senate and EC will be taken into consideration prior to the second reading.

5. **Revisions to the Appointment of Part-time Faculty Policy (attachment):**

This item is deferred to the next Executive Committee meeting due to time constraints.

6. **Chair's Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

7. **EPRC Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

8. **FAC Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

9. **Statewide Academic Senate Report:**

This item is deferred to the next Executive Committee meeting due to time constraints.

10. **Administrative Update:**

This item is deferred to the next Executive Committee meeting due to time constraints.

11. **Other Business:**

Time did not permit the discussion of other business.