

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO
FACULTY SENATE MEETING, 51st SENATE

M I N U T E S

SESSION 03– Tuesday, November 1, 2016, 2:00 pm – 3:50 pm, Pine Room

Members Present: All members were present with the exception of J. Aikin, D. Chen-Maynard, K. Collins, A. Gutierrez, R. Keating, T. Morales, H. Oh, G. Shlesselman-Tarango, T. Schmitt, J. Skillman, J. Ullman

Guests Present: T. Ballman, F. Beer, C. Caballero, R. Chen, K. Costino, C. Dickson, K. Fleming, D. Freer, R. Fremont, B. Haynes, J. Hughes, R. Mohamed, J. Peacock, A. Satterlund, B. Sirotnik, S. Sudhakar, M. Van Wart

1. **APPROVAL OF THE MINUTES.**

1.1 Minutes for October 11, 2016 ([FSM 16-02](#))

It was m/(L. Diaz-Rico), s/(B. Steffel) to approve the Faculty Senate minutes from October 11, 2016 as written. **PASSED.**

2. **APPROVAL OF THE AGENDA.**

It was m/(A. Bodman) s/(Y. Karant) to withdraw item 6.1 Review of Departmental/School RPT Guidelines – Communication Studies from the agenda. **PASSED.**

It was m/(K. Grisham), s/(N. Tórréz) to approve the Faculty Senate agenda as amended. **PASSED.**

3. **PRESIDENT’S REPORT.**

President Morales submitted the following report in his absence:

Opening of Pan African Center: A great day for CSUSB as we officially opened a new facility designed to help our students with advising, tutoring, internship and scholarship resources, as well learning about their own culture. The ribbon cutting was on Monday, October 17. Nearly 200 students, faculty, staff and visitors joined in the festivities.

Funded by the SMSU and located adjacent to our Multi Cultural Center, the center will offer African Aplerican, as well as other students: peer-to-peer advisement, referrals, tutoring; resources leading to scholarships and internships; critical thinking development; African American club and organization support; and faculty, student and staff collaboration. I hope you take the opportunity to visit.

Homecoming: 500+ of our alumni, faculty, staff and students – as well as their families – celebrated Homecoming on Saturday, October 22. The day included a special parade with golf-cart floats from dozens of student

organizations and departments, a special food fair with live music, and finally an opportunity to watch our nationally-ranked volleyball team sweep CSU Dominguez Hills. Engaging our alumni is a key part of our Strategic Plan and it was great to see so many people enjoying their time on campus.

I also had the opportunity to attend of mixer with our African American alumni on Friday evening as many of them look to take a greater role in supporting our students' experience.

Black and Brown Conference: Our second annual conference brought about 350 African American and Latino ninth-grade young men to campus this past Friday. This special symposium is designed to increase the number of African American and Latino males who enroll and graduate from college; the students who attended represent five Inland Empire school districts. They received critical college information, got connected with CSUSB students and had the opportunity to talk about relevant issues facing young students today. Colton, Fontana, Rialto, San Bernardino and Victorville school districts all participated.

We know that raising the percentages of male students of color who graduate from high school and complete a college degree is vital for the social and economic prosperity of the Inland Empire.

Rise in African American Enrollment: A great segue to the exceptional work of our team in the Admissions Office: CSUSB has seen great strides in the enrollment of African American students in Fall 2016, with a 23% increase. Applications increased last year by 19%.

This is a direct outcome of our efforts within the African American communities, educating them on the exceptional educational and cultural experience they can receive at CSUSB. The team in the Office of Strategic Communication has produced a short informative video that I encourage you to view.

Community Service: This is embedded into our DNA unlike any university with which I have ever been associated. On October 22, our students boxed more than 15,000 pounds of food for needy families. This was in collaboration with the Community Action Partnership of San Bernardino County to help needy families as part of national Make a Difference Day.

Founded in 1992, Make a Difference Day is one of the largest national days of community service in the United States. Celebrated annually on the fourth Saturday in October, thousands of volunteers unite in a common mission to improve the lives of others.

Congratulations to Diane Podolske and the Office of Community Engagement for another stellar job.

Linked Learning: We have announced CSUSB's partnership with Linked Learning to explore a pilot to provide accelerated opportunities to Linked Learning students

and our graduates. CSUSB is the first postsecondary institution to formally commit to working on these Linked Learning opportunities to accelerate degree attainment.

Research shows that, compared with their peers, students in certified Linked Learning pathways earn more credits in the first three years of high school, report greater confidence in their life and career skills, and say they are experiencing more rigorous, integrated, and relevant instruction. The data also show that students coming into Linked Learning with low prior achievement were less likely to drop out, completed more A-G courses, and had higher GPAs than similar students enrolled in traditional high schools.

This pilot will foster collaboration and support across the university necessary to providing Linked Learning students with streamlined transitions between career pathways and CSUSB.

4. **PROVOST'S REPORT.**

In addition to the report Provost McMahan submitted below, the Provost noted that Senator's Muhtaseb's suggestion to change the Civility and Respect Committee to the Collegiality and Respect Committee has been approved by President Morales. Provost McMahan stated that north-west of the SMSU there is a pre-graduation party underway as a kick-off of the graduation initiative. Lastly, Provost McMahan apologized for any misunderstanding regarding the semester workload decision. Provost McMahan stated that she supports faculty and is working on ways to reduce workload by working with deans and department chairs. At present, every CSU under the semester system is at a 4/4 workload each is configured internally different in order to help reduce that workload under different criteria. Provost McMahan stated that it may take a year or two but she is committed to making sure junior faculty are protected and senior faculty have the time needed to do better. The 4/4 workload issue is an issue of the CFA and Provost McMahan is currently in the process of setting up a meet and confer. Provost McMahan noted that the Stanislaus policy referred to in the Q2S Steering Committee recommendation and resolutions on today's agenda was never approved nor implemented. Provost McMahan stated that she will work to find an arrangement that works for CSUSB but will need the time to do so.

Provost McMahan submitted the following report:

A special thank you to the Undergraduate Studies Office for coordinating the student success workshop on October 25th. Approximately 40 faculty, staff, and administrators attended this event. The workshop formally kicked off our efforts on the graduation initiative and highlighted the use of data for student success. Many thanks to the college representatives for sharing the good work they are doing.

Let's give a special shout-out to our women's volleyball team! Forty faculty attended faculty night on Tuesday, October 18th at 7:00 pm. CSUSB celebrated a huge victory over Cal Poly Pomona. Thank you to Dr. Brian Haynes, VP of Student Affairs, and Christina Johnson, Associate Director of Athletics, for coordinating all the food and beverages. This was a great evening to get to know each other!! Stay tuned for more faculty social events!

College News

Helping underserved existing and aspiring businesses in the eastern Coachella Valley is the target of a \$45,000 U.S. Department of Agriculture Rural Development Grant. The grant was awarded to the Inland Empire Small Business Development Center, a program of the Inland Empire Center for Entrepreneurship at Cal State San Bernardino. The grant was announced on Tuesday, October 11th, at the CSUSB Jack H. Brown College of Business and Public Administration with USDA Rural Development Undersecretary, Lisa Mensah, and USDA Rural Development California State Director, Janice Waddell, in attendance. Mensah called the grant to the IESBDC “special” as the agency primarily offers loans programs, with limited grant funds available. Mensah praised the center and CSUSB for their commitment to helping underserved businesses. “No business thrives on its own. Business is the most connected field you could be in. In order to make a market you have to know what it takes,” Mensah said. “We are so proud to be partnered with institutions who understand their role as springboards.”

On October 19th, the Department of Public Administration with the Leonard Transportation Center sponsored a visit to CSUSB by US Secretary of Transportation, Anthony Foxx- to discuss Transportation issues of the Inland Empire.

The Center for Global Management sponsored and organized a design thinking workshop on how to foster wall-less collaborative culture to facilitate Q2S process, in collaboration with campus TRC and Q2S leadership and the Jack Brown College Q2S committee. Eight faculty members participated in training to become facilitators. About 30 faculty members from across campus participated in the half day workshop on October 7th, and developed posters showcasing their innovative designs.

The Center for Global Management collaborated with the Jack Brown College Research Director, Professor Anna Ni, to launch a VIRTUAL EDITING UNIT, offering professional editing service for our faculty, who need to polish their manuscripts to be able to target superior peer-reviewed journal publishing opportunities. The service is offered virtually by an expert editor based in India, who does more than just proofreading.

The College of Education is the recipient of one of the five MRWC awards for the state – Math Readiness Challenge Grant Award of 1.28 M aimed at creating an ERWC-like course in math for the region.

Strong interest from several districts throughout the 2 counties is working to meet upcoming teacher shortages through projects that would move classified personnel from classroom aides, and the like, into and through completion of Bachelor’s degrees and credentials through funded pathways.

Dean Jay Fiene was recently appointed to the Carnegie Project on the Education Doctorate (CPED) Board as *the* CSU-representative for the entire system, and one of *only 5 Deans in the nation* currently serving a 3-year term.

In the College of Natural Sciences, at the regional southwest American College of Sports Medicine conference this year, the Department of Kinesiology had 45

undergraduate students attend and 10 volunteer to help out with the conference proceedings.

The College of Arts and Letters sponsored a symposium with the Los Angeles Times “San Bernardino: A Quest for Understanding” on October 20. The editor-in-chief of the LA Times committed all the monies from their Pulitzer Prize winnings (\$10,000) for their coverage of the December 2 attacks, to the journalism programs of CSUSB and Cajon High School. This gift will allow the *Coyote Chronicle* to have feature stories on the city of San Bernardino, among other initiatives.

Dr. Tatiana Karmanova gave a presentation to the Employers Confederation of the Mexican Republic (COPARMEX) at their conference on October 13 about educational opportunities for their members and affiliated universities (private). COPARMEX is a voluntary membership business organization, which brings together entrepreneurs from all sectors. Its more than 36,000 member companies across the country are responsible for 30% of GDP and 4.8 million formal jobs.

The International Education Programs welcomed 24 Mexican government sponsored “Proyecta 100,000” English Language Learners for a four-week program

Hosted international training programs in:

- Statistics for 24 professionals
- Finance for 24 professionals
- Higher Education Administration for 26 professionals
- Business Administration for 17 professionals

Palm Desert Campus

Congratulations for receiving the SBEMP Law firm with the “Impact Award” – which recognizes the impact that Palm Desert is having on the community.

Congressman Raul Ruiz held a Hospitality Management Round Table at PDC, and several of us had a chance to have a private lunch with him to discuss the future of the Hospitality program and PDC.

As a result of the work we have been doing with CVEP (I chair the Post-secondary Education committee), we held the first College Fair Night at Agua Caliente Resort. Over 2,000 students and parents attended and over 100 different post-secondary institutions attended.

Office of Graduate Studies

The Graduate Studies Office held five workshops in October to assist students who are completing a thesis, project, or dissertation. Two workshops focused on how to properly cite sources to avoid unintentional plagiarism and two workshops explained the thesis submission and review process. A fifth workshop on avoiding plagiarism was held for Dr. Amy Leh’s Instructional Technology students.

On October 5th, a new graduate coordinator orientation was held to welcome them; review their responsibilities; and provide them with resources for the position. Information was distributed on graduate student applications, admission, enrollment, probation and dismissal, the status of the strategic analysis of graduate programs, the new writing requirement, and other updates. We also introduced our new web page for graduate coordinators, Coordinators Corner. This page will be used to share information, post upcoming meetings, etc., and will serve as a resource for graduate coordinators.

Office of Student Research

The Office of Student Research hosted the “Steps to Graduate School” workshop on October 4th. A total of 38 students attended the event. The workshop focused on helping students apply to graduate school and introduced students to the application process.

The call for applications for the faculty/student grants was sent to faculty and student email addresses. The deadline is November 4th, 2016.

The call for applications for the Course Redesign grant was sent to faculty email addresses. The deadline to apply is January 27th, 2017.

Office of Academic Research

Office of Community Engagement

The Office of Community Engagement is working with data from a recent CSUSB study on hunger and homelessness on campus and its impact on the graduation initiative. About 1,800 students reported experiencing food insecurity. Of these students 32% said this negatively impacted their educational efforts, cited problems obtaining required textbooks, missing classes, and dropping needed classes.

Make a difference day on Oct 22nd was big success with 100 1st year students engaging in a service project.

2:20pm Time Certain (If preceding items have not been completed).

5. OLD BUSINESS.

5.1 FSD 88-11.R5, FAM 854.34, Policy Statement Concerning Faculty Professional Development ([attachment](#)) Second Reading:

If you would like to provide input please click here [FPDCC Input Form](#)

It was m/(O. Mango), s/(T. Ruml) to approve the second reading of FSD 88-11.R5, FAM 854.34, Policy Statement Concerning Faculty Professional Development.
PASSED.

6. NEW BUSINESS.

6.1 Review of Departmental/School RPT Guidelines ([attachment](#)):

6.1.1 ~~FSD 16-02 Department of Communication Studies Departmental RPT Guidelines~~ ([attachment](#)) First Reading:

6.2 FSD 16-03, Resolution in Support of Proposition 55 ([attachment](#)) One Reading:

If you would like to provide input please click here [Prop 55 Input Form](#)

It was m/(N. Tórréz), s/(Y. Karant) to approve the one reading of FSD 16-03, Resolution in Support of Proposition 55. **PASSED.**

6.3 FSD 16-04, Resolution Opposing the Proposed Tuition Hike ([attachment](#)) One Reading:

If you would like to provide input please click here [Tuition Hike Input Form](#)

Some senators felt in light of the possible budget shortfall in 2017-2018, that not allowing for a tuition increase would limit the CSU. Others felt that while the CSU is in need of more funding, it should not be at the expense of students. While financial aid may cover some or all of the tuition increase for some students, much of the financial aid is in terms of loans which would increase student debt. Senators discussed other ways savings could be realized and the need for a fully funded CSU.

Senator Ruml requested a secret ballot.

It was m/(K. Grisham), s/(K. Pelletier) to approve the one reading of FSD 16-04, Resolution Opposing the Proposed Tuition Hike. **PASSED, 15 for, 9 opposed, 2 abstentions.**

6.4 FSD 16-05, Resolution of Endorsement for the Faculty Senate Executive Committee Response to the Decision on Faculty Instructional Load Under the Semester System ([attachment](#)) One Reading:

If you would like to provide input please click here [Endorse EC Input Form](#)

The Senate debated whether the workload issue was under the purview of the Faculty Senate.

It was m/(J. Gilbert) s/(A. Bodman) to make a friendly amendment to change the first resolved to read “Whereas: The administration’s recently...” **ACCEPTED.**

Senator Kremling requested a secret ballot.

It was m/(K. Grisham), s/(A. Bodman) to approve the one reading of FSD 16-05, Resolution of Endorsement for the Faculty Senate Executive Committee Response to the Decision on Faculty Instructional Load Under the Semester System as amended. **PASSED, 19 for, 6 opposed, 1 abstention.**

6.5 FSD 16-06, Resolution of Endorsement for the Q2S Faculty Workload Task Force Recommendation to the Q2S Steering Committee ([attachment](#)) One Reading:

If you would like to provide input please click here [Endorse Q2S Workload Task Force Input Form](#)

It was m/(D. Fsiehman), s/(D. Sweeney) to make a friendly amendment to strike the third whereas clause. **ACCEPTED.**

It was m/(M. Boland), s/(N. Tórréz) to make a friendly amendment to add the following whereas clauses after the second whereas clause:

WHEREAS: The Report indicates that while the General Fund has increased by 14% and FTE has increased by 17%, funding for faculty has only increased 10%; and

WHEREAS: The report indicates that since 2011, the percentage of the budget going to Academic Affairs has dropped by 3.35% and the percentage of the Academic Affairs budget going to the colleges has dropped by 4.2%; and

WHEREAS: The report indicates that redistributing faculty workload to provide regular and confirmed support for 3 to 6 units of professional development time per year would only cost 1 to 2% of the budget; and

As well as add the following as the first resolved clause:

RESOLVED: That the Faculty Senate urges CSUSB to affirm the importance of the academic mission by restoring its priority within the CSUSB budget; and be it further. **ACCEPTED.**

It was m/(A. Bodman), s/(D. Sweeney) to make a friendly amendment to the newly added third whereas clause to change “FTE” to “FTES.” **ACCEPTED.**

It was m/(A. Bodman), s/(N. Tórréz) to make a friendly amendment to the newly added fifth whereas clause to change “budget” to “general fund budget.” **ACCEPTED.**

It was m/(Y. Karant), s/(K. Grisham) to approve the one reading of FSD 16-06, Resolution of Endorsement for the Q2S Faculty Workload Task Force Recommendation to the Q2S Steering Committee as amended. **PASSED.**

- 6.6 FSD 16-07, Resolution of Endorsement for the Q2S Steering Committee Faculty Workload Recommendation ([attachment](#)) One Reading:
If you would like to provide input please click here [Endorse Q2S Steering Committee Input Form](#)

It was m/(D. Fsiehman), s/(D. Sweeney) to make a friendly amendment to strike the third whereas clause. **ACCEPTED.**

It was m/(O. Mango), s/(K. Grisham) to approve the one reading of FSD 16-07, Resolution of Endorsement for the Q2S Steering Committee Faculty Workload Recommendation as amended. **PASSED.**

7. COMMITTEE REPORTS.

- 7.1 Q2S Report: Q2S Director Costino noted that conversion/transformation proposals are due today. Director Costino hopes to get feedback back to programs by December 1, 2016 if not earlier.

Senator Karant stated he was told transformation was not an option for graduate curriculum. Director Costino stated that transformation is an option for all programs.

FAC Chair Bodman stated that committee will forward its recommendation to create a special department of Aerospace and Military Sciences as well as a FAM outlining the nature of the department. The Committee is also continuing its work on revising the provost review policy.

GE Chair Gilbert stated that in light of the workload decision and campus conversion, the GE Committee pushed back sending out the GE survey by a week. This also means a final proposal will not be ready to go to the Senate until the Winter quarter.

8. **STATEWIDE ACADEMIC SENATORS' REPORT.**

Please go to: <http://www.calstate.edu/AcadSen/Records/> for information regarding the last ASCSU Plenary meeting.

September 2016 First Reading Resolutions for Input

If you have any feedback regarding the ASCSU report, please click here [ASCSU Input Form](#).

Statewide Academic Senator Steffel stated that the committee and plenary meetings are this week and she will report back to the Senate at the November 22, 2016 Senate meeting.

9. **CHAIR'S REPORT.**

Chair Kolemäinen did not give a report in the interest of time.

10. **SENATORS' REPORTS / INCLUDING ASI PRESIDENT'S REPORT**

ASI Vice President of Finance (representing the ASI President in his absence) Dickson updated the Senate on the alternate consultation process for the Student Union Expansion fee. The ASI set a goal of reaching 4,000 students through the alternate consultation method. To date, over 4,900 students have been reached and ASI hopes to hit 5,000 soon. ASI VP of Finance Dickson added that an overwhelming majority of students consulted agree that the expansion is a high priority, would spend more time on campus and would spend more time overall in the student union if it were to be expanded.

Senator Karant asked what is the proposed fee and for how many years would the fee be in place. VP Haynes responded that the fee would be in place for thirty years and is \$143 per quarter.

Senator Boland asked if students when being told financial aid could cover the fee if it is being explained that it may be by adding to a student's loan debt. VP Haynes stated that students are told it could be added to their loans but do not address how it would be paid on an individual basis.

Senator Bodman noted that the fee would be equivalent to a 2.5% tuition increase.

Senator Gilbert asked what other efforts are being made to give students more space without a cost to the students. VP Haynes stated that external funding is being looked into.

Senator Gilbert also commended the efforts of the students to reach almost 5,000 students in the alternative consultation process. VP Haynes echoed that sentiment and noted that no other campus has achieved reaching out to almost 25% of the student population on a campus.

The Senate also discussed if other resources were being looked at to help offset the costs of the expansion and provide a return to students, or if revenues from the student union could somehow go back to students. The Senate also asked if a development officer had been assigned to the project or to Student Affairs. The Senate also asked if donations were already being accepted for the expansion. VP Fremont stated that he is working to get a development officer in Student Affairs and donations can be directed to the student union.

Senator Karant asked what the current fee was and how much of an increase the proposed fee would be. AVP Satterlund stated that she would be happy to come back to the Senate to address this question and further concerns. It was noted that the current fee is \$58.

Senator Kremling encouraged Senators to take the CFA bargaining survey and to remind faculty in their colleges to complete the survey as well.

11. **DIVISION REPORTS.**

11.1 Vice President for Student Affairs, B. Haynes, submitted the following report:

Student Services

- The Career Center hosted a total of 133 Employers this quarter through marquee programs such as: Career Expo, Graduate School Fair, Part Time Job Fair and individual information sessions and recruitment visits including, the CIA with 31 student participants.
- Thirty-one undergraduates and three graduate STEM students received scholarships to participate in the 30th Annual HACU Conference in San Antonio, Texas. Students were sponsored by Academic Affairs and ASI and were accompanied by Career Center staff who facilitated networking and other opportunities for students.
- The Career Center presented On October 21st at the annual expo for the Center for International Trade Development held at the San Bernardino International Airport. The audience included 360 students from local community colleges and AVID high school programs. Topics presented included: Developing your Professional Self, Digital Dirt in Social Media and How to Network. The California Centers for International Trade Development (CITD) is funded by the Chancellor's Office of the State of California.
- The Children's Center had a successful first Parent Advisory Committee meeting for the new academic year. There were new parents in attendance and they had great ideas on ways to get families more involved in their children's experiences at the preschool.
- Four new trainees joined Counseling & Psychological Services for a one-year training program. After the initial orientation, the trainees are already seeing clients independently (under senior clinicians' supervision) and assume other clinical duties.

- SSD participated in the Chaffey College Disability Awareness Fair held October 18-20, 2016 at the Fontana, Chino and Rancho Cucamonga Campuses. The event provided an opportunity for the department to outreach to prospective students.
- The SSD Advisory Board met on October 14, 2016. At the meeting new officers were elected, representatives for CAAB, the ATI Committee, and the Ability Awareness Fair Committee were chosen; and the board unanimously supported establishing a Delta Alpha Pi International Honor Society Chapter. Delta Alpha Pi is an academic honor society founded to recognize high-achieving students with disabilities who are attending college.
- On October 13, 2016, the WorkAbility IV program hosted a workshop titled, “Internship Preparation for Workforce Recruitment (WRP), HACU, CSUSB Credit and in the Community.” Twenty-five students attended the workshops where five students shared their internships experiences with the audience.
- On October 20, 2016, the WorkAbility IV program at the Palm Desert Campus held a Job Placement Circle in partnership with the PDC Career Center, Don O’Loughlin, College of the Desert WorkAbility III, and Julie Hillstead, Department of Rehabilitation. Twenty-five students (all with disabilities) and 9 employers participated. Employers conducted sixty-three interviews and two PDC WorkAbility IV students were hired as a result of the fair.
- The Student Health Center hosted “Step into Awareness” event that personalizes the magnitude of loss regarding the 1,100 college students who commit suicide annually. Over 200 students participated in the event and learned about campus resources.
- The Student Health Center in partnership with the SMSU Cross Cultural Center, co-hosted the “Let’s Talk about Sexual Health” event on October 27th presenting to nearly 300 students focusing on sexual responsibility and consent.
- The Veterans Success Center in collaboration with the Air Force ROTC Det. 002 celebrated the U.S. Air Force's Birthday on October 7, 2016. The program included an inspiring invocation by Chaplain, Colonel Rick Givens, a keynote address by Brigadier General Russell Muncy, followed by the cake cutting ceremony which included Reservist Jon Arnette and AFROTC Cadet Doyle; and a flyover by the March Aero Club.
- The VSC celebrated the Navy Birthday on October 13, 2016 on the Coyote Bookstore Lawn. The ceremony included the Colors which were presented by the NJROTC at Rialto High School, the keynote address by Commander Lauper, Chaplain, and Captain Hawley who provided the invocation and CSUSB's own Boatswain's Mate Jonathan Tran.

Student Life

- More than 4,700 students, faculty and staff have shared their feedback on SMSU expansion as part of Alternative Consultation; thank you for your participation. The AC campaign concludes on Nov. 4th.
- ASI will be participating in a November meeting with CSSA to learn more about the proposed tuition increase. They will discuss CSU steps to address State funding of higher education.

Coyote Athletics

- Thank you for coming out to support Coyote Athletics at the Faculty Appreciation Night.
- Sophomore setter Jayann DeHoog of Cal State San Bernardino has been named California Collegiate Athletic Association Women's Volleyball Player of the Week. She averaged 10.81 assists/set (nearly a half assist above her season average) and tallied a career-high 22 digs in a win over Cal State Los Angeles with 53 assists (one shy of a season high). That was part of a 3-0 week for the Coyotes, who also chalked up wins over Cal State Dominguez Hills and Cal Poly Pomona. The Bakersfield native was the CCAA Freshman of the Year last season.
- The Coyotes (15-4, 9-2), ranked No. 18 nationally, are on the road this weekend with matches at Cal State San Marcos and UC San Diego.

Enrollment Management

- Received over 5500 Freshmen and Transfer Applications for Fall 2017 after the opening of CSU Mentor on October 1
- Hosted over 300 students and their families at annual Open House Event on October 15
- Estimated Summer 2016 Financial Aid totals:
 - 3,616 (85.90%) summer enrolled students received financial aid of 4,161 (HC) summer enrollment
 - Total summer aid: **\$2,718,638** Grant/Scholarships/fee waivers/Student Support Payments (stipends) + **\$3,941,687** loans = **\$6,660,325**
- GEAR UP, in partnership with the College Board, provided the PSAT 9 to all 9th grade students in SBCUSD on October 19th.
- 19 Educators representing GEAR UP, Upward Bound and SBCUSD completed a pilot training program with NASA. Those who were trained will now implement a NASA curriculum UAV project at middle schools and high schools throughout SBCUSD.
- Upward Bound participants engaged in activities and conversations about “breaking barriers” during Saturday University and assisted senior participants in completing and submitting CSU, FAFSA and EOP applications. Upward Bound continues to provide tutoring and soft skills development workshops to underclassmen during weekly

tutoring and recently hosted a College and Financial Aid Night for all participating parents to discuss college options and financial aid.

11.2 Vice President for Information Technology Services, S. Sudhakar, submitted the following report:

We had very successful tech days on October 18th and 19th here on the San Bernardino Campus and on October 20th at the PDC. Over 350 faculty, staff and students attended events that included workshops, tech hookups and download parties.

Our web team is continuing to make progress on moving all University administrative websites to our new content management system. Last month alone nine websites went live including College of Arts and Letters, College of Social and Behavioral Sciences, EHS, Police, LEAD, College of Education, and Diversity Committee. The overall project is about 20% done.

We are working on a new internal facing content management system, Emgage, that will allow faculty and departments to host their discipline specific content.

Last month, the IT Governance Executive Committee heard about the progress that is being made towards resolving the information security audit findings. We will continue to work with the campus community in resolving all the findings before the auditors return next spring.

The Campus will be going through a PeopleSoft upgrade next year (June – Dec 2017), which will result in the separation of the HR module from the student module in preparation for the Common Human Resources System (CHRS) project that will commence in 2019. Please see attached presentation.

Online RPT

- The following are campus demos with Interfolio and Faculty180 (part of Data180) organized for the campus Senate, faculty and administrators:
 - Nov. 2, Interfolio
 - Senate demo: 9-10:30 am, PL 4005 (recorded)
 - Campus-wide demo: 2-3:30 pm, PL 5005
 - Nov. 3, Faculty180
 - Senate demo: 9-10:30 am, PL 4005 (recorded)
 - Campus-wide demo: 2:30-4:00 pm, PL 5005

Affordable Learning Solutions (AL\$) grants

- Thanks to a grant of \$21,000 awarded to our campus last year, 21 faculty from 12 departments will receive incentives to adopted more affordable instructional materials in their course sections during 2016-17.

Upcoming workshops sponsored by ATI and ATI-TRC:

- Bb Basics: Creating Discussion Boards (new faculty only- Nov. 4, 12:30-4:00 pm, PL 003)
- Spotlight on technology: Virtual Reality (campus-wide, Nov. 10, 12-1:30 pm, PL 003)
- Creating engaging online discussions (campus-wide, Nov. 14, 2-4:00 pm, FO 177)
- Using Softchalk for Windows to create interactive online content (campus-wide, Nov. 16, 12-1:30 pm, PL 003)
- Using Softchalk for Mac to create interactive online content (campus-wide, Nov. 17, 12-1:30 pm, PL 003)

- Bb Basics: Assessments (new faculty only, Nov. 18, 2:30-4:00 pm, PL 003)
- JMP workshop: Data visualization (campus-wide, Nov. 18, 2:30-4:00 pm, PL 015)
- Spotlight on innovators: Dr. Kurt Collins (campus-wide, Nov. 28, 12-1:30 pm, PL 003)
- Effective Bb rubrics (campus-wide, Dec. 2, 8-9:30 am, FO-177)
- Bb Basics: Using the Gradebook (new faculty only, Dec. 2, 2:30-4:00 pm, PL 003)
- Effective Bb rubrics (CNS Institute only, Dec. 2, 2:30-4:00 pm, FO-177)

Staff professional development

- Five ATI employees attended Educause during Oct. 25-28 as part of their professional development activities. The Educause annual conference is the premier conference for IT professionals in higher education. The conference brings together faculty, instructional designers, technology providers and administrators.

Administrative Computing and Business Intelligence (ACBI)- In-progress projects:

- **Advance 9.10 Upgrade – Went live on 10/31/2016**

ACBI In-progress projects:

- COE Credential project: Working on Admission Decision 3C Communication and Phase II which includes the development of the pages for the Student data for COE Credential students.
- U.Direct – create personal maps to graduation. Will demo to Advising and BPA team early December with moving to production in December for selected group.
- Faculty Grade Change Form being moved to PeopleSoft as an on-line form with workflow. Plan to test with a few faculty in the Winter 2017. Roll out to everyone for Spring 2017.
- CIM – CourseLeaf Curriculum Management – to be used for developing new courses and plans for Q2S.
- Data Masking Project with CO
- Food Flash Project in Blackboard Connect
- SEVIS in PeopleSoft
- MyCoyote Portal Enhancements
- Enterprise Data Warehouse – PAWS data for Student Success being refreshed daily.
- CS 9.2 Upgrade – 1st, 2nd, and 3rd choice for CSUSB to upgrade submitted to CO.
- CHRS Project – currently attending Solution Design Workshops
- Quarter to Semester Conversion – Student Sub-Committee had their 1st meeting on October 25th
- Preprovisioning and Deprovisioning of employees
- College Planner to integrate with PAWS Data
- EMS – Event Management System – Moved existing data from old EMS Pro system to EMS Campus development server to test functionality.
- XML Transcript to replace Crystal Reporting that is no longer available in CS 9.2.
- CLEO FTP processes being moved to a web-based system. Moved

Campus Data Center Firewall Replacement:

As part of the system wide Common Network Initiative (CNI) effort, CSUSB will be replacing the Data Center firewall as the second part of the Palo Alto Firewall project.

The anticipated replacement date will take place during the week of December 19-23, 2016.

For the month of October CSUSB was exposed to many information security awareness activities as part of National Cyber Security Awareness Month (CSAM).

- Based on the theme of “Good Cyber Hygiene” a series of messages were created.
 - Weekly security tips were emailed to faculty and staff.
 - Social media channels of Facebook, Instagram and Twitter were used to disseminate the messages.
 - The John Pfau Library and Recreational and Wellness Centers flat screens echoed the same messages.
- A Cyber security expert spoke to the Campus Techs on “Evidence Preservation”.

Information security videos were displayed at the ISET table during ITS Tech Days

- 11.3 Vice President for University Advancement, R. Fremont, submitted the following report:

FUNDRAISING AND DEVELOPMENT

Our fundraising trajectory continues to be strong after the announcement of our \$50 million Campaign for CSUSB. Over \$31 million has been raised to date. We are at about \$1.3 million for 2016-17, with another \$4-5 million pending, perhaps before the end of the calendar year.

The total number of gift commitments stands at 1,407, more than 26% above last year’s pace. Foundation giving this year has been very strong, raising over \$530,000. That stands as 240% better than a year ago at this time. Our team in Corporate and Foundation Relations are involved in a number of strong proposals to support the work of our faculty.

On November 9, our deans and academic leaders will take part in a special educational symposium with Phoenix Philanthropy to help advance their skills in donor development and cultivation. The colleges and the Palm Desert Campus will be working on processes that will engage their communities on identifying appropriate campaign goals.

COMMUNICATION

Dr. Victoria Seitz (Professor and Chair, Marketing) and AVP Bob Tenczar, along with the Branding and Identity Task Force, brought Brand IQ Creative to campus last week for the discovery phase of the Branding & Identity Initiative.

As part of the Strategic Plan, the company ran for four full days of meetings with every one of our constituent groups, including faculty, staff, students, alumni and community friends. In fact, the team hosted 39 different meetings in that window of time, not counting surveys sent to thousands of others.

Brand IQ Creative will now begin to analyze the data, preparing to deliver the first series of recommendations by late winter/early spring to the task force. This will

ultimately lead to a full presentation to the campus community on their recommendations to advance and elevate the identity of CSUSB.

I am also proud to announce that Strategic Communications has launched a new feature highlighting the expertise and work of CSUSB faculty. The first is on Brian Levin (Professor of Criminal Justice, Director of CSUSB's Center for the Study of Hate and Extremism). It is available at <http://news.csusb.edu/2016/10/25/introducing-a-new-feature-highlighting-the-expertise-and-work-of-csusb-faculty/> but will also be part of the daily news clips on Campus.

They are also working on special video features, and recently produced one on scholar-athlete Laura Acevas (<https://www.youtube.com/watch?v=EgYOcBn46vA&feature=youtu.be>). Laura just won the 2016 CCAA Women's Cross Country Championship and is bound for NCAA post-season competition.

ALUMNI

I want to celebrate the great work of our teams in Alumni Relations, as well as the Office of Special Events and Guest Services, for all their efforts in bringing a great Homecoming week to CSUSB last week.

We had 500+ guests at Saturday's Homecoming Bash, filling the Coyote Den Gymnasium. 15 vendors participated as well, donating food and drink to the masses. In addition, Alumni Relations ran another successful Grad Days, designed to provide our graduating students a one-stop shop for all things relating to Commencement, as well as educating them on the services available to them as part of the Alumni Association. Around 500 took part over the two days and 400 signed up for membership.

- 11.4 Academic Affairs/Deans' Reports: No reports were given.
- 11.5 Vice President for Administration and Finance, D. Freer, submitted the following report:

Office of Leadership Development and Employee Enrichment

A substantive goal of the CSUSB Strategic Plan is the creation of a dedicated office for staff professional development. To this end, we are pleased to share the appointment of Rowena Casis-Woidyla as the office's inaugural director. Rowena has served CSUSB with distinction since 2009, primarily as the manager of training and development in Human Resources. A more formal introduction will be done with the Senate at an upcoming meeting. Establishing the programming for the office and determining a location for services will be complete by the end of the 2016-17 year.

Utility Infrastructure Project

CSUSB is launching the two year, \$42 million utility infrastructure upgrade project this Fall Quarter. Funding was received separately from the Chancellor's Office as part of the CSU deferred maintenance program. The first phase of this project will involve upgrading the campus electrical sub-station and electricity routing through the campus. To switch over to new systems, there will be a campus-wide electrical outage on December 29, 30, and 31. Dates were selected to minimally impact campus operations.

The outage is planned for daytime hours only, with power restored in the evenings. There are limited events planned on these dates, students living in the residence halls, and some faculty research areas that Facilities Management will coordinate with prior to the outage. We are asking the support of the campus community by not scheduling any additional events at CSUSB during these dates and to only come to campus as necessary.

Revised Procurement and Travel Procedures

Over the next couple of weeks, Finance Services will be announcing updated procedures for campus purchasing and travel. For purchasing, the goal is to standardize approval levels across all types of purchases, instead of different levels for different types of items. Purchase requests up to \$10,000 may be approved by the appropriate administrator for that account. Purchase requests over \$10,000 must also be approved by the College Dean or Division Vice President.

We are also coordinating with IT Governance on the appropriateness of hardware and software IT purchases being made on campus procurement cards. All CSU campuses are required to be in full compliance with the Accessibility Technology Initiative (ATI) prior to purchase. In short, we must ensure that all hardware/software purchases are accessible to all our community members. It would appear that we will need to remove hardware and software purchases from procurement cards to ensure that we remain compliant in this area.

For travel, the nightly lodging/hotel limit will be raised from \$195/night to \$275/night. Some cities and conference rates may exceed the \$275/night limit, but that will require pre-approval through Concur prior to travel commencing.

Litigation Hold Training

Risk Management and Academic Personnel coordinated Litigation Hold Training on October 19 and I'm glad that there was interest in the topic. As requested by the Senate, presentation materials will be posted on the Risk Management web site so that the community can be better informed of what to expect if they receive a litigation hold letter in the future.

Budget Open Form

Thanks to all who could attend the CSUSB Budget Open Forum on October 27. I wish some of the news and predictions could have been more favorable. As is the case with all budget planning materials and presentations, this presentation is now posted on the University Budget Office web site. The video is currently being captioned and it will be shared with the campus community as this is completed.

Senator Ajayi asked why faculty are not permitted to buy airfare in one fiscal year for the next in order to get the best price. VP Freer stated that he would look into the issue.

Senator Karant asked how many new MPP(s) and staff will be added to run the Office of Leadership development and Employee Enrichment. VP Freer stated that as pre-approved by the strategic plan, one director (an MPP position) and one staff member will be added. VP Freer noted that the staff position has not been filled.

Senator Bodman stated that in the climate survey recommendations, it was recommended that an external review of Human Resources be undertaken. Senator Bodman asked if faculty will have the opportunity to participate in that review. VP Freer stated that faculty will have the opportunity to participate. The review will take place during the week of November 14th alongside a follow-up external review of Academic Personnel.

Senator Diaz-Rico asked if the units employees can take through the fee waiver program will change since six units does not in many cases does not cover two courses. VP Freer responded that employees are granted six units per term under the fee waiver program. Employees can take more units but would have to cover the additional costs and get their supervisor's approval if the courses are during work hours.

12. **CURRICULUM – Information Items:** *(Copies are available at each College office and the Faculty Senate office)* **All items were accepted without comment.**

AL16-08 SPAN 316-Spanish for the Professions: Criminal Justice, title change
 AL16-11EL HUM 595E – Independent Study in Humanities, increase unit range to 1-5
 NS16-35 BIOL 513 - Animal Tissue Culture, unit, description and pre-requisite change
 SB16-16A PSCI 306 – Latin American Politics, title and description change

CURRICULUM – NEW ITEMS (Consent Items) – (Copies are available at each College office and the Faculty Senate office) The Faculty Senate consented to the curriculum items.
PASSED.

COLLEGE OF ARTS AND LETTERS

AL16-06 MA in Communication Studies, program changes
 AL16-09 Minor in Latin American Studies, program changes
 AL16-10 MA in Spanish-Teaching, delete program

COLLEGE OF BUSINESS AND PUBLIC ADMINISTRATION

COLLEGE OF EDUCATION

COLLEGE OF NATURAL SCIENCES

COLLEGE OF SOCIAL AND BEHAVIORAL SCIENCES

SB16-16 BA in Political Science, program change

13. **COMMUNICATIONS/INFORMATION ITEMS.**

13.1 Executive Committee Minutes, 10/4/16 ([ECM 16-02](#)) - noted

13.2 Executive Committee Minutes, 10/18/16 ([ECM 16-03](#)) - noted

13.3 Faculty Senate Sunshine Fund – Chair Kolehmainen asked everyone to donate in order to provide gifts/cards to honor faculty for various occasions.

14. **OTHER BUSINESS.**

The faculty Senate did not have time to discuss other business.

15. **ADJOURNMENT (Time Certain 3:50 PM).**

It was m/(D. Sweeney), s/(L. Ajayi) to adjourn the Faculty Senate. **PASSED.**