

PLANNING, RESOURCE AND BUDGET COMMITTEE MINUTES

NOVEMBER 01, 2019

1:00 PM – 2:30 PM CP 1060-05

ATTENDANCE

<input checked="" type="checkbox"/> Aguilar, Aaron	<input checked="" type="checkbox"/> Graewingholt, Megan	<input checked="" type="checkbox"/> Nagai, Nelson
<input type="checkbox"/> Clark, Marcia	<input type="checkbox"/> Jenkins, Claire	<input checked="" type="checkbox"/> Ngo, Chean Chin
<input checked="" type="checkbox"/> Dabirian, Amir	<input checked="" type="checkbox"/> Kim, Danny C.	<input checked="" type="checkbox"/> Oliver, Pamela
<input checked="" type="checkbox"/> Davis, Anthony	<input checked="" type="checkbox"/> Kim-Goh, Mikyong	<input checked="" type="checkbox"/> Saks, Greg
<input checked="" type="checkbox"/> de Lijser, Peter	<input checked="" type="checkbox"/> Le Grande, Harry	<input checked="" type="checkbox"/> Seung, HyeKyeung
<input checked="" type="checkbox"/> Forgues, David	<input type="checkbox"/> Mallicoat, Stacy	<input type="checkbox"/> Virjee, Framroze
<input type="checkbox"/> Garcia, Danielle representing President Framroze Virjee	<input checked="" type="checkbox"/> McConnell, Craig	<input checked="" type="checkbox"/> Yong, Emeline
	<input checked="" type="checkbox"/> Mickey, Dave (Chair)	<input checked="" type="checkbox"/> Zarate, Maria Estela

Guests: Adamson, Bowers, Graylee, Scialdone, and Stang

I. Call to Order

- 1.1 Chair Mickey called to order at 1:01 PM

II. Announcements

- 2.1 Announced the Department of Theater and Dance's production of Oedipus El Rey in the Arena and The Moors in Hallberg Theatre.

III. Approval of Minutes

- 3.1 Minutes October 18, 2019 – draft
- M/S/P Yong, Graewingholt

IV. New Business

- 4.1 Faculty Development Center (FDC) Dr. Erica Bowers, Director
- Bowers presented to the committee an introduction on the role, function, and resource needs of the Faculty Development Center. Describing the services and resources provided for Faculty support.

- The FDC has been established to promote faculty development, enrichment, and engagement in all areas including: teaching, learning, scholarly/creative activities, professional and service activities, and the use of technology.
- Programs and Services:
 - Workshops, Certificates, Faculty Learning Communities (FLCs), Book Clubs, Social Events, Scantron, Campus-Wide Recognition Events, Partnerships and Marketing (i.e., CICE, VetNet Ally, Library)
 - Target Audience – New Tenure Track Faculty (Year 1, Year 2, Pre-tenured); Lecturers; Department Chairs; Graduates Students; Administrators
 - Certificates: Teaching & Learning: Mindful Practice; Graduate Student Teaching and Learning; Faculty Teaching and Learning; IMPACT (159 awarded); IMPACT² MINDFUL (34 awarded)
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 - Diversity and Inclusion
 - INCLUSIVE Knowledge Level (8 awarded)
 - INCLUSIVE Advanced Level
 - Workshops:
 - Digging into Diversity Brown Bag Series
 - Diversity Book Clubs
 - One Day Diversity workshops
 - FLCs, Social Justice
 - Workshop Series includes:
 - Scholarship of Teaching and Learning
 - Write your next Journal Article
 - One-on-One writing assistance
 - Summer Writing support
 - Writing Across the Curriculum (WAC)
 - Writing Assistance Fellow (partnership with Research)
 - Research Travel Grants (partnership with Research)

4.2 CSUF Budget 101 Laleh B. Graylee, AVP of Resource Planning & Budget

- AVP Graylee introduced the committee to an overview of the details of the CSUF budget, specifically in the areas of the CSU Annual Budget Cycles and Timeline, the Allocation of funds from State to CSU and Campuses, CSU Budget Funding Methodology, University Funding Sources, the Campus Budget Allocation Process, and important Budget terms and definitions. The purpose of this presentation is to clarify the process and timeline of funding and allocation from the State to the CSUs, and from the CSU to the campuses to gain an overall perspective of how funds are allocated to each sector of the university. Graylee noted that the state budget/funding calendar does not align with the University's operational calendar.

Reference was made to the [Resource Planning & Budget website](#) for additional data on specific sources and uses. Graylee observed that more than half of the General Operating Fund is Tuition and Fees, while State Funding has dropped from 90% to below 50% in the last forty years of Historical CSU Funding. The question was asked about when budgets are allocated to each department. Prior year baseline budgets are posted in June. Allocations of incremental funds are done in the fall. It's noted that the majority of the budget is last year's baseline.

Old Business:

- Need to elect Vice Chair
- Motion to cancel November 15 meeting
 - M/S/P Dabirian, Davis
- President's memo to PRBC is located in Dropbox – Suggestion was made to write down questions, and to send to chair Mickey who will follow up and coordinate with the President's Office.
- Suggestions on potential invitees: EIP
- Priorities Discussion
 - Student Success Initiative – request presentation from ASI for the student perspective impact of funds
 - Request updated from Fee committee
 - Question on \$4,747 replacement rate for faculty
 - To research history of rate and whether it may need to be revisited
 - Part-time faculty GSI funding (all in minutes from last minutes)
 - Graduate tuition fee waiver/remission – The benefit is provided for in the current bargaining agreement with unit 11. Budget to assess the cost to campus of implementing.
 - Will need to reviewed in context of stipends provided to teaching associates
 - Fee waiver grants may impact grad student financial aid
- Faculty Travel:
 - Changes in travel – request update from travel program?
 - Academic Affairs to migrate to Concur.
- Procurement cards: Travel – Announced the provision of a travel card, separate from procurement card used to purchase non-travel goods and services.
 - Intended to be personal liability
 - Concerns about reimbursement and the propriety of staff/ faculty funding business related travel
- Academic Affairs to present on various funding sources and their use
- Explore the idea of offering student service after 5:00 PM,
 - One way to offer services would be through an online delivery model
 - Is there a current inventory of what services are available after 5?
 - Where is there demand for services outside of regular business hours
 - Staffing concerns
- Discussed ways to generate additional resources, such as through grants

V. Adjournment

5.1 M/S/P Dabirian, Saks

Respectfully submitted: Oliver Ravela and Melody Sasis