



CALIFORNIA STATE UNIVERSITY, LONG BEACH

DEPARTMENT OF ENGLISH

August 16, 2016

TO: Norbert Schürer
Chair, Academic Senate

FROM: Gary Griswold *G.G.*
Chair, University Resources Council (URC)

SUBJECT: URC Report for 2015/2016

Attached you will find the agendas as well as the approved minutes from the URC's meetings in the 2015/2016 academic year.

In addition to the usual financial reports from division leaders and examination of the fiscal implications of curricular proposals, the Council accomplished these items:

- Provided extensive feedback on the first and second draft of the "Report of the Chancellor's Taskforce for a Sustainable Model for the CSU" for the CSULB Academic Senate Chair to forward to the Chancellor's Office (official correspondence is attached).
- In coordination with representatives from the University Library, drafted more specific language for the Library Report and "Tips" sections of the University's new program proposal template. This proposal was approved by the Senate Executive Council and AVP Cecile Lindsay. The new requirements for these sections will better enable the URC to assess the potential fiscal impact of proposed new academic programs on the University Library (relevant documentation is attached).
- Developed and approved a new process for more open deliberation of proposals before the Council, in which members can discuss the proposal without the stakeholders present.

CSULB – University Resources Council

Agenda – Meeting of September 1, 2015

President's Conference Room (BH 302) from 1pm to 3pm

1. Call to order and roll call
2. Approval of the Agenda
3. Introductions
4. Election of Chair
5. Election of Vice Chair
6. Election of Secretary
7. Announcements
8. Report: 2014-15 University and Divisional budgets, 2015-16 Budget update and 2015-16 Proposed Sources and Uses of Funds – AVP Ted Kadowaki
9. New Business
 - a. Time certain 1:30, First reading: Discontinuance of the Reading/Language Arts Option in the MA in Education Degree Program and specialist credential. Paul Boyd-Batsone, Chair, Department of Teacher Education and Laura Portnoi Associate Dean, College of Education
 - b. Time Certain 1:40, First reading: Proposal for Bachelor of Science in Biomedical Engineering Forouzan Golshani, Dean, College of Engineering, Tracy Maples, Associate Dean, College of Engineering
 - c. Time Certain 2:00, First reading: Proposal for Master of Science in Engineering Management. Ingrid Martin, Director of Graduate Programs, College of Business Administration
10. Adjourn

CSULB – University Resources Council

Minutes of Meeting #1: September 1, 2015

Brotman Hall (BH 302) from 1pm to 3pm

Members Present

Moreno-Alcaraz, Rosa; Behzad, Banafsheh; Piker, Ruth; Blecher, Lee; Wang, John; Martin, Wade; Downey, Sharon; Griswold, Gary (Convening Chair); Kwon, Chuhee; Beyer, Christiane; Shankar, Praveen; Shaked, Nizan; Armento, Greg; Hung, Pei-Fang; Hata, Marianne; Chu, Ali; Bostic, Terie; Wu, Henry; Acker, Chanel; Riley, Cynthia; Kadowaki, Ted

Guests: Paul Boyd-Batstone, Chair, Teacher Education; Laura Portnoi, Associate Dean, CED, Forouzan Golshani, Dean, COE, Tracy Maples, Associate Dean, COE Michael Solt, Dean, CBA, Associate Dean Rahai, COE, Associate Professor Tariq Shehab, COE, Associate Dean Mozia, CCPE, Mark Smith, CCPE.

1. Convening Chair Griswold meeting to order at 1:04 p.m.
2. The agenda was approved.
3. Self-introductions were made.
4. Griswold opened nomination for URC Chair. One nomination was made from the floor for Griswold. Nominations were closed; Griswold was unanimously elected URC Chair.
5. Griswold opened nomination for URC Vice-Chair and announces that though he would be late to the meeting, Martin had agreed to be nominated. Griswold nominated Martin. No other nominations were made, nominations were closed, and Martin was unanimously elected as URC Vice-Chair.
6. Griswold opened nominations for URC Secretary. No nominations were made, so the election of Secretary was tabled.
7. Announcement: Griswold announced that the Academic Senate had forwarded the draft report of the Chancellor's Office Task Force for a Sustainable Financial Model for the CSU to the Council as well as other Senate councils and committees and that feedback was solicited. Griswold stated he would distribute the document to the Council for a discussion of it at the next meeting.

8. Report: AVP Ted Kadowaki presented the 2014-15 University and Divisional budgets, 2015-16 Budget update and 2015-16 Proposed Sources and Uses of Funds

9. New Business

- a. First Reading: Proposed Discontinuance of the Reading/Language Arts Option in the MA in Education Degree Program and specialist credential. Paul Boyd-Batsone, Chair, Department of Teacher Education and Laura Portnoi Associate Dean, CED provided background on the request for the discontinuance. No students will be negatively affected by this proposal.
- b. First reading: Proposal for Bachelor of Science in Biomedical Engineering Forouzan Golshani, Dean, College of Engineering, Tracy Maples, Associate Dean, College of Engineering described the proposed state-side BA program and the need for it. Discussion ensued, including concern over the possible fiscal implications for the University library as mentioned in the proposal.
- c. First reading: Proposal for Master of Science in Engineering Management. Forouzan Golshani, Dean, COE, Tracy Maples, Associate Dean, COE Michael Solt, Dean, CBA, Associate Dean Rahai, COE, Associate Professor Tariq Shehab, COE, Associate Dean Mozia, CCPE, Mark Smith, CCPE. described the proposed state-side BA program and the need for it. Discussion ensued, including concern over the possible fiscal implications for the University library as mentioned in the proposal.

10. The meeting was adjourned at 3:04 p.m.

*These minutes were approved September 15, 2015. Respectfully submitted. W. Gary Griswold ,
URC Chair*

CSULB – University Resources Council

Agenda – Meeting #2 of September 15, 2015

President's Conference Room (BH 302) from 1pm to 3pm

1. Call to order and roll call
2. Approval of the Agenda
3. Introductions
4. Election of Secretary
5. Announcements
6. Reports
 - a. Continued: 2014-15 University and Divisional budgets, 2015-16 Budget update and 2015-16 Proposed Sources and Uses of Funds: AVP Ted Kadowaki
 - b. Time certain, 1:20. Report on 14/15 targets and enrollment and update on Fall 2015 enrollment—AVP Dhushy Sathianathan.
7. New Business
 - a. Time Certain: 2:00. Proposed discontinuance of MA in Global Logistics: Wade Martin, Chair, Department of Economics.
 - b. Discussion of draft report from the CO's Task Force for a Sustainable Financial Model for the CSU.
9. Adjourn

CSULB – University Resources Council

Minutes of Meeting #2: September 15, 2015

Brotman Hall (BH 302) from 1pm to 3pm

Members Present

Moreno-Alcaraz, Rosa; Behzad, Banafsheh; Slater, Charles; Piker, Ruth; Blecher, Lee; Wang, John; Martin, Wade (vice chair); Griswold, Gary (Chair); Kwon, Chuhee; Martin-Hansen, Lisa; Beyer, Christiane; Shankar, Praveen; Shaked, Nizan; Armento, Greg (rotating secretary); Hung, Pei-Fang; Hata, Marianne; Chu, Ali; Hernandez, Carrie; Bostic, Terie; Green, Dee Dee; Acker, Chanel; Rilely, Cynthia; Kadowaki, Ted

Guests: Dhushy Sathianathan, AVP Academic Planning

Chair Griswold meeting to order at 1:04 p.m.

1. With Chair's addition of Item 8: Library Resources, the agenda was approved
2. Self-introductions were made a 2nd time.
3. Chair opened nomination for URC Secretary. No one volunteered to run. Chair ruled that secretary would rotate alphabetically through the course of the academic year. Greg Armento took minutes.
4. Under Announcements: Ted Kadowaki updated URC on the status of the campus Chief Information Officer. This position will report to the President and though the role might be similar to the recent hire of an AVP for Academic Technology, the CIO will deal more with the information technology infrastructure of the campus.
5. Enrollment Trends Report. Dhushy Sathianathan, Interim AVP Academic Planning provided distributed Enrollment Trends Update (dated 9/15/2015), noted highlights and answered questions from URC with one notable item being proposal to return to MWF classes between 8 – 11 am so as to more fully utilize campus space.
6. Report Continued from Last Meeting
 - a. AVP Ted Kadowaki presented the 2014-15 University and Divisional budgets, 2015-16 Budget update and 2015-16 Proposed Sources and Uses of Funds. Last

two pages detailed followed by Q and A from URC followed. Report will go back to Trustees for approval in November 2015.

7. New Business:

- a. Proposed Discontinuance of MA in Global Logistics. Wade Martin presenting. First Reading. Q & A with panel. Then it was Moved and Seconded to waive first reading. Motion Passed. It was then M.S.P. to approve discontinuance.
- b. Draft Report on "Ensuring Success for California Students". Chair provided an overview and asked for input and comments. URC discussed issues relating to "performance markers," "public private partnerships," "alternative measures for allocating funds" among several others. Chair made notes on feedback and will discuss with VP Mary Stephens and will invite her to a future meeting.

8. Library Resources: The Chair received from the library a proposed modification of the "Proposal for New Major/Program/Degree" template which would make clearer what might be needed to support a new program from the library's perspective. The Chair noted that proposed form may be useful for the "Proposals for New BS in Biomedical Engineering" and "Proposal for MS in Engineering Management" discussed at the September 1, 2015 URC. He will consult with those departments.

9. The meeting was adjourned at 3:00 p.m.

These minutes were approved on October 6th, 2015.

CSULB – University Resources Council

Agenda – Meeting #3 of October 6th, 2015

President's Conference Room (BH 302) from 1pm to 3pm

1. Call to order and roll call
2. Approval of the Agenda
3. Rotation of Secretary
4. Announcements
5. Report:
 - a. Fiscal Update, if any: AVP Ted Kadowaki
 - b. Time certain, 1:20. Draft Report of the Taskforce for a Sustainable Model for the CSU: VP Mary Stephens.
6. Old Business
 - a. Time certain 2:05. Second reading: Discontinuance of the Reading/Language Arts Option in the MA in Education Degree Program and specialist credential. Paul Boyd-Batsone, Chair, Department of Teacher Education and Laura Portnoi Associate Dean, College of Education
 - b. Time Certain 2:15. Second reading: Proposal for Bachelor of Science in Biomedical Engineering Forouzan Golshani, Dean, College of Engineering, Tracy Maples, Associate Dean, College of Engineering
 - c. Time Certain 2:30. Second reading: Proposal for Master of Science in Engineering Management. Ingrid Martin, Director of Graduate Programs, College of Business Administration
7. New Business: Proposed change to library report on new program template.
8. Adjourn

CSULB – University Resources Council

Minutes of Meeting #3: October 6, 2015

Brotman Hall (BH 302) from 1pm to 3pm

Members Present

Moreno-Alcaraz, Rosa; Behzad, Banafsheh; Slater, Charles; Blecher, Lee; Wang, John; Martin, Wade; Downey, Sharon; Griswold, Gary; Kwon, Chuhee; Shankar, Praveen; Shaked, Nizan; Armento, Greg; Hung, Pei-Fang; Hata, Marianne; Chu, Ali; Butler, Doug; Bostic, Terie; Green, Dee Dee; Skara, Kathy; Riley, Cynthia; Yeung-Lindquist, Rosario; Kadowaki, Ted; Hernandez, Corrie; Prombutr, Wikrom; Plaza, Claudia.

Guests: Miller, Whitney; Acker, Chanel; Boyd-Batstone, Paul; Siyehab, Tariq, Ramachandran, Hema; Smith, Mark; Golshani, Forouzan.

Chair Griswold called the meeting to order at 1:02 p.m.

1. The agenda was approved.
2. Based on the alphabetical rotation, Banafsheh Behzad took minutes.
3. Minutes of meeting #2, September 15, 2015, were approved.
4. Continued from Last Meeting: AVP Ted Kadowaki did not have any fiscal update.
5. New Business: Proposed Change to Library Report on New Program Template: The chair asked for suggestions on the report in order to submit to the Academic Senate. A few recommendations were made. Members will send any additional recommendation to the chair.
6. Continued from Last Meeting: Report of the Taskforce for a Sustainable Model for the CSU.
 - a. Griswold asked for commentary recommendations on the report in order to submit to the Academic Senate. A few recommendations were made. Griswold agreed to write up the recommendation and distribute them to

the Council before submitting them to Academic Senate Chair Praveen Soni.

- b. VP Mary Stephens joined to discuss the report. She provided an overview of the charge and intent of the Taskforce and answered questions from the Council. She mentioned that any recommendation can be submitted at the Chancellor's Office website.

7. Old Business

- a. Second reading: Discontinuance of the Reading/Language Arts Option in the MA in Education Degree Program and specialist credential. Paul Boyd-Batsone, Chair, Department of Teacher Education and Laura Portnoi Associate Dean, College of Education joined. MSP to approve.
- b. Second reading: Proposal for Bachelor of Science in Biomedical Engineering. Burkhard Englert, Chair, Department of Computer Engineering, Hema Ramachandran, Professor, Engineering Librarian and Forouzan Golshani, Dean, College of Engineering joined. Hema Ramachandran discussed the library resources available to support the proposed BS in Biomedical Engineering. MSP to approve.
- c. Second reading: Proposal for Master of Science in Engineering Management. Forouzan Golshani, Dean, College of Engineering, Tariq Shehab, Associate Professor, Construction Engineering and Management and Mark Smith, CCPE joined. MSP to approve.

- 8. The meeting was adjourned at 2:24 p.m.

These minutes were approved on October 20th, 2015. Banafsheh Behzad, Acting Secretary.

CSULB – University Resources Council

Agenda – Meeting #4 of October 20th, 2015

President's Conference Room (BH 302) from 1pm to 3pm

1. Call to order and roll call
2. Approval of the Agenda
3. Approval of Minutes of October 6, 2015
4. Rotation of Secretary
5. Announcements
6. Reports:
 - a. Fiscal Update, if any: AVP Ted Kadowaki
 - b. Time certain, 1:15: Jeet Joshee, Dean, College of Continuing and Professional Education
7. Continuing Business: Time certain, 2:00: Proposed Change to Additional Support Resources Needed Section of New Program Template: Tracey Mayfield, Associate Dean, University Library; Carol Perruso, Associate Librarian for Journalism & Social Work & Collection Development Officer.
8. New Business: URC Response to the Academic Senate regarding the report draft of CSU Financial Sustainability Taskforce.
9. Adjourn

CSULB – University Resources Council

Minutes of Meeting #4 of October 20th, 2015

Brotman Hall (BH 302) from 1pm to 3pm

Members Present: Behzad, Banafsheh; Slater, Charles; Piker, Ruth; Blecher, Lee; Wang, John; Martin, Wade (Vice Chair); Hotchkiss, Mimi; Downey, Sharon; Griswold, Gary (Chair); Martin-Hansen, Lisa; Beyer, Christiane (Acting Secretary per rotation); Shankar, Praveen; Shaked, Nizan; Armento, Greg; Hata, Marianne; Chu, Ali; Butler, Doug; Bostic, Terie; Wu, Henry; Plaza, Claudia; Yeung-Lindquist, Rosario; Kadowaki, Ted; Wikrom Prombutr

Guests: Assistant Prof. Finance Dept., CBA; Jeet Joshee, Dean, College of Continuing and Professional Education; Tracey Mayfield, Associate Dean, University Library; Carol Perruso, Associate Librarian for Journalism & Social Work & Collection Development Officer

1. Chair Griswold called the meeting to order at 1:05 pm.
2. The agenda was approved.
3. Minutes of October 6, 2015 were approved with one minor change.
4. Alphabetical rotation of Secretary, Christiane Beyer took minutes.
5. No announcements.
6. Reports:
 - a. AVP Ted Kadowaki did not have any fiscal updates.
General discussion on CFA request to salary increase; Ted Kadowaki reported that the Chancellor's Office already put money aside for faculty compensation in case the request will go through.
 - b. Dean Jeet Joshee, presented the International, Continuing and Professional Education Report 2015, noted highlights and answered questions from URC. The report was supported by a handout which includes:
 - Summer Session 2015 Summary Report
 - Summer Session 2016 Update
 - Other Programs (Winter Session 2016)
 - International Education and Global Engagement
7. Continuing Business:
Carol Perruso, Associate Librarian for Journalism & Social Work & Collection Development Officer, and Tracey Mayfield, Associate Dean, explained the library's

perspective, the needed additional support resources and modifications of the "Proposal for New Major/Program/Degree" template. In particular, they discussed the suggested changes to 8c of the Program Proposal Form and to 7c of the Tips section. In addition to the hand out proposal, they provided a new form "Assessment of Additional Library Resources Needed to Support Proposed Programs" which will be added to the templates as a requested document. This form will be filled out by library faculty members in collaboration with the department, and it needs to be included in the application process for new programs. Motion to approve the proposed changes and additions to the New Program Template was made, seconded, and unanimously approved.

8. New Business:

Gary Griswold (Chair) provided a summarized feedback as URC response to the Academic Senate regarding the report draft of CSU Financial Sustainability Taskforce. Discussion again about some paragraphs. Griswold agreed to include the recommendations and distribute them again to the Council. URC members agreed also to give input and feedback again on the report before submitting them to Academic Senate Chair Praveen Soni. Motion to approve the report will be done via email.

9. The meeting was adjourned at 2:58 p.m.

These minutes were approved on December 1, 2015. Christiane Beyer, Secretary by Rotation.

CSULB – University Resources Council

Agenda – Meeting #5 of December 1, 2015

President's Conference Room (BH 302) from 1pm to 3pm

1. Call to order and roll call
2. Approval of the Agenda
3. Approval of Minutes of October 20, 2015
4. Rotation of Secretary
5. Announcements
6. Reports:
 - a. Fiscal Update, if any: AVP Ted Kadowaki
 - b. Time certain, 1:10: "Mission, Activities, Revenues, and Expenditures" CSULB 49er Foundation: Michael T. Losquadro, Associate Vice President, Development & Campaign Operations, Chief Operating Officer, CSULB 49er Foundation
7. New Business
 - a. Time Certain: 1:30: first reading of the Proposal for a Minor in Korean Language and Culture: Barbara Kim, Asian and Asian American Studies
 - b. Time Certain: 1:50: first reading of the Proposal for a Minor in Public Relations: Emma Daugherty, Chair, Journalism
8. Adjourn

Note: Next URC Meeting will be Tuesday, February 2nd, 2016

CSULB – University Resources Council

Minutes – Meeting #5 of December 1, 2015

President's Conference Room (BH 302) from 1pm to 3pm

Members Present

Moreno-Alcaraz, Rosa; Lin, Ping (substitute for Behzad, Banafsheh); Slater, Charles; Piker, Ruth; Martin, Wade (Vice Chair); Hotchkiss, Mimi; Downey, Sharon; Griswold, Gary (Chair); Kwon, Chuhee; Martin-Hansen, Lisa; Beyer, Christiane; Shankar, Praveen; Shaked, Nizan; Armento, Greg; Hung, Pei-Fang (Acting Secretary per rotation); Hata, Marianne; Chu, Ali; Butler, Doug; Bostic, Terie; Green, Dee Dee; Plaza, Claudia; Yeung-Lindquist, Rosario; Kadowaki, Ted; Prombutr, Wikrom

Guests: Dan O'Connor, Associate Dean, College of Liberal Arts; Emma Daugherty, Chair of Department of Journalism & Mass Communication; Barbara Kim, Department of Asian and Asian American Studies; Chanel Acker, Administrative Services Manager, College of the Art

1. Chair Griswold called the meeting to order at 1:04 pm.
2. The agenda was approved.
3. Minutes of October 20, 2015 were approved with two minor changes.
4. Alphabetical rotation of Secretary, Pei-Fang Hung took minutes.
5. Announcements: Gary Griswold (Chair) has submitted the URC response for the report draft of CSU Financial Sustainability Taskforce to Academic Senate Chair Praveen Soni.
6. Reports:
 - a. AVP Ted Kadowaki presented the 2015-16 Budget update and 2016-17 Proposed Support Budget. CSU's Board of Trustees (BOT) has reviewed and approved the 2016-2017 Support Budget request on Nov. 17, 2015.

- b. Michael T. Losquadro, Associate Vice President, Development & Campaign Operations, Chief Operating Officer, presented CSULB 49er Foundation's mission, activities, revenues, and expenditures with CSULB 49er Foundation 2014-2015 Annual Report.
- The CSULB 49er Foundation is a non-profit, tax-exempt corporation to accept and manage donation and gifts for the CSULB.
 - The CSULB 49er Foundation Board of Directors consists of the CSULB alumni, faculty representatives, student representatives, and community donors.
 - The CSULB Endowment is managed by the CSULB 49er Foundation and is comprised of individual funds established by donors for particular purposes.
 - The endowment is invested in a combination of equities, fixed-income instruments, real estate, and cash equivalents. As of June 30, 2015, the endowment was valued at \$57,190,877.
 - These funds support scholarships, annual lectures, departments and programs. 97% of the endowment is restricted (with particular intent that is defined by the donors) and the rest 3% is student funds.

7. New Business

- a. First reading: Minor in Korean Language and Culture
Barbara Kim, Department of Asian and Asian American Studies and Dan O'Connor, Associate Dean, College of Liberal Arts joined.
- b. First reading: Minor in Public Relations
Emma Daugherty, Chair of Department of Journalism & Mass Communication and Dan O'Connor, Associate Dean, College of Liberal Arts joined.

8. The meeting was adjourned at 2:08 p.m.

These minutes were approved on February 2, 2016, Pei-Fang Hung, Acting Secretary.

CSULB – University Resources Council
Agenda – Meeting #6 of February 2th, 2016
President's Conference Room (BH 302) from 1pm to 3pm

1. Call to order and roll call
2. Approval of the Agenda
3. Approval of Minutes of December 1, 2016
4. Rotation of Secretary
5. Announcements
6. Reports:
 - a. Fiscal Update: AVP Ted Kadowaki
 - b. Time certain, 2:10: update on Spring 2016 semester enrollment—AVP Dhushy Sathianathan
7. Continuing Business
 - a. Time Certain: 1:15. Second reading of the Proposal for a Minor in Korean Language and Culture: Teri Yamada and Barbara Kim, Asian and Asian American Studies, Dan O'Connor, CLA Dean's Office
 - b. Time Certain: 1:30. Second reading of the Proposal for a Minor in Public Relations: Emma Daugherty, Chair, Journalism, Dan O'Connor, CLA Dean's Office
8. New Business
 - a. Time Certain: 1:45. First reading of the Proposal for New BA in ASL Linguistics and Deaf Culture: Barbara LeMaster, Professor, Linguistics, Malcolm Finney, Chair, Linguistics, Dan O'Connor, CLA Dean's Office
 - b. Discussion of the revised draft of the Chancellor's Office Taskforce on Financial Sustainability
9. Adjourn

Note: Next URC Meeting will take place on Tuesday, February 16th, 2016

2/2/2016

University Resource Council Minutes

In attendance: Ping Lin, Charles Slater, Lee Blecher, Sharon Downey, Gary Griswold, Chuhee Kwon, Lisa Martin-Hansen, Christiane Beyer, Praveen Shankar, Wikrom Prombutr, Greg Armento, Pei-Fang Hung, Marianne Hata, Ali Chu, Carrie Hernandez, Terie Bostic, Dee Dee Green, Rosario Yeung-Lindquist, Ted Kadowaki, Ruth Piker, Claudia Plaza, Rosa Moreno-Alcaraz, Mimi Hitchkiss

Guests: Malcolm Finney, Chanel Acker, Dan O'Connor, Melissa Begey, Barbara Lemaster

I. The meeting was called to order at 1:02 PM

II. The Minutes of 12/1/15 were approved

III. Griswold handed out additional documents (letter supporting Public Relations minor) and a copy of the degree proposal for American Sign Language Linguistics and Deaf Cultures.

IV. Financial report by Ted Kadowaki: CSU proposed additional \$140 M additional from state for 19/17. Includes 2% compensation pool for all employees and \$37 M for additional enrollment (about 1% growth); \$43 M for mandatory costs (health benefits and retirement). This is \$100M short of what the CSU system requested of the Governor.

V. **Second reading of the Proposal for a Minor in Public Relations:** Emma Daugherty, Chair, Journalism, Dan O'Connor, CLA Dean's Office. CLA minutes will be forwarded regarding the vote. Department curriculum committee minutes also need to be sent. Cecile Lindsay's memo. Motion: To approve the CSULB minor in Public Relations (pending getting the documents).
Motion passed unanimously.

VI. **Second reading of the Proposal for a Minor in Korean Language and Culture:** Teri Yamada and Barbara Kim, Asian and Asian American Studies, Dan O'Connor, CLA Dean's Office. Motion: To approve the CSULB minor in Korean Language and Culture. Cecile Lindsay memo is needed. Department minutes for vote regarding approval. CLA minutes needed regarding the vote.

Motion passed unanimously.

VI. **Review of 2nd draft of the Chancellor's Task Force Report: A Financial Model to Support the Future of the California State University.** Changes from Draft 1 and Draft 2 were reported by Gary Griswold. Additional feedback may be given (Griswold will check with Praveen Soni). Some discussion about tuition being fully funded by the state/nation took place. Comments in the documents included that the state should provide additional support.

VII. Motion – We endorse the comment on state support in the sustainable finance plan on pg. 27-28, A Financial Model to Support the Future of the California State University. Tables until next meeting.

VIII. First reading of the Proposal for New BA in ASL Linguistics and Deaf Culture: Barbara LeMaster, Professor, Linguistics, Malcolm Finney, Chair, Linguistics, Dan O'Connor, CLA Dean's Office. After an introductory description of the program, discussion ensued concerning its curricular approach to ASL and deaf culture.

1. Chair Griswold redirected discussion toward fiscal aspects of the proposal, explaining that the Council's charge is to primarily look at resource issues and that the curricular issues would be examined by the CEPC as well as the Academic Senate.

Members of the Council asked about the resources available regarding the hiring of a new staff person the availability of needed classrooms. O'Connor assured the Council that adequate resources were available for both. O'Connor also stated that a CLA language lab on the third floor of the LAB building is being retrofitted to support this program.

Griswold pointed out that the Council needs to see the Dean's and Provost's statements of support as well as the library resources report. Griswold will send O'Connor the full list of additional attachments that are needed for full review of the URC.

2. **Update given on Spring 2016 semester enrollment**—AVP Dhushy Sathianathan. We are at a historic high for FTES. Applications to CSULB are higher than last year.
3. The Committee adjourned at 2:57 p.m.

Minutes recorded by Lisa Martin-Hansen, Professor and Chair of Science Education, College of Natural Sciences and Mathematics

These minutes were approved on 2/16/16.

CSULB – University Resources Council
Agenda – Meeting #7 of February 16, 2016
President's Conference Room (BH 302) from 1pm to 3pm

1. Call to order and Roll Call
2. Approval of the Agenda
3. Approval of Minutes of February 2, 2016
4. Rotation of Secretary
5. Announcements
6. Reports:
 - a. Council Chair's Report:
 - Status of the URC's Library Report Template
 - Update on proposal document requested at last meeting
 - Proposal for revising the URC deliberation procedure
 - b. Fiscal Update: AVP Ted Kadowaki
 - c. Time certain, 1:30: Long term capital projects, planning and implementation of physical plant and facilities. David Salazar AVP Physical Planning & Facilities Management and Michael Gardner, Manager, Capital and Physical Planning
7. Continuing Business
 - a. University program approval process: Griswold
 - b. Discussion of the revised draft of the Chancellor's Office Taskforce on Financial Sustainability
8. New Business
 - a. Time Certain: 2:00: Proposed New Minor in Gerontology. Wendy Reiboldt, Ph.D. Chair, Department of Family and Consumer Sciences; Barbara White, Gerontology Program Director
 - b. Time Certain: 2:30: Proposed New Minor in Fashion Merchandising . Wendy Reiboldt, Ph.D. Chair, Department of Family and Consumer Sciences; Young Ha, Department of Family and Consumer Sciences
9. Adjourn

Note: Next URC Meeting will take place on Tuesday, March 1, 2016

CSULB – University Resources Council

MINUTES

Meeting #7 –February 16, 2016

Brotman Hall (BH 302) from 1pm to 3pm

Members Present

Ping Lin, Lee Blecher, Gary Griswold, Chuhee Kwon, Praveen Shankar, Wikrom Prombutr, Greg Armento, Pei-Fang Hung, Marianne Hata, Ali Chu, Terie Bostic, Rosario Yeung-Lindquist, Ted Kadowaki, Ruth Piker, Claudia Plaza, Wade Martin, Nizan Shaked, Doug Butler, Henry Wu, Kathy Skara, Rosa Moreno-Alcaraz, Mimi Hotchkiss

Guests: David Salazar, Michael Gardner, Wendy Reiboldt, Barbara White, Young Ha

1. Chair Griswold called the meeting to order at 1:05 pm.
2. The Agenda was approved with minor revisions
3. Minutes of February 2, 2016 were approved with minor changes
4. Alphabetical rotation of Secretary, Rosa Moreno-Alcaraz took minutes.
5. No Announcements
6. Reports:
 - a. Council Chair's Report:
 - Status of the URC's Library Report Template- revised campus guidelines can now be found in the university curriculum handbook
 - Update on proposal documents requested at last meeting- requested documents from previous meeting were received
 - Proposal for revising the URC deliberation procedure- It was proposed that when we have a 2nd reading the chair will dismiss the guests to allow for deliberation and then call for a vote. Discussion ensued. Motion was seconded and passed.
 - Academic Senate Organizational Chart was reviewed- members reminded that if there are reservations regarding a proposal those comments can be added when sent to the senate
 - b. AVP Ted Kadowaki did not have any fiscal updates.

c. Time certain, 1:30: Long term capital projects, planning and implementation of physical plant and facilities. David Salazar AVP Physical Planning & Facilities Management and Michael Gardner, Manager, Capital and Physical Planning

--West Campus drive turn out project for passenger cars- expected completion date 3/15/16

-- Infrastructure improvement project; Heating and Electrical replacement and restoration to begin March 2016 – November 2016

--Peterson Hall 2- Student Success Center Construction expected to start 2017/2018 to be completed 2019/2020 will take 1.5 years to complete

--CCPE- classroom building 3 stories

-- Deans office COLA to move to KKJZ space

--Parking Expansion South Campus- Lot 7 to add 160 spaces

--Turf replacement project to remove lawns and plant drought tolerant plants

--Parking Lot 14 –Summer 2017 solar panels will be added

--2 Fountains to be turned off due to the drought

7. Continuing Business

a. University program approval process: Griswold clarified where proposals are reviewed prior to coming to URC- they are seen by curriculum and educational policies council and approved by Cecil Lindsey

b. Discussion of the revised draft of the Chancellor's Office Taskforce on Financial Sustainability. Discussed various paragraphs including pensions and benefits, as well as motion that had been on the floor regarding sustainable finance plan on pg. 27-28 from previous meeting. Griswold will draft a response based on discussion to include both concerns and areas of support. Statement will be sent to members for a vote. URC members agreed also to give input and feedback again on the report before submitting them to Academic Senate Chair Praveen Soni. Motion to approve the statement will be done via email.

8. New Business

a. Time Certain: 2:00: Proposed New Minor in Gerontology. Wendy Reiboldt, Ph.D. Chair, Department of Family and Consumer Sciences; Barbara White, Gerontology Program Director- proposal was presented and some questions were asked and discussion ensued. Minutes from Curriculum committee will be emailed to Griswold

- b. Time Certain: 2:30: Proposed New Minor in Fashion Design . Wendy Reiboldt, Ph.D. Chair, Department of Family and Consumer Sciences; Young Ha, Department of Family and Consumer Sciences. Proposal was presented. Library report, statements of support and minutes from curriculum committee will be sent to Griswold

9. Adjourn 2:40

These minutes were approved on March 15th, 2016.

CSULB – University Resources Council
Agenda – Meeting #8 of March 15, 2016
President's Conference Room (BH 302) from 1pm to 3pm

1. Call to order and Roll Call
2. Approval of the Agenda
3. Approval of Minutes of February 16, 2016
4. Rotation of Secretary
5. Announcements
6. Reports
 - a. Council Chair's Report
 - b. Fiscal Update: AVP Ted Kadowaki
7. New Business : Time Certain 1:15. First Reading of the Proposal for Master of Science in Hospitality Management, Ronnie Yeh, Associate Professor, Hospitality Management, Department of Family and Consumer Sciences; Wendy Reiboldt, Chair, Department of Family and Consumer Sciences; Tim Mozia, Associate Dean, CCPE
8. Continuing Business
 - a. Time Certain: 1:45. Second Reading of Proposed New Minor in Gerontology. Wendy Reiboldt, Chair, Department of Family and Consumer Sciences; Barbara White, Gerontology Program Director
 - b. Time Certain: 2:00. Second Reading Proposed New Minor in Fashion Merchandising. Wendy Reiboldt, Chair, Department of Family and Consumer Sciences; Young Ha, Department of Family and Consumer Sciences
9. Adjourn

Note: Next URC Meeting will take place on Tuesday, April 5, 2016

CSULB – University Resources Council
Minutes: Meeting #8, March 15, 2016; Brotman Hall 302

Members Present: Behzad, Banafsheh; Beyer, Christiane; Blecher, Lee; Butler, Doug; Downey, Sharon; Griswold, Gary (**Chair**); Hernandez, Carrie; Hotchkiss, Mimi; Hung, Pei-Fang; Kadowaki, Ted; Kwon, Chuhee; Martin, Wade (**Vice Chair**); Martin-Hansen, Lisa; Moreno-Alcaraz, Rosa; Plaza, Claudia; Prombutr, Wikrom; Shankar, Praveen; Yeung-Lindquist, Rosario.

Guests: Furuya Hitoshi, Program Developer, CCPE; Ronnie Yeh, Associate Professor, Family and Consumer Sciences; Wendy Reiboldt, Chair, Department of Family and Consumer Sciences; Barbara White, Gerontology Program Director.

1. Chair Griswold called meeting to order @ 1:03; roll call sheet circulated.
2. MSP to approve March 15, 2016 agenda with minor revisions.
3. MSP to approve February 16, 2016 minutes with minor revisions.
4. Rotation of Secretary: next person alphabetically not present; Hotchkiss volunteered.
5. Announcements:
 - a) Next meeting April 5: Financial Report from Parking; Lottery Expenditures; Report from Marianne Hata, Assistant VP Academic Resources; Student Financial Aid; Proposed Increase in Student Fee.
 - b) If CFA is striking on April 19, we will not be meeting as originally scheduled.
6. Reports
 - a) Council Chair Griswold's Report:

Our feedback on the revised draft of the Chancellor's Office Taskforce on Financial Sustainability has reached the Taskforce, which will be reviewing the document again shortly.
 - b) Fiscal Update:

AVP Ted Kadowaki did not have any specific fiscal updates.
7. New Business:
 - a) First Reading of the Proposal for Master of Science in Hospitality Management, presented by Ronnie Yeh, Associate Professor, Hospitality Management, Department of Family and Consumer Sciences; Wendy Reiboldt, Chair, Department of Family and Consumer Sciences; Furuya Hitoshi, Program Developer, CCPE. Program at first will consist of cohorts of 25, run through CCPE, hoping to start Fall 2017; program has full support of CCPE. Discussion.
8. Continuing Business:
 - a) Second Reading of Proposed New Minor in Gerontology. Wendy Reiboldt, Chair, Department of Family and Consumer Sciences; Barbara White, Gerontology Program Director.

MSP, unanimous, to approve new minor.
 - b) Second Reading of Proposed New Minor in Fashion Merchandising. Wendy Reiboldt, Chair, Department of Family and Consumer Sciences; Suzanne Marshall, Associate Professor, Family and Consumer Sciences.

MSP, unanimous, to approve new minor.
9. Meeting Adjourned at 2:25; next meeting April 5, 2016.

Respectfully Submitted,

Mimi Hotchkiss, Secretary Pro Tem

These minutes were approved on April 5, 2016.

CSULB – University Resources Council
Agenda – Meeting #9 of April 4, 2016
President's Conference Room (BH 302) from 1pm to 3pm

1. Call to order and Roll Call
2. Approval of the Agenda
3. Approval of Minutes of March 15, 2016
4. Rotation of Secretary
5. Announcements
6. Reports
 - a. Council Chair's Report
 - b. Fiscal Update: AVP Ted Kadowaki
 - c. Parking and Transportation Services: Sources and Uses of Funds for the Last Three Years and Changes, If Any, in Parking Policies. Sharon Taylor, AVP, Financial Management, Ellie Christov, Parking and Transportation Services. **Time Certain 1:15-1:40**
 - d. Information on proposed Student Health Services and Facilities Fee Increase. Nancy Eckhous Assistant Vice President, Administrative Systems and Services, Student Services; Kristen Fabiszewski, Assistant Director, Coordinator, Resources & Quality Assurance, Student Health Services; Ben Brown, Assistant Director, Budget and Facilities Coordinator, Student Health Services. **Time Certain 2:15-2:30.**
7. Continuing Business
 - Second Reading, Proposed New Bachelor of Arts, American Sign Language (ASL) Linguistics and Deaf Cultures. Barbara LeMaster, Director, ASL Linguistics and Deaf Cultures Program, Dan O'Connor, Associate Dean, College of Liberal Arts **Time Certain 1:40-1:55.**
8. New Business
 - a. First Reading: Proposed New Minor in American Sign Language (ASL) Linguistics and Deaf Cultures. **Time Certain 1:40-1:55.**
 - b. First Reading: Proposed Discontinuance of MFA in Theater Arts Option in Theater Management program. Margaret Black, Associate Dean, College of the Arts. **Time Certain 1:55-2:15.**
 - c. First Reading: Proposed BA in Chemistry, Option in Materials Science. Kris Slowinski, Associate Dean for Academic Programs, Evaluation, and Advising, College of Natural Sciences and Mathematics; Young-Seok Shon, Professor Department of Chemistry and Biochemistry. **Time Certain 2:30**
 - d. First Reading: Proposed BA in Physics and Astronomy, Option in Materials Science. Kris Slowinski, Associate Dean for Academic Programs, Evaluation, and Advising, College of Natural Sciences and Mathematics; Chuhee Kwon, Chair, Professor Department of Physics and Astronomy. **Time Certain 2:40**
9. Adjourn

Note: Next URC Meeting will take place on Tuesday, May 3, 2016

CSULB – University Resources Council
Minutes– Meeting #9 of April 5, 2016
President's Conference Room (BH 302) from 1pm to 3pm

Members Present: Lee Blecher, Gary Griswold (Chair), Chuhee Kwon, Praveen Shankar, Greg Armento, Pei-Fang Hung, Ruth Piker, Wade Martin (Vice Chair), Nizan Shaked, Rosa Moreno-Alcaraz, Mayra Catalin, Lisa Martin-Hansen, Marianne Hata, Ali Chu, Rosario Yeung-Lindquist, Ted Kadowaki, Claudia Plaza, Carrie Hernandez, Chanel Aker

Guests: Barbara LeMaster, Melissa Begey, Dan O'Connor, Sharon Taylor, Ellie Christov, Margaret Black, Kris Slowinski, Young-Seok Shon

1. Chair Griswold called the meeting to order at 1:05 pm
2. Approval of the Agenda with minor revisions
3. Approval of Minutes of March 15, 2016 MSP - unanimously approved
4. Rotation of Secretary, Ruth Piker took minutes
5. Announcements
 - a. On April 14, Fashion speaker will discuss Sustainability. An announcement will go out next week.
6. Reports
 - a. Council Chair's Report: nothing to report
 - b. Fiscal Update: AVP Ted Kadowaki

The campus budget allocation 2016-2017 came out. There are no extra discretionary funds and little money for enrollment growth. Ted is waiting for the May revise for any changes. As for the strike, the Chancellors office only has money for a 2% faculty salary increase; it is unclear where the money will come from if faculty receives 5% increase.
 - c. Parking and Transportation Services: Sources and Uses of Funds for the Last Three Years and Changes, If Any, in Parking Policies. Sharon Taylor, AVP, Financial Management, Ellie Christov, Parking and Transportation Services. **Time Certain 1:15-1:40**

Sharon provided a handout reviewing P&T Services budget. P&T is a self-support program receiving funds from parking fines, fees, and citations. The funds may be used for sustainability purposes only. They have a business plan that focuses on repairing parking lots, with lot 14 requiring a major overhaul worth \$26 million and lot 16 needing new signage. Due to lot 7 renovations, their expenditures are higher than the revenues. Therefore, fees may go up to address the deficit. They are in the process of implementing a new system, which includes paperless passes and pay by phone
 - d. Information on proposed Student Health Services and Facilities Fee Increase. **Time Certain 2:15-2:30. Tabled for next meeting.**
 - e. Lottery: Marianne Hata, Assistant VP Academic Resources

Marianne reviewed the Lottery expenditures for 2015-2016. Lottery funds may be used for instructionally related activities that benefit students. Each College is allocated funds; they plan

how to spend the money and rank order their projects. Most of the money is used for equipment. She shared each College's allocation and project rankings.

7. Continuing Business

Second Reading, Proposed New Bachelor of Arts, American Sign Language (ASL) Linguistics and Deaf Cultures. Barbara LeMaster, Director, ASL Linguistics and Deaf Cultures Program, Melissa Begey, Graduate Assistant, Dan O'Connor, Associate Dean, College of Liberal Arts **Time Certain 1:40-1:55.**

- We received letters from library, the Dean, and University Curriculum committee.
- Submitted a request for an added option with the BA, which was voted and approved by their College.
- Motion to approve the two programs simultaneously – MSP unanimously approved

8. New Business

a. First Reading: Proposed New Minor in American Sign Language (ASL) Linguistics and Deaf Cultures. **Time Certain 1:40-1:55.**

- Dan speaks to the importance of minor. Question raised regarding classroom availability.
- Motion to waive first reading – MSP unanimously approved
- Reviewed and approved with the new Bachelor of Arts, American Sign Language (ASL) Linguistics and Deaf Cultures (see #7)

b. First Reading: Proposed Discontinuance of MFA in Theater Arts Option in Theater Management program. Margaret Black, Associate Dean, College of the Arts. **Time Certain 1:55-2:15.**

- Margaret speaks to the proposed motion. No questions from committee.
- Motion to waive first reading – MSP unanimously approved
- Motion to approve the discontinuance and second – approved unanimously

c. First Reading: Proposed BA in Chemistry, Option in Materials Science.

Kris Slowinski, Associate Dean for Academic Programs, Evaluation, and Advising, College of Natural Sciences and Mathematics; Young-Seok Shon, Professor Department of Chemistry and Biochemistry. **Time Certain 2:30**

- Motion to discuss proposed BA in Chemistry and BA in Physics and Astronomy – MSP unanimously approved
- Chuhee speaks to the proposed motion. The proposals request the same Option in Materials Sciences, but students receive a BA from respective majors. Discussion ensued regarding curriculum changes, classroom availability, and funding.
- Motion to waive the first reading – MSP unanimously approved
- Motion to approve second reading for c and d – MSP unanimously approved

d. First Reading: Proposed BA in Physics and Astronomy, Option in Materials Science

Kris Slowinski, Associate Dean for Academic Programs, Evaluation, and Advising, College of Natural Sciences and Mathematics; Chuhee Kwon, Chair, Professor Department of Physics and Astronomy. **Time Certain 2:40**

9. Adjourned at 3:00 pm, next meeting May 3, 2016

Respectfully submitted by Ruth Piker

CSULB – University Resources Council
Agenda – Meeting #10 of May 3, 2016
President's Conference Room (BH 302) from 1pm to 2pm

1. Call to order and Roll Call
2. Approval of the Agenda
3. Approval of Minutes of April 5, 2016
4. Rotation of Secretary
5. Announcements
6. Reports
 - a. Council Chair's Report
 - b. Fiscal Update: AVP Ted Kadowaki
 - c. **Time Certain 1:10-1:30:** Student Financial Aid. Nick Valdivia, Student Financial Aid
 - d. **Time Certain 1:30-1:50:** Information on proposed Student Health Facilities Fee Increase. Mary Ann Takemoto, Associate Vice President, Student Affairs, Nancy Eckhous Assistant Vice President, Administrative Services, Student Services; Ben Brown, Assistant Director, Budget and Finance, Student Health Services.
7. Continuing Business

Time Certain 1:50-2:05 Second Reading, Proposal for Master of Science in Hospitality Management. Hitoshi Furuya, Program Developer, Associate Professor, Hospitality Management, Department of Family and Consumer Sciences; Wendy Reiboldt, Chair, Department of Family and Consumer Sciences; Mozia, Associate Dean, CCPE.
8. New Business

Time Certain 2:05-2:25: First Reading, Proposal for a New Degree in Biomedical Engineering. Burkhard Englert, Chair, Computer Engineering, Computer Science, Forouzan Golshani, Dean, College of Engineering.
9. Adjourn

Note: Thanks for your service; have a happy summer!

CSULB – University Resources Council
Minutes – Meeting #10 of May 3, 2016
President's Conference Room (BH 302) from 1pm to 3pm

Members Present: Lee Blecher, Gary Griswold (Chair), Chuhee Kwon, Praveen Shankar, Greg Armento, Pei-Fang Hung, Ruth Piker, Wade Martin (Vice Chair), Nizan Shaked, Rosa Moreno-Alcaraz, Banafsheh Behzad, Christiane Beyer, Mimi Hotchkiss, Charles Slater, Marianne Hata, Ali Chu, Ted Kadowaki, Claudia Plaza, Carrie Hernandez, Chanel Aker, Dee Dee Green, Kathy Skara, Henry Wu

Guests: Nick Valdivia, Mary Ann Takemoto, Nancy Eckhous, Ben Brown, Hitoshi Furuya, Ronnie Yeh, Wendy Reiboldt, Tim Mozia, Burkhard Englert, Forouzan Golshani

1. Chair Griswold called the meeting to order at 1:05 pm
2. Approval of the Agenda
3. Approval of Minutes of April 5, 2016 MSP - with minor revisions
4. Rotation of Secretary, Ruth Piker took minutes
5. Announcements – none
6. Reports
 - a. Council Chair's Report: nothing to report

b. Fiscal Update: AVP Ted Kadowaki

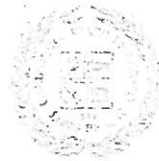
With the CFA approved agreement, they are waiting to hear from Chancellor's office for how to pay faculty new salary increase. The CSU Board meets on May 24th to vote on the CFA agreement. As of this moment, Ted understands the Board has enough money to cover 6% of the 7% increase, with each campus being responsible for the last 1%. For LB, the 1% translate into about \$2.6 million; there is some money in the budget, but not enough.

c. **Time Certain 1:10-1:30:** Student Financial Aid. Nick Valdivia, Director of Financial Aid

There was some confusion regarding the time certain. Thus, Nick was unable to present.

d. **Time Certain 1:30-1:50:** Information on proposed Student Health Services and Facilities Fee Increase. Mary Ann Takemoto, Associate Vice President for Student Affairs, Nancy Eckhous Assistant Vice President, Administrative Systems and Services, Student Services; Ben Brown, Assistant Director, Budget and Facilities Coordinator, Student Health Services.

Mary Ann shared the Chancellor's office fiscal mandate for SHS. Due to their current difficulty meeting this mandate, they are proposing a student fee increase from \$48 to 85\$, which includes SHS and facilities. This would be the first increase since 2005. They presented a list of their current and future services, arguments for and against the increase, and comparison fee schedule with other CSU campus. They presented their



CALIFORNIA STATE UNIVERSITY, LONG BEACH

DEPARTMENT OF ENGLISH

October 26, 2015

TO: Praveen Soni, Chair, Academic Senate

FROM: Gary Griswold, Chair, University Resources Council (URC) *GG*

SUBJECT: Feedback on the "Draft Report of the Taskforce for a Sustainable Model for the CSU"

In response to your request that we provide feedback on the "Draft Report of the Taskforce for a Sustainable Model," the URC reviewed the report at our September 15th and October 6th meetings, the latter of which VP Mary Stephens, a member of the Taskforce, attended to provide further context and answer questions.

We would like to thank the Task Force for a Sustainable Financial Model for the CSU for enunciating important principles for our future. Several of these principles are highly consistent with the mission of California State University Long Beach. These include looking beyond the historical pattern of budget allocation to enhance the priorities of the university, providing maximum flexibility to campuses, avoiding dramatic shifts in resource allocation, and growing enrollment with adequate provision of resources.

Our mission at CSULB is "changing lives by expanding educational opportunities, championing creativity, and preparing leaders for a changing world. Our academic purpose is to graduate students with highly-valued degrees." We are a "teaching-intensive, research-driven university" that focuses on "student engagement."

However, some of the Task Force principles may be in conflict with this mission depending on how they are interpreted. We offer the following observations, in no particular order to encourage deeper examination of the report.

- 1) The emphasis in the document on increasing the use of private funding is troubling and may have serious implications for academic freedom for faculty and equality of access for students. Any such arrangements must be carefully drafted to prevent interference in the academic mission of the CSU. Additional clarification on the nature of such public/private partnerships is essential for a clear understanding of how they may affect the CSU.

