I. CALL TO ORDER
   a) Approve Agenda
   Cutrer welcomed everyone and called the meeting to order at 9:35 a.m. Kathleen Watson, Chair of the Senate Budget and Long-range Planning Committee, will be joining the meeting at 10:15 a.m. for the discussion of Agenda Item V.

II. ANNOUNCEMENTS

Cutrer announced the following:

- H1N1 influenza virus alert
  - Emergency Operations Group is meeting daily to monitor the situation at the campus level, and staying apprised of local, regional, state and national news and guidelines, particularly in light of the recent closure of Mission Hills High School because a student was diagnosed with the virus.
  - No cases have been reported among students, faculty or staff at CSUSM.
  - Email updates are being issued to the campus community daily.
  - A message to CSUSM Faculty sent jointly from Cutrer and McDaniel will be distributed later today via email to apprise faculty of the current campus status, to address possible concerns in light of the closure of Mission Hills High School, and to provide guidance on how to respond to inquiries faculty may receive from students. AALC members will be copied on the message.
  - If members learn that a member of the campus community has been diagnosed with H1N1 influenza, please notify Cutrer.

- FY 09/10 Preliminary Base Budget reviews are due tomorrow and the results will be a primary topic of discussion at the May 19th AALC meeting.
- FY 08/09 3rd Quarter Budget Reviews are due on May 12th (early submission is always welcome).
- Campus logo is changing with a soft roll-out ~ please take into consideration if ordering printed material.

González reported that the 2009 California Forum for Diversity in Graduate Education hosted by our campus on Saturday, April 25th, exceeded the planners’ expectations and was a resounding success. The event drew 1,500 participants and 200 recruiters and served as an excellent showcase for the campus. A consortium of public and private colleges and universities from throughout California sponsored the event to promote graduate education opportunities to meet the needs of advanced undergraduates and master’s candidates who belong to groups that are currently underrepresented in doctoral-level programs by sponsoring forums in the fall and spring. The consortium covers nearly all the cost, and the host campus is responsible for a nominal portion of the expense (e.g., about $4,000). Cutrer commended González and the campus team who collaborated together to coordinate the myriad details and logistics for the event, including staff in the Office of Graduate Studies and Research, Extended Learning, Facility Services, Big Cat Catering, etc. She also praised the inspiring keynote address delivered by Dr. Lorri Santamaria from the College of Education and noted that this event was a wonderful early recruiting tool for future faculty members.

Jackson reported that the Dream the Impossible Native Youth Conference held on campus on Saturday, April 18th, was also a resounding success. Approximately 500 Native Americans ranging in age from 13 to 18 years old attended.
III. AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 (ARRA) GRANT ACTIVITY

González distributed a handout that listed the various proposals that have been submitted, or are being prepared, for ARRA grants, noting that the sum of the current requests exceeds $3M. There may be a similar level of grant proposal activity in May and June.

González also reported on the status of the application to NIH for funding for construction of research facilities. There has been broad collaboration on the proposal. Cutrer lauded González for his good work in exploring this opportunity and consulting with individuals across campus to determine the feasibility of this complex project and to elicit information to include in the proposal. The goal is to submit the application in June.

IV. CSUSM COMMITTEE ON UNDERGRADUATE RESEARCH UPDATE

González distributed a handout and gave an update on activities of the CSUSM Committee on Undergraduate Research (CUGR). Please refer to the handout for a list of the activities. CSUSM is taking a prominent role in the CSU regarding undergraduate research and is viewed as an emerging leader by national organizations. CUGR is comprised of 30 representatives from across campus, including the Division of Student Affairs and University Auxiliary and Research Services, and students. A report will be prepared and issued soon. A site visit by a team from the Council of Undergraduate Research will be conducted next fall to evaluate the campus’s progress toward institutionalizing undergraduate research.

Cutrer reported that the CSU Academic Council (CSU provosts) has been engaged in a discussion about research in the CSU – exploring the role of research, how it should factor into the faculty retention, tenure and promotion process, and the space and infrastructure required for research.

Golich reported on a recent meeting of CSU Council on Ocean Affairs, Science and Technology (COAST) that she attended with Professor Vicki Fabry. COAST is exploring connections beyond the sciences, and Golich has brochures she can share if members are interested.

V. AA 3-YEAR ROLLING PLAN FOLLOW-UP

Kathleen Watson and Peter Zwick joined the meeting. Jeffries facilitated a discussion to debrief the review of units’ strategic plans and 09/10 goals at the Joint AALC / BLP Meeting held on April 29th. She distributed a handout with items that might be considered and copies of the summary matrix used during the April 29th meeting entitled “AA Unit Programmatic Goals, AY 2009/10”. Discussion ensued and the following comments were offered, among others:

- Suggestion to revise the first and fourth AA Goals statements, dividing each into two statements and/or by adding sub-bullet statements to clarify.
- Goals (4) on the current Academic Affairs Strategic Plan – should we revisit to determine what circumstances may have changed, if any, that might lead us to refine or change the goals?
- The terms within the AA Goals statements are defined by individual unit programmatic goals – the meaning grows out of the detail rather than by defining the terms.
- Mission and Vision statements include globalization, technology and supporting students. Do these need to be expressed explicitly in the Goals statements?
- Summary matrix was deemed useful by some for reviewing units’ strategic plans and 09/10 goals, and the following recommendations were offered:
  o Include complete AA Goals statements on document rather than a couple word descriptors (headers of columns)
  o Include AA Mission and Vision statements on form
  o AALC members should state the AA Goals that each unit programmatic goal supports
  o AALC and BLP members should evaluate unit proposals to validate concurrence with the AA Goals and also to identify opportunities for collaboration or incongruous proposals.
- A Joint Meeting of the AALC and BLP will be held in August at which time the AA 3-Year Rolling Plan process will be discussed further.
- Based on today’s discussion, Jeffries will draft a proposal for reviewing units’ strategic plans and goals for members’ consideration.

VI. AGENDA ITEMS FOR NEXT MEETING (Tuesday, May 19th, 9:00 a.m. – 11:00 a.m., KEL 3010)

- Results of FY 09/10 Preliminary Base Budget Review and FY 08/09 3rd Quarter Budget Review
VII. ACTION ITEMS

Cutrer/McDaniel: Issue joint message to faculty regarding H1N1 influenza virus.

Jeffries: Draft a proposed procedure for conducting AALC’s and BLP/s joint review of units’ strategic plans and programmatic goals

VIII. ADJOURNMENT

Cutrer acknowledged and thanked McDaniel for her service and meaningful contributions to AALC this year in her role as Chair of the Academic Senate. Cutrer also acknowledged Watson for joining various AALC meetings over the course of the year in her role as BLP Chair and thanked her for representing the faculty voice in discussions.

There being no further business, Cutrer thanked members and adjourned the meeting at 11:00 a.m.

Submitted by
Marcy Boyle, Assistant to the Provost and Vice President for Academic Affairs
Staff to the Academic Affairs Leadership Council