MEMBER ABSENT: J. Papenhausen
GUEST PRESENT: Eun Kang (10a – 10:30a)
STAFF PRESENT: M. Boyle

I. CALL TO ORDER
   a) Approve Agenda

Cutrer welcomed everyone and called the meeting to order at 9:03 a.m. She encouraged members to participate in the 20th Anniversary photo at noon today on the Kellogg Library Plaza. The agenda was accepted as presented.

II. ANNOUNCEMENTS

Cutrer reported that the Discovery Café about rethinking academic technology held on Friday, October 30th, was well attended and productive. Feedback has been very positive. Notes from the workshop and next steps are being prepared. Cutrer thanked Veres for his leadership in planning the event and thanked those who contributed to and participated in the workshop.

Baldwin announced that the American Speech-Language-Hearing Association will conduct an accreditation site visit on campus in the spring to evaluate the Master of Arts in Education – Communicative Sciences & Disorders Option. He credited Professor Sue Moineu for her tireless efforts in launching this program.

McDaniel reported that the Academic Senate is proceeding with the formation of a new “3+3” Workload Faculty-Administration Ad Hoc Committee. A charge for the committee has been prepared.

III. BUDGET UPDATE

Cutrer reported on the $77.5 million one-time federal allocation to The CSU:

- $25M of the allocation has been distributed by the Chancellor’s Office to CSU campuses to be used to offer courses and sections in the winter and spring terms to help students progress toward their degrees and to augment student services and advising.
- The balance is being held by the Chancellor as a reserve in case the State implements a mid-year budget reduction due to lower than projected revenue receipts (after the first quarter of FY 2009/10, State revenue was $1B short of projections).
- CSUSM’s portion of the $25M allocation is $625,000. Based upon the recommendation of the college deans and the director of the school of nursing, this one-time money will be used during the Spring 2010 term to fund first-year courses in the College of Arts and Sciences and courses that facilitate graduation.

Protocols are being explored and implemented to assist in promoting reasonable expectations of pre-nursing students relative to admission to the nursing program since the student demand greatly exceeds the capacity of the program. Some of the protocols include sequencing of prerequisites to assist students in determining their level of interest and abilities in the subject matter as well as seeking impaction status from the Chancellor’s Office for pre-majors.

Cutrer reported on yesterday’s University Budget Committee (UBC) meeting:

- Each division made a presentation that included common information as defined by a small work group
  - Division organizational overview and trends.
  - Brief summary of FY 2009/10 budget reductions and the impact.
Cutrer distributed copies of the Academic Affairs UBC presentation documents and reviewed each.

- Student FTES is critical for understanding trends in Academic Affairs.
- Faculty data from the APDB reports submitted to the Chancellor’s Office.
  - Faculty on leave are not included.
  - Recognize the data is contested, but these are the official numbers.
  - Expect SFR for Fall 2009 to increase (Spring 2009 increased to 22).
  - Across the CSU, provosts expect SFRs to increase up to 20% this year due to the budget situation.

McDanel, who is a member of UBC, reported that the UBC meeting was very informative and useful. Due to time constraints, it was not possible to engage in in-depth discussions about the data. Presenters were limited to 20 minutes, which did not permit a follow-up question and answer period. UBC members will be able to ask questions at the December meeting after having had an opportunity to study the data.

A work group has been formed to make a recommendation about FIRMS data. Members include Mark Baldwin, Matt Ceppi, Bill Ward, Wayne Aitkin, Chuck De Leone, and Dick Montanari.

IV. SENATE FACULTY AFFAIRS COMMITTEE UPDATE

Cutrer welcomed Professor Eun “John” Kang, Chair of the Senate Faculty Affairs Committee (FAC), who joined the meeting at 10:00 a.m. for conversation about matters before FAC. FAC is responsible for preparing policy recommendations on faculty matters, particularly those relative to the Unit 3 collective bargaining agreement. Kang reported on the existing or new policies FAC is currently reviewing and/or drafting. Matters may be referred to FAC by the Senate Executive Committee, or may generate from FAC based on their awareness of items that need to be addressed or because someone from the campus community has contacted a member of FAC to request a recommendation on a matter. The Senate Executive Committee has asked each standing committee to reduce their workload by 10% due to the furlough schedule. Like all Senate standing committees, FAC members are appointed for a 2-year term on an overlapping basis to ensure continuity. Each Senate standing committee includes a representative from the administration; for FAC, the representative is the AVP for Academic Resources. Kang invited AALC members to contact him via email with any questions or comments about the work of FAC. Cutrer thanked Kang for joining AALC for a productive conversation.

V. FOLLOW-UP FROM AUGUST RETREAT AND BUDGET TOWN HALL

Cutrer distributed copies of the draft Minutes of the August 12, 2009, Academic Affairs Planning Retreat. Members were asked to review the draft minutes as background information for a discussion about next steps and action items at the November 17th AALC meeting.

Cutrer plans to schedule a budget town hall to continue the discussion from the October 13th meeting. She sought members’ input regarding the format. There was consensus that presentations should be brief, about 10 – 15 minutes at the beginning, with the majority of the meeting preserved for questions and answers. Documents such as the division presentation to UBC should be provided to employees in advance of the meeting. An announcement about the town hall will be issued to the division as soon as arrangements are confirmed – it probably will be held on Tuesday, November 17th, during University Hour.

VI. AGENDA ITEMS FOR NEXT MEETING (Tuesday, November 17th, 9:00 a.m. – 11:00 a.m., KEL 5207)

- Senate Nominating, Elections, Appointments and Constitution Committee by Glen Brodowsky, Chair
- Senate Academic Policy Committee Update by Chet Kumar and Rika Yoshii, Co-Chairs
- Follow-up from August Retreat and Budget Town Hall
VII. ACTION ITEMS
None.

VIII. ADJOURNMENT
There being no further business, Cutrer thanked members and adjourned the meeting at 10:58 a.m.

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