



TO: President Morales and the VP Council
FROM: The Quarter to Semester Conversion Steering Committee (Q2SCSC)
SUBJECT: Pledge to faculty and staff from the administration

PURPOSE

Provide reassurances to faculty and staff to address concerns raised about the Q2S process at campus conversations held on March 22nd, March 23rd, April 6, 2016, and in the campus-wide survey, in order to foster an environment of trust and open communication where student-centered decisions can more easily and efficiently be made.

ACTION REQUESTED

That President Morales and his cabinet endorse the “Guiding Principles for Q2S Decision-Making” developed by the Q2S Steering Committee (attached) and issue a pledge of their own to faculty and staff that explicitly reassures CSUSB employees of the following:

- That genuine campus conversation, collaboration, communication with deliberate and thoughtful decision-making will be a priority;
- That rationales will be provided for all decisions;
- That communication regarding conversion will be open and transparent with frequent and ample opportunities for faculty, staff, and student input;
- That the administration acknowledges that the quarter to semester conversion is a huge project requiring time, attention, and resources;
- That Q2S will be a stated priority on campus (as opposed to one of many competing initiatives)
- That campus, department, and individual efforts to complete the project will be supported and valued;
- That programs and positions will not be eliminated solely as a result of the Q2S conversion; and
- That thoughtful accommodations will be made regarding program/department/division funding, so that “turf/FTES” wars might be avoided.

BACKGROUND INFORMATION

On March 22nd and 23rd and April 6, 2016 conversations with faculty were held regarding the opportunities and concerns associated with CSUSB’s conversion from a quarter- to a semester-based calendar and a follow-up survey was distributed to the campus faculty asking for input regarding these same questions. The conversations and survey revealed that while the vast majority of the respondents are excited about the collaborative opportunities that the Q2S process provides to rethink our practices for the ultimate benefit of our students and see this process as a way of building a new sense of community across campus, they are also concerned about workload during and after the conversion, about top-down decision-making, about programs and positions being eliminated, about “turf wars” that might ensue, and about the project being too rushed and resulting in a lesser product.

In the spirit of shared governance, the Q2SCSC has developed a list of “Guiding Principles for Q2S Decision-Making” meant to allay some of these fears. We would like the Administration to endorse these Principles and formally adopt them for the campus. Moreover, at the request of the Vice

Presidents' Council, the Q2SC Steering Committee has also drafted a list of "pledges" (based on other campus models and taking into account the CSUSB campus feedback) for consideration that, when taken together with the "Guiding Principles," might allow the Q2S process to serve as a model of genuine collaboration, consultation, and equitable, student-centered decision-making.