

# **CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO**

## **FACULTY SENATE EXECUTIVE COMMITTEE**

### **A G E N D A**

Tuesday, October 23, 2018

2:00-3:50PM

AD-145

1. **Approval of EC Minutes, 10/16/18 ECM 18-02**

2. **Approval of FS Minutes 10/9/18 FSA 18-02**

**Time Certain – 2:15PM**

3. **Campuslabs – Judith Sylva**

4. **Course Repeats Recommendations**

5. **New Graduate Studies Minimum GPA Requirement**

6. **President's Report**

7. **Provost's Report**

8. **Chair's Report**

9. **EPRC Report**

10. **FAC Report**

11. **Statewide Academic Report**

12. **New Business**

14. **Approval of Faculty Senate Agenda – October 30, 2018**

**CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO**  
**FACULTY SENATE EXECUTIVE COMMITTEE**

**MINUTES**

Tuesday, October 16, 2018  
 2:00-3:50PM  
 AD-145

**Members Present:** Karen Kolehmainen, Haakon Brown, Lasisi Ajayi, Davida Fischman, Donna Garcia, Rong Chen, Shari McMahan, Jill Vassilakos-Long, Jodi Ullman

Visitors: Clare Weber

**1. Approval of EC Minutes, 9/25/2018**

The Executive Committee approved the EC minutes from 9/25/18 with the suggestion that we use last names going forward.

**2. Approval of FS Minutes, 10/9/2018**

The approval of the FS minutes were tabled until the next meeting.

**3. Appointment of IRB Committee Members – Donna Garcia**

The current FAM is outdated and Senator Garcia would like to update it. The IRB voted to dissolve sub-committees and changed language to Designated Reviewers names go to faculty senate and IRB will have some input on selection. Associate Provost for Academic Research should work in conjunction with the FS Executive Committee to make appointments. We invite her to the meeting and/or include on emails. We have two names to consider. We agree that we will do appointments in person whenever possible and invite Associate Provost Huizinga and to charge Senator Garcia and her committee with making a proposal for a change of the FAM 845.72. We will put the two names on the agenda for the next meeting.

**4. WASC – Claire Weber**

Wanted to discuss reaffirmation of accreditation and share timeline. Mid-cycle review is in the Spring. Our onsite visit will be in Spring 2021 but it takes a while to get ready. Wants to roll-out timeline and shared standards at a glance which we will be doing in Campuslabs. College Assessment Coordinators and others reviewed products and agreed on Campuslabs. Suggests that boots on the ground need to be involved in this technology process. Suggested we invite Judith Sylva to our next meeting to discuss Campuslabs. The assessment piece has not been built yet. She should present to the full senate maybe on October 30.

**5. \$25 million for Tenure-Track Faculty Hiring**

This is money carved out of the GI2025 monies to hire more tenure-track faculty. We need to use these funds this year and there may be additional searches. Also, these monies are for new positions.

SenatorAjayi and Senator Brown volunteered to be on the Tenure-Track Faculty Hiring Task Force. The vote was taken and they were appointed to the Task Force.

**6. ASCSU Tenets of Shared Governance**

This document is being considered at the next meeting. Two campuses have made a decision on this—one for and one against these tenets. It was negotiated and will go as a first reading.

Paragraph 2 could be edited to be used for each representative group. We should consider two resolutions: One supporting this document and one calling for a similar document here at CSUSB. Senator Ullman will prepare a draft for presentation to the senate on October 30<sup>th</sup>.

**7. President's Report** – No report.

**8. Provost's Report**

GI2025 workshop is this Thursday and Friday in San Diego. On 10/24 FCE hosting Research Awards. Academic Affairs Faculty Senate retreat in the winter to share ideas and talk through them. Closing equity gap, building inclusivity are some topics. This is a good idea. Also there is an issue with creating trust.

Meeting Adjourned

CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO  
FACULTY SENATE MEETING, 53rd SENATE

**MINUTES**

**SESSION 02: Tuesday, October 9, 2018, 2:00 pm, Pine Room**

**Members Present:** All members were present with the exception of: D. Fischman, A. Louque, J. Munoz, T. Rizzo, B. Steffel, D. Sweeney, A. Roman

**Guests Present:** H. LeGrande, S. Pantula, R. Fremont, S. Sudhakar, Y. Karant, D. Freer, R. Chuang, J. Lappin, B. Jaworski, C. Weber, S. Bennett, S. McGill, S. Yildirim, R. Mohamed

Chairperson Kolehmainen opened the meeting and asked that all senators introduce themselves. She also advised that we have two senators who are having health problems and one also had a death in the family. The hospitality fund envelopes are available and will help with flowers and cards.

**1.1 APPROVAL OF MINUTES FOR JUNE 5, 2018 (FSM 18-01)**

Senator Chen-Maynard moved and Senator Ullman seconded the motion to approve the minutes as presented. **PASSED.**

**2. APPROVAL OF THE AGENDA**

Senator Chen-Maynard moved and Senator Ajayi seconded the motion to approve the agenda as presented. **PASSED.**

**3. CHAIR'S REPORT**

Hospitality Fund – Currently there are no records from previous years. S. Myers will report back at the next meeting on how the hospitality funds and records will be maintained.

In the New Senators Orientation it was mentioned that we are currently out of compliance in regards to the number of senators we have per the constitution and bylaws. The numbers are determined by a formula which we will need to determine going forward. We will discuss this further at a later date. Email suggestions regarding this to Senator Kolehmainen.

Also, the New Senators Orientation will be in the Spring going forward.

**4. PRESIDENT'S REPORT**

The Video of the recent Convocation was shown as part of the President's Report. President Morales shared some recent news about national rankings—Hispanic Outlook National Magazine and Diverse Issues in Higher Education both ranked several of our academic programs very high. We are ranked 3<sup>rd</sup> in the nation for the conferral of Psychology degrees to historically underrepresented students, and 6<sup>th</sup> in the national for the conferral of Math and Statistical degrees. That does not happen without exceptional teaching and the engagement of our students, etc.

## 5. PROVOST'S REPORT

We currently have 3 dean searches underway: One the Dean of the Palm Desert Campus has already started and we hope to have it filled by the end of this year. The Dean of the CAL and the Dean of the COE. We are looking for search committee members. Shout out to C. Weber and J. Sylva for helping to launch Campus Labs. We also launched our Faculty Research Development that will be led by C. Crawford

I provided \$1,000 for every tenure-track faculty again this year. Two Task Forces: PDC Master Plan Task Force will be launched shortly, and the Tenure Track Faculty Hiring Task Force. We anticipate 35 searches this year and it may go up. For transparency, we will be highlighting priorities on the Academic Affairs website.

First Faculty Appreciation Event will be this Friday. Our Women's Volleyball team is ranked first in the county.

Question from Senator Ullman regarding how the \$25,000,000 given by the Legislature for hiring faculty, how much did we get? The template will handle the bottle-neck courses. The financial was part of the base allocation. How many new actual hires do we get? 4% would be S.B.'s portion of the total allocation. \$120,000 divided into the 4% of the 25,000,000 would be roughly the number of faculty we would get.

Senator Ajayi asked about the job requirements/descriptions for the searches we are conducting. Provost McMahan replied that the job descriptions are done first and we have applicants—just need the committee(s). Dean Searches are under the College Fall Elections.

Senator Menton thanked the Provost for the \$1,000, however, could those monies be banked because most need time. Provost McMahan replied that we do not want to bank these monies.

Senator Murillo asked if the President in his next report bringing more awareness to our HIS status about all the efforts in this area. President Morales responded that this involves everyone, all departments. It is partnership of the faculty, students and staff meet that challenge head on. We are the second largest Hispanic serving institution in this state and the 16<sup>th</sup> largest in the US.

Senator Gagalang asked faculty development for lecturers. S. Yildirim was introduced and she will be looking at opportunities including lecturers.

Senator Texeira mentioned the article in the yesterday's LA Times entitled Decolonizing the Syllabus. Our syllabi have not caught up with the populations that we serve. She recommends the reading of this article.

Senator Menton wanted to know if the Faculty Research Development department would be meeting to coordinate allocating funds for faculty development with the office of Chancellor's Office. Provost McMahan will pass on that information.

Senator Murillo was asked to send his agenda suggestions to the Chair for consideration by the EC for the next FS meeting.

## **6. INFORMATION ITEMS**

### **6.1. Q2S – Steering Committee Membership Changes**

### **6.2 Semester Calendar**

### **6.3 Semester Course Time Blocks**

### **6.4 Curriculum – Information Items**

All changes have been accepted by the Senate.

### **6.5 Class Participation Requirements – Craig Seal**

We need to provide information to the DOE this quarter prior to census to indicate how many students are actually participating/attending classes. This is mainly tied to financial aid. The audit will be run sometime after census. We are looking at students who do not show up to class but have received financial aid.

## **7. NEW BUSINESS**

### **7.1 Summer 2020 Calendar – Carol Hood**

We are currently looking for feedback regarding the 3 options for the summer semester in 2020. Summer session could start 6/22, 6/24 or 6/29. Fall classes will begin 8/24/20.

### **7.2 Election – CAL Representative on the Constitution & Bylaws Committee**

Senator Menton nominated himself and Senator Kremling seconded the motion for Senator Menton to be the CAL Rep on the Senate Constitution & Bylaws Committee. Senator Menton will be the CAL Representative.

### **7.3 Proposed Change to Departmental RPT Criteria for Geological Sciences**

Senator Chen-Maynard moved and Senator Ogidikpe seconded the motion to accept the first reading of the proposed change to Departmental RFP Criteria for Geological Sciences. Senator Chen, FAC Chair asked that FAC review first. Senator Chen-Maynard and Senator Ogidikpe rescinded this motion. It will go to FAC first.

### **7.4 Report on Advance Grant – Donna Garcia**

Senator Garcia presented the Advance Grant and the DEPTH (Diversity & Equity in Promotion, Tenure and Hiring) Initiative, purpose and plans for this award—just under one million dollars (\$995, 876). We are funded for 3 years, but will probably to extend to 4 years.

The meeting adjourned at 3:55PM.



CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO  
*Office of the President*

*PRESIDENT'S FACULTY SENATE REPORT  
TUESDAY – OCTOBER 9, 2018*

**President Tomás Morales' 2018 Convocation Address**

Good morning everyone! On this beautiful September day, it is my great pleasure to welcome you as we celebrate the beginning of the 2018-19 academic year here at Cal State San Bernardino. This convocation is the starting point, a traditional gathering where we renew acquaintances, refresh our passion for education and reinforce the proud legacy of this great university.

Each new year has its own distinctive quality, invigorated by expectancy and energy to create an environment brimming with hope and promise. Today we find our campus animated and awash with new places and new faces. At two o'clock this afternoon we celebrate the grand opening of the new on-campus residence hall and dining commons that are the result of the largest single construction project in our history. Impressively, it was funded by non-state dollars. I invite all of you to come for the official launch of this great addition to campus life. In the days ahead, we have celebrations for the new Starbucks in Pfau Library and the Einstein Brothers Bagel eatery and convenience store in the College of Social and Behavioral Sciences. Work continues on the Center for Global Innovation, which, once completed, will be the home of our College of Extended and Global Education, bringing much-needed academic and learning venues to our campus. Expansion plans for the Santos Manuel Student Union will also continue so we can provide more learning, support and recreation space to enrich the CSUSB college experience.

As for new faces, I want to start by adding my greetings to Dr. Sastry Pantula, now dean for the College of Natural Sciences. He is a veteran educator and administrator as well as an internationally recognized leader in statistical sciences. In addition, we have a group of outstanding professionals who have agreed to serve as interim deans as we conduct national searches. Dr. Bruce Shepard, former president at Western Washington University and chancellor at the University of Wisconsin – Green Bay, is interim dean of the Palm Desert Campus. Dr. Jake Zhu, longtime professor and administrator in the Jack Brown College, is interim dean for the College of Education. Dr. Rueyling Chuang, who has been at CSUSB since 2000 as a Communications professor and associate dean, is interim dean for the College of Arts and Letters. I also want to welcome Harry Le Grande, Vice Chancellor emeritus at the University of California Berkeley, who will be serving as our interim vice president for Student Affairs. As always, there are new additions to the faculty, staff and

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administration. Each of you bring an impressive array of knowledge and experience to our vibrant community of outstanding educators, skilled associates and inspiring leaders. I gladly welcome you to our university.

Of course, we also welcome back our students. That includes both the newcomers getting their initial taste of Coyote life and those entering their final months at CSUSB as they work toward graduation and prepare for the next step on their life path. In addition, joining us for this morning's festivities is this year's class of Golden Grads. They are members of the Class of 1968, celebrating their 50th anniversary. As they reaffirm their connection to their alma mater, their presence provides us an intimate link to our past. I ask all our Golden Grads, past and present, to rise so we may acknowledge you and your special bond with this institution.

As we honor our past and recognize our achievements, I believe it is essential to appreciate our progress and continue to build for the future. Here at Cal State San Bernardino, we are changing lives. We are creating opportunities. And, as we proudly proclaim to the world, We Define The Future! Recognizing where we started does not restrict that future. Rather it provides a solid foundation from which we can continue our educational mission and expand upon our impressive legacy. During commencement last June, we reached a historic milestone as CSUSB exceeded 100,000 graduates. Everyone – no matter if you first stepped on this campus five decades ago or just today – can be proud to be part of this tremendous success story.

This year we have plenty of successes to recognize and appreciate. As we enter the fourth year of our five-year strategic plan, we can look back on the many highlights that took place during Year Three. Let us start with Student Success, the plan's lead goal, which touches the very heart of our educational mission. Our students are getting excellent instruction from our exceptional faculty. Many are expanding on that by taking part in study abroad programs and a wide range of internships. These opportunities give them a better understanding of our world and provide valuable experience while also building confidence. In an effort to encourage our students to advance academically by attending summer session, \$1 million was allocated for Graduation Initiative Grants. We saw an immediate impact when all but one of the 415 students awarded grants for summer 2017 qualified to graduate at the end of summer session or that fall.

Under its new name, the Undocumented Student Success Center celebrated its second anniversary with the creation of the Optima Family Services Scholarship, established by two sisters who graduated from CSUSB. Available to graduating high school seniors with a declared major within either the College of Social & Behavioral Sciences or the College of Natural Sciences, Optima scholarships are open to all, with qualifying undocumented students receiving preference.

Last year, CSUSB launched two independent task forces focused on addressing the trends relating to the college-going rates of our two most underserved communities – African Americans and Native Americans. We pulled together some of our best minds, both across campus and throughout the community, to help build a series of recommendations. Our



African American Task Force, co-chaired by the Provost and the Vice President for Student Affairs, has recently sent forward its thoughts, including more deliberate and dedicated outreach efforts to this community, utilizing a wide breadth of internal and external constituents as informal recruitment partners. We will need to invest in those intentional programs and services, which include employing additional retention specialists and multicultural center coordinators, adding mentorship programs, and offering financial assistance to increase retention of students. We must also partner with organizations that already offer college readiness programs designed to increase recruitment, retention and graduation of African-American students. The Native American Task Force, which launched late last spring, expects to finalize recommendations by the end of the calendar year. Through the efforts of both task forces, CSUSB will become a national model for the recruitment and retention of these communities.

Promoting student success also calls for us to ensure access to learning. Last year, Services to Students with Disabilities continued their efforts to provide accommodations, assisting more than 1,000 students. Student success also relies on being able to enhance the educational experience we provide. Affordable Learning Solutions, a grant program initiated by the CSU, is a collaborative effort of faculty members and Information Technology Services to provide more affordable quality educational materials. Affordable Learning Solutions is influencing our students academically and financially. The Affordable Learning Solutions program decreases our students' immediate financial burden. It allows for expanded access to the latest materials. In addition, along with improving retention and graduation rates, it will decrease the amount of long-term debt students face in the years following graduation.

In looking at the second goal, Faculty and Staff Success, this past year saw a number of advances and achievements that foster innovation, scholarship and discovery. We received a \$125,000 diversity grant from the Chancellor's Office to assist in diversity advocate training and implement strategies to increase faculty diversity. The decision to administer summer session on a self-support basis has allowed us to serve many more students, offer more courses, provide nearly \$2 million in additional faculty pay, offer an extra \$2 million in student financial aid, and distribute more than \$650,000 to academic colleges and departments.

Last year saw the creation of Staff Council, a significant addition to shared governance. Dedicated to serving CSUSB, Staff Council is advancing professional development opportunities for those who serve as the backbone of our university.

We also dedicated two central resources for faculty and staff success at CSUSB. The Staff Development Center and the Faculty Center for Excellence are celebrating one-year anniversaries, and they have each had a profound effect on our campus community. These two centers will continue to innovate and enrich the knowledge and skills of staff and faculty in the years ahead.

The third goal, Resource Sustainability and Expansion, involves making a firm commitment to the current and future infrastructure and capacity of CSUSB. The university's master

plans for both campuses received approval from the CSU Board of Trustees. We also released a draft of our Resilient Sustainability Plan, which provides a guideline for both campuses in an effort to reduce the university's carbon footprint.

ITS, in collaboration with the CSU Chancellor's Office, oversaw an upgrade of our university's internet connectivity speed. A 100-gigabyte link to the California Research & Education Network will greatly develop capacity and allow for academic research previously unavailable to our faculty and their students.

In terms of advancement and philanthropy, CSUSB is enjoying a level of success it has never before experienced. The University's \$50 million comprehensive campaign is already the largest single fundraising initiative in our history. As I stand here today, just two years after entering the public phase, we have surpassed \$48.5 million, or 97% of our goal. We have also acquired a record \$36.1 million in external funding to support research and sponsored programs. This is a testament to the outstanding work of our faculty and staff, who bring in new and recurring grant opportunities. The growth of our endowment is just as impressive.

Our commitment to the fourth goal, Community Engagement and Partnerships, remains strong and continues to resonate with our students. The Office of Community Engagement was again amazingly active throughout the year. From another successful Coyote Cares Day to coordinating service and volunteer hours, it worked closely with student clubs and organizations, faculty, staff, administrators, alumni, supporters and numerous community groups and foundations. OCE also launched its Community Engagement Faculty Associate Program, assisting faculty with community engagement in the classroom, in research applications and additional service activities. The results can be assessed in hours logged and estimated value, but the true worth of this engagement is the positive influence it has on our students as they see for themselves the effect they have on lives and communities, and how we as an institution of higher education are helping improve the quality of living throughout the Inland Empire. As a university, we also remain committed to our own. The Obershaw DEN food pantry distributed more than 1,500 bags of groceries, 1,250 individual meals and 250 hygiene kits to students seeking help obtaining basic needs.

When it comes to the fifth goal, Identity, we can all take great pride in knowing efforts by individuals and groups across campus have resulted in a tremendous leap in this university's visibility and perception. Launching our new identity campaign around "We Define the Future," has helped create tremendous synergy within our extended campus community as well as throughout the region. Efforts to target key audiences are already showing results in name recognition, recruitment, positive public perception and strengthened reputation. Credit is due to the many constituencies that took part in the creative and confirmation process. The Office of Strategic Communication has succeeded in enhancing our identity and public perception by focusing on all aspects of the campus community. Fifteen different issues of the Inside CSUSB video series celebrated faculty and staff success, promoted the strengths and accomplishments of colleges and departments, and showcased our students and alumni. Their planning and implementation of the university's "We Define the Future" brand recently earned a Council for Advancement &

Support of Education Circle of Excellence Grand Gold Award. I am confident many more success stories are ahead of us this year.

Our honors program is experiencing unparalleled growth. This fall, 381 students are enrolled, a better than 46 percent increase from just a year ago. Planning will get underway for the new home for the College of Arts & Letters and a new Performing Arts Center. The Quarter to Semester conversion is continuing to build momentum, heading toward full implementation in fall 2020.

Sometimes it is easy for us to focus on the immediate picture and forget to step back and see how what we do is influencing the people and communities around us. Since my first day as President, this university has sought to help students succeed. Beyond what we have done for those enrolled here, our faculty, departments and colleges have done an excellent job collaborating with educators and administrators at the district and county levels. This work with K-12 has helped young people both prepare and aspire to succeed at the college level. The facts now show that these efforts have – and continue to make – a difference. Since 2015, high school graduation rates have risen to 83% in San Bernardino County and 89% in Riverside County. The A-G completion rates have improved by 10% in both counties. And the percentage of first-time freshmen requiring math development has dropped by 15% since 2013.

Our efforts involving the CSU Graduation Initiative 2025 are also having an impact. At the finish of the 2018 Summer Session, our four-year graduation rate was up 2% from the previous year. Our two-year graduation rate, up 10% in the past four years, is on track to meet our 2025 target of 45 percent. Statistically, the achievement gap for our two-year graduation rate is almost insignificant between underrepresented students and non-underrepresented student communities. So it comes as no surprise that, over the past five years, our six-year rate has jumped by 13%! Such significant improvement is more than just worthy of applause; it is transformative! It means an increase in learning, more opportunities for jobs that will enhance lives and strengthen the economic outlook for the Inland Empire. While there is still more to be done, it is both encouraging and inspiring to think of how we continue to define the future!

These are exciting times at CSUSB, with plenty of amazing stories still to be written and incredible history still to be made. As long as we believe in each other and work together, we can achieve great things. I also hope to see all of you back here on campus on Saturday, October 27, when we celebrate homecoming 2018. I want to leave you with a brief look back at some of the highlights that made last year so memorable. Enjoy the many great things to come in the days ahead.

Thank you.



President Tomás D. Morales  
California State University, San Bernardino

## **Provost's Faculty Senate Report October 9, 2018**

### **General Announcements/Updates**

#### **1. Dean Searches**

Position descriptions were created several weeks ago for three permanent dean positions: dean of the College of Arts and Letters, dean of the College of Education and dean of the Palm Desert Campus. A search committee has been formed and a review of applications have begun for the dean of PDC. The start date for this position is Feb. 1, 2019.

Applications for the deans of the College of Arts and Letters and College of Education will be reviewed beginning Nov. 1, 2018. The search committee is currently being finalized.

#### **2. Campus Labs**

Thank you to Deputy Provost Clare Weber and Assessment Coordinator Judy Sylva for leading efforts to implement Campus Labs, CSUSB's new online assessment platform. Most recently, an implementation meeting was held on Oct. 2 during which five module work groups were formed. The groups include planning, baseline, outcomes, engage and accreditation.

These work groups are currently gathering feedback from their constituencies on the discovery questions outlined in Campus Labs' Planning Implementation Guide. This feedback will be consolidated and shared at the next Campus Lab Implementation meeting, which is anticipated to occur around Oct. 31. Group members are also determining if there any missing voices and, if so, will invite key leaders to represent those voices.

#### **3. Faculty Research Development**

In response to Goal 2, objectives 2 and 3, of our strategic plan, an Office of Research Development has been established. We are thrilled that Cynthia Crawford (psychology) has agreed to serve as its founding director. She will lead and coordinate a gamut of programs and services to assist faculty in strengthening their research.

#### **4. Conference Travel**

Like last academic year, the Office of the Provost is providing \$1,000 for professional development to every tenure-track faculty. This funding supports Faculty Success, Goal 2 of our strategic plan.

#### **5. Task Forces**

Two task forces are being formed: the Tenure Track Faculty Hiring Task Force and the PDC Academic Master Plan Task Force.

- The Tenure Track Faculty Hiring Task Force is charged with: (1) looking at data regarding

- faculty FERPs, retirements and resignations and creating a three-year hiring plan to meet strategic plan goals; (2) identifying needed infrastructure and space that will result from increased faculty hiring; and (3) making recommendations on the search timeline and search process to efficiently ensure a diverse pool of candidates and capture the best qualified candidates. Efforts will begin in mid-fall and continue through early spring.
- A task force is also currently being created to advance an academic master plan for the Palm Desert Campus. This task force will work to: (1) attract more faculty to PDC, (2) provide additional options to meet general education requirements; (3) add programs and online and hybrid courses; and (4) bring additional high impact practices, such as internships, research opportunities and service learning, to the Coachella Valley.

## **6. Transparency**

Like last year, divisional priorities for AY 2018-19 will be highlighted on Academic Affairs' website as well as monthly updates from the colleges and units. These will be posted later this week.

## **7. Faculty Appreciation**

Our first Faculty Appreciation event of the 2018-19 Academic Year will be held this Friday, Oct. 12. Faculty will be recognized and presented awards from our soccer athletes prior to the matches against UC San Diego at CSUSB's Premier Field. The men's soccer match begins at 12:30 p.m. and will be followed by the women's soccer match at 3 p.m. Please RSVP to Arthur Perez at [Arthur.Perez@csusb.edu](mailto:Arthur.Perez@csusb.edu) by Wednesday, Oct. 10. The first 100 faculty to RSVP will receive a "Pack Attack Snack Bag." I hope to see you there!



## **Faculty Senate Report – October 2018**

Summer 2018 was a busy and productive summer for the ITS Team. Several projects were completed and went live at the start of the fall quarter:

- The New MyCoyote Portal and Mobile apps for iOS and Android phones went live in September
- The new IT Service Management system went live in August to better serve our Campus Community
- The Campus Internet connectivity was upgraded to 100Gig by CENIC and the Chancellor's Office. Our firewall was also upgraded to accommodate the growth in traffic
- The Palm Desert Campus was upgraded to two 10 Gig Circuits
- Our Data Transfer Node (DTN) went live with the Pacific Research Platform. Our faculty colleagues in Computer Science are piloting this resource before it is rolled out to the greater faculty community
- The student registration process was streamlined and piloted successfully at the PDC. The process will go live in the San Bernardino Campus next fall
- The Adobe Creative Cloud software was rolled out to the Campus Community.
- The grad check application process moved online
- Several processes in Financial Aid and Registration have been automated to benefit our students
- The Quarter to Semester Conversion Technical conversion process has started and is expected to be completed next summer.
- The Inclusive Access initiative was rolled out by the Affordable Learning Solutions Team this quarter. This initiative will result in significant savings on textbook purchases by our students.
- Several training opportunities were rolled out for faculty in collaboration with the TRC and the FCE will be ongoing throughout the academic year
- Duo Multifactor Authentication was rolled out to about six hundred faculty and staff across Campus based on their access roles to PeopleSoft and Common Finance Systems. ITGEC last month approved the expansion of MFA to MPP's and IT Staff across the Campus.

- I want to take this opportunity to personally invite you to Tech or Treat, our annual tech days event that will be held from Tuesday October 16<sup>th</sup> to Friday October 19<sup>th</sup> with the event at the PDC on October 18<sup>th</sup>.

## **ITS – Administrative Computing and Business Intelligence Summer Project Updates**

Soon after the start of summer 2018, we launched a new MyCoyote Portal. MyCoyote is the gateway to all applications that have single sign-on.

Starting in June, the ACBI Team and the Q2S consultants started the Technical implementation of the Q2S project. During the summer, we reviewed 34 design specs from the Q2S consultants and identified over 280 CSUSB customized PeopleSoft items needing review.

The project for replacing our human resources system with a collaborative CSU system called CHRS (Common Human Resources System) was busy all summer with tasks to standardize data between all the CSU's. The go-live date for CHRS has not been determined. Other HR projects include San Bernardino being a Wave 1 campus for going live with a new recruiting system called Page Up and a new training system, called Sum Total. The current plan is to go-live with these two systems early 2019.

We had several systems that went through an upgrade during the summer.

- The degree audit and planner. This was a necessary step to prepare for the Q2S conversion.
- For Advancement Services, the system used for tracking Alumni and donors was upgraded.
- The system, EMS, for tracking events and for classroom management was upgraded.

Several projects that we worked on that needed integration to student and/or faculty and staff data.

- The new Housing System, STAREZ
- The new Recreation and Wellness system, Fusion
- Facilities' new ticketing system, TMA
- The library system, ALMA
- ITS new ticketing system, Cherwell
- Online CSUSB Directory

Projects for automation.

- Partially funded by VTI Grant: Change of major process
- Partially funded by VTI Grant: Filing a grad check process. **In production as of 9/24/2018!**
- Automating several Financial Aid processes
- Optical Character Recognition (OCR) program kicked off in August. Create templates to use character recognition to read the transcripts data into the degree audit system.
- Credit by Exam

Several other critical projects:

- Admissions needed a better product for recruiting and communications to the prospective students so this summer they started the implementation of Fusion.
- Enhancements to the COE Credential Module
- Waitlist of classes project



- Total rework for the 2019 student application project
- Proof of Concept for prepopulating courses in the student's planner for the PDC incoming Fall 2018 cohort students.

## **Academic Technologies & Innovation**

### **Affordable Learning Solutions (AL\$)**

- Inclusive Access Program available to CSUSB:
  - This program enables students to access their textbook in digital format on the first day of class via Blackboard and to opt out before Census (after which point they are charged a discounted price for the digital version).
  - Currently, this program is being tested in 8 sections of SPAN 101 and already saved students \$13,667
- Although the number of publishers working with this program is limited during the pilot stage, their number is expected to increase depending on faculty interest. For more information, please contact Dr. Bibiana, Diaz, the campus AL\$ coordinator, at [bidiaz@csusb.edu](mailto:bidiaz@csusb.edu)
- An AL\$ small grant of \$700 (payable as summer stipend or professional development) is available during 2018-19 for any faculty interested in adopting lower cost/free instructional materials in their classes. Please contact Dr. Bibiana Diaz for more information.
- On Oct. 19, 10 am – 12:00 pm in PL 4005 (Faculty Center for Excellence), ITS is hosting an Open Education Resources (OER) Publisher Fare as part of the ITS *Tech or Treat* series of events.

### **Online courses and programs**

- During 2018-19, ATI and TRC will be piloting an E-learning Academy program the aim of which is to assist faculty in developing good online versions of campus bottleneck courses. Each college dean will be identifying the sections targeted for online development depending on college needs.
- ATI assisted by TRC now offers department-specific year-long professional development programs for the development of online courses. These programs are eligible for Q2S one-time funding of up to \$1,500/faculty. For more information, please contact Dr. Mihaela Popescu, ATI Faculty Director, at [popescum@csusb.edu](mailto:popescum@csusb.edu)

### **Immersive technologies**

- On Oct. 4, ATI presented Project Ambrosia to the President of CENIC, Dr. Louis Fox, and several campus administrators. Project Ambrosia is a faculty-led virtual reality archeological simulation that teaches students how to navigate an archeological field. The project is entirely programmed by students and represents a collaboration between the departments of Anthropology, Art, Computer Science, and Music.

### **Student tech zones**

- ATI is currently loaning ATI-owned technology for short-term use by faculty on locations where students need to access equipment. Examples include: laptops, Insta 360 One video cameras, Oculus Go VR headsets. For more information please contact James Trotter, Assistant Director for ATI, at [jamest@csusb.edu](mailto:jamest@csusb.edu)

### **Upcoming ATI and ATI/TRC workshops offered through the Faculty Center for Excellence**

- *Spotlight on technology: GoReact*, Oct. 17, 10:40-11:50 am, FCE



- *Presenting information meaningfully*, Oct. 24, 10:40-11:50 am, FCE (in collaboration with Institutional Research)
- *Spotlight on technology: Portfolium*, Nov. 1, 12-1:30 pm, FCE
- *Effectively using web conferences in the classroom*, Nov. 7, 10:40-11:50 am, FCE
- *Camtasia for PC*, Nov. 8, 10:00-11:50 am, FCE
- *Camtasia for Mac*, Nov. 8, 2:00-3:50 pm, FCE
- *Designing successful courses on Blackboard: Best practices in course organization*, offered twice, Nov. 14, 10:40-11:50 am and Nov. 15, 12-1:30 pm, PL 003
- *Spotlight on innovators: Dr. Taewon Yang*, Dec. 5, 10:40-11:50 am, FCE

### **PDC Summer 2018 Projects**

Receive, Inventory, Image and Deploy new A-I-O's for PDC Helen Hixon Library, and open computer labs in RG 215

Attend ITIL training and develop Service Catalog for PDC

Update video surveillance in HS lobby

Move PDC staff to User Profile server

Finalize PAWS radio equipment configuration for hard launch

Move Student Success Studio from UCR building to the IW building

Move faculty offices at UCR to a new location, Reconfigured ports for data and VoIP.

Reconfigured RG conference room with new AV equipment

Installed and configure new monitor display for RG Admin lobby (Reach software)

Ordered equipment and furniture for (2) innovative classrooms (IW203 and RG 307)

Salvaged old equipment form IW theater and obsolete network equipment

Installed new UPS for BFD in RG 2<sup>nd</sup> floor

Configured and installed new computers for Student Success studio director and staff (IW 202)

Continue to upgrade lighting in the IW Theater (21 lights)

Purchase and deploy new DL equipment (Logitech) to be compatible with the College of Ed DL classrooms.

Facilitated installation of additional Power/USB adapters for students in HS Kiva area (6)

Ordered 7 iMacs for completion of Graphic Arts lab equipment (include installation of JAMF for management)

Provided technical support for Nursing Program pinning ceremony

Provided Photographer/Videographer for:

Nursing Program head shots

Advising head shots

PDC Shut outs

8 other on-campus events

Provided technical support for RMSC remodel

Provided technical support for OLLI summer programs

## **Technology Operations and Customer Support**

### **Campus Power Shutdown Project**

- Collaborated closely with Facilities Services, Emergency Management, University Policy, and other IT units across campus to coordinate the campus 5-day power shutdown to ensure campus IT service delivery remains operational while running on generator power.
- Establish, revise and test IT Business Continuity Plans in case of a disaster.

### **Opening of Coyote Village and Dining Commons**

- Installed, configured and tested the wired and wireless network and telephone infrastructure for all 3 buildings.
- Collaborated with Housing & Residential Education to launch the first IP-based (Philo) TV streaming system on campus.
- Collaborated with UEC on creating new meal plan functions on the Coyote Onecard.
- Support UEC on digital menu board and Coyote Dining point of sales system.

### **Enterprise Service Management Platform**

- Launched a new Enterprise Service Management platform (Cherwell) on August 1, as approved by the IT Governance Executive Committee, in the effort in unifying service requests across campus by consolidating various ticketing/work order systems across campus.
  - Phase 1 includes various ITS departments including: Technology Support Center, Telecommunication and Network Services, Web Services. Additional phases and campus-wide implementation is expected over the next 24 months.
  - In order to better utilize the Cherwell tool, ITS provided Information Technology Infrastructure Library (ITIL) training for over 20 college and administrative technicians. ITIL is a set of detailed practices for IT service management (ITSM) and is used by Cherwell.

### **Network Upgrade**

- Upgraded campus to CENIC connectivity to 100Gbps to enhance teaching and research.
- Continued upgrade of intra-campus connectivity to 10Gbps in academic buildings.

### **Classroom Upgrade**

- 24 classrooms in COE and SBS were upgraded to new projectors, screens, cables, and touch panels.
- In a partnership between the Department of Social Work, CSUSB ITS and the Colton Unified School District, we created and implemented a counseling intake system for use at the Colton Unified School District to be used by CSUSB student researchers and Colton counselors.
- Assisted with the go live of the Athletics Academic Student Success Center.

### **Campus Directory**

- Collaborated with various IT departments, HR, Academic Personnel to complete and launched a new Campus Directory architecture, as approved by the IT Governance Executive Committee. The new architecture provides up-to-date employment-based data to serve the public-facing directory. This will allow new hires and retired/departed employees to be automatically populated in the new directory.

### **Research Computing Support**

- Fully brought online a Data Transfer Node (DTN) that resides on the Pacific Research Platform (PRP) and tested the research computing infrastructure to support high-speed data transfer.

### **Cloud Migration**

- Migration of various departments' network storage into Google Team Drive
- Developed migration strategies and pilot groups from Mailman listserv to Google Groups.

### **Virtual Environment and Storage Platform Installation**

- Virtual Desktop Infrastructure upgrade.
- Installed a new Network Attached Storage (NAS) platform to support the campus' storage/media-rich needs including security camera recording, and other media-heavy applications.
- Completed proof of concept and moved production systems into new Virtual Environment (Hyper-V).

### **Spam Filter and Phishing Enhancement**

- Enhanced features on campus spam protection system to provide further protection against phishing attacks.

### **Application Upgrade Activities**

- Assisted in the expansion of the Alertus and LiveSafe campus-wide emergency notification systems.
- OnBase upgrade to version 17.
- Scantron/NCS Scanning version upgrade.
- WebTMA go-live for Facilities Services.
- Upgraded campus weather station.

### **Technical Support Activities**

- Participated in SOAR this past summer and created over 3000 new Coyote OneCards.
- Through a new CSU systemwide consortium agreement with Adobe, CSUSB can now offer faculty and staff the ability to install Adobe Creative Cloud for free for campus use! All Faculty and Staff also have a free home use license from OnTheHub. Students only have to pay \$19.99 per year for this same agreement.
- Assisted Coyote Bookstore with getting their Apple Device Enrollment Program (DEP) operational.

## REPORT TO THE CSUSB FACULTY SENATE – October 9, 2018

### FUNDRAISING AND \$50 M CAMPAIGN FOR CSUSB

- **Off to a strong start for 2018-19, having booked roughly \$2.8 M this fiscal year – more than double of the last two years combined at this same time.** The **\$50 M Campaign for CSUSB** continues to build fundraising momentum that will maintain through this year and beyond. Its success to date will result in a major announcement in the coming weeks.
- Last week we announced that the **San Manuel Band of Mission Indians** have awarded an unprecedented three-year, **\$960,000 gift** to increase the college-going rates and success of Native American students. The gift will sponsor two enrollment and outreach coordinators focused on building a pipeline from all high schools statewide to CSUSB, other CSU campuses or a University of California campus; three student mentors to provide guidance to native students enrolled at CSUSB; an academic scholarship; and a summer bridge program geared toward the Native American student population.
- Thanks to the work of Dr. Michael Ortiz, who is serving in a dual teaching and administrative role at our Palm Desert Campus, we have secured a **\$100,000 gift from business and restaurant entrepreneur Eddie Sheldrake** to support internships and community outreach for the new hospitality management initiative.
- We have also been awarded a grant from Community Initiatives, as a part of the **Immigrants Rising California Campus Catalyst Fund** grant program. The grant amount is **\$125,000** to support our Undocumented Student Success Center.
- Pending announcement on a nearly **\$1.3 M gift of real estate and art** that will be sold to set up an endowment to support Coachella Valley students to study in the Brown College at the Palm Desert or SB campuses.
- We kick off **Giving Tuesday** on November 1 with \$60,000 goal
- Another **\$750,000 in pending foundation grant** funding is expected to close before December 31.

## ALUMNI

- We now have three fully formed alumni chapters: Latino Alumni Chapter, Faculty/Staff Alumni Chapter and EOP Alumni Chapter.
  - **Latino Alumni Chapter** recently held a retreat, and is planning their annual calendar, including leadership development opportunities for current students.
  - The **EOP Alumni Chapter** is focusing on fundraising, hosting a variety of events over the next year, with proceeds going to their Book Awards. Their annual golf tournament is scheduled for March.
  - The **F/S Alumni chapter** recently held a mixer during the All University Picnic. Over 100 faculty and staff alumni have signed up to participate.
  - The **African American Alumni Chapter** is taking its first steps toward formation, hosting a luncheon for prospective African American students during Homecoming.
- CSUSB Alumni hosted the first ever Alumni Night at the Dodgers, bringing together over **500 alumni and their families. This is the largest off campus alumni event held in CSUSB history.**
- The 2<sup>nd</sup> Golden Grads ceremony welcomed back 7 members of the Class of 1968 for the two day celebration. **The plaque commemorating the first commencement was unveiled at the celebration, and has been installed on Sierra Hall.** The Class of 1967 is launching the **Golden Grad Endowment.**

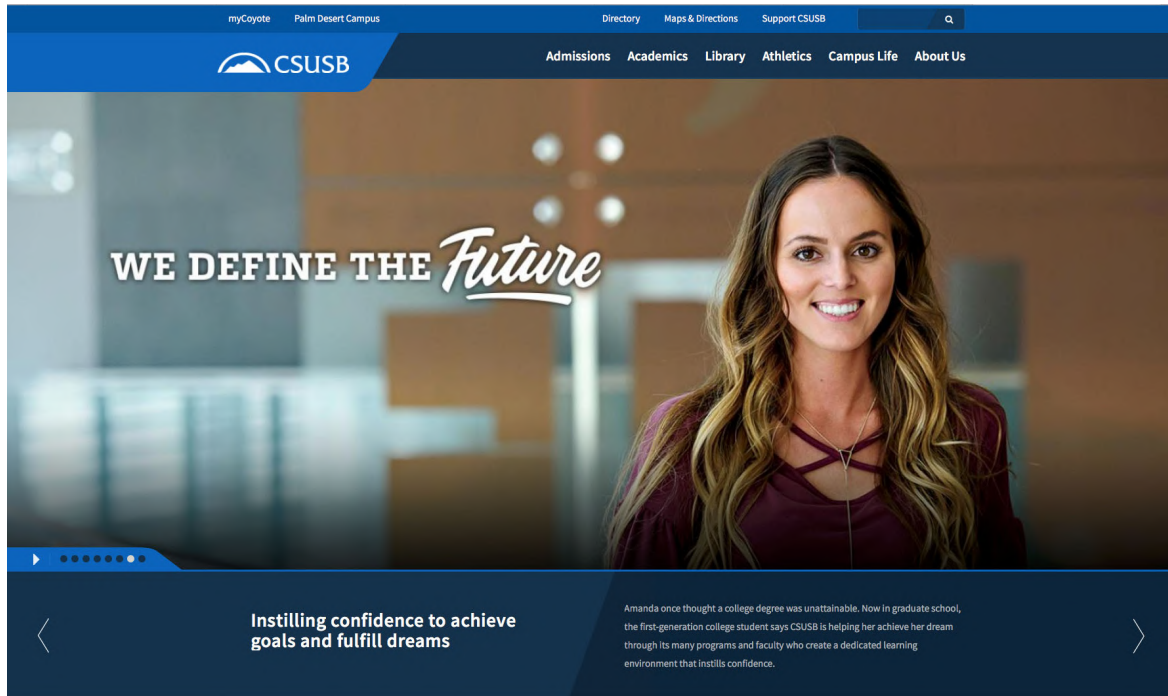
## STRATEGIC COMMUNICATIONS

The team completed its first edition of [Inside CSUSB](#) for the Fall quarter:  
<https://www.youtube.com/watch?v=Jp9DK8Bz97Q>

OSC also premiered and promoted a faculty profile and student profile:

- **Dr. Stuart Sumida:** <https://www.youtube.com/watch?v=9EPkDvXIKEQ>
- **Cierra Hammond:** <https://www.youtube.com/watch?v=PI7O3GIzr2k&feature=youtu.be>  
(first-ever CSUSB student to earn/win the prestigious Portz Fellowship for Undergraduate Research from the National Collegiate Honors Council)

University Advancement  
*Office of the Vice President*



Started **Branded Photo Features for the Web**. We will be rolling these student testimonials each month [see above]. We will be adding these testimonials to college web pages, sending to prospective students, etc. Each of the student testimonials will be themed to align with the brand promises: Affordable Excellent, Bold Vision, Coyote Pride, Life and Career Ready, Human Impact

**Branding Workshops in October:**

Monday, October 8  
9-10 a.m. – Panorama

Tuesday, October 9  
2-3 p.m. – Panorama

Wednesday, October 10  
3-4 p.m. – Pine Room

Thursday, October 11,  
9-10 a.m. – Eucalyptus

Monday, October 22  
9-10 a.m. – Panorama

Tuesday, October 23  
2-3 p.m. – Panorama

Wednesday, October 24  
3-4 p.m. – Panorama

Thursday, October 25  
9-10 a.m. – Panorama

909.537.5004 • fax: 909.537.7017 • <https://development.csusb.edu>  
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**Faculty Senate Update**  
**October 9, 2018**

Campus Construction/ Capital Projects Update:

Completed Construction:

- Coyote Commons

The New Coyote Commons opened on September 17, bringing new dining and meal options for the campus community. Of its many features, the Coyote Commons has a faculty/ staff dining room that seats approximately 45, with total seating of 450 for the building. In addition, a private dining room space may be reserved for special events, meetings, and private functions.

Specially priced faculty and staff meal plans are available from \$50 to \$200, with individual meals as low as \$6.00 per meal. Depending on the option chosen, each meal plan contains a select number of meals at the Coyote Commons and includes Dining Dollars that can be used at any other campus dining venue. These meal plans have no expiration date and may be purchased at [shop-csusbdining.sodexomyway.com/dining-plans](http://shop-csusbdining.sodexomyway.com/dining-plans)

- Starbucks at Pfau Library

Finally, the new full-service Starbucks located in the Pfau Library is now open for business. Hours closely mimic the hours of the Library.

Coyote Commons and Starbucks now provides to the campus its first time late night dining options, with scheduled hours through the end of course offerings and beyond.

In Construction:

- Einstein's Bagels and Coyote Market at SBS

Construction is anticipated to be completed in the next month, followed by appropriate approvals for occupancy by the State Fire Marshall. The hope is to open for business before the end of Fall Quarter.

- Center for Global Innovation

Construction continues on schedule for the Center for Global Innovation for a Fall 2019 completion. Located in the center of campus between the Colleges of Natural Sciences and Education, the building will serve as the home of the College of Extended and Global Education. In addition to the instructional needs for CEGE, there will be nine new classrooms and a lecture hall for general



university use, serve as the home of all international student programs and services, and a new dining venue.

#### In Planning:

- Arts and Letters Performing Arts Theatre and Building Expansion  
Feasibility and program planning continues for an expansion to the Performing Arts building, to include a new 500-seat university theatre and a building expansion for departments in the College of Arts and Letters. The CSU Board of Trustees is expected to declare this \$111 million project a top 10 capital priority for the system this fall and recommend funding during the 2019-20 academic year; as always, contingent on state funding for the CSU.
- Jack Brown East Wing Expansion  
Design continues for Jack Brown East Wing Expansion, with construction anticipated starting Summer 2019 and completion for Fall 2020. This project is self-funded by the Jack H. Brown College and will co-locate the cybersecurity program with the rest of the college as well as provide additional instructional and office space for college faculty.
- CNS Anatomy Lab Suite  
Design continues to renovate the existing CNS museum into an anatomy teaching lab suite, with construction anticipated starting Summer 2019 and completion for Fall 2020. This project was funded through CSU deferred maintenance allocations.

#### CSUSB LiveSafe App

Public Safety is excited to announce the launch of the CSUSB LiveSafe App. LiveSafe provides students, faculty, staff and visitors a direct connection to CSUSB University Police to easily communicate their safety needs or concerns. Its easy-to-use features help our campus stay safe every day and enables University Police to better protect the campus community. The app features an “ask a friends to watch me walk” feature and have friends, parents, colleagues be the safety escort. The app also provides emergency options and resources so the campus community can report suspicious activity. To date, over 500 community members have downloaded the app and are using Livesafe.

CSUSB Campus App. <http://links.livesafemobile.com/CSUSB>

CSUSB Visitor App. <http://links.livesafemobile.com/CSUSBVisitor>

#### Employee Development Day and Appreciation Picnic

The third annual Employee Development Day and Appreciation Picnic was held September 13 – 14, 2018, where over 500 employees enjoyed the annual picnic, over 100 employees cruised on the

Wellness Walk, and over 335 employees participated in the sixteen development sessions that were offered. Many thanks to the faculty who gave of their time and expertise to support this event by being a program facilitator.

#### Budget Update

The annual all-campus Budget Open Forum is scheduled for Friday, November 16<sup>th</sup> from 9:00-11:00am in the Santos Manuel Student Union Theater. At the Open Forum, we will review the 2018-19 final allocations and discuss the outlook and process to setting a 2019-20 budget. All 2018-19 allocations are complete and it is important to recognize the dedicated work of the University Budget Advisory Committee (UBAC), whose collaborative work between faculty, staff, and students, continues to set the tone for how best to advise the President on pressing funding needs across the campus.

## **REPORT TO THE FACULTY SENATE – OCTOBER 9, 2018**

### **ADMISSIONS AND STUDENT RECRUITMENT**

CSUSB hosted the California State University High School Counselor Conference at the Riverside Convention Center. With direction from the Office of the Chancellor, the Office of Admissions and Student Recruitment led the planning and coordination of the event. This conference is one of five hosted every year by different CSU campuses, collaboratively we share the hosting of the conference every 4 years with our cluster of CSU campuses which are: CSU San Marcos, CSU Fullerton, Cal Poly Pomona, and San Diego State University. This particular conference assigned to our cluster primarily targets counselors in the Inland Empire and San Diego regions, but we saw counselors from all over southern California. The conference itself provides counselors with general updates of the CSU including our application, our CSU campus impact, EOP, NCAA, ADT updates, and different resource updates for Undocumented students, just to name a few. It also includes a college fair with all 23 campuses present and each campus provides counselors with campus updates and needs-to-know.

Campus Tours and Events continue their collaboration with the Ontario-Montclair School District Promise Scholars organization. We are committed to their promise of making college a reality for all Ontario-Montclair School District students. The Campus Tours and Events team worked closely with campus partners to put together a day full of academic workshops and other campus visit activities including an entrepreneurship workshop, a science workshop on the law of gasses, a scavenger hunt, a CSUSB highlights presentations, and a campus tour.

### **ATHLETICS**

Two men's soccer CCAA Player of the Week Awards – Danny Ortiz, Senior, Midfielder (September 10th - 16th) and Fabian Roman, Senior, Midfielder (September 17th - 23rd) . The first time in the last 12 seasons where CSUSB earned back-to-back weekly conference awards.

Michelle Pineda Palacios, Senior with the Women's Cross Country team, was voted CCAA Runner of the Week for Sept. 10th-16th.

Alexis Cardoza, Sophomore, Outside Hitter with the Women's Volleyball team, earned CCAA Payer of the Week (September 3rd - 9th).

The CSUSB Women's Volleyball team is currently ranked #1 according to the American Volleyball Coaches Association (AVCA) Division II poll! The highest ranking for the team since 2011!

### **FINANCIAL AID AND SCHOLARSHIPS**

\$58 million in financial aid has been disbursed for Fall 2018, which includes grants, scholarships, outside resources and loans.

In preparation for the 2019-2020 FAFSA and CA DREAM Act Application, staff from our office have begun conducting financial aid presentation to inform students and their families about the application process, types of financial aid and scholarships available and eligibility requirements. We have included the links to both applications on our website and will begin conducting workshops to assist with completing the FAFSA and DREAM applications in October."

### **PRE COLLEGE PROGRAMS**

The Office of Pre College Programs received a one time STEM supplemental award from the U.S Department of Education to provide participants STEM services and activities that are consistent with the Secretary's supplemental priorities for discretionary grant programs during the period of June 1, 2018 through August 31, 2019. The total supplemental award is \$120,000. All costs associated with this activity are covered through program grant funds.

GEAR UP supported the SBCUSD College Night by providing transportation and meals to eligible participating juniors.

### **STUDENT LIFE**

The Student Recreation & Wellness Center collaborated with ASI and other campus partners to host Late Night. ASI sponsored a stage for the DJ, and the team was present at the event with a photo booth so students could take pictures. During the event, students learned more about the services/resources ASI has to offer, and provided their feedback on what their areas of interest and what they would like to see from ASI during the upcoming year.

ASI distributed approximately 3000 planners to students during the first week of school. Student paraprofessionals and leaders were present to provide students with information on ASI's services and

resources. ASI also provided students with information on our social media and how they can participate in an upcoming expedition for a chance to win an opportunity drawing.

The Office of First Year Experience and ASI hosted its annual New Student Convocation on Tuesday, September 18th at the Coussoulis Arena. The program welcomed 686 first-year students and transfer students to CSUSB. President Morales and Provost McMahan provided welcome remarks, as well as the ASI student leaders, 2 student keynote speakers and one alumna keynote. In addition, approximately 100 faculty/staff and student athletes attended to show support in welcoming the incoming classes. Following the program, students participated in breakout sessions with their designated college. These sessions were facilitated by the college dean and their staff, and students got the opportunity to connect with their dean and peers from their college and ask any questions they had regarding their college and/or major. After the sessions, students were escorted back to the newly opened Coyote Village to engage with different campus departments/services through a resource fair. Student were also able to get a free "I'm in the Pack" t-shirt and a free meal from Carl's Jr."

The Recreation and Wellness Center launched its Adventure Welcome Experience: Adventure offered 4 trips trip this summer open to incoming first year and transfer students. The trips included adventure activities like backpacking and kayaking as well as reflection and self-discovery activities. 24 participants attended 1 of 4 4-day trips.

**DATE:** September 27, 2018  
**TO:** The Faculty Senate Executive Committee  
**FROM:** The Quarter to Semester Conversion Steering Committee (Q2SCSC)  
**SUBJECT:** Repeating Quarter Courses under the Semester Curriculum

### **ACTION REQUESTED**

The Q2SCSC requests that the Faculty Senate Executive Committee consider an adjustment in the current course repeat practice for students who are repeating quarter courses under the semester curriculum.

### **BACKGROUND INFORMATION**

Our current practice (although not specifically stated in policy, but inferred) is to allow only equivalent courses to be repeated (e.g., the only change is the course name and/or course number). As a result of semester conversion– with 80% of the curriculum undergoing transformation– it is anticipated that many courses will not be converted. Therefore, this original definition allowing for repeat of courses would only be applicable to a minority of our current course offerings. To aid in student success, we request flexibility in our definition of courses allowed for repeat purposes.

3 scenarios for the semester conversion:

1) Same or equivalent course

- Current: A repeated course is considered equivalent to the original course if the only change to the course is its name and/or course number (***original definition for course repeats***)
- Requested: An Academic Department may deem a semester course with significantly similar content to the original quarter course as “equivalent” for the purpose of course repeats.

2) Repeat of a Course that is no longer offered by CSUSB:

- Requested addition: An Academic Department may deem that a semester course with significantly similar content is allowable as a repeat course for a transformed quarter course (***only used for quarter classes transformed in the semester curriculum with no “equivalent” course***)

3) Original Course carries a different number of units than the “equivalent” course

- The number of units earned and calculated in the GPA will be based on the new course (not the original course)

## GRADUATE STUDENT ADMISSIONS POLICY FAM 841.3

The minimum GPA requirements for graduate student admission are mandated by *Title 5, Division 5, Chapter 1, Subchapter 3, of the California Code of Regulations* (a GPA of 2.5 overall or in last 90 quarter units). The minimum requirements for admission to post baccalaureate study, including GPA, are fully elaborated in the University Bulletin of Courses. The University has the right to require higher than the minimum standards published in *Title 5*. Typically, a minimum GPA of 3.0 overall or in the last 90 quarter units is required for screening admission to the University.

As described fully in the University Bulletin, admission to a graduate program requires consideration of multiple criteria in addition to GPA and therefore is the purview of the Department/School/Program to which the student is applying. There may be circumstances when a student may have a GPA between 2.50 and 2.99 and still be worthy of further consideration at the department/school/program level. Therefore, all files of students with GPAs between 2.50 and 2.99 will be sent to the departments for consideration.

There are two ways a student with a GPA between 2.50 and 2.99 may be admitted.

1. Through meeting thresholds for combined standardized test and GPA. Current formulae for admittance are included in the Appendix. These formulae should be reviewed for appropriateness every 5 years.
2. The department/school/program may petition the Graduate Dean to admit the student based on work experience, special skills or other criteria that warrant an exceptional admit.



## Appendix

Formulas for acceptance with a GPA < 3.0

$$\text{GPA} \times 200 + \text{GMAT} \geq 1050$$

$$\text{GPA} \times 350 + \text{GRE} \geq 1950$$

$$\text{GPA} \times 200 + \text{MAT} \geq 1000$$

Minimum acceptable GMAT or GRE Analytical Writing score for acceptance to the University should be  $\geq 3.5$ . [A score of 5 satisfies the Graduate Entrance Writing Requirement.] There no Analytical Writing score per sé.

Decisions regarding minimum acceptable Quantitative and Verbal scores, if any, on various entrance exams should be programmatic.

Reference Ranges for GMAT, GRE, and MAT

Entrance Exam	Overall Range	Quantitative Range	Verbal Range	Analytical Writing
GMAT	200-800*	0-60	0-60	0-6
GRE	400-1600#	200-800	200-800	0-6
MAT	200-600@	100-300	100-300	n/a

\*Per GMATCAT.com [<http://www.gmatcat.com/Score.html>], the average worldwide GMAT score (weighted, not just the sum of section scores) is 570. Most business schools consider  $\geq 600$  competitive; for the top 50 schools, scores are closer to 660.

#The GRE is probably the most widely accepted entrance exam being used now. According to GRE Explorer [<http://www.greexplorer.com/Average-Score.html>], there is no official minimum acceptable GRE score. In theory, any scaled score above 550 for verbal and 700 for Quantitative can be considered acceptable.

@Psychology Wiki [[http://psychology.wikia.com/wiki/Miller\\_Analogies\\_Test](http://psychology.wikia.com/wiki/Miller_Analogies_Test)] says the MAT mean score (used mostly for social sciences programs) is 400; sd = 25.

**California State University, San Bernardino**

Graduate Council Minutes

June 7, 2018, Eucalyptus Room-Lower Commons 2:00-4:00pm

**Council Members attended:** Monideepa Becerra, Katherine Gray, Megan Davis, Lynne Díaz-Rico, Corey Dunn, Susan Jindra, Jemma Kim, Ya Ni

**Ex-Officio:** Dorota Huizinga, Caroline Vickers

2:00 The chair called the meeting to order. The council reviewed the agenda. No new items were added to the agenda.

2:05 Review/Discussion of Ex-Officio members' status: Voting or not?

- General consensus among the council was to wait for the Faculty Senate's directive in September.

2:10 Graduate Studies Strategic Plan (C. Vickers)

- The Graduate Studies Strategic Planning Committee met on May 29<sup>th</sup>.
- Dr. Vickers provided a document to the council with updates on the Graduate Education Strategic Plan.
- Dean Huizinga mentioned that doctoral student Deborah Grijalva joined the Graduate Studies Strategic Planning Committee and provided valuable feedback at the last meeting.
- The council discussed creating a graduate student culture and various career opportunities for students including: career workshops, mock interviews, establishing community connections, and requesting seats for graduate students on university committees.
- The Strategic Planning Committee will meet again in fall to continue moving forward with the document.

2:20 Cal State Apply website update (C. Vickers)

- Dr. Vickers provided a document with application instructions for CSU Apply, which will be posted on the Graduate Studies website.
- A CSU Apply instructional video will be posted on the Graduate Studies website.

- Graduate Studies is working with CSU Apply to implement the 4<sup>th</sup> quadrant option. The 4<sup>th</sup> quadrant will allow programs to post program applications, program specific information, and request letters of recommendation. The pilot testing is scheduled for spring 2019.
- San Francisco state is already using the 4<sup>th</sup> quadrant to allow students to upload unofficial transcripts for the programs to review. If the student is accepted into the program the official transcripts is then requested.

3:00 Dr. Shari McMahan, Provost

- The Provost was invited to address the council about the status of graduate education at CSUSB.
- Dean Huizinga suggested the council adopt the practice of inviting various guest from campus to attend future Graduate Council meetings.

### **Reputation**

- 1) Students tend to enroll at universities where the programs are appealing, convenient, and cost effective.
- 2) The Q2S process has led to innovation thinking and new learning opportunities.

### **Recruitment**

- 1) A lot of campus based promotion has taken place, but we need to focus on greater involvement of the community.
- 2) Videos are an easy way to share information about the campus. Strategic Communication provides options for departments looking to expand outreach, including the creation of video clips to promote specific programs.
- 3) Fee waiver opportunities for graduate students. Dean Huizinga is currently looking to identify funding for waivers.
- 4) Programs should work with campus development officers.
- 5) Dean of CEL tasked with addressing decline in international admissions.

### **Retention**

- 1) Providing additional resources to the students, such as funding for students to attend conferences and for professional development.
- 2) Improving the campus culture with things such as a graduate week.

- 3) Expanded career services and internship programs for graduate and international students.
- 4) Funding opportunities for TA's.

### **Resources**

- 1) Additional resources for faculty including reassigned time. Each college has been asked to prepare a document on reassigned time (advising, supervision, mentoring).
- 2) Q2s does not allow for banked time, funds are time sensitive.
- 3) Institutional Research is going to build a dashboard for graduate students, which will include enrollment and program data.
- 4) The council requested additional staff support for program coordinators.

3:30 New Business:

### **Admission**

- The admission process has been streamlined, including a revision to Graduate Studies acceptance letters. The council asked for copies of the new acceptance letters to be shared with the graduate coordinators.
- The amount of time between admission and matriculation is important. The council suggested following up with phone calls or emails to newly admitted students.
- Scheduling department sponsored events to welcome new students.

### **Admission GPA**

- The current admission policy states a GPA requirement of 3.0. Applicants with a cumulative GPA between 2.5 and 2.99 will be considered for exceptional admission by some programs. If the cumulative GPA is below 2.5, the graduate admissions evaluators will also calculate the GPA of the last 90 units attempted. If both the cumulative GPA and the last 90 GPA are below 2.5, admission will be denied.
- The motion was put forth to not post a GPA requirement of 3.0, but rather to post the individual program GPA requirements.

- Dean Huizinga stated that the programs would still have the right to set their GPA requirements, but not publishing the 3.0 requirement may encourage more students with GPA's between 2.5 and 2.99 to apply.
- Megan Davis expressed concern that lowering the posted minimum GPA to 2.5 may lower the value of the degree for students who were admitted with 3.0 GPA.
- The motion was passed by the Graduate Council.

4:00     Adjourn