

**Council of Chairs Meeting**  
**Thursday, April 9, 2015**  
**10:00 AM – 12:00 PM UH 237**

**Attendance:** Terry Ballman, Michelle Fuller, Todd Johnson, Margaret Perry, Jacqueline Rhodes, Tony Roy, Michael Salvador, Terry Smith, , Katherine Thomerson, Salaam Yousif

10:15 – 10:30 (time certain): Doreen Hatcher, Director, Office of Alumni Affairs

Ms. Hatcher shared information about the vision, mission and goals of the Office of Alumni Affairs. The goal of the Office of Alumni Affairs is to increase alumni participation and engagement with the University. She would appreciate it if department chairs would consider sharing with her office information on events that may be of interest to the Office of Alumni Affairs.

1. Announcements

Chairs

- Comm: Communication Studies Symposium is scheduled for April 23, 2015.
- Eng.: the English Professional Writing Certificate was approved by the senate. Professor Rhodes will be talking with chairs about certificate requirements.

Dean's Office:

- Martha Diazgranados reminded chairs to please submit nominations for the selection of the College Outstanding Faculty. Also, please send the name of the student speaker who will represent your department for the production of the Commencement video as soon as possible. The applications for the selection of the Outstanding Graduate and Undergraduate students have been sent, and commencement deadlines next week. The College Honors Reception was tentatively scheduled for May 21, 2015, location to be confirmed.

Associate Dean - Dr. Salaam Yousif

- Please proceed with equipment purchases, and provide a copy of proposals for Vital Technology to the College.
- SOAR has been reconfigured; faculty are not required to attend SOAR sessions anymore. Faculty are welcome to attend, but they will no longer be compensated. The College professional advisors are responsible for most of the SOAR advising. Dr. Yousif asked chairs to please share road maps or any other useful advising information with Allison Garcia.

Dean Ballman

- Strategic planning is continuing: Related to strategic planning, a university-wide committee will soon be formed to study facilities, space usage, and academic programs. Each College will have two representatives on the committee.
- The Chancellor's Office approved 2.5 mil for the renovation of the PA building.
- Dean Ballman, as chair of the search committee, for the new SBS dean, appreciated the opportunity to work with SBS faculty and staff.

2. Budget – M. Fuller

- There is a new policy for lottery funds on campus. The maximum rollover fund is 50%.
- The campus is in testing stages for the implementation of a database for electronic signature authorization.

3. Semester Conversion – Dean Ballman

CSUSB will launch semester conversion in Fall 2019. Dean Ballman is looking forward to the process, as it will afford us the opportunity to re-envision the curriculum. She said that a guiding principle for these efforts should be: What knowledge and skills will students graduating in 2020 need in order to be successful? What the university will need to identify soon is: size of the GE program, if there is a limit or recommended number of units per major, the standard unit per class, and the important issue of faculty teaching load. The Dean thinks this is a wonderful opportunity to create interdisciplinary programs and team teaching coursework among CAL, and between CAL and other CSUSB Colleges.