**Budget and Long Range Planning Committee**

**Annual Report for AY 2012-2013**

**April 29, 2013**

***AA Strategic Planning & Three-Year Rolling Plans:*** All units reporting to the Provost submitted three-year rolling budget plans laying out possible new programs, positions, equipment purchases, etc. BLP met with AALC several times during the AY to review the plans and identify common priorities. Our prioritizations among these plans served as the basis for Academic Affairs' proposal for anticipated CSU growth funding for AY 13-14. All Divisions' growth funding proposals can be found at <http://www.csusm.edu/aa/committees_councils/ubc_pages/ubc_12-13/ubc_meetings1213.html>. The programmatic planning information in these 3-year rolling plans also provided input for the LAMP task force's discussions.

***Long-Range Academic Master Planning (LAMP) Process:*** BLP once again thanks Kathleen Watson for serving as BLP's representative and co-chair of the LAMP task force.

***Curriculum Reviews:***

P-forms reviews forwarded to Senate: P-forms provide a comprehensive vision of a proposed program, including resource needs for initiating and sustaining the degree program. Proposals are reviewed by both UCC and BLP before being submitted to the Academic Senate. BLP submitted reports on the following programs in AY 2012-13:

School of Nursing, CEHHS (all self-support programs):

Post-MSN certificate, Clinical Nurse Leader (approved by Senate, Fall 2012)

Post-MSN certificate, Clinical Nurse Specialist (approved by Senate, Fall 2012)

Post-MSN certificate, Family Nurse Practitioner (approved by Senate, Fall 2012)

Post-MSN certificate, Family Psychiatric Mental Health Nurse Practitioner (approved by Senate, Fall 2012)

Post-MSN certificate, Palliative Care (awaiting Senate approval)

School of Education, CEHHS:

certificate, Wikis, Widgets, & Web 2.0 (approved by Senate, Fall 2012) (self-support)

certificate, Global Teacher Studies & Preparation (awaiting Senate approval) (self-support)

certificate, Dual Language (awaiting Senate approval) (state support)

CEHHS:

Master's in Social Work (MSW) (approved by Senate, Spring 2013) (self-support)

CoBA:

certificate, Health Information Technology (approved by Senate, Fall 2012) (self-support)
options, Master's in Business Administration (awaiting Senate approval) (self-support)

A-form Reviews: BLP's approval of an A-form allows a program to be placed on CSUSM’s University Academic Master Plan (UAMP) and is an invitation to submit a P-form. We approved the following A-forms in Fall 2012:

B.A. in Communicative Sciences & Disorders (CEHHS) (self-support)

B.A. in Theatre (CHABSS) (state support)

M.S. in Kinesiology (CEHHS) (at proposer's request, recommended for "pilot" status; self-support)

Some recurring themes from this year's proposal reviews are worth noting. Clearly, self-support operations have become an integral aspect of curricular development. BLP thanks Extended Learning's Dean Schroder for his ongoing efforts to make EL's operations comprehensible and transparent to all CSUSM faculty. BLP now receives program budgets for all proposed self-support programs, and we have found them extremely helpful in understanding specific program proposals as well as EL operations overall. These draft budgets are posted on BLP's web page with the P-forms and are available for public viewing.

Several P-forms reviewed this year for self-support programs anticipated Library Collections costs. Extended Learning is developing a new MOU with the Library to require annual reviews to ensure that EL's support for Collections, staffing, and faculty resources cover self-support programs' demands upon the Library.

Further, the reinvigoration of curricular development this past year has brought back into focus our campus's space constraints. New programs, regardless of their funding source, place pressures on existing classroom space as well as lab, meeting, and office space. Since learning of NURS's impending move to University Hall, BLP has paid even closer attention to fleshing out the likely space needs of proposed programs. BLP's chair will sit on the newly-launched Provost's Space Advisory Committee (PSAG), which will review all space request proposals from within Academic Affairs and will have an opportunity to weigh in on space requests from other Divisions before they go to the president.

***Commission on Extended University Grants:*** CSUSM has received funding from this CSU-wide program in the past (for example, for CoBA's Health Information Technology certificate), but there has until now never been a system for informing potential applicants or vetting possible CSUSM proposals (which would, if funded, require that CSUSM approve and launch a for-credit academic program). Information about this program trickled out to faculty this year, creating significant confusion about the program and various information loops (or lack thereof). Dean Schroder took the lead on formalizing a process for soliciting and vetting proposals that builds on existing shared governance at CSUSM. Beginning in AY 2012-2013, Extended Learning will coordinate with College Deans to inform the campus community of the RFP, and BLP will participate in the annual review process, along with AALC and the Provost.

**Committee Members:** Voting Members: Staci Beavers (at-large, chair), Darel Engen (CHABSS); Linda Holt (CSM), Laurie Stowell (CEHHS), Kathleen Watson (COBA), Hua Yi (Library). Administrative Representatives (non-voting): Don Chu (for Fall 2012, as CEHHS Dean); Janet Powell (for Spring 2013, as CEHHS Dean), Graham Oberem (during Fall 2012, as AVP-Planning & Academic Resources; this seat was vacant in Spring 2013), Mike Schroder (Dean, Extended Learning), Wayne Veres (Dean, IITS). Student Representative (non-voting): Ken Lalonde (Fall 2012), Sarah Do (Spring 2013)

***Recommendations for AY-2013/14:***

* The following P-forms need to be addressed at the beginning of the Fall 2013 semester: Kinesiology M.S., Geospatial Studies minor (CHABSS), Quantitative Biology and Biostatistics minor (CSM).
* BLP needs to work with EL early next year to finalize the process for soliciting and reviewing proposals for the grants program for the Commission on the Extended University.
* We have received a referral from EC to develop a policy/procedures document that would govern both how

programs launched through self-support can be moved to state support and how programs approved

for stateside delivery can also be offered via self-support.

**Voting Members for 2013-2014**

Staci Beavers (at-large 12-14), Darel Engen (CHABBS, 12-14), Linda Holt (CSM, 13-15), Pat Stall (CEHHS, 13-15), Kathleen Watson (COBA, 12-14), Hua Yi (Library, 13-15).

BLP's Fall 2013 meeting time is still pending.