

# Academic Affairs Leadership Council



## MEETING NOTES

Tuesday, December 2, 2014

9:00 a.m. – 10:00 a.m.

Provost's Conference Room (KEL 5207)

**MEMBERS PRESENT:** R. Eisenbach, J. Fabbi, D. Formo, K. Haddad, J. Hamerly, K. Kantardjieff, G. Oberem (Chair), J. Powell, M. Schroder, W. Schultz, A. Shapiro, L. Stowell, B. Ward  
**GUEST:** Arturo Ocampo (for Agenda Item II)  
**STAFF PRESENT:** M. Boyle

### I. WELCOME

#### a) Approve agenda

Oberem called the meeting to order and welcomed members.

- Meeting reduced to one hour (or less due) to a 10a commitment several members have.
- Agenda accepted as presented.

#### b) Provost's Announcements

- Members were encouraged to attend the Student Research/Creative Activities Poster Showcase from 12n – 1p today in the Clark Field House. Finger food will be served.

### II. FACULTY DATA

**TIME CERTAIN:** 9:10a – 9:30a

Oberem welcomed AVP Ocampo for a faculty data presentation.

- See PowerPoint presentation in the AALC Moodle container for details.
- The data is still being analyzed and is subject to change.
- Members should contact Ocampo to report any errors noted in the data or to request additional data to include in the analysis.
- Similar reports are planned for staff and administrators.

### III. STANDING REPORTS

#### a) Admissions / Enrollment Update

Haddad reported:

- We are mid-way through spring registration.

#### b) Academic Scheduling

Haddad distributed a handout with a plan for adding doors to space in SBSB (handout available in the AALC Moodle container) and reported:

- Fire regulations require doors to be added in order to add additional seats.
- FAS will include a proposal for this project in their FY 15/16 UBC funding priorities.
- Consultation with CHABSS was recommended.

#### c) Budget and Planning Update

Haddad had no update to report.

#### d) A Forms (new)

Eisenbach reported:

- No new A Forms to announce.
- Engineering (3) and a MS in Cybersecurity will be included as new programs on the Academic Master Plan.

#### e) Graduation Initiative

Formo distributed a handout with CSUSM's 2025 Graduation Initiative Goals (available in the AALC Moodle container) and projected the CSU Student Success Dashboard ([www.calstate.edu/dashboard](http://www.calstate.edu/dashboard)).

- When the agenda allows, a conversation about the goals can be scheduled.

- Not all data has been uploaded to the dashboard (be sure to select San Marcos).
- Facilitating the completion of GE courses for first and second year students would help to improve the graduation rate.

**f) WASC Readiness**

Eisenbach reported:

- 60 people attended first Town Hall.
- 3 more Town Halls will be held during the spring term.
- Please plan to attend and encourage colleagues in your units to attend.

**g) Graduate Studies and Sponsored Projects Update**

Schultz reported:

- Conducting interviews for a Grant Writer; hope to make an appointment by the end of the month.

**h) IITS Update**

Ward reported:

- On-line approval of PANs is currently in development and should be ready to test within Academic Affairs in January, followed shortly thereafter with roll-out to the entire University.

**IV. ANNOUNCEMENTS FROM THE FLOOR**

- Fabbi announced that the electronic theses, projects, and dissertations (ETDs) fee has been reduced from \$65 to \$25, with added benefits.
- Ward reported:
  - There will be a reduction in the pay-to-print fee. The system is being upgraded and will allow mobile device printing.
  - A ceremony was held on November 20 to recognize the faculty members who participated in the Cougars Affordable Learning Materials (CALM) program. The program has resulted in approximately \$400,000 cost savings to students for course materials.
- Schroder will distribute for comment the Commission on Extended University grant proposals to AALC and BLP members by the end of the week. Two proposals have been received for vetting. Members' feedback will be due by 12/20/2014.

**V. AGENDA ITEMS FOR NEXT REGULAR MEETING**

No discussion due to lack of time. AALC will not meet in January.

**VI. ACTION ITEMS**

None.

**VII. ADJOURNMENT**

Oberem encouraged members to attend VP Jackson's retirement reception this afternoon and Marcia Woolf's retiree reception tomorrow. He thanked members for their attendance and participation and adjourned the meeting.

Prepared by  
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