

PLANNING, RESOURCE AND BUDGET COMMITTEE MINUTES

NOVEMBER 13, 2020
1:00 PM – 2:30 PM VIA ZOOM

ATTENDANCE

| | | |
|--|---|---|
| <input checked="" type="checkbox"/> Dabirian, Amir | <input checked="" type="checkbox"/> Mallicoat, Stacy | <input type="checkbox"/> Thomas, Carolyn |
| <input checked="" type="checkbox"/> Davis, Anthony | <input checked="" type="checkbox"/> McConnell, Craig | <input type="checkbox"/> Virjee, Framroze |
| <input type="checkbox"/> de Lijser, Peter | <input checked="" type="checkbox"/> Meyer, Bill | <input type="checkbox"/> Walker, Sean |
| <input checked="" type="checkbox"/> Forgues, David | <input type="checkbox"/> Nagai, Nelson | <input checked="" type="checkbox"/> Yong, Emeline |
| <input checked="" type="checkbox"/> Garcia, Danielle representing President Framroze Virjee | <input type="checkbox"/> Ngo, Chean Chin | <input checked="" type="checkbox"/> Zarate, Maria Estela (Chair) |
| <input checked="" type="checkbox"/> Kim, Danny C. | <input checked="" type="checkbox"/> Oseguera, Tonantzin | |
| <input checked="" type="checkbox"/> Kim-Goh, Mikyong | <input type="checkbox"/> Saks, Greg | |
| <input checked="" type="checkbox"/> Lucas, Marcia | <input checked="" type="checkbox"/> Seung, HyeKyeung | |

Guests: Adamson, Balderas, Graylee, Hidalgo, Lu, Matz for Walker, Tran, Zavala

I. Call to Order

- 1.1 Chair Zarate called to order at 1:00 PM

II. Urgent Business

- 2.1 No urgent business announced

III. Announcements

- 3.1 Chair Zarate announced Education Week beginning November 16th. The campus will host a series of speakers and webinars on Education. More information can be found on the College of Education's website here: <http://ed.fullerton.edu/events/ed-week.php>
- 3.2 Garcia announced Titan Table Talks: Civic Engagement and Advocacy in Indigenous Communities to be held November 16th from 11:30 AM to 1:00 PM.

IV. Approval of Minutes

- 4.1 Minutes October 30, 2020 – draft

- M/S/P Craig, Seung – passed with two abstentions

V. New Business

5.1 Access and Transitions (Dr. Elizabeth Zavala-Acevez)

- VP Tonantzin introduces Dr. Elizabeth Zavala-Acevez
 - Dr. Zavala oversees educational partnerships; outreach and recruitment; the Office of Admissions; the Office of Financial Aid; the Career Center; the Center for Internships and Community Engagement; and student orientation
 - She also leads special projects related to CSUF's status as a Hispanic Serving Institution (HSI)
- Her office focuses on student the student experience, from recruitment through admission and orientation and throughout their academic career
 - Includes support to help students transition to a graduate/ professional school or career pathway
- Center for Educational Partnerships
 - Led by Director Adriana Badillo
 - Portfolio of outreach programs targeting high-school and middle-school students with financial need and/or are traditionally underserved.
 - Supported comes from Federal grants
 - Promotes Higher Education in general though many program participants do choose to attend CSUF
- Outreach, Recruitment and Orientation units
 - Led by Dr. Colleen McDonough
 - Working with different partnerships both within the local service area and outside the local service area
 - Recruitment strategy includes outreach to community partners, students and parents
 - Information is provided in multiple languages
- Office of Admissions
 - Hub for all admissions: graduate, undergraduate, transfer, and international students
 - Led by Director Sharnette Underdue
 - Working with campus partners to streamline admissions process, and pursue campus strategic enrollment goals
- Office of Financial Aid
 - Reviews financial aid files of current, incoming and students who are considering attending CSUF
 - Roughly 55,000 financial aid applications annually
 - Compare to 30,000 students awarded financial aid
 - Led by Director Jessica Barco
- Center for Internships and Community Engagement
 - Led by Director Dawn Macy

- Supports academic internship programs along with other community engagement programs
- Faculty can direct their questions about academic internships to this office
- In response to the pandemic, the office was able to pivot to support virtual academic internships
 - Supported some in-person internships in coordination with the Office of Risk Management, the Provost's Office and the Chancellor's Office
- Career Center
 - Serves all students and alumni up to a year after graduation
 - Programming include high impact practices like job shadowing programs, experiential learning opportunities, working with the alumni office
 - Career center specialists work in concert with college student success teams; each student success team is assigned a dedicated career center resource
- Strategic Initiatives and Partnerships
 - Led by Assistant Director Julianna Hernandez
 - Portfolio includes projects around new and existing community partnerships, data gathering, HSI initiatives, first generations student initiatives
- Strategic Enrollment
 - Framework for organizing the work done in the college access and career pathways cluster
 - Comprehensive view of the student experience
- Organized working groups that meet regularly to plan and strategize
 - College Access Working group
 - Meets bi-weekly
 - Strategizes on the needs of all university stakeholders
 - Career Pathways Working group
 - Meets monthly
 - Works with different entities on campus that are involved in career exploration
 - Partners with the College of Business and Economics Career Center and the Irvine Center career counseling resources
 - All areas involved in working to ensure processes are streamlined and that communication is seamless across and within the various units.
- The unit leverages information and encourages collaboration using a few different tools including Titan Connections, Handshake (primarily used by the College of Business and Economics) and Salesforce.
- Kim-Goh asked whether the campus had any practices, or procedures specific to graduate applicants. She also asked if the university accepted transcripts by e-mail

- Dr. Zavala replied that graduate admissions have unique needs that are handled by a separate unit led by Dr. Elaine Frey
- Dr. Zavala also noted that the university strongly encourages applicants submit transcripts electronically because mailed-in transcripts are more labor intensive. She also suggested faculty inquire with Office of Graduate Studies directly to confirm whether this is true with graduate applications
- Seung asked if transfer students also used Cal State Apply
 - Dr. Zavala confirmed that transfer students also use Cal State Apply. She notes that all CSU applications are processed using the Cal State Apply platform
- Meyer was encouraged to see a trend towards admitting more four-year undergraduate students, observing that the university offers a range of programs that help reduce time-to-degree
- Chair Zarate asked what specific strategies the University uses to support admitted Hispanic students
 - In addition to specific outreach designed to reach Hispanic communities, Dr. Zavala also highlighted on campus support like the “I Am First” programming that is geared towards first generation students
 - VP Tonantzin also lauded the campuses effort to connect with the Hispanic community and observed that CSUF’s student population make-up kept paced with and, in come instances, led ahead of wider demographic changes in Orange County.
- Seung asked if there were strategies to ensure that community college transfer applicant understood what academic programs CSUF offers
 - Dr. Zavala replied that the University is looking at different ways to involve colleges to help provide additional, program specific details. She also offered that she would be the best point of contact for any questions on outreach information provided to community partners
 - Dr. Zavala noted that applicants had key concerns that include the variety of program offerings, career pathways available, and questions on the CSUF alumni experience
- Additional questions about the presentation can be posed to Dr. Zavala at ezavala-acevez@fullerton.edu

5.2 Program Review (Dr. Weili Lu)

- Dr. Weili Lu to present overview/proposal for the finance department, “Finance Minor”
- Demand from cross-disciplinary students, seeking a finance minor to supplement their studies
- 6 courses (2 required courses and 4 electives) that cover a range of different topics within finance that include corporate finance, international finance, real estate, and financial institutions.

- Students are expected to complete the minor requirements in 2.5 years
- No additional costs to the university. The minor reorganizes existing coursework taught by current faculty.
- Synergistic opportunities within the Orange County business community that includes a vibrant financial services sector
- Offering a Finance minor will help CSUF compare favorably other CSU campuses, 5 of which already offer a Finance minor. Local private universities like Azusa Pacific, USC and University of San Diego, also offer a finance minor as well.
- Mallicoat asked if the proposal considered possible additional costs if demand is greater than projected?
 - Dr. Lu responded that the college has considerable existing capacity already that can be expanded, if needed, by hiring adjunct faculty
- Chair Zarate asked if the courses needed to complete the minor are offered every term
 - Dr. Lu responded that the 300 level courses are offered every term while the 400 level courses are offered once a year
- M/S/P Meyer, Yong – passed with one abstention

VI. Adjournment

6.1 Adjournment at 2:21 PM

- M/S/P Mallicoat, Yong

FUTURE ITEMS

- Impact of Racial Climate on Staff and Faculty of Color
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Respectfully submitted: Jhofelle Maruzzo, and Oliver Ravela