

<b>SAN JOSE STATE UNIVERSITY ACADEMIC SENATE</b>
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**2017/2018**

**Agenda**

**October 9, 2:00 pm – 5:00 pm**

**Engineering 285/287**

- I. Call to Order and Roll Call –**
- II. Approval of Minutes:**  
Senate Minutes of September 18, 2017
- III. Communications and Questions:**
  - A. From the Chair of the Senate
  - B. From the President of the University
- IV. Executive Committee Report:**
  - A. Minutes of the Executive Committee – (will discuss at the October 23, 2017 Senate meeting)
  - B. Consent Calendar –
  - C. Executive Committee Action Items –
- V. Unfinished Business:** None
- VI. Policy Committee and University Library Board Action Items (In rotation)**
  - A. University Library Board (ULB):
  - B. Curriculum and Research Committee (C&R):
  - C. Instruction and Student Affairs Committee (I&SA):
  - D. Professional Standards Committee (PS):
  - E. Organization and Government Committee (O&G):
- VII. State of the University Announcements:**
  - A. AS President
  - B. Provost
  - C. Vice President for Administration and Finance
  - D. Vice President for Student Affairs
  - E. Chief Diversity Officer
  - F. Statewide Academic Senators.
- VIII. Special Committee Reports:**
  - A. *University Budget Report for 2017-2018***
  - B. *Academic Affairs Budget Report for 2017-2018***
- IX. New Business:**
- X. Adjournment:**

**2017/2018 Academic Senate**

**MINUTES  
September 18, 2017**

**I. The meeting was called to order at 2:07 p.m. and roll call was taken by the Senate Administrator. Forty-nine Senators were present.**

**Ex Officio:**

Present: Frazier, Sabalius,  
Van Selst, Manzo, Lee, J.

**CASA Representatives:**

Present: Schultz-Krohn, Shifflett, Grosvenor, Sen, Chin  
Absent: None

**Administrative Representatives:**

Present: Papazian, Faas,  
Wong(Lau), Willey  
Absent: Feinstein

**COB Representatives:**

Present: Rodan, Bullen, He  
Absent: None

**Deans:**

Present: Jacobs, Elliott, Stacks  
Absent: None

**EDUC Representatives:**

Present: Marachi, Mathur  
Absent: None

**Students:**

Present: De Guzman, Gill, Hospidales,  
Tran, Busick, Donahue  
Absent: None

**ENGR Representatives:**

Present: Chung, Sullivan-Green  
Absent: Hamed-Hagh

**Alumni Representative:**

Present: Walters

**H&A Representatives:**

Present: Ormsbee, Khan, Riley, Bacich, McKee  
Absent: None

**Emeritus Representative:**

Present: Buzanski

**SCI Representatives:**

Present: White, Cargill, Kim  
Absent: Rangasayee

**Honorary Representative:**

Absent: Lessow-Hurley

**SOS Representatives:**

Present: Peter, Wilson, Hart, Curry, Liu  
Absent: None

**General Unit Representatives:**

Present: Matoush, Trousdale,  
Higgins, Kauppila  
Absent: None

**II. Approval of Academic Senate Minutes–**

The minutes of May 15, 2017 (Last minutes of 2016-2017) were approved.  
The minutes of May 15, 2017 (First minutes of 2017-2018) were approved.

**III. Communications and Questions –**

**A. From the Chair of the Senate:**

Chair Frazier welcomed new Senators for AY 2017-2018.

Chair Frazier announced the sound system in the room had been redone and there were two wireless microphones in the room as well as two lapel microphones.

Senator Sabalius made a motion to suspend the standing rules and reorder the agenda so that the University Announcements are moved from item VII. to item IV. The motion was seconded. The Sabalius motion carried (41-2-4).

Chair Frazier announced that WASC will be here next week. A faculty/staff forum will be held on September 27, 2017, 11 a.m. to noon. There are two issues WASC will be evaluating on their visit including what steps the campus has taken to stabilize leadership and improve shared governance, and what institutional knowledge and infrastructure has the university developed over the last two years to better serve its diverse underserved student population.

The Board of Academic Freedom and Professional Responsibility (BAFPR) is badly in need of members. There are a number of colleges with vacancies (CASA, BUS, SCI, EDUC, GU). Chair Frazier noted how important this committee is and urged Senators to see if they could find faculty willing to serve on the committee. However, he noted that the committee requires members to be full professors that are elected by the college for four-year terms. This is why it has been so difficult to get faculty to serve on the committee in the past.

**B. From the President of the University** – The President congratulated Senator Sabalius on his citizenship. The President welcomed the new student Senators, urged them to participate, and thanked them for serving on the Senate.

Lots of work has been done on the Strategic Planning process both last year and this year. President Papazian urged Senators to take part in one of the forums being offered over the next couple of weeks.

The President reads all of the resolutions and from time-to-time there are some issues with a resolution. Once a resolution is passed and the President signs it, it becomes university policy. There is no such thing as a Senate policy. This can have all kinds of unintended consequences for the university, so the President reviews the policies very carefully. If there are questions, the President will send it back to the committee it came from for answers.

The President commented that there may need to be some changes to commencement this spring. The South Campus Athletic facilities are being renovated. We have been very successful with fundraising and are moving forward on projects faster than expected. This also means that there is less parking available. We would need to shuttle nearly everyone that participates in commencement this spring. The President will be talking in far more detail with the Executive Committee about this.

**Questions:**

Q: Could you tell us more about the new VP of Innovation and Research position?

A: We are going to take a pause on this for a moment. We need to focus on the VP of Student Affairs position right now.

Q: You mentioned that there are some areas of disagreement between the university and the Academic Senate with regard to policies. Can you elaborate on what those areas are? Also,

in terms of leadership can you comment on how likely it is that the same leadership team will be in place at this time next year?

A: Thank you. The President will not attempt to predict the future. The VP of Student Affairs made a personal decision based on family concerns. Also, if the Provost is successful in getting a presidency, then we will wish him well. However, the President has no reason to believe the rest of the leadership team will not be here next year. As for the resolutions, we are just trying to understand all the unintended consequences before we move forward with them. We are reviewing and discussing with the committees that brought them the part of the RTP policy regarding early tenure for faculty from other campuses, and also the policy on privacy of electronic information.

#### **IV. State of the University Announcements. Questions. In rotation.**

##### **A. Chief Diversity Officer (CDO) –**

Over the summer, The Office of Diversity, Equity, and Inclusion trained 9,000 frosh, transfer, and graduate students in two-hour face-to-face sessions utilizing orientation leaders and faculty and staff volunteers. In addition, 105 residential advisors and their supervisors were trained in processes and protocols as well as inclusion training.

The Office of Diversity, Equity, and Inclusion is also heavily involved in the WASC accreditation visit.

There have been two campus conversations so far. These were initially designed to address campus climate issues in 2013, but have been expanded to a campus dialogue. Most of the students that attended were graduate students that wanted to figure out what was happening at the university.

The CDO has also been working with the AVP of Faculty Affairs and Organizational Development/Personnel on training for faculty search committees. These are scheduled throughout the semester.

Susan Murray, a faculty-in-residence in the CDO's office has been leading a learning community on "White Identity." These seminars are going well. They have also launched an intergroup dialogue facilitators training, and there are applications in front of Senators. These are usually four-day professional retreats or trainings that are offered at the University of Michigan that we will be offering for free on campus. The CDO hopes to get 25 participants including faculty, staff, and some students.

The CDO is working diligently to provide information and assistance to Deferred Action for Childhood Arrivals (DACA) students and employees. One important deadline is October 5, 2017. This is the deadline to renew for those with expiration dates of September 5, 2017 to September 5, 2018. There are funds available to help pay the \$495 application fee.

Title IX is being proposed to be changed by the Department of Education. There is talk of removing the “Dear Colleague” letter which provides a lot of the protection for complainants and respondents that we have seen in the California Executive Orders (EO). California EOs are very detailed in the types of due process available to respondents. Some of the pieces you have heard are not occurring here, because we would be breaking our EOs. We are in a federally required comment period right now.

**Questions:**

Q: Could you tell us how the length and substance of the training you’ve just given to the 9,000 students has changed?

A: It uses a social-psychological framework on how we commit bias and it utilizes some intercultural communication advice. Over the summer, some students and I analyzed some information from focus groups. We then produced some films in house with some of our alumni, professional actors, and students having difficult discussions. We show some of the subtle things that happen with campus climate.

Q: I saw this on a conservative anti-education watchdog group that SJSU had made the map because of SJSU requiring students to pay for their education at orientation. Would you prefer to comment before I say congratulations?

A: It was inaccurate. The accusation was that SJSU and the CDO’s office were making students pay \$250 for micro-aggression training. They actually were a part of the curriculum, but what they were paying for was orientation. They weren’t paying \$250 for 2 hours of micro-aggression training, which is how they made it sound. Also, there are funds available for students that can’t afford to pay for summer orientation.

**B. Provost: Not present.**

**C. Vice President of Finance and Administration (VPAF):**

There have been a lot of improvements on the campus over the summer. Morris Dailey has some beautiful new seats, flooring, and a new ceiling. Joe West has new fire safety devices throughout the building. The entire Washburn Hall has been redone. Good progress is also being made on the Recreation and Aquatics Center. The safety railings in the MLK Library are essentially done. As the President eluded to, Tennis, Golf, and Softball are all making great strides this summer. The turf at the stadium was also replaced.

The mayor has announced that they have chosen the West option for the Bart extension. This is located at 2<sup>nd</sup> street and Santa Clara. SJSU would have preferred 4<sup>th</sup> street.

Last year the university updated a lot of things in DMH including air conditioning the top floors. The VPAF chose not to air condition the first floor

of DMH. This was intentional, because in California in the evenings the temperature drops down to the upper 50 degrees or low 60+ degrees. It was thought that the hot air from the first floor could be purged overnight. However, California has experienced unprecedented high temperatures this semester, and the evening temperatures have not dropped below 75 degrees along with having consistently high humidity overnight. This has not allowed us to purge the hot air overnight to begin the day cool. The VPAF has committed to making things right by renting air conditioners for a month for every classroom in DMH and some in HGH.

### **Questions:**

Q: The new CIES facilities were inspected for the Emeritus Faculty Association recently and they are impressive. Where did the funds come from for the facilities?

A: CERF funds were used, not tuition fees.

Q: Were the railings put in MLK Library a joint project or funded only by the university?

A: It is a jointly funded project between SJSU and the city of San José.

Q: How many portable air conditioners will there be per floor in DMH, and will there be any available for faculty offices?

A: The VPAF is bringing in units by Monday. The VPAF will talk about faculty offices in DMH after the meeting. The VPAF thought he had corrected most of the offices, but he is willing to talk about faculty. Student Affairs had just over 2,000 students show up for the tailgate before the first football game, and 500 students got to run onto the field. The VPSA also had “Ask Me” tables setup where students could go to ask questions.

Student Affairs kicked off the Spartan Speakers Series by recently hosting Richard Cabral. Tonight Lisa Ling will be here.

The CSU system has a new application called Cal State Apply. Students go to <http://www.calstate.edu/apply>. Last Fall SJSU had 49,241 UG applications, which is up 2 percent. SJSU had over 8,800 applications for this Spring. We will see if we exceed those number this year.

Student Affairs continues to offer its mobile food pantry for students. On September 11, 2017, they served 542 students. The next mobile food pantry will be on October 9, 2017.

The last day to add and drop has passed. Census will be September 21, 2017. There are flyers that have helpful dates to know and they will be available at the back of the meeting room on the table.

Our second annual Parent/Family Weekend launches this weekend. There is an evening reception for parents/families and over 200 families have registered to attend. We will be offering a career exploration brunch on Saturday, a tailgate party, and tickets to the game.

Student Affairs has been engaged in outreach to our Deferred Action for Childhood Arrivals (DACA) students. We are reaching out to students and asking how we can help them in terms of the renewal process. We are also opening an African-American Student Resource Center as well as Chicano-Latino Student Resource Center.

October 1, 2017 is also the date students can put in their California Dream applications as well as Free Application for Federal Student Aid (FAFSA) for 2018-2019. In the past, this happened to January, but starting last year it changed to October 1<sup>st</sup>.

Questions:

Q: Years ago, even though a greater number of SJSU students needed FAFSA than UC students, a smaller number of our students applied. What are we doing to get the word out that our students can and should apply for FAFSA?

A: Last year we awarded funds to 23,000 of our 33,000 students. We expect that number is about the same this year. We do host several workshops where we help students fill out the applications both in the residence halls and in student organizations. Also, we place ads in the newspapers to remind students of the dates, and we work with our incoming students as well. Student Affairs also does outreach to community colleges and high schools to get them to hold student-family nights.

#### **D. CSU Statewide Senators –**

The CSU Statewide Student Association did an excellent job presenting their goals for the year. They are focusing on mental health issues, affordable education, safe and secure environment, and equity. The CSU Statewide Senate has been working on a number of resolutions including DACA and the California College Promise.

Executive Order (EO) 1100 is a revision to general education (GE). It did a number of things including removing the Intermediate Algebra prerequisite for Math and limiting the Math in GE to lower division Math only, although apparently this was an accident. There are also a bunch of things in EO 1100 that are not well thought out or clean. Consultation around it was not well done.

The Academic Preparation Memo, which is a new memo, moved to limit the amount of pre-baccalaureate credit. The intent of the changes in GE was not to eliminate departments or diversity requirements that some campuses have, it was an accidental by-product. In order to give campuses time to respond to this, a number of waivers have been granted.

The Quantitative Reasoning Task Force recommendation appears to be being implemented in pick and choose fashion. There are some deep concerns about what this means to our students in terms of fairness. This brings us to the standards for quantitative reasoning. We need to have metrics of success. Right now the metric for success is that you graduate.

The CSU Statewide Senate recommended two candidates for faculty trustee to the Governor. Senator Sabalius is one of the candidates. However, shortly before he went on summer break, the governor's office called and said he could not be faculty trustee because he was not a citizen. He was informed it would take nine to twelve months to become a citizen. However, Senator Sabalius was able to complete this quickly. Senator Sabalius is back in the running. [Note: Senator Sabalius was notified that he was selected as Faculty Trustee after this meeting, Congratulations!].

Questions:

Q: One of the items under the EC for Academic and Student Affairs was title and curricular changes. It says, "We designated funds to assist campuses in making changes to have a number of work groups at the system level to support the forming and implementation changes." Has that funding already been distributed as part of our allocation or is this additional funding that might be coming our way?"

A: There are six committees at the CSU Statewide level that are looking at potential barriers or avenues to explore and I think that is what they are talking about.

A: For any one of these initiatives there are targeted funds that come to us that usually get passed to Academic Affairs to address specific issues. The Provost Office has a spreadsheet with all these initiatives and the funds received and distributed for each one.

Q: What is the position of the organization that you are referring to in respect to the Trustee's order to eliminate funding for remedial Math and English courses, and wouldn't some of our faculty members lose their jobs as the result of the elimination of some of those courses?

A: It isn't the funding that has been removed. Remediation should be eliminated altogether. It has been over a year now since remediation was removed from the English Department. We have moved to the Stretch Program, so this has been incorporated into credit-bearing courses. We want to do the same with Math, and we have some innovative Math teachers. That is the idea. No funding was eliminated. There were several reasons for this such as not delaying graduation, not increasing student debt, and it is wrong that we welcome students to the CSU and then tell them they are not ready by sticking them into remedial classes. The idea is to fold it into credit-bearing courses.



**E. Associated Students President (AS) –**

Our Caesar Chavez Community Action Center has a number of initiatives including the Grow with Us Initiative. Faculty are invited to grow vegetables with their students in the Community Garden (across from the Dining Commons) as part of combating hunger on campus.

Last week AS had a transfer student mixer to let transfer students get to know each other and to provide them with information on resources on campus they have access to.

Tomorrow AS will launch the Bike Repair Stations on campus. On July 3, 2017 AS started issuing Clipper Cards for \$3 each to students.

The AS General Services Department gave out 337 Affordable Textbook Vouchers. Any student that receives financial aid can apply for a voucher worth about \$67.

Last Wednesday AS allocated up to \$150,000 to Economic Crisis Response Team to support DACA students.

On September 25, 2017, from 4 p.m. to 7 p.m., there will be a DACA clinic held to answer questions for students at the MLK Library in room 255. There are three sessions with one at 4 p.m., one at 5 p.m. and one at 6 p.m. Students should register for a session, but walk-ins are welcome.

Senator Curry announced there is also money available from Santa Clara County and Catholic Charities for DACA applicants. Santa Clara County set aside \$210,000 for DACA renewals.

**V. Executive Committee Report:**

**A. Minutes of the Executive Committee:**

**Executive Committee Minutes of May 8, 2017**

**Executive Committee Minutes of June 14, 2017**

**Executive Committee Minutes of July 5, 2017**

**Executive Committee Minutes of August 7, 2017**

**Executive Committee Minutes of August 28, 2017**

Senator Khan asked about what changes were discussed in 3.a of the August 28, 2017 minutes? This is in reference to EO 1110 which is what Senator Van Selst reported on in the CSU Statewide Senators report a little while ago.

**B. Consent Calendar:**

There was no dissent to the consent calendar of September 18, 2017.

**C. Executive Committee Action Items:**

Chair Frazier presented *AS 1662, Sense of the Senate Resolution, In Opposition to*

*the Order to End the Deferred Action for Childhood Arrivals Program (DACA) (Final Reading).* Senator Mathur presented a page of amendments to AS 1662 submitted to the Executive Committee over the weekend. Senator Peter presented a motion to adopt all amendments. The motion was seconded. **The Senate voted and the Peter motion passed unanimously.** Senator Rodan presented an amendment to add a Whereas clause at the end to read, “Whereas, the uprooting and deportation of people who through no fault of their own have grown up in this country, simply to placate a minority of voters, is heartless and mean-spirited and un-American.” The amendment was seconded. Senator Sabalius presented an amendment to the Rodan amendment to remove “; simply to placate a minority of voters,”. **The Sabalius amendment to the Rodan amendment passed with 3 Nays, and 4 Abstentions.** Senator Gill presented an amendment to the Rodan amendment to replace, “through no fault of their own.” Senator Ormsbee presented a friendly amendment to the Gill Amendment to strike, “through no fault of their own.” **The Gill amendment passed with 1 Nay. Senator McKee presented a friendly amendment to strike, “and un-American”. Senator Marachi presented an amendment that was friendly to add, “have arrived as minors and.” The Rodan amendment as amended by Senators Gill, Ormsbee, McKee, and Marachi passed (23-18-2). The Senate voted and AS 1662 passed unanimously as amended.**

## **VI. Policy Committee and University Library Board Action Items. In rotation.**

### **A. Curriculum and Research Committee (C&R) –**

Senator Schultz-Krohn presented *AS 1661, Sense of the Senate Resolution, Guidance on Implementation of EO 1064, Student Internships, Service Learning, and Off-Campus Learning Experiences (First Reading).*

Not all businesses that are willing to accept student interns are willing to complete the documents we require. The C&R Committee is looking for additional feedback. The urgency is that there are many students in internships right now. If the insurance is going to require an UOA (University Organizational Agreement) that must be fully executed prior to the student stepping foot onto the internship/service learning setting that will have a significant impact on completion of degree. When EO 1064 was initially distributed in 2011, it provided general guidelines for campus internship policy and procedures. However, it does state that each campus needs to provide more detail regarding that. It does specifically exclude teacher preparation and placement as well as clinical preparation and placement, e.g. Nursing students, etc. An internship was identified as an off campus activity designed to serve educational purposes by offering experience in service learning situations. The history is that C&R in spring 2016 generated a policy, F16-14, that provided guidance for instituting EO 1064. It was amended in spring 2017. That amendment was designed to allow students to self-place as long as there were some classes that had UOAs in place and students sought to self-place and there was an option for that. This summer the Chancellor’s Office informed the outgoing Chair of C&R and Chair Schultz-Krohn that this would not be accepted. To have any student placed in an internship, there needed to be an UOA in place, not in process but in place.

Otherwise there would be no insurance coverage. That brings us to today. The Sense of the Senate before Senators is to ask for clarification and for the CSU Statewide Senate to look at how other campuses have implemented EO 1064.

Questions:

Q: Would you consider taking back to the committee these two suggestions? The first suggestion is to strike the resolved clause on line 46. My reason is that what we are asking there is that students bear some costs, and we're also advocating for us to adopt cost and workload that could be astronomical. Someone must track whether the student has insurance and whether they have a waiver. That is all workload. Let's keep our request to the Chancellor's Office on the grounds of we need the flexibility to implement options. The second suggestion is that in the financial impact section, lines 68-70, what it says there is that if the current agreement is to be put in place for every internship, departments/programs will need additional workforce. Don't even mention that the departments are going to take this on. The university should setup university level management of the UOA.

A: The committee will consider.

Q: Would the committee consider changing the word "observation" in lines 32 and 43 to experiential?

A: The committee will consider.

Q: Would the committee consider the complexities of some of the internship arrangements that we have. There are multiple organizations with national offices, statewide offices, and that nature. There may be multiple campuses drawing on internships with those same agencies. Would the committee consider asking that the CSU provide one office to handle the UOAs statewide? Would the committee consider the possibility that some of the places we are sending student interns to are much more trustworthy than the CSU, and maybe some organizations could be exempted?

A: The committee will consider.

Q: Is it my understanding that we crafted a policy that was acceptable to the CSU and complied with the EO and while it was being implemented there was a change by our insurance company that destroyed the compromise, is that correct?

A: Yes, this happened after heavy consultation with the Chancellor's Office and after the amendment had been passed and agreed to. The vendor came back and said they would not provide insurance unless the UOA was in place, not in process.

Q: The problem is that many students could find an internship and come to us with it, but there wouldn't be enough time for us to create these agreements for each individual student. The internships would have to be created far in advance.

A: There are more services being put in place at SJSU. However, there may be an agency that is willing to give a student an internship, but is not willing to sign for an UOA. That may be a small number, but it still puts students at a disadvantage.

There is more support on campus at this time to generate UOAs.

Q: There are a number of agencies that will not sign the UOAs which means there are a number of students that will not be able to have this experience and that is the bigger issue. We need put the emphasis on the circumstances in which we don't need to put an UOA in place.

A: Any student can do an internship with any organization they want, the UOA is a requirement when the student is receiving academic credit.

**B. University Library Board (ULB) – None**

**C. Organization and Government Committee (O&G) –**

Senator Shifflett presented *AS 1655, Senate Management Resolution, Rescinds SM-F04-1 and SM-S97-8 related to the University Teacher Education Committee (Final Reading)*. **The Senate voted and AS 1655 was approved as written with no Nays and no Abstentions.**

Senator Shifflett presented *AS 1656, Policy Recommendation, Modification of Bylaw 1.10 Pertaining to Academic Deans (First Reading)*.

Senator Shifflett explained that O&G received a referral to consider adding the AVP of Faculty Affairs to the Senate. This would require a bylaw amendment to change bylaw 1.10 to allow all AVPs to be considered along with the Deans for the Deans seats on the Senate. Right now the Deans and the AVPs in Academic Affairs can fill those four seats on the Senate. There was discussion about the impact of opening the field to include AVPs not just in Academic Affairs. A suggestion was made to include Deans and AVPs in Academic Affairs and the AVP of Faculty Affairs as being eligible. Email your suggestions and comments to Senator Shifflett.

Senator Shifflett presented *AS 1657, Senate Management Resolution, Rescinds SM-F06-2, Related to Senate Standing Rule 7 (Final Reading)*.

Senator Sabalius presented a motion to combine AS 1657, AS 1658, and AS 1659. The motion was seconded. The Senate voted and the Sabalius motion was approved unanimously. **The Senate voted and approved AS 1657, AS 1658, and AS 1659 as written by a unanimous vote.**

Note: *AS 1658, Senate Management Resolution, Rescinds SM-S11-1, Budget Advisory Committee Responsibilities (Final Reading), and AS 1659, Senate Management Resolution, Amends SM-S04-2, Dissolving the Improvement of Instruction Committee... (Final Reading)*.

**D. Instruction and Student Affairs Committee (I&SA) –**

Senator Sullivan-Green presented *AS 1660, Policy Recommendation, Amendment to AS 1650, Undergraduate Student Honors at SJSU (Final Reading)*. Senator Shifflett presented an amendment that was friendly to the body strike “therefore be it” from line 28 and move it to the end of line 32. **The Senate voted and AS 1660 was approved with 1 abstention.**

**E. Professional Standards Committee (PS) – None**

**VII. Special Committee Reports - None**

**VIII. New Business –**

**A. Election of a Faculty-at-Large (FAL) to the Executive Committee:**

Chair Frazier called for nominations from the floor. There were no nominations from the floor. Senators James Lee, Simon Rodan, and Brandon White presented their candidacy statements.

**The Senate voted by secret ballot and Senator James Lee was elected FAL to the Executive Committee.**

**B. Election of the Chair of the Instruction and Student Affairs Committee:**

Chair Frazier called for nominations from the floor. There were no nominations from the floor. Senator Laura Sullivan-Green presented her candidacy statement.

**The Senate voted by acclamation and Senator Sullivan-Green was elected Chair of the Instruction and Student Affairs Committee.**

**IX. Adjournment – The meeting adjourned at 4:45 p.m.**

	Committee	Consent Calendar		Phone	Seat/College
		Last Name/First Name	Term		
ADD:	Faculty Diversity Committee	Park, Young	2019	<a href="mailto:youngsoo.kim@sjsu.edu">youngsoo.kim@sjsu.edu</a>	Seat G (gone at large)
	ULB	Kim, Youngsoo	2020		Seat I (Eng)
	BAFPR	Monday, Nyle	2021		General Unit seat
	ADAPC	Salazar, Lori	EXO		Seat D Greek Life Coordinator

REMOVE:

# 2017/18 Annual Budget Report



## SPARTANS

SAN JOSÉ STATE UNIVERSITY

Charlie Faas

VP Administration & Finance/CFO

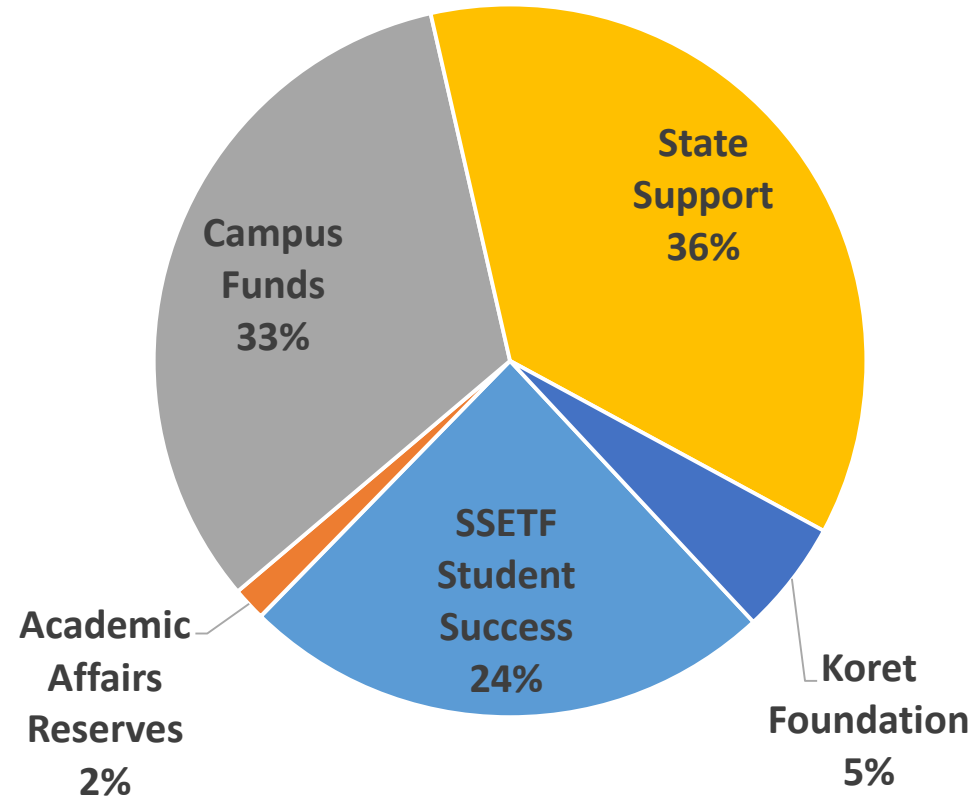
- Increase in tuition and General Fund appropriation
  - Tuition rate increase (\$270, 4.9% increase)
  - +240 funded FTES
- CSU Budget Adjustments \$20M
  - Funded enrollment growth \$2.6M
  - GI 2025 \$3.5M
  - Student Aid \$2.2M
  - Mandatory Costs, Compensation, & Benefits \$12.0M
- Operating base budget \$357M
  - +\$22M over FY1617 budget of \$335M
- SJSU Total Operating Budget \$625M
  - +\$25M over FY1617 budget of \$601M
- Internal budget process: base vs. one-time, three-year outlook



## ■ Graduation Initiative 2025 - \$10.8M

- Advising (\$5M)
- Clearing Bottlenecks (\$2M)
- College Readiness (\$2M)
- Student Engagement (\$1M)

GI 2025 Support Sources  
2015/16 -2017/18 (\$25M)



- **Campus Safety and Security Enhancements**
  - University Police Department staffing and operations (\$913K)
  - MLK Library atrium project (\$1.5M)
  - Housing fire life safety projects (\$4.5M)
  - Parking cameras (\$310K)
  - Classroom clocks (\$600K)

- **Planning and Economic Development**
  - New Interdisciplinary Science and Innovation Building (\$1.5M)
  - Space management and planning (\$400K)
  - Campaign staffing and operations (\$600K)
  - Hammer Theatre (\$1.35M)
  - Welcome Center (\$145K)

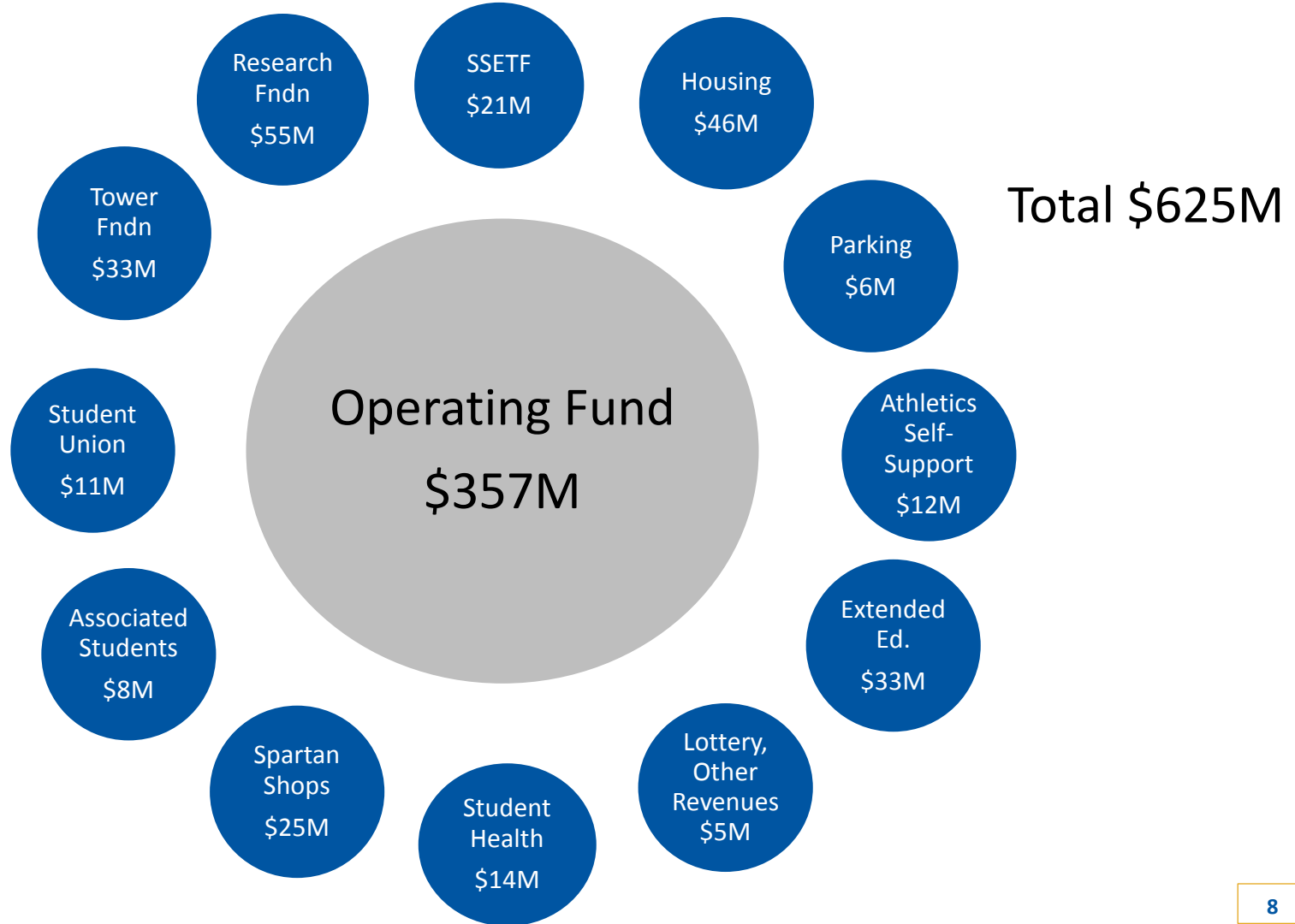
- **Continually Funding Deferred Maintenance and Capital Improvements**
  - Continued focus on aging infrastructure (\$2.3M)
    - DMH
    - HGH restrooms (\$150K)
    - Concrete repairs (\$760K)
  - Engineering Building Restroom, Elevator (\$1.1M)
  - Fire alarm upgrades (\$600K)

- **Externally Funded Projects**

- CIES Space in Student Union
  - Non General Fund
- Spartan Golf Complex
  - Donor funded
- South Campus Plan: Softball, Tennis Complex, Track and Field
  - Donor / Student Union funded

- **Ongoing Major Capital Projects**

- Student Recreation & Aquatic Center (\$132M)
  - Student Union fees
- Interdisciplinary Science and Innovation Building (\$148M)
  - CSU funded with campus contribution required



# Operating Fund Expenditures by Division

## FY17/18 Budget

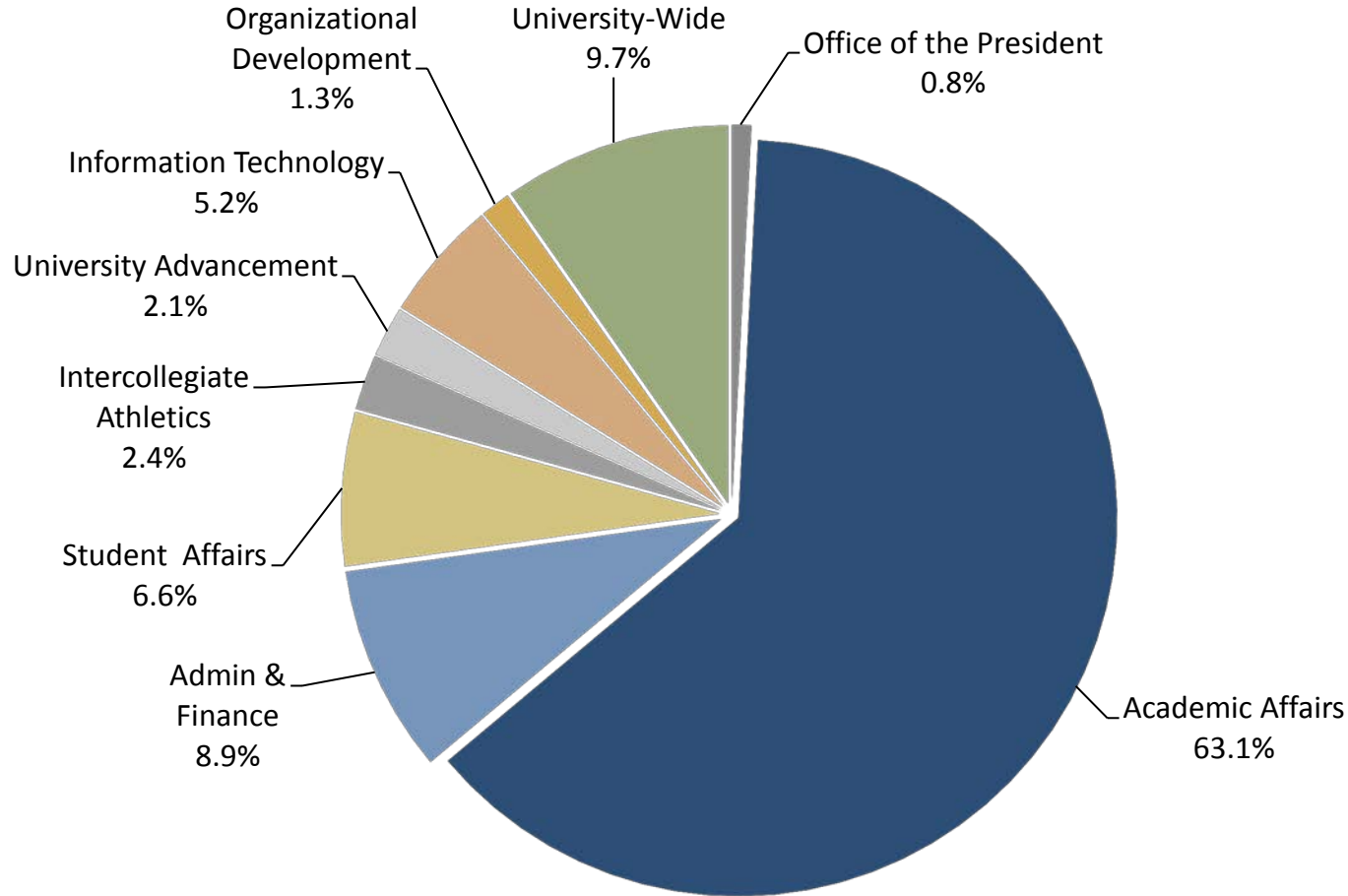
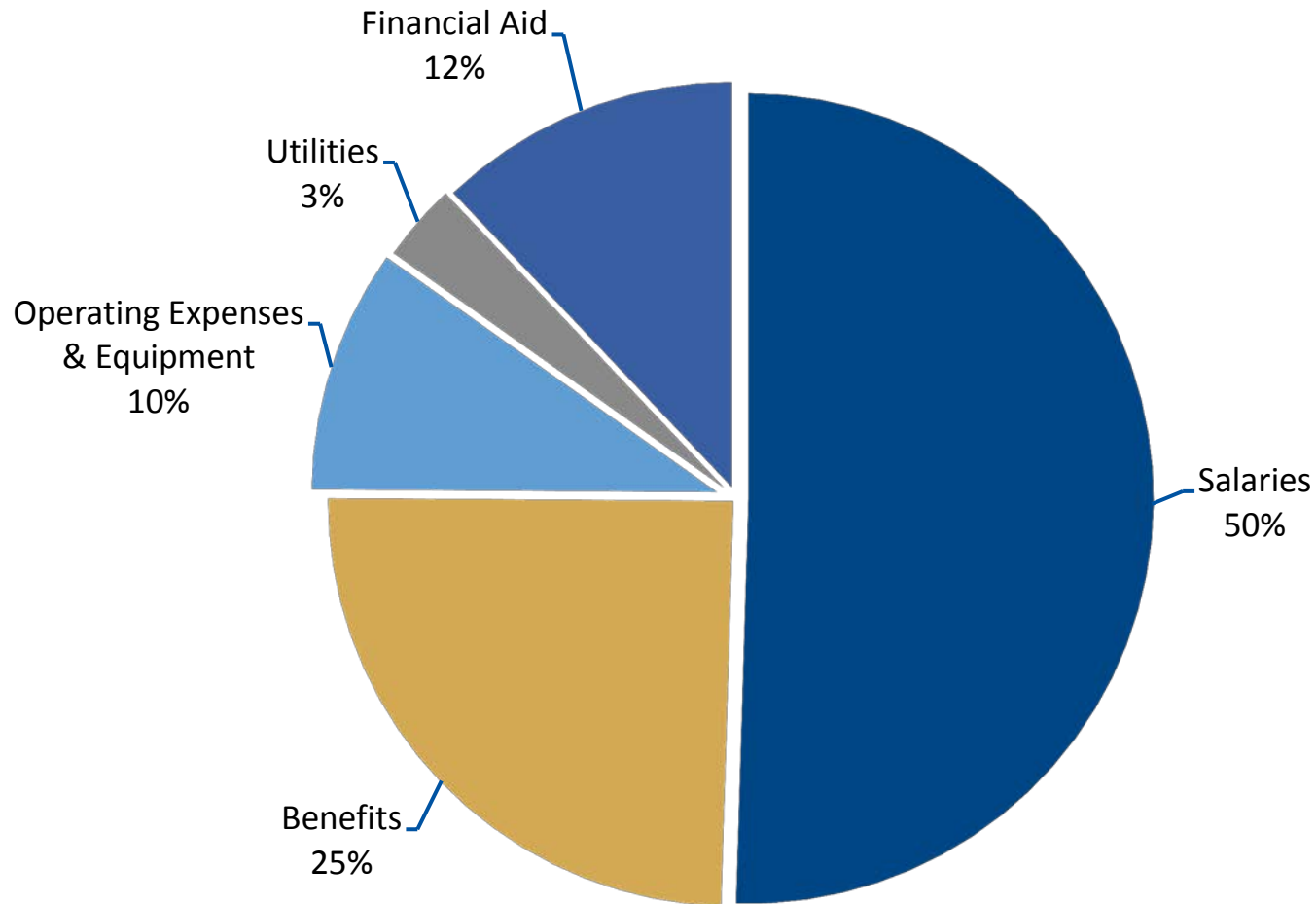


Chart above displays the breakdown of the Operating Fund Base expenditure budget. Budget excludes Restricted Student Aid (primarily a U-Wide tuition discount). Consistent with FY16/17 chart, the benefits are distributed across Divisions. Intercollegiate Athletics does not include one-time funding as reported last year. More details are available in the Annual Budget Report (p. 8).







For more information, visit:

[http://www.sjsu.edu/finance/about us/budget/budget reports/](http://www.sjsu.edu/finance/about_us/budget/budget_reports/)

[http://www.sjsu.edu/adminfinance/about/budget\\_central/](http://www.sjsu.edu/adminfinance/about/budget_central/)

<http://www.sjsu.opengov.com>

**SAN JOSÉ STATE UNIVERSITY** *powering* **SILICON VALLEY**





# Appendix



# SPARTANS

SAN JOSÉ STATE UNIVERSITY

## ■ Revenue Sources

- Operating Funds, SSETF-IRA, Ticket sales, conference distribution, game guarantees, NCAA distribution and development

## ■ Functions

- Supports operating and travel costs for all sports
- Grants in Aid for student-athletes

## ■ Highlights / Accomplishments

- Spartan Golf Complex facility on South Campus
- Establish on the University's tradition of academic & athletic excellence
- Recruit and retain top athletes by providing financial incentives through scholarship

## Revenue Sources

- Student Health & Health Facility Fees
- Fee-for-service

## Functions

- Support and provide student health & mental health services
- Promote health and well-being of student community

## Highlights / Accomplishments

- Student Health & Wellness Center
- Increased Counseling & Preventative Health support

## Revenue Sources

- Housing Rent and Fees
- Other Lodging and Conference Fees
- Rent for Dining Commons and Village Market

## Functions

- Support housing operations & programs

## Highlights / Accomplishments

- Over 4,000 residents
- Campus Village II opened in Fall 2016
- Renovations in Washburn Hall, Joe West Hall
- Housing Feasibility Study to be initiated in Fall 2017



## Revenue Sources

- Parking permit sales and parking citation fines

## Functions

- Parking operations and enforcement costs
- Maintenance and repair to existing facilities
- Alternative transportation program

## Highlights / Accomplishments

- Parking garage cameras, security improvements underway
- Parking permits available online
- Provide Park & ride courtesy shuttle
- Updated bus fleet (2 buses in FY16/17, 1 expected FY17/18)

## Revenue Sources

- Tuition and fees from for-credit & noncredit programs

## Functions

- Extended ed. operations and program/curriculum development

## Highlights / Accomplishments

- New Programs: Master of Criminology with Concentration in Global Criminology, Masters in Nursing with Concentration in Family Nurse Practitioner, among others.
- New CIES space in the Student Union - Summer 2017
- Partnership with College of Science to build out part of new Interdisciplinary Science and Innovation Building



## Revenue Sources

- Student Success, Excellence & Technology Fee
- Expenditures reviewed by CFAC & Approved by President

## Functions

- Instructionally Related Activities
- Course Support
- Student Success

## Supported Initiatives

- Spartan Scholars Program
- SASS Programs (Task Forces)
- Academic Technology Improvements

## Revenue Sources

- Fees, program revenues, grants and contracts
- Fee changes must be approved by student referendum

## Student fees support AS programs

- Student Leadership and governance
- Child Care Center
- Campus Life
- Transportation

## Revenue Sources

- Federal and state grants and contracts, fees, investment income, and other revenues

## Restrictions

- Most funding tied to grants or specific programs

## Highlights / Accomplishments

- The Research Foundation also provides employment support to more than 1,800 individuals, including faculty, students, research affiliates, and staff.
- Program sites are located on the SJSU main campus, Moss Landing Marine Laboratories, NASA-Ames Moffett Field, and several other locations.



## Revenue Sources

- Dining, event, retail, and real estate services, commissions, interest and other income

## Division Functions

- Writing Request for Proposal to outsource operations
- Retail Services operates the Barnes & Noble Bookstore; the current contract extends through June 30, 2026
- Event Services division provides concessions and retail to Event Center Arena, Hammer Theatre, and Spartan Stadium
- Real Estate Services to SJSU faculty and staff

### Revenue Sources

- Mandatory Student Union Fee

### Functions

- Supports Student Union Operations
- Capital Construction (SU Expansion & New SRAC)

### Highlights / Accomplishments

- Student Union Spaces booked for entire year
- Construction progress on the new Student Recreation & Aquatic Center (SRAC)



## Revenue Sources

- Gifts, pledges, investment income

## Functions

- As a 501(c)(3) auxiliary organization, Tower Foundation directly manages all financial aspects of funds donated to San Jose State University
- Tower Foundation Board approves the annual endowment distribution rate (4% for FY17/18)

## Highlights / Accomplishments

- \$140+ million endowment comprised of over 600 individual funds
- Tower Foundation supporting the expansion of South Campus



# 2017-18 Presentation to the Academic Senate

October 9, 2017

Bradley Olin, Ed.D.

Interim AVP of Academic Budgets and Planning  
Office of the Provost

# Presentation Overview

1. Incoming Class Profile
2. 2017/18 Budget Planning Priorities
3. Looking Ahead

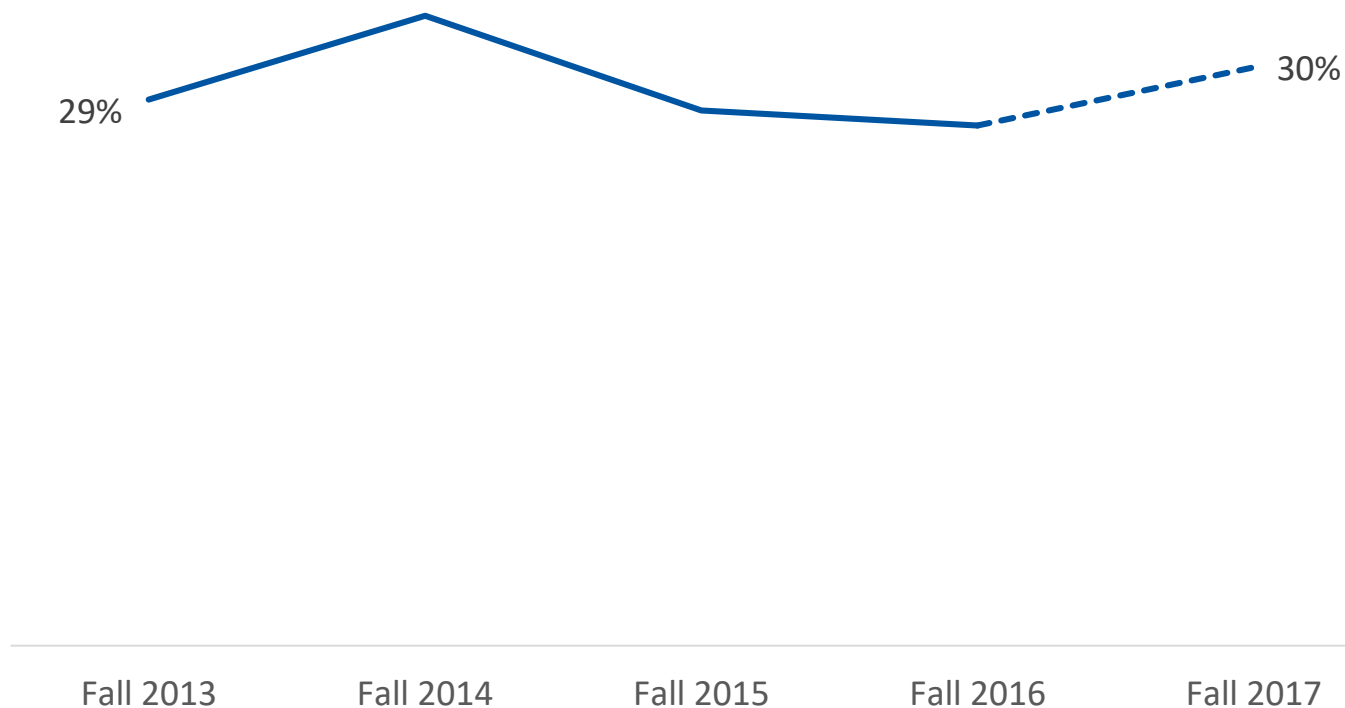




# Incoming Class Profile

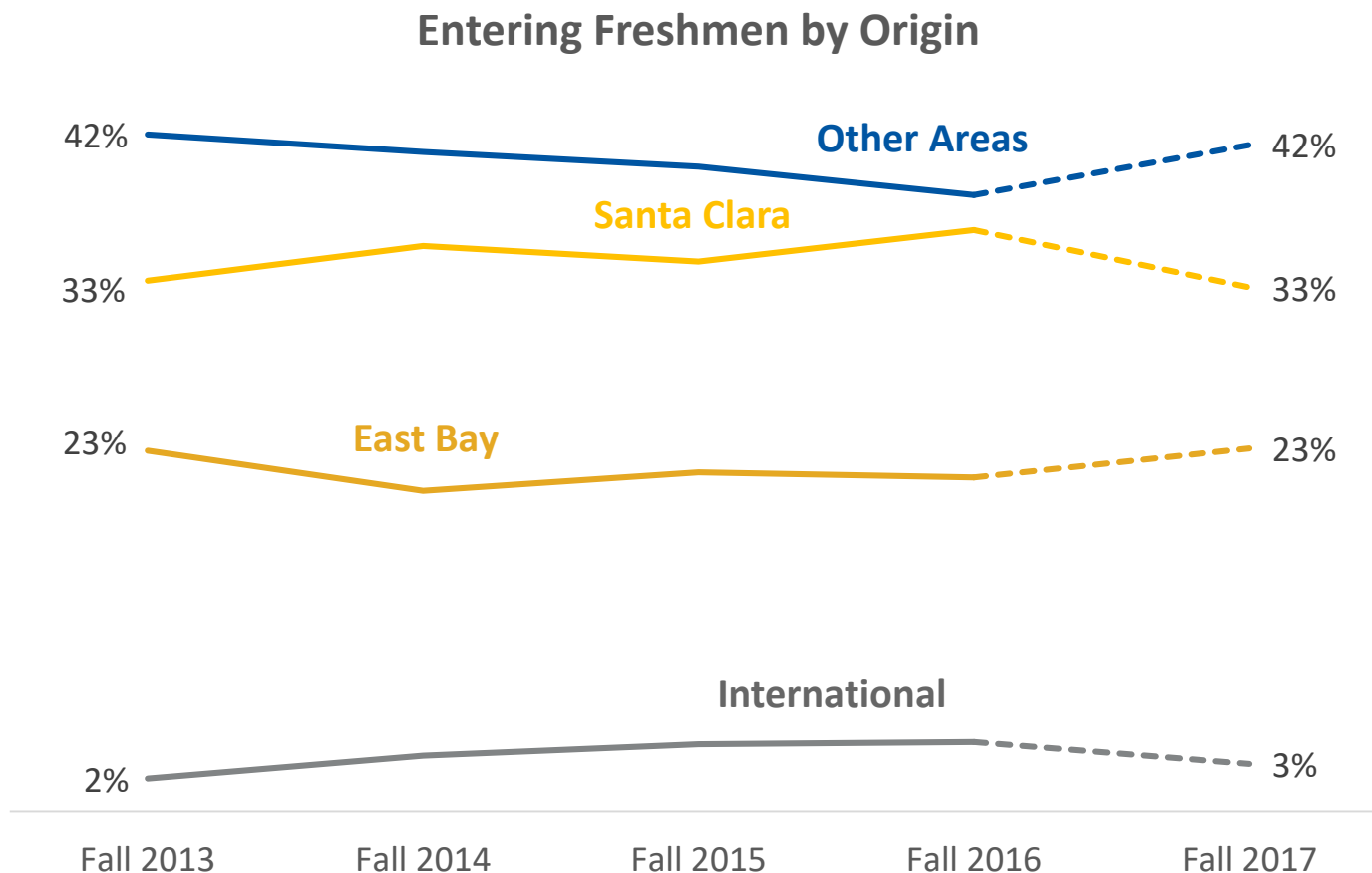
# First Generation

## Share of New Freshmen Who Were First Generation to Attend College



*Dashed line represents a preliminary figure*

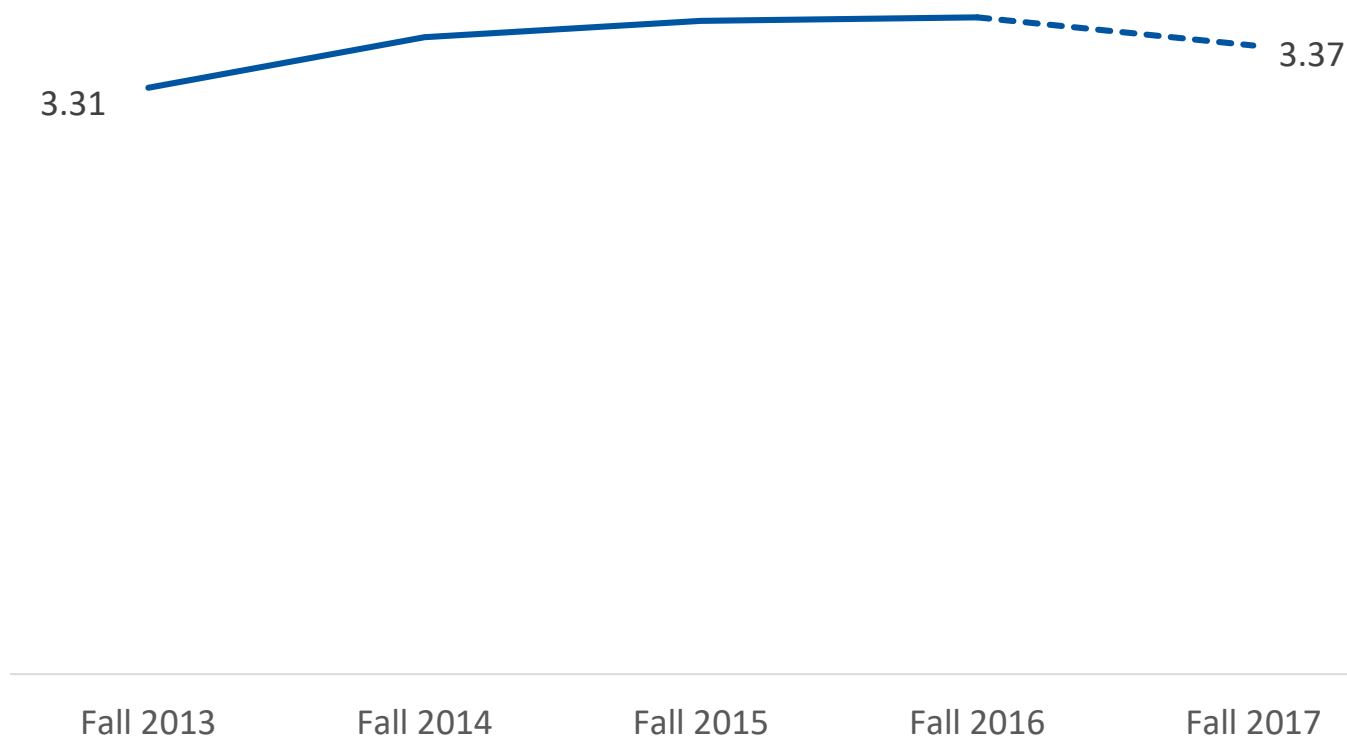
# Incoming Frosh Origins



*Dashed line represents a preliminary figure*

# Incoming GPA

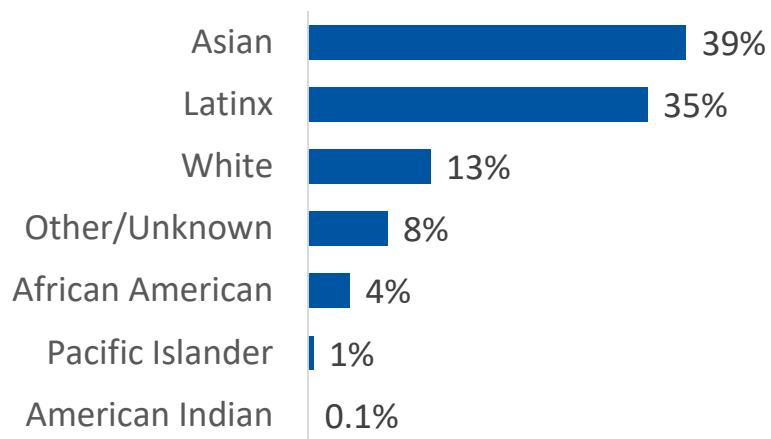
## Incoming Freshman High School GPA



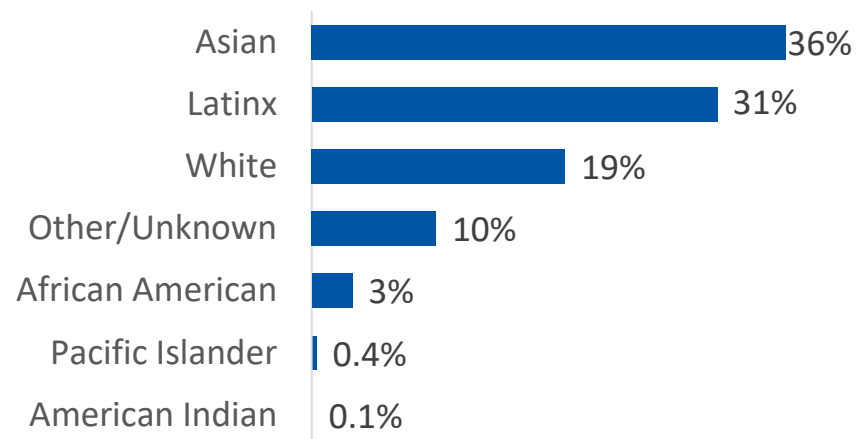
*Dashed line represents a preliminary figure*

# Demographic Profile

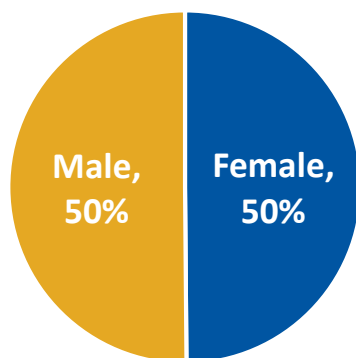
## Freshmen Class by Ethnicity



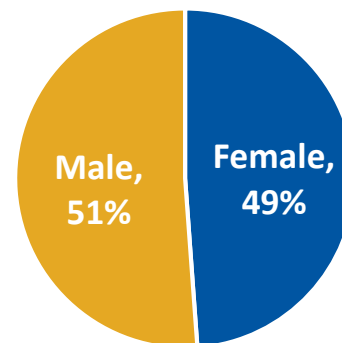
## Transfer Class by Ethnicity



## Freshmen by Gender



## Transfers by Gender



*All figures are preliminary for Fall 2017*





# 2017-18 Budget Planning Priorities

# 2017-18 Budget Planning Priorities

1. Four Pillars of Student Success
2. No Limits Enrollment Plan
3. Continue Improving Tenure Density
4. RSCA Expansion



# Four Pillars of Student Success



# Notable Investments

**\$ 3.7M** Advising

**\$ 0.9M** English & Math Restructuring\* /  
Tutoring (College Readiness)

**\$ 0.5M** Support for Students in High  
Failure Rate Courses (Elimination of  
Bottlenecks)

**\$ 0.3M** Student Data Warehouse (multiple)

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**\$ 5.4M** TOTAL

*\* The CSU provided \$140K for this initiative*

# Advising Progress

30

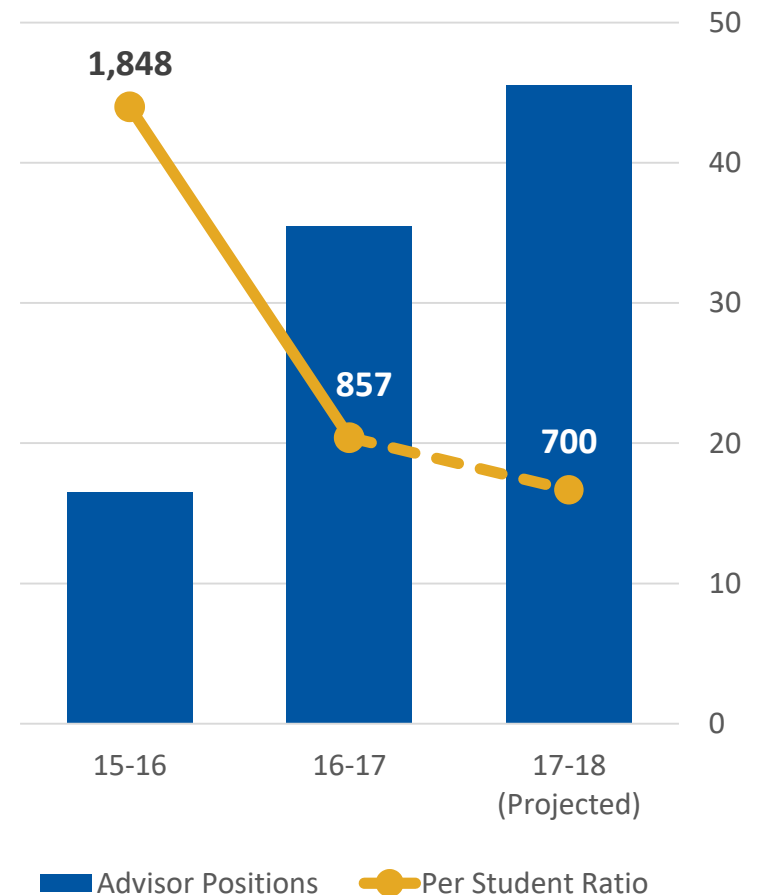
Additional Positions

Added in 16-17	Planned and Budgeted in 17-18
20	10

1:857

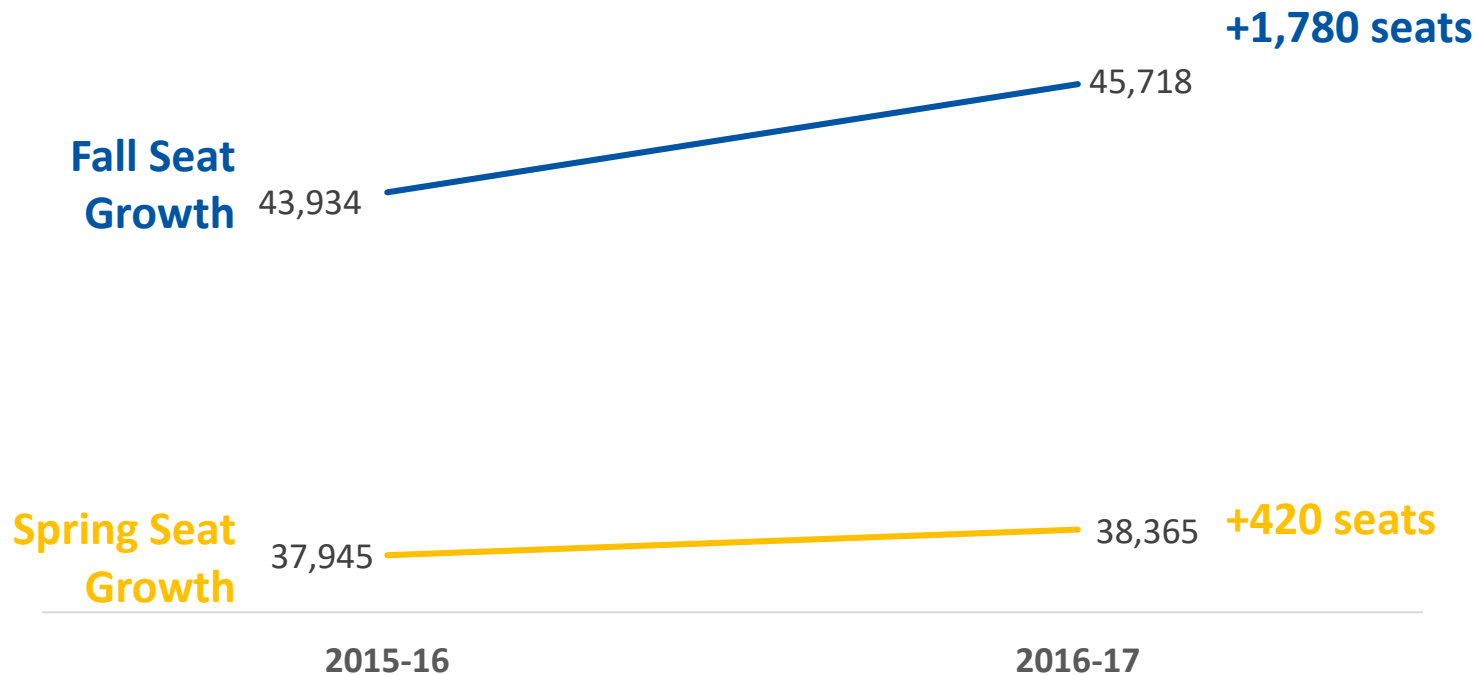
16/17 Staff Advisors/Student  
Ratio

Down from 1:1,848 in 15/16



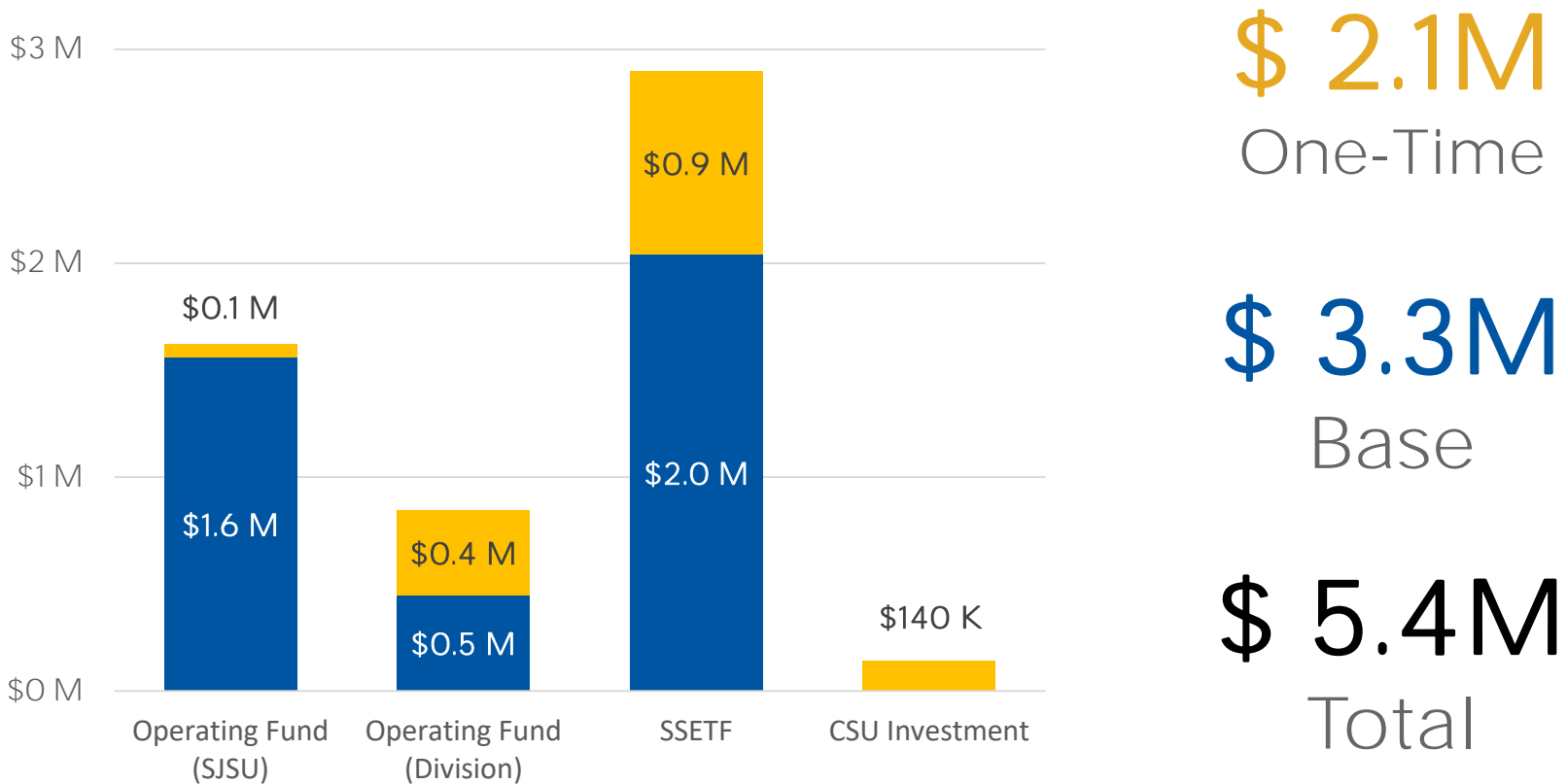
# Bottleneck Elimination Progress

Additional Seats Filled in High Wait List / High Demand  
Courses  
2016-17 vs. 2015-16



# Base vs. One-Time Investments

(excludes enrollment funding)







# College Based Funding Model

# Budget Model and FTES

TARGET FTES  
(Base Funding)

Funding Rate  
Marginal Cost of  
Instruction

17-18 Target  
24,911

GOAL FTES  
(1x Funding)

Funding Rate  
\$ 2,600 / FTES

17-18 Goal  
664

# College Enrollment Target (Annualized)

College	2017-18	2016-17	Change	New Enrollment Funding
Applied & Sciences & Arts	3,764	3,664	100	\$ 365,700
Business	2,925	2,825	100	\$ 336,600
Education	1,409	1,409		
Engineering	3,624	3,624		
Humanities & the Arts	4,597	4,597		
Science	4,077	4,077		
Social Sciences	4,515	4,515		
Totals	24,911	24,711	200	\$ 702,300



# Fall Goal Enrollment Update (Actual FTES)

College	Fall Funded per ICLM	Fall Actual	Change
Applied & Sciences & Arts	3,939	4,209	270
Business	3,168	3,322	154
Education	1,518	1,617	99
Engineering	3,800	4,177	377
Humanities & the Arts	4,904	5,253	349
Science	4,565	4,730	165
Social Sciences	4,874	5,038	164
Totals	26,768	28,347	1,579



# Marginal Cost of Instruction Calculation

## Marginal Cost of Instruction

Total Cost of Instruction / FTES = Marginal Cost of Instruction

# Marginal Cost of Instruction by College

College	Marginal Cost of Instruction Rate
Applied Sciences & Arts	\$ 3,657
Business	\$ 3,366
Education	\$ 3,489
Engineering	\$ 3,527
Humanities & the Arts	\$ 3,157
Science	\$ 3,325
Social Sciences	\$ 2,710

- ❖ Colleges receive funding for Target FTES adjustments based on individual Marginal Cost of Instruction rates.
- ❖ Current rates were established using the 2012-13 instructional cost data.
- ❖ Actual rates have since declined due to a change in the instructional FTEF definition, increased research activities, and fluctuation in instructional tenure density.
- ❖ The division is upholding the 2012-13 rates for new enrollment funding until they are exceeded.

# University Library New Budget Model

- ❖ Closely aligns to the college based budget model.
- ❖ Aims to bring stability and address incremental costs as enrollment expands.
- ❖ Address inflationary costs for library acquisitions.

# University Library New Budget Model

## Funding Methodology

Budget Category	Basis for Adjustments	2017-18 Adjustments
Librarian (enrollment bearing)	Changes in target and goal FTES based on Marginal cost rate, currently at \$77 / FTES.	\$ 18K
Staff and Operating Expense	Allocate when funds are available. Typically a flat percentage increase.	\$0
Library Acquisitions	Inflationary adjustments will be given using the Higher Education Price Index (HEPI). The current rate is 1.8%.	\$ 56K
Total Adjustments		\$ 74K

# SSETF Course Support

- ❖ Funding will remain the same as 2016/17
- ❖ Allocations are based on enrollment
- ❖ Structural Deficit from “unbundling”
- ❖ Operating Fund & Other Resource Supplements
- ❖ Extra enrollment-based allocation

# College Expenditure Plan Summary

## Reserve Balance Spend Down

Category	Amount
Capital Projects - Health Building, Building Safety, 21 <sup>st</sup> Century Teaching Spaces and Classroom Upgrades	\$ 3.2M
Faculty Recruitment and Start-Up Packages	\$ 1.9M
RSCA Expansion	\$ 1.8M
Program Development	\$ 2.7M
Faculty and Staff Professional Development	\$ 0.2M
<b>Total Planned Use</b>	<b>\$ 9.8M</b>

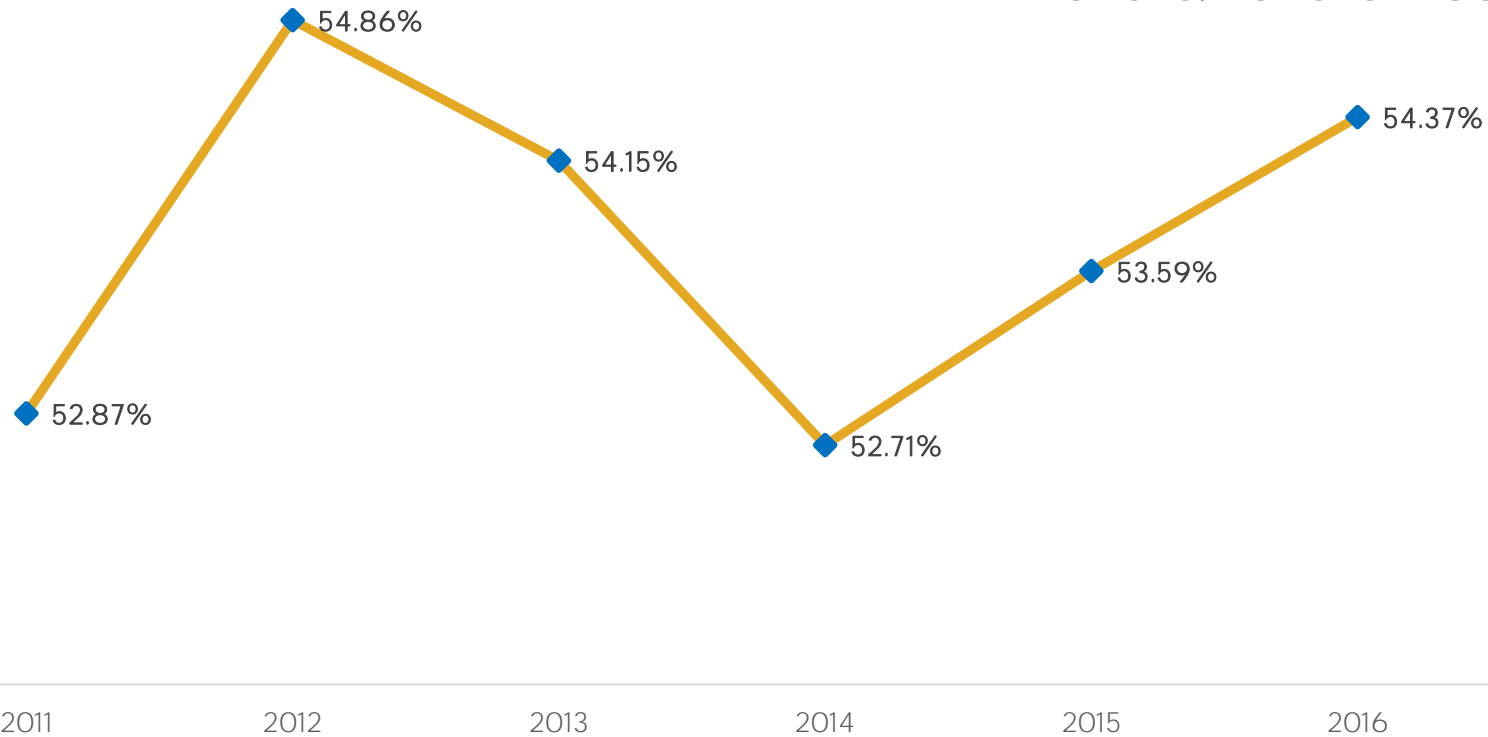




# Tenure Density

# Tenure Density

12% Increase in the number of  
Tenure/Tenure Track Faculty

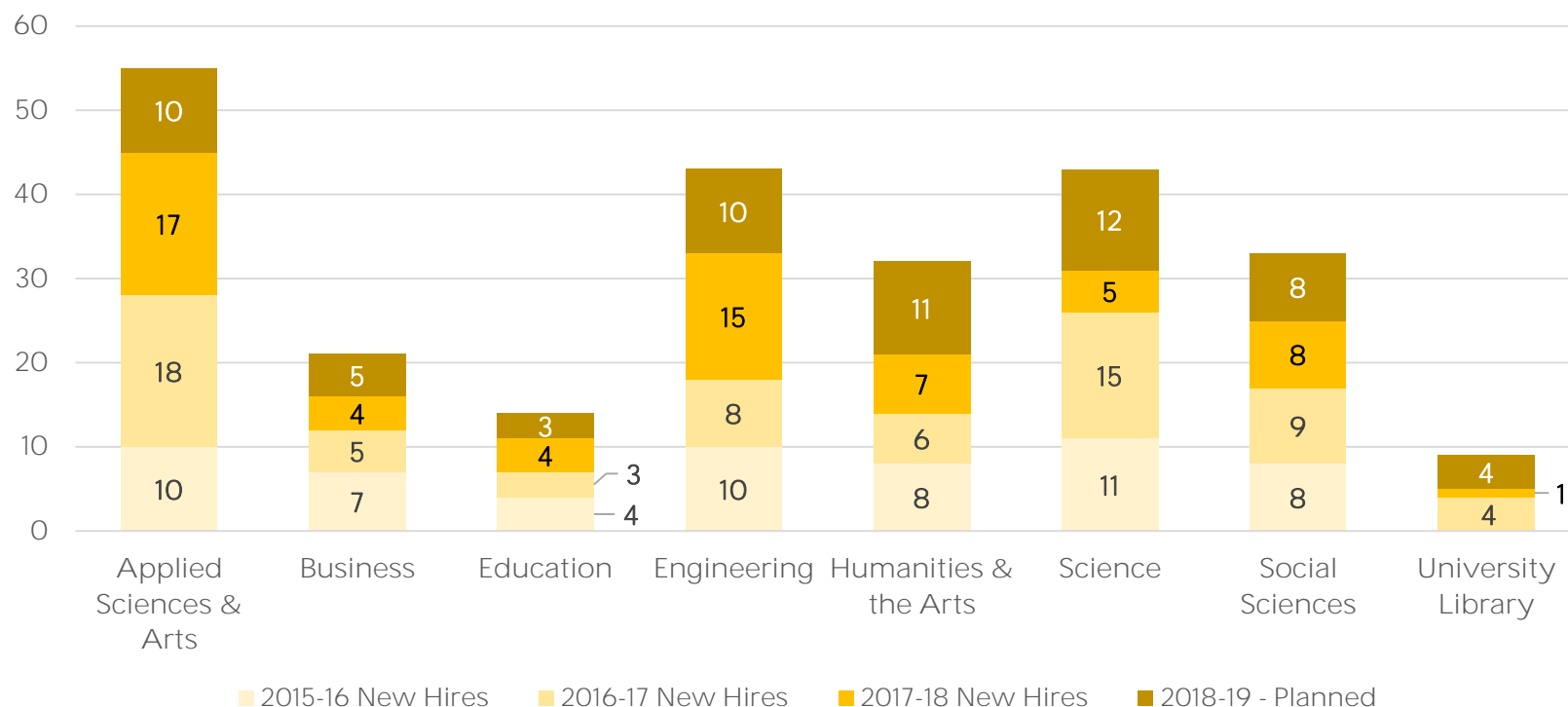


# Tenure Track Faculty Increases

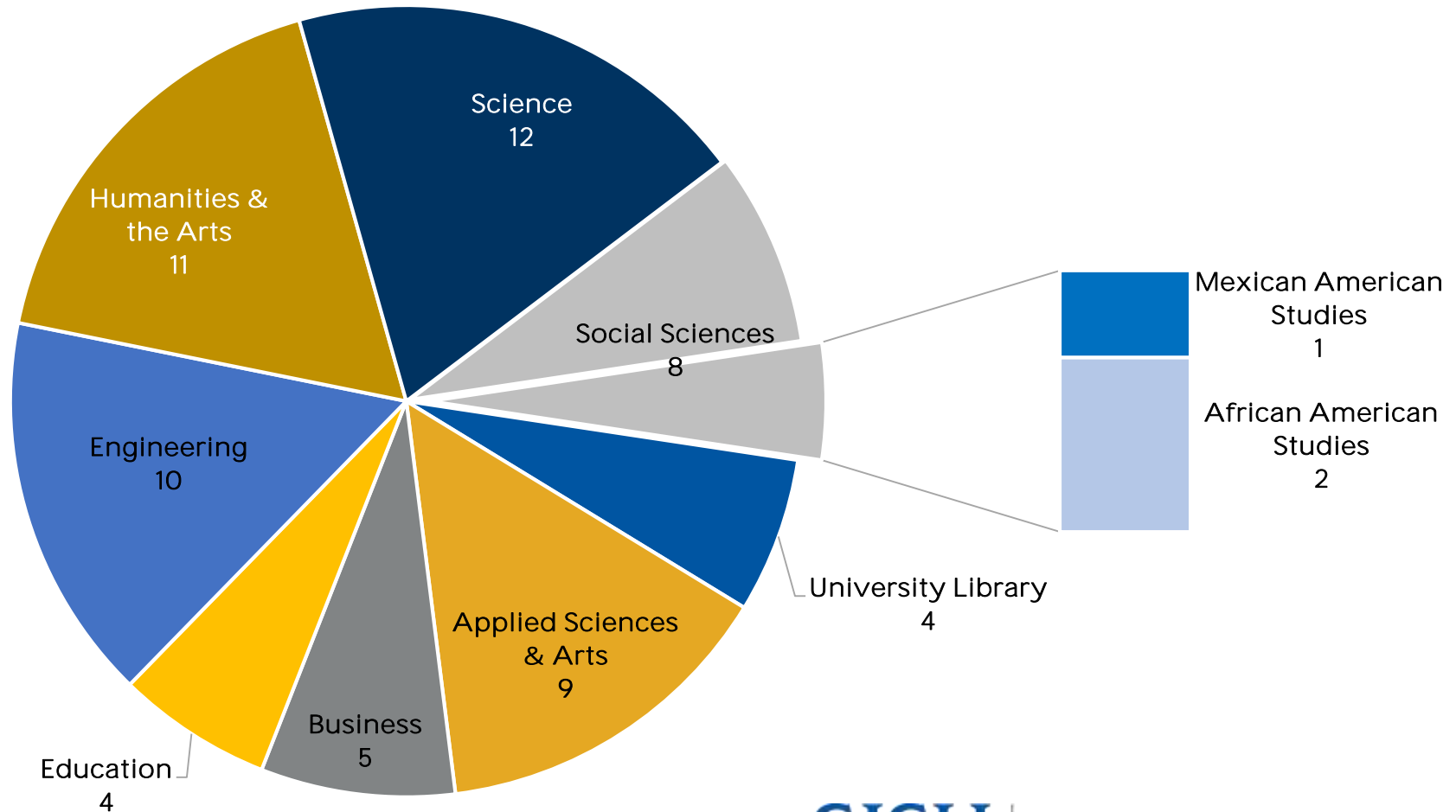
**188** New Tenured/Tenure Track Faculty since 2015-16

**63** Recruitments underway

**20** Avg. Net New Faculty Lines/Yr. since 14/15



# 63 Authorized Tenure Track Searches for 2017-18







# RSCA Investment

# RSCA Funding in 2017/18 and Beyond

**\$1M**

CSU/SJSU RSCA  
PROGRAM

## Sources

\$ 166K – CSU

\$ 250K – Division

\$ 584K – Division Roll Forward

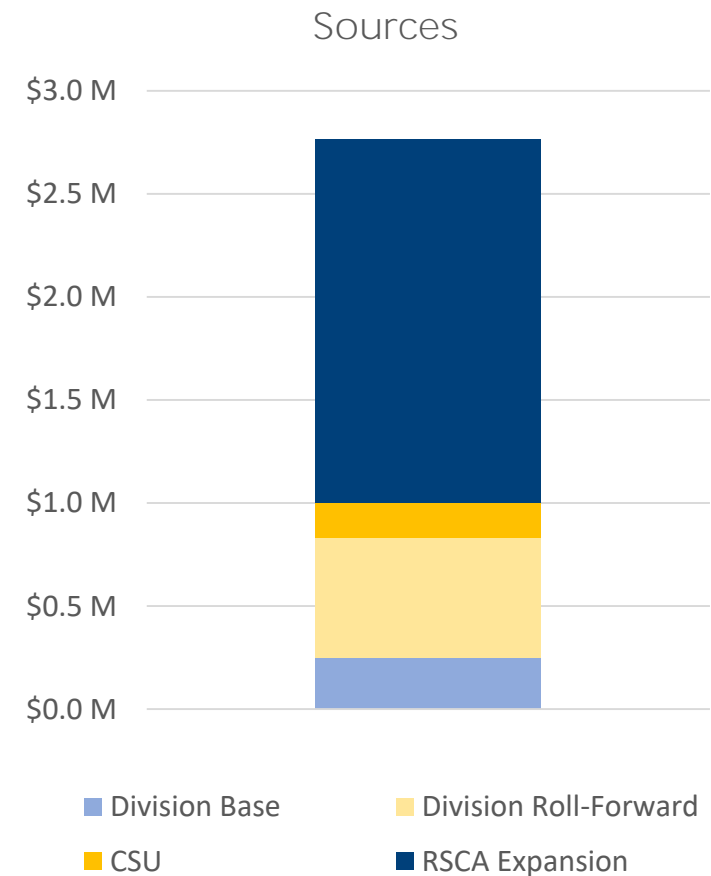
## Uses

\$ 500K – SJSU RSCA (Office of Research)

\$ 500K – College RSCA Infusion

**\$1.76M** RSCA EXPANSION

**\$2.76M** TOTAL RSCA  
FUNDING





# RSCA Expansion

- ❖ Framework in development
- ❖ Desired Outcomes:
  - ✓ Further engage faculty in RSCA
  - ✓ Enhance student learning outcomes
  - ✓ Expand recognition and reputation for the institution and faculty
  - ✓ Recognize RSCA with a reduced teaching load  $\leq 9$  WTUs (Three 3-Unit Courses) of teaching/sem.



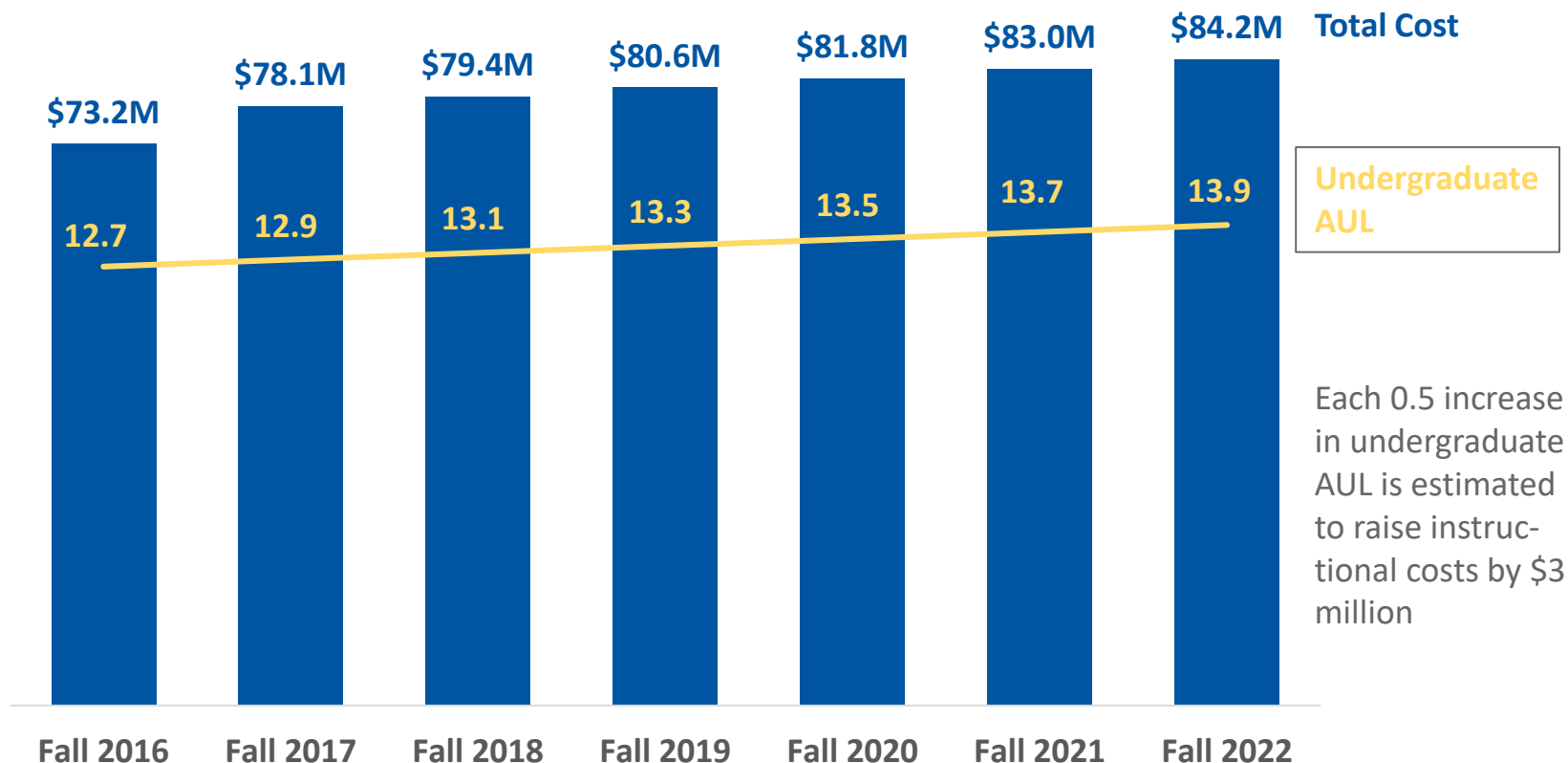
Looking Ahead

# CSU Tenure Density Model

- ❖ Represented as a Percentage
  - ✓  $\text{T/TT Faculty} \div \text{All Instructional Faculty}$
- ❖ Limitations Looking Forward
  - ✓ T/TT Faculty Assigned Time
  - ✓ RSCA Expansion
  - ✓ New TT Hires
- ❖ An Internal Measure Makes Sense
  - ✓ Adjusted Model
  - ✓ Percentage Increase in T/TT Faculty

# Estimated Cost of AUL Increases

## Estimated Total Instructional Cost with Rising AUL



*Estimates assume that marginal cost of instruction and undergraduate headcount are held constant at Fall 2017 rates.*

# Exploring New Allocation Models

Looking beyond ICLM for other college needs

- ❖ RSCA
- ❖ Course Support
- ❖ Interdisciplinary Curriculum and ICLM Limitations
- ❖ Realigning funding in light of increased student unit loads

# Additional Resources

- ❖ [2017/18 Academic Affairs Budget Report](#)
- ❖ [2017/18 College Resource Allocation Memo](#)
- ❖ [ICLM Explained](#)





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