

MINUTES OF THE MEETING: October 24, 2005

PRESENT: S. Herrera, D. Maurizio, N. McQueen, S. Mims, D. Schaeffer, J. W. Woo

EXCUSED ABSENCE: W. Belan, S. Card, Y. Lee

ABSENT: L. Ruble

S. Herrera, FiPC Chairperson, convened the meeting at 11:05 a.m.

1. Announcements

D. Schaeffer announced:

1.1. S. Card will not be attending today's meeting.

1.2. The Academic Senate has extended the registration deadline for the Faculty Retreat entitled: *Strengthening the University Retreat* to Friday, October 28. The faculty retreat will take place on Friday, November 4 and all faculty members are invited to attend.

1.3. The Library is having a *Meet the Author* event. The University community is invited to meet Al Martinez on Sunday, November 13 at Martin Luther King Hall, Lecture Hall 2, at CSULA. Refreshments will be served at 2:30 p.m., followed by lecture at 3:00 p.m.

L. Valdivia made the following announcement:

1.4. Two FiPC representatives will join the committee effective next FiPC meeting scheduled for Monday, November 14. G. Washington will be representing the College of Health and Human Services for academic year 2005-2006, and W. (Bill) Belan has been elected alternate representative for the Nominations Committee fall quarter 2005.

2. Intent to Raise Questions

S. Mims requested for the FiPC Chair to inquire about fiscal resources allocated to the recruitment of students. Must each college generate their own funding for recruitment of students? S. Herrera will contact Dr. A. Ross, Vice President for Student Affairs, and request information in regards to source of funding.

3. Liaison/Subcommittee Report

D. Schaeffer, Executive Committee Liaison, reported that the Fall enrollment target is 97.6 % as of Monday, October 24 reflecting an improvement from previous weeks.

D. Schaeffer informed the FiPC members that enrollment target percentages per schools are available; for further information, please contact the respective department chair.

4. Approval of the Agenda (FiPC A 05-02)

It was m/s/p (S. Mims/N. McQueen) to approve the Agenda as submitted.

5. Approval of the Minutes (FiPC M 05-01)

It was m/s/p (D. Schaeffer/N. McQueen) to approve the Minutes as amended.

6. Report of the Task Force Convened to Address Critical Issues Related to Academic Advising (FiPC A05-02)
Discussion of the *Report of the Task Force Convened to Address Critical Issues Related to Academic Advising* (FiPC A 05-02- Item A). The FiPC members reviewed Section VIII: Items E.1, E.2, and E.4 in Resources on page 24. The Chair opened the item for discussion.
 - 6.1. Item E.1: There is growing concern among faculty members in regards to transcripts and transfer information not posted to students files in a timely manner. N. McQueen requested for the Chair to inquire about transcripts transfers and Admissions Office deadlines.
 - 6.2. Item E.2: Access to student information is limited in Peoplesoft. The FiPC members are recommending for faculty to have access to student information parallel to OASIS screen 681.
 - 6.3. Item E.3: The Academic Senate did not ask for the FiPC's input on Item E.3, but the Committee would like to express their strong support for E.3.
 - 6.4. Item E.4: The FiPC is requesting clarification for what is referred as the "... *faculty who are assigned special advisement responsibilities.*" Once clarification is provided, the item will be discussed and the FiPC will make a recommendation.

Item to be agendized for the next FiPC meeting.

7. Minor Cap Projects
S. Herrera contacted S. Singh, Project Manager – Facilities Planning and Construction, to request an updated list of Minor Cap projects that indicate what projects have been completed as of today. S. Singh has not responded to the Chair's request. Item to be agendized for the next FiPC meeting.
8. PeopleSoft and GET
The FiPC members requested further information and explanation in regards to the different areas of PeopleSoft and GET.

The Chair will contact Dr. A. Ross, Vice President for Student Affairs, to requests additional PeopleSoft/GET information in respect to student records. Also, the FiPC members want to know if there is a PeopleSoft/GET flow chart available that explains the purpose and available data for each of the PeopleSoft sections such as financials and student records. Item to be agendized for the next FiPC meeting.

9. Adjournment
It was m/s/p (D. Maurizio/D. Schaeffer) to adjourn at 12:35 p.m.