Chairs/Directors Committee Meeting
Minutes – December 10, 2013

Present: Belch, Ely, Grudnitski, Kawachi, Krentler, Plice, Probett, Rhyne, Salehizadeh, Singh, Varaiya

Guests: Radmila Prislin (Graduate Affairs), Kelly Doiron

1. Enrollment Management
   Associate Dean Radmila Prislin, Graduate Affairs, delivered a presentation on resident enrollment management. The CSU mandates that campuses meet a CSU-determined resident target, defined as being within −1% to +2% from the target. Fiscal penalties are applied to a campus that is outside the bounds of its target. The Academic Dean’s Council determines the share of the SDSU target assigned to undergraduate and graduate programs. Admission targets are then set for each graduate program in consultation with the colleges’ associate deans and graduate program leadership using data on yield/show rates over the prior three years. Admission allocations are dynamically adjusted as current data on applications and intents-to-enroll arrive. Management of undergraduate admissions is done centrally by Enrollment Services. The admission cycles for undergraduate students and graduate students occur at different times of the year, which creates challenges for Enrollment Services and Graduate Affairs in hitting the campus target.

   The program for non-resident tuition waivers (NRTW) is changing this year. (This program allows a CSU campus to waive non-resident tuition for a limited number of highly qualified applicants to graduate programs.) Twenty percent of the waivers will be made available early in the admission cycle with the goal of improving SDSU’s chances of successfully recruiting strong applicants. In the past, strong applicants chose to attend other institutions before SDSU even offered financial support.

2. Interim Dean’s Report
   One time funds from Academic Affairs will be made available to support (1) rankings, (2) scholarships, (3) safety, and (4) areas of excellence. A range of ideas were discussed by the committee. Initial discussion of proposals will take place at the next Academic Deans’ Council (Dec 18). Chairs should forward ideas and proposals to Gangaram before then.

   The Steering Committee has created six working groups to address strategic planning. The working group on Capital Campaign and Financial Priorities will include the department chairs/directors as members.

3. Interim Associate Dean’s Report
   Ely provided an update on the Faculty Development Committee’s progress toward drafting a proposal for a journal list. The proposed system will include five categories of journal quality, with the top category defined as journals on the Jindal list (http://jindal.utdallas.edu/the-utd-top-100-business-school-research-rankings/) and/or the Association of Business School list of world elite journals (http://www.bizschooljournals.com/node/4) Other features of the proposal will be developed at future FDC meetings.

   The FDC has also revised the description of the teaching excellence award and will be forwarding it to Faculty Affairs for review.

   SDSU will become a smoke-free campus starting January 1, 2014.

4. Fall Class Schedule
   A draft of the fall 2014 class schedule needs to be completed by early February. As part of the process, the committee will be discussing standards for assigned time for research at its January meetings.