MEETING NOTES

Committee members present: Chair Margaret Kirkpatrick; Vice Chair Swati Adarkar; Pam Campos-Palma, via remote access; Sho Dozono (arrived at 3:30 p.m.); Pete Nickerson (ex-officio), via phone; Sona Andrews (ex-officio, non-voting); and Dan Fortmiller (ex-officio, non-voting)

Committee members not present: Maude Hines and Irving Levin

Committee staff present: David Reese, Rachel Martinez and Donna Bergh

1. CALL TO ORDER/ROLL/DECLARATION OF QUORUM

Margaret Kirkpatrick, Chair of the Academic and Student Affairs Committee (ASAC), called the meeting to order at 3:10 p.m. David Reese called roll. A quorum was present, and the meeting was convened.

2. CONSENT AGENDA

Action: The minutes from the June 4, 2014 ASAC meeting were approved.

3. MASTERS IN EARLY CHILDHOOD EDUCATION—DISCUSSION AND ACTION

Kirkpatrick introduced the topic and asked Sona Andrews, Provost and Vice President for Academic Affairs, to summarize the information included in the docket and provide context for the proposal for a Master of Arts/Master of Science in Early Childhood Education: Inclusive Education and Curriculum & Instruction. Andrews reminded members of the review and approval steps required for new academic programs, summarized the potential demand for new graduates in this program, expressed the expectation that the new program will attract bachelor’s graduates from other Oregon campuses and concluded that the program does not duplicate other Oregon programs. Dean Randy Hitz and Associate Dean Micki Caskey, from the Graduate School of Education, joined the discussion and fielded questions from Committee members. Caskey provided information on projected revenue generation. Swati Adarkar, Vice Chair of the Committee, attested to the need for educating leaders in early childhood education, remarked on the positive impact on 40-40-20 efforts and congratulated the Graduate School of Education on the collaboration among their departments in the development of the proposals.
Kirkpatrick thanked Andrews, Hitz and Caskey. There was no public comment.

**Action:** Sho Dozono made a motion to approve the Masters in Early Childhood Education; Adarkar seconded the motion. The motion carried unanimously. Andrews will bring the program for review to the November Provosts Council and then to the Higher Education Coordinating Commission. This approval is to be reported to the Board of Trustees at its December 11 meeting.

4. **Enrollment Management and Student Affairs—Discussion**

Kirkpatrick introduced the discussion and asked Dan Fortmiller, Interim Vice President for Enrollment Management and Student Affairs, to highlight the information provided in the docket regarding the Portland State student profile and issues affecting student success. Fortmiller described various student success and student preparedness initiatives, including the ways in which Portland State addresses student misconduct, food insecurity and student health issues. He concluded with a look at student financial concerns and unmet financial needs.

Committee member comments and questions included interest in a deeper briefing on African-American recruitment and enrollment, graduation rates at Portland State comparator schools, and the balance of resources expended on freshmen and sophomores. Interest was expressed about the polling of transfer students. Members asked to be kept updated on food insecurity issues and efforts to address them.

Kirkpatrick thanked Fortmiller for the discussion and invited public comment. Eric Noll, ASPSU President, provided comments to the Committee and emphasized the work being done by ASPSU and the University to address food insecurity.

5. **Academic Affairs Enrollment Management and Budget—Discussion**

Kirkpatrick asked Andrews to present the docket information on the topic of strategic enrollment management and budget. Andrews described the recent move from an incremental budgeting model to a Performance-Based Budget (PBB) model and showed a short video that described PBB. Andrews emphasized that the campus can now better capitalize on areas in which it has the greatest and most strategic potential to grow. She went over the final FY15 academic general fund budgets describing the reductions and investments that were applied in the budget balancing of FY15. (Note: The general fund budgets do not include fees, philanthropic, auxiliaries or sponsored research dollars.) Andrews referred to the last docket item, the FY16 enrollment management and performance-based budget working timeline. The iterative process results in a budget that reflects enrollment projections, new initiatives and needed services and support. In response to a few questions, Andrews explained that the investments in the Honors College and Engineering were based on enrollment increases and projected growth.

Kirkpatrick thanked Andrews. There was no public comment.

6. **Next Steps and Adjournment**

Donna Bergh reminded members that the next meeting of ASAC will be held on November 7. With no further comments or questions from the committee, Kirkpatrick adjourned the meeting.