AY 2025-2026 Budget and Planning Committee

Minutes

Thursday, September 4, 2025

10:00 am – 11:30 am

Stiern Library, Ablin Conference Room

Zoom: https://csub.zoom.us/j/5762616847

Attendees: Amanda Grombly (chair), Deborah Thien (provost, ex-officio), Luis Hernandez, Yangsuk Ko, Jonathan Young, Rhonda Dugan, Di Wu, Horacio Gonzalez~~Steve~~, Natasha Hayes (ex-officio), Anthonio Reyes, Dirk Horn, Melissa Danforth (ex-officio), Antje Lauer

1. **Call to Order**

2. **Approval of Agenda**

   a. The agenda for today was accepted.

3. **Approval of Minutes**

   a. No minutes from previous meeting were available to approve.

4. **Introductions / Orientation**

   a. Introduction of all senators.

   b. An overview was given to new members of the committee of how the BPC committee operates and what type of referrals it discusses. It was announced that a steering committee and a working committee have been formed to work on CSUBs strategic plan (Town Hall meeting, 9/10). The next Budget Forum is planned to be held on 09/18. All attended the BPC meeting in person.

5. Announcements

6. New Business

    a. Alternates & Notetakers

    b. Referral #2025-2026 04 Time Blocks (Time Certain: 10:30 am; materials in Box: https://csub.box.com/s/cyatbk38zkoiabo9ivh6gxew6jl4f8w2)

        i. A discussion was started on the diverse issues of existing time blocks for class scheduling. The problem of fitting student and faculty demands into time blocks that worked for all has apparently been going on for several years and has not been solved to everyone's satisfaction. Different departments have different time block needs because not all courses (lectures/wet labs/computer labs/discussions) require the same time. The time block problem arose primarily due to the quarter semester conversion in 2016. 25-~~Life~~ Live was used by John Dirkse's Office to schedule time blocks about 10 years ago, in addition to manually scheduling large classes. This is not feasible anymore (25-Li~~f~~ve has not access to all rooms). Another software being used by some colleges/CSUs is ~~Aa~~dA~~a~~stra by Echo Project which was not adopted in the past because it was considered too pricy when compared to 25-Li~~f~~ve.

        ii. It was brought up that Charles Lam (and others) have spent time on this problem compiling a more comprehensive evaluation of the time block and course scheduling issue providing some solutions, based on a comparison of other CSUs and their time block management. The committee agreed to have a look at this data. It was also mentioned

that ChatGPT-open AI could be used to identify time blocks that work for scheduling most if not all courses. Some problems were identified, such as: Not all 4-unit courses have the same need of time. Time blocks overlap, making it difficult for students to build a schedule. An example from the Math Department was explained where a 50 min discussion follows a 75 min lecture as a 4-unit course, meeting several times/week. Other 4-unit courses are scheduled as lecture (twice a week, 75 min) with one lab (2.5 hours). Several versions of time blocks have been proposed but none has worked very satisfyingly in the past. Furthermore, it was mentioned that some faculties are hesitant to teach on Fridays, which has made scheduling in some departments difficult in addition to time block issues in contrast to students who would not hesitate to schedule courses on Fridays. No-compliance with past time blocks by some faculty/departments has also been an issue in the past.

iii. To improve scheduling and time blocks, we discussed generating data from senior students about their experience in developing a schedule each semester to graduate on time. Also having access to issues identified by department chairs in their meetings (DCLC) can be compiled and used for improvement. Grants might be available to support finding a solution, such as one from the American Association of College Universities (ASCU). This will help future schedulers (like us) to pay attention to certain courses, such as GE courses that conflict with courses in the student's Major to develop student-centered

course schedules. Advisors had also announced in the past that students had difficulties building their course schedules which might have affected their graduation time (data likely not available).

iv. To move forward, student schedules are available from Enrollment Management, however the number of attempts to schedule individual courses is likely not available. The most heavily used days for scheduling are always Tuesdays/Thursdays between 10 am and 2pm, followed by Mondays/Wednesdays, same time. In addition to data that Charles Lam compiled, Melissa Danforth also has access to data that may help develop better fitted and maybe flexible time blocks that can also be used by the Antelope Valley campus. The most flexible time block/scheduling system is the one from UC Davis that uses 50 min blocks. CSUB has traditionally 15 min before each course/lab for prepping. For a student satisfaction/experience survey on this issue, it was proposed to start a collaborative document by gathering questions (in box), maybe distributed by advising staff or ASI. It was concluded that the time block issue should be resolved this semester (handbook!) in anticipation of 4 additional referrals being in the pipeline to be sent to BDC.

7. **Old Business**

8. **Open Forum (Time Certain: 11:15 am)**

   a. Upcoming referrals: Special Report on Anthropology and curriculum proposals

9. **Adjourn**

Supporting Materials:

- **Standing Committee Roster:**

  https://csub.box.com/s/vprclsvq7ntefr07vydk9raqsjkmp8np

- **BPC Alternates: https://csub.box.com/s/442c2a6bwbaaibtfjwcn1jppchg0f0hn**

- **Senate Meeting Schedule:**

  https://csub.box.com/s/pzmgk5cjx8lr6zzhwm886fwm69qjarxc

- **BPC Notetakers: https://csub.box.com/s/5rxi0v2wnyk31j42vxulc0wj9t44mqzu**

- **Senate Orientation 2025 – 2026:**

  https://csub.box.com/s/ztdj3cmym3k8qfmhp226efk5qbidx548