

ARSC Meeting Minutes

April 4, 2007

Present: Larry Furukawa Schlereth (LFS), Katharyn Crabbe (KC), Carol Blackshire-Belay (CB-B), Sue Foley (SF), Rose Bruce (RB), Elaine Sundberg (ES), Barbara Butler (BB), Melissa Vandever (MV), Catherine Kroll (CK), Beez Schell (BS), Diana Grant (DG), Stephanie Dyer (SD)

Absent: Andy Merrifield, Scott Miller, Maryann Nickel, Eduardo Ochoa, Nadir Vissanjy

CB-B called the meeting to order. Agenda: review of Standard 3, all CFRs. Beez Schell is the faculty associate who worked on the CFRs for Standard 3. Additional agenda item: need to schedule additional meeting(s) of ARSC to complete work.

The following notes on comments regarding the CFRs were compiled by SF and ES:

- 3.1 - Combine two tables into one starting with 2002. Use head counts not FTE or FTEF. Don't include CIHS just core staff or could we differentiate in table. Maybe we should not have table in document and just link to it. Rose will work with HR on the numbers. Larry said the internal self study with external consultant of HR determined it to be overstaffed compared to other campuses. Audits are being done for each A&F area and will be on the A&F web page. Mention job opportunities and that we cover this move in 3.3. Link to process & policy. We have systems in place.
- 3.2 - The numbers in 3.2 & 3.5 should be aligned. Need both head count & FTES in faculty data. Breakout tenure track and lecturers. Work on clarity on table about degrees. In paragraph prior to this table delete only in the last sentence. Information should be discrete and not cumulative. We are underfunded compared to other campuses by \$6 million.
- 3.3 - Paragraph 2 - link to Faculty Affairs/Faculty Hiring web page. Paragraph three link to forms and process of staff evaluations. Paragraph 4 Delete everything after "Collective Bargaining Agreement. Current WTUs 15 having 12 in courses and 3 for advising and committee work.
- 3.4 - Paragraph 4 replace participate in with compete for. Paragraph 5 Include RSCAP. BB will send to BS the info on the new Library initiative – LTC. Also information needs to be included about CTPD, WebCT and the Library's instructional efforts.
- 3.5 - 06-07 budget waiting for CFA Agreement. LS commented that in general we should use a 5 year framework (either 5 years historical data or 5 year projections).

KC discussed that Student Affairs units, including Residential Life, Inter Collegiate Athletics, Learning Skills Services, and Pre-College Programs are developing educational outcomes/objectives in order to provide accountability measures for their work.

LS indicated that assessments are being conducted in all 9 units of A&F. The first to be completed is Human Resources. All areas will be complete by the time of CPR visit. Working with Pappas Consulting Group.

KC pointed out that WASC is most concerned that systems are in place.

- 3.6 Paragraph 1 - include the number of labs rather than say several. Paragraph 3 Library is open 94.5 hour per week. Will need to check the numbers of books, etc prior to finalizing document. Library has in addition to their strategic plan an annual review & mid-year course correction. They are drafting a fund raising plan.
- 3.7 - Larry will get CMS/PeopleSoft information to Beez. Need link to training pages. Include GEOTeam program.
- 3.8 - no changes
- 3.9 - Link to Charles Reed. Mention President's Advisory Board - Check with Dan Condron. Link CSU system accreditation page
- 3.10 - Include Periodic Review of Administrators. William Babula, Dean of Arts & Humanities is missing
- 3.11 - Evidence that they act Link to Agendas & Minutes and all committees EPC, APC, FSAC, SAC

The committee decided to schedule one additional meeting at this time. It will be April 26 from Noon-2 pm.