

CAMPUS REENGINEERING COMMITTEE MINUTES
April 16, 2004

MEMBERS PRESENT:

Larry Furukawa-Schlereth, Chair
Jenn Wong
Susan Kashack
Perry Marker
Nate Johnson
Richard Senghas for Andy Merrifield
Gloria Ogg
Floyd Ross
Katharyn Crabbe
Catherine Nelson
Katie Pierce
Jim Christmann
Letitia Coate
Melanie Dreisbach

Ruth Burke
Brynn McCandless
Tim Tiemens
Neil Markley
Lori Heffernon
Steve Wilson
Jane Wright
Sue Hayes
Edna Nakamoto
Rick Ludmerer
Melinda Barnard
Lynn McIntyre
Mike Kiraly
Janice Peterson

MEMBERS ABSENT:

Alan Murray
Sam Scalise
Bruce Walker
Jason Spencer

Eduardo Ochoa
Rand Link
Rich Marker

AGENDA

- I: APPROVAL OF THE AGENDA**
- II: APPROVAL OF THE MINUTES: February 20, 2003**
- III: VICE-PRESIDENT'S REPORT**
- IV: FACULTY/STAFF HOUSING**
- V: NEW ADMINISTRATIVE DUTIES**
- VI: ADMINISTRATION AND FINANCE ASSESSMENT STRATEGIES**
- VII: CAMPUS FINANCIAL AFFAIRS**
- VIII: ADMINISTRATION AND FINANCE BUDGET PLANNING**
- IX: ITEMS FOR THE GOOD OF THE ORDER**

I: APPROVAL OF THE AGENDA

Larry Schlereth brought the meeting to order at 12:15 PM. The Agenda was approved without objection.

II: APPROVAL OF THE MINUTES – February 20, 2003

Schlereth asked for a motion to approve the minutes of February 20, 2003. Kathryn Crabbe moved and Floyd Ross seconded the motion. No objections were heard. The minutes were

passed unanimously with abstentions from those not in attendance at the February 20, 2003 meeting.

III: VICE-PRESIDENT'S REPORT

Faculty-at-Large Member

Schlereth reported that Robert McNamara has been recommend for appointment by the Academic Senate to fill the Faculty-at-Large seat on the CRC.

Green Music Center Construction

Schlereth reported that the GMC construction bid openings have been moved to April 27th in order to allow firms extra time to complete bids.

Green Music Center Financing

Schlereth reported that the Foundation Board of Directors has approved a \$13,000,000 line of credit secured by donor pledges. This line of credit will be available for 4 years and will allow construction to begin on the Green Music Center. Moodys rated the debt very good or P1. Schlereth thanked Steve Wilson and Rick Ludmerer for their hard work on the project.

Excess Units Task Force

Schlereth reported that the task force has not yet met. The statewide academic senate has defined excess units as units in excess of 20% of the needed units to graduate.

Goals and Objectives

(Please see the April 16, 2004 Agenda Packet for this document)

Schlereth updated Members on the status of the Administration and Finance Goals and Objectives. Lined out items are complete. Lined out, bolded items are newly completed. Boxed items have been deferred.

Effort to Improve Campus Lighting

(Please see the April 16, 2004 Agenda Packet for this document)

Schlereth updated Members on the status of the campus lighting projects. Lined out items are complete. Lined out, bolded items are newly completed. Boxed items have been deferred.

IV: FACULTY AND STAFF HOUSING

Sue Hayes presented the land acquisition and financing status of the Faculty and Staff Housing project. The project will be financed using funds from Parking, Housing, and SSE. Administration and Finance will also contribute to funding. All funds will likely be repaid after full build-out in year ten.

Schlereth asked Members if this project, as presented, should continue given the current economic conditions. Catherine Nelson commented that unrestricted money should first be directed to the General Fund. She understands that most of these funds are restricted, however. Most agreed this project is important for the University in the long-term and shows a commitment to new faculty. Comments were also made regarding the low price of the land compared to local residentially zoned land prices. Crabbe expressed the need for staff housing as well. Richard Senghas is conflicted about the project given his role as department chair, however feels that accreditation groups look favorably on such projects. Jenn Wong commented that some students

may object to using student housing money for this project. Schlereth will bring this item back in May as an action item.

Neil Markley briefed Members on the status of due diligence and master planning. Due diligence is proceeding and we expect results toward the end of May. A sub-committee of the Faculty and Staff Housing Committee will be forming to select a master planner for the project. The master planning is expected to begin this summer.

V: NEW ADMINISTRATIVE DUTIES – 1992 – 2004

(Please see the April 16, 2004 Agenda Packet for this document)

Schlereth presented a list of 39 new administrative items Administration and Finance has been given over the past twelve years. These items include tasks to comply with laws and regulations; CSU and State mandates; and decentralized items. Administration and Finance has handled these duties with only \$344,889 in new funding over this same period. This indicates that staff is working harder with additional burdens placed upon them.

VI: ADMINISTRATION AND FINANCE ASSESSMENT STRATEGIES

(Please see the April 16, 2004 Agenda Packet for this document)

Assessment is an important component to an institution of higher education. Various academic assessments occur over a given year. Administration and Finance has not engaged in a formal assessment process. It is difficult to benchmark administrative functions as they vary from school to school. Audits are the closest tool to assessment that we currently undertake.

Schlereth asked if an assessment tool would be valuable for the Division. If so, what would be the best strategy for an assessment.

Most felt assessment would be useful and important. A variety of methodologies were discussed. Many faculty felt audits were very different from self-assessments. Most agreed the assessments are time-consuming and require resources.

VII: CAMPUS FINANCIAL AFFAIRS

(Please see the April 16, 2004 Agenda Packet for this document)

Schlereth data showing the CSU being increasingly underfunded by the State. Between budget reductions and underfunding, Sonoma State University is over \$14,000,000 underfunded. Some of the impacted items include instructional equipment, library materials, market salaries, training and development, deferred maintenance, and information technology. The public needs to be educated regarding these needs in higher education.

VIII: ADMINISTRATION AND FINANCE BUDGET PLANNING

(Please see the April 16, 2004 Agenda Packet for this document)

Schlereth present the Administration and Finance response to budget reductions. The reduction for 2003-2005 is 18% of the budget or \$2,775,473. \$1,493,328 has been identified through management, staff and operating expense reductions. The remaining \$1,352,145 (includes an additional \$70,000 for faculty and staff housing) is still unidentified. No objections were heard to the plan.

IX: ITEMS FOR THE GOOD OF THE ORDER

Perry Marker likes the new furniture at Toast. Schlereth commented that this expense was a budgeted SSE item.

Marker invited everyone to the new George Elliot Conference Room in the School of Education.
This room was funded by a donor.

Meeting was adjourned at 4:03pm.

Minutes prepared by Neil Markley