

CAMPUS REENGINEERING COMMITTEE MINUTES
December 17, 2004

MEMBERS PRESENT:

Larry Furukawa-Schlereth, Chair
Chris Fadeff
Alan Murray
Rand Link
Nate Johnson
Richard Senghas
Gloria Ogg
Rich Marker
Carol Ingerman
Catherine Nelson
Katie Pierce
Jim Christmann
Letitia Coate
Rick Luttmann for Melanie Dreisbach
Nadir Vissanjy
Sam Scalise
Eric Dickson

Edna Nakamoto
Eduardo Ochoa
Floyd Ross
Neil Markley
Lori Heffernon
Ruth Burke
Jason Spencer
Sue Hayes
Jason Wenrick
Rick Ludmerer
Katharyn Crabbe
Bruce Walker
Mike Kiraly
Jane Wright
Elizabeth Stanny
Brynn McCandless

MEMBERS ABSENT:

Tim Tiemens
Perry Marker
Melinda Barnard
Susan Kashack

Robert McNamara
Janice Peterson
Lynn McIntyre

GUESTS PRESENT

Santos Torres
Lou Anne Seaman

Lisa Coulter

AGENDA

- I: APPROVAL OF THE AGENDA**
- II: APPROVAL OF THE MINUTES: November 12, 2004**
- III: VICE-PRESIDENT'S REPORT**
- IV: UNIVERSITY STRATEGIC PLANNING**
- V: DIVISION ADMINISTRATIVE ASSESSMENT**
- VI: GREEN MUSIC CENTER SCHEMATIC DESIGN**
- VII: FACULTY AND STAFF HOUSING**
- VIII: FINANCIAL AFFAIRS**
- IX: COMMON MANAGEMENT SYSTEMS UPDATE**
- X: ITEMS FOR THE GOOD OF THE ORDER**

I: APPROVAL OF THE AGENDA

Larry Schlereth brought the meeting to order at 12:15 PM. Schlereth welcomed guests Professor Santos Torres, Lou Anne Seaman and Lisa Coulter. Schlereth also welcomed new Member Eric Dickson. The Agenda was approved without objection.

II: APPROVAL OF THE MINUTES – November 12, 2004

Schlereth asked for a motion to approve the minutes of November 12, 2004. Floyd Ross moved and Jim Christmann seconded the motion. The minutes were passed unanimously with abstentions from those not in attendance at the November 12, 2004 meeting.

III: VICE-PRESIDENT'S REPORT

(Please see the December 17, 2004 Agenda Packet for this document)

Schlereth added two items to his report: Salazar Hall Photocopier and Faculty Representative from Science and Technology.

Science and Technology Faculty Representative

Jim Christmann is rotating off the CRC and his replacement will be recommended by the Academic Senate. Schlereth thanked Christmann for his service.

Management Searches

The Senior Director for Entrepreneurial Services search has wrapped up and Schlereth is checking references on the selected candidate. He will be meeting with the search committee and making an announcement Monday afternoon.

The Associate Vice President search is underway with one more candidate to interview. Schlereth is hoping to announce selection before the holidays.

Emergency Preparedness

Emergency preparedness is becoming a high priority with the CSU. Additional resources may be required.

Division Financial Planning: 2004-2005 (Darwin Interim Plan)

Schlereth reviewed the worksheet provided. Information Technology was able to meet reductions with salary savings. The additional financial impact of the Darwin Interim Plan was also funded through salary savings.

Richard Senghas noted service pains in Information Technology. He cautioned future reductions could erode service.

Schlereth feels the 2005/2006 budget will improve if the Governor honors the Compact with Higher Education. The system should see growth money of 2.5%, with our campus likely growing 5-6% as we have capacity. The campus could potentially reach 12,000 FTE by 2015.

Information Security

Information security is becoming an increasingly important issue within the CSU. This may become an unfunded mandate for the campus to address. Sam Scalise indicated that this issue is also very important within technology. Information Technology currently uses a current position to address this need. Down the road, a dedicated position may be required to ensure security.

Web-Based Support

Scalise noted that Information Technology provides resources for web support. If a department is looking to utilize other resources, they must check with IT to ensure security and compatibility.

Division Employee Workstation Refresh

Schlereth presented cost figures associated with restarting the Employee Workstation Refresh program. Administration and Finance managers feel this is an important need and are willing to carve money out of their operations to fund the program. Ochoa believes the program is needed for Academic Affairs but does not feel they can pay the cost at this time. Schlereth asked Members for feedback. He will bring this item back in the spring.

Salazar Hall Photocopier

Sue Hayes had suggested placing a photocopier in Salazar to offer a convenient location for last minute copying. She noted the closure of Darwin has made copying inconvenient for those teaching in Salazar. Schlereth asked Alan Murray to look into this issue.

Rick Luttmann asked if bathrooms were being installed at the lab trailers. Schlereth responded that they were not. Ruth Burke commented that Science and Technology was looking into this issue.

IV: UNIVERSITY STRATEGIC PLANNING

(Please see the December 17, 2004 Agenda Packet for this document)

Report from the Steering Committee

Ochoa reported that the Steering Committee has been working with the facilitator in defining values of Sonoma State University. At the next meeting, the Committee will be creating profiles based on the reviewed template.

Administration and Finance Workgroups

Schlereth presented the list of Administration and Finance Strategic Planning Workgroups. These groups are forming and Schlereth asked Members to participate if they are able.

Draft External Variables

Schlereth presented the draft list of external variables affecting Administration and Finance's strategic planning. Ochoa feels the list should present external variables from internal responses separately.

V: DIVISION ADMINISTRATIVE ASSESSMENT

(Please see the December 17, 2004 Agenda Packet for this document)

Schlereth presented the Administration and Finance assessment strategy. Financial Services will pilot the program, followed by assessments of Entrepreneurial Activities and Capital Planning, Design and Construction. Schlereth is planning on assessing three cluster per year. Schlereth presented the assessment methodology for Financial Services. Rand Link suggested considering methodologies that may also be employed by NACUBO or a similar group. Discussion ensued.

VI: GREEN MUSIC CENTER SCHEMATIC DESIGN

Bruce Walker presented the schematic design for the Green Music Center. Discussion ensued. Schlereth noted that the schematics will be presented to the CSU Board of Trustees for approval in January,

VII: FACULTY STAFF HOUSING

(Please see the December 17, 2004 Agenda Packet for this document)

Land Acquisition / Due Diligence Status

Neil Markley updated Members on the status of land acquisition. Due diligence is continuing and we are hopeful to begin tiger salamander studies this Spring.

Financing Master Planning

Schlereth indicated he would like to begin master planning work on the site. This would be a risk because the tiger salamander issue has yet to be resolved. To keep on our timeline, however, we would like to begin this process now. The contract we would have with the firm would allow us to stop at anytime should we deem it necessary. Schlereth reviewed the 2004-2005 funding requirements for the project. The funding plan uses monies from Parking, Sonoma State Enterprises, Housing and Administration and Finance for the project. The money from Administration and Finance will come from the deferral of the employee workstation program for 2004-2005. Schlereth moved the Faculty and Staff Housing 2004-2005 Funding Plan. No objections were heard.

VIII: FINANCIAL AFFAIRS

(Please see the December 17, 2004 Agenda Packet for this document)

Extended Education

Schlereth reviewed the Extended Education Cash Analysis. Extended Education is facing a number of challenges including a summer faculty employment settlement, a reserve requirement and the need for business development funds. Primarily due to the summer faculty employment settlement, Extended Education is facing a projected fund balance deficit of \$476,632. Future funds are threatened as well, due to the impending loss of Summer Session classes. Only \$74,342 has been distributed to the schools and no further distributions are planned for this year. Richard Senghas noted that office expense budgets rely on the distributions from Extended Education. Sue Hayes feels impacts of year-round operations on all funds should be better communicated.

Foundation Financing – Green Music Center

The Green Music Center project will cost \$61,000,000 with \$17,000,000 funded through proposition 65 funds and \$7,000,000 through commercial activity financing. The Foundation Board of Directors approved the letter of credit at their recent meeting. The letters of credit represent little risk to the Foundation. The Foundation will be issuing four-year tax exempt notes in the amount not to exceed \$13,000,000 to partially fund construction of the concert hall portion of the project. These notes will be issued pursuant to an indenture entered into by the Foundation and a bank serving as trustee for the bonds. The donors' pledges, collateralized by their letters of

credit, will secure the notes. Should the \$13,000,000 not be raised in time to pay the notes, the donors will be responsible for repayment.

IX: COMMON MANAGEMENT SYSTEMS UPDATE

(Please see the November 12, 2004 Agenda Packet for this document)

Finance 8.4 Upgrade

Schlereth informed Members that the upgrade to 8.4 has been complete. Peoplesoft Finance is now web enabled and the old Bursar system has been shut down. Envision reports are being processed and are back on schedule. Letitia Coate thanked all those involved in the implementation.

HRSA 8.9 Upgrade

Schlereth informed Members that the next upgrade of HRSA will move toward a more commercial version of the Peoplesoft product.

Degree Audit Capability

This functionality allows students to track progress toward their degree. This allows students to project their courses based upon changes they may make. Katharyn Crabbe thanked all those involved with this project. Crabbe also noted that students are now allowed to pay online with credit cards. Technical questions ensued.

Benefits Administration Pilot

The Benefit Administration product will assist in workload issues, especially those created by temporary faculty issues. This product should assist streamline the process and could lead to allowing online access of benefit information.

21st Century Project – State Controller’s Office

This project connects our payroll systems with the State Controller’s Office. This would be a big improvement.

CMS Roadmap – Upgrades and Enhancements

Schlereth updated Member on the future of the CMS product. Discussion ensued.

Project Director

Schlereth noted that Scalise has taken over as CMS project manager with the departure of Steve Wilson. Schlereth indicated that another position would likely have to take on this role.

X: ITEMS FOR THE GOOD OF THE ORDER

Christmann thanked all those involved in the Darwin move particularly the moving crew. Murray presented various usage statistics garnered from the new Blackboard transaction system in Dining Services. Schlereth wished Members a good holiday season. He toasted Alan Murray’s service to the University and wished him well in retirement.

Meeting was adjourned at 3:50pm.
Minutes prepared by Neil Markley