

CAMPUS REENGINEERING COMMITTEE

April 14, 2006

MEMBERS PRESENT:

Larry Furukawa-Schlereth, Chair
Melinda Barnard
Erik Dickson
Melanie Dreisbach
Ian Hannah
Lori Heffernon
Brian Jersky
Mike Kiraly
Laura Lupei
Neil Markley
Catherine Nelson
Gloria Ogg
Katie Pierce
Anna Reynolds
Sam Scalise
Elizabeth Stanny
Jason Wenrick

Eduardo Ochoa
Letitia Coate
Christopher Dinno
Joel Grogan
Sue Hayes
Bill Ingels
Susan Kashack
Paul Lange
Rich Marker
Rick Luttmann for Elaine McDonald
Peter Neville
Janice Peterson
John Rauschkolb
Floyd Ross
Richard Senghas
Tim Tiemens
Dee Dee Brannan

MEMBERS ABSENT:

Tristan Kelley for Steven Campbell
Katharyn Crabbe
Carol Ingerman
Rick Ludmerer
Edna Nakamoto
Nadir Vissanjy

Dan Condron
Tyson Hill
Nate Johnson
Perry Marker
Eduardo Ochoa
Erica Wilcher

GUESTS PRESENT:

Dolly Freidel

Billy Lo

AGENDA

- I. APPROVAL OF THE MINUTES**
- II. VICE-PRESIDENT'S REPORT**
- III. WASC CAPACITY REVIEW**
- IV: STRATEGIC PLANNING**
- V: ONE CARD**
- VI: UNIVERSITY CENTER SCHEMATIC DESIGN**
- VII: FACULTY/STAFF HOUSING**

VIII: BEAUJOLAIS VILLAGE II
IX CAMPUS FINANCIAL AFFAIRS

I. APPROVAL OF THE MINUTES

Larry Furukawa-Schlereth called the meeting to order at 12:23 pm. Schlereth introduced and welcomed Billy Lo who would be sitting in on the committee as a guest from the Student Union. Schlereth noted that Rick Luttmann was attending the meeting as proxy for Elaine McDonald. Schlereth asked for a motion to approve the minutes of the March 17, 2006 meeting. Sue Hayes moved; Jason Wenrick seconded. No objections or changes were heard and the minutes were approved with abstentions from those who were not in attendance at the March meeting.

II. VICE-PRESIDENT'S REPORT

Service Awards – 40 Years

Schlereth asked that one of the members of the sub-committee for the 40 Year Service Awards would present the sub-committee's recommendation to the committee. Christopher Dinno described the proposal of creating a single monument that would consist of a curvilinear bench built into the berm between the Commons and the Student Union, facing the Commencement Lawn. The bench will be veneered with granite and the 40 Year Service Award recipients' names will be etched into the granite. There will be plenty of room to accommodate many future recipients. Additionally, a centerpiece medallion will be recessed into the ground in front of the bench featuring the SSU logo and a description of the 40 Year Service Award. The surrounding area will be re-landscaped. Schlereth called for a motion to accept this recommendation and forward it to the Campus Planning Committee and the Faculty Standards and Affairs Committee for approval. Melanie Dreisbach moved; Dinno seconded. No oppositions were heard and the recommendation was passed unanimously.

Emergency Preparedness Audit

The University Auditor is conducting an Emergency Preparedness Audit at the beginning of May and Schlereth expects that we will be seriously criticized for weaknesses in our emergency preparedness. The University will be required to close any audit findings in a six month time period. If there are any findings, they will drive issues of resources when we get the audit results. Schlereth expects that any findings will be focused on lack of training and it will be more an issue of time rather than money. SDSU is currently being audited, and eight campuses will be audited on their emergency preparedness programs.

Bird Flu Pandemic

The Chancellor has mandated that each campus generate a business continuity plan addressing the possibility of the bird flue pandemic by the beginning of May. Because the University is a location of high public access, if the pandemic does hit, there is the potential that the University may be shutdown. We then need to determine how we take care of our residents and continue payroll as well as other concerns. A task force, coordinated by Tyson Hill and Ian Hannah, has been assembled.

Recital Hall Tab Arm Chairs

Dinno passed around a rendering of the tab arm chairs that will be used for the GMC recital hall. The chairs in the concert hall will be teak, non-tab arm chairs. Dinno provided an example of the concert hall chair.

Common Management Systems

Upcoming is a major PeopleSoft upgrade of version 8.0 to version 8.9. Jason Wenrick explained that the HRSA portion will go live in October and the Finance portion will go live in 2007. Eventually, we will also need to upgrade to Fusion which is a combination of the PeopleSoft and Oracle software. This change will be almost as significant as the change to PeopleSoft. Because of the eventual change to Fusion, we would like to stay on version 8.9 as long as possible, but Human Capital Management is going to need another upgrade to 9.0 prior to the Fusion changeover. These changes have huge implications for the CMS team; additional resources may be needed and there will need to be significant training for faculty.

Accessible Technology

We will be impacted by a new law requiring all technology to be accessible to people with disabilities. Our policies for dealing with this are currently reactive, for example, students must register with Disabled Student Services in order to be accommodated. The new law requires that we be more proactive. Everything needs to be accessible at all times, before a student requesting accessibility. This has huge implications for the faculty; it affects web pages, applications, course materials and many other aspects. The possibility of creating a task force comprised of representatives of faculty, finance, an expert of disability issues and the union was discussed.

Fees in Trust

A significant change in next year's budget is that student fees, rather than being turned over to the state treasury, will be deposited locally and the University will have the opportunity to invest these funds. Currently the Financial Officer's Association (FOA) is analyzing the impact that this change will have on our business operations. It appears that this will be a dramatic change for the institution and will necessitate the reengineering of at least 50 of our business processes. These changes should be invisible to the outside world, but will have significant impact on the workload of our finance department. FOA is working on the development of a set of best business practices that will hopefully be adopted throughout the CSU. Letitia Coate is chairing the FOA's Best Practices Initiative Steering Committee. Coate spoke about a few of the large changes and expressed the hope that this change will help streamline accounting processes and make the campuses more able to meet GAAP deadlines. Other than the CMS project, this is the first time that the system has done a major implementation with each campus participating from the beginning. Coate will provide the committee with regular reports.

III. WASC CAPACITY REVIEW

(Please see the April 14, 2006 Agenda Packet for this document)

Schlereth brought to the committee four of the CFRs that were presented as first readings at the March meeting. Additional CFRs will be presented in May. The committee reviewed 1.3, 1.8, 3.9 and 3.10 and suggested various changes and additions. CFRs 1.3, 3.9 and 3.10 were approved with changes. CFR 1.8 had substantial changes suggested and will be brought back to the committee in May.

IV: STRATEGIC PLANNING

(Please see the April 14, 2006 Agenda Packet for this document)

Campus Activities

The University Strategic Planning Committee met last week and crafted language to define the goals for the university wide plan. These goal statements, along with the University mission, vision and core values, will then go out to the entire campus community for discussion, to be ratified in the Fall.

Reports from the Clusters

The Division strategic plan is created on the assumption that the university-wide goals will be accepted. There are objectives listed within the goals which reflect the five year plan. Additionally, there are listed specific annual initiatives within each of the objectives. Each Senior Director has been tasked with creating a timeline and budget for those initiatives that fall within their responsibility.

Initiatives for 2006-2007

Schlereth discussed briefly some of the initiatives listed for 2006-2007. Each objective will be discussed in further detail when presented for action to the committee.

V. ONE CARD

(Please see the April 14, 2006 Agenda Packet for this document)

Schlereth provided a recap of the initiatives for 2006-2007 related to the One Card project and expanded on strategies of how to accomplish these initiatives along with the potential costs. Schlereth noted that this project would most likely not be able to have any general fund dollars so the emphasis will need to be on how Entrepreneurial Services will be able to fund it and the possibility of reassigning people. Discussion ensued with Elizabeth Stanny emphasizing the point that this project is not one that we are mandated to do and Melinda Barnard pointed out that in weighing the issues, this project seemed less urgent. Schlereth pointed out that the driving factor is the keyless lock system which is a security issue. Additionally it would help keep us competitive with other schools and enhance convenience for students.

VI. UNIVERSITY CENTER SCHEMATIC DESIGN

(Please see the April 14, 2006 Agenda Packet for this document)

Associated Students would like to hire the architect for the University Center schematic design before the end of this academic year. In order to fund the Administration & Finance portion of the schematic design, funds from division year end could be used.

This is necessary because Entrepreneurial Activities is not in a position to be able to provide this funding. The Student Union and Associated Students would also pay for part of the schematic design. The issue is that in previous years, year end funds have been used to prop up gaps in funding. The Project Manager would be funded solely from Entrepreneurial Activities and the design development would be split among Entrepreneurial Activities, Student Union and Associated Students. Possible funding sources are reengineering activity such as the outsourcing of the Bookstore. This could generate revenue streams to fund the Project Manager position and design development. Stanny asked if the year end funds from Administration and Finance could be considered a loan to Entrepreneurial Activities and Schlereth replied that this is a possibility. Entrepreneurial Activities does not currently have the funds because of the enrollment shortage and it would be a year or two before they could pay back the Division.

VII. FACULTY/STAFF HOUSING

(Please see the April 14, 2006 Agenda Packet for this document)

The Environmental Impact Report needs to be done soon, preferably before the end of this academic year. The Project Manager position may be able to be split with the Beaujolais II project. Once again, SSE is not able to fund these initiatives so the funding probably needs to come from year end funds this year and salary savings next year. However, these costs in addition to the University Center costs will max out or exceed the year end funds.

VIII. BEAUJOLAIS VILLAGE II

(Please see the April 14, 2006 Agenda Packet for this document)

The funds for the housing demand study should be able to be supplied by Housing. However the Project Manager would need to be paid out of Administration and Finance funds. This Project Manager position could be shared with the Faculty/Staff Housing project and for the first year, not much will need to be done for the housing project.

IX: CAMPUS FINANCIAL AFFAIRS

(Please see the April 14, 2006 Agenda Packet for this document)

2006-2007 General Fund Budget Planning

Schlereth reviewed the 2006-2007 projected new general fund dollars. Administration and Finance growth money is about \$267,000. This money is meant to offset growth implications so the majority of it should go to Business Services, however, because of a number of mandates, this money will instead go into funding the second GAAP accountant, the workstation refresh program and the CMS Director position. Additionally, the Foundation and Grants and Contracts need more support in the accounting area and permanent funds need to be identified for staffing in Instructional Technology.

One possible way to fund these mandates is to increase institutional support costs from special funds. For example, we currently charge 5% of revenue to the auxiliaries for accounting and we could increase this percentage. Spreading out the cost increase

amongst the special funds would broaden but soften the blow. Alternatively, we could charge grants and contracts only by increasing the IDC. Discussion ensued with members expressing concern of putting so much pressure on one area, however, it would only affect those who are benefiting from those services rather than affecting everyone as the broader cost increase would. Lori Heffernon discussed how SSU has a disproportionate Grants and Contracts area for our size and this makes it difficult to manage and subsidize. Additionally, we do not receive very many federal grants, which places us in a challenging cash position. In the current climate of audits and returning revenues due to audit findings, it is very important that the University focus on adequate handling of the Grants and Contracts program. Lastly, it is a possibility to tax the endowment; however this would decrease the amount of money being distributed to the schools.

2004-2005 External Audit

Schlereth announced that the external auditors have given an unqualified opinion which is a tribute to our fantastic accountants and financial staff. Coate will review the financial statements in more detail at the May meeting.

Richard Senghas will be leaving on sabbatical and will not return to his position on CRC. The School of Social Sciences has determined that Dolly Freidel will be his replacement; she will be joining the committee as a full member next month. Schlereth thanked Senghas for his time serving on the CRC.

Schlereth adjourned the meeting at 3:54 pm.

Minutes prepared by Laura Lupei.