

CAMPUS REENGINEERING COMMITTEE

December 5, 2008

MEMBERS PRESENT:

Larry Furukawa-Schlereth, Chair
Courtney Buljan
Ruth Burke
Letitia Coate
Jenifer Crist
Erik Dickson
Christopher Dinno
Joe Diver
Peter Flores
Dolly Freidel
Ben Ford
Bill Fusco
Ian Hannah
Sue Hayes
Lori Heffernon
Tyson Hill
Bill Ingels
Carol Ingerman
Nate Johnson
Susan Kashack
Kelley Kaslar
Mike Kiraly
Paul Lange

Matthew Lopez-Phillips
Rick Ludmerer
Laura Lupei
Nicolette Margi
Neil Markley
Elizabeth Martinez for Melinda Barnard
Scott Miller
Peter Neville
Eduardo Ochoa
Gloria Ogg
Janice Peterson
Derek Pierre
Anna Reynolds-Smith
Chuck Rhodes
Robert Rosen
Floyd Ross
Sam Scalise
Kathleen Spitzer
Tim Tiemens
Tim Wandling
Jason Wenrick
Xiaodong Zhu

MEMBERS ABSENT:

Dan Condron
Robert McNamara
Erica Wilcher

Perry Marker
Susan Moulton

GUESTS PRESENT:

Elaine Leeder

Jann Nunn

AGENDA

- I. APPROVAL OF THE MINUTES**
- II. VICE-PRESIDENT'S REPORT**
- III. FINANCE**
- IV. HOLOCAUST AND GENOCIDE MEMORIAL GROVE**
- V. ALTERNATE TRASPORTATION REPORT**
- VI. FACULTY STAFF HOUSING UPDATE**
- VII. CLASSROOM RENOVATION PROGRAM**
- VIII. CMS CAMPUS BASED EXECUTIVE COMMITTEE**
- IX. DIVISION STRATEGIC PLAN**
- X. GOOD OF THE ORDER**
- XI. TOUR OF TUSCANY**

I: APPROVAL OF THE MINUTES

October 24, 2008

Larry Furukawa-Schlereth called the meeting to order at 12:15 pm. The minutes from the October 24, 2008 meeting were approved unanimously with abstentions from those who were not in attendance at the October meeting.

II. VICE-PRESIDENT'S REPORT

(Please see the December 5, 2008 agenda packet for related documents)

Enrollment Challenge

Schlereth described that as a result of the 16 unit cap policy in place for the Spring semester, relatively few classes are available for first registration, particularly at the freshman level. Discussion ensued at the Academic Senate on 10/4 to find a way to alleviate the frustrations of these students. Schlereth, as CFO, agreed at the Senate to strive to find the monies needed in order to open additional courses sections. Schlereth emphasized that students are the primary reason we exist and stated that he met with Eduardo Ochoa and Matthew Lopez-Phillips in order to discuss means for immediate action. It was determined that \$425,000 would make a substantial difference in opening courses, with an additional \$25,000 specifically to open the UNIV 238 – Leadership course. Schlereth had \$450,000 in emergency funds transferred immediately to the Provost's Office in order to mount classes. The ultimate source for these funds has yet to be determined but a financial team will be working together to determine the best source.

Ochoa announced that an additional supplementary first registration period will be provided, allowing for students to register for at least 12 units. Lopez-Phillips added that a registration lab will be set-up with support structures in place for assisting students to

register during this period. Scott Miller asked if there was a sense of what had caused the problem. Lopez-Phillips stated that it looks as though the unit cap created more pressure on upper division and second year students to add additional courses due to the low availability. There were very few petitions by students needing to enroll in more than 16 units. The new supplemental registration period will provide priority to students who are currently enrolled in less than 12 units.

Ochoa explained that next year's budget will be an important item to look at now as the excess student fee revenue will go away as the FTES figures are brought back into target and the mid-year cuts become permanent. Schlereth affirmed that more info on the budget situation would be provided at the upcoming Town Hall meeting and President's Budget Advisory Committee meetings, both to be held on 12/18.

Baseball Batting Cage Facility

Schlereth stated that the architectural drawings for the proposed Baseball Batting Cage Facility came in over budget. The drawings are currently being re-worked but this is causing a delay in the completion timeline for this project.

Non-Discrimination Policy

Rick Ludmerer reported that Joyce Suzuki met with the committee to review the Non-Discrimination Policy and the committee has decided to leave the policy unchanged. However, this item will be discussed by the President's Diversity Council to see how to address the original issue.

Service to Students: Evening and Weekends

Chuck Rhodes mentioned that the committee continues to meet but there are no new items to report at this time.

Clery Act Policy

Nate Johnson stated that a draft policy should be ready for review at the March/May CRC.

Travel Policy Changes

Schlereth stated that the CSU continues to move forward on changes to the travel policy. The main changes include:

- Pre-approval for trips will still be required but the method will be left up to the campus. Schlereth requested volunteers to serve on a sub-committee to review pre-approval. Gloria Ogg, Sue Hayes, Elizabeth Martinez, Sam Scalise, Ruth Burke, Bill Fusco, Gustavo Flores, and Erik Dickson either volunteered or were nominated.
- Travel advances are being reviewed in an attempt to simplify or minimize their use.

Facilities Assessment

The assessment of Facilities Management will be underway by the beginning of January. Schlereth mentioned that various individuals and focus groups would be interviewed as part of the process.

Management Training Program

Kathleen Spitzer stated that a review committee had been formed and convened in order to commence an assessment of the success of the program up to this point. During the first meeting, comments were mixed and much of the conversation revolved around misperceptions of the program. Spitzer announced her personal confidence in the Management Trainee group but recognized that other viewpoints existed. Schlereth stated that he is looking for direction from this group as to whether the program should be continued. Ogg reminded everyone that the work will need to be done, regardless of whether someone is hired from within or external candidates are considered. Wandling stated his support for a program offering opportunities for employees to move up considering it would not represent a new cost to the University. He believes that the concerns surrounding the program are related to the misconceptions and suggested having the program described at a future Academic Senate meeting. Martinez indicated that it is inequitable that current SSU PhD fellowships are not allowed to work at the University. Carol Ingerman suggested that the committee speak with each of the Management Trainees in order to hear of the work each is performing and their experiences in the program. She added that as a former trainee, she is very supportive of the program and the opportunity it provides. Sue Hayes added that some individuals simply perceive the false notion that Management Trainees are undergrad students with management jobs. Schlereth requested that Spitzer re-convene the review committee and determine whether they recommend continuing the program. He also asked Miller to place this item on a future Academic Senate agenda.

Seawolf Gym Name Change to Wolves Den

Schlereth announced a proposal requesting to change the name of the Seawolf Gym to the Wolves Den. Fusco stated that the Student Athlete Advisory Committee, the Athletics Advisory Council and the University Athletics Association all unanimously agreed to recommend the name change. Discussion ensued but no opposition was expressed to the proposal. Schlereth requested that the ASI Board discuss and make a recommendation as well. A sub-committee of the CPC will evaluate the name change for final approval.

Green Music Center and the Professional Schools Building

Schlereth announced that Christopher Dinno was successful in placing two SSU capital projects on the current State proposal request to be placed on the U.S. Economic Stimulus Package. The CSU has 36 projects on this proposal and SSU holds two of these projects - the GMC and the Professional Schools Building.

State Controller's Audit

Schlereth stated that the State Controller's Office has completed an audit of the campus. The audit looks at internal control procedures and the management of our funds. Sonoma is the second CSU campus to receive this audit after Sacramento State. The draft report lists five findings which will soon be made public and available on the web once released. Miller stated that this would be a good item for the Academic Senate Executive Committee to discuss.

Center for Culture, Gender, and Sexuality

Schlereth indicated that the two newly formed Diversity committees could provide some direction for the CCGS. The Student Union has decided they are no longer able to fund this program as it is not core to their mission. Peter Neville will oversee CCGS for the Spring semester, with his salary to be absorbed by the Administration and Finance Division. Schlereth stated that he is looking for faculty interested in taking release time in order to support Neville in overseeing CCGS. Wandling commended Larry's comments and support for CCGS.

Tuscany in Residence Program

Schlereth discussed the concept of a second in-residence program to be placed in Tuscany Village. He recommended having a diversity concept tied into the curriculum. Rhodes and Dolly Freidel mentioned they believed the International House concept was working toward the diversity centered faculty in residence program. Discussion ensued regarding how to choose the faculty member that would be supporting the program. Lopez-Phillips added that the individual would have release time in order to participate in the program. Hayes mentioned that their coursework would need to be replaced. Erik Dickson stated that it is an important decision with sensitivity regarding how the process is handled. Martinez felt it should be up to the Academic Senate to determine. Wandling expressed that the decision should be made soon but that the proper place would be for the Senate Structures and Functions committee to discuss. Miller and Ochoa suggested appointing an interim person in the mean time, allowing informal consultation. Rhodes stated he would re-convene the review group to discuss and come back with additional input.

University Center

Schlereth stated that the University Center is officially a year behind at this point due to the current enrollment growth uncertainties.

Office Manager – Assistant to Vice-President

Schlereth informed everyone that Barbara Danelia would be replacing Dee Dee Brannan as his assistant as well as becoming the Office Manager for the Administration and Finance suite.

Barnes and Noble Web Link

Schlereth mentioned that the concept of providing a link to the Barnes and Noble web page with textbook listings during the student registration process in Peoplesoft has already been discussed and endorsed by the CRC. The Associated Students Senate endorsed the link as well. There has been some recent concern that the Academic Senate was not consulted on this item. Wandling asked why the Barnes and Noble link would be allowed on the SSU webpage, whereas links to other external businesses are not allowed. Schlereth stated that since an RFP process was completed in order to select Barnes and Noble as the campus bookstore, they are not viewed as an external party for the purpose of the link, but rather as a partner to the campus.

Wandling asked when the contract with Barnes and Noble would end so the campus community could provide input and get involved before a renewal contract were to be issued. Markley replied that approximately 2.5 years remained on the contract, with a five year renewal option at that point. Schlereth noted that once approximately one year remains on the contract, the campus should discuss this item once again.

III. FINANCE

(Please see the December 5, 2008 agenda packet for related documents)

Schlereth discussed various items related to the financial status of the campus.

SSU 2008-09 Budget Reductions

The Fall 2008 one time reduction to SSU is in the amount of \$711,000 and the projected mid year permanent reduction for Spring 2009 is approximately \$2M.

Schlereth discussed the pending financial concerns for 2008/09. The most significant concerns discussed include the following:

- Direct instructional costs associated with over-enrollment, equaling \$450,000, was allocated to Academic Affairs on 12/5. This will cause for a sacrifice of some sort on the campus but allows for class availability. The campus plan remains to open 2009/10 at the target of 7,500 FTES. CSU campuses have been informed by the Chancellor that they will not be allowed to keep the SUF revenue from over-enrollment figures beyond 2% of target.
- The operating budget of the Grants and Contracts program will require support.
- The challenge exists of adding base funding for the Faculty Development and Repairing the Base initiatives.
- Rising energy prices are resulting in approximately \$250,000 in unfunded mandatory costs in the campus Utility budget. Wandling asked if the recent decrease in oil prices would help with the utility budget. Dinno responded that the change is immaterial since the campus engages in contracts at fixed prices.
- There is a cost of approximately \$400,000 associated with implementing the various recommendations identified in the recent Information Security Audit.

- The Foundation is confronting a liquidity issue relating to the 09/10 endowment distribution. This is due to recent market losses on the endowment of approximately 25% since 6/30/08. Around 30% of the approximately \$1.2M annual endowment distribution is allocated to scholarships.
- The main issues in the Student Union are nearing resolution as the operating deficit and negative fund balance are being absorbed from salary savings due to intentionally unfilled positions in Administration and Finance. In addition, the approximately \$1.7M unfunded liability related to post employment retiree benefits of Student Union employees will now represent a liability on the books of CalPERS as opposed to the Student Union. Miller requested that Schlereth make a status report to the Academic Senate regarding this item.
- Extended Education is anticipating an operating deficit in 08/09 and 09/10, is not in compliance with its debt service requirements, and is not currently in a position to make a distribution to the schools. Should the Foundation and Extended Education be unable to make a distribution next year, this would essentially represent a budget cut to the campus, primarily to Academic Affairs.
- The operating deficit in Athletics is also being absorbed from salary savings due to intentionally unfilled positions in Administration and Finance. Currently the funding for annual scholarships in Athletics is being raised during the same year that they are given out. This will prove to be much more difficult in the current economic times.

CSU Compact Support Budget Plan

The CSU Board of Trustees are asking the State for approximately \$341M in order to fund the compact for 09/10. However, the CSU does not anticipate for this level of funding to be honored due to the financial condition of the State. Generally speaking, SSU's portion represents approximately 2.3% of this total.

SSU Budget Priorities

Schlereth first discussed the campus budget priorities at the last meeting but this document is now being brought back in order for the CRC to take a position on the stated priorities.

Mandatory costs are focused in the areas of employee benefits, new space and utilities. Compensation is a systemwide budget priority which is being deferred due to the budget issues. The President has committed to funding enrollment growth at an 18.9 SFR, a 75%/25% tenure track to lecturer mix, and at the CSU base starting salary for new faculty. These funds will not be taken off the top of the budget in order to provide full marginal cost funding for academic support, student services, and institutional support. Schlereth stated that he would work with the budget office in order to determine the projected growth in FTES and expected allocation of funds to each area. Another budget priority relates to allocating a total of \$1M to the base budget for faculty development and another \$1M augmentation to repairing the academic base by 2011-2012. The campus also has some long term needs, including Information Technology—

mainly in the area of instructional technology—libraries, maintenance, and student services. Schlereth also reviewed the primary capital outlay budget priorities.

Schlereth mentioned that it is likely many of these priorities will be pushed back up to three years due to the current State budget situation. He added that State support continues to become a smaller portion of total funding on the campus, forcing us to become more reliant on student fee revenue, donations and other external funds. Wandling stated that he sees this document as a long term direction, despite budget woes and is in support of endorsement.

Hayes motioned to endorse the document; Ross seconded; no objections; abstentions from those not present at the meeting.

IV. HOLOCAUST AND GENOCIDE MEMORIAL GROVE

(Please see the December 5, 2008 agenda packet for related documents)

Elaine Leeder, Dean of Social Sciences and Jann Nunn, Associate Professor and sculptor, attended as guests in order to discuss details of the Holocaust and Genocide Memorial Grove project. Leeder introduced the project and then played a DVD presentation. The grove is being constructed to memorialize the victims of genocide. Railroad tracks and glass designs are used to create the sculpture. All are invited to participate in the grove by purchasing bricks of names of people they would like to remember for Holocaust or other genocides. Nunn explained that she spent exclusively all her time outside of teaching on this project over the past year and thanked the facilities crew and the donors for their support. Leeder stated that this is an on-going project in terms of completion but the kick-off event will be held 3/29/09. Johnson thanked Leeder and Nunn for the history, explanation, and hours donated to the project. He added that he sees potential safety or vandalism issues and stated that he would work with Dinno on this.

V. ALTERNATE TRANSPORTATION REPORT

(Please see the December 5, 2008 agenda packet for related documents)

Johnson stated that the Alternate Transportation Committee met recently to discuss connecting the bike pathways with the city of Rohnert Park. The committee also received input from UC Davis regarding bike issues and learned they have approximately 20,000 bikes on campus within 90 square miles. No vehicles are allowed on the inter-core of campus during certain hours of the day. At SSU, more bike racks have been added around the ETC area and additional bike racks may be added in the residential community.

VI. FACULTY STAFF HOUSING UPDATE

Item deferred.

VII. CLASSROOM RENOVATION PROGRAM

Item deferred.

VIII. CMS CAMPUS BASED EXECUTIVE COMMITTEE

(Please see the December 5, 2008 agenda packet for related documents)

Item deferred.

IX. DIVISION STRATEGIC PLAN

(Please see the December 5, 2008 agenda packet for related documents)

Item deferred.

X. GOOD OF THE ORDER

Schlereth announced that Fridays at Four would be taking place in the University Club immediately following the Tour of Tuscany.

XI. TOUR OF TUSCANY

Dinno led a tour of the Tuscany Village residential community following the CRC meeting. This project is scheduled to be completed before the beginning of the Fall 09 semester.

Schlereth adjourned the meeting at 3:15 pm.

Minutes prepared by Ian Hannah