MINUTES

TO: Educational Policies and Programs Committee

FROM: Taylor Herren, Secretary

DATE: October 30, 2014

SUBJ: **EPPC MINUTES – October 30, K-207, 2:30 p.m.**

Members present: Boyd, Donoho, Ellingson (Schindler), Ford, Janos, Kaiser, Livingston (Wolf), McConkey (Lee), Nichols, Roll (Thompson), Rowberg, Schierenbeck, Kemper, Postma, Trethewey, Baumgartner-Lee (Aird), Herren

Meeting called to order at 2:31 pm

1. Approve **minutes** of October 9, 2014 meeting
   Minutes approved

2. Approve today's **agenda**
   Agenda amended to add a new "a. Joe Crotts Parliamentary Procedure" and move the CBA update to "b." **Approved**

3. **Announcements**
   (Kaiser) Pumpkin drop
   Choir qualified to go to Carnegie Hall and they have to fund-raise the money. Veteran's Day Concert, one in the morning and one in the night (details forthcoming)
   (Roll) Poverty project, CSU Chico and Butte College has been asked to partner on a civic engagement project
   (Boyd) Shifting Senate Agenda, changed EPPC calendar. Additional EPPC meeting on November 20th.

4. **Chair's Prerogative**
   a. Amend: Time certain 2:40 Joe Crotts Parliamentary Procedure

   (Boyd) Explain the process in which agendas are approved. When do we need formal motions to include things on the agenda. If there is ever concern about process please let Chair Boyd know so she can address any issues.

   (Crotts) Agendas can be approved formally or informally.
   - Formal approval looks the same as a main motion, needs a second, open for discussion.

- Informal approval requires that the chair brings forth the agenda and asks if there are any modifications or changes.

Once the agenda is approved then everything on there has been approved.

Once the committee arrives at that item the chair recognizes the person or committee who is presenting it. If it has been introduced earlier as an introduction item it follows the same process. If a motion comes from a committee or a sub-committee from within that group it requires no second because the actions of that group have already been authorized by the larger group. Same applies for action items since the item was already approved as an introduction item.

If the item on the agenda came from one person it needs to be identified, the committee would need to have persons on the committee move and second it.

Most of the items that EPPC considers are moved by a college committee and brought to EPPC. It has to come through this body it has to have come from EC, faculty committee.

(Comment) Public agency doing the public's business therefore we have to follow certain laws. Adjusting the agenda after 72 hours has passed is very rare. Require notice of the meeting to go out.

(Boyd) EPPC has a 5 day notice and 48 hour agenda posting timeframe.

b. Update – Collective Bargaining Agreement – Charles Turner, 2:45 pm
(Turner) Update on upcoming CBA requirement. Three campus wide workshops. The tentative agreement was set two weeks ago. This week has been busy with campus outreach efforts.
CFA prioritized salaries, pensions and healthcare. Where it says SSI max the cell that those words are in corresponds horizontally with the annual salary.
What is the difference between SSI max and max? Range max is the most that you can earn in the salary range and SSI shows what one can earn in the SSI category. It is used as a mean of measuring and evaluating who is in a bad position salary-wise.

Discussion:
- So how are they going to classify the service salary? The only raise that new faculty have got since economic downturn was when they were promoted. If they become an associate professor they can earn anything within the SSI range max. What if somebody went from associate to full? If someone is an assistant professor they are tempted to leave because they cannot afford to stay. Is there anything being done for those people? This contract is a remedial step towards fixing the problem.
- Is it possible for an assistant professor to also get an increase? Absolutely, that needs to happen on every campus for CFA to feel like it has been taken seriously by the CSU. President Zingg is going to implement a campus equity program.

- Having an opener that only focuses on salary keeps that out front and the thing of focus. We can take a look and see what things across the CSU look like and compare. Dealing with the compression at the maximum level of the SSI max is probably the least fair part of this contract which has an impact on full time professors that have been in their position for a longer amount of time. Last year there was 0% raise and this year there is a near 5% raise plus the campus equity program.

5. Proposed new center: California Mechatronics Center (presented by: C. Hsu & N. Repanich) – **Action Item**
   - Substitute document Moved by Nichols, second by Kaiser, passed unanimously.
   - (Repanich) California Mechatronics center is project within the foundation and has been funded between $150-500,000. Full time staff engineer and 50-60 students, pretty well-established group. Move censors around, right now are working on a type of earthquake center. Not able to go out and advertise as a center the way we want to, becoming a center could stabilize revenue stream. Do not like to focus on one project per year and this would allow the program to have multiply projects. Establishing a formal center should not be too difficult, not much to change about operation. The other thing that the group will do is work on automating custom machines and they are planning to start some online chat rooms and online engineering tools. Team of students who are trained to help people with questions and provide services.
   - Concern was raised over control of the project, especially since they are working with a big industry. Does not like the naming of people in the board of directors. There are not requirements for the seat on the board. As a living document you do not want to have names on it. Is the student representative from the institute of mechatronic engineers a Chico State student? We need to make sure that it is a Chico State student and that there is control on this campus.
   - Discussion over Board of Directors:
     - The founding members of the board will be appointed by. "At the resignation of a particular board member the remaining board members will fill that seat".
     - Repanich is director of mechatronic center. Suggests amending the text to read, include positions and CSUC in front of student organization. You could put the title in front of the name for point of clarification.
     - Want a representative from the Dean's Office, the Research Foundation and the person from the industry (1 CSUC community member, 1 either community or industry member, 1 student, dean, director, RF).
     - McConkey **moved** the Board of Directors list be changed to read "the board of directors will consist of six members, (dean's office, research foundation, center director, one member from the CSUC community and a representative from the CSUC community or industry and a non voting student representative appointed by American Institute for Mechatronic Engineers from the CSUC community.)" (**amendment passed**)
   - Kaiser **motion**: in the paragraph that says "at the resignation of any board member" (page 6, paragraph 4), add "voting" before "board member". (**amendment passed**)
   - Page 5, third paragraph from the bottom, question over the word "notoriety". Determined to be an editorial change.

6. Proposed name change: Certificate in Electronic Printing and Publishing (presented by: T. Welsh) – **Introduction Item**
   Background: Students are not signing up for it. The old name was meant to describe a certificate that reached students how to turn documents into PDFs. In the meantime there have been many classes on course design that have been introduced. Different than computer science which is low level designing. Thought it would be a good idea to change its name of the certificate and revise the course to include more integrative courses.

   Discussion:
   - Certificate in Web Design and Publishing is what the new name would be.
   - It is typical procedure to change name and then build a new program underneath it.
   - They have already submitted the paperwork to make the minor changes to the program.
   - What percentage of the old certificate is remaining? Is this a way to go around the process of introducing a program? This is not a program it is a certificate. The certificate involved some basic graphic design courses, where it deviates is towards the publishing part. *Response:* CDA 103 still part of it, intro to technical writing is another option, writing for mass media lives in 260 are as well. About 70% of the courses are the same.
   - If you are writing new courses don't they still have to come through us? *Response:* No.

7. Other

8. Adjournment, 3:51 pm