

**California State University, Chico**

Academic Senate  
(530) 898-6201, Zip 020  
MEMORANDUM

**ACADEMIC SENATE MINUTES**

Thursday, October 15, 2015, 2:30 p.m., K-207/209

**PRESENT:** Boyd, Cross, Crotts, Donoho (Sager), Elrod, Ford, Gray, Heilesen, Hoffman, Janos, Jarquin, Kemper (Schierenbeck), Kipnis, Kirchhoff, Livingson, McConkey, Meadows, Nichols, Ponarul, Pratt, Ratekin, Roll (Thompson), Rowberg (Kipnis) Schierenbeck, Scholz (Sistrunk), Schulte, Seipel, Selvester, Sistrunk, Stapleton (Ford), Thompson, Traver, Wilking

**ABSENT:** Boura, Calendrella, Zingg

Chair Boyd welcomed everyone and called the meeting to order at 2:30.

1. Approve Minutes of October 1, 2015.

The minutes were approved.

2. Approve Agenda.

The Agenda was approved.

3. Announcements.

- California Faculty Association Chapter President Charley Turner was recognized from the gallery and announced that CFA would be holding a vote from Monday, October 19 at 9:00 am to Wednesday, October 28 to determine if the members will go on strike. Members were informed they can vote electronically anytime, or that if they prefer a paper ballot, there will be table on Trinity Commons Monday, the 19<sup>th</sup> from 11:00-2:00, and Tuesday, the 27<sup>th</sup> from 11:00-2:00 that would allow them to vote in this way.

Turner was asked about the plans locally to join statewide faculty in their demonstration at the Board of Trustees meeting at Long Beach on November 17. He said there were twenty-one faculty from Chico who have presently volunteered to go, and that others who might be interested could let him know.

Turner was also asked to clarify the timeframe in which a strike might actually occur. He explained that the statutory process was currently in the fact-finding stage and that after each side submits their reports, the factfinder must make a determination and then a ten day black-out period is imposed. After this the CSU could change its offer and the CFA can initiate job actions up to and including a strike. The vote will not begin a strike in the immediate future, it is to authorize the Board of the CFA to institute a strike if necessary.

- Sistrunk announced that four candidates had been nominated before the deadline to serve the two at-Large Senator positions that are currently vacant and that the election would commence on Monday, October 26 to select them.

- Kirchoff praised the production of “The Rover” in the Harlan Adams Theatre, October 13-18, but had a question about the deteriorated quality of the seats. This will be deferred to “Ask the Administrator” in the agenda.
- Boyd frightened the assembled when she warned that the Seventh Annual Insect Cinema Cult Classics viewing and celebration will be held on October 27<sup>th</sup> at 6:00 in an as yet undisclosed location. Meal worms and crickets are among the insect cuisine delicacies to be served as befits the educational purpose of the event. Boyd asked the interested to email her for more information.
- Heilesen encouraged costumed participants to attend the scary Koffee and Kudos reception to be held in the Warrens Reception Center by the President’s Office from 10:00-2:00 pm on October 30 to celebrate the University’s Ferocious Faculty and the Spine-tingling Staff.
- Crotts lamented the passing yesterday of Judy, the tarantula, who had resided at the Gateway Science Museum and enraptured many school children over the years. Boyd remarked that there may be a replacement lurking in Plumas Hall. Boyd had to gavel down the pandemonium and heated discussion that followed.
- Shierenbeck gave a shout out to Rebecca Brunelli in Biology and Sanjay Dev in Math who were named best instructors in Chico.

#### 4. Chair's Prerogative.

Boyd announced that these were incorporated elsewhere in the agenda.

#### 5. Standing Committee Reports.

##### A. Educational Policies and Programs Committee – Crotts.

EPPC Summary—October 08, 2015, Kendall Hall room 207, 2:30 p.m.

The proposal for a New Minor in Applied Statistics (for non-math majors) passed as an introduction item.

The "Repeat with Forgiveness" policy was discussed. Concern lies primarily with reconciling Chico’s policy is (EM 10-018) with the systemwide policy (EO 10-37. Both policies set a limit of 16 units that may be granted “forgiveness.” However, EM 10-018, adds the restriction of a maximum of 3 courses, which effectively (in all but rare cases) reduces Chico’s option for forgiveness to fewer units than prescribed by EO 10-37.

Preliminary discussion conducted on a proposal for Significant Change in the B.A. in Philosophy. The proposal eliminates the two options in Philosophy—General Option and Pre-Graduate Option—and restructures the program.

Discussion continued on a draft syllabus template.

##### B. Faculty and Student Policies Committee – Meadows.

FASP met on October 8, 2015.

We passed the following items as Introduction Items

- Policy for Official Communication with Employees via Electronic Mail
- Proposed EM on Appointment, Evaluation and Support of Department Chairs, Directors and Unit Program Coordinators
- Proposed EM on Responsibilities of Department Chairs, Directors and Program Coordinators of stand-alone Units

We discussed some FPPP Changes for 16-17 and formed a subcommittee to work on them.

Current Subcommittees issued reports on their progress.

- Lecturer Issues
- EM 12-025 Campus Behavior and Violence Prevention
- University Division Reorganization
- Committee on Committees

We discussed the status of the ongoing Committee Audit Project.

C. Executive Committee – Sistrunk.

Executive Committee Synopsis Friday, October 2, 2015, 8:30 a.m., K 103

The Executive Committee met on October 2, 2015 and discussed the following issues:

- RESP personnel planning
- Proposed new EM: Internship Policy
- EPPC: Syllabus Template
- Policies on Repeating with Forgiveness
- FASP: Official Communication with Employees via Email
- Proposed EMs: Chair responsibilities and selection
- FPPP changes
- Committee Audit
- Changing the Constitution and Bylaws
- Staff person to coordinate Hispanic serving institution award
- Audit of auxiliaries
- The Bridge and the PAC courtyard
- Tower Society donors club

6. Statewide Academic Senate – Schulte/Selvester. <http://www.calstate.edu/AcadSen/>

Schulte had nothing to report about statewide actions. The Standing Committees continue their work.

7. Associated Students - Jarquin.

### Associated Students Business and Other Updates

- AS is looking at health care premiums for open enrollment dates.
- AS passed a bereavement policy to allow employees to take time off to respond to deaths in the family.
- Hopefully, this next week AS will entertain a motion to approve the Strategic Plan Update to determine future priorities for the next 3-5 years.
- Last year's resolution to consider Real Food on Campus which passed in the Government Affairs Committee was referred to the Business Committee where it was not passed because of unknown administrative costs. AS will continue to move toward this policy by piloting a Real Food Challenge project next semester.
- Representatives from our campus went to the California State University Student Association meeting this weekend and provided comments on the rough draft of the CSU Sustainable Financial Model.
- "Geenovation Fund" which is similar to the Sustainable Funding Allocation Committee of the past, will fund student projects related to Sustainability. If students are interested, they can speak to Jarquin or Nick Howell, or go to the California AS website.
- AS is planning for the California Education Summit, which will occur in March.
- Ice cream was passed out while students were asked to identify traits they would want in the next President and outreach will continue so the AS can author a concise and comprehensive letter to the Presidential Search Committee or to the Board of Trustees to articulate the traits students are interested in for the next office holder.

Thompson asked if the Real Food Challenge would include anything about real drinks, because she understood that most of the AS drink concessions are handled by contracts with the Pepsi Cola Company and therefore many decisions about what to order are limited. This seems contradictory to our campus Sustainability values. Jarquin did not think anything in the Real Food Challenge focusses on "Pour rights" on campus, but she will investigate and return with an answer.

#### A. Wildcat Statue Project: history, funding and possible placement

Jarquin began her overview of the attempt to bring a wildcat statue to campus and noted that voting will occur about its possible placement from October 19-30<sup>th</sup>. She said the consideration of the statue turned on the question: "How do we depict the Wildcat Spirit"? She gave a brief history of the wildcat mascot, a description of what the ballot will look like and a timeline for the next steps.

The Associated Students decided last year to allocate initially \$10,000.00 to the idea and looked at other campus mascots across the system. They hope the monument would serve as a place for the construction of social meaning for many types of people as they move through the space of the campus over their varied experiences. The stone will be more than life-sized, spanning over six feet high and five feet wide, and cost about \$110,000.00 with an additional \$25,000.00 allocated for installation and site improvement to place it, if that is needed. Beyond the AS, additional funding will come from the Associated Students Alumni Association (\$50,000.00), Intercollegiate Athletics (\$10,000.00) and the University (\$20,000.00).

Many parts of the public management of the University had a hand in developing the project and forty-nine artists submitted designs before one statue was selected to meet the preference for a naturalistic design that is integrated into current campus planning so that it is accessible. A vote was held in Spring 2015 to select the place for the statue, but it was inconclusive and has necessitated more education and public outreach. This will be done through three public forums that will be ongoing during the voting in October (one has been held, one occurs on October 20 and the last will be held October 28). Voters will get to vote for no statue at all, or those who do vote for the statue will be allowed to vote for two locations: the Chestnut Street Walkway (between BMU and PAC) and Trinity Commons. If the statue is approved it will probably take twelve to eighteen months to complete installation. Please contact Jarquin if you have other questions.

Crotts noted that the first wildcat of 1924 was alive and could manage the calm circumstances of normal discourse, but once taken into the middle of a basketball court with thousands of screaming fans, it reverted to its primal ways quickly and this proved very unsatisfactory.

Pratt demonstrated how the AS will give out \$4,000.00 checks to worthy projects for students who belong to organizations. They have a total of \$80,000.00 to be distributed by two sources: Diversity Affairs Council to support events related to Diversity, and Funding Allocation Council for pretty much anything else including guest lecturers, multi-cultural events with food and music, or any other things to enrich the experience of students on campus.

McConkey asked if it was possible to apply for funds the semester before they are needed, and Pratt affirmed that it was possible. The AS website has directions for students about ways to fund their councils, or they can visit BMU 220 for information.

#### 8. Staff Council – Heileson.

Heileson submitted the following approved reports:

**Staff Council Minutes of June 9, 2015: Kendall 207-209, 8:30 am – 10:30 am**

*Approved: 10-13-15*

**Attendance:** Sharyn Abernatha, Jim Aird, Rebecca Belser, Michelle Berglund-Smith, JoAnn Bradley, Mary Kay Bringham, Rebecca Cagle, Melissa Cheatham, Don Converse, Katrina Cunningham, Nicole Davis, Holly Ferguson, Dana Francis, Kathleen Hassig, Annette Heileson

Michelle Holmes, Deanna Jarquin, Shondra Kaufman, Cindy Kelly, Eva Kennedy, Barbara LaRue, Lynn Maurer, Jackie McMillan, Margie Mitchell, Andrew Nichols, Melanie O'Connor, Cari Phipps, Michael Pratt, Laurie Ratterree, Jen Ross, Rachele Sousa, Erin Tarabini, Jessica Verardi, Alyson Wylie

**Absent:** Sarah Balana Molter, Mario Chandrakumar, Joe Crotts, Becky DeVault, Chris Gardner, Kara Maas, Rena Marino, Lori Rice, Carol Rudolph, Scott Taylor, Katherine Tilman, Karla Zimmerlee

**Meeting Commence:** 8:35 a.m.

**Call To Order:** Annette Heileson

**Announcements:**

This will be Shondra Kaufman's last staff council meeting as she has accepted a position at CSU, Stanislaus.

Nicole Davis would like to thank all of Staff Council for the baby gift.

Thank you to Mary Kay Bringham for taking minutes while Nicole was on maternity leave.

Michelle Holmes would like to thank Staff Council for her Employee of the Year reception.

If any of the new or current members ever have questions please feel free to contact any of the Executive Committee.

Welcome to new Staff Council members.

**Approval of May Staff Council meeting minutes:**

Edit spelling of Deanna Jarquin.

Rachelle was not present but was listed in attendance.

May minutes approved.

**Chair's Prerogative:**

Staff awards luncheon survey— people like how we honor years of service but don't like how long it is. People don't understand why we have an outside speaker. Our funding source requires that we have an outside speaker. We received 165 responses. All in all, people liked the luncheon. We are exploring new ideas for changes in the luncheon.

Addition of new Staff Recognition Committee – thank you to everyone who voted. Since we have more awards for next year it would be easier to add this committee to handle these awards. The position for chair is open for voting today. This committee will handle the Employee of the Year Award, the two new awards - Customer Service and Wildcat Spirit, Staff Caught Being Awesome, Diversity Award, and Staff Academic Awards. A great part of being Chair or a member of this committee is that you get to create it because it is new. Members at large can run for Chair of this committee. This committee will help with overall moral of the campus staff and do fun things. We could help with Koffee and Kudos. Don Converse comments that there have been studies on what make employees happy and at the top is recognition and appreciation. Michelle Holmes comments how nice it is to be publicly recognized and also how helpful it is that Rachelle and Melanie have already brainstormed so many ideas for this committee.

**Human Resources – Sharyn Abernatha:**

Thank you to Sharyn for her service to the University. She is retiring at the end of the month. Sheryl Woodward will be the Interim HR Director.

June is a good month for trainings. Yesterday there was a Leadership and Trust workshop and tomorrow there is a Conquering Time workshop. There are a number of workshops on Job Cat since we changed the hiring process for student employees. Art of Conscious Living workshop on June 15, Developing Decision Making Skills workshop on June 17, Expressing Anger: Do's and Don'ts workshop on June 22 and Building self-esteem Through Positive Self-Talk on June 23. There will also be a Manager's Survival Series. Heartsaver CPR AED Training workshops will be offered each month this summer. There is a limited number of people who can attend each month. Employees can enroll via the Development & Training

System and view a schedule of all trainings on the HR website  
<http://www.csuchico.edu/hr/pdev/training/schedule.shtml>.

Rachelle Sousa asked about how Maurice Bryan's position went and what the numbers were. Sharyn reports that people appreciated having him there to talk to and did a couple of mediations. We can't replace Maurice right now because Academic Senate has passed a resolution to establish an ombudsman office for staff and faculty.

**Payroll & HRIS - Rebecca Cagle:**

Faculty Affairs announced that the Faculty/Staff Calendar for 2015-2016 was approved and is available on the website - <http://www.csuchico.edu/faaf/documents/2015-2016%20Faculty%20Staff%20Calendar%20FINAL.pdf>

The 2015/2016 Academic Calendar/Pay Period Certifications are also posted - [http://www.csuchico.edu/hr/\\_docs/FAAF-payperiodcert15-16.pdf](http://www.csuchico.edu/hr/_docs/FAAF-payperiodcert15-16.pdf)

HRSC Calendars page: <http://www.csuchico.edu/hr/calendars.shtml>

CFA salary increases are now complete. HR news will be updated so faculty will know where they can view their salary increases in the HR self-service portal.

Waiting on details about the 2015-2016 general salary increases. Waiting for the technical letters to state when we can process these. We are targeting that they are processed in the July pay period. As we receive information HR news will be updated - <http://www.csuchico.edu/hr/features/2014-11-18-SalaryIncreases.shtml>

**Associated Students - Deanna and Michael Pratt:**

Deanna Jarquin is the current AS President.

Starting to plan the Welcome Week activities for the incoming class. There will be over 21 alternative Welcome Week events including movies, concerts and BBQ's. 13 are directly sponsored by the Associated Students programs. 8 of the events are during Labor Day weekend. In general the goal of Welcome Week activities are to provide an opportunity where students can have a positive activity rather than engaging in less than desirable behaviors. For more information you can "Like" the Wildcat Welcome Week page on Facebook.

WREC Saturday closures during the summer to help with the drought to save energy and cut costs. There are no more towels offered to help with sustainability and the drought.

The Government Affairs office front desk will be closed all June. Contact Michael or Deanna via email or John Slaughter.

**Academic Senate - Joe Crotts:** absent; no report

**Office of the President - Karla Zimmerlee:** absent; no report

**Standing Committee Reports:**

**Governance Committee - Becky DeVault:**

Seating of new Staff Council members: Katrina Cunningham from Student Life and Leadership, Rebecca Belser from University Advancement Services, Andrew Nichols from School of Education, Lynn Maurer from School of Education, Cindy Kelly from the Office of International Education (returning member), Katherine Tilman from Passages, Lori Rice from Gateway Science Museum, and Melissa Cheatham from School of Social Work (returning member).

- Outgoing members: Jessica Verardi, Alyson Wylie, Becky DeVault, Barbara LaRue, Michelle Berglund-Smith, Laurie Ratterree, Shondra Kaufman, Ronda Kramer.
- We still have 3 member at large openings that need to be filled- one year commitment.
- Nominatøns from the floor for Executive Officers 2015-2016 – Cindy Kelly for Service Projects Chair and Melissa Cheatham for Staff Recognition Committee Chair.
- Executive Officer election– Results: Chair Annette Heileson, Vice Chair Don Converse, Jackie McMillan Treasurer, Nicole Davis Secretary, Jim Aird Governance, Rachelle Sousa Ways & Means, Cindy Kelly Service Projects, and Melissa Cheatham Staff Recognition.
- The standing committees will individually select co-chairs. Before Melanie leaves she will send out the standing committee request forms and they will be due in August. Take some time to read the committee descriptions before you make your choices.

#### **Service Projects – Erin Tarabini**

- Staff Academic Award– Awardee congratulation and certificate presentations to:
  - o Anna Kamanzi – Financial Aid & Scholarship Office
  - o Laurie Ratterree – Management Department
- Fall 2015 Staff Academic Award information– \$500 scholarship each semester for a staff member that is attending classes. Fall 2015 opened up on June 1st. There will be another announcement going out this week. The application period is open until June 30th, the weighing process will take place in July and the recipient will be announced in August when we all return. Submit applications to Erin Tarabini. We encourage people to reapply even if they weren't selected before. Annette has put in a request to the President's Office for the money (\$1000 each year) to be a line item so that we don't have to ask for the money from a VP each year. Selection is based on scoring in different areas such as accomplishments, goals, letters of recommendation, etc. We usually get an average of 15-20 applications each semester.

#### **Ways and Means – Rachelle Sousa**

- Mixed Bags fundraiser– Many orders were submitted online and those that were submitted to Rachelle should be here within 3 weeks. We made \$160.

#### **Executive Committee Business/New Staff Council Business**

- Annette would like to thank everyone for their service - passing out of certificates.
- Staff Council office will be closed from June 15- August 17.
- Annette will also be gone for a month returning July 20th.
- Presentation of Caught Being Awesome award to Melanie O'Connor.
- Koffee & Kudos this Thursday the 11th in the Wildcat Leadership Center, 2nd floor BMU, 9-10:30am.

Intent to Raise Questions: none

Adjournment: 9:52 a.m.

#### **Staff Council Minutes of September 8, 2015 Kendall 207-209, 8:30 am – 10:30 am**

***Approved: 10-13-15***

**Attendance:** Jim Aird, Rebecca Belser, Jo Ann Bradley, Mary Kay Bringham, Rebecca Cagle, Gale Carrillo, Mario Chandrakumar, Melissa Cheatham, Don Converse, Nicole Davis, Holly Ferguson, Dana Francis, Annette Heileson, Michelle Holmes, Cindy Kelly, Eva



Kennedy, Kara Maas, Rena Marino, Lynn Maurer, Russ Mills, Margie Mitchell, Andrew Nichols, Melanie O'Connor, Cari Phipps, Jene Rabo, Jen Ross, Rachelle Sousa, Katherine Tilman, Sheryl Woodward

**Absent:** Sarah Balana Molter, Joe Crotts, Katrina Cunningham, Chris Gardner, Kathleen Hassig, Deanna Jarquin, Jackie McMillan, Lori Rice, Erin Tarabini, Scott Taylor

**Meeting Commence:** 8:35 a.m.

**Call To Order:** Annette Heileson

**2015-2016 Welcome:** Thank you all for being here and serving on Staff Council.

**Introductions of Staff Council Members** – New and returning.

**Announcements:**

Staff Academic Award presented by Cindy Kelly to recipient Kirby Swickard from the Office of International Education, Study Abroad. Kirby is pursuing a Masters in Social Science with an emphasis on Student Services and is expected to graduate spring 2016.

**Human Resources – Sheryl Woodward:**

About 45 recruitments happening right now.

Working on the background check policy that chancellor's office put together effective August 4. This will impact those seeking promotions into "sensitive positions" that will need to complete a Live Scan. Sometime takes longer to get back live scan reports so we are securing a web based company called Accurate Background. We will have more information about that by the next meeting. HR needs clarification from the Chancellor's Office on what exactly a "sensitive position" is. An announcement will be sent out to campus soon.

Open enrollment September 14– October 9.

**Payroll & HRIS - Rebecca Cagle:**

It has been a busy summer with a lot of staffing changes. Susan Long retired and her position was filled by Dana Shepard. That left a Payroll Tech 2 position open which Kari Minks filled. We now have a Payroll Tech 1 position posted.

2015-16 general salary increases processed. Now processing faculty.

HRIS upgrade to Insight. Looks a little different but functions very similar.

Working on the student reports project which will automate the student payroll process. A paperless student payroll process is the goal.

**Associated Students – Deanna Jarquin and Michael Pratt:** Absent; no report.

**Academic Senate - Joe Crotts:** Joe absent; no report

Introduction from Betsy Boyd, Chair Academic Senate. Her door is open to anyone that would like to stop by with any questions or issues to discuss.

Please attend an Academic Senate if you have not. Full senate meets every other week on Thursdays at 2:30 p.m. Check the Academic Senate website or call their office to find out which sub-committees are meeting.

**Office of the President – Russ Mills:**

Starting the presidential search. The Chancellor's Office will communicate the search process. The Board of Trustees creates a committee of themselves to search and choose the president. Campus will create an Advisory Committee to help with the process and review

candidates. Staff will have one appointee to the Advisory Committee. Annette will submit three staff names that the Chancellor will choose from. Aiming to have a presidential finalist by March. The Board of Trustees will decide if it will be an open or closed search. Most likely will be a closed search or a hybrid. One reason for a closed search is that it will result in a larger field of candidates because their host institution will not know they are out searching for a job.

In the Recommended Actions letter sent out by Academic Senate the retreat rights section was worded incorrectly. The Provost is giving retreat rights and will reissue letters. Annette Heilesen brought up that at the time the letter was written it was in fact correct and though the Interim Provost could be changing it now, the letter was correct.

FPPP is in process but not ready to go out. It has been completely reorganized so it is more logical. The numbers will all be different and there will be slightly different wording. Better overall it will be better organized.

### **Standing Committee Reports:**

#### **Governance Committee – Jim Aird:**

Introduction to Governance Committee. Duties include voting, updating rosters, updating bylaws, Dean Search Committees, etc.

Seating of new Staff Council member Gale Carrillo.

Standing committee assignments– roster distribution to council.

Area lists will be emailed out to council members to update.

#### **Service Projects – Cindy Kelly**

Introduction to Service Projects Committee. Duties include UNCP, Staff & Faculty Art Exhibit, Blood Drives, etc.

Fall Staff Academic Award will move to the Staff Recognition Committee. The announcement will go out in the next few weeks.

UNCP– fundraising raffle this fall and money collected buys food gift cards for all the families. Letters will go out to businesses and then we will follow up with a phone call to collect prizes for the raffle.

September Blood Drive was very successful.

#### **Ways and Means – Rachelle Sousa**

Introduction to Ways & Means Committee. Duties include the Staff Awards Luncheon, Fundraising for Staff Council Luncheon, Evening for Two raffle, etc.

We will be selling See's candy again this year. We will be ordering soon and then it will be distributed to council so that we can sell in our offices. New this year will be online candy sales. More information to come.

#### **Staff Recognition Committee – Melissa Cheatham**

Introduction to the new Staff Recognition Committee.

The Staff Academic Award application will be coming out soon.

#### **Executive Committee Business/New Staff Council Business**

**Don Converse, Bike & Board Safety Project:** Second year rollout. There is a campus ordinance that bikes and skateboard must be walked on campus core and tickets are issued for those that do not. Don has worked with UPD and the AS Leadership Committee to reinforce good behavior for those walking bikes and boards with candy and note saying thank you for contributing to campus safety. This year the students are working on more visible signs to place around campus. We will order more candy to distribute this year.

**Melanie O'Connor**

o Refreshment Coffe collection - \$10.00/person. Please place donation in the envelope that will be passed around and sign your name.

o Chico State Athletics – Staff/Faculty event passes for 2015-2016. \$20 for 10 passes.

o Staff Council Group photo – after meeting adjourns, Kendall steps.

o Melanie will be completing the Diversity Certificate Program and is a representative on the Diversity Committee.

o Caught Being Awesome happening again this year and will eventually be part of the Staff Recognition Committee. Staff, faculty or students can nominate a staff member that has been “caught being awesome”. That person will receive a write up on the Staff Council Facebook page, in campus announcements and receive a certificate.

o Staff Halloween costume contest again this year. Start planning your costumes!

o “Like” the Staff Council Facebook page for information and announcements.

Next Koffee & Kudos will be hosted by Chico Performances in the Lobby of Laxson on Tuesday, October 6, time TBA. An invitation will be sent out to all staff.

Relay for Life team is looking for new members. If you are interested please contact the captain Peggy Armocido or Holly Ferguson. They will be fundraising all year long and the event will take place in April at PV High School.

**Intent to Raise Questions:** none

**Adjournment:** 9:35 a.m.

Heilesen then identified the staff representative on the Presidential Search Recommendation Committee as Elaina McReynolds.

She also alerted everyone that staff will be having a forum to hear about the Campus Climate Survey results.

9. University Report – Zingg/Elrod.

Elrod:

Elrod greeted everyone:

- The President’s office announced this morning that Teresita Curiel will coordinate the University’s application efforts to be officially considered by the Federal government as an Hispanic Serving Institution.
- The Dean searches are well underway as the skype interviews for the Dean of the Library and the Dean of the College of Agriculture are underway and finalists for the positions will be visiting campus soon.
- The posting for the Director of Institutional Research search will occur any minute now, as Bill Allen will be retiring much to the dismay of his many friends and admirers.

- The search for the Director of International Education will be initiated soon as Joel Zimbelman is serving now in an interim capacity and the search will be to find a permanent Director.
- Bill Allen was called upon to give an update and overview of the introduction of the Tableau data portal software. Allen explained that this data visualization software will allow the creation of dashboards and data visualization tools so that Departments and others on campus can display their data and drill down to provide rich information as needed. He thanked Information Resources for their help and resources in bringing this software to campus. Training and implementation for Institutional Research staff will commence next week. After that they will reach out to find who might be interested in utilizing the software and offer advice about its end-uses.
- Elrod thanked everyone for their efforts in filling out the WASC worksheets sent out to Academic Affairs units. The next activity this semester will ask for comments about the types of changes made since WASC last visited (in areas such as Diversity). This will be sent to the Vice-Presidents and all the academic Deans who will ask the Department chairs, faculty and staff to contribute. Brian Oppy explained that this phase of University effort is critical as it specifically targets the goals we defined during the last WASC review and will permit the WASC Committee to formulate reactions and responses to move forward.

Kirchoff complimented the University in its efforts to become an Hispanic Serving Institution.

Chuck Zartman asked about what the process would be to conduct a search for a Director of International Studies. Elrod noted that since Frank Li left, the position had been filled by a short-term interim and a long-term interim Director, and the search would be conducted in the same way as the search for the Director of Institutional Research. Zartman pointed out that the language of EM 04-043 requires that searches for positions “with a significant impact on the academic program” need to be conducted by the Executive Management Selection Committee (EMEDC), and that Elrod would need to initiate a discussion with the Executive Committee of the Senate to discuss whether this search was indeed at the same level as the Director for Institutional Research, or needed be conducted by EMEDC. Elrod thought she had had this conversation last semester, but said it would be important to revisit this conversation to be certain of the determination of the Executive Committee.

#### 10. Significant Change in B.S. in Biochemistry – EPPC – Action Item.

Crotts took great pleasure in bringing forward the first action item for the academic year, the significant change in the B.S. in Biochemistry. These changes will enhance the scholarly communication skills of the students on their way toward the Noble Prize. Nichols reiterated that the changes contemplated were not really that significant and that although they did not add to the hours required for the Chemistry degree, they did add one hour to the Biochemistry degree, which necessitates bringing the program changes forward as significant since it is a major of over sixty units.

The Action item was passed.

11. CSU Sustainable Financial Model Taskforce – Discussion Item.  
(<http://www.calstate.edu/financial-future/phases/draft-task-force-report.shtml>).

Boyd outlined how at our last meeting we agreed to discuss this Sustainable Financial Model to give feedback to Vice President Calandrella, who is on the taskforce. We have another avenue to make our ideas known through Steve Filling, the Statewide Academic Chair as well.

Jarquin has been in conversation with student officers across the system. She hoped this model does not absolve the legislature from support of higher education and that we exhaust all avenues and possibilities for seeking state dollars before we look at raising student fees, and specifically the capital expenditure fees mentioned in this draft. Jarquin objected strongly to these fees because they will not benefit the students after they leave the University. The students had serious questions about how shared governance was implemented during the process of writing this report. Our student representative was the student trustee to the CSA board and they were never given any notification that these conversations were happening. A positive assertion made by the plan calls for predictable increases in student fees, as opposed to the erratic practices of the past.

Sistrunk pointed out that among our largest expenditures are for energy and that state regulations limited the use of alternative energy including wind and solar power in the C.S.U. and the U.C. as they are bound to the dictates of certain recognized providers who are major fossil fuel users. This quashes innovation and experimentation that we should be leading. He also noted that the C.S.U. Chico should be able to adopt local innovations like those that U.C. Berkeley had piloted successfully that awarded individual units (the college Deans) their energy budgets so that they kept for whatever uses they decided any cost-savings they discovered.

Shierenbeck shared Jarquin's concerns about making student tuition bare the cost of capital project expenditures.

Selvester said the effort to create school accountability systems tied to student performance sounded like something right out of the K-12 playbook. The language that alternative allocation methodologies should be considered is followed by discussion of performance and outcome measures. This sounds like K-12 efforts to connect funding to testing that has not resulted in school improvement. The first recommendation statement that "graduation rates are a common performance measure" is stunning in this context. The effort to look at allocation that is not based on FTES or attendance assumes the efficacy of graduation initiatives measured by time-frames alone. These clearly privilege certain kinds of students who are not working class, or it will force poor students to take out large loans because they can't work and attend school.

Ford questioned the recommendation that the year round school be reconsidered.

Boyd added that when she asked Executive Vice Chancellor Steve Relyea about the connection of performance based funding models and summer school, he had assumed that the legislature would have to channel additional funds to some campuses and that it would not work for all campuses to have summer sessions anyway. Boyd also asked about how our Resolution last year to increase faculty and staff hiring in relation to FTES increases would be construed in this context.

Thompson asked about next steps in responding to this draft report. Boyd informed her that the next steps would be to respond to the draft recommendations. If there are other questions about the public/private funding provisions, for example, we should ask those questions now.

Calandrella will receive our comments directly even if the deadline has passed, the statewide Senators will share them with Steve Filling and everyone was encouraged strongly to add their own comments to the website link. The Sustainable Financial Model might be adopted as early as next academic year.

Schierenbeck noted that concerns were widespread about public/private relationships on college campuses as industries sometimes exert undue influence on curricular content as, for example, Monsanto has been known to do.

Meadows echoed those concerns and pointed out that the language on page 28 of the report with statewide recommendations that SUG policy be modified “to create manageable ‘skin-in-the game’ for all students “ were unclear. This language does not match up with the other intentions articulated in that section.

Kipnis wondered about the definition of the term “critical mass” utilized in the objectives section and elsewhere in the draft. There is an assertion that “critical mass” of size and resources must be achieved to adequately serve the campus mission effectively, but she found this undefined and wondered about its effects. Does this mean we will close smaller campuses?

Kipnis also commented that many of her nursing students relied on their ability to work during the summer session to pay for the regular semester courses and that if they were required to attend year round in order to finish more quickly, they could not.

Charles Zartman recognized that campus programs within campuses should be part of the conversation and hoped that the title of this financial plan might be extended with a colon: “Extending the Master Plan going Forward,” or “Actualizing the Master Plan in the 21<sup>st</sup> century” because the master plan is the envy of the world and would be appear to be lost in this plan as opposed to how it is going to be realized going forward.

Boyd was reminded of another question she asked Steve Relyea about how faculty contracts and staff appointments would be effected by extending the summer session.

Janos noticed that the whole document seems to assume that austerity is the natural state of the University going forward, and that there is no other choice than to rely on private partnerships. This fails to recognize that our austerity has been artificially created by with-holding funds from public education in the first place.

Meadows asked what Crotts thought about the section on improving services and containing costs on page 7 that made the recommendation that Library management systems be married across the system. Crotts replied that a cooperative library management system (ULMS) would improve services and reduce expenses, but that the problem at Chico was that there were only 6 librarians left when there were once 26.

Livingston noted that committee of sixteen that wrote the daft plan seemed to include only two faculty, one student, and no one who clearly represented staff and thus whether it was the intention or not, seems overly top down, authoritarian and antiquated.

Boyd reminded everyone to share the report with their colleagues and to comment on the Chancellor's website.

12. Ask the Administrator.

Heileson asked Hoffman: what would be the purpose of the palates of rocks on the north side of Holt? Hoffman did not know.

Crotts asked Elrod: what was the status of rewarding immediate retreat rights to the Deans? Elrod answered that the details were wrapping up and the agreements would be "coming soon".

Kirchoff wondered about the shabby state of the back of the seats in the Harlan Adams theatre. Elrod said that she and Hoffman are working out the funding details about who will pay for what in the seating renovation. She said the project is on our "project list". Kirchoff noted that he had reported this last year and asked if the project lists are public. Elrod noted that these are the types of decisions considered by the Space Allocation Committee (SAC) and that FMS has not yet put out its call for projects. Academic Affairs is just getting its projects organized for this year and will consider this project again.

Kipnis wondered what the status of the Gus Manolis bridge project is and Hoffman answered that the project is still on track to be finished at the end of October.

Schulte asked about questions she had received about how Professional Development Funds will not be rolled over for individual faculty. Elrod said that she had authorized the Professional Development Funds that had been rolled over to Colleges to be rolled back to the faculty. This was required because Academic Affairs had frozen spending any roll over funds beyond what was budgeted until we could look at the entire budget of Academic Affairs. Last year, she said, Academic Affairs had spent much of its reserves and so she is working with the Deans and other leaders in Academic Affairs to look at our reserves and how we are spending roll over money so that we don't overspend the reserves.

Selvester asked Hoffman about the Environmental Health and Safety sign that remained where that office used to be because the office is no longer there. She said this has confused students navigating the halls. Hoffman encouraged Selvester not to use her own crow bar because SAC was still considering who would go into that space. The wayfinding project is also working through the campus

Thompson wanted to thank President Zingg for his email about the status of the University as an Hispanic Serving Institution and for acknowledging a lot of the work that is happening across campus. She wondered if there is any idea about providing some kind of support for undocumented students on campus, or for the advocacy around their circumstances. Thompson was inspired especially by the example of the director of the center for undocumented students at

UC Davis who attended The National Network for Educational Renewal 2015 Annual Conference. She recognized that Chico had a Leadership Organization for the Advancement of Dreamers, and hoped there were other campus efforts. Elrod asked Jarquin to comment and Jarquin observed that the students had already passed a resolution in favor of a Dream Resource Center last year, but recognized that space on our campus is limited and wanted to pursue their efforts in a fair and equitable manner. The conversations are continuing and Jarquin will continue to report to Senate so that all the efforts are transparent. Thompson offered her help in any way.

Meadows wondered if the campus could get the agenda and minutes, or know about the spaces being considered by SAC regularly so that the community could have input. One reason she asked this question was because she heard, though she did not know for sure, that the space designated for a new dance studio in the new Taylor building was being converted to a press room. Elrod had not heard this. Hoffman explained that the room is designated as a “green room” but that \$150,000 dollars was used to convert the space for alternative uses. Bob Knight said that the room was being called a dance studio, but that the stages will be removable for alternative space.

As a follow up, Meadows asked for clarification about giving students lab access outside of normal business hours. As an example, she wondered if the Communication Design Department wanted to give its students 24 hour access to the editing lab, would it be charged for non-business hour use? Hoffman deferred the question to the Campus Facilities Use Committee (CFU), which she explained had complete authority over determining whether space gets charged (though they do not determine the fee schedule). This committee was created last year and is Chaired by Steven Cummins and governed by EM 13-078.

Schierenbeck pointed out that in the sciences they do their work outside normal business hours regularly and wondered if they would be charged. Hoffman doubted this would be the case and explained that CFU was put in place so that there would be a transparent accountable committee to make such decisions.

Meadows explained that people were being told to schedule labs using Astra and that Astra was designating these times as outside normal business hours.

As Chair of SAC, Russ Mills promised that the agenda and minutes of SAC would be formalized and publicized so that the community can have input.

Jarquin asked about whether any other administrators on campus besides Calandrella were having input into the Sustainable Business Model discussions. Elrod said they were all relying on Calandrella.

Selvester admitted she had some little EO money that was being saved by her unit and wondered if that was being swept as well. Elrod admitted that the differences across the colleges were fascinating and wanted to wait to have conversations with the Deans about this kind of thing. Her inclination was not to favor major sweeping since people had saved and come to rely on that money for many important purposes. She thought it was important that Colleges and



Departments had rainy day funds but needed to work out what it means and what it is for and what percentages of a budget should be saved and working in Academic Affairs to have real budgets. She did not envision major sweeping of funds. She also said that many requests she received were for operating budgets and wondered why they were not otherwise covered by regularly allocated money. Selvester said the questions made sense but wanted to point out that since it is October, people are starting to miss different travel opportunities.

Boyd said that she was getting many emails worrying that the loss of roll over funds after people had saved them, especially as they pertain to faculty development.

Meadows said that she had been told as a new Chair to keep a rainy day fund and that to be told now that this is a sign she does not need the funds was an unnecessarily hard lesson.

She also recognized that Elrod and a few of the Deans have been working on a new budget model and wondered when others would be brought into the discussion. She pointed out that Chairs on the ground had to plan with uncertainty about their budgets, and to be told on top of that, that the model was going to change was created anxiety. It would be nice to hear what you are looking at and what the models are. Elrod said the Deans had just met about these questions and that they were not using a new model, but were checking the old ABC one against a zero build up. They should be able to report on the high level view, but she would be more than happy to report to Senate on the Academic Affairs budget when they are farther along.

Meadows asked if she would be willing to discuss the budget at the Chair's Council and Elrod agreed. Elrod said that she needed to discuss one on one with all the Deans what their allocation plans for base funds and special projects were before she talked with others, but that her primary effort was to give the Colleges what they need to operate. She pointed out that the reserves in Academic Affairs had dropped from 27 million to about 15 million. Meadows had heard that Academic Affairs was told to spend down those reserves. Elrod had no idea because all that was in motion when she arrived.

Hoffman clarified that it was suggested that Academic Affairs fund some important initiatives for equipment for bottleneck courses and the President announced at the 2014 Fall Convocation that he would spend some 14 million over the next five years to fund these important initiatives. What was surprising, was the amount of money spent in one year.

Zartman hoped that presentations would be made to the Academic Senate, the Chairs Council and elsewhere so that people are assured that their reserves won't be spent.

He also hoped that VP Calandrella could provide be a real breakdown of information about diversity in campus residences to the Senate as a way to make sure diverse students are getting the Chico experience, because Sutter and Whitney Halls are not as diverse as they could be. Real numbers about this can help us in honestly addressing the issues and recruiting diverse students.

13. Other.

Boyd explained that among the recommendations made by the Action Council at the beginning of the semester was that the Academic Senate should add representatives from the staff and student bodies to its membership to become more inclusive. The Senate Executive Committee has recommended that a sub-committee examine the Senate Constitution and the Senate Bylaws to determine how they might be changed to accommodate this goal. Boyd made a call for volunteers to join in this effort and to contact her if anyone has an interest in serving in this way.

14. Adjourn.

Meeting adjourned at 4:17 p.m.

Respectfully submitted,

Tim Sistrunk, Secretary