

Academic Senate
(530) 898-6201, Zip 020

MEMORANDUM

ACADEMIC SENATE MINUTES Thursday, December 11, 2014, 2:30 p.m., K-207/209

PRESENT: Baumgartner, Boyd, Cross, Crotts, Donoho, Ellingson, Elrod, Ford, Gray, Heilesen, Hoffman, Janos (Ellingson), Kaiser, Kipnis (Gray), Kirchhoff, Lee, Livingston, Mace, McCabe (Kaiser), McConkey, Meadows (Boyd), Nichols, Pratt, Ratekin (Mace), Roll, Schierenbeck, Schindler (Cross), Schulte, Seipel (Thompson), Selvester, Sistrunk, Thompson, Tinkler, Traver, Zingg

ABSENT: Calandrella, Herren, Mills, Ponarul, Rowberg, Smits

1. Approve Minutes of December 4, 2014.

The minutes for December 04, 2014, will be approved at the Academic Senate meeting on February 12, 2014.

2. Approve Agenda.

The agenda was approved.

3. Announcements.

Schulte noted that she will join about seven or eight rural teacher residency students, both current students and recent graduates of our teacher preparation program, in serving this evening at the Torres Center which will have some 128 or more residents. Schulte noted that the Associated Students Senate will meet this spring on Wednesdays at 8 a.m. Michael Pratt, the Associated Students Director of University Affairs, is a member of the (University) Academic Senate and “sitting here today.” Pratt noted that the “student senate” needs faculty members to serve on their four subcommittees: Shared Governance, Academic Affairs, Internal Review, and Resolution on Extended Policies. Interested faculty should contact Pratt. Robert Knight, Dean of the College of Humanities and Fine Arts, announced that students will present holiday music from noon to 1 p.m. in PAC tomorrow, December 12, and it’s free! Kaiser added that the *Glorious Sounds of the Season* (December 05) was “magnificent as usual.”

Zingg noted, “I hope you will all” express appreciation to the folks in Facilities Management and Services, the University Police Department, and Environmental Health and Safety, for the truly excellent efforts they made in keeping us safe and the campus operating during the recent rains, which were the worst in 10 years. The Chancellor’s Office has approved “every element in our compensation plan.” Two contract implementation summits are scheduled for next week, one each for Northern and Southern California. There are still elements of the contract that need to be prioritized. In particular is \$2 million in Chancellor’s Office based funding “that is scheduled to come to the campuses in some fashion and distribution to faculty as well.” Also, procedures need to be developed for “how to define and implement” the \$1.3 million for “exceptional service” that is coming to the campuses per the new CFA agreement (Article 20, Section 20.37). This provision in all likelihood “means release time, and not necessarily enhancement”; however, this stills needs to be decided. But the bottom line “in all this” is that we will be moving “first and foremost” to accomplish an increase in salary for all faculty “in excess” of the CFA agreement. What we are able to achieve to this end will follow the Implementation Summit next week and the Chancellor’s Office directives. We are hoping for as much latitude as possible to provide increases up to 3% above the 1.6% that all faculty will receive, and get faculty to or near their maximum SSI for their rank. Zingg reported that the University Foundation Board of Governors voted on Wednesday, December 10, to change its investment policy and divest of holdings in fossil fuel companies. Thompson reiterated the announcement made at the December 05 Academic Senate meeting that the Chico Peace & Justice community encourages people concerned over police shootings, and the Michael Brown case (Ferguson, Missouri) in particular, to participate in a protest at 4:30 p.m., December 13, in the downtown plaza. Selvester and Jim Aird (TLP-Technology Learning Program-Instructional Technology Consultant) announced that the Mole (“Real Media”) server will be decommissioned on January 16, 2015 and video content should be migrated to the new streaming media server, “Kaltura.” Kaltura will provide higher resolution and better sound. Kaiser provided an update on Chico Unified School District (CUSD)

closures due to the storm. Only one campus, Bidwell Junior High, is closed. However, closures are being determined on an individual campus basis, and you should check with the campus regarding its status. A large tree fell on the Wildflower Charter School campus but the campus remains open.

4. Chair's Prerogative.

• Emergency Disruption/Shutdown Procedures (Abernatha).

Sharon Abernatha, Assistant Vice President for Staff Human Resources, reviewed "Emergency Disruption/Shutdown Procedures." Following are excerpts from the document. (The complete document is available from the Academic Senate Office.

**CSU Chico Policy and Procedure
Emergency Disruptions/Shutdowns Affecting Portion or All of the Campus**

I. Policy

- A. Purpose: To provide guidelines for communication, reassignment of personnel, and pay for employees affected by Departments/Buildings/Campus experiencing a partial or total disruption or shutdown due to an emergency or unexpected event disrupting the workplace for a portion of a workday.

II. Emergency Events

- A. Precipitating Event –
1. An unplanned event is an event that has occurred, and which affects all or a portion of normal campus operations, without notice.
 2. Types of events include, but are not limited to: power failure, fire, bomb threat, hazardous waste spill, earthquake, etc.
- B. Emergency Levels
1. Non-Emergency – Disruption of ability to perform usual and customary duties of employee or department or campus (e.g., power failure), but not a threat to health and safety of employees, students, public.
 2. Campus Emergency (Level 1) – An event that occurs on the main campus or satellite properties and is managed from a command post at or near the scene. The event can be handled with existing University resources or limited outside agency assistance. (See Emergency Management Plan,)
 3. Local Emergency (Level 2) – An event involving some or all of the University that cannot be handled with existing University resources and requires outside assistance. Level 2 emergencies are most likely multi-hazard situations. (See Emergency Management Plan,)
 4. State of Emergency (Level 3) – A catastrophic situation involving the entire campus and surrounding community. Immediate resolution of the disaster is beyond the resource capabilities of the University and local resources. (See Emergency Management Plan)

III. Procedure – Non-Emergencies and Level 1 Emergencies

- A. Initial Response
- B. Communication
- C. Building/Department Closure of Less than 4 Hours
- D. Building/Department Closure of 4 Hours or More
- E. Attendance

IV. Procedure – Level 2 and Level 3 Emergencies

- A. If the department is in a building impacted by the emergency and there is a danger to employees:
1. All employees should assist in directing others to a safe location at least 100 feet away from the building. If the emergency involves a chemical spill, move all employees and building occupants upwind of the area up to 500 feet from the building.
 2. All employees should follow directions provided by UPD, Environmental Health and Safety, and/or management.
- B. Building/Department Closure of Less than 4 Hours
- C. Building/Department Closure of 4 Hours or More

1. If management is advised employees will not be able to return to the building or department for 4 hours or more or if event occurs within 4 hours of the end of the regularly scheduled work day, management may:
 - i. Relocate employees to another work area if possible; if not possible,
 - ii. Contact Human Resources to determine if employees can be sent home with pay.
2. Employees are expected to report to work on the following workday at the normal place and time, unless specifically instructed otherwise by an Appropriate Administrator.

V. Compensation

For all employees compensation will be in line with the following, except when in conflict with the controlling collective bargaining agreement:

- A. Employees not at work on the day of the disruption:
- B. Employees at work on the day of the disruption:
- C. Emergencies Disrupting Operations for More than a Partial Day
 1. Compensation will be determined by the President based on the circumstances and in consultation with the Chancellor’s Office and the unions.

VI. Coordination with Human Resources

- A. As soon as possible management should notify the following employees in the Human Resources Services Center of the event.
 1. Director of Labor Relations and Compliance, or
 2. AVP Staff Human Resources
- B. Include details such as:
 1. Where event occurred;
 2. When it occurred;
 3. How much work time was missed;
 4. Whether any employees were allowed to leave for the day;
 5. Which organization (EH&S, FMS, etc.) resolved the situation; and,
 6. Whom to contact for additional information.

VII. Conflicts with Collective Bargaining Agreements

- A. If anything in this policy and procedure conflicts with a represented bargaining units’ collective bargaining agreement, then the collective bargaining agreement shall be controlling.

Abernatha summarized the review of the document by noting that the precipitating event would be an unplanned event affecting a portion or all of the campus that interfered with the ability to do normal work and which is anticipated to last less than a day. The purpose is to provide guidelines so all employees can be treated the same during such an event. It has to be general/flexible to fit many types of events and to comply with different collective bargaining agreements. “I’ve met and conferred with CFA, APC and CSUEU on this guideline.” If an event happens that prevents employees from working or the faculty member from presenting a class, such as the power goes out, escort employees to safety. If there's another place to work or hold class, go there. Otherwise, have them come back or call back in an hour or two. If it's the end of the class or end of the day, they can be excused for the day. Employees go home with pay. If there are more than a couple hours left, coordinate with the Emergency Operations Center or Human Resources. If all or part of the campus needs to be closed for more than 4 hours, we will need authorization to pay employees if they go home.

In response to several inquiries, Abernatha noted that Environmental Health and Safety staff and building hall monitors will endeavor to make sure that the facility (facilities) are cleared of all occupants. In the case of power outages, if it is too dark or unsafe to remain in a classroom, occupants should go outside or to another covered or protected location. This policy and procedures will be posted on the Environmental Health and Safety website.

• Affordable Care Act (Abernatha).

Sharon Abernatha, Assistant Vice President for Staff Human Resources, reviewed the “Affordable Care Act.”

AFFORDABLE CARE ACT

3 Types of Benefit Eligibility

- Regular: Appointment at a .5 timebase or more for more than 6 months
- AB 211: Appointment as a Lecturer at a .4 timebase or more for at least 1 semester
- ACA:
 - Appointment at a .75 time base or 130 hours/month, regardless of duration, or

- An average of 130 hours per month during the look back measurement period

Benefit Offered

- Health Insurance, or
- Flex Cash

3 Types of Periods

- Measurement – look back, CSU using a 12 month period
- Administration Period = month to determine if eligible and, if so, to enroll
- Stability Period – Period of eligibility, regardless of hours worked, provided employee is on the active payroll

Impact

- Do not expect a large # of newly eligible faculty
- Emergency hire staff will now receive benefits
- Could have an instance where a lecturer with a .8 or 1.0 in one year, has a .2 the next year. Based on the look back, that lecturer would be eligible for ACA benefits
- Extended Education – if hire someone without CSU benefits to teach intersession or summer, they could be eligible for benefits for the period employed. [45 hours per WTU divided by number of weeks of class times number of months (45X6 WTU)/(8 wks of class)*(4 wks per month) = 135 hours per month for 2 months]
- Timeliness in completing contracts and appropriate paperwork affecting time base and employment very important.

Time and Labor

- For Immediate Pay (e.g. 2357 and 2457), instead of being paid at the end of the session, colleges will have to report hours worked monthly

Abernatha concluded by noting that it is critical that employees exercise great diligence in immediately reporting absences and updating HR on the status of absences. “Timeliness is extremely important in order to prevent not missing benefits and not having to owe money back to the university.”

- Parking Presentation (Hoffman).

Lori Hoffman, Senator and Vice President for Business and Finance, reviewed the “Parking at CSU Chico, 2014.” (Some tables below are modified from the original. The complete document is available from the Academic Senate office.) Some tables below are modified from the original.

Hoffman noted that Chico has the fewest parking spaces in the CSU system. We have almost 500 fewer parking spaces than San Francisco State, which is in an urban area with a very well developed public transportation system. (San Francisco State has ca. 30,000 students). Chico, in partnership with the Associated Students, pays \$265 thousand per year to BCAG (Butte County Association of Governments) to provide free public bus transportation for Chico students, faculty, and staff. However, not all of us live within proximity to bus routes.

CSU Funding Sources

CSU Operating Funds: General fund and student fees.
 Self-Support Funds: Cont. Ed., Housing parking permits.
 Other Trust Funds: Lottery, IRA, Capital, Misc Trust, Special Projects, Other fees.
 Self-Support Auxiliary: RF, UF, AS.

Bargaining Unit Language

CFA 32.22
 CSUEU 21.14, 21.16, 21.18.

Parking Lots – Current Map

Parking Space Changes – FS Spaces and R Spaces 2004 vs. 2014

	<u>2004</u>	<u>2014</u>
FS	1338	1430
R	203	493

Housing Spaces/B Permit 461 233

Hoffman noted that, “I will tell you that we still have waiting lists for R2s, R3s, R4s, and R5s.” We are making efforts to decrease the need for parking in housing spaces.

Parking Space Changes by Lot – FS and R, 2004 vs. 2014

	FS		R	
	2004	2014	2004	2014
Stadium	185	251	0	0
Health Center	24	0	28	51
Parking Structure 1	561	476	57	146
2nd & Hazel	135	59	0	39
2nd & Normal	14	0	42	0
1st & Orange	86	86	0	0
2nd & Orange	65	0	0	0
3rd & Orange	51	71	0	0
Orange St East	79	79	0	0
AJH East Side	7	0	39	47
25 & 35 Main	0	0	27	26
Parking Structure 2	0	145	0	175
West Sacramento	0	125	0	0
AJH Circle	0	10	0	0
Child Dev. Lab	12	8	0	0
Stiles Warehouse	3	0	0	0
Other-Misc.	0	0	10	9
Disabled-Variou Lots	116	108	0	0
Carpool (PS1)	12	12	0	0
	1338	1430	203	493

In response to an inquiry regarding the decrease in disabled spaces from 116 to 108, Hoffman reported that a study in 2008 indicated that “We are still 35 over” what is required. We have been slowly and intermittently reducing the number of disabled spaces and relocating some spaces. However, in the process we are working closely with the Accessibility Resource Center (ARC) to ensure that we ADA pathways are maintained for access into the campus from these spaces.

Campus Parking Permits Summary Fall 2015

<u># sold</u>	<u>Permit Type</u>
2475	FS/G
5	R (PS2, sold only to President, Provost, and Vice Presidents)
117	R1 (PS2, 1st and 2nd floors & 2nd & Hazel Street Lot)
118	R2 (PS1 on 1st floor)
51	R3 (Student Health Center Lot)
53	R4 (by AJH)
25	R5 (35 Main Street, only available to those working in those buildings)
5	RE (electric stalls located on 4th floor PS2)
1928	Faculty and staff on campus
374	Faculty/staff have an R permit
579	Faculty/staff have an FS/G permit

FS/G Parking Ratio 1.73:1

Parking Structure 2 -- 2014

- 145 FS/G Spaces
- 175 R1 Spaces
- 9 Electric Vehicle Spaces
- Produces 65kW (in full sun)
- Registered through the International Living Future Institute for Net Zero Energy Buildings
- The solar panels on Parking Structure 2 provide the renewable energy used for the office building and parking structure
- Funding: \$10.5M SRB, \$3.9M Non-state sources
- **Annual Debt Service: \$735K average**

FS/G VS. R1 (COMBINED with 2nd & HAZEL LOT)

214 R1 Spaces between Parking Structure 2 and 2nd & Hazel Lot

- Fall 2014 semester – Currently 88 permits have been sold to students
- Will reassess each semester to ensure there are R1 permits available for faculty and staff

204 FS/G spaces between Parking Structure 2 and 2nd and Hazel Lot

Campus Monthly FS Parking Rates – 2004 vs. 2014

	<u>2004/05 – 2014/14</u>	<u>2014/15</u>	<u>2015/16</u>
Faculty	\$16.00	\$16.21	\$16.21
Staff	\$16.00	\$16.21	\$16.21

Chico rates have increased only \$0.21 since 2004/07.

CSU Parking Rate Comparison—2014/15

	<u>Low</u>	<u>High</u>
Faculty	\$11 ca.	\$26.00 ca.
Staff	\$12 ca.	\$27 ca.
Chico—F/S	\$16.21	\$16.21

• LearnerWeb/Training & Development Management Software (Schilling/Bentley)

Michael Schilling, Vice Provost for Information Resources, and Wendy Bentley, Information Technology Client Services (ITCS), reviewed “LearnerWeb: Development & Training System.” Following are excerpts from the document. (The complete document is available from the Academic Senate Office.)

“LearnerWeb,” provides a cloud based training management system for delivering online training, managing training registrations, and tracking training history for faculty, staff, and student employees. LearnerWeb is currently used by five other CSU campuses.

Why do we need LearnerWeb? The campus currently uses six different systems to schedule, track, and deliver training on our campus. One system, EHS (Inquisiq) training management system, is no longer supported by the vendor and we are the only campus using it. LearnerWeb will coalesce all training systems into one place.

Goals:

- Provide system for faculty and staff to manage all staff and compliance training.
- Provide more accurate training assignments and training information for campus users and managers/leads.

Timelines:

Phase I: Projected Timeline.

- Final preparation: Fall 2014.
- Projected go-live: January 2015.

Phase II: Begins Spring 2015.

- Expand use of system to deliver training offered by other departments, including: TLP, CELT, DIVR, ARC, EAP, ENR, FIN, RMGT, SHS.
- Integrate options for auxiliaries and others.

Communication Points:

- All Announce Faculty and Staff.
- Email communication to stakeholders.
 - Cabinet
 - CAD
 - Faculty Affairs
 - Student Affairs
 - Advancement
- Campus Portal.
- Campus Websites.
 - Professional Development and Compliance Training Website
 - ITSS Knowledge Base
 - EHS Website
 - Inquisiq Landing Page

Leadership and Governance Visibility.

Fall, 2014

- UTAC 11/7
- AAS/SME 11/13
- Extended Cabinet 11/17
- Academic Senate Executive Committee 11/21
- CAD 12/2
- Academic Chairs 12/5

Bentley noted “Our hope and goal is this becomes the place that everybody goes.” Courses taken outside the CSU training system and other activities that are not “true” courses can be integrated into LearnerWeb.

- Resolution Update (Selvester).
Selvester noted the Powerpoint presentation, “Senate Resolution Update,” at the Academic Senate on December 04. “We met on December 05, and are working out the day, time, and consistency for meetings.” The committee is now called the Resolution Team, Stage 2. Some universities have a committee that “nurtures shared governance and we might turn into something like that”—a shared governance committee. “That would be nice.” Selvester will continue providing resolution updates to the Academic Senate.

5. TLP Transition (Schilling/Lee).

Michael Schilling, Vice Provost for Information Resources, and Wenshu Lee, Associate Vice President for Faculty Affairs, addressed EC on the proposed transition of TLP (Technology Learning Program) from Information Resources to the Faculty Affairs Development Program. Following are excerpts from the document. (The complete document is available from the Academic Senate Office.)

TLP Discussion

- Proposal: To more closely align the Technology Learning Program (TLP) within Faculty Affairs’ Faculty Development Program
- Rationale: Provides an opportunity to build upon the successes of the existing TLP program while creating synergies within a broader faculty development framework. The TLP group will need to retain close linkages with IRES for software development, testing, accessibility, maintenance, etc.

- Who has been consulted
 - Provost
 - Associate Vice President for Faculty Affairs
 - Chair of Academic Senate
 - CAD
 - Senate Executive Committee
 - CELT Board
 - AeL Board
- It is recommended that TLP continue to use campus resources for help desk and project management support
- Financial support for lab hardware will continue to be provided by the Provost's Office
- Technical support for the TLP lab and related software to be provided by Director Mike Magrey's organization (Creative Media and Technology or CMT)
- Proposed organizational change
 - Susan Elrod, Provost and Vice President for Academic Affairs
 - ~~Michael Schilling, Vice Provost for Information Resources~~
 - Wenshu Lee, Associate Vice President for Faculty Affairs

Kaiser noted concern over the dependence upon temporary staff. "We are asking a great deal of these professional staff." Schilling noted that he is very cognizant of this and the process of transferring two ITC (Information Technology Consultant) staff to probationary status and hiring ITC staff for a vacant position has begun.

6. Standing Committees Reports.
- A. Educational Policies and Programs Committee – Boyd.
EPPC has met since the previous Academic Senate meeting.
 - B. Faculty and Student Policies Committee – Sistrunk.
FASP has met since the previous Academic Senate meeting.
 - C. Executive Committee – Crotts.

**Executive Committee Synopsis
Friday, December 05, 2014, 8:30 a.m., K 103**

The Executive Committee met on December 05, 2-14.

- Michael Schilling, Vice Provost for Information Resources, and Wenshu Lee, Associate Vice President for Faculty Affairs, addressed EC on the proposed transition of TLP (Technology Learning Program) from Information Resources to the Faculty Affairs Development Program.
- Interim Provost Susan Elrod updated the EC on the Dean's search for the College of Engineering, Computer Science, and Construction Management.
- The agenda for the Academic Senate Meeting on December 11, 2014, was approved.
- EC was joined by the members of the Resolution Response Team who are not EC members and the meeting continued with a focus on moving the Resolution Response Team from stage 1 to stage 2.

7. Statewide Academic Senate – Kaiser/Schulte. <http://www.calstate.edu/AcadSen/>.

Kaiser noted that the committees held virtual meetings on December 05. WICHE (Western Interstate Commission for Higher Education) did a presentation on Successful Student Transfer: A Key Building Block of the Complete Agenda. "We are a WICHE state." Kaiser noted "CI-D," a "supranumbering" system being developed to ease the transfer and articulation burdens in California's higher educational institutions. Kaiser noted the SB 1440 transfer process; whereby community college students who complete a prescribed 30 unit course of study—TMC (Transfer Model Curriculum) —in a designated disciplinary area can transfer to a CSU campus and complete an undergraduate major in that disciplinary area within 30 units at the CSU campus. The SB 1440 process began five years ago with four TMCs: sociology, psychology, mathematics, and communication. Now most disciplines are linked to a TMC specific to the discipline or a similar TMC. The Community Colleges are pushing for all their transfers to four-year colleges to proceed via SB 1440. California's Community College system is the largest Community College system in the United States. "Many students go in, but not many come out" and transfer to a four-year institution. They are under "tremendous pressure" to improve upon their four-year college transfer rate. "This is all an attempt to deal with that."

On December 03, Chancellor White and other CSU representatives and educational leaders nationwide attended the White House College Opportunity Day of Action. The focus of the event was on student success and degree completion "as

well as increasing college attendance of low income and disadvantaged students.” A major concern is students incurring high debt loads and then dropping out and having nothing to show for it except a “huge debt.” “It’s mostly driven by the for-profits, literally.” “Ninety percent of their money is your tax dollars; but the burden is on the student.” The outcome of this is we are beginning to see a “huge drumroll” of “Get’m out in four.” It doesn’t matter if they know anything or not. “Just get’m out in four!”

On December 10, the two senior officers of the Statewide Senate met with Legislative Higher Education Committee staff regarding the issue of “performance measures.” The Legislature has come up with 16 “performance measures” for higher education in California and intending to select one for applying to all higher education institutions in California. We are trying to get the Higher Education Committee to see the folly of this idea. How are you going to measure every higher education institution in California with the same measure? Kaiser is asking, what would you think of, as faculty and chairs and deans, what might be a valued measure? “What would you consider as a successful student coming out of your program or college?” *This is a really important question.* If we don’t contextualize this, they will look for the simplest and dumbest measure they can come up with. The Statewide Academic Senate will continue discussion of this issue in January, and if you can come up with ideas of a performance measure, please send them to me “and that would be really, really helpful.”

In response to an inquiry regarding the status of CLA (Collegiate Learning Assessment). Loker responded that Chico “does very well” with scores higher than the average. Kaiser added, “Because we are smart.”

8. Associated Students – Herren.

No report was submitted. Pratt reported that Herren and others were attending the National Student Leadership Conference in Austin, Texas.

9. Staff Council – Heileson.

The report on the Staff Council meeting on December 09 will be submitted for the January 12, 2015, meeting of the Academic Senate. Heileson thanked senators and their colleagues for very recent contributions totaling over \$1000 to the Needy Student program. Heileson noted that a proposal was made at the December 09 Staff Council meeting for support for a person to serve in an ombudsman-like capacity for staff during, and only, spring semester, 2015. However, Staff Council considered the proposal “not a proposal but rather an announcement” and so no action was taken. Hoffman reported that the position will not be called “ombudsman.” This should be considered a trial run for a more permanent office of an ombudsman. The position will be located in Kendall 205. Reporting lines have not been finalized and dialog is continuing. It may report to the President “if deemed appropriate.” Elrod noted that further plans for an ombudsman position for faculty and staff will be shared subsequent to discussion with the Executive Committee.

10. University Report – Zingg/Elrod.

Elrod provided an update on dean searches. The position announcement for the BSS Dean should be distributed soon. For the Engineering, Computer Science, and Construction Management (ECC) Dean, “We are getting that search committee together next week.” The Agriculture Dean search proved unsuccessful, and plans are underway to initiate a search in fall, 2015. There are four universities in the CSU that have agriculture colleges, and most of them conducted dean searches last year or are presently conducting searches. Consequently this fall semester proved to be not an opportune time for us to conduct our search. Next fall we should be looking at a “fresh market” for candidates. We are “still working through” the search for a Vice President for Budget and Academic Resources and “hope to get good results.”

11. Proposed EM: Guidelines for Discontinuation of Academic Programs – EPPC – Action Item.

Boyd moved the Proposed EM: Guidelines for Discontinuation of Academic Programs. Boyd reviewed the proposal. The proposal combines two previous policies: EM 01-014: Guidelines for Discontinuing Programs (2001); and EM 93-017: Budget-Induced Academic Program Elimination (1993). The proposed policy governs discontinuation of *all* academic and educational programs, whether it be for budgetary or other reasons. “It really eliminates a lot of confusion over the discontinuation process and aligns it well with the suspension policy we just passed” (EM 13-057).

Vote: Proposed EM: Guidelines for Discontinuation of Academic Programs passed as an action item.

12. Proposed Option: MS Biological Sciences, Option in Botany – EPPC – Action Item.

Boyd moved the Proposed Option: MS Biological Sciences, Option in Botany. Shierenbeck reviewed the document. This program was suspended five years ago and “We’ve been trying to bring it back ever since. There are NO other CSU campuses with a master’s degree or option in botany.

California is considered one of the top 25 biodiversity hotspots on the planet and Northern California contains some of the highest biological diversity in California. There is an established need for botanists nationwide and many federal and state positions are going unfilled due to this shortage. ALL of our past students in the botany master’s program have

either gone on to PhDs in the field or are currently employed in the field of botany either in the public or private sectors. Demand for research is not being met. Plants are being left out of climate change planning and action. It is our responsibility, as educators, resource managers, and citizens of the North State to fulfill these resource management needs, provide well-trained students, and ensure that our students are employed upon graduation.

Vote: Proposed Option: MS Biological Sciences, Option in Botany passed as an action item.

13. Ask the Administrator.

Kaiser expressed concern over the deplorable state of some seating in Harlan Adams Theatre. "I have noticed a number of seats literally falling apart. It's certainly appalling and embarrassing." Hoffman noted that there is a \$1 "set-aside" on each ticket sold that goes to a "refresh fund" for such things as seating and lightbulbs. We are presently embarking on a very expensive, quarter of a million dollar, lighting upgrade. This may allow HFA to move some monies "from lighting issues to seating issues. "Maybe he (HFA Dean Robert Knight) and I can partner." Nichols inquired regarding the status of programs, maybe a dozen or so, that are already in suspension. Now that we just passed an academic program discontinuation policy, he encourages colleges and departments to review these programs and decide whether we are going to reinvigorate these programs or push for discontinuation. "It's sort of nice to clean house." "Yes, yes, and yes" added Kaiser. Elrod expressed the intent to proceed in this direction. Shierenbeck noted that Governor Brown has repeatedly stated that he will not give higher education any more money than presently allocated until they "cut the fat." Shierenbeck continued, "Let's think about cutting the fat in administration." Elrod noted that in the brief time she has been here, "there have been no conversations about cutting the fat. I do know that we are being very mindful about creating new MPP positions." Kaiser added that San Francisco City College transferred a large proportion of money to faculty "at the expense of administrators" and ended up failing accreditation.

14. Other.

Selvester recognized Kara Maas, Admin Support Coordinator for the Provost and Vice President for Academic Affairs, who will assume another position in Enrollment Management. We relied heavily upon Kara. Through her diligence and efforts, we were able "to make decisions with the information we needed to have." Boyd commended, "I don't know how to express how deeply your experience, knowledge, and care, and just gentle caring of every single thing that has come through your office, has made such a difference for us. And we are stronger because of your influence and knowledge of our process and the knowledge and expertise you brought to the table." Tinkler add, "You leave a huge hole."

15. Adjourn.

The meeting adjourned at 4:40 p.m.

Respectfully submitted,

Joe Crotts, Secretary.