



President's Planning & Policy Council
Monday, September 27, 2010

The President's Planning and Policy Council met on Monday, September 27, 2010 at 9:00 a.m. The meeting was held in the Broome Library at California State University Channel Islands, One University Drive, Camarillo.

In attendance: Michael Berman, Renny Christopher, Breana Christie, Wes Cooper, Joe Dobzynski, Therese Eyermann, Jerry Garcia, Beth Hartung, Jacque Kilpatrick, Bonnie Lanthier, Dana Lockwood, Dawn Neuman, Rosa Rodriguez, Stacy Roscoe, Richard Rush, Greg Sawyer, Diana Smith, Rachel Tafoya, Julia Wilson.

Absent: Bill Cordeiro, Joanne Coville, Chris Jetton, Sandra Kornuc, Jonathan Neira, Steve Stratton, Eric Toshalis Jim Walker, John Yudelson.

Others in attendance: Nelle Moffett, Damien Peña, Carl Reed, Melissa Remotti, Jane Sweetland, Chung-Hua Wang, Deborah Wylie

Welcome to New Members

The President welcomed new members to the Council: Breana Christie, Wes Cooper, Dana Lockwood, Jonathan Neira, Rosa Rodriguez, and Diana Smith.

President's Reports

The President welcomed the entire Council to the new Academic Year and asked that Council Members bring policies for review back to colleagues around campus for feedback.

He also reported that the next WASC review process is beginning and that the Council would begin next month hearing reports on the status of University Strategic Initiatives.

Presentation

Academic and Information Technology

Michael Berman spoke about the accomplishments, current projects and future plans of the Division of Academic and Information Technology. In addition, he asked that the Council give feedback on the newly developed Strategic Themes for T&C developed by the T&C Planning and Policy Committee. The themes include: Paper Less Campus, Secure Campus, and Teaching and Learning with Technology. He will also be presenting these themes to additional members of the campus community including Academic Senate.

Policies for Discussion

a. *Policy on Smoking on Campus*

Renny Christopher spoke to the Smoking Policy which has completed the union meet and confer process. She was happy to report that each of the unions approved the policy without revision! There was one suggestion by the union that the University place signage not only the places one is not allowed to smoke but also the places where smoking is allowed. The Council once again reviewed the map of allowable smoking areas on campus. There was no further discussion by the Council. The policy will return for recommendation at the next meeting.

b. *Policy on Judicial Affairs*

Damien Peña presented the Policy on Judicial Affairs. He highlighted areas that had been updated per the new Executive Order 1043. Some of these changes include adding the definition of “preponderance of evidence”, the delegation of Judicial Affairs Officer from President Rush to Vice President Greg Sawyer, verbal and written sanctions in addition to those outlined in the Executive Order, and the establishment of Dolphin E-mail as the official mean of notifying students of judicial information per EO 1043. Dean Pena discussed the use of “The Advocate” judicial affairs software as the campus management system for judicial affairs. All communication with students is tracked in this software.

Council members expressed concern that sending official documents by e-mail only and not by certified mail would not stand as admissible in court. Dean Pena said that student affairs is currently using the return receipt function for e-mail communication, however, this issue has been raised with the Chancellor’s Office.

President Rush will be making a decision regarding whether or not attorney representation will be allowed at student hearings. His determination will be reflected in the revision of this policy presented for recommendation at the next Council meeting.

c. *Policy on Chargebacks*

Deborah Wylie presented the Policy on Chargebacks. Revisions included adding Executive Order 847 to the policy background and fixing some formatting. Additionally, in accordance with EO 847, OPC will now be recovering both direct and indirect costs. Indirect costs will be approximately 35-40% more than current direct cost recoveries. This change will have a significant and direct effect on auxiliaries across campus. Ms. Wylie also stated that OPC Chargeback rates would be updated annually. Therese Eyermann asked about setting standard rates. Ms. Wylie replied that it would be difficult as direct costs include salaries so it would depend upon who is completing the job.

Technology & Communication (T&C) chargebacks are also included in the revised policy. The chargebacks to the Divisions will only be for non-standard services. For example, office moves would be a chargeback only if they are voluntary moves. The cost schedule for standard services applies only to auxiliaries. Michael Berman stated that Exhibit D, Types of T&C Services Subject to Chargeback, needs revision.

Other

Deborah Wylie asked to give a brief update on the Sustainability Task Force. The Task Force is currently working on the S.T.A.R.S. Assessment for which the deadline is January 11, 2011. There is an option to apply for a 6 month extension for which the campus will most likely apply.

They expect to complete the assessment by mid-semester Spring 2011. Pacific Lutheran University was the first University to report. A link to the STARS website and their report may be found at <http://www.csuci.edu/sustainability/stars/>. The campus will need to decide if we would like our report to be public on the STARS website as well once it has been completed.

Following this discussion, President Rush adjourned the meeting.

Next Meeting: October 25, 2010

Respectfully submitted by Melissa J. Remotti, Executive Analyst to the President