



Channel Islands

CALIFORNIA STATE UNIVERSITY

President's Planning and Policy Council

September 18, 2023 – 9:00 – 10:30 a.m.

Attendees: President Yao, Alex, Andrea, Cindy Jason Miller, VP Ford Turnbow, Amanda Carpenter, VP LeRoy, Matt Zivot, Honey Krueger, Jim August, Brian Lindgren, Amber Bruno, Nancy Gill, Lisa Racine, Dottie Patten, Toni DeBoni, Mary McDonnell, Daisy Navarrete, Provost Avila, Greg Wood, Helen Alatorre,

1. Welcome (President Yao)

- a. Communication Policy is actually 2nd reading
- b. Primer: Overview on PCC (*Policies with Revisions Slide*)
 - i. Curricular pieces: we need to make sure Senate is involved and be aligned with their policies
 - ii. Helen: who is on PCC? Alex: Kaia, Jason, Marie Francois, Annie White, others

2. Policy Review

a. Recommendation (2nd Reading)

- i. SA.03.004 - Policy on Alcohol at CI (C. Derrico)
 - Cindy: Changed the name of the policy to include University Sponsored Events. Under Chief of Police, there is an explanation as to why this is within UPD. There is an addition for Designated Consumption Zones; this includes language for students who are under 21 to not be allowed present while alcohol is being consumed.
 - Lisa: is the designee the same as the Chief? Chief of Police to be listed as designee
 - Provost: why are Deans/AVPs listed? Cindy: they do not provide ultimate approval, but they are individuals who would be responsible for events taking place
 - Daisy: what is the process for having alcohol in your room?
 - Cindy: Housing procedures- theres an application for certification for an individual certification (applied to individuals). Another example is for an entire apartment to be a designated consumption zone. This is for the group of students who live there and it is on them to ensure there are no minors. If there is someone in the unit who is under 21 that apartment cannot be considered a designated consumption zone.
 - Helen: does Risk Management need to be in the conversation for vendors who sell alcohol (under Sale and/or Services)?
 - Cindy: yes, will look into it
 - Nancy: is there a procedure that goes along with this policy?
 - Cindy: yes there is a link to the request form. This is the closest thing we

have to a procedure. This addresses the questions needing to be addressed for all requests.

- ii. UA.11.001 - Policy on University Alumni Groups (A. Carpenter)
 - Amanda: addressing in person and online meetings (which are growing in popularity), additions to how A&FA will support different groups and entities.
 - Lisa: once an alumni club is established, is there a way a club can be renewed or revoked if it doesn't meet criteria?
 - Amanda: yes, we will have regular communication with recognized chapters
 - Lisa: are there criteria for alumni groups to be based?
 - Amanda: we can make sure to work with these groups directly.
 - Provost: pg 1 what is the reference to Aux?
 - Amanda: this is a reference to the foundation, A&FA is a separate foundation
 - Kaia: Since Alumni groups can be created with disciplines in mind, how to faculty know these are happening? Doesn't need to go through Senate but how is DAA aware?
 - Jason: just like UA has a responsibility to reach out to faculty on how to have conversations with donors, UA would be responsible to reach out to Faculty on how and when this is happening
 - Ritchie: agreed with Jason. UA would connect with depart chair and dean to make them aware of interests and have efforts aligned between DAA and UA
 - Amanda: to include a procedural piece on what A&FA is doing to make sure partners on campus are aware of what is happening
 - Nancy motions, Jason Seconds
 - 0 opposed all in favor
- iii. SA.07.012 - Policy on Communication with Students (E. Ford Turnbow)
 - EFT: initially read back in March. No major changes since then
 - Matt: article k, students who completed a min of 30 semester units used to maintain access to their dolphin email. This sentence no longer indicates that.
 - Jim: if someone is going to school, they need a functional email. If someone is not going to school, we are paying for their account. Its about \$9 per email annually.
 - Cindy: students who attempt 30 units per semester is high
 - Nancy: if someone left the University, how would this impact our relationship with that individual?
 - EFT: if they haven't touched an email in over a year, we have access to that information and can determine if it's still applicable
 - Cindy: we need to figure out what the minimum is we need to do to keep email services in place as a student
 - Matt: if we resolve this, the "and," makes this sentence an incomplete clause. We recently conducted a survey of alumni for those who graduated 1 year ago and 5 years ago. This was not a useful way to be in touch with our alum. If a goal is to maintain a channel of communications, this is not serving that purpose.
 - President: we will revisit this, let's not complicate this, Jim should be included in the conversation as well.
 - Kaia: top of page 2: second paragraph should be changed to add "and"

CSU Chancellor. Item L- how would we know what the approved university offices are? This is kept in C&PR how do we know what these are? In item o: what does it mean for spamming?

- Nancy: o was probably written when we originally had written the policy. O could be removed.
- Kaia: q should we add “until matriculated”. In social media, “should not be communicated” should to be replaced with must
- Lisa: is the expectation for students to be able to opt-in to receive communications?
- Jim: the issue never went away on how students can opt out. Constant contact was put in place for information to be available but have the option to opt out. Official university business there is no way to opt out.
- Greg: this may have been “only for globals”. What about at a level above faculty in a classroom but below global level? Potentially remove 2e – if this was addressing globals, we wouldn’t need this level of in between. Can we clear up the scope of the policy? As a department chair, can I email all of my students? 2J: would it be worth adding faculty affairs for faculty?
- Jim: part of this should be a customer service approach with students being the customer. We want them to read the email that is imperative on their academic success
- Toni: 2J for harassing emails, it should go to Title IX for all harassment. If we want to be more selective of what it means, we can go from there.
- President: we need to look into a few areas 2E, 2J, 2K. we can revisit discussion.

3. Updates (President Yao)

- a. Today is census
- b. Enrollment update will be provided at SRPC
- c. Last week we were at our budgeted numbers. We are still down compared to last year, we are at where we projected.

Next meeting: October 2, 2023