![CSU Channel Islands — California State University logo]

PPPC Meeting Notes
March 10, 2025

1. **Welcome (Kaia Tollefson)**

2. **Consent Item: Policy on Policies (Presented by Kaia Tollefson)**
   - Policy template; President in charge of reviewing; policy lays out University and Senate policies.
   - No major changes; minor name change from President Beck to President Yao.
   - Action: Approved; policy will be forwarded to President for signature.

3. **Policy Manual Updates**
   a. Business & Financial Affairs (Presented by Bradley Olin)
      i. The goal is to streamline our policies. Many policies are duplicates. This will free up time.
      ii. Dottie asked about regular updates to policies; Olin confirmed that notifications and material refreshes will occur.
      iii. Helen Alatorre suggested adding notations for policy locations; Olin agreed to include a status column with dates.

4. **Policies for Review:**

Recommendation (2nd Reading):

a. Policy on Student Conduct Violations for Recognized Student Clubs and Organizations (Presented by Eboni Ford Turnbow and Julia Heck)
   - Minor changes since the last reading; title updated for clarity.
   - Updated references to ASI for better alignment.
   - Changes to letter F section.
   - Action: Approved; policy will be forwarded to President for signature.

b. Policy on Admission Application Deferral (Presented by Anna Rosa Duran)

- Acted on last meeting's recommendation of title change and how we would approve a deferral (included examples, such as medical conditions, military status, etc.).
- Included language that reads "what works best for the applicant's best interest."
- Dottie questioned the subjectivity of "best interest"; Toni suggested rephrasing.
- Action: Approved after making changes to sentence; policy will be forwarded to President for signature.

c. Policy on Undergraduate Admissions Appeals Policy (Presented by Ana Rosa Duran)
- Graduate admissions policy will be separate, allowing this policy to proceed.
- Action: Approved; policy will be forwarded to President for signature.

Discussion (1st Reading):

a. Policy on Fundraising Events & Activities (Presented by Ritchie LeRoy on behalf of Sevag Abajian)
- Updates to the fundraising policy for events exceeding $5,000.
- Changes made to reference CSU policy, clarifying applicability to faculty, student organizations, and defining fundraising events (e.g., galas, golf tournaments).
- Nancy suggested changing language to align with University guidelines regarding Time, Place and Manner.
- Ritchie will collaborate with Helen Alatorre for specific language updates.
- Action: Move to the next PPPC for a second reading.

b. Policy on Issuing Official CSU Channel Islands Transcripts (Presented by Colleen Forest)
- Revision for FERPA compliance; updates to define transfer credits more clearly.
- Removed language that allowed withholding transcripts due to debt.
- Action: Move to the next PPPC for a second reading.

c. Policy on Submission of Official Transcripts to CSU Channel Islands (Presented by Colleen Forest)
- Language added to include electronic transcripts and being as preferred.
- Mandatory language inclusion from the CO office for transparency.
- Matt questioned the purpose of transcripts; Colleen referenced it is needed in student pushback situations.
- Helen Alatorre emphasized defining when students are not required to pay for transcripts.
- Toni suggested limited use based on need.
- Action: Move to the next PPPC for a second reading.

5. **Additional Comments:**
    a. Kaia expressed her gratitude to the members of the clearing house committee. A meeting is scheduled for this week to review and establish guidelines for when policies will require senate review. Historically, any policies impacting faculty curriculum were forwarded to the Senate for review. Matthew Campbell recommended that all policies, even those not related to curriculum, should be presented to the Senate, as they can still affect students and faculty, such as issues related to scholarships.
    b. Kaia reminded VPs to engage with the policy link and encourage efforts to ensure more policies are completed and compliant.