

# *California State University Channel Islands*

President's Council Meeting Notes: Monday, November 7, 2005

The President's Council met on Monday, November 7, 2005 at 9:00 a.m. The meeting was held in the Administration Building, California State University Channel Islands, One University Drive, Camarillo.

In attendance: Paul Adalian, Terry Ballman, Gary Berg, Damon Blue, Anneka Busse, Lillian Castaneda, Meghan Ciuffetelli, Joanne Coville, Marty de los Cobos, Therese Eyermann, Art Flores, Traci Franks, Phil Hampton, Nancy Hill, Peggy Hinz, Bill Kupfer, Maureen McQuestion, Mike Middleton, Michelle Moon, George Morten, Dennis Muraoka, Ray Porras, Melissa Remotti, Richard Rush, Greg Sawyer, Cathy Strauch, Deborah Wylie.

## President's Report

Dr. Rush reported that Chancellor Reed and Vice Chancellor Richard West visited campus the previous Friday. It was a positive meeting and allowed the Chancellor to see first hand some of the university's successes and challenges. The Board of Trustees meeting will be November 8 and 9 with the majority of the agenda directed at issues that do not directly impact CSU Channel Islands.

## Amgen Grant Presentation

The Amgen Foundation has given CSU Channel Islands \$950,000 for to enhance the technological preparation of future science graduates by providing regional community colleges and universities with virtual access to state-of-the-art instrumentation available through the Internet. Phil Hampton, the lead on the grant, told the council the university will receive instruments that will provide remote operation/access for techniques in X-Ray Crystallography, a Nuclear Magnetic Resonance Spectroscopy, and a Gas Chromatography-Mass Spectrometry. These instruments will allow students to see 3-D visual images of molecules and provide students with a higher level of technological preparation to meet the workforce needs of pharmaceutical and biotechnology industries. Educational partners include Westmont, CLU, Oxnard, Pierce and Ventura colleges.

## Associated Students, Inc. (ASI) Presentation

Anneka Busse, President of Student Government updated the council on ASI activities including raising \$10,000 for Katrina Relief, creating CSU Channel Islands first Yearbook, and assessment activities. ASI assesses each program based on the Nine Dimensions of Wellness. This model is now being adopted by the California State Student Association and will be used at the California Higher Education Student Summit XI (CHESS), hosted by CSUCI. CSU Channel Islands presence state wide continues to grow as Anneka Busse is also the chair of CHESS.

## **RECOMMENDATION – REVISED**

- a. Policy on Tobacco Sales and Sponsorships (Hinz) – Prohibits the sale of all tobacco products on campus and the campus will not advertise tobacco or accept sponsorships for campus events or activities from tobacco companies. UNANIMOUS APPROVAL BY COUNCIL.
- b. Policy on Clearinghouse for Institutional Research (Muraoka) - Establishes a clearinghouse for institutional research findings where units will notify the Institutional Research Office of plans to conduct surveys on students/faculty/staff and will submit findings to the Institutional Research Office. UNANIMOUS APPROVAL BY COUNCIL.
- c. Policy on Coordination of Data Collection for Purposes of Institutional Research (Muraoka) – Assigns the Assessment Council with the responsibility to calendar data collection activities for institutional research purposes involving CSUCI students, faculty or staff as participants. UNANIMOUS APPROVAL BY COUNCIL.
- d. Policy on Family Educational Rights and Privacy Act (FERPA) (Blue) – Outlines required provisions established in the Family Educational Rights and Privacy Act including annual notifications and disclosures of educational records to students, disclosures of educational records to others, requests for information, directory information and the process for challenging information in student records. UNANIMOUS APPROVAL BY COUNCIL.
- e. Policy on Smoking (Flores) – Prohibits smoking within 50 feet of inhabited structures on campus and in all state owned vehicles. This policy augments current state regulations which prohibit smoking within 20 feet of inhabited structures. A friendly amendment by Mike Middleton added wording to include state owned vehicles. Anneka Busse questioned how the policy would be enforced. Art Flores noted the challenges and recommended educational programming, wide distribution of the policy and community oversight by reporting offenders. APPROVAL BY COUNCIL WITH TWO ABSTENTIONS.
- f. Policy on Drug-Free Campus & Workplace (Flores) – Outlines required provisions in Drug-Free Schools and Communities Act to annually distribute CSUCI’s Substance Abuse Policy to faculty staff and students and to prohibit the unlawful manufacture, distribution, possession or sale of controlled substances or alcohol on campus. Bill Kupfer noted that the policy did not address responsible use of alcohol. It was recommended that the policy be brought back to President’s Council with that addition.

## **DISCUSSION – 1<sup>ST</sup> READING ITEMS**

- g. Policy on Motor Vehicle Use (Porras) – This policy reworked an earlier proposed policy to include the use of university vehicles, rental vehicles, and personal vehicles for university use. Discussion included: the requirement to use state approved rental companies that are often have more expensive rates than non-approved companies; guidelines for the use of electric campus vehicles by employees living in University Glen; the kinds of insurance and liability recommended bases on the type of vehicle used for university business; and the determination of

who is responsible for the oversight of vehicle use, who authorizes that use, and when. Ray Porras noted that all departments will need education on the details of this policy.

h. Policy on Intellectual Property (Lucas) – This policy outlines the conditions under which ownership for work produced by faculty would reside with the creator, with the university, or some other joint arrangement. As Intellectual Property is a multi-faceted and complicated legal area, Ted Lucas stated that this item may return to the Council several times before is ready for recommendation. An interim policy is needed now, which others are working on. Gary Berg requested more specific definition for terms, particularly “work for hire”. Joanne Coville stated the policy needs to include all staff, not just faculty.

#### Other

Deborah Wylie asked about the status of the Lock Policy. Art Flores reported that it has been approved by the CSEU but that we are still waiting for approval from the CFA and AP Unit 4.

Respectfully submitted,  
Therese S. Eyermann