

# *California State University Channel Islands*

President's Planning & Policy Council

Monday, December 2, 2013

**VOTING MEMBERS PRESENT:** Pamela Abbott-Mouchou, Michael Berman, Bill Cordeiro, Chanda Cunningham, Amy Denton, Therese Eyer mann, Sunshine Garcia, John Griffin, Gayle Hutchinson, Nichole Ipach, Jill Leafsteadt, Chris Mattia, Laurie Nichols, Cheryl Peckham, Richard R. Rush, Greg Sawyer, Tiffany Smith, Ysabel Trinidad, Jim Walker, Dianne Wei

**MEMBERS ABSENT:** Vanessa Bahena, Kristina Cervi, Theresa Cilley, Scott Frisch, Jeanne Grier, Kathryn Leonard, Jennifer Miller, Stacy Roscoe, Dave Chakraborty, John Gormley

**OTHERS PRESENT:** Karen Carey, Melissa Remotti, Dan Wakelee, Neal Fisch, Damien Peña

## **PRESIDENT'S REPORTS**

President Rush welcomed the President's Planning and Policy Council members and guests. He wanted to remind the group about the terrible situation at San Jose State, where a student was subjected to racial profiling and other unacceptable behavior by his three roommates. President Rush has asked Dr. Sawyer to pull together a conversation on campus so that we can test our sensitivity to these kinds of issues on our campus. We like to pride ourselves on being open and welcoming, and we want to make sure that we truly are by talking about this. If we need to make adjustments or if further education is needed for all or any of us, we want to see to it so that we can prevent situations similar to this arising on our campus. We want to be sure that we are walking our talk at CI. President Rush encouraged all to participate in the conversation.

## **POLICY**

### **Recommendation: Policy on Instructionally Related Activities Fee (Kristina Cervi)**

Kristina Cervi was unable to attend today's meeting, thus this policy will be pushed to the next PPPC meeting on January 27, 2014.

### **Recommendation: Policy on Data Classification Standards (Neal Fisch)**

Neal Fisch explained that this is a policy put into place to better define security and data assets on campus. It's important to classify the different types of information. Neal received no feedback since the first reading, so it is ready for a vote.

Bill Cordeiro motioned to approve the policy and Chanda Cunningham seconded it. All council members were in favor.

## **STRATEGIC PLANNING**

### **Strategic Resource Planning Task Force Update (Ysabel Trinidad)**

Ysabel Trinidad reported that the task force meeting that was held a couple of weeks ago kicked off the planning process. It served as a starting point to introduce new folks to the process and to

start the process, which is earlier than in the past. We intend to start the planning for the budget earlier in the year, prior to the end of the calendar year.

The group wants to focus on strengthening the relationship between budget and strategic planning. We also want to reinforce multi-year forecasting. Over the next several years we want to look forward to growth and the governor's four-year plan commitment to the CSU and enrollments.

For the current year funding cycle, the President approved funding for strategic initiatives that we set aside to be allocated. There was a memo sent out to Cabinet to look at what those requests might be. That work is in process and we're finalizing the requests amongst divisions now. The second piece is the base money that the Chancellor's Office has given us to be fully funded. The base funding is looking at more critical needs that the campus has. There is a Cabinet discussion in process, balanced with the strategic funding allocation. We will be finalizing those requests that have come in, making a recommendation to the President and then it will be shared with the campus. There will be an expectation in our areas for more accountability in the process, aligning requests made with the strategic plans of each division and how those plans are aligned with the institution's planning.

Over the next couple of years we anticipate a fair amount constrained space needs. West Hall will be coming online in 2016 and we're going to have a growth period of some challenges. We can handle this as a campus, but will need to focus on how we use our space and think of it as another resource. We want to get advanced notice on space needs. We are also very interested in getting feedback from the campus on risks that exist in various units on campus and how we can address those risks.

Planning Calendar:

*December/January*

The divisions will prepare their requests and the governor's message comes out

*February*

Cabinet discussions take place and the task force reconvenes to receive Cabinet updates and provide input on Strategic Initiative investment for the campus

*March*

Cabinet prepares final budget requests based on SRPTF input and complete plans for their respective divisions

*April*

Vice Presidents complete plans for their respective divisions and share final plans with SRPTF

*May*

Final Budget FY15 recommendation to President

*May-July*

President approves budget, dependent upon external planning environment

### **Strategic Planning Update (Michael Berman/Gayle Hutchinson)**

Michael Berman reported that some of the feedback that he and Gayle received about strategic planning was that people didn't understand how the strategic plan was going to move forward. The Strategic Planning Steering Committee reconvened on November 13<sup>th</sup> to discuss the current state of the draft.

Members of the steering committee include: Gayle Hutchinson (co-chair), Michael Berman (co-chair), Guisela Bahena (student), Jim Walker (community member), Jeanne Grier, Nancy Mazingo, Greg Sawyer, Ysabel Trinidad, Dave Chakraborty, Jill Leafstedt, William Cordeiro, Amy Wallace and Therese Eyermann.

Three subcommittees were formed to create the "final" (or next) version of the strategic plan. This will be shared with the campus community. The goal is to have this online before we leave for the holidays so that we can start collecting comments. We're also planning to schedule several brown-bag sessions for the campus and community to look at the plan and offer more feedback. Based on that review and comment period, we will wrap up a final-final draft at the end of February or early March and then have that go through channels and finalize before the semester ends.

Michael encouraged all to approach any of the steering committee members with any ideas they may have.

### **OTHER**

#### **Faculty Hiring Update (Gayle Hutchinson)**

Gayle Hutchinson reported that we were searching for 12 positions this year, and we might end up with 13 people. The reason for that is two of the folks we have hired are our own folks.

We have made offers and sent appointment letters to folks in the following areas: special education, marketing, economics, library, Spanish, psychology, nursing, computer science and chemistry.

We have 9 folks who have accepted and are coming. There are 4 that Gayle is still in process with. Follow up will be done later this week.

President Rush closed the meeting by reminding everyone to volunteer for the WASC effort and to let Amy Wallace know how you'd like to participate. Volunteering will not only make a good report for the accreditors, but it will also make it more broadly participatory for us that we take ownership of the entire University ourselves.

The meeting adjourned at 9:29 a.m.

Respectfully Submitted, Alanna Trejo