

# *California State University Channel Islands*

President's Planning & Policy Council

Monday, April 21, 2014

**VOTING MEMBERS PRESENT:** Pamela Abbott-Mouchou, Michael Berman, Kristina Cervi, Bill Cordeiro, Chanda Cunningham-Spence, Therese Eyermann, Scott Frisch, Sunshine Garcia, Jeanne Grier, John Griffin, Gayle Hutchinson, Nichole Ipach, Jill Leafsteadt, Kathryn Leonard, Chris Mattia, Jennifer Miller, Laurie Nichols, Stacy Roscoe, Richard R. Rush, Ysabel Trinidad, Jim Walker, Dianne Wei

**VOTING MEMBERS ABSENT:** Vanessa Bahena, Terrie Cilley, Amy Denton, Cheryl Peckham, Greg Sawyer, Tiffany Smith

**NON-VOTING MEMBERS PRESENT:** Michael Bourgeois, Karen Carey, Dave Chakraborty, John Gormley, Melissa Remotti, Dan Wakelee

**INVITED GUESTS PRESENT:** Irina Costache, Neal Fisch, Tania Garcia, Tina Knight, Ed Lebioda, Toni Rice

## **PRESIDENT'S REPORTS**

President Rush commented on the *Ventura County Star's* editorial on the AACRAO Report. He emphasized that although the article was unfavorable to the campus, he is very proud of the work that we have done in developing a positive increase in service.

## **POLICY SYSTEM RE-ENVISIONING UPDATE (Grier/Remotti)**

Melissa Remotti explained that a Clearinghouse Committee was established and appointed by the President, which includes three Senate officers (Grier, Wyels, Clark) and three PPPC representatives (Remotti, Miller and Nichols). Policies will go to the committee and be distributed to the appropriate body. If a policy goes through both bodies and both bodies have revisions, the committee would consult with the authors and then the policy would go back to both bodies until they reach an agreement and recommend the same policy for the President's approval. We will also have all policies on the same website and they will be searchable.

Gayle Hutchinson suggested changing the language from "conference committee" to "clearinghouse committee." Melissa said she would change this. A policy will be brought forward in the fall regarding reviewing all policies after 5 years.

## **POLICY**

### **Recommendation: Policy on Arts, Antiquities, and Artifacts (Costache)**

Irina Costache noted that revisions were made based on the comments from the last meeting, including adding "Loans" in the title and clarifying the definition of "public space" and adding classrooms as "art spaces." The other issue brought up at the last meeting was regarding storage. This language has been made vague on purpose in order to determine storage on a case-by-case basis.

“Short-term loan” has been extended to an academic year instead of six weeks. There is also information added to the Procedures document indicating that anyone working in the space where the art is being displayed will be consulted beforehand.

There was another discussion about “public spaces” not being referenced in the policy. President Rush and Melissa Remotti suggested amending the Text section of the policy in the second line to say that “...the acquisition/acceptance of artwork, antiquities and artifacts *from any source* for the University’s permanent collection, *display in public spaces*, or for loan to the University...”

Nichole Ipach asked that as we accept acquisitions or donations as gifts to keep Advancement in the loop about where it is displayed or stored. It was also discussed that perhaps this policy and the Gift Acceptance policy can be tied in together in the future.

Irina also mentioned establishing a list of what we already have displayed so that we know where it is on campus and how long it will be there.

President Rush suggested that we pass this policy and look at the Gift Acceptance policy and tie the two together.

Chanda Cunningham-Spence motioned to approve and Karen Carey seconded. All Council members approved the policy.

**Recommendation: Policy on Student Health Services (Lebioda)**

Ed Lebioda explained that a statement was added to address mental health services per the discussion at the previous meeting. Gayle Hutchinson motioned to approve and Bill Cordeiro seconded. All council members approved the policy.

**Recommendation: Policy on Research and Sponsored Programs Records Retention (Knight)**

There were no substantive changes to the policy from the last meeting. Karen Carey motioned to approve and Chanda Cunningham-Spence seconded. All council members approved the policy.

**Recommendation: Policy on Principal Investigator Financial Conflict of Interest (Knight)**

There were no substantive changes to the policy from the last meeting. Jeanne Grier motioned to approve and Karen Carey seconded. All council members approved the policy.

**Recommendation: Policy on Subrecipient Monitoring (Knight)**

Suggestions from the last meeting were added the policy, including a sentence referring to conflict of interest as well as a reference to the request form. A procedures document will follow. Karen Carey motioned to approve and Dan Wakelee seconded. All council members approved the policy.

**Recommendation: Policy on Communication with Students (Rice)**

Toni Rice asked Michael Berman to comment on item “K” in the policy. Michael Berman explained that the 30 units is an arbitrary number that makes no difference to IT. Tania Garcia

added that according to Alumni Relations, a student is considered an alum if they complete one course. There is no CSU standard on what an alumni is defined as—it is up to each campus.

It was decided that the language would continue to say “attempted” 30 units in order for a student to have a Dolphin email account. Michael Berman explained that there is no cost for providing an account. Karen Carey motioned to approve and Bill Cordeiro seconded. All council members approved the policy.

#### **Discussion: Policy on Responsible Use of IT Resources (Fisch)**

Neal Fisch presented this policy regarding the proper use of data. There is a reference to the Cal State policy at the end of the document and he recommended that the council members read through that. President Rush encouraged all to read through the policy and let Neal know if there are any questions.

#### **Discussion: Policy on Sustainable Practices (Wakelee)**

Dan Wakelee explained that we need an overarching policy on sustainability that guides us going forward. Dave Chakraborty added that although we have accomplished a lot collectively in sustainability, we’ve never reached the highest level. We were just shy of scoring platinum in the EBOMB standards for Sierra Hall. Dan Wakelee explained that the policy is broad and calls on each area to consider sustainability in their decisions. Stacy Roscoe mentioned that the policy does not contain the definition of sustainability. Dan Wakelee said that he would look into that.

Ysabel Trinidad spoke about the financial impact and asked for language in the policy to provide some perspective on this. Tina Knight suggested adding ROI and conversations with finance in the policy. President Rush asked all councilmembers to look over the policy and give Dan and Dave their feedback.

Dave Chakraborty ended by informing the council that CI has been given the designation of Tree Campus USA for the second year in a row. We were the first campus to receive the designation.

### **STRATEGIC PLANNING**

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

Ysabel Trinidad reported that the final requests to the straw budget are in. Divisional budget requests totaled \$11.3 million with fixed costs are at \$2.7 million. Space needs have been met for FY14-15. Projected enrollment is 8% FTEs (increase for FY 16-17) and space needs are in review for FY16. In FY 15 Sierra Hall will be online with classrooms. Offices for faculty are more of an issue, but are based on projected needs for FY16-17. Funding is a significant issue, but we can look at how we utilize the space we do have. Ysabel also reported that there will be a PERS cap for funding for new employees, which means that the state will no longer match funds when a new employee is hired. The cap is sealed at last year’s contribution rate.

Ysabel also presented on the projected revenue increase, which is 8.5% forecasted for FY15, 6.3% for FY16 and 6.8% for FY17. A task force meeting is coming up and the governor’s budget revise will be out in mid-May. The final state budget will be out June 30<sup>th</sup>.

**Strategic Planning Update (Gayle Hutchinson)**

Gayle Hutchinson reported that 63 people attended the last task force meeting and gave lots of good feedback. There will be another town hall meeting on April 29<sup>th</sup> in Petit Salon. The Wufoo survey will be available until May 2<sup>nd</sup> and she encouraged all to take the survey and provide feedback. April 23<sup>rd</sup> will be the community town hall meeting. All information gathered will be compiled and the commonalities and themes will be brought forward in draft form.

The next PPPC meeting will be in Fall 2014.

The meeting adjourned at 10:35 a.m.

Respectfully Submitted, Alanna Trejo