



# Channel Islands

CALIFORNIA STATE UNIVERSITY

## President's Planning and Policy Council

### Meeting Notes

9:00 – 10:00 a.m.

August 30, 2019

J. Handel Evans Conference Room 2533

VOTING MEMBERS PRESENT: Helen Alatorre, Jim August, Alissa Blough, Rosa Bravo, Amanda Carpenter, Cindy Derrico, Genevieve Evans Taylor, Nancy Gill, Thomas Hunt, Nichole Ipach, Ritchie LeRoy, Penny Matthews, Laurie Nichols, Hiram Ramirez, Barbara Rex, Sara Ruiz, Beth Say, Ysabel Trinidad and Rich Yao

VOTING MEMBERS ABSENT: Dottie Ayer, Elaine Crandall, Hung Dang, Toni DeBoni and John Yudelson

GUESTS: Michael Gravagne, Holly Godden and Ginger Reyes

### OPENING REMARKS

President Beck welcomed the Council members and guests.

### POLICY REVIEW

#### Recommendation (2nd Reading)

##### SA.19.003 – Policy on Student Immunizations

In Toni DeBoni's absence, Michael Gravagne presented the second reading of the new immunization policy which is outlined by Executive Order 803. The policy requires all students to have specific immunizations prior to their second term or second semester of coming to campus. VP Yao added the original requirements from the Chancellor's Office (CO) exempted any student that graduated from a California high school from providing immunization records. The students are given until the second semester to provide proof of immunizations.

VP Trinidad asked what other campuses are doing in regard to the second semester. Ginger Reyes stated the majority of campuses follow the practice of allowing the students at least one semester to meet the requirement, not making it part of the initial enrollment requirement.

Cindy Derrico referred to the Accountability section of the policy and inquired about the reviewing by a department/unit versus a position. Nancy Gill agreed that it should be a position and that all of the policies need to be reviewed that way.

President Beck reminded the Council of the importance of ensuring vaccinations among the students. VP Yao added the Ventura County Public Health group has been working with the Divisions in driving this policy.

Cindy suggested changing the policy to add 'verification' to the immunization process and to 'support' the response plan, instead of 'managing' it. Cindy also asked about the definition of the immunization hold and suggested 'negative' be added to the service indicator. Ginger agreed that this would clarify the hold for registration only.

President Beck asked for a recommendation for approval provided these points are clarified. The policy was approved.

## **Consent**

### **AA.12.001 - Policy on Application Roll-Over (G. Reyes)**

### **AA.12.004 - Policy on Issuing Official CSU Channel Islands Transcripts (G. Reyes)**

Cindy Derrico asked if the wording 'policy is revised to include online transcripts requests' is necessary. Ginger Reyes agreed that the wording could be removed as the process has moved to mostly online requests.

### **AA.12.005 - Policy on Submission of Official Transcripts to CSU Channel Islands**

Cindy Derrico suggested changing the wording from 'required' to 'advised' to have their own personal set of transcripts; Ginger Reyes agreed. Cindy also asked for clarification for the student admitted on conditional/provisional basis. President Beck suggested adding 'at the discretion of CSUCI' to the end of the paragraph.

With the minor changes included, President Beck asked for a recommendation for approval of these three policies. The policies were approved.

## **Discussion (1st Reading)**

### **AA.12.003/SP.11.012 – Policy on Undergraduate Admissions Appeals (G. Reyes)**

President Beck reminded the Council that any student who is not meeting the admissions requirements may appeal through a formal process. The process consists of a student submitting documentation which is reviewed by a committee on a weekly basis to determine a decision.

Each CSU campus is given a certain number of special exceptions a year. Our university never goes over that amount or is anywhere near that amount. The goal is to make sure the student actually succeeds and can graduate.

President Beck encouraged the Council to go back to their departments on campus, solicit feedback and get that back to Ginger.

## **Updates**

President Beck thanked Jim August, Chief Information Officer, and the IT team who responded quickly to the phishing attempt on campus. Jim stated the new self-serve password reset process worked very well.

### **Strategic Initiatives Implementation Team**

Genevieve Evans Taylor stated the Strategic Initiatives Implementation Team (SIIT) webpages are continually being updated. The most recent Strategic Initiatives (SI) proposals have been given to Strategic Resources Planning Committee (SRPC) which will now be embedded into the regular budget process.

Over the summer, the SIIT reached out to gather the work being done across campus and updated the SI webpages. Soon, links will be provided from the actions and associated projects will be linked to the individual SI.

Cindy Derrico asked which projects are approved with funding. Genevieve pointed out that all of the funded and non-funded projects are listed.

Helen Alatorre asked how a department can submit a request for funding. Genevieve mentioned that proposals can be submitted at any time by working through your respective Provost/VP.

President Beck thanked the SIIT for their work in implementing this process and making the work visible to the campus community. She reminded the Council that strategic use of one-time funds for SI makes the allocation process equitable across campus as anyone can apply. If you have an idea that advances the strategic vision of the University, you may be able to get resources to move that forward, monitoring the data that is having impact and to possibly implement it permanently.

The resource allocation process is now aligned with the highest priorities for University.

### **Strategic Resources Planning Committee**

VP Trinidad stated that at the end of September, the campus will launch AY20-21 budget cycle that will include the Strategic Initiatives for AY20-21. All of the information will be posted on the Budget & Planning webpages.

In July, the Board of Trustees approved the final CSU budget of \$7.19B with a healthy increase. Barbara Rex shared the University's budget plan was for an additional 203 funded FTEs; we received 346 FTEs for a total of 6135 FTEs, a 6% increase. The University was allocated \$1.9M and received one-time funds of \$500K for GI2025 initiatives and \$669K for Enrollment initiatives.

President Beck said the Budget memo will be out today with more details coming later from the SRPC. Barbara added the Divisional budget memos will be published next week.

Meeting adjourned at 9:42 a.m.

Next Meeting: October 21, 2019