

California State University Channel Islands

President's Council Meeting Notes: Monday February 9, 2004

Attending: All present except Bill Allen; Leon Aragon; Tanya Gonzales; Alana Marquez, Ray Porras, & Mitchel Sloan.

1. Report from the President (Rush)
 - a. Summary from Board of Trustee's meeting

Dr. Rush reported that we have come out "ok" in the current budget. We will not be subject to a 5% reduction as will be the case for many of the other CSU campuses. This is for internal purposes only and not for public dissemination to the media or others.

Our target for numbers of students will be 1627 for next year.

We may also receive help through some one time monies but this is not yet certain.

All of the above is subject to the March election. If Prop 57 does not pass, this could all change.
 - b. Discussion & recommendation: Calendar 2004-2005 Year

Peter Mosinskis shared an electronic version of the calendar. Renny Christopher began to point out various typos and spacing issues. Jane Sweetland pointed out that this is display of an earlier draft for discussion purposes and that for instance the last day of classes date has since been corrected. The question was raised whether it would be possible to start fall semester later. Ted Lucas responded no, but that we can start spring semester sooner. Becca Glazier expressed that she feels nearly a month off between the fall and spring semester seemed too long. The group was asked to send any comments to Ira Schoenwald. Jane reiterated that this is a draft and that all input is welcome. Renny and Ted pointed out additional spacing issues with the electronic document.

As Ted demonstrated the spacing he explained that the examination of the calendar should allow the spring semester to begin earlier and could avoid having commencement on Memorial day weekend in the future.
 - c. WASC – The president stated that the WASC group is moving along on schedule and that they are doing extraordinary work. The president reminded the group that this is a campus-wide effort and the president asks for everyone's help.
2. President's Council on website (Mosinskis)

A presentation was given by Peter Mosinskis of IT. He demonstrated the area of the website that will be devoted to the President's Council. He provided a visual overview of the features that are contained within the site, including the template for the policy forms. He invited the group to contact him if there are certain formatted materials they need and encouraged the group to visit the site at www.csuci.edu/president/presidentscouncil or under About CSUCI on the CSUCI web site, go to President's office and click on President's Council.

3. Policy Format Update (Remotti)

Melissa Remotti provided an overview of new templates that have been designed for use when establishing University policies. For policy formatting- she informed the group that they will be on the Website with a cover page and template. The group was instructed to use the template whenever they are submitting a policy to the council. You can also use this format for procedures. Not all procedures will be public and procedures will not come to the council for approval.

Regarding the policy numbering system, Ms. Remotti described the numbering system to be used and shared that each area of the campus was asked to come up with their classifications for their areas. She explained that the classifications or system will change as needed in the future but that so far it seems to be working. Renny Christopher pointed out that there is no faculty senate on this campus, rather an academic senate as they have more than faculty participate in the senate. The group was reminded that procedures do not go through President's Council.

4. Human Resources Policies Recommendations (Flores)

Art Flores pointed out that in reviewing many of the policies he's noted that many will affect the students but they may have been written prior to the student's arrival on the campus. He is now working to make them more specific and ensuring that they also cover the students as needed.

Regarding the policy of smoking on campus, Art Flores explained that he has merged information from three other campuses to form this draft policy.

The president questioned if this smoking policy would also affect the Town Center. It was determined that this would be an issue for the Site Authority to consider.

Art Flores did point out that this policy would apply to student housing.

Dr. Rush pointed out that the standard smoking policy is actually trustee policy we are simply adopting it.

Ed Lebioda questioned if this policy is all that we want. He pointed out that it can be disturbing when three folks walking down the sidewalk in front of you are smoking.

Art offered to the president that he would research smoking policies for other CSU campuses and forward his findings to the Council.

5. Responsible Use Policy Discussion (Dase)

Mary Ann Dase stated that federal and state laws are the guiding force when it comes to the responsible use policy. CSU guidelines and memorandums also guided the web areas. Although IT can identify a large download, for instance an entire movie, IT is not the enforcers. Concerns would go to the responsible area so the direction would come from the governance of that area.

Renny brought concerns forward that had been raised by fellow members of the faculty. One area referred to the user being responsible for ensuring the security of the equipment. Renny questioned how the user ensures the security of their

machines. Munawwar Khan pointed out that you can lock your machines but alternates will need to be identified for MAC computers. Munawwar is to follow up.

Regarding the trademark and patents area of the appendix, Renny Christopher asked that it be made clear that the point for approvals is the director of communications and marketing.

In the area of harassment there is a phrase that attempts to define harassment and ends with a phrase that includes ... which a reasonable person

Kevin Volken had expressed that in psychology they may display what is and should be offensive as part of there areas of study even though they routinely warn the students of the content and purpose for its display. So they would not be comfortable with this terminology. Also the term "reasonable people" in their opinion could be greatly abused. An example shared by Renny Christopher involved a recent poem that was printed along with a photo of a small child with his/her head severely injured.

Mary Ann stressed that at this point the suggested phrasing are just examples and that she has left it in as it is up to the council to determine if such language should be left in or taken out. Mary Ann agreed to look at more precise language around this issue.

Steve Lefevre suggested that additional examples could be added specific to a number of courses where there could be need to allow certain situations to occur. Ted is to work with Mary Ann on this area.

Becca Glazier asked for clarification of what are the official sites. Peggy Hinz explained that any areas that fall under the official CSUCI.edu Web Site are acknowledged as official sites of the University, though the specific content of the areas is to be managed by the appropriate governance for that area. But for instance, staff and faculty who work for the University may have their own private Web Sites, such as a garden site of Dennis Muraoka's and it is not an official CSUCI site. A suggestion was made that a page be added after the main pages of the web that states that the institution is not responsible for the content of the specific areas.

6. Student Affairs Policies Preview (Lebioda)

Ed Lebioda asked that we review the 5 polices that are the web site and provide feedback directly to him. One policy addresses the issue of free speech and assembly. While this was done with the audience of students in mind Peggy Hinz expressed this was a good example of how this council can be affective as she had been working on a free speech and assembly policy draft as well, so she will coordinate with Ed on the final policy draft.

7) New Faculty Offices: Academic Affairs (Lefevre)

Steve Lefevre explained that the majority of the second floor of the professional building has been transferred to refurbished space. He then provided a hand out (see attached) of the changes with locations and

contact information for the various individuals. He also offered to provide a more comprehensive listing for all faculty and staff of academic affairs.

- 8) Issues, Questions and Ideas (All)
None

Adjourned by the President