

California State University Channel Islands

President's Council Meeting Notes: Monday January 12, 2004

Attending: All present except Mary Ann Dase; Becca Glazier; Munawwar Khan

1. President Rush introduced Mitchel Sloan, Special Events Coordinator who will replace Kent Baxter. Kent has accepted a position at UCSB.
 - Reminder to all that the PC is designed to be interactive. Participation is necessary and welcome.
2. Melissa Remotti presented a policy template designed by a sub-committee representing all areas on campus. PC members were asked to discuss among their constituents and provide feedback. Suggested changes should go to Melissa. The committee agreed to designate these policies "Administrative" to distinguish them from Academic Senate policies.
 - Renny Christopher clarified the need for policies to go through Academic Senate when there are curricular implications, the policy relates to academic performance or research, or it is student-related.
 - In addition, any policy that affects working conditions must be submitted to the CFA.
3. Art Flores requested that all suggested changes to the HR policies, which had been sent electronically to all committee members in December, be sent to him by Friday, January 16.
 - Although an Internet Policy was circulated by HR, it was suggested that the policy for the committee to pay close attention to is the more comprehensive policy under development by IT and the Enterprise Committee.
4. Ted Lucas and Jane Sweetland provided updates on Enrollment Management. At this time, we are still looking at a target for the 2004-5 year of 1611 students. In order to be in front of the planning curve, the committee has devised enrollment plans for 1603 and 1585 students as well. With a spring target of 1570 (to make the annualized 03-04 target of 1611) students have so far registered for 1262 FTEs; 140 students are scheduled to register in the next weeks. Damon Blue's team is calling continuing students who have not yet registered and Sue Saunders team is contacting students who have been accepted, but have not yet signed up for a registration date. We expect to be very close to our enrollment target.
5. Ernie Gonzalez presented the results of the student survey re: Fall '04 Class Schedule Preferences. After eliminating invalid id responses (inaccurate or absent student id numbers, or incomplete surveys) 10% of the student population responded, which gives us validity within +/- 7 points. The preliminary data shows a clear preference for late morning classes, with the least preferred time being evening. Although the margin of error will increase, the data may be further analyzed to demonstrate preference by majors and other demographics. Committee members will be notified when the completed results of the survey are posted on-line at the IR site.
6. Tanya Gonzales provided a handout that outlined the importance of coordinating our fundraising efforts through the Development Office. This coordinated approach will best serve both the University and the potential donors.

Handouts (attached) were made available by all presenters.