

California State University Channel Islands

President's Council Meeting Notes: Monday, March 8, 2004

Attending: All present except: Paul Adalian; Bill Allen; Leon Aragon; Becca Glazier; Peter Mosinskis; Ira Schoenwald; Michellyn Shonka; Maria Tauber; Melissa Woodling
Guests: Trae Cotton; Dennis Muraoka; Nick Pencoff

Meeting called to order at 9:10 am by President Rush.
Minutes of February 9, 2004, meeting were approved.

Report from the President:

1. Dr. Rush introduced new members of the Council: Maria de la Luz Flores, Mike Middleton, and Cesar Zuniga
2. Dr. Rush and the Council recognized the contributions of George Dutra, outgoing Associate Vice President, OPC.
3. Dr. Rush asked the Council to consider for the next meeting the creation of a 'Facebook' which would have the pictures and names of the employees.
4. Dr. Rush stated that the next meeting of the Council, April 12, 2004, should be held in the Administration Building in the North Quad.
5. Dr. Rush announced the reception of a donor gift in the amount of \$231,000 to be used for academic programs. He will be working with the donors on the specifics of the gift.

Discussion of the WASC Accreditation Process

Prof. Dennis Muraoka presented an update on the WASC accreditation process. Dr. Muraoka stated that the first of two reports, the Preparatory Report, had been finished and that the second, the Educational Effectiveness Report, which will be due in October 2004. He distributed copies of the CSUCI Standards-Based Education Effectiveness Inventory as well as the WASC Tasks and Task Forces. The former lists the four standards from WASC which must be addressed by the campus. Following the four standards are lists of criteria to which the campus first addresses, holds brainstorming sessions, and identifies tasks. These tasks are taken up by the Task Forces which number approximately 50. It is the hope of the WASC Task Force to have a rough draft of this report by Memorial Day 2004.

Dr. Muraoka requested of the Council members that the Effectiveness document be read carefully and thoroughly. He further asked that in the reading of the document, which is to be shared with colleagues in the divisions, each reader may find areas in which he/she could contribute relevant information. It is appropriate for the information to be sent directly to Dr. Muraoka. Persons or divisions may be asked to supply information to one or more of the Task Forces. Dr. Muraoka suggested it may be helpful to prepare an information packet which would facilitate the dissemination of the same data.

Dr. Rush cited three success factors in the process:

1. The WASC process looks for the entire University's involvement.
2. In the spirit of building together, just say Yes to a request for information.
3. If we do not work together, the campus will not be able to meet the WASC deadlines.

Discussion of Policy Development Process

Jane Sweetland explained the rationale behind the policy development process using the Process for Administrative Policy Approval flow chart. This process allows for first and second readings of proposed policies which allows for the appropriate Meet and Confer and presentation sessions. The practice of Policy Preview is to ensure that all may see and discuss policies prior to the Council. It is desired that no one be caught off guard by any proposal. The Council/Policy website will be fully searchable to aid in this process.

Discussion of Policy Recommendation: Chargeback Policy

Joanne Coville stated that the dollar figures attributed to work in the current policy will be replaced with a published rate structure so that the policy stands without reference to changing cost patterns. Ms. Coville stated that the chargeback policy is not retro-active. The policy was recommended for approval and seconded. All were in favor with one abstention. The policy recommendation will be forwarded to the President.

Discussion of Policy Recommendation: Smoking Policy

Art Flores presented the policy for the first reading after document revision; it progresses to the Confer and Meet as well. CSUCI has had a no smoking area designation of 20 feet from any building since 1999. Some CSU's have actual designated smoking areas; Mr. Flores suggested that the campus re-visit this issue for potential acceptance. He reiterated that smoking is not allowed in any state vehicle – including electric carts and motor pool vehicles.

Dr. Morten questioned the acceptability of selling cigarettes on campus; the issue will be brought up again for separate discussion. The question of smoking policy enforcement was raised and how best to handle violations. Suggested ways included more signage and education. Student violators will be handled through Student Affairs; it was suggested informing the supervisor of offending employees.

Discussion of Policy Recommendation: Network Responsible Use Policy

Dr. Dase presented the first reading of the proposed policy which is based upon federal, state and CSU policies. The proposed policy is intended to protect the assets of the University as well as the access to the internet. Dr. Dase stated that the role of ITS in this policy is to report on infractions; ITS does not enforce the policy. It was discussed and agreed that Appendix B would be dropped altogether and that Appendix C would be renamed to B, and that D would be renamed to C. Dr. Christopher stated that neither the Faculty Senate nor the Faculty has reviewed the document yet.

Discussion of Policy Recommendation: Financial Aid Packaging Policy

Nick Pencoff presented the first reading of this policy and noted that because the awarding of financial aid is governed by Federal, State and CSU guidelines, there is little room for flexibility in the policy statement. The presentation of this proposed policy will allow for a coherent recognition of awarding policies which are affirmed by the University.

Discussion of Policy Recommendation: Distribution of Written Materials Policy

Trae Cotton presented the first reading of this proposed policy. Although originally drafted to cover only written materials from students and third parties, Peggy Hinz stated her reservation to Student Affairs having the sole imprimatur for third parties as Advancement and Public Relations receive information from the local community as well. It was agreed that there would be further conversation and a re-writing of the policy for the second reading.

Discussion of Policy Recommendation: Free Speech and Assembly Policy

Trae Cotton presented the first reading of this proposed policy. Although originally drafted to cover free speech and assembly from students and external parties, it present reading may allow for confusion about the policy as it extends into the educational mission of the University. Additionally, potential costs incurred by protecting outside groups were also addressed. These should be addressed by the second reading.

Discussion of Policy Recommendation: Student Judicial Process

Trae Cotton presented the first reading of this proposed policy. Although taken primarily from Title V and the Chancellor's Executive Orders, there was a question as to whether this policy would also apply to Extended Education students. Although it was pointed out that Extended Education students are registered within PeopleSoft as other students, legal will be consulted for clarification. This should be addressed by the second reading.

Dr. Rush adjourned the meeting at 10:40 a.m.