CAMPUS REENGINEERING COMMITTEE
MINUTES
December 4, 2009

MEMBERS PRESENT:
Larry Furukawa-Schlereth, Chair Matthew Lopez-Phillips
Meghan Buckner Rick Ludmerer
Ruth Burke Perry Marker
Jennifer Crist Neil Marley
Nick Curry Elizabeth Martinez
Erik Dickson Scott Miller
Christopher Dinno Susan Moulton
Bridgette Dusan Peter Neville
Dolly Freidel Gloria Ogg
Bill Fusco Janice Peterson
Ian Hannah Chuck Rhodes
Heather Hanson Robert Rosen
Sue Hayes Kathleen Spitzer
Lori Heffernon Sam Scalise
Bill Ingles Tim Tiemens
Susan Kashack Jason Wenrick
Mike Kiraly Richard Whitkus
Paul Lange John Wingard

MEMBERS ABSENT:
Letitia Coate Nate Johnson
Dan Condron Catherine Nelson
Barbara Danelia Eduardo Ochoa

GUESTS PRESENT:
None
AGENDA

I. APPROVAL OF THE MINUTES – October 30, 2009
II. VICE-PRESIDENT’S REPORT
III. CAMPUS FINANCIAL AFFAIRS
IV. NON-MERIT BASED SALARY ADJUSTMENTS - MPP EMPLOYEES
V. TRAVEL POLICY
VI. UNIVERSITY INITIATIVES SINCE 1992 – THE FIRST IN A SERIES
VII. PROGRESS WITH DIVISION STRATEGIC PLAN
VIII. ITEMS FOR THE GOOD OF THE ORDER

OPENING COMMENTS

Larry Furukawa-Schlereth called the meeting to order at 1:36 pm.

I: APPROVAL OF THE MINUTES
October 30, 2009

The minutes from the October 30, 2009 meeting were approved unanimously.

II. VICE-PRESIDENT’S REPORT

Introduction of Jenifer Crist
Schlereth informed the committee that Hannah will no longer be staffing the CRC. Crist will take over staffing and completion of the minutes.

Foundation Town Hall December 16, 2009
Since the Town Hall was well attended, Danelia will be trying to find a larger room for the next Town Hall that is scheduled on December 16, 2009, currently in Schultz 3001. The topic for the Town Hall is the Foundation. Schlereth will try to address two key points in regard to the Foundation. First is to help the campus community better understand what the Foundation does and secondly to provide additional information regarding the Carinalli loans. Schlereth did mention that in response to legal advice and the fact the Carinalli has entered bankruptcy, he will have to be careful on comments but acknowledged that the public has a right to know what is going on.
Schlereth noted that the Board of Trustees auxiliary audit is complete and we are awaiting the results of that audit. The results will be made public.

Another audit underway for the Foundation is being conducted by the Office of the Attorney General. SSU is cooperating fully with the audit but Schlereth noted that we do not know the full nature of the audit. He will report to the campus as information becomes available, and is hopeful that the members of the campus community and the public will have a better understanding of what happened.

**Conflict of Interest Study Group**

Wingard requested clarification on how many faculty members would be appropriate for this committee and Schlereth answered that 4-5 would be sufficient. Wingard confirmed there was a list of faculty interested in participating. The committee should be up and running in the Spring 2010 semester. Schlereth also encouraged the executive directors of each auxiliary to serve on the committee as well.

**Google E-Mail for Students**

Schlereth noted that Scalise was asked to consider and evaluate the Google E-Mail option for our campus. Scalise informed the committee that IT is researching the project. A concern includes VPAT, a way of assessing the accessibility of Google E-Mail. The CSUEU Union has also issued their concerns in the form of a grievance regarding taking on a project like this during furloughs. Thus the proper process must be used relating to collective bargaining. Concerns that have been resolved include: creating accounts automatically through CMS, and Seawolf ID’s are now working. An item that still needs to be addressed is how SSU will synchronize and transition the students’ current email account to the Google E-Mail system.

**Exchange E-Mail for Employees**

Scalise stated that the Chancellor’s Office has offered to provide the service and support for Outlook Exchange Email at no cost to the campus but the tool needs to be built first. This will replace the existing email and Meeting Maker functions for employees. This system should provide better web interface and Mac compatible.

Google and Exchange are expected to be rolled out in Summer 2010.

**Common Financial System**

Chancellor’s Office is in the process of building what the committee recommended. The roll out of CFS is scheduled to be implemented in July 2010. There is no cost to Sonoma State for implementation of this new system, as all work will be managed by existing resources. All 23 campuses plus the Chancellor’s Office will be using one database. The conversion will be completed by June 2011, with groupings of campuses going live in
These implementation have delivered.

**Financial Data Warehouse**
Along with the CFS project, the CSU will be utilizing a Finance Data Warehouse. This will allow us to manage and access our data with more ease. With the adoption of CFS, this added functionality will be free of charge to the campus, representing an opportunity that could not have been afforded previously.

**Absence Management Self Service**
Absence Management is a PeopleSoft tool that allows for reporting time away from campus electronically. Sonoma State is the pilot campus and will begin to roll it out in Spring 2010. Wenrick pointed out that it will be rolled out in phases by department. Appropriate training will accompany the roll out of Absence Management.

**CMS Student Administration 9.0 Upgrade**
CMS will be going from version 8.9 to 9.0. The 9.0 upgrade offers new functionality and more maintenance packs that will aid in graduation retention rates. Wenrick mentioned that currently a system wide review of modifications is underway. Some modifications will be eliminated completely with the upgrade as the functionality will now be delivered. Also with this upgrade there will be no change in the end users view.

Wenrick also stated that the CMS Executive committee gave the campuses a 15 month window to implement as a solution to no identified resources being available to hire consultants and due to limitations from furloughs. Sonoma State will begin implementation in May 2011 and should be complete July 2012.

**Naming of the Beaujolais and Tuscany Meeting Rooms**
The Campus Planning Committee will be considering the following names per recommendation of the Housing office for new meeting rooms within Beaujolais and Tuscany. In Tuscany, Palazzo Room is being considered, an Italian word for palace. In Beaujolais, Mairie Room is being considered, a French word for gathering place. If you have thoughts regarding the names please contact the Campus Planning Committee. These new spaces will be great for seminars and co-curricular activities.

**Recommendation regarding the naming of the North Campus Bridge**
Campus Planning Committee will also be considering a recommendation to name the North Campus traffic bridge after Bruce Walker as symbolism of the work he performed here at Sonoma State. Walker was the former Senior Director for Capital Planning,
Design and Construction at SSU and was key to the architectural design and vision of various campus buildings. Schlereth confirmed that it is the traffic bridge, not the pedestrian bridge.

**Bike Rack Update (attachment)**
At a previous CRC meeting Moulton had raised bike rack space concerns. Schlereth reported that there will be more racks added to various locations on campus, per Nate Johnson’s email (an attachment). The additional racks will be paid for by the Parking and Transportation fund. It was noted that after this installation should more racks continue to be needed, it would likely require imposing upon existing landscaped areas. Hanson confirmed that during her walk through with Johnson, the campus showed limited space for conveniently located additional bike racks to be installed. Dinno confirmed that the racks have been ordered but not delivered. Moulton suggested possibly a survey to the students to make sure that the racks are meeting their needs.

**Housing Construction Costs Across the CSU (attachment)**
Schlereth congratulated those folks on campus involved with the Tuscany Village project. The provided attachment compares recent housing project costs at various CSU campuses.

Markley pointed out that SSU’s total cost per bed space was the second lowest of the listed projects and that the preliminary plans and working drawings cost was far below that of other campuses. This is a tribute to how SSU manages construction projects. Markley added that the Tuscany project was completed both within budget and on time. Dinno followed up by comparing our product to the other CSU’s that had also built housing. As stated on the handout provided, for the money spent, the quality of SSU’s Housing for Gross Square Footage and the total overall quality here at SSU far exceeds the other 22 sister campuses in terms of the cost to obtain this level of quality.

Rhodes pointed out that sometimes the perception is that Sonoma State has excessive costs for housing and that this is false information. We are below the mean and average cost in the CSU. In addition, housing is a draw to lower income students. Rhodes recommended that this positive information needs to be disseminated back to the campus community.

**Green Music Center Update (handout)**
Schlereth urges everyone to go see and experience the GMC. It is the plan for one of the Fall CRC meetings to be in the Hospitality Center, which is opening in February 2010. A formal reception with the Santa Rosa Symphony is scheduled to be hosted at the GMC in mid February.
Neville complimented the look of the North Campus Entrance, which is nearing completion.
III. CAMPUS FINANCIAL AFFAIRS

(Please see the December 4, 2009 agenda packet for related documents)

Schlereth announced that he was not going to spend a lot of time on budget as most of the people at CRC had been to the Town Hall on the 2nd of December. Schlereth did issue a correction regarding the 10% student fee increase. The Trustees will be asking the state to buy out the 10% increase; the hope is it will come from the taxpayers not the students.

The discussion turned towards registration and Schlereth noted that Lopez-Phillips and the Deans of the schools were closely monitoring registration. Lopez-Phillips confirmed that by the end of next week we will have a better picture. Schlereth committed to trying to mitigate issues as they come up in regards to registration and class availability in the context of the budget situation.

Martinez pointed out that next academic year will be worse so she is advising students to enroll in as possible GE courses as possible in the current year. Schlereth affirmed that the 10/11 academic year will be a challenge to get through, requiring the campus to address one issue on at a time. Schlereth also commented that he would be in talks with each of the auxiliaries to express the need of the campus to explore support from all possible fund sources in 10/11.

Moulton raised concerns that it is difficult to have registration during the last two weeks of instruction. She inquired as to whether registration times could be restructured. Lopez-Phillips responded that there is ongoing dialogue looking at mitigating the impact of registration on instruction.

Lastly, Schlereth acknowledged concern on campus relating to the University’s debt position and suggested that this topic be addressed at future Town Hall meetings. He added that all campus debt is tied to a project or program and he would look to these organizations to assist in the presentation of the campus debt position.

IV. NON MERIT BASED SALARY ADJUSTMENT – MPP EMPLOYEES

(Please see the December 4, 2009 agenda packet for related documents)

Schlereth followed up on an item introduced at the last CRC meeting relating to requesting feedback on a strategy for assessing non-merit based salary adjustments for MPP employees only. The current process involves HR working with the department to determine a salary based on comparable positions, allowing for campus based equity. Schlereth requested advice on how to proceed with salary increases under the current budget environment for MPP employees being appointed to a new position via recruitment or reassignment, in-range progression, or position reclassification due to a
change in position duties or position consolidation. Heffernon indicated that she would appreciate additional guidance in this regard as it relates to comparing positions with a different number of direct reports and responsibility levels as well as materiality of duties performed. Schlereth noted that there is a large range for salaries within the MPP classification and that this process is easier for non management employees due to collective bargaining. The general consensus of the committee was to continue the current process as it pertains to non-merit based salary adjustments for MPP employees.

V. TRAVEL POLICY
(Please see the December 4, 2009 agenda packet for related documents)

The first reading of the Travel Policy was conducted at the October 30, 2009 meeting. Ogg clarified that the policy itself is not changing as the campus continues to work under the same CSU policy. What is changing is the authorization form required to be completed prior to work related travel. This form applies to all SSU employees. The revised form will be effective January 2010. Hayes added that the committee tried to make the form as simple as possible and encouraged approval from the committee. Whitkus raised some concerns regarding duplication of process and creating additional paperwork. The committee voted unanimously in favor of the policy with one opposition vote from Whitkus. Ogg informed the committee that notice would be provided to the campus of the new form via email.

VI. UNIVERSITY INITIATIVES SINCE 1992 – THE FIRST IN A SERIES
(The Schultz Information Center)
Item Deferred.

VII. PROGRESS WITH DIVISION STRATEGIC PLAN
Item Deferred.

VIII. ITEMS FOR THE GOOD OF THE ORDER
Item Deferred.

Schlereth adjourned the meeting at 3:05 pm.
Minutes prepared by Jenifer Crist.