CAMPUS REENGINEERING COMMITTEE
MINUTES
May 14, 2010

MEMBERS PRESENT:
Larry Furukawa-Schlereth, Chair  Perry Marker
Matthew Benney            Neil Markley
Letitia Coate             Elizabeth Martinez
Jenifer Crist             Scott Miller
Nick Curry                Susan Moulton
Barbara Danelia           Peter Neville
Erik Dickson              Eduardo Ochoa
Christopher Dinno         Gloria Ogg
Bridgette Dussan          Janice Peterson
Ian Hannah                Chuck Rhodes
Heather Hanson            Robert Rosen
Sue Hayes                 Kathleen Spitzer
Lori Heffernon            Tim Tiemens
Susan Kashack             Theresa Alfaro Velcamp
Mike Kiraly               Jason Wenrick
Matthew Lopez-Phillips     Richard Whitkus
Rick Ludmerer             John Wingard

MEMBERS ABSENT:
Meghan Buckner           Bill Fusco
Ruth Burke               Nate Johnson
Dan Condron              Paul Lange
Catherine Nelson

GUESTS PRESENT:
David Crozier            Katie Robinson
Mike Ogg                 Joyce Suzuki
OPENING COMMENTS

Larry Furukawa-Schlereth called the meeting to order at 1:05 pm.

I: APPROVAL OF THE MINUTES - April 2, 2010

The minutes from the April 2, 2010 meeting were approved unanimously.

II. VICE-PRESIDENT’S REPORT

Seawolf Service Center
Christopher Dinno stated that the new sign will be installed by June 1, 2010. Schlereth added that other additional changes like stationary will be changed out over the next several weeks/months.

Acting Director of Computer Operations and Support Services
(See May 14, 2010 packet for details)

Don Lopez retired and after consultation with Jason, Schlereth decided not to fill the position, instead the position will be combined with another director position. Robin Marshall will now be the Director of Computer Operations and Support Services. This will result in a $125,491 savings in salary and benefits.

Strategy to Replace Renee Deorsey
(See May 14, 2010 packet for details)

Schlereth also decided not to replace Renee Deorsey’s MPP position in Financial Aid. Her duties have been distributed among the other employees in the department. Where appropriate re-class and in-range progressions were distributed. The MPP roles
of the position are being absorbed by Susan Gutierrez, Director of Financial Aid. This transition will result in a $77,506 savings.

E-Recruit
The campus will move to E-Recruit this summer for non-faculty positions, including auxiliary positions. Many other CSU’s have already implemented this functionality. Interim Vice Provost, Melinda Barnard is closely monitoring the new feature to see how it works for possible use for faculty positions in the future. E-Recruit streamlines the application process and eliminates paperwork. Kathleen Spitzer is hopeful that by the implementation of the new functionality a position might be able to be eliminated.

New Journeyman Electrician – Frank Nides
Frank Nides began his career at Sonoma State in our Dining Services area. He then went to Facilities Management and under Christopher Dinno’s leadership is now our newest Journeyman Electrician. Sonoma State is a leader in the Journeyman Trades.

North Campus Entrance Safety Improvements
Schlereth stated that Dan Condron, Christopher Dinno and himself visited the Rohnert Park officials to talk about the safety improvements on Rohnert Park Expressway and the intersection to the North Campus Entrance. The improvements have been estimated at $15,000-$20,000. Rohnert Park officials will hopefully approve the enhancements and they can be made over the summer.

SMART station- Cotati
(See May 14, 2010 packet for details)

President Armiñana and Mayor of Cotati and Professor of Sonoma State, Robert Coleman asked Schlereth to join the SMART station committee. Christopher Dinno was sent as the representative of Sonoma State. Dinno reports that at the first meeting there were representatives from Cotati and Rohnert Park. The plan is to build a depot station, park and ride, bus station and retail component on East Cotati Avenue. The project began in 2001 and has been funded by many funding sources and grants. The drawings are 90% complete. The total cost of the project is $4.2 million, with a current budget shortfall of $2 million. The committee decided to see if the project could begin and then be completed in phases. Schlereth asked Dinno to continue to participate on the committee and keep CRC updated as to progress.

Fulbright in the Residential Community
For the first time this fall, Sonoma State will be having a Fulbright living in the residential community. Academic Affairs, Student Affairs Enrollment Management and Administration and Finance are partnering to finance this program. The Fulbright Scholar Program includes an individual living in the residential community and teaching
in the Modern Languages department. Key individuals who helped implement this program include the Modern Languages Department Chair and Elaine Sundburg. Chuck Rhodes will also be assisting to strengthen the residential living and the academic mission of the University. The committee will be updated when additional details become available.

**Campus Planning Committee Action Items**

- Beaujolais Domaine (Wine Producing Property)
- Tuscany Meeting Rooms Casentino (Grape Growing Region in Tuscany)
- Rand Link Tennis Courts
- Bruce Walker Bridge

The Campus Planning Committee recommended the names of the above new buildings and they have been approved by President Armiñana. We will announce ceremonies for the Rand Link Tennis Courts and the Bruce Walker Bridge when details are available.

**The San Francisco Symphony and the Green Music Center**

Discussions are underway with the San Francisco Symphony Executive Director for a series of performances to take place at the Green Music Center throughout the year. The symphony is hopeful that as funding becomes available the series will expand into a summer series as well. As details of the agreement become available, CRC members will be updated. This partnership will assist in fundraising opportunities.

**Athletics Update**

Exciting things are happening in Athletics. Our men and women’s golf teams made it to the NCAA Championships. The men’s team is defending their title and this is the first time for the women’s team. Tomorrow the NCAA West Regional Softball Championship will be hosted here at Sonoma State. This is the first time the event has been held here.

**III. TELEPHONE/POSTAGE CHARGE-BACKS**

(See May 14, 2010 packet for details)

As discussed in previous CRC meetings, the University is looking at discontinuing the practice of chargbacks in regards to telephone and postage bills. Instead, the average of their last two years worth of bills will be built into the budget of cash department as an expense and eliminating chargebacks for this item. Schlereth asked for a recommendation from the committee to go forward with the idea and implement it for the 10/11 fiscal year. There was no major objection from the committee.

**IV. INFORMATION TECHNOLOGY ISSUES**

Jason Wenrick was asked to speak to the following Information Technology Issues
Google E-Mail
This is the new student email system. On June 2nd, a new button will appear on the LDAP page called seawolf mail. The old email will be available until November 1, 2010.

Exchange E-Mail
The employee email program, Exchange, is on target for implementation sometime this next year. There was some concern regarding outsourcing of this function which Schlereth commented that Sonoma State will go to Exchange but that there would be no outsourcing. Exchange is essentially the full version of Outlook, Email and calendar all in one. Increased functionality will include the ability to sync smart phones with calendars. Wenrick also pointed out that the web version of the program will look nearly identical to the desktop version.

Faculty Workstations
Wenrick met with the Academic Technology Advisory Committee and it was determined that in addition to faculty workstations there are staff workstations needed as well. Over the next year there will be an assessment of the needs and as details become available they will be shared with the CRC.

IT Faculty Associates/Instructional Designers
Wenrick stated with the introduction of Moodle to the campus, the idea of a full-time instructional designer was brought to the table for discussion. It seems as though there are conflicting financial priorities and the position is placed on hold.

IT Charge-backs
Wenrick stated that he would like to do away with IT chargbacks for the entire campus and is planning to research more about this in the Fall.

V. MEMORIALS – THE DEATH OF AN EMPLOYEE
(See May 14, 2010 packet for details)
Schlereth stated that Kathleen Spitzer and Joyce Suzuki have been working with UC Berkeley to draft guidelines regarding the University paying for a memorial services on-campus in the event of death of an employee. Spitzer noted that the guidelines focus on active employees. An allocation of $2,000.00 would be provided for the service and the employee should have 15 or more years of service. Discussion ensued and it was determined that at this time the University is not ready to act on implementing the guidelines to have such a program.
VI. CAMPUS FINANCIAL AFFAIRS

Transparency Web Page
The transparency web page is up and available for anyone to view. The site provides the University and Auxiliary contracts in place valued at $50,000 and up. Schlereth corrected an earlier statement made; some of the Associated Students Inc. and Student Union contracts would not be available due to confidentiality clauses. Examples would include lecturers and musicians.

Budget Planning 2010-2011 Update
(See May 14, 2010 packet for details)

Schlereth outlined budget planning for 10-11. Among the items outlined in the packet included; furloughs ceasing on June 30, 2010, enrollment will be reduced by 72 FTES, no cuts to Academic Affairs, no layoffs of permanent employees and student scholarships are fully funded. There are challenges for the 10-11 year including, base budget reductions, intercollegiate athletics structural deficit and Information Technology structural deficit.

55% Rule Task Force
The task force is being formed. So far the task force includes Schlereth, the new Provost, Janice Peterson, Lori Heffernon, John Wingard, two students to be identified by Matthew Lopez-Phillips, Tim Wandling and Andy Merrifield (has not been confirmed yet). The task force will be working in the fall and determining how the calculation will occur.

Overtime Report
The overtime report is included in the packet for review by department. Furloughs did not have a major impact on overtime.

California Student Aid Commission Alert Suspending Cal Grant Payments
Schlereth stated that this was unfortunate news. The disbursements have already been made to the students at SSU. There is potential liability for Sonoma State in the amount of $160,000 until reimbursed by the state. In August, this liability will be $1.2 million. Even if there is not a budget the disbursements will still need to be made.

Even though the Cal Grant Payments have been suspended Schlereth wanted to provide an update on the status of scholarships. Sonoma State Enterprises had flat sales in 09/10, compared to 08/09 but by controlling margins and staffing expenses SSE posted a $1.9 million profit. The Board decided the following allocations: $550,000 for 10/11 scholarships, $500,000 University Center drawings, $400,000 for 11/12 scholarship reserves and $200,000 for SSE liquidity reserves. Schlereth gave compliments to Neil
Markley and his team in SSE for a great year. In addition Schlereth acknowledged the SSE Board for providing excellent guidance throughout the year.

Athletic Budget Presentation
Item deferred.

External and Internal Audit Reports
Item deferred.

VII. ITEMS FOR THE GOOD OF THE ORDER
Wenrick announced that Administration and Finance will be funding a float in the San Francisco Gay Pride Parade. He encourages everyone to attend the parade and there will be announcements in Newsbytes and the Star.

Schlereth acknowledged and thanked several committee members who will be leaving the committee: Heather Hansen, Nick Curry, Scott Miller, Elizabeth Martinez and Megan Buckner.

Provost Ochoa will be leaving the campus to go to Washington D.C. He has been the co-chair of CRC and Schlereth thanked him for the many years of support and guidance.

Schlereth adjourned the meeting at 3:00pm.
Minutes prepared by Jenifer Crist.