CAMPUS REENGINEERING COMMITTEE
MINUTES
December 10, 2010

MEMBERS PRESENT:
Larry Furukawa-Schlereth, Chair    Richard Ludmerer
Amanda Burke                      Daniel Malpica
Ruth Burke                        Sally Miller
Letitia Coate                     Peter Neville
Dan Condron                       Gloria Ogg
Jenifer Crist                     Janice Peterson
Barbara Danelia                   Saeid Rahimi
Erik Dickson                      Katie Robinson
Christopher Dinno                 Robert Rosen
Ben Ford                          Kathleen Spitzer
Bill Fusco                        Tim Tiemens
Ian Hannah                        Jason Wenrick
Lori Heffernon                    Richard Whitkus
Susan Kashack                     Brian Wilson
Mike Kiraly                       John Wingard
Paul Lange                        Leslie Witter

MEMBERS ABSENT:
Matthew Benney                    Matthew Lopez-Phillips
Bridgette Dussan                  Neil Markley
Sue Hayes                         Chuck Rhodes
Lori Heffernon                    Theresa Alfaro-Velcamp
Paula Lane

GUESTS PRESENT:
Stephen Green                     Gregory Roberts
AGENDA

I. APPROVAL OF THE MINUTES – October 22, 2010
II. VICE-PRESIDENT’S REPORT
III. BUDGET
IV. FACULTY IN RESIDENCE PROGRAM
V. CONFLICT OF INTEREST POLICY FOR AUXILIARY ORGANIZATIONS
VI. PROPOSED REVISIONS TO THE HOSPITALITY POLICY
VII. LOST KEYS
VIII. PARKING
IX. ITEMS FOR THE GOOD OF THE ORDER

OPENING COMMENTS

The Provost, Saeid Rahimi called the meeting to order at 2:14pm. The Provost began the meeting by talking about enrollment. Registration included a pass one that was completed and a pass two that will be completed by the 17th of December. The pass two of registration will be monitored closely to see where the need is for more seats.

Larry Schlereth commented that the waitlist functionality in PeopleSoft is being implemented in pilots, for spring there are three departments participating in the pilot. Jason Wenrick and his CMS team are working with the Vice Provosts Office to monitor the waitlist functionality. Wenrick will report back to a future CRC and he is hopeful for a roll-out to the campus for fall 2011.

I: APPROVAL OF THE MINUTES – October 22, 2010

The minutes from the October 22, 2010 meeting were approved unanimously.

II. VICE-PRESIDENT’S REPORT

Campus Dialogues – Finance, GMC, Foundation
Schlereth stated that throughout the spring 2011 semester he will be holding a series of campus dialogues. The topics will include Finance, Green Music Center and the Foundation. He is currently working with John Wingard and Katie Robinson to finalize the details.

Koda Relocation
Koda is currently located in Stevenson on the second floor; it will be relocated in the Student Union over the winter break. The former Koda space in Stevenson will be
converted to a lab. The current lab that is downstairs in Stevenson will become a conference room.

**Seawolf Pride Association**
Schlereth had a conversation with thirteen coaches and the intercollegiate advisory council. During the conversation it was clear that for athletics a major challenge is identifying funds to help support student scholarships. Other challenges that athletics is facing include rising tuitions, physical aspects of athletic fields, and locker rooms. There is no easy solution for the multiple needs of athletics. One idea is to develop a Seawolf Pride Association. One-time money would be used to hire a two-year temporary position for a full-time fundraiser for athletics. After the first two years the employee would be expected to raise enough funds to cover his/her salary plus additional funds for athletic needs on an annual basis in order to justify the position going forward. As the details of this topic develop Schlereth will bring back to CRC at a later meeting.

**Common Financial Systems**
Schlereth spoke to a system-wide effort, called Common Financial System (CFS). Currently three CSU campuses have converted to CFS. SSU is in the second wave of campuses that are preparing for conversion. SSU is scheduled to go live on 1/3/2011 along with the other second wave campuses. Schlereth asked Letitia Coate to speak about the project, as she has been the project leader throughout implementation. Coate talked about the work that had already went into the project which included configuration, conversion and testing. Coate stated that the project was going well so far and that no problems were anticipated with go live. Coate clarified that our current campus tool for reporting, nVision, will not be available in CFS. Instead CFS has a new reporting tool called the Data Warehouse. Upcoming trainings on the Data Warehouse will be offered. In CFS, SSU will benefit by access to new modifications, currently the ProCard mod and Sponsored Project mod are the two that have been successfully implemented.

Schlereth thanked Coate and the financial team for all the work to make this transition successful. He also thanked Wenrick and the CMS team for their efforts in supporting the project as well.

**Exchange**
Schlereth asked Wenrick to talk about the transition to Exchange for staff, faculty and administrators. Wenrick stated that Exchange is scheduled for conversion on February 28, 2011. This means that Meeting Maker will be going away and replaced with an Outlook supported calendar system. More announcements to come as the implementation date gets closer.
**Green Music Center Update**

Schlereth states that $3.4 Million is still needed to finish the concert hall; the official opening is targeted for 2012-2013. Jeff Langley is the Artistic Director of Center of Performing Arts and Green Music Center. Floyd Ross has been hired on for the month of December to create a calendar with Schlereth and Langley. Schlereth is working with many groups like University Affairs and On-Campus Presents to develop a rich set of activities to be held in the facility.

**III. BUDGET**

**Budget Plan 2010-2011**
(See December 10, 2010 packet for details)

The updated budget plan for 2010-2011 is expected to include the following: No reductions to the Division of Academic Affairs, student scholarships to be fully funded and campus funds supported by endowment distributions have been fully funded. Schlereth cautioned the group about the proposed budget. Governor Jerry Brown will most likely have revisions that will affect the proposed budget. The revisions should be known in January 2011.

**IV. FACULTY IN RESIDENCE PROGRAM**

Schlereth welcomed Gregory Roberts back to CRC to continue the discussion of expanding the faculty in residence program. Roberts attended the last CRC and gave a presentation on expanding our current faculty in residence program. Due to time constraints Roberts was asked to come back to CRC for further discussion. Roberts again presented his idea on the expansion of the program and after discussion Schlereth and the Provost directed Roberts to work with John Kornfield to develop the program for the Provost to review. The Provost’s Office should be the entity to make a formal proposal.

**V. CONFLICT OF INTEREST POLICY FOR AUXILIARY ORGANIZATIONS**
(See December 10, 2010 packet for details)

Schlereth stated that due to public and media attention regarding conflict of interest a committee was formed to discuss this topic and make recommendations. The topic is still under discussion and will come back to CRC at a later date for further discussion.

**VI. PROPOSED REVISIONS TO THE HOSPITALITY POLICY**
(See December 10, 2010 packet for details)

SSU’s Hospitality Policy was enacted in 2005. The purpose of the policy was to track expenditures when the University needed to make hospitality type purchases. It has been determined that some of the reimbursement requests for hospitality expenses are
Schlereth and Coate are proposing some revisions to the current policy; specifically a justification will need to be included when meals are provided as part of a meeting. Erik Dickson wanted to verify that this change is for employees, not students, which Schlereth confirmed.

**VII. LOST KEYS**
(See December 10, 2010 packet for details)
Schlereth explained that when an employee looses a key, re-keying occurs and facilities charges back the department for the costs of the re-keying. Departments are not pleased having to pay for the charges associated with re-keying. Schlereth proposed two options. The first is a reserve for unforeseen items, should the reserve be used for rekeying costs. The second option is that SSU participates in a risk pool program and typically gets a yearly rebate, should some of this money be used for re-keying. Discussion ensued. The item will need to go to PBAC. The individual who losses the key(s) will still pay the fee for lost key(s). Schlereth recommended that Christopher Dinno and the Provost have a discussion over keys.

**VIII. PARKING**

**Daily Fees**

**24/7 Enforcement**

**Guest Parking Passes**
Schlereth announced the need of a subcommittee of CRC to look into some parking topics. He asked for volunteers to which Robert Rosen and Mike Kiraly volunteered. The subcommittee will also have two student representatives and two faculty representatives to be identified at a later time. Sally Miller and Schlereth will co-chair the subcommittee and address many questions in regards to parking on campus.

**VIII. ITEMS FOR THE GOOD OF THE ORDER**

**Lou Ann Seaman**
Lou Ann Seaman has been an employee of Sonoma State for forty years and is now retiring after all her years of service. A celebration is planned for January 20, 2011 in Prelude.

**Gloria Ogg**
This is Gloria Ogg’s last CRC meeting as she too has announced her retirement after more than thirty seven years of service. She has been a member of CRC since its inception. Her last day is December 20, 2010. A celebration is planned on December 15, 2010 in Prelude.

Schlereth adjourned the meeting at 3:58pm.
Minutes prepared by Jenifer Crist