MEMBERS PRESENT:
Larry Furukawa-Schlereth  Paula Lane
Theresa Alfaro-Velcamp  Paul Lange
Matthew Benney  Matthew Lopez-Phillips
Amanda Burke  Richard Ludmerer
Ruth Burke  Neil Markley
Letitia Coate  Sally Miller
Dan Condron  Janice Peterson
Jenifer Crist  Saeid Rahimi
Barbara Danelia  Chuck Rhodes
Erik Dickson  Katie Robinson
Christopher Dinno  Robert Rosen
Bridgette Dussan  Kathleen Spitzer
Bill Fusco  Tim Tiemens
Ian Hannah  Jason Wenrick
Sue Hayes  Richard Whitkus
Lori Heffernon  Brian Wilson
Susan Kashack  John Wingard
Mike Kiraly  Leslie Witter

MEMBERS ABSENT:
Ben Ford  Susan Moulton
Daniel Malpica  Peter Neville

GUESTS PRESENT:
AGENDA

I. APPROVAL OF THE MINUTES – December 10, 2010
II. VICE-PRESIDENT’S REPORT
III. GOVERNOR’S 2011—2012 BUDGET
IV. BRAINSTORMING SESSION – LOWERING ADMINISTRATIVE COSTS
V. ITEMS FOR THE GOOD OF THE ORDER

OPENING COMMENTS

Larry Furukawa-Schlereth called the meeting to order at 2:07pm. Schlereth welcomed new member Paula Lane to CRC. Lane comes from the School of Education.

I: APPROVAL OF THE MINUTES – December 10, 2010

The minutes from the December 10, 2010 meeting were approved unanimously.

II. VICE-PRESIDENT’S REPORT

Parking Subcommittee

Schlereth confirmed that Mike Kiraly and Robert Rosen have volunteered for the parking subcommittee. The committee still needs two student representatives and two faculty representatives. ASI President, Bridgette Dussan and Faculty Senate Chair, John Wingard will let Sally Miller know who the individuals are that will be sitting on the subcommittee. It was suggested that Missy Brunetta serve as staff to the committee.

Conflict of Interest Update

Since Senator Leland Yee is reintroducing SB 218/SB 330 to try and get auxiliaries included in the public records act and the assumption is that Governor Jerry Brown will sign the bill. Schlereth asked that in light of this new information that the conflict of interest policy that Sonoma State University was working on be placed on hold until the fate of the Senator’s bill is determined. The consensus on the committee agreed. However, Wingard and Schlereth agreed that a discussion with the Executive Committee of the Faculty Senate would be appropriate in regards to this matter.

Moodle-Waitlist-Exchange-Faculty Workstations Update

Schlereth asked Jason Wenrick to update the committee on the following topics:
Moodle - Wenrick confirmed that the transition to Moodle is complete. Lots of trainings have been happening and the feedback has been positive. Moodle will continue to be supported through the Spring semester and then augmented going forward. The question was raised, if students were being offered training on Moodle. Wenrick later did confirm that online training videos were available for students as well as faculty.

Waitlist - The waitlist pilot was very well received. There is a debriefing meeting scheduled to work on next steps. The original goal was to roll out waitlist functionality to the entire campus in the Fall, but additional information is forthcoming based on feedback from Academic Affairs and the Academic Senate Executive Committee.

Exchange - February 28, 2011 is the conversion date to Exchange. Trainings will be scheduled for staff and faculty before and through the transition.

Faculty Workstations - The systems are in. IT is working on imaging each computer. IT staff will work with each faculty member to make sure that file transfers are complete. IT is working on an easy-to-use tracking method for each of the academic departments to help in keeping track of the various computer replacements on the inventory.

Provost Search

Schlereth announced that President Armiñana is launching an official search for the Provost position. The timeline includes having the position filled by graduation.

GMC Update

The Green Music Center is targeted to open for the 2012-2013 season. There is still a need for $3.4 Million to complete the project. Schlereth is optimistic about reaching the goal. Schlereth shared with the committee two events that have recently occurred at the GMC. Lang Lang a pianist, who opened the Olympics in China, performed in the concert hall, in January, just prior to performing at the White House. Also, the Artist Director for Carnegie Hall was here and toured the facility. The GMC space has enormous possibilities and there will be more updates to come.

III. GOVERNOR’S 2011-2012 BUDGET

The Governor’s budget reduces California State University by $500 million. Currently there are many dialogues occurring as to what this reduction really means to the system. Schlereth is looking at figures from the Chancellor’s Office and is working with Janice Peterson and Letitia Coate. At the present time the best estimate is an $8 million reduction for Sonoma State University. This estimate is predicated on the passage of the tax extensions. The Governor’s message is to achieve the same target enrollment
with no student fee increase, no furloughs, and no reduction in salary. Sonoma State University’s current enrollment target is 7450 FTES.

A hiring freeze has been implemented for non-faculty employment, although certain positions with cause will be filled. Temporary appointments will most likely not continue. The Interim Provost, Saeid Rahimi has called for all Deans, and Academic Managers to brainstorm ideas for the very difficult challenges the university is facing.

President’s Budget Advisory Committee suggested a town hall type discussion to discuss budget.

IV. BRAINSTORMING SESSION – LOWERING ADMINISTRATIVE COSTS

Schlereth said that cuts of this magnitude can’t happen without re-thinking how we do business. Some items that have already been done to reduce administrative costs include eliminating the positions that Rich Marker and Harvey Delorm held. Other positions have also been eliminated in AIS and Facilities.

Schlereth stated some ideas that have not been implemented and they include, partnering with other campuses to synergize, eliminating positions as they open, and further reducing custodial services.

Schlereth asked the committee to brainstorm ideas to help lower administrative cost. The list below is the result of a brainstorming session; there are no plans to implement any of the following suggestions at this time. Should any of the following suggestions move forward the proper channels will be followed for implementation.

Ideas

Ask for a higher target enrollment, the $8 million reduction would stay but the additional tuition fees would help with the non-instructional deficits.

Offer Saturday Classes (Dussan to survey students on the idea).

Reconfigure phone system – 2000 individual phones on campus, can this number be reduced, keeping safety in mind.

How or are smart classrooms being utilized, do we have enough or too many.

Increase non-resident, and MBA students to increase revenue. Other CSU’s have gone public with this statement.

Re-analyze IRA fee structure.
Utilizing conference rooms and other large spaces on campus as classrooms to increase class size.

Share resources with sister campuses, Santa Rosa Junior College, County of Sonoma.

During Summer months go to a 4/10 work week. Shut the entire campus down Friday through Sunday.

Go paperless.

Look at the full academic life of students.

Can library space be utilized for classes?

Lower the unit cap for students.

Eliminate Intersession and begin Spring semester sooner in January. Dorms full instead of empty for the month of January. Summer months conference program can be expanded and Extended Ed can offer multiple sessions.

Increase volunteerism on campus.

Get rid of desk top printers and replace with networked copiers.

EMT, FIG and FYE be suspended during the budget crisis and the funds used to hire lecturers for those programs be shifted into subject-matter courses to help maintain the numbers of sections needed.

Utilizing student assistants.

If employees desire to work less, let them move to part time.

Cell Phone stipends eliminated.

Are there services that we currently provide in person that can be moved to on-line...i.e, Financial Aid and/or Seawolf Services.

Can we reduce senior management positions?

Can we contract with other campuses to do their work for a fee?

When a position becomes available, analyze, is this a position we can do without?

Some things we do today we just don’t do anymore.
V. ITEMS FOR THE GOOD OF THE ORDER

Mike Kiraly acknowledged the work of Christopher Dinno and his team for preparing the library building for the 10th anniversary celebrations.

Schlereth adjourned the meeting at 3:46pm.
Minutes prepared by Jenifer Crist