I: APPROVAL OF THE MINUTES – October 26, 2012
Fusco moved and Dinno seconded the motion to approve the minutes. There were no changes or discussion and the minutes were approved unanimously. (Subsequently, Senghas noted changes that needed to be made - these were made and the corrected minutes have been posted on-line.)

II: VICE-PRESIDENT’S REPORT

Smoking Policy Revision
Schlereth reported that the Smoking Policy is still in the Meet and Confer process and there are two questions to be resolved:
1. Where will it be permissible to smoke on campus?
2. There are questions / concerns regarding punishment – the committee had recommended no punishment and asked for voluntary policing. Requesting clarification.

Schlereth stated that the committee may need to reconvene and asked Paniagua to step in where Boyer had been. Other committee members include Steve Green, Dr. Schwartz, Joyce Suzuki and Craig Dawson.

**Summer Schedule 4-10’s**
Schlereth reported that since announcing that the 4-10’s would be happening, there has been some issues with this change, mostly related to elder and childcare. There have also been requests for exceptions. The closure of the campus on Fridays, during the summer, would save the University about $150,000. If it is decided to not go forward with the 4-10 schedule, the University will need to find this $150,000, perhaps by reducing the operating budget by the corresponding amount in all divisions, or some other yet to be discussed idea. Schlereth expressed his concern and consideration of morale and the 4-10 schedule had been used by SSU previously and has been in effect at Santa Rosa Junior College for 20 years. A final decision will be announced Monday, February 4, 2013.

**Procure to Pay Project**
Schlereth reported that there may be a system wide change to how the universities complete purchases. The proposal for Procure to Pay will be going to the Council of Presidents and if approved the planning for this change will begin. This will provide a more hands on purchasing format and simplified structures for buying for the university. It is expected to save approximately $30-50 million annually CSU wide.

**Common Human Resource System**
The CHRS group is nearly finished with the design of the new system and expects implementation in April, 2014. SSU has agreed to be part of the first wave. This system has used CSU Fresno’s system as a baseline for planning. This will provide a more richly functioning end product.

**Green Music Center Summer 2013 Program**
Schlereth reported the announcement of a 2013 Summer program that will begin on or around July 4 and run through mid-August. The tickets will be on sale soon. Donors will have the first option to purchase tickets. The Summer Season will showcase many wonderful artists and performers.

**Green Music Center 2013-2014 Season**
Schlereth also reported the 2013-2014 MasterCard Performance Series would soon be announced. This season will open with a world renowned artist and the line-up gets better from there. Again, donors will have first priority for ticket purchases.

**MasterCard Pavilion**
Schlereth reported that the University is very close to identifying how much will be needed to complete the MasterCard Pavilion. If the remaining funds are indentified the expectation is that ground will be broken one year from now and the Pavilion will be
open in 2015. Once the design has been finalized, Schlereth asked Dinno to present to the CRC.

**Schroeder Hall**
The Board of Advisors for the Green Music Center has committed to try and open Schroeder Hall for the 2014-2015 Academic year. $3 million must be raised by June for work to begin in July, 2013, to make the 2014-15 academic year target date.

### III: BUDGET PLANNING: 2013-2014
Schlereth reported that the structural deficit is nearly resolved. Issues that remain to be solved were discussed at the PBAC meeting and stabilizing the budget will be the new focus. The committee is looking at all areas that need resources, particularly Academic and Student Affairs. Subcommittees or task forces have been formed to address other areas where limited to no recent investments have been made, including maintenance and repair and instructional technology. Schlereth stated by the end of the semester an amount should be determined to accomplish these needs, and those below.

#### Improved Graduation Rate
Chair: Andrew Rogerson
Description: The purpose of this committee is to examine how to improve the graduation rate through appropriate advising and available course sections. The committee will not only examine issues facing current students, but also potential problems national/global students may encounter.

#### Marketing/Advertising/Recruitment
Chair: Andrew Rogerson
Description: With the goal of recruiting 500-1000 non-residential FTES, this committee is tasked with creating a comprehensive plan to market and advertise Sonoma State University both nationally and globally.

Schlereth stated there are other strategies that have been identified, including making investments in philanthropic activities to raise $5 million a year in donations to academic activities. These would be outside of the GMC. To be assessed would be how much would be needed to support this effort, in Development and Public Affairs.

### IV: URGENT MAINTENANCE AND REPAIR ITEMS
Chair: Christopher Dinno
Description: The purpose of this committee will be to create a priority list of urgent maintenance and repair needs across the campus. The focus will be “activities required for ongoing, routine operations and maintenance of the buildings” *(EO847)*.

### V: RESIDENTIAL COMMUNITY CAPACITY
Chair: Neil Markley with Nicole Hendry
Description: As the campus continues to grow, on-campus housing will not be as available as it is currently. This committee is charged with brainstorming alternate housing possibilities to accommodate as many students as possible (leasing apartments, family housing, etc.).
In addition, Ian Hannah and Laura Lupei have been asked to address what sorts of impact 500-1000 FTE’s would make to campus income levels. Lori Heffernon and Melinda Barnard to be asked to look at what sort of funding would be needed to address additional faculty that would be needed for the additional student capacity.

VI: INSTRUCTIONAL CAPACITY
Chair: Christopher Dinno
Description: An additional 500-1000 FTES will put a strain on the physical capacity of the University. This committee will be challenged to find creative solutions to limited classroom space such as alternate locations, or class structures.

VII: ENHANCEMENTS TO INSTRUCTIONAL TECHNOLOGY
Chair: Jason Wenrick
Description: In order for the University to best serve its students and comply with the Governor’s budget demands, it must further examine the use of instructional technology. This committee will be devoted to establishing how technology can be used to further enhance instruction, and where it can best be implemented.

VIII: CO-CURRICULAR ACTIVITIES AND STUDENT LIFE
Chair: Neil Markley with Karen Paniagua and Erik Dickson
Description: The goal of this committee will be to examine opportunities to enhance co-curricular and campus life. A hearty campus life program will be integral in the recruitment and retention of both residential and national/global students.

IX: CAMPUS CONFERENCE/MEETING AND UNIVERSITY CATERING
Chair: Laura Lupei & Letitia Coate
Description: As the campus continues to grow, this committee will discuss the possibility of centralizing the cost of campus meetings and university catering.

X: ENTERPRISE RENTAL CAR CONTRACT
Wenrick reported that the contract with Enterprise is ending this year. There are three main users of the rental vehicles, outside of the normal travel and they are Athletics, Associated Students and the School of Science and Technology for field trips. An RFP has been issued and Elizabeth O’Brien, Director of Seawolf Service Center, is spearheading the committee to ascertain the best way to handle the transportation needs of these high volume departments and whether to extend the contract with Enterprise or a new company, or to outsource completely.

XI: ITEMS FOR THE GOOD OF THE ORDER
In an effort to provide greater transparency, Markley announced that an RFP has been issued for the contract for the Bookstore. There is a committee in place to find a Bookstore Operator and it consists of representatives from the students, faculty, staff, the Procurement Manager and a Procurement buyer. Also participating are Markley and Anna Reynolds-Smith. Taken out of the RFP is the language stating “Nationally recognized bookstore.” Once the bookstore operator is selected, all documents will be available to view. This is an open process and there are no preferences except those dictated by the State, to disabled veterans and small businesses.
Dickson reported that Election Season has begun. Applications are open through next Friday, Feb 15. Elections will begin at the end of February.

Dickson also reported that OCP is presenting Wyatt Cenac on February 15th at Weill Hall. Tickets are on sale now!

The meeting was adjourned at 3:21pm