

FACULTY SENATE MEETING – Approved 12/10/09
Minutes of Meeting of October 22, 2009
Oviatt Library Presentation Room

Faculty President Matos called the meeting to order at 2:05 p.m.

The Secretary called the roll. Senators not present were: John Bruton (excused), Robert Cleve (excused), Catherine Coyle-Thompson, Paula DiMarco (excused), Nicholas Dungey (excused), Timothy Forcum, Irma Good, Hillary Hertzog (excused), Virginia Kennedy (excused), Sharon Klein (excused), Amy Levin (excused), Robert Lingard (excused), Marta Lopez-Garza (excused), Theresa Montano (excused), Abel Pacheco, Mary Schaffer (excused), Belinda Stillwell (excused), Barbara Swerkes (excused)

The Faculty Senate [Minutes for September 17, 2009](#) were approved as distributed.

1. Announcements

- a. Terri Lisagor, co-chair of the Faculty Retreat Committee, announced that the Faculty Retreat will be held on the CSUN campus this year on January 12-13, 2010. The theme is, *Educating Through Uncertain Times: Keep the Faith, Keep the Focus*. Proposals are being accepted until tomorrow, October 23, 2009. Proposal and registration forms are posted at: www.csun.edu/senate/retreat.html.
- b. Associate Dean Karen Kearns, from the Mike Curb College of Arts, Media, and Communication, announced that they are offering tickets to the “Legends” Series for 50% off but must be purchased by October 26. The artists include Patti Austin, Maureen McGovern and Christine Ebersole. She also announced Lavay Smith and Her Red Hot Skillet Lickers will be performing on October 24, 2009 at 8:00 p.m. in the Plaza del Sol Performance Hall; tickets will be 20% percent off with a CSUN ID.
- c. Matos said that she has asked Ashley Skylar, Chair of the Academic Technology Committee, to look into setting up an on-line blog whereby faculty can dialogue with each other.

2. Policy Item – Personnel Planning and Review Committee

William Whiting, Chair

First Reading – [Statement on Professional Responsibility Policy](#)

Whiting presented Section 604, the Statement on Professional Responsibility Policy, and explained that the proposed changes are to bring clarity to the statements of professional responsibility, make explicit what was implicit in the original statements, delete redundant or superfluous sections, and to add statements important to faculty in performing their professional responsibilities. PP&R has worked on this document to update it from a version written by the Statewide Academic Senate in January 1971. Whiting stated that this is a work-in-progress and it comes to the Senate for suggestions and to answer questions. The

Senators provided feedback on the sections listed below; he will take back to PP&R for further discussion and revision.

1. Section 604.2.8 – Are there guidelines about what the confidential nature of the relationship between a faculty member and student are?
2. Consider keeping the language gender neutral throughout the document.
3. Sections 604.2.5, 604.2.6, 604.2.7, 604.2.10, 604.2.12, 604.2.14, and 604.4.4

3. **Senate Reports**

CFA Report – Dave Ballard

Link to written report: <http://www.csun.edu/senate/reports/cfareport102209.pdf>

Two additional items were distributed to the Senators - A memo from Benjamin Quillian, Executive Vice Chancellor and Chief Financial Officer, regarding Mid-Year Updates to Budget Reduction Plans and the Mission of the CSU. Ballard mentioned that the CSU plans to present the proposals to the CFA next month which is four or five months earlier than usual. It is clear that they will try to tie the campus budgets to their strategy for bargaining. Ballard highlighted some of the mission statement in bold to alert the Senators what is going on at CSU Dominguez Hills now may be coming to other campuses.

4. **WASC Capacity and Preparatory Review (CPR) Report**

Michael Neubauer, WASC Task Force Co-chair

Link to WASC Accreditation website: <http://www.csun.edu/~instrsch/wasc/index.html>

Neubauer explained that the Institutional Proposal (IP) was submitted in 2007. The 2nd phase of the WASC process is the Capacity and Preparatory Review (CPR) which begins with submission of a 35-page report, due on November 11, 2009, and concludes with a campus visit from a seven-member WASC Review Team on February 3-5, 2010. The draft report is on the WASC website (see link above) and the Task Force members are requesting feedback and comments by the end of October. Comments may be given directly on the website or by sending an e-mail to Neubauer, Say or Rawitch.

5. **Provost's Report/Budget Planning** – Harry Hellenbrand

Link to Written Report: www.csun.edu/senate/reports/provostsreport102209.pdf

Link to Budget Planning Document: www.csun.edu/senate/reports/budgetinfo102209.pdf

Hellenbrand indicated that the budget cuts to the general fund, in the last two years, have resulted in a 16 percent enrollment reduction--6% in year 2009-2010 and 10% in year 2010-2011. We have attempted to distribute these reductions by enforcing campus deadlines and enrollment policies, employing a slow and gradual approach, so as to minimize its long-term effect, and it has worked well.

CSUN began planning for budget reductions in 2008-2009 and set aside money from the divisional allocations for future budget reductions, but the massive cuts (resulting from the reductions in CSU Base Budget and enrollment) have far exceeded what was saved. Additionally, one-time furloughs helped save us from layoffs this year; however, without the furloughs next year, layoffs may be inevitable. Faculty layoffs will mean fewer courses being offered, resulting in reduction in enrollment and Campus Quality Fee dollars. Fewer students and faculty on campus will mean a huge financial loss to the auxiliaries as well,

which directly impacts campus revenue dollars. Hellenbrand also noted that another 10 percent Campus Quality Fee increase may be inevitable in 2011.

Hellenbrand reminded Senators that each College has been given Budget Planning Template, and faculty governance will help decide how budget cuts are made in the context of principles and contingencies. To proceed, we need to understand our principles, means, and goals in budget planning. A budget planning timeline is included in the budget information document (2nd link above).

Finally, Hellenbrand touched on the need to move away from the personal ownership-oriented technology world and to think about becoming a more self-supported technology world. He also added that in the long run, we must take a hard look at the health care cost, the dollars spent on Accountants and move away from compliance to accountability, and increasing revenue by generating non-state funds. He also noted the importance of faculty governance and consultation, productive argumentation, while being wary of external manipulation and looking ahead to solve tomorrow's problems today.

6. **President's Report** – Jolene Koester

President Koester reported the following:

- a. The Provost's budget report demonstrates that we need to work together to find ways to generate revenue and reduce expenditures. We need to rethink the way we do things on this campus.
- b. The Chancellor's Office has learned that the amount of federal stimulus money is larger than we were originally told. Therefore, they are able to make available trust account dollars. The Chancellor is holding part of this money to protect the CSU from a possible mid-year cut or deeper cuts next year. However, \$25 million is being distributed to campuses and we have been told to use the money to support students. Our main goal remains to achieve the designated enrollment target. We will use some of the money to support supervisory classes, advisement, and students with disabilities as some issues in these areas have arisen.
- c. The Enrollment Management Plan for next year is now posted on the university's web page. One major difference for 2010-11 is, prior to admission, community college transfer students must have completed 60 transferable units by the end of spring semester along with completing the four basic course requirements for general education.
- d. President Koester will make another videotaped message on the university's budget planning activities. Her key message will be to remind everyone that we will not know until well after decisions must be made what the budget will be. We will plan based on multiple alternative budget scenarios so we are prepared to handle different budget outcomes.

The meeting was adjourned at 4:12 p.m.

Submitted by:

Heidi Wolfbauer, Recording Secretary

Sandra Chong, Secretary of the Faculty