

Minute - m02-10-04

TUESDAY,

February 10, 2004

Seven Hills Conference

Center

Nob

Hill Room

2:00 - 4:00 p.m.

Senate Members Present:

Alvarez, Alvin	Gerson, Deborah	Noble, Nancy
Avila, Guadalupe	Gonzales, Dan	Palmer, Pete
Bartscher, Patricia	Gregory, Jan	Rocchio, Jean
Bernard-Powers, Jan	Guerrero, Jaimes	Scoble, Don
Bernstein, Marian	Heiman, Bruce	Shrivastava, Vinay
Bohannon, Tara	Hom, Marlon	Smith, Brett
Carrington, Christopher	Houlberg, Rick	Smith, Miriam

Chelberg, Gene	Irvine, Patricia	Steier, Saul
Chen, Yu Charn	Jerris, Scott	Stowers, Genie
Colvin, Caran	Kassiola, Joel	Suzuki, Dean
Contreras, A. Reynaldo	Langbort, Carol	Terrell, Dawn
Corrigan, Robert	Liou, Shy-Shenq	Ulasewicz, Connie
Daniels, Robert	Mak, Brenda	Van Dam, Mary Ann
Edwards, James	McKeon, Midori	Vaughn, Pamela
Fielden, Ned	Meredith, David	Williams, Robert
Fung, Robert	Morishita, Leroy	Yang, Nini
Garcia, Oswaldo	Nichols, Amy	

Absent: Aaron, Eunice (excused); Batista, Natalie; Cherny,
Robert (excused); Gemello, John (excused); Klironomos, Martha (excused) Otero,
Aina J.; Pong, Wenshen (excused)

Guests: Buttlair, Dan; Collier, James; Ferretti, Charlotte; Hallum, Ann; Michalik, Suzanne; Monteiro,
Ken; Mullins, Willie; Murphy, Jim; Schafle, Marie; Seashore, Marjorie; Verhey,
Marilyn

CALL TO ORDER: 2:10 p.m.

CHAIR'S REPORT

Chair **Edwards** began by noting that he has been to a number gloomy budget meetings lately and that he was having a difficult time finding the silver linings in dark clouds, however he thought that he has found one bright spot. He mentioned the current senate budget that precludes traditional student assistant help. He noted that currently that all the "legwork" was done by Angela **Sposito** and Leigh **Magness**, whom he described as "angels" and that they had also managed to work with a budget does not include senate travel money. He further noted, with appreciation, that the senate was no longer sending hard copies of documents and that all agendas and attachments will be distributed electronically and also will be accessible on the senate website. He declared them the senate office's silver lining.

AGENDA ITEM #1 - APPROVAL OF THE AGENDA FOR FEBRUARY

10, 2004

Chair **Edwards** added an additional item, Agenda Item #9, the Annual Reapportionment of Senate Seats, a consent item from the Executive Committee in 1st and 2nd reading.

m/s/p Houlberg, Steier

AGENDA ITEM #2 - APPROVAL OF MINUTES FOR DECEMBER 2, 2004

m/s/p Jerris/Houlberg

Senator **Williams** noted on page 5 that he had moved a motion, not a resolution, a fact that needed clarification in the following paragraph as well.

[Before the meeting Senator **Langbort** noted that she was listed as absent at the last meeting but that her term had not yet officially begun.]

AGENDA ITEM

#3 -REPORT—VICE PRESIDENT LEROY MORISHITA—STATE BUDGET SITUATION

Vice President

Morishita wished to address Bond

Measure #55, a \$12.3 million capital outlay bond, which has the potential to do a lot for SFSU. This would include minor and major capital outlays, including \$4 million to the Library for furniture and other items connected to the renovation project, and \$2.5 million for capital renewal, including the heating/venting/air conditioning systems on campus. Additionally, there would be money for minor outlays of around \$1 million per year. He noted that there are always changes, but expressed hope for the best, and urged general support for this bond.

Morishita also noted

the presence of Bond Measures 57 and 58, the first being the Governor's \$15 billion bond to help balance this year's budget. The data that presented by **Morishita** is based on passage of Bond Measure 57.

Morishita distributed

a handout which explains the Governor's budget and the CSU response. Proposed is a \$2.4 million reduction to the CSU general fund, which if enacted would bring the CSU budget figure down to \$2.4 billion, compared to a \$2.6 billion budget from the previous year.

The CSU is

looking at this as the best possible case. If the budget is changed, it would likely be worse for us. Health and human services programs and K-12 are likely to have greater priority items than higher education.

Morishita summarized

the essential aspects of the budget handout, the official output of the Chancellor's Office. The CSU has responded with their own budget plan, seeking more control and flexibility over funds. He noted various solutions proposed by the Governor which include increasing the student/faculty ratio by one, and increasing the tuition of students carrying more than 132-units.

Regarding the notion of the proposed

transfer of 10% of freshman to community colleges, **Morishita** noted that he had no idea how this would be funded. Another proposal was a 7.5% reduction in academic and institutional support, mostly in salaries; deferring money for the CMS project; and elimination of EOP programs. The proposed fee increases would be 10% for undergraduate students, 40% for graduate students and 20% increases for non-resident students.

This increase would affect financial aid negatively.

The CSU had

their own response that includes cutting re-enrollment by 5 percent. The rationale is that if the CSU cannot do their job of education correctly, it would reduce enrollment by 5%, roughly 20,000 students. Our own target is going from 23,700 FTES to 21,800, a reduction of about 1150 FTES. There would be a \$6.4 million deduction to the Chancellor's Office. With an enrollment reduction obviously, the system would then also take in less in fees, effectively adding further cuts to the system.

This translates

to us, if the proposed fees go through, as a \$10.6 million reduction. At present, we hope for referendum support, but may have a \$13.5 million problem for next year.

One possibility

would be restructuring the fees so that undergraduate fees would go up more, in an attempt to lower the steep 40% increase in graduate fees. We are looking for differential fees for credential students, and have had meetings with Chancellor's Office about regarding this issue.

Senator **Jerris** asked about fee increases, noting that the 10% increase for undergraduate fees was too small, and perhaps ought to be greater.

Morishita said that

the Board of Trustees was holding off discussion of fee increases to their March meeting.

President

Corrigan observed that when the Board of Trustees raised fees the last time, there was a great deal of emotional reaction to this option. He thought that it would be a hard sell beyond 10%, even with new appointments, which is why we have gone beyond that to see what we could do with the student referendum on fees.

Senator **Houlberg** asked about the status of summer.

Morishita indicated

that campuses could switch units back to CEL, a discussion taking place right now. He thought we might have trouble making our target next year if we do this.

Senator **Stowers** asked what percentage of SFSU's budget is the \$2.5 million for next year and what has been cut so far.

Morishita responded

that the current budget was \$215 million. Depending on how you reckon it all, the cut is about \$14 million.

President

Corrigan said the reduction started out

at \$30 million but by the time fee increases and the like were factored in, the reduction was lowered to \$14 million. We found some short-term solutions, but there is no money for enrollment growth allocated for next year, and so the Governor has anticipated the Board of Trustees action by factoring in fee increases, which leaves us little flexibility.

Morishita added that

health benefits are not being covered. PERS is okay, but not health benefits, so that is an extra cost for us.

Senator **Williams**

asked when the departments would find out about their budgets and summer session.

Morishita noted that

Provost **Gemello** has given the Deans a reduction of \$6 mil dollars. If the student fee referendum is passed by the student body the cut would be reduced to \$4.1 million. However, we will still need to deal with the \$10.5 million deficit. The Deans have been given a preliminary budget.

Senator **Bernard-Powers** asked that if the 40% increase goes through for graduate

students, if anyone had any thoughts about how this would affect our graduate programs, which is likely to have a devastating effect.

Morishita indicated

that no elasticity studies have been done, but observed that a 10% increase would not damage undergraduates, but 40% would certainly damage graduate degrees.

President

Corrigan reminded that this is a system

wide set of reductions. The Governor has consulted with no one, and no real thought has been given to this issue. Because we have the largest number and highest percentage of graduate students in the system, we will be hit harder than any other campus by this action.

Morishita said that

he has done some serious lobbying to preserve some money by looking at how all of the calculations are being done.

AGENDA ITEM #4 - REPORT—ACTING DEAN OF

FACULTY AFFAIRS, MARILYN VERHEY—NEW ONLINE FACULTY MANUAL

Dean **Verhey** began by observing that when she became

acting dean, she quickly discovered that the faculty manual needed extensive revision. As a current member of the Faculty Affairs Committee, she offered

the credit for the manual's revision to this committee, as chaired by **Colvin** and now **Jerris**. Some conceptual ideas emerged from discussion in the committee,

including the notion that the manual, rather than being someone's idea of what a manual should be, ought rather to be grounded in policy, contract language, and previous practice. One goal was to make it up to date and be able to take advantage of the large amounts of information available. This current draft was reviewed by the Faculty Affairs Committee, other faculty the DPRC office, to review it for accessibility, and the faculty rights panel, all of whom provided input.

Verhey gave a quick

demo of the online manual, noting that there would be a yearly "back up" in hardcopy. The manual is organized into ten general areas of interest, which can be searched directly, or be browsed by subject headings. One example she offered was connected to hiring practices.

The manual has sections on how to constitute a hiring committee, the tenure/track faculty, links to senate policies, hiring handbooks, and listings of qualifications for tenure/track hires - all of which are original source documents. She noted that the search feature was tied to the university search engine.

Verhey asked for

input with respect to additions, corrections, new links, etc. and expressed a desire to have the final product be as useful and user friendly as possible.

Senator **Houlberg**

questioned as to whom would be monitoring the manual, and expressed some concern about student "hacking."

Verhey responded

that everyone would be monitors of the manual's accuracy and integrity but that the keeper would be the office of Faculty Affairs and the Faculty Affairs Committee, with office staff. The current print manual has been online for some time and has not been compromised.

AGENDA ITEM #5 - REPORT—ACTING DEAN OF

GRADUATE STUDIES, ANN HALLUM—NEW ONLINE GRADUATE PROCEDURES

Acting Dean

Hallum of Graduate Studies, noted that the

senator's handouts had sections. One

provides information on the graduate office and the other on human subjects.

The online procedures were the result of interviews with a large number of users, and the office hoped that looking at this data would help solve problems.

The new process means that students can now find information much more easily.

Admission categories, CSU mentor program,

SFSU admission status are included on the new site. Approval of culminating experience proposals, human subjects, GAP and other forms are now accessible, and applications for graduation now can be done automatically.

A main goal

was to make it easier and simpler to find information, complete forms, etc.

The online preprinted documents saves time, helps students, and even makes reading the forms easier. The Graduate guide gives lot of information, with a section for faculty who act as graduate advisors. She noted that the Graduate Advising office has been improved and currently student assistants have taken some burden off of faculty for general advice. The new process has started to make life easier for students, but also has improved life for faculty as well. A number of useful reports can be easily generated through the web site. She observed that every obstacle has an opportunity attached to it, and demonstrated a way of using the system to help manage the “take” rate of graduate admissions for a given department. The system can answer how many students need to be selected in order to reach your department goals. This will help make decisions around graduate admissions and will also help “sweep” tracking, to figure out which students have been in a graduate program for an extended period of time without showing suitable progress towards a degree.

Senator **Carrington**

posed an indirect question as he was trying to make sense of the “take” rate. He requested advice about dealing with the proposed 40% increase in fees for graduate students.

Hallum thought she

could not provide a satisfactory answer, but noted that there will be meetings to determine what can be made of this. It was noted that it is possible to be hooked into financial aid information much more aggressively than before. She saw similar patters of applications as from the previous year, and commented that if you compared fees around the country, even a 40% increase could be considered reasonable.

AGENDA ITEM #6—RECOMMENDATION from the

CURRICULUM REVIEW & APPROVAL COMMITTEE—REVISIONS to the UNDERGRADUATE MAJOR & MINOR in RECREATION & LEISURE STUDIES, 2ND reading.

Revisions were approved by general consent.

AGENDA ITEM #7 - RECOMMENDATION

from the CURRICULUM REVIEW & APPROVAL COMMITTEE—REVISION to the BA in CHILD and ADOLESCENT DEVELOPMENT, 2nd reading.

m/s/p Houlberg,

Chelberg

Revisions were approved unanimously.

AGENDA ITEM #8—RECOMMENDATION from the

EXECUTIVE COMMITTEE—RESOLUTION in SUPPORT of the FINAL REPORT

ON THE **SUMMIT on RACE**

and CULTURE at **SAN FRANCISCO STATE UNIVERSITY**

m/s/p Williams,

Meredith

Senator **Williams**

read the resolution. Moved

to 2nd reading.

Adopted

by general consent.

AGENDA ITEM #9—RECOMMENDATION from the

EXECUTIVE COMMITTEE - a consent item - on

REAPPORTIONMENT of SENATE SEATS

Chair **Edwards** began by noting the need for the

senate to adjust its numbers annually, due to growth in a college or other

changes at the university.

m/s/p Colvin, Chelberg

Vice Chair

Colvin briefly outlined the nature of the annual reapportionment of

the senate, noting the need to rebalance senate positions based on a formula

of FTEF faculty for each college. She

stated that the Executive Committee was recommending a number of 25 as the

preferred additional number for the senate.

In order to

prepare senate ballots, the senate office needs to know the accurate number

for apportionment. The constitution

specifies a range of 60 to 65 senators, which includes a base number of 40

senators with an additional representation to complete the senate body. The Executive Committee of the senate recommends an additional 25 senators, which provides the best representation and distribution for senate.

Chair **Edwards**

noted that the Executive Committee is recommending the framework represented by column 9 on the distributed document.

Senator **Steier**

sought clarification on the determination of at-large members.

Senator **Meredith** pointed out some corrections

in the document, and responded that the process allowed adding 25 senators to the base of 40 in order to have the maximum number of representatives.

Senate Assistant

Sposito

pointed out corrections: Business in column 4 has three additional representatives, Humanities currently has 4 additional representatives, and offered further clarifications.

Senator **Chelberg**

commented that since the current membership is 65 we would be preserving that number. The Executive Committee recommends keeping that formula. Also, the abbreviation FTEF means full time equivalent faculty.

Senator **Jerris**

urged adoption, maintaining that the number of 25 gives the greatest base across campus and minimizes the number of at-large members.

Moved to 2nd

reading

m/s/p Meredith,

Garcia

Approved.

AGENDA ITEM #10—ADJOURNMENT—3:40 p.m.

Meeting Date (Archive): Tuesday, February 10,
2004
