

Academic Senate Minutes
August 30, 2018
3:00 – 5:00, Student Center Ballroom D

Abstract

Chair Report. Agenda – Approved. Minutes of 5/17/18 – Approved. President Report. Campus Budget Presentation. Stevenson Hall Remodel Update. Provost Report. Information items. Consent item: Minimal Adjustments to Program: BA/BM Music – Approved. Vice Chair Report. VP of A&F Report. VP of Student Affairs Report. Associated Students Report. Good of the Order. Group Photo.

Present: Laura A. Watt, Melinda Milligan, Elizabeth Stanny, Jeffrey Reeder, Catherine Nelson, Sam Brannen, Melissa Garvin, Sakina Bryant, Carlos Torres, Ed Beebout, Kim Mieder, Damien Wilson, Florence Bouvet, Rajeew Virmani, Laura Krier, Isabella Kanaana, Mary Ellen Wilkosz, Adam Zagelbaum, Michelle Goman, Rick Luttmann, Hope Ortiz, Michael Balasek, Judy Sakaki, Lisa Vollendorf, Joyce Lopes, Wm. Gregory Sawyer, Erma Jean Sims, John Dunstan, Fernando Mendoza, Arcelia Sandoval, Mark Perri, Jenn Lillig, Rita Premo, Ron Lopez

Absent: Carmen Works (on sabbatical)

Guests: Gordon McDougall, Patty Hiramoto, Laura Lupei, Paul Gullixson, Christopher Dinno, Hillary Smith, Kaitlin Springmier, Marjorie Lear, Loretta Esparza, Lynn Stauffer, Karen Moranski, Katie Musick, Deborah Roberts

Chair Report – L. A. Watt

L. Watt introduced new members to the Senate. She noted that highlights of the Senate would be sent out to the faculty this year to promote better communication. She impressed upon the members to remember their duty to consult with their constituencies and make sure information flowed from the Senate to their constituents and from their constituents back to the Senate.

Approval of Agenda – Approved.

Approval of Minutes of 5/17/18 – Approved.

President Report – J. Sakaki

1. President Sakaki welcomed everyone back. We are focusing on trying to improve communication across campus this year and appreciate that we can always do better in this regard, and we will include links to websites that are relevant for updates. We are excited for Paul Gullixson to be in his media and community relations role to support these efforts.
2. **Advancement VP:** The search last year did not end in a successful hire, but we are thankful that Gordon McDougall has agreed to stay on for one and possibly

two years. We will launch the search again in fall of 2019. Gordon McDougall introduced himself to the Senate.

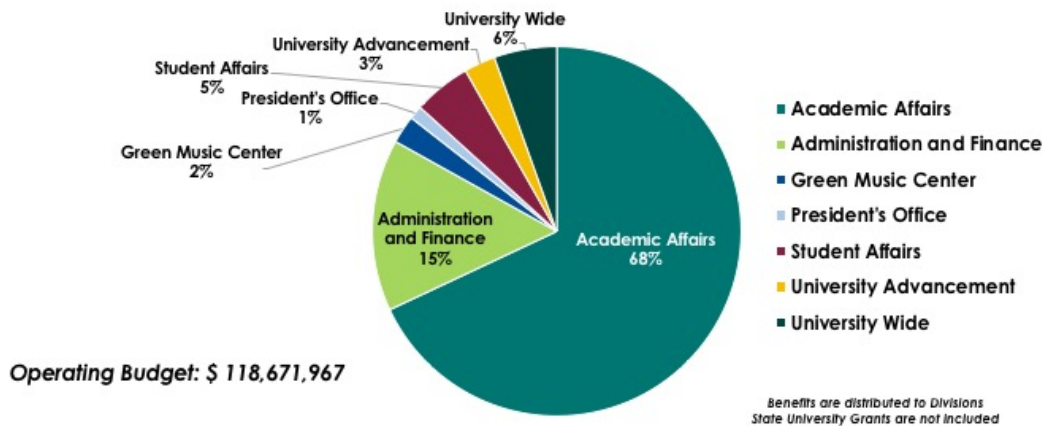
3. **Faculty Success:** President Sakaki recognized Dr. Janet Hess for her prestigious NEH award and also Dr. Christine Renaudin for her recently announced CSU Innovation and Leadership Award.
4. **President Sakaki** also shared with the Senate that she recently was appointed to the CSU Admissions Advisory Committee.

Campus Budget Presentation – L. Lupei



2017-2018 Budget Review

University Operating Budget by Division, 17-18



L. Lupei clarified that the University Budget includes the state allocation plus student tuition and fees. She noted that the benefits cost in this pie chart was distributed among the divisions, even though it is a university wide expense. This shows what it costs to have people in the divisions.

University Operating Budget with Cost Recovery Budget, 2017-18

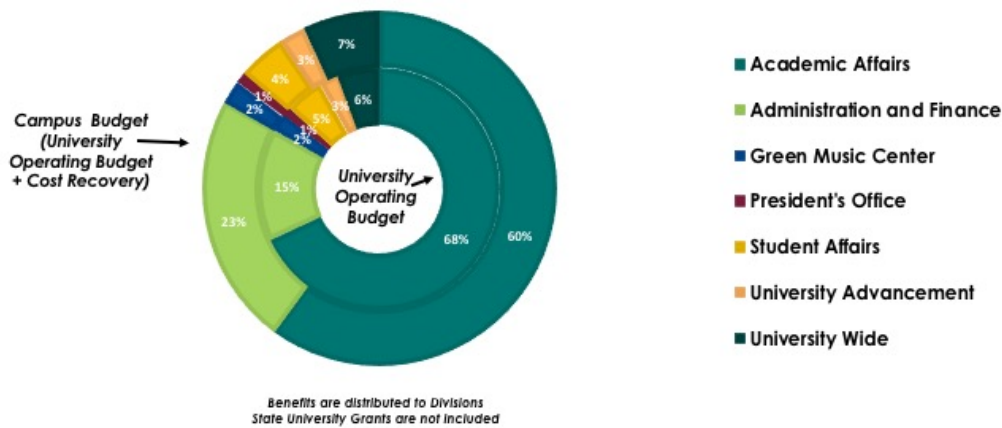
Division	University Operating Budget	Cost Recovery Budget	Campus Budget
Academic Affairs	73,247,161	1,592,348	74,839,509
Administration and Finance	16,205,305	12,443,316	28,648,622
Green Music Center	2,641,925	0	2,641,925
President's Office	1,273,167	0	1,273,167
Student Affairs	5,436,082	0	5,436,082
University Advancement	2,950,511	0	2,950,511
University Wide	16,917,815	2,787,437	19,705,252
Total Budget	\$ 118,671,967	\$ 16,823,101	\$ 135,495,068

Benefits are distributed to Divisions
Includes State University Grants

She said that her office is moving towards a more holistic budget and discussed the meaning of cost recovery funds to the university budget. She said from now on the

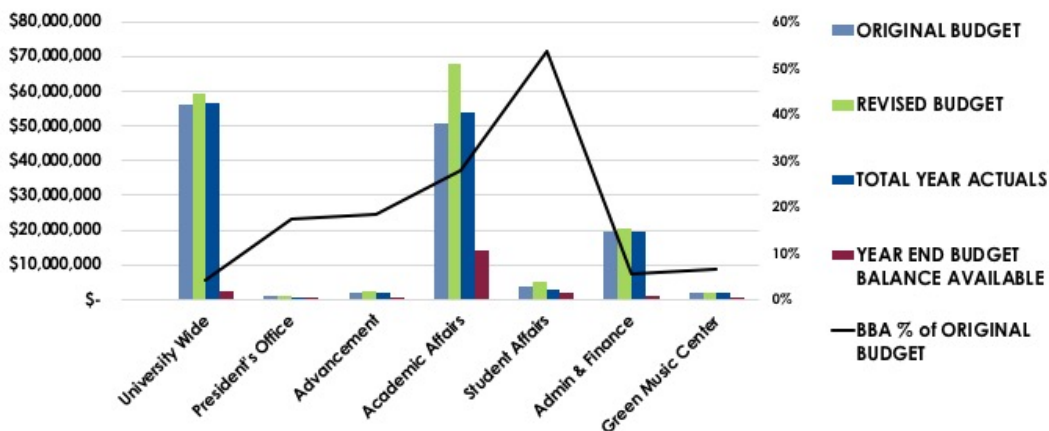
campus budget would look like this – the state allocation and tuition, plus the cost recovery funds.

University Operating Budget vs. Campus Budget, 2017-18



The inside “donut” is the previous campus budget and the outer “donut” is the new campus budget distributed. This does not show anything different, but shows a clear view of how funds are allocated on campus.

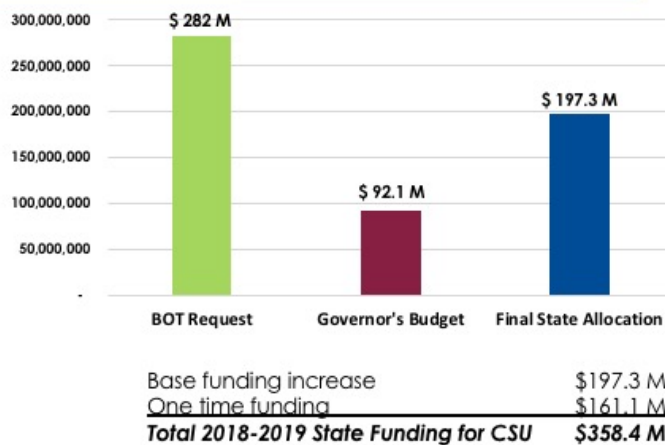
Campus Budget Year End Balances by Division, 2017-18



This shows the proportions of the various budgets.

2018-2019 Proposed Campus Budget

2018-2019 CSU General Fund Appropriation Increase



The \$197.3 M goes to the base budget of the CSU. \$122M of that goes towards mandatory costs. \$75 M goes to the second year of GI 2025. There was also \$161 M in one-time money.

2018-2019 Campus Budget

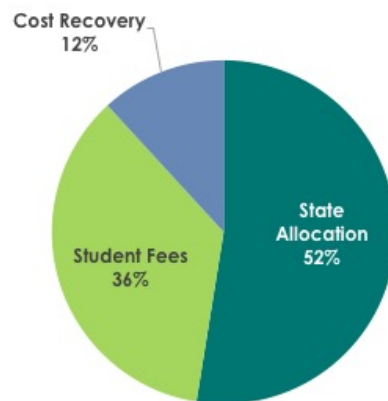
Prior Year Campus Budget	\$ 135,495,068
Fund Increases to Retirement, Health and Compensation	4,859,000
Base Graduation Initiative Funds	2,022,000
Distribution of Financial Aid State University Grant Reduction	(533,100)
Total Base Adjustments Per Final 2018-2019 Budget Memo	\$ 6,347,900
18/19 Reduction in Resident Tuition Fee Revenue Due to Increased AUL	(577,000)
Tech High Lease Payment Revenue Reduction	(223,000)
Budget Realignments	463,583
Total Other Campus Base Adjustments	\$ (336,417)
TOTAL 2018-2019 CAMPUS BUDGET	\$ 141,506,551

She noted that the reduction in tuition fees indicated that less students were taking more units.

2018-2019 One Time Allocations

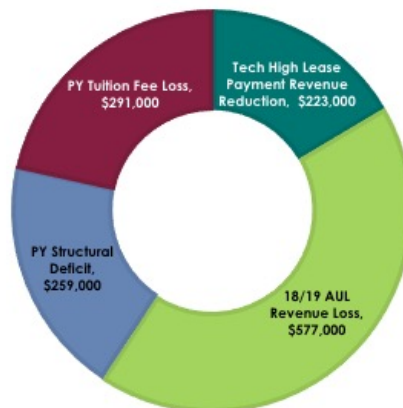
ONE-TIME ALLOCATIONS	\$ 9,715,970
Research, Scholarly & Creative Activity	\$ 51,970
Graduation Initiative 2025	\$ 150,000
Deferred Maintenance & Infrastructure Projects (\$9.137 M)	
Stevenson Hall Building Systems Renewal	\$ 4,893,000
Stevenson Hall Renovation Surge Spacing	\$ 3,000,000
Electrical Distribution Replacement	\$ 847,000
Central Plant Roof/Chiller/Controls and Tower	\$ 397,000
Enrollment Allocation	\$ 377,000
TOTAL ONE TIME ALLOCATIONS	\$9,715,970

Campus Budget Composition, 2018-19



Total 2018-2019 University Shortfall

Total Shortfall: \$ 1,350,000
1.14% of PY Budget

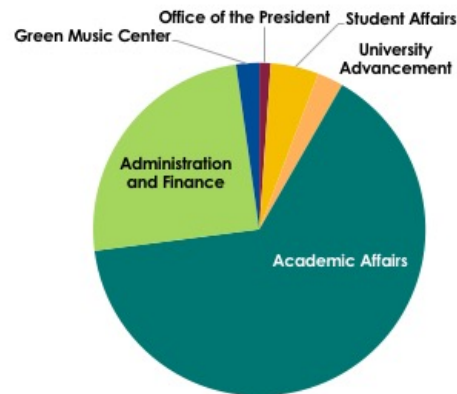


The shortfall was due to prior year structural deficit and the loss of revenue as shown in previous slides. These shortfalls will be addressed this year.

2018-2019 University Shortfall Plan

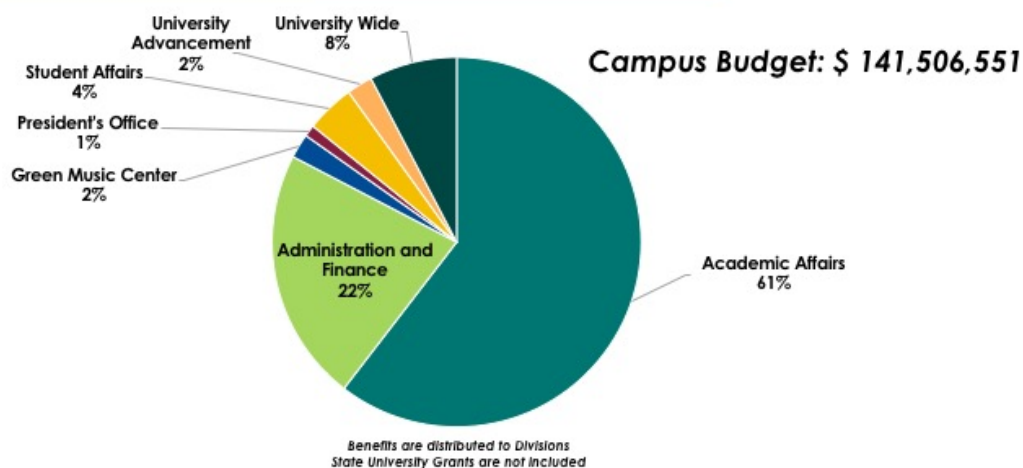
Total Shortfall: \$ 1,350,000
1.14% of PY Budget

■ Office of the President	\$14,850
■ Student Affairs	\$63,045
■ University Advancement	\$34,290
■ Academic Affairs	\$872,505
■ Administration and Finance	\$335,070
■ Green Music Center	\$30,240



This slide shows how addressing the shortfall will affect the divisions. The divisions are working in their reduction plans. The cut will be finalized by '19- '20.

2018-2019 Preliminary Budget by Division



This show a very preliminary look at this year's budget. It will surely change. She said the plan is to finalize the campus budget in September and the expenditure plan will be available to the campus in October.



Budget Resources

University Budget and Planning Office

www.sonoma.edu/budget

Phone: (707) 664-3832

Email: budget@sonoma.edu

STEVENSON HALL RENOVATION PROJECT

Academic Senate Presentation
August 30, 2018

RECAP: Senate Update April 5, 2018

- BOT approved funding in November 2017
- LAO, legislative analyst visited April 18, 2018
- Stevenson Hall Task Force Group established spring 2018 with monthly meetings
- Project Plan developed - surge space in Salazar, Schulz, Modular Units
- MODE Architects worked on program update, March - August 2018
- RFQ for Collaborative Design-Build Contract, August - December 2018
- Construction Start - Projected October 2020
- Construction Completion - Projected Summer 2022
- Total Project Budget - \$99 Mil.; Stevenson Hall Construction \$75 Mil.

Stevenson Hall Task Force Group

- Christopher Dinno - Chair, Administration and Finance
- Elias Lopez - Faculty Affairs
- Carlos Ayala - Dean, School of Education
- Tom Jacobson/Laura Watt - Faculty, School of Social Sciences
- Carol Ingerman - Capital Planning
- Dana Twedell - Facilities Management
- Ian Hannah - Advancement
- Stacy Heldman-Holguin - Student Affairs
- Turner Masland - Schulz Information Center
- Rick Garcia - Information Technology
- Natalie Williams-Munger - Staff, School of Business and Economics
- Stephanie Thibault - School of Science and Technology

C. Dinno noted that a website was being created for this project:
<http://web.sonoma.edu/afd/stevenson.html>

Stevenson Hall Renovation Project

TOTAL PROJECT BUDGET (\$108 Million)

- Stevenson Hall Renovation - \$89.5 Million
- Salazar Hall - \$7.8 Million
- Schulz Library - \$7.7 Million
- Modular Units CAPS and Classrooms/Offices - \$3.0 Million

C. Dinno discussed the reasons for the increase in the remodel budget.

Stevenson Hall Renovation Project

SCHULZ INFORMATION CENTER - First Floor

(CAASE - Center for Academic Access and Student Enrichment)

- Undergraduate Advising
- Career Center
- Veterans Affairs
- Transfer and Transitions
- EOP, SSS, Puerta Centro, Seawolf Scholars, SSSESL and Dream Center
- DSS - Disability Services for Students
- Learning and Academic Resource Center

These will be a permanent move.

Stevenson Hall Renovation Project

SCHULZ INFORMATION CENTER - Second Floor

(Faculty, Deans and Classroom Surge Space)

- Faculty Surge, 2nd Floor North
- Faculty Surge, 2nd Floor South
- Dean's Office 1, 2nd Floor South - School of Social Sciences
- Dean's Office 2, 2nd Floor South - School B and E
- Dean's Office 3, 3rd Floor North - School Education
- Academic Senate, 3rd Floor North
- California Faculty Association, 3rd Floor North
- Interdisciplinary Classrooms, 3rd Floor North

Stevenson Hall Renovation Project

SALAZAR HALL - First Floor (Academic Affairs)

- Admissions and Welcome Center
- Records
- Faculty Services: Faculty Center + Office of Research and Sponsored Programs + Center for Community Engagement + Center for Environmental Inquiry
- School of Arts and Humanities: Studio Blue + KSUN Radio + STAR Lab + Primitivo
- Interdisciplinary Classrooms + Computer Labs

These will be permanent moves.

Stevenson Hall Renovation Project

SALAZAR HALL - Second Floor (President, Provost and Advancement Offices)

- President's Office
- Office of the Provost: Faculty Affairs + Academic Programs + Academic Resources + Reporting and Analytics
- Advancement
- Interdisciplinary Classroom

These will be permanent moves.

Stevenson Hall Renovation Project

MODULAR UNITS

- CAPS - Counseling and Psychological Services
- Interdisciplinary Classroom

He said three modular units will be used.

Stevenson Hall Renovation Project

PROJECT SCHEDULE (Surge and Renovation)

- Schulz, 1st Floor - Projected 2019
- Schulz, 2nd Floor - Projected 2019
- Salazar Hall, 1st Floor - Projected 2019
- Salazar Hall, 2nd Floor - Projected 2019
- Modular Unit Installation - Projected 2020
- Stevenson Hall - Projected Move out Spring 2020
- Stevenson Hall - Projected Renovation Start Fall 2020
- Stevenson Hall - Projected Completion and Move-in 2022

C. Dinno said this was a high-level look at the projects and he had a more detailed schedule he could provide.

Q&A for both reports

A member asked how robust the surge space planning was for changes in student enrollment or new faculty hired. C. Dinno said they do have fit plans and, in those, they are building in growth for faculty expansion. A member asked if the current Salazar classrooms would be impacted by the Stevenson Hall remodel. C. Dinno said no, those will not be impacted. The Tech High space will be re-purposed for general use classrooms. A member asked if the percentage of the budget for Academic Affairs was historically the highest it has been. L. Lupei said she wasn't absolutely sure, but thought it was probably true. A member asked what the

President's budget covered. L. Lupei said it was primarily employee costs including benefits with some operating expenses. A member said she and others did not clearly understand the process and wondered if the next phase would be working with the feasibility plans that had already gotten a fair amount of thought. C. Dinno responded that a program is developed from the feasibility plan. That program is detailed enough to move on to the next phase of schematic design to construction documents and construction. This provides a framework for the architects and others. A member asked where the modular buildings would go. C. Dinno said on the east side of Salazar in the barren field. A member asked how much space in the Library would be lost to the surge space. A member of the library staff noted that currently it would take up about 60% of the Library and they were working on mitigating that so it might only take up 40%. The Provost noted that they were looking across campus for quality learning spaces for students. A member asked what the surge space will look like for faculty workspaces. C. Dinno said they would have about 109 "office spaces" and another 100 "touchdown" spaces for "hoteling" types of activities. There will be small break out spaces and conference rooms. It will be an open area. A member asked if there was student representation on the Stevenson Hall Remodel committee. C. Dinno said there was no student currently. A member asked about the communication plan for the remodel. C. Dinno noted the website created for information. A member said she thought faculty would not be able to bring personal items to their Schulz offices. C. Dinno said talking a whole office to the surge space was not practical. There will be some lockers and such. A member who had lived through the Darwin remodel noted that it will be a great opportunity to get to know faculty across the departments. A member asked where faculty will hold their office hours. C. Dinno said sprinkled throughout there will be collaborative spaces as well as the "phone booth" areas. A member asked about how research labs will be dealt with. C. Dinno said he was in conversation with Science and Tech to help out with those issues. Computer labs will go to Salazar. A member expressed concern about faculty needs for research that could impact their RTP processes as well as privacy issues related to FERPA that can't be discussed in a public space. A member asked if there was any exchange of finances between Enterprises and the campus. L. Lupei said she hadn't shown the entire campus budget and the budget she did show included the cost recovery money they receive from Enterprises. What she did today was a first step towards an all funds budget. It was clarified that funds in the OE part of campus could not be moved to the auxiliaries.

Provost Report – L. Vollendorf

1. **Admissions Update:** Admissions are essentially flat compared to last year: we are at 2,980 students enrolled this fall. (Last fall we ended up with 3,006 students.) We are looking to admit as many graduates, PBACs and transfers as we can for spring. Admissions are open until 9/17. Much to the credit of Admissions and Recruitment under the leadership of Dr. Karen Moranski, we did a large number of conversion activities to help converted admitted students to actual students this fall. We are searching for Assistant Vice President position to oversee Admissions and Recruitment.

2. **Strategic Plan Implementation:** We are putting out a call for student, faculty, and staff representation on two implementation groups within Academic Affairs (one for core values and one for the division plan).

3. **GI2025**

- a. SSU received ~\$2M for GI2025. We also got \$150,000 in one-time dollars. Some of the funding is for supporting Pell eligible students, some for tenure-track faculty hiring. We waited to know the final state budget and GI2025 allocation to SSU before authorizing the fourteen tenure-track hires that we authorized for this year.

4. **Personnel Updates**

- a. After discussions with committees and individuals involved in curricular reform, program review, assessment, and accreditation, we are moving forward with an Associate Dean for Academic Programs position. It will post soon.
- b. Dean of Business finalists will be on campus the last two weeks of October.
- c. Dean of Social Sciences search is launching soon.

Questions: A member asked whether a strategic plan core value was adaptability and responsiveness or innovation and interdisciplinarity. He had seen contradictory information. The Provost responded that she would look into the issue. A member asked how much of the \$25 M did SSU receive in GI 2025 money, how was that decided and did the Provost know what other campus received in comparison. The Provost provided a high-level review of the GI 2025 money. She noted that campuses with lower tenure density received more money and campuses with higher tenure density received less money. She described how the campus decided on the number of tenure track hires. J. Lopes noted that the CSU did not provide specifics about amount of money given to campuses. A member asked whether the campus did better on converting student yield for admission or how the campus ended up with a similar number of students with lower admission applications. The Provost responded that the campus went deeper into the eligibility pool and the admissions group did do many conversion activities. She praised the transfer center efforts to bring in more transfer students. A member questioned the criteria for the GI 2025 money and wondered why the size of the campus was not used. The Provost said they really did not get that specific information. K. Moranski noted that the eligibility index was 3800 and the standard metrics used for the freshman class was not changed.

Information Item: End of year reports: Senate, Academic Advising, EPC, FSAC and its subcommittees were emailed.

Consent Items: Minimal Adjustments to Program: BA/BM Music – No objection.

Vice Chair Report – M. Milligan

M. Milligan noted that calls had gone out from Structure and Functions for various service opportunity. S&F also received referrals from the Executive Committee –

develop a set of guiding principles for communication between administrative committees or workgroups/task forces and faculty governance, develop guidelines for what committee business can carry over to another year, and discuss about how faculty input can be given for searches that do not require faculty. S&F will also look at the issue of faculty representation on summer searches. A member argued that since the committee memberships change, business should not carry over to a new committee. M. Milligan discussed the issue of EPC making a decision on a second reading at the last meeting of the Spring and whether that could carry over.

Vice President for Administration and Finance Report – J. Lopes

1. Personnel

- a. Craig Dawson is now the Director of Operational Sustainability.
- b. Chief David Dougherty is now the Chief of Police.
- c. We will post the Environmental Health and Safety Director position to backfill Craig Dawson. We will have an interim in place to keep that moving forward.
- d. We will have finalists for the Title IX position coming to campus soon. Please participate!

2. **Student and Workforce Housing:** We are continuing to meet to discuss student housing and are expanding the number of students working on that with us. We have demand for more than 900 beds currently, so this is a pressing and serious issue for future planning at SSU. The Chancellor's Office is aware that we have a pressing need also to support more workforce housing for SSU employees. We also will be doing more surveys and holding discussions this fall with students to determine impacts of the fires on student housing opportunities.

3. We are hosting the **California Higher Education Collaborative Conference** on campus this semester. Students from SSU are invited to attend for free and this is coordinated through Eric Dickson. <http://uknowledgeshare.com/2018-conference/>

Questions: A member asked how the housing situation was for students now. J. Lopes said they would be doing very focused sessions with students, staff and faculty to determine the situation currently.

Vice President for Student Affairs (Dr. Wm. Gregory Sawyer)

1. **State of the Division:** The division is now structured differently to help bring strength and coherence to the division. The new organizational chart is available at: <https://web.sonoma.edu/studentaffairs/>.

Associated Students Report – J. Dunstan

J. Dunstan reported that the AS was still getting their boards together. The Government and Legislative Board was already working on voter registration for students, particularly students who have not registered before. He felt excited for the coming year.

Good of the Order

The ERFA rep announced an event with Congressman Mike Thompson on September 11th in Ballroom D, brown bag lunch. Congressman Thompson will be interviewed by Dr. David McCuan. He noted that the ERFA voted to include staff in its organization and name and would now be the Emeritus, Retired, Faculty and Staff Association.

Group Photo



Adjourned.

Minutes prepared by L. Holmstrom-Keyes