

## Academic Senate Minutes

August 30, 2007  
3:00 – 5:00, Commons

### Abstract

Chair Report. Agenda approved. Minutes of 5/10 and 5/24/07 approved. Information items: End of Year reports from the Senate, SAC, FSSP and PDS. Information item: Academic Calendar for 2008 – 2009. Update on WASC. A Crash Course in Robert's Rules. Election of Senators to Executive Committee and Representative to Associated Students. Survey of School Representatives. Revision to by-laws: Duties of the Chairs - First Reading. Faculty Eligible for Emeritus Status – First Reading. President Report. Provost Report. Vice President of Administration and Finance report. Associated Student Report. Chair-Elect Report. Special Report: SSU Foundation. Statewide Senators Report. Group Photo.

**Present:** Tim Wandling, Scott Miller, Elaine McDonald, Edith Mendez, Robert McNamara, Catherine Nelson, Sam Brannen, Noel Byrne, Michael Pinkston, Steve Wilson, Ronald Lopez, Robert Coleman-Senghor, Ada Jaarsma, Terry Lease, Steve Cuellar, Raye Lynn Thomas, Tia Watts, Murali Pillai, Richard Whitkus, Rick Luttmann, Wanda Boda, William Poe, Margie Purser, John Wingard, James Dean, Lillian Lee, Sandra Shand, Bruce Peterson, Ruben Armiñana, Eduardo Ochoa, Larry Furukawa-Schlereth, Whitney McClure, Jonathan White, Lane Olson, Thaine Stearns, Maria Hess

**Absent:** Janet Hess, John Kornfeld

**Proxies:** Susan Moulton for Art Warmoth

**Guests:** Rose Bruce, Elaine Sundberg, Elaine Leeder, Barbara Butler, Carol Blackshire-Belay

### Chair Report – T. Wandling

The Chair welcomed everyone to the first meeting of the Senate. He noted the new microphone and that it was bought with funds from a benefactor to Senate. He also noted that often times the Senate can get into “meaty” discussions that are off the topic at hand and he encouraged the Senators to move to add those items to the agenda. He said those motions require a 2/3rds vote. He then read a card from the President of Virginia Tech in response to the Senate's resolution last academic year. New Senators to the Senate were introduced and members returning or changing positions were also noted.

### Consent Items:

**Approval of Agenda – *approved*.**

**Approval of Minutes of 5/10/07 and 5/24/07 - *approved*.**

**Faculty Eligible for Emeritus Status – moved to business #5**

### **Information items: End of Year reports from the Senate, SAC, FSSP and PDS**

**Information item: Academic Calendar for 2008 – 2009.** A member asked the status of the proposal to have the entire week of Thanksgiving off. The Chair said EPC would look at that proposal when they review the remaining calendars.

### **Update on WASC – E. Sundberg**

E. Sundberg handed out a flyer about where to find information about the process of WASC accreditation. ([www.sonoma.edu/aa/portfolio](http://www.sonoma.edu/aa/portfolio)) At the first meeting of the Accreditation Steering Committee, the first rough draft of the Capacity and Preparatory Report was given out. This report had been worked on during the summer by the faculty associates. The Steering Committee is now reviewing it and a draft for the campus community to comment on should be ready by September 10<sup>th</sup>. She noted the online SSU portfolio for accreditation. She explained the content of the portfolio. She said that comments or questions can be posted on the website or sent directly to herself. She asked the Standing Committees to take a look at the materials and comment before Oct. 10<sup>th</sup>. After the first round of input, a revised draft will be posted for comment as well, but with a shorter timeline. The report is due to WASC December 12<sup>th</sup> and they will visit in March of 2008. She outlined the remaining accreditation process.

### **A Crash Course in Robert's Rules**

The Senate Analyst provided a PowerPoint presentation on Robert's Rules.

### **Election of Senators to Executive Committee and Representative to Associated Students – S. Miller**

S. Miller reviewed the role of the Executive Committee and its meeting time and asked for nominees from the Senate to sit on the Executive Committee this year.

Nominees: John Wingard, Sam Brannen, Susan Moulton, Bill Poe

Voting commenced by paper ballot. The Chair moved to the next business item during the counting of the ballots.

### **Survey of School Representatives – L. Holmström**

The Senate Analyst asked the School representatives to fill out a survey to help her develop an effective Orientation to Faculty Governance.

### **Appointment of representative to Associated Students Senate**

Steve Wilson volunteered to be the Senate representative to the Associated Students for the Fall.

### **Announcement of Senate members to Executive Committee vote**

The Chair-Elect announced that John Wingard and Susan Moulton were elected to serve on the Executive Committee from the Senate this year.

### **Revision to by-laws: Duties of the Chairs - First Reading – S. Miller**

S. Miller introduced the item. He noted that the duties of the immediate Past Chair were revised to delete attendance in the President's Budget Advisory Committee. This was due to no release time being available for the Past Chair and the duties of the Past Chair were getting too onerous. The current Past Chair also provided information on this proposal, as she had originally drafted the change.

It was argued that a better approach was to define the duties of the Past Chair as needed and then obtain the needed release time. Support was voiced for the Past Chair to receive release time. The Provost was asked if he would provide such support as he had voiced support previously. The Provost responded that he did not recall that, and he thought that SSU had one of the highest amounts of release time in the CSU. A member did not see much change in the proposed revision. The immediate Past Chair noted that the Past Chair role has been written into other policies that do not appear in the by-laws and appointed to other committees. The by-laws change would specify that the duties listed in the by-laws would be all that is required of the Past Chair. A lecturer argued that lecturers should have priority over the lecturer units. There was further discussion.

### **Faculty Eligible for Emeritus Status – First Reading**

This item was moved to business from the Consent Calendar. A member noted that the policy required retirement and questioned specific names on the emeritus list. A member asked about the actual meaning of retirement in this context. The Chair asked the Vice Provost for clarification. The Vice Provost said she was looking into the specific cases.

**Motion to postpone to next meeting. Second. *Approved.***

### **President Report – R. Armiñana**

The President reported that the State passed the budget. He described how faculty pay increases will work. He noted that by the end of this year the State budget will be 2 billion dollars in deficit and by next year 5 billion.

A member asked about the status of landscaping for Darwin Hall after the remodel. The President said that the Vice President for Administration and Finance was the one to ask. Vice President Furukawa-Schlereth said the landscaping budget has been identified and it would start in early Fall.

### **Provost Report – E. Ochoa**

The Provost noted there have been some issues with faculty contracts, etc and he explained that there has been a big turnover in the Faculty Affairs office and he asked for patience.

A member asked if there was a way to more effectively communicate with the faculty about eligibility for SSIs. The Vice Provost said she was looking into it and that it was a very complex project. She agreed that the faculty did need to know more.

### **Vice President of Administration and Finance report – L. Furukawa-Schlereth**

L. Furukawa-Schlereth reported that with the budget signed and the new faculty contract, faculty may now park in the parking lots on north side of campus – L, M, N, & O. He said the Faculty / Staff Housing committee has not met yet, and after they do he will bring a report on that project.

A faculty member voiced concern about the lighting in the parking lots to the north. L. Furukawa-Schlereth said improved pathway lighting is on the agenda for the Campus Reengineering Committee. Another member asked about bike racks on campus. This semester they are very full, which is good, but he wondered if more would be provided. L. Furukawa-Schlereth said he would confer with the campus Alternative Transportation Committee on this matter.

### **Associated Student Report – W. McClure**

W. McClure said the student Senate is considering the Orientation program, students on search committees, sustainability and safety on campus. (*unintelligible*)

### **Chair-Elect Report – S. Miller**

S. Miller brought to the Senate various calls for faculty service on campus committees.

### **Special Report: SSU Foundation – L. Furukawa-Schlereth, I. Hannah, E. Ochoa**

L. Furukawa-Schlereth introduced Ian Hannah, who gave the report. (*Please listen to the digital recording for the full report. PowerPoint slides appended to these minutes.*)

#### **Highlights of Report**

The Assets managed by the SSU Foundation are Endowments, Charitable Remainder Trusts (CRTs), Gifts, Scholarships, Campus Programs, Capital Activity and Ten Townhouses.

As of June 30, 2006 the Foundation net assets were \$59.1 million. This is a large concern and contains quite a bit of Green Music Center money that will be spent out as the Center is built. Historically, the fund has grown from \$4.7 million in 1992 to the current \$59.1 million as of June 30, 2006.

The main costs of the administrating the Foundation were outlined. These include General operating expenses, CommonFund Endowment Investment Fees and Overhead Costs. The operating costs are low compared to the size of the fund.

The Foundation governing structure includes a Board of Directors (with 27 members), Finance committee, Audit Committee and a Compliance Review committee.

Charitable Remainder Trusts are funds donated to SSU by a donor or grantor. The grantor or the grantor's beneficiary receives income from the investments and the University receives the principal after a specific period of time, usually after the grantor is deceased. Most of the CRT investments are in deeds of trust.

Capital Activity is comprised of such projects as the Green Music Center and the Fred B. Galbreath Wildlands Preserve. The campus also has ten townhomes that are usually rented to new faculty.

The change in the endowment was noted. In 1992 it was valued at \$3.6 million and in 2006 at \$31.3 million. The history of the endowment was described.

CommonFund is the primary investment manager for the endowment. They are a very large non-profit fund that works with primarily higher education and other non-profits.

The Foundation's investment policy was described, along with how assets are allocated and further description of how the investment pool earns money. SSU's endowment profile and performance was ranked with other CSU's. Graphics were shown of how the assets were broken down by type of investment (see attached pdf). The Endowment distribution policy was also described.

The Provost distributed a handout about earning distributions for specific funds and discussed those briefly, noting that the funds have restrictions. L. Furukawa-Schlereth noted that the endowment will grow in value and as time goes on, it will be a much more considerable asset as many of the donations to the endowment are in people's last will and testament.

### Questions about the Report

A member noted that the operating expenses are not shown, as it was stated that the people who are already employed, do this work. Isn't this disingenuous? He also remarked that the faculty appear to have no say in the Foundation activities.

L. Furukawa-Schlereth noted that most donors make a gift for a specific purpose and there is a close relationship between Schools and donors when the gift is targeted to academics. He also said that, previously, the amount of dollars associated with the Foundation was small enough that one could manage them as part of one's regular work. However, since the Foundation has grown so much, he has recommended to the President that they will need to ascertain how the University wants to manage these resources.

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The Provost described the involvement of faculty in specific donor relationships.

A member noted that the management of scholarships came out of the general fund and asked if this had changed.

L. Furukawa-Schlereth said that most scholarships are managed by the Scholarship office which is about 1 FTE and is paid by the General Fund. Another small amount is managed by the Financial Aid office, and they are paid by the General Fund as well.

The Provost noted the value of numerous small donations.

The Chair thanked everyone for the report and asked anyone else with questions to email them to the presenters.

#### **Statewide Senators Report – C. Nelson and R. McNamara**

R. McNamara reported on a Faculty Satisfaction survey coming out of the Statewide Senate. He also talked about a status report on faculty attrition. He said that the Statewide Executive Committee has asked their Faculty Affairs committee, upon which he sits, to consider a protocol for campuses that have no confidence votes. They are also discussing academic freedom issues in regards to systemwide initiatives. C. Nelson reported on the systemwide Government and Political Affairs committee. *(this report was very difficult to hear)* She reported on the Chancellor's office comment that with the new faculty contract the budget will be millions of dollars in the red and campuses will have to find the money to pay for the compensation. The President of CFA said that it was unfair to blame the faculty for budget shortfalls.

**Group photo taken for Senate website.**

**Adjourned.**

*Respectfully submitted by Laurel Holmström*

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