

**Minutes  
Executive Committee  
March 29, 2001**

Present: Phil McGough, Rick Luttmann, Andy Merrifield, Les Brooks, Susan McKillop, Victor Garlin, Catherine Nelson, Susan Moulton, Sandy Heft, Melanie Dreisbach, Larry Furukawa-Schlereth

Absent: Johanna Filp, Ruben Armiñana, Bernie Goldstein

Guest: Nate Johnson

Meeting began at 3:10

Approval of the Agenda- An addition was made to the agenda- Budget Committee. P. McGough requested an amendment to the Copeland creek item - Copeland Creek Bridges - Is further action necessary? **MS *Approved.***

Approval of Minutes – A few typographical errors were noted. **MS *Approved.***

Correspondence Received – None reported.

## **REPORTS**

### **Vice President, Admin. & Finance - L. Furukawa-Schlereth**

L. Schlereth – I asked Nate Johnson to join me today per your request to talk about campus procedures for bomb scares. We have not had many on this campus. Since I've been here we've only had two. They tend to happen during times of mid terms and finals traditionally on other campuses. We have not had enough here to determine a pattern.

When a threat is received it is routed to police services. Nate evaluates the threat. If it is appropriate to evacuate a building, Nate would interact with the chief executive officer of the moment, usually Ruben, and then the decision would be made to evacuate. In our past practices we always do a search and in the past it was secretive. Nate felt it was appropriate to involve people. We generally do not evacuate on every scare nor is this done on college campuses nationwide. Based on history we do not know about a building blown up in higher education. Higher education is not usually the target of terrorist attacks.

N. Johnson – I believe in getting the community involved. Most things are done based on common sense and discretion. How can we search in an efficient manner – we can evacuate and search or people can assist in searching but not touching anything suspicious. We don't have a policy, but we do have a procedure. In assessments of other security systems, evacuation is not generally done. For example at Rancho Cotati High School there were lots of bomb threats and they evacuated every time. Then they announced that evacuations for bomb threats would add time to end of the school year and the threats stopped.

R. Luttmann - What happens if you make the wrong call? Looking at alternatives it seems evacuating would error on the side of safety. If we've only had two threats in the past that doesn't seem to take a lot of work.

N. Johnson - If we start evacuating, we will start evacuating every week. Some balance needs to take place. We want to take an active part. Perhaps these are philosophical differences.

L. Brooks – You can reduce threats if you can identify it as a prank. More bombs go off without threats. Most people who make threats do it for attention and not for a real bomb. I'm not concerned about what you did last Friday. The campus community needs to know you might ask them to look for something. It seemed different than anything else they had experienced (in Stevenson). Probably better to have communicated prior.

L. Schlereth - We are working through our emergency preparedness plan. It is a good idea to incorporate into it how we will react to all disasters.

V. Garlin - I was unaware that there has been criticism. Was there?

L. Schlereth and N. Johnson – Yes.

N. Johnson - I could see on people's faces that it had not been that way previously.

V. Garlin - Was I hasty in not giving it a second thought? It seems the cost of a few evacuations is small. It is a professional question whether evacuating creates more bomb threats. If professionals believe this stimulates more threats I wouldn't know how to evaluate it. I'm eager to defer to people who are trained to make these decisions.

S. Heft – I have been through two situations where bomb threats were common. I agree with Nate. Evacuations create more threats. I support not evacuating unless it is very serious.

S. McKillop – The British way is to come through quietly saying we received a bomb threat. We won't evacuate but you may leave if you want. Lots of campuses would not do what you did. (to N. Johnson) I want to praise you.

S. Moulton – We are living in a more violent time. The protocol needs to be advertised. Maybe do a drill instead of calling it a bomb scare. Maybe a general booklet of what to do in general emergencies.

L. Brooks – I agree with what Susan said. People tend to congregate in certain areas which could be an issue.

P. McGough - Thanks for coming and telling us about this.

N. Johnson – We will be using Darwin Hall for training exercises about shooting. We are trying hard to address these things. New emergency plan will be out soon with training. It is important that I understand clearly what the directive is as I am making these calls all the time. I do not want to be against the university culture or policy.

M. Dreisbach – If you do a drill, make sure everyone knows about the drill.

P. McGough - You are following professional procedure and that is important to me.

V. Garlin – I feel invaded by skateboarders, skateboards racing or doing tricks. Are our students doing this? What is the appropriate attitude? The front of library is now being used for this sort of activity. I'm concerned as a parent - is this safe for them? There seem to be a lot more skateboarders.

N. Johnson – A number of people on campus agree with you. A proposal regarding this is going forward at the Campus Planning Committee.

L. Schlereth - We tried to bring a policy through CPC previously and it was defeated in CPC. There is no campus ordinance to enforce. We will bring it again. We are also looking at other policies at other campuses.

V. Garlin – There are a number of places at UC where skateboards are prohibited. The University should not be a venue for recreational skateboarding.

L. Brooks – I also want to bring up people who drive the electric carts. The other day one brushed right past me and could have injured me.

L. Schlereth - This is also being addressed.

N. Johnson – Sgt. Ellington wanted me to inform you that there will be a fire drill next Thurs at 5:30pm.

The committee thanked Nate Johnson for his time.

**Chair of the Faculty - (P. McGough)**

No report.

**President of the University - (R. Armiñana)**

No report.

**Provost/Vice President- (B. Goldstein)**

No report.

**Statewide Senator - (S. McKillop)**

S. McKillop - Bob Cherny is still getting the report he presented fixed up better. I encourage you if you have anything to add to send it along. We need your help.

V. Garlin - Administration costs have gone up and the administration always has an answer for it. The numbers don't tell the whole the story.

S. McKillop – It is hard to establish such thing as that. We understand that is something to look into.

#### **Chair-Elect of the Senate - (R. Luttmann)**

R. Luttmann - We will have election next week for the new Senate Budget committee members. We currently have 4 candidates for three positions.

L. Brooks – I nominate Steve Orlick.

#### **Chairs, Standing Committees - (Moulton, Filp, Dreisbach, Heft)**

##### **FSAC**

S. Heft – In FSAC we are continuing to work on the faculty handbook. Judith Hunt will have staff this summer that can put it on the web. We will create a handout with web links and phone numbers for quick reference. One thing that came up is that is it difficult to get in touch with people on campus if you don't know their name for email. We want to propose that the campus start using more generic email for areas, not for personal email just business. Most websites have a webmaster and you don't know who that is so the email can be opened by more than one person.

##### **APC**

S. Moulton - APC is working on refining a planning model. We are using a model that shows links between processes of planning. A YRO concern is that incoming freshman do not qualify for the matriculating rate. This means they will go to the JC instead of coming here.

M. Dreisbach - Incoming students would be under the state rate as long as they have an application in.

P. McGough - Some campuses are moving to state supported summer session. All the rest will have differential paid by Long Beach.

L. Schlereth - Special money has been allocated by Governor for this. If you are a matriculated student at any CSU who chooses to take courses through an Extended Ed program you will be charged the state fee not the Extended Ed fees. Students admitted and enrolled also included. This is a CSU directive. There is more than enough money to apply this discount. There seems to be confusion among the Extended Ed in offices in the system.

P. McGough - How would you let freshman know to register before summer session and get the state fee structure?

Several people responded that they could do this through orientations.

V. Garlin – Matriculated means they are enrolled in a degree program or if admitted on May 1.

P. McGough – Let's send this issue to Katharyn Crabbe and Les Adler.

S. Moulton - Elaine Sundberg sat in for Rose Bruce at our meeting to talk about when the 120 unit BA will take effect. It is already implemented at San Francisco State. Is it not implemented here yet?

P. McGough – The legislature brought this 120 units to us. The 120 units is a minimum. We will change this program by program. We are getting pressure now to justify why we are over 120. Spence said he is going to send a friendly letter to schools on the quarter system about why we need semesters and ask them to justify why not. Quarter schools will have to move to semesters.

S. Moulton – Let's request from the Provost an update regarding the 120 units for clarification.

## **SAC**

M. Dreisbach - SAC continues to work on student grievance policy. We are making substantial changes, cleaning it up and clarifying it. We are trying to streamline the process, create firm timelines, and make the process easier.

S. Heft - Should FSAC have any input in this policy?

M. Dreisbach - SAC or the Senate can recommend changes.

V. Garlin – If there is a procedure which creates a tribunal where students can bring claims and faculty are required to respond then it is appropriate for FSAC.

S Heft – We will review it.

## **EPC**

R. Luttmann for EPC – EPC has received the draft interim program review for EMT.

## **BUSINESS**

### **Emeritus Dinner planning**

After considerable discussion it was decided to change the date of the Emeritus Faculty Dinner to May 18<sup>th</sup>.

### **Further discussion of Copeland Creek bridges - is further action necessary?**

No further action was deemed necessary at this point.

### **Senate Agenda**

P. McGough – I would like to have a presentation on our campus outreach programs at the next senate. Most people are not aware of the range and/or details of the programs we have.

C. Nelson – It was reported to me that we have too many presentations at the Senate meetings.

P. McGough - I have heard this as well. There is a value to this information being presented. Perhaps it has been a little unbalanced this past few months.

S. Heft – The Library Advisory Committee would like to present on a semi-regular basis.

P. McGough – I've asked for a report on admissions at the Senate after this week and we could have a presentation about news things in the library

S. McKillop – It might be better to hear about admissions policy after we get the census data.

V. Garlin – The Senate a deliberate body and only needs presentations when it has to do with an item the senate is dealing with (as background).

A. Merrifield - I think we should have reports. Providing of information to a deliberative body is an important function. It can impact what the Senate does as action. It can provide information that could result in action. We just need to get them smaller and shorter.

P. McGough – I have emailed all the other campus Senate chairs. We meet longer than any other campus in the system. Clearly we are long winded. We might have an Executive meeting on the Senate. Perhaps the chairs need to report only on action items. It would be worthwhile spending some time on how the senate works.

L Brooks – I don't believe we have too many reports. I don't think we can consider them as a regular part of our meetings. We could have reports from Athletics, IT, the Budget Committee. People should be limited in their time to address the Senate. I encourage the Chair that to rule that meeting continue at a good pace.

It was noted that at the next Executive meeting we need to allocate release time for next year.

Senate Agenda for 4/5:

Presentation on campus outreach programs.

YRO resolution with a time certain of 3:45

Lecturer's council proposal with a time certain of 4:00

### **Budget Committee**

L. Brooks – P. Phillips proposed considering giving Senate secretaries release time. Could Chair designate someone to be on budget committee instead themselves? Could release time be given for the Chair of the Budget Committee?

S. Heft – The Senate chair is on other budget committees and brings valuable information to this new committee.

C. Nelson – I think the Senate should decide this. Why the Senate chair is on the committee was part of the decision to create the committee in the first place. We should not make that decision.

S. McKillop - If the committee is going to be truly effective someone will need to do the footwork. Someone needs the time to dig out numbers for faculty interests. There should be release time for at least one person on that committee.

L. Brooks – I need to clarify that I have two points. 1) Could the chair designate someone to serve instead and 2) Could the release time for the Senate Secretary be given to budget committee.

A. Merrifield – The Chair of the Faculty can designate someone. If this is going to be a massive job and if we are going to give release time I think that since Peter suggested it, it seems ok. It is important to take into consideration the creeping responsibilities for no more compensation.

P. McGough - Sandy is right. The Chair is on other budget committees. I have asked Marty Ruddell and Steve Orlick for recommendations on release time for next year. I will alert both of them that this issue is lurking out there.

S. Heft – In the library when we get release time we get money and I work with dean to figure out where to use the money.

P. McGough - Andy is right if Rick wants to appoint someone, he can.

ADJOURNMENT at 5:10pm

*Respectfully submitted by Laurel Holmstrom*