

**2010/2011 Academic Senate**

**MINUTES  
December 6, 2010**

**I. The meeting was called to order at 2:05 p.m. and roll call was taken by the Associate Vice Chair, Susan McClory. Forty-three Senators were present.**

**Ex Officio:**

Present: Kassing, Kaufman,  
Lessow-Hurley,  
Kolodziejak, Sabalius,  
Van Selst

**CASA Representatives:**

Present: Correia, Schultz-Krohn, Fee  
Absent: Kao, Semerjian

**Administrative Representatives:**

Present: Laker, Najjar, Lee, Selter

**COB Representatives:**

Present: Nellen, Campsey  
Absent: Jiang

**Deans:**

Present: Merdinger, Parrish  
Absent: Stacks, Chin

**EDUC Representatives:**

Present: Kimbarow, Smith

**Students:**

Present: Peddada, Salazar, Starks  
Absent: Beilke, Armendariz,  
Solorzano

**ENGR Representatives:**

Present: Gleixner, Backer  
Absent: Du

**Alumni Representative:**

Present: Walters

**H&A Representatives:**

Present: Van Hooff, Desalvo, Frazier, Brown, Miller, Mok

**Emeritus Representative:**

Present: Buzanski

**SCI Representatives:**

Present: Silber, d'Alarcao, McClory, McGee

**Honorary Senators (Non-Voting):**

Absent: Norton

**SOS Representatives:**

Present: Heiden, Ng, Peter, Von Till  
Absent: Lee

**General Unit Representatives:**

Present: Kauppila, Lin, Peck

**II. Approval of Academic Senate Minutes–**

Note: The Senate minutes of November 15, 2010 will be brought to the February 14, 2011 Senate meeting for approval.

**III. Communications and Questions –**

**A. From the Chair of the Senate –**

Chair Kaufman said, “Today's meeting will be a busy one. We have one first and four final readings of policy recommendations, Senator Lee's budget report, and brief reports from the chairs of subcommittees for our NCAA recertification.

Our Senate Administrator, Eva Joice, is out today because her husband, Pat, had back surgery last week. Many of you know Pat and we all send him our best wishes. Senators McClory and Von Till will be helping with minutes, etc. There are attendance sheets going around the room;

please check off your name when it comes around.

At the Senate Chairs meeting in Long Beach a few weeks ago, there was a lot of discussion about SB1440, the Transfer Degree bill that has now been signed into law. To facilitate transfer between community colleges and the CSU, a council of CC and CSU faculty are generating what are called "Transfer Model Curricula (TMC)" templates for the courses that a transfer degree student would take at a CC before coming to a CSU. SB1440 says that a CSU can't require more than 60 units of a student who comes to a CSU major with an acceptable transfer degree. It is very important for CSU faculty to have input on the degree path. I urge you to look at the information on the C-ID web site <http://www.c-id.net/degreereview.html> and be sure that you and your colleagues sign up for the listserve in your academic area so that you can have input into the relevant TMCs.

Make sure to RSVP for the President's holiday party this Sunday. I sent a reminder email to all of you just before the meeting, with a map and RSVP information.

Happy Holidays to everyone.”

**B. From the President of the University –**

President Kassing made the following announcements:

This year's graduation speaker will be Jim Thompson who graduated from SJSU in 1962. Mr. Thompson started, what is today a \$6 Million business in Japan. The emphasis of Mr. Thompson's speech will focus on globalization. The President asked Senators that have any projects addressing globalization to let VP Najjar know.

SJSU will be partnering with Fresno State to offer a doctorate in Nursing.

Dr. Rona Halualani will be evaluating the diversity master plan.

The Journalism and Mass Communications Department received a \$1 million grant from the state department to work with Herat University in Afghanistan.

**IV. Executive Committee Report –**

**A. Executive Committee Minutes –**

November 29, 2010 – No questions.

**B. Consent Calendar –** The Consent Calendar was approved.

**C. Executive Committee Action Items:** The Election Calendar for 2011 was approved.

**V. Unfinished Business -** None

**VI. Policy Committee and University Library Board Action Items. In rotation.**

**A. Instruction and Student Affairs (I&SA):**

Senator Gleixner presented *AS 1443, Policy Recommendation, Applying to Declare, Change, or Add a Major or Minor (Final Reading)*. Senator Brown presented an amendment to strike all of section 4.5. The Brown amendment was seconded. The Senate voted and the Brown amendment failed.

Senator Van Selst presented a friendly amendment to change sections 4.5.1, 4.5.2, and 4.5.3 by inserting a reference to return to section 1.0 for the definition of “earned units” whenever it appears, and to also strike the portion of line 7, section 4.5.1 that reads, “or specific in cases where blended or interdisciplinary majors in the SJSU Catalog require completion of additional units.”

Senators Fee and Peter commented that while they appreciated the amount of work that the I&SA Committee put into this policy, it does not completely replace the Presidential Directive. It only replaces certain sections, and they would prefer one policy that replaced the whole Presidential Directive. Senator Gleixner responded that she was opposed to lumping different things into one package that are not the same concept, and that the other items in the Presidential Directive are very different from what is in this policy.

Senator Sabalius spoke against the policy, and pointed out that there was opposition to it in the committee as you can see by the vote, 10-4-3. Senator Sabalius also commented that several students on I&SA that were not present on the day the committee voted, have told Senator Sabalius they disapproved of it.

Senator Buzanski presented a motion to call the previous question. The Senate voted and the Buzanski motion failed.

Senator Peter asked if any member of the administration could tell the Senate whether it was the intent of the administration to revise the Presidential Directive if/when this policy is passed. The Chief of Staff, Bill Nance, responded that he has not had that conversation with the President yet, so he could not answer the question, but he thought that it was a “fair presumption.”

Senator Sabalius, and five additional Senators, requested a vote on AS 1443 by secret written ballot. **The Senate voted by secret ballot and AS 1443 failed (15-22-5).**

**B. University Library Board (ULB) –**

**C. Professional Standards Committee (PS) –**

Senator Ng presented *AS 1442, Policy Recommendation, Revision of the Policy for Selection and Review of Department Chairs (Final Reading)*. Senator Ng presented a friendly amendment to add the date approved, November 22, 2010, and those members that were absent during the committee vote to page 1. Senator Frazier presented a friendly amendment to remove the word “and” from the first line of page 2. Senator Sabalius presented an amendment to modify section IV.1. to remove the restriction that only tenured or tenure-track faculty holding the positions of Associate or Full Professor may be nominees for department chair.

The Senate voted and the Sabalius amendment failed. Senator Rose Lee presented a friendly amendment to add, “VII.” before CONFIDENTIALITY on the last line of page 4. Senator Peter presented a friendly amendment to section V.2, line 6, to change it to read, “Interim appointments are for the period of six months or less.” **The Senate voted and AS 1442 passed as amended.**

**D. Curriculum and Research Committee (C&R) – No report.**

**E. Organization and Government Committee (O&G) –**

Senator Kimbarow presented *AS 1444, Policy Recommendation, Amends S06-3, Selection and Review of Administrators (Final Reading)*. Senators Lessow-Hurley and Van Selst presented a friendly amendment to change the third/fourth lines to read, “The Academic Senate shall publish notice of intention to appoint a search committee and shall solicit written nominations, either in hard copy or electronically, for membership on the committee from the University community.” **The Senate voted and AS 1444 passed as amended.**

**VII. Special Committee Reports –**

VP Rose Lee and her staff presented the annual university budget report. VP Lee introduced Josee Larochelle, AVP for Finance and Administrative Technology. AVP Larochelle introduced Marna Genes, our new University Budget Director.

VP Lee commented that California set a record of 100 days to pass the budget this year. While SJSU was waiting for the budget to pass, the semester began and the Chancellor’s Office told SJSU to plan on a budget that was approximately \$20 million less than 2009/2010.

In 2009/2010, most of the \$20 million in budget cuts was covered through furloughs, but the university was asked to make that reduction permanent in 2010/2011. The university was also instructed to count on a 10% fee increase, and a 9.8% reduction in budgeted residential FTES.

In October 2010, VP Lee learned that the CSU had received \$199 million in base, plus an additional \$60.6 million in base for an additional 2.5% enrollment increase. In addition, the CSU received \$106 million in federal one-time money.

SJSU started the 2010/2011 fiscal year with an enrollment target of 20,027 FTES. This was down considerably from 22,460 FTES in fiscal year 2009/2010. VP Lee and her staff also started out the year with a plan for \$263 million. SJSU had a small reduction of \$2.4 million in the beginning of the year. However, SJSU ended up with a net change of almost \$18.6 million from 2009/2010.

The university was then asked to reopen enrollment for Spring 2011, and our enrollment target was raised from 20,027 to 21,145 resident FTES. The university’s best estimate is that we will have 20,715 FTES, and will not make our enrollment target. However, the Chancellor has said that campuses that do not make their new target FTES will not be asked to return the state appropriation associated with it, but if we don’t make the target we will not collect the state university fee.

VP Lee commented that non-resident FTES is budgeted very differently from resident FTES. The non-resident FTES is taken from two fiscal years ago, and that becomes the budget. The 1819

FTES shown on the slide is our actual non-resident FTES from 2007/2008. In 2008/2009, we dropped a little, and then we ended 2009/2010 at 1441 FTES. VP Lee estimates that we will come in way lower than that at 1243 FTES for 2010/2011. The drop from 1819 to 1243 FTES has generated a loss in revenue of about \$6.4 million.

VP Lee said that there is money being held at the Chancellor's Office should the campus reach 22,222 in resident FTES this fiscal year. Any campus that can go from their budget base level up to their new target will be given marginal cost funding, plus they will collect the fee. That is one-time money.

The Trustees have passed the Trustee's budget for 2011/2012. What was unusual this year is that they also passed a student fee increase of 10% for 2011/2012. This is unusual because the trustees typically pass fee increases in May. Campuses have already been told what their targets will be for 2011/2012. By passing the fee increase now, the money collected will be more than the \$106 million that is currently one-time. Otherwise, planning is much more difficult.

VP Lee commented that last year we crossed the line where the state appropriation was actually less than the revenue the university brought in. With the increase in funding this fiscal year, we will be back to almost 50/50 state appropriation versus fee revenue.

Last year an adjustment of \$2.7 million was made because we did not expect to make our target enrollment. This year an adjustment of \$6.9 million was made for two reasons. First, SJSU will drop again in non-resident FTES, and second we will un62iscal yeiun62is

e that our state appropriation went up by about \$15 million is year. That is the funding for the new FTES from 20,027 to 21,145 that we need to meet. There

that we have \$15.5 million new additional funding that we were not counting on at the beginning of the fiscal year. Most of this

totals \$261 million. The reason these numbers are lower is because the \$15 million hasn't been allocated. VP

The next slide shows sources and uses. VP Lee and her staff identify all the revenue available to allocate, both base and one-time, and then they identify the allocations made. This is pages 6 and 7

ase side, VP Lee and her staff had to allocate \$148,000 in base salary due to reassignments the spring. There was an agreement that if a department received an employee with a higher

e finished allocating what was mandatory, the university was left with \$20,000 in base and \$1.5 million in one-time funds in May. After receiving the final budget,

on. The university will have more, because the 5% fee increase effective in spring will be in place in fall.

the Chancellor's Office will be used for the new additional FTE and could be used for a mid-year reduction.

Senator Heiden asked why the utility bills weren't significantly lower if we were teaching fewer sections. VP Lee responded that the buildings themselves have to be heated and have the lights on from 6 a.m. to 10 p.m., Monday through Thursday, and from 6 a.m. to 5 p.m. on Fridays. The electricity from a few less classes doesn't have a major impact on the heating and lighting for the entire building.

Senator Sabalius commented that the pie chart on operating fund expenditures from 2007/2008 had an expense chart, or education-in-general budget fund divided by functional classification of people that Senator Sabalius found very informative. It showed exactly how much went to instruction, how much went to scholarship

P Lee commented that when you look at all the funds, SJSU is a \$491 million business, and that

P Lee went over the slide on the lottery funds. The university gets a total of about \$2.4 million in

Senator Peter was concerned about the way page 28 referred to lottery funds. On page 28 it states

Senator Heiden commented that she did not believe that providing release time for faculty involved

2008/2009, and "where the funding isn't very straightforward."





then the footnote below indicates that it represents the administrative overhead on the total lottery revenue of \$2.435 million. VP Lee responded that the overhead is roughly 4% of the total lottery revenue, and is in compliance with Executive Order 1000, which used to be Executive Order 753. This Executive Order covers expenditures in managing the lottery funds, e.g. payroll, purchase orders, etc. These fees are charged to every revenue fund. The university is not allowed to use general fund positions for payroll, paychecks, and any number of things. Not all of the cost is for VP Lee's personnel, it is other administrative positions.

VP Lee explained that the last slide shows the auxiliaries and we have five of them. VP Lee explained that the difference between an auxiliary and a revenue fund is that auxiliaries are

r asked how many of these budget presentations VP Lee had done. VP Lee said 26 or 7 and told a brief story about the first Senate



encourages and helps them to attain a 3.0 or better grade point average. When Tom Bowen became Athletic Director at SJSU, the graduation rate for student athletes was 48%, and now the graduation rate is 52%. Although that is still not as high as the university would like, it is moving in the right direction. In terms of academic progress, the university went from 851 to 926 APR. All of the athletic programs are now above

to explain that and any other questions you may have about where all the money goes in Academic Affairs.”

Chair Kaufman commented, “We will certainly take you up on the offer.”

## **VIII.**

**Announcements. Questions. In rotation.**

**D. Provost – No report.**

**Questions:**

Senator Van Selst asked how the FTF target increases were being handled out of the Provost's Office to the colleges and departments. Provost Selter responded, "We don't use static targets any more. We readjust them as demand increases. We will essentially give targets for the 22,222 and encourage the departments to do the best they can. We do still manage courses in terms of bottleneck courses, and those that have a high demand and waiting lists and try to ensure there are open sections of that. The whole atmosphere this fall on enrollment in classes has changed. We're back to chasing enrollment."

**E. Vice President for Administration and Finance – No report.**

**X. Adjournment** – The meeting adjourned at 5:00 p.m.