

MINUTES OF THE MEETING: October 11, 2004

**PRESENT:** J. Benedict, S. Herrera, Y. Lee, D. Maurizio, S. Mims, A. Muchlinski, D. Schaeffer, J. Woo

**EXCUSED ABSENCE:** S. Card

**ABSENT:** M. Correia

D. Schaeffer, FiPC Chairperson, convened the meeting at 11:05 a.m.

1. Announcements
  - 1.1 D. Maurizio, FiPC Vice-chair, was awarded a Certificate of Recognition for years of outstanding service to the FiPC.
  - 1.2 FiPC members were asked if there is any objection to the Secretary of Record tape-recording FiPC meetings to facilitate the note-taking. FiPC members did not object.
2. Introduction of FiPC members

D. Schaeffer and returning Committee members welcomed new FiPC members.
3. Intent to Raise Questions
  - 3.1 Shiz Herrera shared concerns in regards to Instructionally Related Activities Proposals results for Fall 2004. Results have not been made available to Faculty as of yet. She requested for the Committee to inquire about the process and to request that future results be available to the faculty before the start of Summer Quarter. This would allow faculty the necessary time to prepare for Fall Quarter activities. Item was agendaized for the October 25, 2004 FiPC meeting for further discussion.
  - 3.2 FiPC members inquired about trees outside the Engineering and Technology Building being cut-down. Who is consulted when trees are cut-down on campus?
  - 3.3 D. Maurizio suggested for the FiPC to work with the Campus Physical Planning Committee (CPPC) in regards to current and future construction projects. What will be the negative impact on parking availability due to several construction projects occurring simultaneously?
4. Liaison/Subcommittee Report

D. Schaeffer, Executive Committee Liaison, reported:

  - 4.1 The Academic Senate will not meet for their next regular meeting (10/12/04).
  - 4.2 It was announced at the last Executive Committee meeting that 97% of enrollment targets have been met for the Fall Quarter 2004. The Charter College of Education enrollment has decreased by 20%.

4.3 The Committee is reviewing job description for four Deans; Dean of Graduate Studies and Research, Dean of Extended Education, University Librarian, and Dean of Human and Health Services.

4.4 Any Committee member interested in being part of the Faculty Retreat Planning Committee for Spring 2005 or for Fall, please contact D. Schaeffer for additional information.

5. Approval of the Agenda (FiPC A 04-1)

It was m/s/p (J. Benedict) to approve the agenda as is.

6. Approval of the Minutes (FiPC M 03-10)

It was m/s/p (S. Mims) to approve the minutes as is.

7. FiPC Charge

The FiPC members briefly reviewed the FiPC Charge and assess areas of concerns for the Academic Year 2004-05. D. Schaeffer agreed to check on some of the budget planning question and will get back to the Committee members by next FiPC meeting.

8. Pending Questions

FiPC reviewed some of the remaining *Intent to Raise Questions* items for which no answers have been received from Academic Year 2003-04. After reviewing all questions, some items continue to be of Committee members' concern; hence, it was decided to agendized items for further discussion.

The following items will be agendized at future meetings: 1) Facilities Chargebacks, 2) IKON Contract, and 3) Parking Concerns.

9. Adjournment

It was m/s/p (S. Mims) to adjourn at 12:00 p.m.