

MINUTES OF THE MEETING: April 11, 2005

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

**EXCUSED ABSENCE:** S. Card, D. Maurizio, S. Mims

**ABSENT:** M. Correia

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

1. Announcements
  - 1.1 D. Schaeffer, Chairperson, announced she will be out on May 9, 2005. D. Maurizio, Vice Chair, will convene the meeting.
  - 1.2 D. Schaeffer reminded the FiPC members that at the last Committee meeting of the academic year (May 23, 2005) elections for next year's Chair and Vice Chair will be conducted.
  - 1.3 S. Herrera shared with the FiPC members some of the items currently being reviewed at the Campus Physical Planning Committee (CPPC).
2. Intent to Raise Questions  
There were none.
3. Liaison/Subcommittee Report  
D. Schaeffer reported that the Executive Committee discussed the following:
  - 3.1 Enrollment number as of Spring 2005 for the Academic Year is 90.04%, not meeting the CSLA Enrollment Target.
  - 3.2 President Rosser presented the State of the University Address on March 29, 2005.
  - 3.3 The Academic Senate is currently working on a Resolution Opposing Imposition of Defined Contribution Retirement Plan for California Public Employees.
  - 3.4 The Executive Committee will be having lunch with President Rosser and the University Vice Presidents on Wednesday, April 20, 2005.
  - 3.5 D. Schaeffer has followed up with the Office of the Provost and Vice President for Academic Affairs, in regards to the Instructionally Related Activities Proposals (IRA). The request for IRA proposals for 2005-2006 has been distributed to the faculty.
4. Approval of the Agenda for April 11, 2005 (FiPC A 04-7)  
It was m/s/p (J. Benedict) to approve agenda as submitted.
5. Approval of the Minutes for February 28, 2005 (FiPC M 04-6)  
It was m/s/p (A. Muchlinski) to approve as submitted.
6. Facilities Chargebacks and Other Facilities Concerns  
D. Schaeffer sent a follow-up memo to J. Ferris, Director of Facilities Services, requesting more information regarding faculty and staff access to the online site for tracking Work Orders. No response has been received. This issue will stay on FiPC's agenda.

7. Instructionally Related Activities Proposals Process

Dr. E. Lipton, Assistant Vice President for Academic Affairs - Planning and Resources and Dean, Educational Support Services, responded in a memo to the FiPC in regards to why General Fund monies were no longer being used to augment IRA. He explained that the \$38,621 in question was incorrectly identified as a General Fund augment from the President not part of any IRA augment. He apologized for the inconvenience. The response was shared with the Committee members.

8. Minor-Cap Projects Process

The FiPC reviewed Administrative Procedure 007 – Campus Physical Planning Committee and Space Management Subcommittee. At the last meeting (FiPC M 04-6), the Committee members had some questions in regards to classification of minor-cap projects and selection process. After carefully reviewing Administrative Procedure 007, most items in question were clarified.

Per FiPC members' request, D. Schaeffer will contact A. Izadian, Director of Facilities Planning and Construction, to request a list of minor-cap projects proposed in the last five years and those that received actual funding.

9. PeopleSoft and GET

The FiPC members shared their experiences in posting final grades for the Winter Quarter 2005 in PeopleSoft/GET, retrieving students' educational background, and having access to student files in general. The Committee members continue to have serious concerns in regards to the difficulties with PeopleSoft/GET. Some of the items discussed were:

- Time it takes to download student information
- Incomplete student data
- Lack of information for degree audits
- Lack of GET training for faculty
- Student complaints

The possibility of enrollment difficulties having a serious impact on the enrollment figures was also discussed. This issue will stay on the FiPC's Agenda.

10. Adjournment

It was m/s/p (J. Woo) to adjourn at 12:00 Noon.