

MINUTES OF THE MEETING: October 27, 2003

PRESENT: A. Bowden, E. Forde, S. Herrera, D. Kelly, Y. Lee, D. Maurizio, S. Mims,
D. Schaeffer, L. Wu

EXCUSED ABSENCE: S. Card, C. Constanza, M. Correia

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

1. Announcements

Inquiries raised under *Intent to Raise Questions* at the October 13, 2003 (FiPC M 03-1) meeting will be addressed on a later date.

2. Intent to Raise Questions

E. Forde, Nominations Committee Representative, raised the following questions:

- 2.1 How much did Academic Affairs Office save by reducing release time for advisement to the Departments (University wide total)?
- 2.2 In reference to the financial aid awards:
 - 2.2.1 What are the reasons that award notices to CSLA students were delayed more than other CSU campuses?
 - 2.2.2 Why were some of the financial aid awards retrieved?
 - 2.2.3 What are the reasons for the delays and mistakes with financial aid to students?

A. Bowden, ASI Postbaccalaureate student representative, raised the following questions:

- 2.3 In reference to management request to evict all the vendors and offices from the Student Union Building:
 - 2.3.1 What is happening to the Student Union Building (ASI)?
 - 2.3.2 In reference to the 60-Day notices and ASI lay-offs, do students have any say in what happens to the building occupants?

D. Maurizio will contact the proper officers and request a response to the FiPC members' questions.

3. Liaison/Subcommittee Report

D. Schaeffer, Executive Committee Liaison, reported:

The Academic Senate did not meet. The first meeting is scheduled for November 4, 2003. At that meeting the Senate will be electing one faculty member to serve on the Ad Hoc Advisory Selection Committee for the Dean of the College of Health and Human Services.

4. Approval of the Agenda

It was m/s/p (S. Mims) to approve the agenda as amended. Add item 9 – Minor and Major Capital Projects.

5. Approval of the Minutes

It was m/s/p (S. Mims) to approve the minutes of the meeting of October 13, 2003 (FiPC M 03-1). Corrections noted for items 5.1 and 5.2.

6. College Participation in Construction Projects

Item was postponed for next FiPC meeting.

7. Facilities Charges Concerns

The FiPC reviewed the Executive Committee response to their recommendation that Facilities Services develop a written policy on Facilities charges and chargebacks (FiPC M 02-10). There is a written policy on Facilities charges and chargebacks, Administrative Procedure 503, which has not been updated since 1985 but is currently being reviewed by the Office of the Vice President for Administration and Finance. It was suggested by the Executive Committee that the Fiscal Policy Committee review Administrative Procedure 503 and forward to the Executive Committee the adjustments or changes the FiPC would like to see. It was agreed by consensus that Administrative Procedure 503 has ambiguous language and specific language is needed. For example, chargebacks are charged if they take place outside service cycles (paragraph 5.2) “Chargeback Work – Non-maintenance work requests... painting other during the regular painting cycle ... out-of-cycle custodial service ...”

7.1 Motion

S. Mims. The FiPC requests a written explanation of what the different service cycles referred to on the policy. Please provide specific information on the cycles.

It was m/s/p (S. Herrera) to approve the motion as amended.

8. Proposed Policy Modification: Operational Review of Governance, Faculty Handbook, Chapter II (FiPC 03-1).

The FiPC reviewed the proposed policy. It was agreed by consensus to recommend to approve the policy.

8.1 Motion

E. Forde. The FiPC recommends approving the Proposed Policy Modification: Operational Review of Governance, Faculty Handbook, Chapter II.

It was m/s/p (D. Schaeffer) to approve the motion.

9. Minor and Major Capital Projects

S. Herrera, Arts and Letters Representative, brought to the Committee her concerns in regards to lack of participation from the Colleges in construction projects that have direct impact on their budget (FiPC M 02-4). Some departments are not being consulted when funding and estimates are being negotiated, but are held responsible for the funding and over expenditures as a result of decisions made by others.

The FiPC does not have any direct role in the Campus Physical Planning Committee but Ali Izadian, Director of Facilities Planning and Construction, agreed to provide the committee with the list of Major Capital Projects scheduled for the Academic Year prior to submitting for final approval to the Campus Physical Planning Committee. This will allow the FiPC to be informed of the coming Major Capital Projects and the fiscal impact it will have on the Colleges. This is not possible for the Minor Capital Projects since the Director of Facilities Planning and Construction is provided with the list one week prior to the Campus Physical Planning Committee reviewing for final approval.

9.1 Motion

S. Herrera. The FiPC recommends having the Director of Facilities Planning and Construction provide a report of Major Capital Projects by the end of the Winter Quarter for the subsequent year.

It was m/s/p (D. Kelly) to approve the motion.

10. Adjournment

It was m/s/p (D. Kelly) to adjourn at 12:30 p.m.