

California State University, San Bernardino President's Office
Administrative Council Meeting
February 3, 2021

Present:

Barcnas, Caballero, Chuang, DomNwachukwu, Durr, Freer, Graham, Hartley, Huizinga, Karmanova, Lappin, McMahan, Mohamed, Morales, Moran, Nava, Olivérez, Pantula, Steffel, Sudhakar, Weber, Yildirim, and Zhu.

Representatives:

None

Absent:

Davidson-Boyd and Rose

Guests:

Aaron Burgess, Jesse Felix, Pam Langford, Grace Munyiri, and Lisa Root.

Report

1. Government Relations

Associate Vice President Langford presented updates on the system budget and advocacy efforts. The State of California projected shortfall was not as significant as expected, however there is still an anticipated deficit projected by 2023.

Governor Newsom's proposed budget includes \$144.5 million in recurring funds and \$225 million in one-time funds for the CSU. Based on the projected additional funding from the stimulus bill, the Trustees adjusted their original budget request to restore the AY 20/21 funding cuts, continue progress with the Graduation Initiative 2025, and invest in infrastructure. The CSU is engaging in advocacy work and the legislature is required to finish the budget by June 15th.

Policies

1. CSUSB Recreational Sports Liability Release Procedure – Request to Remove (First Read)

Executive Director Burgess presented the recommendation to remove the CSUSB Recreational Sports Liability Release Procedure. The SMSU auxiliary manages the student union and bears the risks associated with recreational sports such as swimming, travel or club sports, and outdoor recreational sports. The SMSU maintains an insurance policy to cover the risk associated with these activities. The CSUSB state policy does not cover risks associated with these areas. Removal of the policy removes CSUSB from this process and places the responsibility with the SMSU Board, who manages the process.

The Administrative Council was asked to review the policy and share with colleagues within divisions and departments. The item will be sent to the campus community for feedback.

2. Recreational Sports Fee Structure Proposal – Request to Remove (First Read)

Executive Director Burgess presented the recommendation to remove the Recreational Sports Fee Structure Proposal. The recreation sports fee has been transitioned to the auxiliary account. Previously, the fees were used to pay for state employees through a state account. As employees naturally left through attrition, the organization has transitioned to auxiliary employees. Therefore, the policy is no longer relevant. Student fees are designated for bond debt and operational costs.

The Administrative Council was asked to review the policy and share with colleagues within divisions and departments. The item will be sent to the campus community for feedback.

3. Student Non-Academic Grievance Policy and Provisions (First Read)

Associate Dean Root presented the Student Non-Academic Grievance Policy and Provisions. The policy provides a process for grievances that are not addressed in other areas such as academic integrity, Title IX, and debts to the university. Student Conduct serves as the intake for grievances and follows the procedures in the policy to pursue informal and formal resolutions to the grievances. The changes to the policy include reformatting, renumbering, new headers, and terminology changes. This policy was last updated in 2010.

The Administrative Council was asked to review the policy and share with colleagues within divisions and departments. The item will be sent to the campus community for feedback.

4. Student Participation in Policy Development Policy – No Changes (First Read)

Associate Dean Root presented the Student Participation in Policy Development policy. This policy emphasizes the importance of providing meaningful representation for students through the ASI selection process in appropriate committees as a way of providing a voice and allowing input into policies. There are no recommended changes to this policy at this time.

The Administrative Council discussed adding components that would assist students who participate on committees such as appropriate timeframes that help students balance participation with academic work.

The Administrative Council was asked to review the policy and share with colleagues within divisions and departments. The item will be sent to the campus community for feedback.

5. Guidelines for Implementation of Campus Fees Policy (First Read)

Executive Director Felix presented the Guidelines for Implementation of Campus Fees policy. The policy established the Campus Fee Advisory Committee and the process for establishing or adjusting campus fees. The policy was last reviewed in 2014. There are no recommended changes to the policy.

The Administrative Council discussed the changes in process for category 4 and 5 fees and recommended an update to the policy to reflect the changes.

The Administrative Council was asked to review the policy and share with colleagues within divisions and departments. The item will be sent to the campus community for feedback.

6. Parking Policy (First Read)

Parking and Transportation Director Munyiri presented the Parking Policy. The policy has been issued pursuant to Title V of the California Code of Regulations and provides procedures to administer the parking policy. The policy designates the Parking and Transportation as sole department and states that parking is to be enforced at all times. The document has been reorganized into chapters for ease of access to information. Additions to the policy include EV charging spaces, payment plans for citations, and annual surveys. Items removed from the policy include special parking permits for Serrano Village, the science parking lot, and purchasing parking passes from the Coyote Bookstore and Bursar Office.

The Administrative Council was asked to review the policy and share with colleagues within divisions and departments. The item will be sent to the campus community for feedback.

7. **Reserved Parking Space Policy – Request to Remove (First Read)**

Parking and Transportation Director Muniyiri presented the recommendation to remove the Reserved Parking Space Policy. There has not been a request, utilizing this policy in six years. The number of available parking spaces has not kept up with enrollment and allowing these spaces for general use is more equitable than holding them in reserve.

The Administrative Council was asked to review the policy and share with colleagues within divisions and departments. The item will be sent to the campus community for feedback.

Roundtable

- President Morales presented the President's Report. The determination to conduct Spring Commencement virtually has been made based on the ongoing pandemic and will be held on May 22, 2021. The Summer session will be virtual and the moratorium on events has been extended until August 15, 2021. Chancellor Castro announced the goal is for the CSU is to return to as much in-person instruction and campus life as possible in the Fall but final determinations will be dependent on the availability of the vaccine and the safety color level of San Bernardino and Riverside counties.
- President Morales and Provost McMahan will begin holding college open forums with the first forum scheduled for February 9, 2021. Divisional meetings are also an option.
- Cynthia Crawford was selected as CSU 2021 WANG Family Excellence Award. She is the second faculty member within two years to receive this very competitive award.
- Black history month begins on February 5, 2021. The Pan African Center has a calendar of events for the campus community. The BFSSA is holding the Pioneer Scholarship celebration. Sponsorship proceeds go straight back to students.

- The Student Resource Tech Team is hosting the Star Tech event for students by students on February 11, 2021.
- CSUSB has volunteered to become a COVID vaccination distribution site. The CSU Presidents along with the Chancellor will meet to discuss vaccination efforts soon. The vaccine cannot be mandated but is highly encouraged once available to the community.
- The university is piloting co-curricular transcripts with 20 students.
- The WASC liaison was impressed with CSUSB's self-study and institutional report which were submitted in December 2020.

The Administrative Council adjourned at 2:26 p.m.

Minutes Prepared by Katherine Hartley