Administrative Council Debrief

California State University, San Bernardino
Office of the President

AGENDA

ADMINISTRATIVE COUNCIL MEETING
December 14, 2017
12:00 – 3:00 p.m.
(UEC Board Room)

Holiday Lunch

Policies

1) Campuswide List Servs Policy (Second Read)	S. Sudhakar
2) Acceptable Use Policy for Electronic Communications (Second Read)	S. Sudhakar
3) Printing Policy (Second Read)	S. Sudhakar
4) Mobile Device Policy (Second Read)	S. Sudhakar
5) Campus Email Structure and Communication Policy (Second Read)	S. Sudhakar
6) Travel Advance Policy (Second Read)	M. Ahmed

Reports (Time Permitting)

1) Report: Diversity and Inclusion	C. Portillo
2) Report: Government Affairs	P. Langford
3) Report: Data / Research	M. Lopez-Wagner
4) Report: Palm Desert Campus	S. Brown-Welty
5) Report: Title IX and Gender Equity	C. Martin
6) Report / Update: Initiatives (e.g., Q2S, Graduation Initiative, Strategic Plan)	Various
7) President's Report	T. Morales
8) Announcements (Roundtable)	All

Distribution: Ballman, Beer, Brown-Welty, Caballero, Davalos (ASI 2017-2018), Fiene, Freer, Fremont, Garcia, Haynes, Karmanova, Kolehmainen, Langford, Lappin, Lopez-Wagner, Martin, McMahan, Mohamed, Morales, Portillo, Rose, Satterlund, Seal, Sudhakar, Vicknair, Weber, and Williams

Notes on Listserve Policy (attached)

the Admin Council voted unanimously to extend the review of the "Policy on Campus Listserves for 30 days for further input from the campus community. The AC is considering eliminating the BB listserv.

The rationale is that this function is now better served by 3rd party websites and social media. In addition, there are concerns about possible liability to the university.

Closed campus listservs

There shall be four listservs on which university administrators (President, Provost, Vice Presidents, Associate Provosts, Associate and Assistant Vice Presidents, Deans) and their designees may post official and critical university announcements to targeted campus constituencies. Because the primary purpose of these closed listservs is to facilitate executive-level communications, access to the service is limited.

1. COLLEAGUES list serve contains all active faculty and staff members;

2. FACULTY list serve contains all active faculty members;

3. STAFF list serve contains all active staff employees;

4. STUDENTS list serve contains all currently enrolled students.

Subscription to closed listservs is based on university employment and enrollment status, and is managed by Information Technology Services. Individuals may not unsubscribe to COLLEAGUES, FACULTY, STAFF, and STUDENTS.

Requests for other types of business communications may be considered on a case-by-case basis. Consideration and approval by the Vice President for Information Technology Services is required for any exceptions to this Policy.

Collegiality Committee

- Next Meeting – January 17 or 26th.

Resilient CSUSB Taskforce

The taskforce spent the last meeting focused on how to engage the student community.

- Presentation by the Environmental Studies graduate students – student focus groups
- Campus community may not identify with "resilient CSUSB" –
- Reduce the campus sustainability / environmental footprint
- Develop CSUSB Plan – 6 roadmaps: Energy, Water, Food & Waste, Building & Land Use, Education & Community, Transportation & Mobility
- Resilient CSUSB Planning Themes:
    o Resiliency
    o CSUSB Master Plan
    o CSUSB Strategic Plan
    o Climate Adaption / Action Plan
    o CSU Policy
- CSUSB – Strategic Plan Crosswalk
    o Goal #1 – Student Success
    o Goal #2 – Faculty & Staff Success
    o Goal #3 – Resource Sustainability and Expansion
    o Goal #4 – Community Engagement & Partnerships