

CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California 93407
ACADEMIC SENATE

FILE COPY

Executive Committee Agenda
Tuesday, April 29, 1986
FOB 24B, 3:00-5:00 p.m.,

<u>MEMBER:</u>	<u>DEPT:</u>	<u>MEMBER:</u>	<u>DEPT:</u>
Ahern, James	Ag Mgmt	Hallman, Barbara	History
Bonds, Robert	LAC	Kersten, Timothy	Economics
Botwin, Michael	Arch Engr	Lamouria, Lloyd H.	Ag Engr
Cooper, Alan F.	Biology	Olsen, Barton	History
Fort, Tomlinson Jr.	Adm	Riener, Kenneth	Bus Admin
Gamble, Lynne E.	Library	Tandon, Shyama	EL/EE
Gay, Larry	Ind Tech	Terry, Raymond	Mathematics
Gooden, Reg	Poli Sci		

Copies: Baker, Warren J.
Irvin, Glenn W.

minutes removed

- I. Minutes: Approval of the April 10, 1986 and April 15, 1986 Executive Committee Minutes (attached pp. 2-9).
- II. Announcements:
- III. Reports
 - A. President/Provost
 - B. Statewide Senators
 - C. Ann Shadwick, CFA President, and Adelaide Harmon-Elliott, CFA Campus President - Discussion.
- IV. Business Items:
 - A. General Business - Resolution on the Foundation Election Process - Greenwald, Chair, Ad Hoc Committee on the Cal Poly Foundation (attached p. 10).
 - B. Consensus Agenda
 1. Resolution on PCB's - Hallman/Vix (to be distributed).
 2. Report on Recommendations Relating to Reporting Format of Discretionary Funds - Pohl (attached pp. 11-21)*
 3. Research Committee Replacement for Goro Kato (SSM)-Cooper, Caucus Chair for School of Science and Mathematics.
- V. Discussion Items:
 - A. Improving effectiveness of Executive Committee meetings:
 - Consent calendar prepared by officers;
 - Committee replacements made by Chair honoring School/PCS caucus recommendation when received in writing from the caucus chair.
 - B. Program review: How can the Senate be an effective participant in upgrading or deleting programs where justified?

VI. Adjournment:

*A full set of report samples were included with the April 15, 1986 Executive Committee mailing. To save duplicating costs, only one of the seven School report formats is attached. The other six are the same except for numbers.

ACADEMIC SENATE
OF
CALIFORNIA POLYTECHNIC STATE UNIVERSITY
San Luis Obispo, California

Background statement:

The committee has received extensive testimony from administrators, faculty, and students concerning the Cal Poly Foundation. The committee has also obtained input from the Executive Director and the Associate to the Executive Director of the Foundation.

The present election process for the Foundation Board of Directors has not been effective in communicating openings on this Board to either students or faculty. In addition, the present process provides for the election of new Board members by the current Board thus enabling the Directors to re-elect themselves. The result has been a Board that has effectively been closed to new individuals and new ideas.

AS-____-86/____

RESOLUTION ON
THE FOUNDATION ELECTION PROCESS

WHEREAS, The current process by which the Board of Directors of the California Polytechnic State University Foundation is elected has resulted in a Board that has effectively been closed to new individuals and new ideas; and

WHEREAS, The current process has not resulted in sufficient equity and balance among the various constituencies; therefore, be it

RESOLVED: That the process of selection/election to and membership of the Board of Directors of California Polytechnic State University Foundation be altered to be:

1. The University President or his/her designee;
2. Three administrative staff members of the University selected to serve three-year terms. The process is to be determined by the University President in consultation with the Board;
3. Three tenured faculty members of the University selected to serve three-year terms by the Academic Senate. The process is to be determined by the Elections Committee of the Academic Senate. No members shall serve more than two consecutive terms;
4. Three students of the University selected to serve one-year terms as determined by the University President. The process is to be consistent with Resolution #86-03 of the Student Senate;
5. At least one, but no more than three, off-campus members selected to serve one-year terms by the University President; and be it further

RESOLVED: That in the event that a vacancy occurs on the Board, a replacement shall be selected to fill the vacancy for the remainder of the term of office of that individual by the same process by which that individual was selected.

Proposed By:
The Ad Hoc Committee on the
Cal Poly Foundation
April 29, 1986

-11-
RECEIVED**Memorandum**

APR 9 1986

To : Lloyd Lamouria, Chair
Academic Senate

Date : March 25, 1986

Academic Senate

File No.:

Copies : Academic Senate
Budget CommitteeFrom : Jens Pohl, Chair
Academic Senate Budget CommitteeSubject : Recommendations Relating to Reporting Format of Discretionary Funds

At a meeting on March 19, 1986, the Academic Senate Budget Committee unanimously passed the following motion pertaining to the format and implementation of new reporting requirements for discretionary funds activity on the Cal Poly campus.

That the Budget Committee recommends the adoption of the subject format for the reporting of discretionary funds activity annually on the following distribution basis:

All instructional and administrative departments/units, Chair of the Academic Senate and Chair of the Academic Senate Budget Committee.....One (1) copy of all reports

Each faculty member within a particular department/unit.....One (1) copy of reports pertaining to the corresponding school

Attached to this memorandum is a typical set of sample reports to serve as an example. To the best of my knowledge the Budget Committee's recommendation can be accomplished within existing data base and computer-based reporting capabilities.

Attachment

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PAGE 1 OF 2

APR 9 1986

Academic Senate

FOUNDATION FINANCIAL SUMMARY REPORT
CPSU DISCRETIONARY FUNDS
1985/86 Through January 31, 1986

	<u>Agri- culture</u>	<u>Arch & Env. Des.</u>	<u>Comm. Arts & Humanities</u>	<u>Engr.</u>	<u>Prof. Studies</u>	<u>Business</u>	<u>Science & Math</u>	<u>President</u>
Balance @ 7/1/85	\$69,360	\$12,092	\$ 5,934	\$281,528	\$34,420	\$21,537	\$30,117	\$59,791
Receipts								
Cash Receipts	64,642	17,053	16,628	193,159	23,705	36,077	15,686	60,832
Transfers	1,563	3,173	210	99,080	3,556	16,598	350	-
Subtotal	66,205	20,226	16,838	292,239	27,261	52,675	16,036	60,832
Disbursements								
Salary & Benefits	2,008	-	-	3,288	3,741	-	-	-
Travel	7,800	3,425	200	32,596	4,496	8,451	670	6,411
Supplies	4,689	-	135	10,062	-	16	329	52
Food Service	6,589	815	846	4,737	2,488	1,574	1,152	36
Hosting	581	738	402	575	1,620	544	758	3,661
Printing	418	-	-	-	-	3,038	-	183
CPSU								
Salary & Benefits	-	-	-	-	-	-	-	-
Supplies & Services	595	-	-	22,200	-	-	-	200
Equipment	5,013	589	1,801	63,670	1,208	3,652	1,770	-
Other	6,791	1,367	576	8,927	2,373	5,195	1,547	1,272
Trans. to Other Accts.	1,560	1,700	6,506	69,208	875	6,815	1,420	46,408
Subtotal	36,044	8,634	10,466	215,263	16,801	29,285	7,646	58,223
Balance @ 1/31/86	\$99,521	\$23,684	\$12,306	\$358,504	\$44,880	\$44,927	\$38,507	\$62,400

FOUNDATION FINANCIAL SUMMARY REPORT
 CPSU DISCRETIONARY FUNDS
 1985/86 Through January 31, 1986
 (con't)

	<u>Provost</u>	<u>Vice Pres. Univ. Rel.</u>	<u>Dean of Students</u>	<u>Vice Pres. Info. Systems</u>	<u>Director Personnel</u>	<u>Director Business Affairs</u>	<u>Ex. Dean Facilities Admin.</u>	<u>Total</u>
Balance @ 7/1/85	\$ 4,983	\$12,943	\$7,972	\$552	-	\$273	\$210	\$541,712
Receipts								
Cash Receipts	14,442	20	4,003	150	-	200	-	446,597
Transfers	1,505	-	-	-	-	-	-	126,035
Subtotal	15,947	20	4,003	150	-	200	-	572,632
Disbursements								
Salary & Benefits	105	-	-	-	-	-	-	9,142
Travel	3,246	-	392	-	-	-	-	67,687
Supplies	751	-	177	-	-	-	-	16,211
Food Service	1,032	-	1,556	74	-	32	-	20,931
Hosting	542	-	96	-	-	-	-	9,517
Printing	-	5,943	-	-	-	-	-	9,582
CPSU								
Salary & Benefits	-	-	-	-	-	-	-	-
Supplies & Services	-	-	-	-	-	-	-	22,995
Equipment	-	-	-	-	-	-	-	77,703
Other	1,426	62	42	66	-	100	60	29,804
Trans. to Other Accts.	25	-	750	-	-	-	-	135,267
Subtotal	7,127	6,005	3,013	140	-	132	60	398,839
Balance @ 1/31/86	\$13,803	\$6,958	\$8,962	\$562	-	\$341	\$150	715,505

SCHOOL OF AGRICULTURE
DISCRETIONARY ACTIVITY
1985/86 Through January 31, 1986

	Deans Office	Ag Ed	Ag Eng	Ag Mngt	Anml Sci & Ind	Crop Science	Dairy Science	Food Sci Nutr	NRM	O/H	Soil Sci	Total School
Balance @ 7/1/85	\$1411	1908	3870	4516	21,239	21,707	3277	4128	1683	326	5295	69,360
Receipts												
Cash Receipts	9155	5905	2325	8869	12,915	9,741	1965	5801	716	5430	1820	64,642
Transfers	1	1562	-	-	-	-	-	-	-	-	-	1,563
Subtotal	9156	7467	2325	8869	12,915	9,741	1965	5801	716	5430	1820	66,205
Disbursements												
Salary & Benefits	-	-	152	-	-	1,856	-	-	-	-	-	2,008
Travel	863	20	341	520	1,328	2,064	365	749	221	800	529	7,800
Supplies	331	834	927	50	733	509	17	228	92	710	258	4,689
Food Service	1052	557	202	119	1,133	984	337	1061	188	708	248	6,589
Hosting	380	-	11	-	129	-	-	-	-	61	-	581
Printing	399	-	-	19	-	-	-	-	-	-	-	418
CPSU												
Salary & Benefits	-	-	-	-	-	-	-	-	-	-	-	-
Supplies & Services	-	-	-	-	-	-	-	-	-	595	-	595
Equipment	-	-	517	-	2,810	328	-	-	-	1358	-	5,013
Other	723	90	122	938	2,304	402	923	1020	26	209	34	6,791
Trans. to Other Accts.	300	-	-	1100	160	-	-	-	-	-	-	1,560
Subtotal	4048	1501	2272	2746	8,597	6,143	1642	3058	527	4441	1069	36,044
Balance @ 1/31/86	\$6519	7874	3923	10639	25,557	25,305	3600	6871	1872	1315	6046	99,521

PRESIDENT
DISCRETIONARY ACTIVITY
1985/86 Through January 31, 1986

	<u>Presidents Fund</u>	<u>Round Table</u>	<u>Round Table Dev. FDN.</u>	<u>Pres. Develop- ment</u>	<u>Univ. Retire- ment Activ.</u>	<u>Faculty Professional Development</u>	<u>Recruit- ment & Relo- cation</u>	<u>Assoc. Ex. VP</u>	<u>Total</u>
Balance @ 7/1/85	\$ 5,252	\$13,387	\$1,766	\$7,193	\$136	\$25,000	\$4,258	\$2,799	\$59,791
Receipts									
Cash Receipts	12,232	47,600	1,000	-	-	-	-	-	60,832
Transfers	-	-	-	-	-	-	-	-	-
Subtotal	12,232	47,600	1,000	-	-	-	-	-	60,832
Disbursements									
Salary & Benefits	-	-	-	-	-	-	-	-	-
Travel	2,165	-	1,950	-	-	2,296	-	-	6,411
Supplies	52	-	-	-	-	-	-	-	52
Food Service	36	-	-	-	-	-	-	-	36
Hosting	3,437	-	91	-	-	-	-	133	3,661
Printing	183	-	-	-	-	-	-	-	183
CPSU	-	-	-	-	-	-	-	-	-
Salary & Benefits	-	-	-	-	-	-	-	-	-
Supplies & Services	200	-	-	-	-	-	-	-	200
Equipment	-	-	-	-	-	-	-	-	-
Other	1,204	-	21	-	-	-	-	47	1,272
Trans. to Other Accts.	-	45,000	-	-	-	-	1,408	-	46,408
Subtotal	7,277	45,000	2,062	-	-	2,296	1,408	180	58,223
Balance @ 1/31/86	\$10,207	\$15,987	\$ 704	\$7,193	\$136	22,704	\$2,850	\$2,619	62,400

PROVOST
DISCRETIONARY ACTIVITY
1985/86 Through January 31, 1986

	<u>- Provost</u>	<u>Provost Instruct Program</u>	<u>Vice Provost</u>	<u>Educa- tional Services</u>	<u>COOP Ed.</u>	<u>Extended Ed.</u>	<u>Library</u>	<u>Audio Visual</u>	<u>Total</u>
Balance @ 7/1/85	\$ 1,844	\$ 191	\$17	\$38	\$422	\$1,113	\$1,282	\$76	\$ 4,983
Receipts									
Cash Receipts	8,979	4,000	-	-	901	-	562	-	14,442
Transfers	1,409	-	-	-	-	96	-	-	1,505
Subtotal	10,388	4,000	-	-	901	96	562	-	15,947
Disbursements									
Salary & Benefits	-	-	-	-	105	-	-	-	105
Travel	2,663	583	-	-	-	-	-	-	3,246
Supplies	427	-	-	-	76	191	57	-	751
Food Service	710	-	-	-	135	58	129	-	1,032
Hosting	135	-	-	-	-	407	-	-	542
Printing	-	-	-	-	-	-	-	-	-
CPSU	-	-	-	-	-	-	-	-	-
Salary & Benefits	-	-	-	-	-	-	-	-	-
Supplies & Services	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-
Other	1,341	-	-	-	80	5	-	-	1,426
Trans. to Other Accts.	25	-	-	-	-	-	-	-	25
Subtotal	5,301	583	-	-	396	661	186	-	7,127
Balance @ 1/31/86	\$6,931	\$3,608	\$17	\$38	\$927	\$ 548	\$1,658	\$76	\$13,803

VICE PRESIDENT, UNIVERSITY RELATIONS
DISCRETIONARY ACTIVITY
1985/86 Through January 31, 1986

	<u>V.P. Relations</u>	<u>Alumni House</u>	<u>Development Office</u>	<u>Public Affairs</u>	<u>Total</u>
Balance @ 7/1/85	\$6,056	\$6,792	\$31	\$64	\$12,943
Receipts					
Cash Receipts	-	20	-	-	20
Transfers	-	-	-	-	-
Subtotal	-	20	-	-	20
Disbursements					
Salary & Benefits	-	-	-	-	-
Travel	-	-	-	-	-
Supplies	-	-	-	-	-
Food Service	-	-	-	-	-
Hosting	-	-	-	-	-
Printing	5,943	-	-	-	5,943
CPSU	-	-	-	-	-
Salary & Benefits	-	-	-	-	-
Supplies & Services	-	-	-	-	-
Equipment	-	-	-	-	-
Other	62	-	-	-	62
Trans. to Other Accts.	-	-	-	-	-
Subtotal	6,005	-	-	-	6,005
Balance @ 1/31/86	\$ 51	\$6,812	\$31	\$64	\$ 6,958

DEAN OF STUDENTS
DISCRETIONARY ACTIVITY
1985/86-Through January 31, 1986

	<u>Dean of Students</u>	<u>WOW Prog</u>	<u>Home- Coming</u>	<u>Equal Opport Prog.</u>	<u>Place- ment Center</u>	<u>Student Group Advisors</u>	<u>Student Health Center</u>	<u>Women's History Week</u>	<u>Dial-A- Tape Info System</u>	<u>Counsel & Testing</u>	<u>Total</u>
Balance @ 7/1/85	\$(32)	\$362	\$19	\$ 83	\$4,198	-	\$23	\$138	\$2,642	\$539	\$7,972
Receipts											
Cash Receipts	1,000	100	-	68	2,605	-	-	-	-	230	4,003
Transfers	-	-	-	-	-	-	-	-	-	-	-
Subtotal	1,000	100	-	68	2,605	-	-	-	-	230	4,003
Disbursements											
Salary & Benefits	-	-	-	-	-	-	-	-	-	-	-
Travel	-	-	-	-	392	-	-	-	-	-	392
Supplies	132	-	-	45	-	-	-	-	-	-	177
Food Service	550	-	-	-	498	-	-	-	-	508	1,556
Hosting	96	-	-	-	-	-	-	-	-	-	96
Printing	-	-	-	-	-	-	-	-	-	-	-
CPSU	-	-	-	-	-	-	-	-	-	-	-
Salary & Benefits	-	-	-	-	-	-	-	-	-	-	-
Supplies & Services	-	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-	-
Other	(32)	-	-	-	74	-	-	-	-	-	42
Trans. to Other Accts.	-	-	-	-	750	-	-	-	-	-	750
Subtotal	746	-	-	45	1,714	-	-	-	-	508	3,013
Balance @ 1/31/86	\$222	\$462	\$19	\$106	\$5,089	-	\$23	\$138	\$2,642	\$261	\$8,962

VICE PRESIDENT INFORMATION SYSTEMS
DISCRETIONARY ACTIVITY
1985/86 Through January 31, 1986

	Associate Provost Info Systems	Computer Center	Total
Balance @ 7/1/85	\$270	\$282	\$552
Receipts			
Cash Receipts	-	150	150
Transfers	-	-	-
Subtotal	-	150	150
Disbursements			
Salary & Benefits	-	-	-
Travel	-	-	-
Supplies	-	-	-
Food Service	74	-	74
Hosting	-	-	-
Printing	-	-	-
CPSU	-	-	-
Salary & Benefits	-	-	-
Supplies & Services	-	-	-
Equipment	-	-	-
Other	66	-	66
Trans. to Other Accts.	-	-	-
Subtotal	140	-	140
Balance @ 1/31/86	\$130	\$432	\$562

DIRECTOR OF BUSINESS AFFAIRS
DISCRETIONARY ACTIVITY
1985/86 Through January 31, 1986

	<u>Director Business Affairs</u>
Balance @ 7/1/85	\$273
Receipts	
Cash Receipts	200
Transfers	<u>-</u>
Subtotal	200
Disbursements	
Salary & Benefits	-
Travel	-
Supplies	-
Food Service	32
Hosting	-
Printing	-
CPSU	
Salary & Benefits	-
Supplies & Services	-
Equipment	-
Other	100
Trans. to Other Accts.	<u>-</u>
Subtotal	132
Balance @ 1/31/86	<u><u>\$341</u></u>

EXECUTIVE DEAN FACILITIES ADMINISTRATION
DISCRETIONARY ACTIVITY
1985/86 Through January 31, 1986

	<u>Executive Dean</u>
Balance @ 7/1/85	\$210
Receipts	
Cash Receipts	-
Transfers	-
Subtotal	-
Disbursements	
Salary & Benefits	-
Travel	-
Supplies	-
Food Service	-
Hosting	-
Printing	-
CPSU	-
Salary & Benefits	-
Supplies & Services	-
Equipment	-
Other	60
Trans. to Other Accts.	<u>-</u>
Subtotal	60
Balance @ 1/31/86	<u><u>\$150</u></u>

RECEIVED

Memorandum

APR 15 1986

4.29.86 Mrs

Lloyd Lamouria, Chair
Academic

Academic Senate

Date : April 7, 1986

File No.:

Copies : Committee
Lezlie Labhard

From : Harvey Greenwald, Chair *HG*
Ad Hoc Committee on the Cal Poly Foundation

Subject: Proposed Changes in the Election Process for the Foundation Board of
Directors

I would like to request that the resolution enclosed concerning the election process for the Foundation Board of Directors be placed on the agenda for the Academic Senate. I have also enclosed documents relating to the existing process.

RESOLUTION ON THE FOUNDATION ELECTION PROCESS

BACKGROUND

The committee has received extensive testimony from administrators, faculty, and students concerning the Cal Poly Foundation. The committee has also obtained input from the Executive Director and the Associate to the Executive Director of the Foundation.

The present election process for the Foundation Board of Directors has not been effective in communicating openings on this Board to either students or faculty. In addition, the present process provides for the election of new Board members by the current Board thus enabling the Directors to re-elect themselves. The result has been a Board that has effectively been closed to new individuals and new ideas.

RESOLUTION

WHEREAS, The current process by which the Board of Directors of the California Polytechnic State University Foundation is elected has resulted in a Board that has effectively been closed to new individuals and new ideas; and

WHEREAS, the current process has not resulted in sufficient equity and balance among the various constituencies; therefore be it

RESOLVED: that the process of selection/election to and membership of the Board of Directors of California Polytechnic State University Foundation be altered to be:

1. The University President or his/her designee;
2. Three administrative staff members of the University selected to serve three year terms. The process is to be determined by the University President in consultation with the Board;
3. Three tenured faculty members of the University selected to serve three year terms by the Academic Senate. The process is to be determined by the Elections Committee of the Academic Senate. No members shall serve more than two consecutive terms;
4. Three students of the University selected to serve one year terms as determined by the University President. The process is to be consistent with Resolution #86-03 of the Student Senate;
5. At least one, but no more than three, off-campus members selected to serve one year terms by the University President; and be it further

RESOLVED: that in the event that a vacancy occurs on the Board, a replacement shall be selected to fill the vacancy for the remainder of the term of office of that individual by the same process by which that individual was selected.

of the membership shall be as follows:

(a) Elected Directors. Seven Elected Directors, consisting of faculty and administrative staff of the University, shall be nominated by a three member nomination committee of the Board of Directors appointed by the Chair and shall be elected by the Board of Directors.

The seven Elected Directors shall serve in staggered terms with two Elected Directors being elected each year at the annual meeting of the Board of Directors to serve three year terms, except for each third year at which time three Elected Directors shall be elected. The term of office for a Director so elected shall commence immediately after the election.

(b) University President. The University President shall, at his or her option, serve, without election, as a member of the Board of Directors. The University President shall declare at the annual meeting of the Board of Directors whether he or she shall exercise his or her option to serve as a member of the Board of Directors.

(c) Community Directors. At least one but no more than three Directors from the general population residing in the area served by said University, shall be selected and designated by the President of the University to serve one year terms on the Board of Directors. The University President shall disclose such selections and designations at the annual meeting of the Board of Directors or within a reasonable period of time thereafter. If the University President fails to disclose at least one such selection and designation within a reasonable period of time following the annual meeting of the Board of Directors, then the Board of Directors shall make a selection and designation of one such Director.

(d) Student Director. One Director from the student body of said University shall be selected and designated by the President of the University to serve a one year term on the Board of Directors. The University President shall disclose such selection and designation

at the annual meeting of the Board of Directors or within a reasonable period of time thereafter. If the University President fails to disclose such a selection and designation within a reasonable period of time following the annual meeting of the Board of Directors, then the Board of Directors shall make such selection and designation.

Section 3.

Vacancies. In the event that a Board member ceases to hold the office or status which qualifies that member for service on the Board, a duly elected or designated successor shall become a Director of the Corporation in the place of the predecessor for the remainder of that predecessor's term of office pursuant to the procedure by which the predecessor Director was either designated or selected within a reasonable period of time. In the event that a successor to an Elected Director is not duly elected within a reasonable period of time, the Board Chair may appoint a qualified person to fill such vacated office until the election of a successor can be accomplished. Any such appointee shall serve as a Director until the election of a successor.

4-29-86

Associated Students, Inc.
California Polytechnic State University
San Luis Obispo

RESOLUTION #86-03
STUDENT FOUNDATION BOARD MEMBER SELECTION PROCESS

- WHEREAS: A consistent selection process for the Student Foundation Board Members would be beneficial, and
- WHEREAS: In the past the Student Foundation Board Members selection process has not had a scheduled time line that was followed, and
- WHEREAS: A scheduled time line would add continuity to the selection process; and
- WHEREAS: New student representatives would benefit from a longer transition period, and
- WHEREAS: The selection process for the student representatives to the Foundation Board of Directors has been the subject of great concern for several years, and
- WHEREAS: The students would benefit greatly from the opportunity to select their own representative, and
- WHEREAS: The University President reserves the right to the ultimate selection of the Student Foundation Board Members representing the students, and
- WHEREAS: It would be in the best interests of the students and the Foundation Board to develop a selection committee which consists of a student majority to assist the University President in the selection process.

THEREFORE
BE IT

- RESOLVED: That a selection committee for the Student Foundation Board Member be put together consisting of the ASI President, the ASI Vice President, the Director of the ASI, a representative from the administration that is a Foundation Board Member, and the outgoing Student Foundation Board Members, to recommend the top four (4) applicants to the University President for final selection; and

THEREFORE
BE IT

- FURTHER
RESOLVED: That if the University President considers choosing someone other than the four (4) recommended candidates he will meet with the selection committee before his final selection; and

THEREFORE
BE IT

- FURTHER
RESOLVED: That the current Student Foundation Board Members be allowed to reapply and serve for consecutive terms; and

THEREFORE
BE IT
FURTHER
RESOLVED:

That a time line be established as follows:

Feb. 1 - March 10 - The ASI, the Foundation and the University President publicize the openings for Board positions. During this time the school councils can select up to two (2) candidates from the respective schools.

March 11 - April 15 - The screening committee interviews the candidates and sends a prioritized list of the top three nominees accompanied with a detailed summary of each candidates strengths and weaknesses to the University President.

April 15 - May 15 - The President interviews candidates and then meets with the selection/screening committee for consultation if a candidate for consideration is not one of the top three students recommended.


May 15 - Announce the new Student Foundation Board Members.

May 15 - June 31 - A scheduled orientation/transition meeting with the newly appointed Board members, the outgoing Student Board Members, the Director of the Foundation, and the Dean of Students.

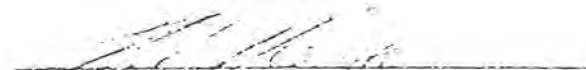
July 1 - The term of the Student Foundation Board Members will begin.

CERTIFIED as true and correct copy in witness whereof, I have set my hand and the Seal of the Associated Students, Inc. this Ninth day of October, 1985.

ADOPTED at the regular meeting of the Student Senate by unanimous vote on Wednesday, October 9, 1985.


Secretary, Student Senate


Chair, Student Senate


Ratification by ASI President

Written by: Tyler Hammond, ASI Student Senator, School of Agriculture

*Executive Committee - We are wanted to take a
position on this item Tues 29 April.*

4-29-86 Mins

*Moyd
4-25-86*

CALIFORNIA POLYTECHNIC UNIVERSITY
San Luis Obispo, Ca. 93407
MEMORANDUM

Date: April 22, 1986

TO: Academic Senate Budget Committee

FROM: Frank Lebens *FL*
Director of Operations, Provost Office

SUBJECT: Expected Benefits - AIMS Project

Attached are excerpts from the Target Environment document prepared by Price Waterhouse in support of the AIMS Project. I believe these expected benefit statements generally reflect what the campuses participating in the AIMS Project hope to achieve through project implementation. The excerpts are limited to the baseline processes included in the initial three phases. These include the processes under the modules of student records, financial aid, and curriculum management. Depending on cost there is the possibility of implementing non-baseline processes within these modules. In addition, any successful bidder will have to demonstrate the capability to integrate those processes not identified with the first three phases of the project. Most notably those include the financial management and human resources modules. The various modules are separated by baseline and non-baseline processes on the attached diagrams. Additional material is available in my office if you are interested in greater detail.

Attachments

2. ACADEMIC ADVISING

Academic Advising is the administrative process which assists students in the selection of and progression through an academic program to complete a college degree or certificate program. Additional counseling is provided to students on probation, disqualified or those participating in special student programs such as Educational Opportunity Program (EOP) or Student Affirmative Action (SAA).

Academic advisors need timely access to students' complete academic history. Complete academic history includes CSU, transferred college transcripts, and high school transcripts for freshmen.

Expected Benefits

The expected benefits to be realized from automating the Academic Advising process include:

- o Increased service level to students to be realized through automated maintenance of academic history to provide students with an on-going evaluation of academic performance and progress towards a degree.
- o Increased productivity and effectiveness of Academic Advisors to be realized through automated access of current student records in order to perform academic counseling.
- o Improved image of CSU as perceived by students, faculty and other academic institutions, as the result of increased counseling and service to students and improved student retention.

3. ADMISSIONS

Admissions is the administrative process which monitors the receipt of documents required for an application for admission to CSU and determines the applicants eligibility and academic status. Admissions primary mission is to convert CSU applicants into enrolled students efficiently, accurately and in a timely manner.

Expected Benefits

The expected benefits to be realized from automating the Admissions process include:

- o Increase service level to applicants through an integrated automated Admissions process which will reduce processing delays often caused by inconsistent, incomplete or redundant data.
- o Increase service level to academic and administrative departments by providing analyses and reporting of Admissions data through a user-friendly extract and reporting capability.
- o Increased productivity of Admissions evaluators by providing an automated preliminary evaluation capability.

6. FINANCIAL AID

Financial Aid is the administrative process responsible for providing financial assistance to 90,000 eligible students. Financial Aid administration involves processing applications, disbursing funds, and accounting for over \$225 million in federal, state, and private funding programs in a manner that meets all regulatory and compliance regulations.

Financial Aid is critical to the CSU mission of providing the access/educational opportunity to all eligible students regardless of the students' ability to pay for their education. This process determines eligibility of needy students in a timely manner and distributes available scarce funds to as many eligible students as possible, while complying with requirements and policies.

Expected Benefits

The expected benefits to be realized from automating the Financial Aid process include:

- o Increased productivity of Financial Aid Office personnel, and the more accurate commitment of financial aid funds benefiting as many eligible students as possible, resulting from the automation of the funds management reporting process.
- o Increased student service by reducing the time it takes eligible students to receive loan money realized through the utilization of external agency 'electronic funds transfer' programs.
- o Increased productivity of existing Financial Aid Office personnel and more timely level of service to students realized through the utilization of automated interfaces with existing federal and state centralized financial aid application collection and dissemination services.
- o Cost savings in compiling reports and faster allocation of financial aid funds to the campus realized through the utilization of electronic transfer of FISAP report data to the U.S. Department of Education.
- o Cost avoidance of campus payback situations or possible loss or suspension of financial aid funds realized through the automation of many key financial aid interfaces that ensure compliance or quickly highlight situations approaching the exception stage.
- o Increased productivity of Financial Aid Office personnel realized through the automation of the many financial aid interfaces ensuring compliance by highlighting the problem exceptions for the staff.
- o Ability to meet legislative changes in requirements quickly and respond to ad hoc reporting requests realized through a flexible state-of-the-art automated financial aid delivery system.

- o Increased level of service to financial aid applicants realized through the automation of the needs analysis function allows the counselor time to properly counsel students and advise parents of the financial circumstances as required by federal regulations.
- o Workload savings realized from automating the disbursements process will allow more resources to be assigned to the loan collection activity to increase the funds available for loans to students.

7. GRADUATION CERTIFICATION

Graduation certification is the administrative process which verifies a student's eligibility for a degree and coordinates the commencement activities.

Expected Benefits

The expected benefits to be realized from automating the Graduation Certification process include:

- o Increased productivity of graduation evaluators by maintaining automated systems that match courses completed to courses required for a degree or certificate, calculate various GPAs, and verify that all mandatory tests have been passed.
- o Increased service level to students by providing a consistent, accurate academic review in a timely manner to facilitate the student's final year course scheduling.

9. REGISTRATION

Registration is the administrative process which allows eligible students to enroll in available course sections and processes any subsequent schedule changes.

An important objective of a registration system is to enroll the maximum number of students for the maximum units requested, and to minimize schedule changes.

Expected Benefits

The expected benefits to be realized from automating the Registration process include:

- o Increase productivity of faculty and the records department by automating prerequisite verification, and minimizing schedule changes.
- o Increase service level to students by allowing students to designate the number of units they want to register, not to exceed CSU maximum unless authorized, and list in priority the course/sections desired.
- o Increase service level to faculty by providing current class rosters realized through on-line validation and update of schedule changes.
- o Meet external reporting regulations by automating enrollment verification of students receiving financial aid, including veterans.

11. STUDENT RECORDS

Student Records is the administrative process which documents student academic performance from enrollment to graduation or withdrawal. The permanent academic record (PAR) must be retained for a minimum of seventy-five years.

Expected Benefits

The expected benefits to be realized from automating the Student Record process include:

- o Increased productivity of the Records department to be realized by automating permanent academic record (PAR) maintenance which calculates various GPAs, and process grade changes to provide current, more accurate student records.
- o Increased service level to Academic Advisors as a result of providing access to accurate student academic history in a timely manner.
- o Increased service level to academic and administrative departments as a result of providing access and reporting of accurate student data in a timely manner.

3. COURSE SCHEDULING

Course Scheduling is the administrative process that coordinates and gathers data necessary to produce a university Class Schedule for the coming term. Course Scheduling involves determining which courses and how many sections will be offered, who will teach the courses, and where and when the courses will meet.

Expected Benefits

The expected benefits to be realized from automating the Course Scheduling process include:

- o Increased service to students and faculty realized by listing accurate and timely class information in the Class Schedule.
- o Increased productivity of Department Chairpersons and administrative staff by providing immediate access to curricula, faculty, student, enrollment, and facilities information needed to schedule classes.
- o Increased annual faculty budget realized by assembling a class mix which increases FTEs by meeting student course demands.
- o Improved quality of teaching realized by having accurate and timely faculty information- such as expertise, teaching preference, and student feedback- needed to assign faculty.
- o Improved utilization of facilities realized by assigning classes and special events with a room scheduling system which matches need to facilities profile.
- o Increased productivity of Academic Affairs staff realized by an automated scheduling system to assign classes and special events.

2. ARTICULATION/CERTIFICATION

Articulation/Certification is the administrative process which identifies, obtains approval, and documents courses and general education programs eligible for transfer credit at CSU. A non-CSU course may be granted general, equivalent course, or major course credit.

Certified general education programs at community colleges, if completed, can be substituted for the lower division general education requirements at any CSU. These programs, in addition to individual courses eligible for general or equivalent transfer credit, must be documented to provide consistency during any academic evaluation process and ensure that a student progresses through an academic program efficiently. Courses which exempt test requirements such as EPT and ELM, or test scores which exempt course requirements must also be documented.

Expected Benefits

The benefits to be realized from automating the Articulation/Certification process include:

- o Increased productivity of admissions evaluators by maintaining automated systems that scan transcripts from major feeder community colleges to identify transferable courses and programs, and calculate GPA.
- o Increased service to students and prospective students by maintaining current, consistent information regarding transferable courses and programs.
- o Improved image at other colleges and universities as a result of maintaining current articulation agreements.

3. COURSE/EVENT FACILITIES SCHEDULING

Course/Event Facilities Scheduling is the administrative process responsible for allocating campus facilities and scheduling spaces for all academic courses and organized campus events. A facility space is defined as any discrete physical campus location, whether in a building or not, which can be the site of a campus course or event such as lecture rooms, laboratories, athletic fields or other outdoor areas. This process also recovers event related costs generated by non-state funded campus organizations and off-campus organizations.

Expected Benefits

The expected benefits to be realized from automating the Course/Event Facilities Scheduling process include:

- o Increased space availability due to improved facilities utilization from automated scheduling of courses and events,
- o Increased number of academic courses and campus events through the above increased space availability,
- o Deferred capital outlays for facilities additions and renovations through improved utilization of existing campus facilities,
- o Improved productivity of scheduling personnel through the elimination of labor-intensive space reservation, utilization analysis and event cost tracking tasks,
- o Increased service levels to students and faculty by improved matching of course facilities requirements with available spaces, and
- o Improved relations with off-campus event sponsors through improved space availability and more organized and efficient event scheduling systems.

4. CURRICULUM PLANNING

Description

Curriculum Planning is the administrative process which coordinates and monitors all academic programs offered by the university. It ensures that the university's academic programs meet accreditation and CSU academic standards and reflect the CSU mission. Curriculum Planning maintains and distributes information on approved academic programs and proposed curricula changes.

Expected Benefits

The expected benefits to be realized from automating the Curriculum Planning process include:

- o Increased productivity of administrators, faculty, and support staff realized by having automated systems to maintain current and historical curricula information.
- o Increased service levels to students and increased productivity of other administrative processes realized by having access to correct and timely curricula information.
- o Increased productivity of administrators and support staff realized by having automated systems collect and maintain information on proposed curricula changes.
- o Improved turnaround time required to approve a new program or course realized by automating the tracking of the academic planning review process.
- o Increased productivity of clerical and support staff realized by maintaining procedural manuals and the numerous correspondences to coordinate the academic planning cycle on the word processor.
- o Increased productivity of administrators and support staff realized by automating catalog production.
- o Compliance with and improved reporting to CSU and accreditation curriculum requirements realized by having support systems to track academic offerings and enrollment.

EXHIBIT 1-A (Part 1)

BASELINE ADMINISTRATIVE PROCESSES

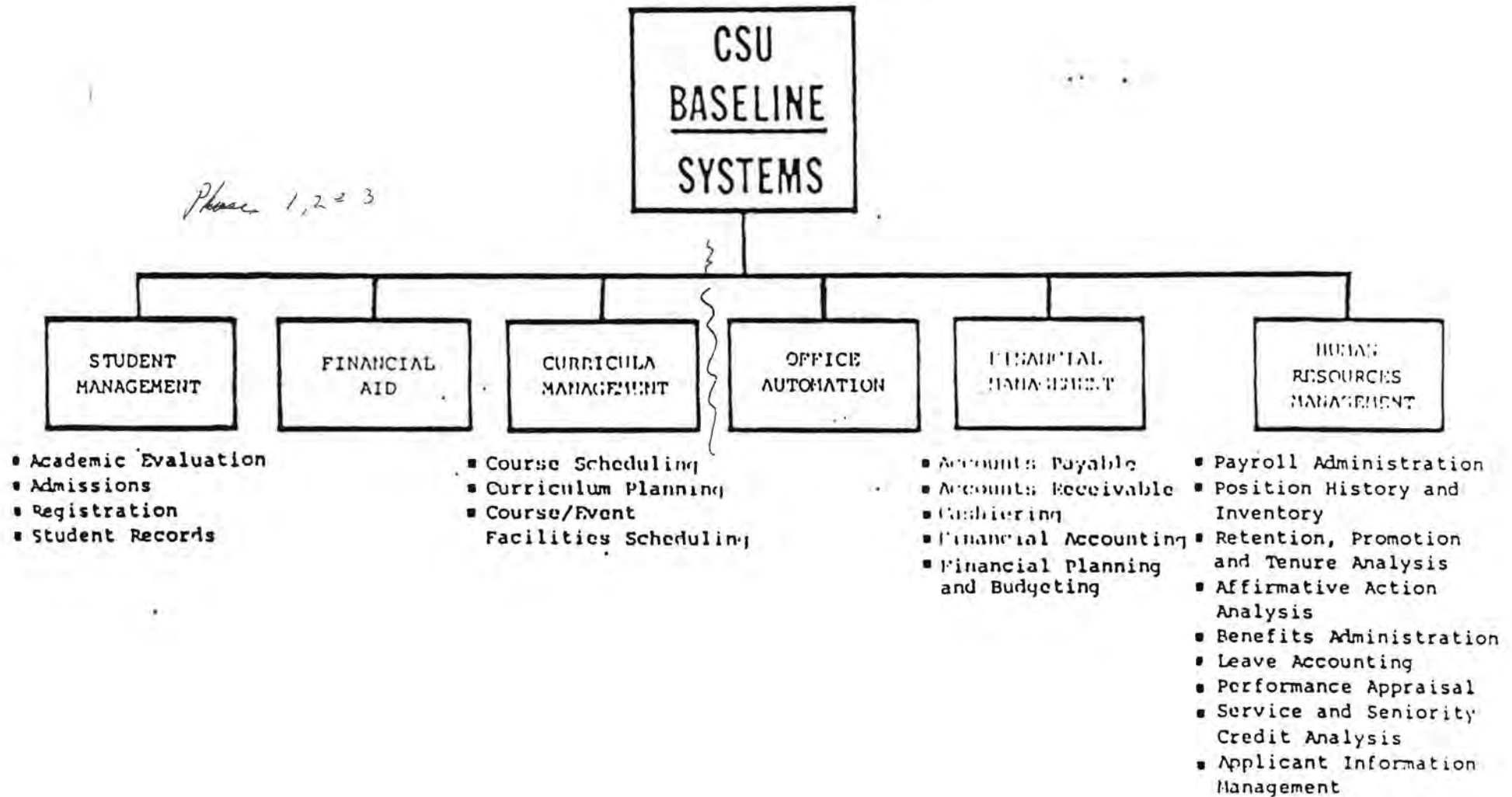
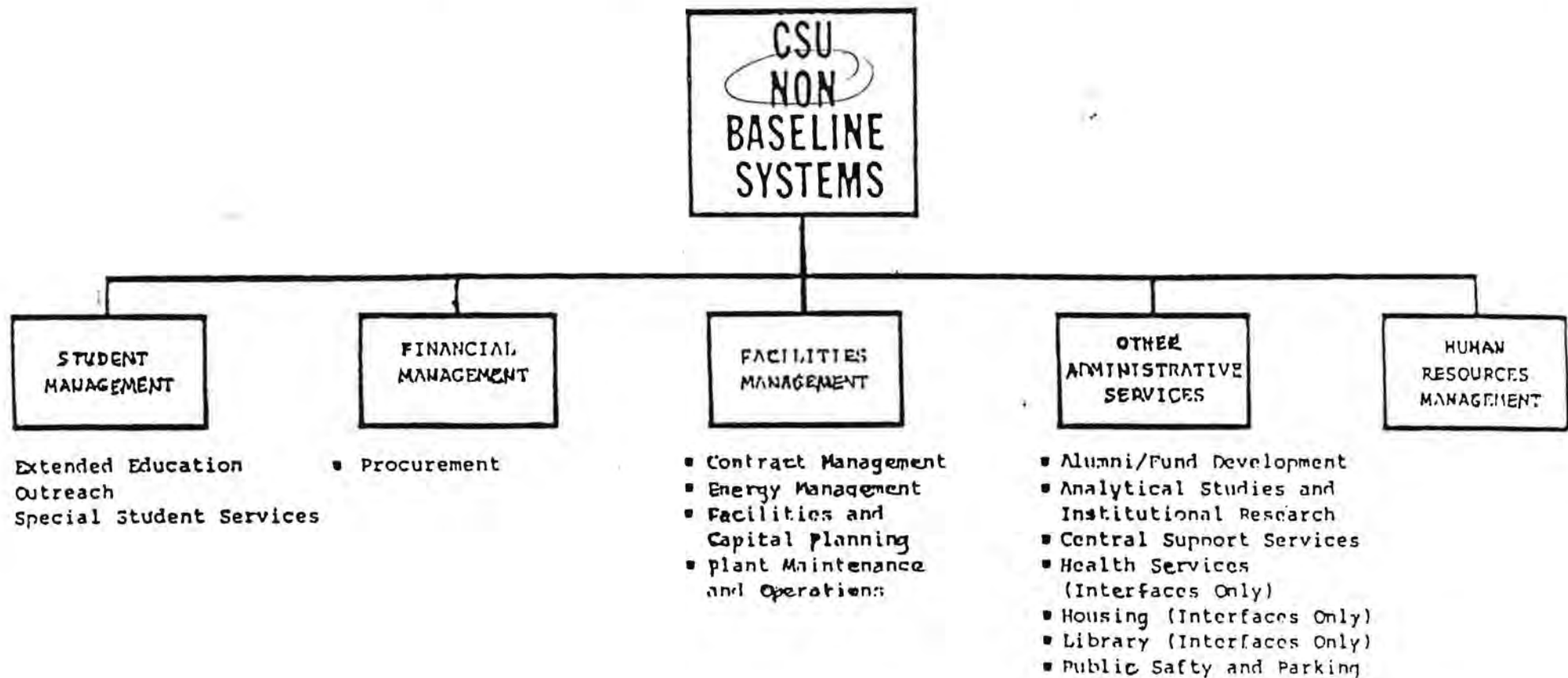


EXHIBIT 1A (Part 2)

NON-BASELINE ADMINISTRATIVE PROCESSES



PROPOSED AIMS FUNDING PLAN

1. The Mid-Year Financial Status Report projected approximately \$220,000 in utility savings, which the Chancellor's Office authorized be retained by the campus and redirected to campus determined purposes.
2. I circulated to the Senate, ASI and Program Administrators requests for proposed year-end expenditure plans, including possible advance funding for fiscal 1986/87 for the AIMS project, if it was decided that we would participate in the project along with the L.A. and Long Beach campuses.
3. The consensus of the replies received to date was that the funds be used for AIMS with 24 alternative proposals being suggested if we did not proceed with AIMS.
4. The method of applying the \$220,000 toward the campus portion of the AIMS Project for 1986/87 of \$252,978 would be by purchasing in advance at year-end goods and services which could be used in 1986/87, and then in 1986/87 reallocate an equal amount of dollars to the AIMS Project.
5. Using this method remaining to be funded for AIMS in 1986/87 would be \$32,978 unless additional utility savings developed during the balance of the 1985/86 fiscal year.
6. If the additional utility savings did not develop at year-end, it is proposed that we negotiate with Financial Aid and Student Admission and Records (ESS) Departments a proposal to fund this amount by means of using a portion of the funding for 1986/87 from proposed new positions in these areas, which are included in the Governor's Budget currently being considered by the Legislature for 1986/87.
7. It is likewise proposed that during 1986/87 we pre-fund the 1987/88 campus portion of the AIMS Project of \$259,143.
8. The funding method suggested for consideration is to use the pro rata approach which has been used in the past to fund the campuswide contingency fund of \$150,000 and the Special Project fund of \$50,000.
9. To lessen the additional impact of funding for AIMS (\$259,143), it is proposed that the campuswide contingency fund be reduced from \$150,000 to \$85,000 (-\$65,000) and that Special Project allocation of \$50,000 (-\$50,000) be deferred during the AIMS implementation. In essence, AIMS would be the Special Project for the period 1986-87/1989-90. This would result in reducing the required additional funding for AIMS from \$259,143 to \$144,143. On the \$144,143, 70% would come from the Instruction Program using the pro rata approach.
10. It is likewise proposed that if year-end savings are realized in 1986/87, that they be returned to the program areas. The Academic Senate Budget Committee recommends that first priority for return of the savings be to the Instruction Program to offset the approximate \$100,000 contribution (i.e., \$144,000 x 0.70).
11. A similar plan would be used in year three to fund the third installment of approximately \$250,000.

12. Data Communication, Hardware, software SLO NET - COAX