

University Staff Assembly  
October 21, 2003  
General Meeting Minutes

In Attendance: Peggy Allan, Leigh Barber, Evelyn Bradley-Owens, Cindy Collins, Jody Gayvert, Terry Gomez, Shari Gonzales, Rubby Hampton, Lillie Jones, Suzy Lunstead, Thomas Matlock, Manuela McClary, Candace McGee, Janet Morris, Carlyn Pollock, Rolly Robinson, Lisa Roenfeldt, Carol Rumley, and Donna Thomason.

Absent: Vicki Brown, Dennis Franzen, Liz Redmond, and Lori Wisheropp.

1. September Minutes – The previous meeting’s minutes were reviewed, with changes made by email suggestions. Shari Gonzales motioned to accept the minutes, and Thomas Matlock seconded. It was decided that meeting minutes will be emailed to all representatives, who will print them out and bring them to the next meeting with any suggestions for additions and/or changes. These will be voted on in the meeting and the Secretary will update the minutes accordingly. The final minutes will be emailed to all representatives to keep in their binders, and for Lori to post to the website.
2. Meeting procedures – It was decided that USA will purchase a copy of Robert’s Rules of Order to give consistent structure to our meetings. Leigh Barber was asked to take care of this purchase.
3. Appearance by CSUS President Alexander Gonzalez – President Gonzalez stated that he supports the organization of USA, and plans to work closely with us, particularly in times such as the current budget crisis. He said that the University has recently adopted a no growth policy as one way to address the budget issue. This means that we could be limiting admission of new students to only replace the number of those who have graduated. He mentioned that the concerns are softened by the fact that our University is better prepared with the resources to see us through the academic year, and that this was not the case during the last crisis in 1990/91. However, he expects that the next year (2004-05) will bring greater change. On the positive side, he told us of the Athletics Task Force that he has commissioned, the fundraising efforts he has been making, the Olympic trials that will be here again in July of 2004. He told us that the gubernatorial debate brought a lot of positive attention to our campus – and there were over 100 television stations here to report on the debate. Since that time he has been approached to have CSUS as a possible locale for a Presidential debate that would focus on healthcare. He is aware of the importance of staff in making this University a success, and reminded us that he working out the details for an employee recognition program. He would like to see the reward be a designated parking space for a month or quarter.
4. Accreditation – Linda Buckley from Academic Affairs came to speak to us about the accreditation review, which takes place every 10 years. The first visit will be in Spring 2007 and will address processes, program review and assessment. In Spring of 2008 teaching effectiveness will be evaluated. In this case, the University will propose a method to determine its effectiveness. One goal is to show how learning

goes beyond the classroom, and we all impact the students' learning process. Prior to Spring 2007 the University will review its mission statement. To develop this, the Academic Affairs office will reach out to all areas of campus for their input. This will include CUP, the Dean's Administrative Council, Faculty Senate, Student Affairs, and USA. Cindy will forward an email to the representatives to be passed on to all staff for their opinions.

5. CUP – Shari Gonzales gave an update on the latest CUP meeting which addressed the University's five year Master Plan. This includes more parking structures that will have approximately 7,000 spaces. Also, to create a greenbelt down the center of the campus by eliminating the old buildings there. Another goal is to have the south end of campus become the main entrance to the school, as this is where the majority of people enter the campus. Eventually, the administrative offices will be moved to Eureka Hall so that they are more at the center of the campus. Finally, the Master Plan includes a performing arts center to bring more community activity to our school.
6. Halloween Committee – Carlyn reported that Suzy Lunstead had donated some food prizes for the contest, and that they were pursuing additional prizes from Athletics and the bookstore. The committee has enough volunteers for the voting process.
7. Winter Social – Thomas Matlock announced that this year's event will take place on Thursday, December 11 from 4:00 – 7:00 at the Alumni Center. We will continue to combine this event with a collection for the CHP Toy Drive. Attendees are encouraged to bring a new and unwrapped toy with them. The following representatives volunteered to help with this event: Candace McGee, Shari Gonzales, Rubby Hampton, Lisa Roenfeldt, and Lillie Jones
8. Treasurer's Report – Leigh Barber reminded us that notifications to request payroll deduction were soon to be sent to all staff. Also, the Entertainment Book fundraiser was going quite well, and an additional order of books is being considered.
9. Committees – The following staff members have been selected to represent staff for these committees: Search Committee for VP of Academic Affairs – Jennifer Helfrich; Committee for Academic Review – Linda Orozco.

Submitted by Elena Larson, USA Secretary

Approved January 20, 2004