



Channel Islands

CALIFORNIA STATE UNIVERSITY

President's Planning and Policy Council

May 26, 2022
1:00 – 2:00 p.m.
30 Participants

1. Welcome (President Yao)

- a. Last meeting of 21-22 AY

2. Policy Review

a. Recommendation (2nd Reading)

- i. FA.45.001 – Policy on University Space Allocation (T. Hunt)
 - a. Most revisions were focused on process and name change of committee.
 - b. Cabinet will be responsible for communicating to current holders of the space. Members will not be listed in the policy, but linked to where it can be found.
 - c. Mitch: for change in function, what if I'd like to change the function within my own division?
 - d. Tom: space can be changed at cabinet member's discretion
 - e. Mitch moves to strike the language. Greg seconds.
 - a. Change in Function and Reallocation: space allocated to a division may be reallocated to a division within the division with approval of the division Cabinet member, including a change in function, except for classroom and lab space.
 - f. Toni: What about when departments move divisions? Does this policy account for that?
 - g. Mitch moves to adopt policy with changes in language. Ritchie seconds.
 - h. Poll: 22/22 yea; policy will need to go to Academic Senate for review.

b. Discussion (1st Reading)

- i. SA.01.002 – Policy on Death of a Student (K. Olson)
 - a. Originally from 2007. We were tightening up language and emphasizing language. Honoring wishes of the family, Student Incident Coordinator is noted as Associate Dean of Students, or designee.
 - b. Matt: Reached out to registrar to ensure we are not reaching out to the student to re-register.
 - c. Dottie: currently the VPSA office regulates this. This would be included in the exhibits (what departments need to be notified). Part of the reason we are updating this, is because the current communication is Administrative related (remove from email database, etc) but also notifying faculty, groups, etc

- d. Ritchie: when we have a situation for fundraising, it would be nice to have some sort of parameters.
- e. Amanda: terminology of former student vs alum? Would like a detailed outline of what areas are responsible for doing what and who is sharing information. Would also like a verification system to consider. If the death occurs on campus vs off campus, what does that look like? Also to include a direct person to contact (this may come from current students, or family members, etc). Include general information on departments to contact (CAPS, EAP, Etc)
- f. Nancy: adding alumni, former students, current students, etc.
- g. Mitch: Why do all alumni portions start in DOS office?
- h. Cindy: former students are alumni.
- i. Ritchie: UA has some work to do – definition of alumni is inclusive of both
- j. Kaia: are teaching credential students counted as alumni?
- k. Ritchie: yes they are counted
- l. Greg: at the beginning of this discussion, it was mentioned this was a bit of a DSA thing. Hoping this is the only policy we need.
- m. Kirsten: this policy applies to students only, not death of F/S. it could be a template for others
- n. Mitch: consider if there should be someone in alumni relations that should be point on death of an alumni. Long term not necessarily where it needs to live

3. Updates (President Yao)

It is the role of President's Planning and Policy Council to develop, review and recommend administrative policy to the President.

Next meeting: Fall 2022