APPROVED Minutes

Date: 1/22/14

Members Present: Lonny J. Aui Brooks (CLASS), Dennis Chester (CLASS), Monique Cornelius (Budget, Presidential Appointee), Ching-Lih Jan (CBE), Audrey Katzman (Academic Affairs, Presidential Appointee), Nancy Mangold (CBE, COBRA Chair), Aline Soules (Library), Paulina Van (Science), Nancy White (CEAS)

Members Absent: Gilberto Arriaza (CEAS), David Bowen (Science)

Guests: Endre Branstad (Academic Senate), Corey Gin (L.E.E.P.), Sophie Rollins (Academic Senate), Mitch Watnik (Academic Senate)

1. Approval of the agenda
   a. MS: Soules, Chester. The agenda was approved as amended, discussion on the Executive Summary was moved to the beginning of the agenda.

2. Approval of minutes
   a. MS: Soules, Jan. Meeting minutes from 1/8/14 were approved.

3. Report of the Chair
   a. Mangold spoke to Brad Wells. He received the Governor’s Budget and has prepared a report for the period ending 12/31/13. Wells will be invited to a future meeting to present the report.

4. Report of the Presidential Appointee
   a. Cornelius reported that the Governor’s Budget was released two weeks ago. 142.2 million was budgeted for the CSU system, 236 million was requested. CSUEB usually receives 3.4% of the amount budgeted to the CSU system. The budget called for CSU to maintain current tuition rates and to focus on student access, retention and completion. Funding is marked for new and existing classrooms and services. The Budget Office will reach out to divisions for one-time and base increases needed for the 2014-15 academic year. Cornelius will send a link to the Governor’s Budget and updates as new information is made available.

5. Report of the Subcommittees
   a. The ITAC report was emailed by Soules prior to the meeting, there were no questions about the report.

6. Old Business
   a. Updated executive summary of Wells’ budget report
      i. Mangold reported that Katzman verified all numbers on the executive summary and helped with formatting. Cornelius and Wells reviewed the executive summary as well.
      ii. Mangold will send three documents to ExCom with a cover sheet and request that the information be made available to the full Senate. The cover letter will
points out that all three pieces of the report together are important to get the full picture. The three documents are the executive summary, the flow chart for each fund, and the budget report written by Brad Wells.

iii. Gin suggested color coding of all pie charts remain consistent throughout the document, with the same color used for each revenue and expense.

iv. There was a discussion about lottery funds, which all go to Academic Affairs to be disbursed as they see fit. There are many restrictions on these funds. About 67% of the funds were given to the Library last year for acquisitions.

v. Mangold stated that the executive summary is worthwhile to present information to faculty in an understandable way. The report is a constructive, defined role for COBRA.

b. Review of COBRA Policies and Procedures; updated draft (Soules and Bowen)
   i. Bowen and Soules completed the draft COBRA Policies and Procedures. The committee reviewed the document.
   ii. Watnick advised COBRA that this is a change to faculty bylaws which would require a vote. Currently, this would require 50% of the faculty vote. ExCom is working to put a proposal together for the winter ballot that would allow a change in bylaws with less than 50% of the vote. Watnick suggest we table this item to see what happens in a couple of months.
   iii. Mangold asked members if they agreed to table and all members agreed to table this item for a few months.
   iv. Mangold discussed requesting the dates and times of the COBRA meetings to be changed. Watnick reminded COBRA this was approved for change last year. Mangold agreed to draft a cover letter and send to ExCom to have dates and times corrected.

7. New Business:
   a. Access to MOU’s draft (Chester and Bowen)
      i. COBRA reviewed draft of document.
      ii. There were discussions regarding sending the document forward as a recommendation, clarifying what participating faculty means, how often the reports should be made available, and who should have access to see the MOU’s and reports.
      iii. COBRA agreed to forward document as a request, agreed the reports should be made available quarterly, and only Program Directors involved with the said MOU’s should have access to the MOU’s and reports.
      iv. Katzman agreed to work on revising the document for review at the next meeting.

b. Draft of “space policy” (Soules)
   i. COBRA reviewed the draft of the “Consulting Faculty on Building Development and Use”.
   ii. Watnick made a few suggestions:
       1. The last paragraph in document be listed as an action requested and everything else be considered background information.
       2. Adding the faculty constitution (article 4 section 6) to the background information.
       3. Add the following to the action requested section: “any building that might affect more than 1 college COBRA will be the body who which the consultation should occur” and “if building only affects 1 school or college it
would be okay to suggest consulting with just the faculty of that college or school.”
iii. Mangold suggested putting the faculty constitution first and the CSU statement second.
iv. Chester suggested removing College of Business from the document.
v. Soules agreed to revise the document and send to COBRA members.

8. Adjournment
   a. The meeting was adjourned at approximately 3:50 p.m.