

## **AGENDA**

### **COMMITTEE ON UNIVERSITY AND FACULTY PERSONNEL**

**Meeting: 5:00 p.m., Tuesday, March 11, 2008**  
**Glenn S. Dumke Auditorium**

**8:00 a.m., Wednesday, March 12, 2008**  
**Glenn S. Dumke Auditorium**

Debra S. Farar, Chair  
Kenneth Fong, Vice Chair  
George G. Gowgani  
William Hauck  
Raymond W. Holdsworth  
Craig R. Smith  
Glen O. Toney

#### **Consent Items**

Approval of Minutes of Meeting of September 19, 2007

#### **Discussion Items**

1. Policy and Procedure for the Appointment of Vice Chancellors and the General Counsel, *Action*

#### **\*\*Note**

**Meeting: 8:00 a.m., Wednesday, March 12, 2008**  
**Glenn S. Dumke Auditorium**

#### **Consent Items**

Approval of Minutes of Meeting of September 19, 2007

#### **Discussion Items**

1. Policy and Procedure for the Appointment of Vice Chancellors and the General Counsel, *Action*

**\*\*Note:** *Depending on the length of discussions on Tuesday, March 11, 2008, University and Faculty Personnel items may have to be carried over to Wednesday for consideration.*

**MINUTES OF MEETING OF  
COMMITTEE ON UNIVERSITY AND FACULTY PERSONNEL**

**Trustees of The California State University  
Office of the Chancellor  
Glenn S. Dumke Conference Center  
401 Golden Shore  
Long Beach, California**

**September 19, 2007**

**Members Present**

Debra S. Farar, Chair  
Kenneth Fong, Vice Chair  
Roberta Achtenberg, Chair of the Board  
William Hauck  
Raymond Holdsworth  
Charles B. Reed, Chancellor  
Craig R. Smith

**Call to Order**

Chair Debra Farar called the meeting to order.

**Approval of Minutes**

The minutes of July 11, 2007 were approved as submitted.

Chancellor Reed presented a resolution recommending compensation for Gail Brooks as the Interim Vice Chancellor of Human Resources. In addition to base pay, Ms. Brooks will receive a monthly car allowance of \$1,000 and the standard benefits afforded her position, effective August 1, 2007. The committee voted approval of the resolution (RUF 09-07-05).

Chancellor Charles Reed recommended a resolution adopting a formal compensation policy for the California State University. The Chancellor presented the rationale for the policy, its goal and intent to attract, motivate, and retain highly qualified individuals, provide competitive, fair and fiscally prudent compensation for all CSU employees, and more importantly, attain parity with the average of the 20 comparator institutions in the California Postsecondary Education Commission study.

Trustee Herbert Carter offered a historical background on the creation and implementation of the compensation policy. Lieutenant Governor John Garamendi expressed his appreciation of the Chancellor, Presidents, and Executives' efforts on the policy, but by the same token, took opposition on it as it may be perceived by the public adversely. Mr. Garamendi asked his "No" vote be duly recorded. The committee voted approval of the resolution (RUF 09-07-06).

Chancellor Reed recommended a resolution implementing salary adjustments to the Executive Compensation aspect of the above compensation policy to begin addressing the parity lag.

Trustee William Hauck remarked that the Board has been and will continue to be responsible in its fiduciary role, not only in its continuing transparency of ongoing policies to the public but also to CSU employees. Trustee Craig Smith acknowledged the policy enhances CSU's transparency even more so and that it should be a model to be followed. However, Lt. Governor Garamendi again expressed his opposition to the recommendation on the grounds of adverse public perception. Mr. Garamendi asked that his "No" vote be duly noted. The committee voted approval of the resolution (RUFPP 09-07-07).

Trustee Farar adjourned the meeting.

## **COMMITTEE ON UNIVERSITY AND FACULTY PERSONNEL**

### **Policy and Procedure for the Appointment of Vice Chancellors and the General Counsel**

#### **Presentation By:**

Debra S. Farar  
Committee Chair

#### **Summary**

The Bureau of State Audits recommended in a recent audit report that the trustees review its procedure for the appointment of system executives, i.e., vice chancellors and the general counsel, to have more guidance so that the process is fair, equitable, and consistent.

The existing procedure, adopted by the trustees on September 16, 1992, follows below with underlines for additions and strikeouts for deletions. In the proposed policy and procedure, the additions to items 2 and 3 incorporate practice into the policy; and, the other changes in the policy and procedures are categorized as clarifications.

The authority for the appointment of vice chancellors and the general counsel is found in Title 5, Section 42702.

The following is a proposed amended policy and procedure for the appointment of Vice Chancellors and the General Counsel:

1. The Board of Trustees will appoint vice chancellors and the general counsel, on recommendation of the chancellor.
2. The chancellor shall be responsible for the appropriate search process. At a minimum, the process should include representation from the trustees, and advice from one or more presidents, faculty, and students. When the search process is initiated the position description, screening procedure, and search calendar will be discussed.
3. The chancellor will determine what individuals or groups each semi-final candidate should meet with to help inform the chancellor's recommendation of a nominee. The chancellor will conduct a background check before making a nomination to the trustees. The chancellor will present one name to the board for appointment.

4. Vice chancellors will serve at the pleasure of the chancellor. The chancellor will consult with the Chair of the Board of Trustees and the chair of the Committee on University and Faculty Personnel prior to taking action to terminate a vice chancellor.
5. Vice chancellors and the general counsel ~~will~~ continue to be designated as executives, with entitlement to the perquisites of executives. Compensation is approved by the board on the recommendation of the chancellor.
6. The general counsel will be appointed by, and serve at the pleasure of, the board. ~~The general counsel will continue to be the chief legal officer for the campuses and the system office.~~
7. This policy will be effective immediately. It is understood that the chancellor will have the support of the board in building his or her own ~~management~~ executive team.

The following resolution is recommended:

**RESOLVED,** By the Board of Trustees of the California State University, that the Policy and Procedure for the Appointment of Vice Chancellors and the General Counsel is adopted as presented in Agenda Item 1 of the March 11-12, 2008 meeting of the Committee on University and Faculty Personnel.