

AGENDA

COMMITTEE ON UNIVERSITY AND FACULTY PERSONNEL

Meeting: 3:00 p.m., Tuesday, November 18, 2008
Glenn S. Dumke Auditorium

Debra S. Farar, Chair
Craig R. Smith, Vice Chair
Roberta Achtenberg
Herbert L. Carter
Kenneth Fong
Margaret Fortune
Raymond W. Holdsworth
Glen O. Toney

Consent Items

Approval of Minutes of Meeting of September 17, 2008

Discussion Items

1. Report on Vice Presidential Compensation: Annual Update, *Information*
2. Executive Compensation: Annual Report on Relocation Expenses, *Information*
3. Executive Compensation: Vice Chancellor, Human Resources, *Action*
4. Executive Compensation: Vice Chancellor, University Relations and Advancement, *Action*

**MINUTES OF THE 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 17, 2008

Members Present

Debra S. Farar, Chair
Craig R. Smith, Vice Chair
Jeffrey Bleich, Chair of the Board
Carol Chandler
Margaret Fortune
Raymond W. Holdsworth
Charles B. Reed, Chancellor

Call to Order

Trustee Debra Farar called the meeting to order. A quorum of the committee was not present at today's meeting; accordingly, Board Chair Jeffrey Bleich appointed Trustee Carol Chandler to serve as a substitute member.

Approval of Minutes

The minutes of July 15, 2008 were approved as submitted.

Ms. Gail Brooks, interim vice chancellor of human resources, presented a proposed change to Title 5 regarding athletic personnel who are in the Management Personnel Plan (MPP).

Ms. Brooks reminded the Trustees that this item was presented as an information item at the July 15, 2008 meeting. She explained that the proposed Title 5 amendment clarifies that MPP athletic appointments for a definite term must be made in writing and contain specific provisions, including a statement that the appointment may be terminated at any time on terms stated in the appointment document. Ms. Brooks recommended approval of the Title 5 change.

Trustee Farar called for a motion and a second to approve adoption of the proposed resolution (RUF-09-08-04).

Ms. Gail Brooks presented the second item, also a Title 5 change relating to MPP employees.

Ms Brooks commented that this item was also introduced to the Trustees as an information item in July. She went on to state that this proposed addition to Title 5 provides language granting paid administrative leave to MPP employees under specified circumstances and for identified

periods of time. Ms. Brooks noted that the item was being proposed as a result of the Bureau of State Audits' recommendation that CSU develop stronger regulations governing paid leaves of absence for management employees. She recommended approval of the Title 5 change.

Trustee Farar called for a motion and a second to approve adoption of the proposed resolution (RUF-09-08-05).

Trustee Farar turned the meeting over to Chancellor Reed to recommend compensation for the recently appointed vice chancellor of administration and finance for the CSU system.

Chancellor Reed stated that in late July, he informed the Trustees that Mr. Richard West, executive vice chancellor and chief financial officer, would be moving towards retirement. He explained that with the pending retirement of Mr. West, he recruited Dr. Ben Quillian to join the CSU at this time.

Chancellor Reed commented that Dr. Quillian served as senior vice president for business and operations and CFO of the American Council on Education for the past five years. Prior to that, Dr. Quillian was vice president for administration and finance at Fresno State for ten years.

Details of Dr. Quillian's annual salary and benefits, including expenses related to his relocation, are noted in Agenda Item 3.

Trustee Farar called for a motion and a second to approve adoption of the proposed resolution (RUF-09-08-06).

In accordance with direction from the Trustees requiring information reports regarding the executive transition and trustee professor programs, Chancellor Reed presented the annual report.

Chancellor Reed noted that at the March 2007 meeting of the trustees, he reported there were seven former executives in a transition program or trustee professorship program. He said that as of August 31, 2008, there is only one person participating as a trustee professor. Information is provided in the agenda item.

Chancellor Reed reminded the Trustees that the annual reporting date for the executive transition program was changed from March to September in order to provide an update at the beginning of the academic year.

Chancellor Reed reported on the transition of Mr. Don Kassing who stepped down as president of San José State University, saying Kassing left the presidency and chose to retire from the CSU without taking any additional compensation by electing to forego participation in the executive transition program.

Chair Bleich thanked Chancellor Reed for his effectiveness in addressing concerns the Trustees previously expressed about the transition program and with regards to the systems current policy, he felt it was a very sound one. Bleich acknowledged the contributions of the trustee professors.

Trustee Farar adjourned the meeting.

COMMITTEE ON UNIVERSITY AND FACULTY PERSONNEL

Compensation for Vice Presidents: Annual Update

Presentation By

Charles B. Reed
Chancellor

Summary

In January 2008, the Board of Trustees adopted a resolution (RBOT 01-08-01) requiring the chancellor to review and approve presidential recommendations for vice presidential compensation (salary, salary increases, bonuses, and supplemental forms of compensation) at the initial appointment and subsequently. Additionally, the item requires the chancellor to provide an annual report to the Trustees on vice presidential compensation in September, if compensation actions have been taken, or in November.

The annual update on vice presidential compensation is provided in Attachment A.

Vice Presidential Compensation
Appointments/Salary Changes/Supplemental Compensation

ATTACHMENT A
 UFP - Item 1
 November 18-19, 2008
 Page 1 of 1

Effective on/or after 1/22/08

Appointments on/or after 1/22/08:

Campus	Name	Title	Old Annual Salary	Amount of Increase	New Annual Salary	Notes
Channel Islands	Neuman, Dawn	Provost & Vice President, Academic Affairs	-		\$200,004	Effective 7/14/08
Channel Islands	Wilson, Julia	Vice President, University Advancement	-		\$190,008	Effective 3/3/08
Chico	Hoffman, Lorraine	Vice President, Business & Finance	-		\$197,004	Effective 4/21/08
Dominguez Hills	Borrego, Susan	Vice President, Enrollment & Management	-		\$175,008	Effective 8/1/08
Dominguez Hills	Kennedy, Louanne	Interim Provost & Vice President, Academic Affairs	-		\$190,008	Effective 7/15/08 - Intermittent/Temp appointment - paid hourly intermittent basis
Los Angeles	Pardon, George	Vice President, Administration & CFO	-		\$225,000	Effective 4/1/08
Maritime	Lujan, Herman	Vice President of Academic Affairs	-		\$185,004	Effective 8/15/08 - Temporary appointment
Monterey Bay	Higgs, Ronnie	Interim Vice President, Student Affairs	\$117,504	\$22,500	\$140,004	Effective 7/4/08
Pomona	denBoer, Marten	Provost & Vice President, Academic Affairs	-		\$217,008	Effective 8/14/08
San Marcos	Hoss, Neal	Vice President, University Advancement	-		\$201,420	Effective 10/1/08
Stanislaus	Green, Suzanne	Interim Vice President, Business & Finance/CFO	-		\$207,000	Effective 10/1/08

Salary Changes on/or after 1/22/08:

Campus	Name	Title	Old Annual Salary	Amount of Increase	New Annual Salary	Notes
Maritime	Nickerson, Mark	Vice President, Administration & Finance	\$167,532	\$8,376	\$175,908	Salary Change effective 7/1/08 - Equity
Sacramento	Garcia, Stephen G	Vice President, Business/Administration	\$190,980	\$1,800	\$192,780	3/08 Salary Adjustment - Retro to 7/1/07 - 2007/08 salary pool
Sacramento	Gilbert, Larry	Vice President, Information Technology	\$160,164	\$1,548	\$161,712	3/08 Salary Adjustment - Retro to 7/1/07 - 2007/08 salary pool
Sacramento	Hayashino, Carole	Vice President, University Advancement	\$191,388	\$1,800	\$193,188	3/08 Salary Adjustment - Retro to 7/1/07 - 2007/08 salary pool
Sacramento	Sheley, Joseph F	Provost & Vice President, Academic Affairs	\$206,616	\$1,944	\$208,560	3/08 Salary Adjustment - Retro to 7/1/07 - 2007/08 salary pool
Sacramento	Varlotta, Lori E	Vice President, Student Affairs	\$178,992	\$1,680	\$180,672	3/08 Salary Adjustment - Retro to 7/1/07 - 2007/08 salary pool
Sacramento	Wagner, David	Vice President, Human Resources	\$203,604	\$1,908	\$205,512	3/08 Salary Adjustment - Retro to 7/1/07 - 2007/08 salary pool
Stanislaus	Gajic-Brueya, Susana	Vice President, University Advancement	\$130,008	\$12,996	\$143,004	Salary Change effective 7/1/08 - Equity/Performance

Supplemental and/or Other Compensation approved on/or after 1/22/08:

Campus	Name	Title	Description	Amount	Funding Source
Chico	Hoffman, Lorraine	Vice President, Business & Finance	Appointed Special Consultant in advance of VP appointment to assist with key recruitments.	\$700/day plus expenses up to six days	General Fund
Dominguez Hills	Kennedy, Louanne	Interim Provost & Vice President, Academic Affairs	Temporary housing allowance - until position filled.	Varies - several nights per week (\$66-75/day)	General Fund
San Diego	Carleton, Mary Ruth	Vice President, University Relations & Development	Auto allowance	\$9,000/annual	General Fund
San Marcos	Hoss, Neal	Vice President, University Advancement	Auto allowance	\$9,000/annual	Foundation

NOTE: As of 1/22/08 vice president appointments and compensation (including changes to base pay and supplemental compensation) are approved by the chancellor per Resolution RBOT 01-08-01.

COMMITTEE ON UNIVERSITY AND FACULTY PERSONNEL

Executive Compensation: Annual Report on Relocation Expenses

Presentation By

Charles B. Reed
Chancellor

Summary

In January 2008, the Board of Trustees adopted a resolution (RBOT 01-08-01) requiring the chancellor to make an annual report each September or November on relocation expenses provided to executives.

Annual Report

On July 15, 2008, the trustees approved compensation for Dr. Jon S. Whitmore, the new president of San José State University. Included in the compensation was a provision for relocation expenses.

Relocation of household

Amount authorized: \$18,775

Actual expenditure: \$15,144.26

Home sale fees and expenses

Amount authorized: \$66,577

Actual expenditure: \$56,588.71*

* One reimbursable invoice in the amount of approximately \$600 has yet to be submitted and processed.

Relocation expenses for Dr. Benjamin F. Quillian, Jr., vice chancellor of administration and finance, were approved by the trustees in September 2008, however, his relocation is not yet complete. The expenses will be reported in the next annual report.

COMMITTEE ON UNIVERSITY AND FACULTY PERSONNEL

Executive Compensation: Vice Chancellor, Human Resources

Presentation By

Charles B. Reed
Chancellor

Summary

This item recognizes the regular appointment of the Vice Chancellor, Human Resources of the California State University system and sets compensation.

Background

This item recommends that Ms. Gail E. Brooks receive an annual salary of \$255,200, effective November 19, 2008, the beginning date of her regular appointment as vice chancellor of human resources of the California State University system. Ms. Brooks has been interim vice chancellor since August 1, 2007.

In accord with existing policy of the California State University, Ms. Books will receive the following benefits:

- A monthly vehicle allowance of \$1,000.
- Standard benefit provisions afforded CSU executive classification employees regarding retirement program coverage from CalPERS, an annual medical physical examination, health plan programs, insurance programs, and vacation and sick leave accruals.
- A transition program for university executives, provided that Ms. Books meets the eligibility requirements described in the Trustees' resolution of November 15, 2006.

Because Ms. Brooks resides locally, no relocation provision is required.

The following resolution is recommended for adoption:

RESOLVED, by the Board of Trustees of the California State University, that Ms. Gail E. Brooks shall receive a salary set at the annual rate of \$255,200, effective November 19, 2008, as vice chancellor, human resources.

RESOLVED, Ms. Brooks will receive additional benefits as cited in Agenda Item 3 of the Committee on University and Faculty Personnel at the November 18-19, 2008 meeting.

COMMITTEE ON UNIVERSITY AND FACULTY PERSONNEL

Executive Compensation: Vice Chancellor, University Relations and Advancement

Presentation By

Charles B. Reed
Chancellor

Summary

This item sets compensation for the Vice Chancellor, University Relations and Advancement of the California State University system.

Background

This item recommends that Mr. Garrett P. Ashley shall receive an annual salary of \$240,000, effective October 31, 2008, his starting date as Vice Chancellor, University Relations and Advancement of the California State University system.

In accord with existing policy of the California State University, Mr. Ashley will receive the following benefits:

- Relocation of household goods and property from Sacramento to Southern California, an amount not to exceed \$8,275 unless authorized by the chancellor. The university may provide temporary storage for Mr. Ashley's household furnishings and goods for 60 days, if necessary, with the understanding that the chancellor may extend the storage period for an additional 30 days if circumstances warrant. The cost of storage for each 30 day period is estimated at \$200 and is not included in the relocation estimate.
- Reimbursement for brokerage commissions, escrow fees, prepayment penalties, recording fee, grantor's taxes and expenses incurred in the selling the family residence in Sacramento, an amount not to exceed \$40,500, unless authorized by the chancellor. A claim for reimbursement must be made by November 3, 2009. Existing policy (Section 204, CSU Travel and Relocation Policy) states the claim must be submitted within one year of the reporting date to the work location. An extension by the chancellor may be granted upon presentation of evidence warranting an extension.
- Temporary housing will be provided by the university for 60 days, and may be extended up to 30 additional days by the chancellor, if necessary, to allow Mr. Ashley time to secure and occupy a permanent residence.

U&FP

Agenda Item 4

November 18-19, 2008

Page 2 of 2

- A monthly vehicle allowance of \$1,000.
- Standard benefit provisions afforded CSU executive classification employees regarding retirement program coverage from CalPERS, an annual medical physical examination, health plan programs, insurance programs, and vacation and sick leave accruals.
- A transition program for university executives, provided that Mr. Ashley meets the eligibility requirements described in the Trustees' resolution of November 15, 2006.

The following resolution is recommended for adoption:

RESOLVED, by the Board of Trustees of the California State University, that Mr. Garrett P. Ashley shall receive a salary set at the annual rate of \$240,000, effective October 31, 2008, the beginning date of his appointment as vice chancellor, university relations and advancement.

RESOLVED, Mr. Ashley will receive additional benefits as cited in Agenda Item 4 of the Committee on University and Faculty Personnel at the November 18-19, 2008 meeting.