

**Expanded University Executive Committee
Meeting #3 -- Keeling Report
November 5, 2008**

Attendees:

Ken Ayoob, Interim Dean, College of Arts, Humanities & Social Sciences, Meeting Facilitator
Val Arizzi, Co-Chair, Staff Council
Steve Butler, Vice President, Student Affairs
Bernadette Cheyne, Academic Senate
Steven Dixon, Associated Students
Martin Flashman, Academic Senate
Rob Gunsalus, Vice President, University Advancement
Denice Helwig, Assistant to the President
Nancy Hurlbut, Interim Dean, College of Professional Studies
Anna Kircher, Chief Information Officer
Robin Meiggs, President, California Faculty Association
Saeed Mortazavi, Chair, Academic Senate
Cindy Moyer, Academic Senate
Sofia Perreira, President, Associated Students
John Powell, Academic Senate
Rollin Richmond, President
Debra Ryerson, Co-Chair, Staff Council
Sondra Schwetman, Academic Senate
Steve Smith, Associate Dean, College of Natural Resources & Sciences (and proxy for Dean Howard at the November 3 and 5 meetings)
Bob Snyder, Interim Provost and Vice President, Academic Affairs
Carol Terry, Associate Vice President, Business Services
Marshelle Thobaben, Academic Senate
Ray Wang, Dean, University Library
Beth Weissbart, Legislative Vice President, Associated Students
Frank Whitlatch, Associate Vice President, Marketing & Communication
Patty Lindley, Staff Support

President Richmond and Provost Snyder reported on their investigation of Keeling & Associates' experience in facilitating organizational change as requested by the Expanded Executive Committee at the November 3rd meeting. The President and Provost reported that:

- a conversation was conducted with Keeling & Associates and it appears they have extensive experience in working successfully on other campuses to achieve change
- a "process" to assist us in resolving campus issues is the "product" they would provide for HSU
- some of the other assistance they would provide includes facilitation of meetings, formulation of plans from workshops held, remote support and assistance in resolving the issue regarding the appointment status of the interim provost
- representatives of other institutions have been contacted, including one with accreditation issues, regarding their experience working with Keeling & Associates; responses have been favorable
- Keeling & Associates estimated their cost to be between \$150,000 and \$250,000 which will be based on the extent of services contracted by HSU

Clarification regarding the purpose of the Expanded University Executive Committee was requested in relation to the three questions posed by President Richmond. It was explained that President Richmond is seeking recommendations and advice from the Committee which he will then share with the campus community. Following campus-wide input, he will consult with the University Executive Committee and vice presidents before proceeding. In order to determine where the committee members stand on discussion items, it was agreed that a verbal vote would be conducted. It was agreed that items are being discussed and voted on in principle, with the details to be worked out at a later time.

Discussion focused on the three questions outlined in President Richmond's October 24th e-mail to campus:

1. Should we act upon the Keeling report recommendations?

It was moved, seconded and passed to recommend to President Richmond that the Keeling report recommendations should be acted upon.

2. Do we need to employ consultants to assist us with the recommendations of the WASC and Keeling reports?

Some of the comments included:

- rather than hiring a consultant, seek assistance from within the CSU system for the facilitation of meetings
- may be prudent to consider other consultants, given the significant expense to the university
- it will take time to consider other consultants; we need to act now
- other consultants would need to interpret Keeling's recommendations
- experts in change management are needed, not amateurs
- College of the Redwoods' representatives may be a source of information, given the serious issues they have faced
- Keeling & Associates were thoroughly checked out prior to offering the initial contract
- it's important to take timely action and get the process started
- diversity of the consultant team should be considered

It was moved, seconded and passed with two abstentions to recommend to President Richmond that we employ consultants to assist us with the recommendations of the WASC and Keeling reports.

3. What process should we use to reach decisions regarding the recommendations contained in the WASC and Keeling reports?

President Richmond plans to report the recommendations of the Expanded University Executive Committee to the campus by November 14 and request input.

It was moved, seconded and passed with two abstentions that the President and Provost be authorized to negotiate with Keeling & Associates, taking into consideration available campus resources and requirements for contracting with consultants. If the terms change substantially, this item will be brought to the Expanded University Executive Committee for discussion prior to a final decision being made. It was suggested that Keeling be asked to submit their proposal in stages, with costs outlined for each stage. It was requested that progress reports be shared with the campus.

Membership of the Cabinet for Institutional Change was discussed. Some of the comments included:

- it would be helpful to know the charge and the time commitment
- earlier committee discussion noted the possible need for consultant assistance in forming the Cabinet