California Baptist University  
**WASC University-Wide Planning Committee**  
Meeting Minutes, October 10, 2002

Members Present: Mary Crist, Jonathan Parker, Gary Collins, Mark Wyatt,  
Mark Howe, Kent Dacus, Amy Stumpf, Phil Martinez

1. Mary Crist opened the meeting with prayer.

2. There was a brief discussion about giving access to the public folder in which  
the self-study document is maintained.

3. The first issue reviewed was multiple year planning, accuracy of projected  
results and using reliable data to clearly define priorities to guide institutional  
decision-making. It was agreed that part of the issue here is using the  
Comprehensive University Plan (CUP) as a tool for this. Mark Howe will work  
on adding more substance to what is currently written and will include data.

4. The next item reviewed was the expectations of graduate faculty. The idea of a  
class size chart was turned down in favor of a broad explanation of how  
graduate classes would normally be smaller than most undergraduate classes.  
Since the issue is about the differentiation of requirements for graduate faculty,  
Gary Collins will work with Amy Stumpf on the University’s role as a teacher-  
oriented rather than a research-oriented institution. In addition, Mary Crist will  
coordinate with them regarding any unique aspects for the School of Education.

5. Mark Wyatt will work on enhancing the wording in the section about starting  
and closing new programs. He also suggested we include reference to the  
altruistic ideals of the University as they relate to the issue. An example of the  
careful review of a possible new program is how the opening of Education  
Programs at Ft Irwin is not going to be done at this time. Kent Dacus agreed to  
write a portion of this to submit to Mark Wyatt for him to include with his  
portion. In addition to the descriptive words, Mark Wyatt, Amy Stumpf and  
Doug Wible will coordinate on a written policy and procedure for opening and  
closing programs.

6. Mark Howe will create some material that answers the issue about not using ad  
hoc budget adjustments since 1999, and how solid planning and budgeting has  
made these adjustments minimal.

7. It was agreed that the section written by Dr. Parker regarding the practice of  
faculty overloads looks good and is ready to provide to the Provost Council and  
Faculty Senate for review and comment.
8. The words in the section on “the role of research in faculty promotion and tenure” are good. Links will be inserted to previous Trustee Reports (s) containing Faculty Development funds allotted and their relationship to scholarly achievements. The existing words will only be modified to address these links.

9. The words written for “expectations in regard to salary needs” are adequate but an additional graph will be added to better display the growth of CBU mean faculty salaries. This graph will include an extrapolation line to show how the position of CBU in the CCCU would improve. Phil Martinez will also develop a “cost of living” chart to show the CBU salaries against other local schools relative to the costs of living. Lastly, words will be added to explain the new merit-based pay system and a link will be inserted to take the reader to the appropriate place in the Faculty Handbook.

10. The last issue in this focus area is “…continue to refine each of the five components of the CUP.” This item will be moved to the first item and discussed there.

11. Dr. Wyatt agreed to begin writing on the “Where Do We Go From Here” closing element of this focus area. Input from Executive Council will be sought.

12. All agreed to provide additions and adjustments to Amy via e-mail by approximately November 15th.

13. The next meeting was tentatively scheduled for Tuesday, November 19th. Lynette will notify all through the Outlook Meeting Invitation system.

14. The meeting was adjourned at 12:38 p.m.