2015/2016 Year End Report
University Senate

Julie Alderson, Senate Chair

First, thanks to all for an excellent year, and particularly for the patience you have shown me as I took the reins from Noah mid-stream. Thanks to the Senate officers, Stephanie Burkhalter and Andy Stubblefield, and also to the standing committee chairs Cindy Moyer, Erick Eschker, Kacie Flynn and Jeff Abell, and to our Statewide Senate representatives, Erick and Mary Ann Creadon. Thanks to all of the Senators for their hard work over the course of this year, and of course deepest thanks to Paula Petersen for everything she does to support our efforts.

We accomplished a great deal as a Senate this year. Notable actions include the review of policies dealing with campus space, email and data management. We established an ad hoc committee on University Policies, which will work over the next academic year to review existing policy processes on campus and to evaluate policy items that are not covered under our existing committee structure. Finally, but perhaps most significantly, we completed a long overdue update to the University's Intellectual Property Policy.

Much of our activity focused on issues related to curriculum and student success. We approved the combination of Environmental Science and Environmental Management and Protection into a single new major, Environmental Science and Management, as well as the establishment of a new concentration in Economics for the Business Administration major. We passed a resolution on Discontinuing Probationary Status of the Rangeland Resources/Wildland Soils Program. We discussed resolutions regarding the campus syllabi policy, the Academic Honesty Policy, student course evaluations, and the Policy on Faculty-Initiated Drop for Non-Attendance. We also passed the Resolution on University Degree Planning Software, which brings uDirect to our campus. This program will support our students by providing degree roadmaps that define a clear and timely path to graduation for every major we offer.

Other work involved revisions to the ICC Constitution, as well as to our own Bylaws and Constitution, in order to streamline and better organize our rules and regulations. All of these efforts will help us to fulfill our charge to support of positive action and shared governance across campus. I very much look forward to the next academic year, during which we will help move forward the goals of the Strategic Plan and support the reaffirmation of our accreditation with WASC.

See you in the Fall!

Julie

2015/2016 Year End Report
Academic Policies Committee

Members: Andrew P. Stubblefield, Chair; Michael Goodman, Philosophy; Su Karl, Advising; Zitlaly Macias, Associated Students, Paul Cummings, Music, Jena Burgess, Vice Provost; Clint Rebik, Registrar.

1. Delegate setting of TOEFL minimum score to relevant actors. *–Passed.*
2. Revisions to Syllabus policy. *–Passed.*
3. Policies regarding U-Direct implementation. *–Passed University Degree Planning Policy.*
4. Revisions to faculty initiated drop policy *–Passed.*
5. Revisions to Academic Honesty Policy - online activities. *–Passed.*
6. Policy for courses taught by undergrads *–Existing C-78 designation is working well, no need for new policy.*
7. Relevant items from HSU Strategic Plan. *–Tabled pending recommendations from Strat. Planning Committee.*
8. Resolution on Passing Grade for Golden Four Courses. *–Withdrawn from consideration after reversal of impending CSU-wide policy.*
9. Review of existing academic policies for relevance and enforcement/enforcability. *–Policies implemented by the former Academic Senate up until April 2012 were reviewed. Recommendation made that certain policies be labeled "superceded" and items that were not policy but rather statements, be listed separately.*
10. Evaluate ways to help transfer students succeed with constraints of: high numbers of transfer units, state and federal financial aid limits, high unit majors, etc. *–Not addressed.*
11. Evaluate WASC Core Competencies. *–Will be taken up by Academic Master Planning Committee and GEAR committee.*
12. Policy for impaction. *–After discussion with CNRS Dean and department chairs, determined that existing policy tools are sufficient at this time.*
13. Attendance & Disruptive Behavior Policy is out of date. *–Tabled pending input from Randi Darnall-Burke and Ben Witt.*
14. Comment on CSU Ethnic Studies Task Force Report *–Comments sent to Senate Chair.*
15. Decision on Petition for Early Registration for Community Advocates. *–Not granted. Written explanation provided to petitioner.*

2015/2016 Year End Report
Appointments and Elections Committee

May 10, 2016

The Appointments and Elections Committee (AEC) oversees the appointments and elections for the University Senate, General Faculty, Senate Standing Committees, and Faculty positions on University committees as outlined in the Senate Bylaws, Section 11.5.

During the fall 2015 semester, the AEC solicited nominations for a special election to fill vacant positions as well as seats dropped during the summer session. In spring 2016, the call for General Faculty Elections and Appointments went out to fill positions commencing at the start of the fall 2016 semester. A third, final call for the last two remaining open elected positions went out in April; results were still forthcoming at the time of this report.

At the conclusion of the 2015/2016 Academic Year, all open Faculty positions have either been filled or are pending election results. Available results from those first two elections are available online at http://www2.humboldt.edu/senate/elections as well as included below:

Fall 2015 Elected position Results:

- **University Senate** – will fill an open Lecturer Faculty seat with a remaining 1 year term ending Nicolas Malloy – term ending Spring, 2016.

- **University Faculty Personnel Committee (UFPC)**
  Tasha Howe, At-large Representative – term ending 2016
  Kris Patzlaff, CAHSS Representative – term ending 2017

Fall 2015 Appointed position Results:

- **GEAR Curriculum and Assessment**
  Hari Singh (CPS Faculty who is not currently a member of the ICC), 3-yr term

- **International Programs Screening Committee**
  Brian McElwain (Faculty Counselor Representative), 3-yr term
  Mary Virnoche (Faculty Representative), 2-yr term

- **Parking and Transportation Committee**
  Justus Ortega (Faculty Representative), 1-yr term
  Brian Post (Faculty Representative), 1-yr term

- **Service Learning/Academic Internships Advisory Committee**
  Erin Kelly (CNRS Faculty Representative), 2-yr term

- **Student Fee Advisory Committee**
  Han-Sup Han (Faculty Representative), 2-year term

Spring 2016 Elected position Results:

(Unless noted otherwise, terms begin with the start of the Fall 2016 semester)

- **GENERAL FACULTY**
  Julia Alderson, Art
  General Faculty President (will serve ex-officio as Chair of University Senate)
  2 year term

  Mary Ann Creadon, English
  General Faculty Representative to Academic Senate of the CSU (will serve ex-officio as member of University Senate)
  3 year term

- **INTEGRATED CURRICULUM COMMITTEE (ICC)**
  Dale Oliver, Mathematics
  ICC Chair
  3 year term

  ICC Chair also serves on the University Senate Executive Committee and as Chair of the Academic Master Planning Subcommittee.

- **ICC's SUBCOMMITTEE ON COURSE & DEGREE CHANGES (CDC)**
  Anne Paulet, History
  CAHSS Faculty Representative
  3 year term

  Cindy Moyer, Music
  At-Large Faculty Representative
  3 year term

- **CHAIR FOR THE ICC'S STANDING COMMITTEE ON GEAR**
  Christopher Harmon, Department of Chemistry
  Faculty Member At-large
  3 year term

- **PLANNING COMMITTEE FOR RESEARCH, SCHOLARSHIP AND CREATIVE ACTIVITIES (PCRSC)**
  John-Pascal Berrill
  CNRS Faculty Representative
  2 year term

  Katia Karadjova
  Library Faculty Representative
  2 year term

- **PROFESSIONAL LEAVE COMMITTEE**
  Daniela Mineva, Music - 2 year term

- **SPONSORED PROGRAMS FOUNDATION BOARD** – *Elected by faculty and recommended to the President for appointment.*
  Alison O'Dowd, Environmental Science and Management - 4 year term
  Renée Byrd, Sociology - 4 year term

- **UNIVERSITY FACULTY PERSONNEL COMMITTEE (UFPC)**
  Tasha Howe, Psychology
  At-Large Faculty Representative
  2 year term

  Eileen Cashman, ERE
  CNRS Faculty Representative
  2 year term

  Chris Aberson, Psychology
  CPS Faculty Representative
  2 year term

  Benjamin Marschke, History
  CAHSS Faculty Representative
  1 year term

- **UNIVERSITY SENATE**
  Nicolas Malloy, ESM and Geography
  Lecturer Faculty Representative
  3 year term

  Mark Rizzardi, Mathematics
  Tenure Line At-Large Faculty Representative
  3 year term

  George Wrenn, Library
  Tenure Line Non-Instructional Faculty Representative
  3 year term

  Mary Virnoche, Sociology
  Tenure Line Instructional CAHSS Faculty Representative
  3 year term

  Jennifer Maguire, Social Work
  Tenure Line Instructional CPS Faculty Representative
  3 year term

  Joshua Frye, Communication
  Tenure Line Instructional CAHSS Faculty
  Appointment begins immediately with term ending Spring 2018

  Justus Ortega, KRA

Tenure Line At-Large Faculty Representative
2 year term
Appointment will fill a vacated position with term ending Spring 2018

Spring 2016 Appointed position Results:

- **ACADEMIC POLICIES COMMITTEE (APC)**
  Heather Madar, Art - 3 year term
  Joice Chang, Politics - 1 year term

- **ALCOHOL, TOBACCO AND OTHER DRUG PREVENTION COMMITTEE**
  Jessica Urban, CRGS - 2 year term

- **APPOINTMENTS AND ELECTIONS COMMITTEE (AEC)**
  Brandice Gonzalez-Guerra, Art - 1 year term
  Katia Karadjova, Library - 1 year term

- **CENTER FOR SERVICE LEARNING & ACADEMIC INTERNSHIPS ADVISORY COMMITTEE**
  Lyn Scott, LSEE
  CPS Faculty Representative
  2 year term

- **COMMITTEE ON FACULTY RTP CRITERIA AND STANDARDS**
  Robert Zoellner, Chemistry
  CNRS Faculty Representative
  3 year term

  Jennifer Eichstedt, Sociology
  CAHSS Faculty Representative
  3 year term

  Claire Knox, Child Development
  CPS Faculty Representative
  3 year term

- **CONSTITUTION AND BYLAWS COMMITTEE**
  Joice Chang, Politics - 2 year term
  Jeremy Shellhase, University Library - 2 year term

- **DIVERSITY PROGRAM FUNDING COMMITTEE**
  Cesar Abarca, Social Work - 2 year term

- **FACULTY AFFAIRS COMMITTEE**
  Robert Cliver, History
  1 year term

  Marissa O'Neill, Social work
  2 year term

  Mark Wilson, Biological Sciences
  Faculty Senator Representative
  3 year term

- **FACULTY AWARDS COMMITTEE**
  Chris Hopper, KRA - 1 year term; *Past Recipient of the Outstanding Professor Award*
  Daniela Mineva, Music - 1 year term
  Troy Lescher, TFD - 1 year term

- **GEAR (General Ed & All-University Requirements) CURRICULUM AND ASSESSMENT COMMITTEE**
  Robert Cliver, History
  At-Large Faculty Representative
  3 year term

- **INSTRUCTIONALLY RELATED ACTIVITIES COMMITTEE (IRA)** – *AEC made a recommendation to the President for appointment to the committee*.
  Sondra Schwetman, Art - 1 year term
  Jennifer Maguire, Social Work - 1 year term
  Marissa Mourer, Library - 1 year term

- **INTERCOLLEGIATE ATHLETICS ADVISORY COMMITTEE (IAAC)**
  Justus Ortega, KRA - 2 year term

- **INTERNATIONAL ADVISORY COMMITTEE**
  Suzanne Pasztor, History - CAHSS Faculty Representative
  3 year term
  Joshua Frye, Communication - CAHSS Faculty Representative
  3 year term

- **INTERNATIONAL PROGRAMS SCREENING COMMITTEE**
  Alison O'Dowd, ESM - 3 year term
  Lyn Scott, LSEE - 3 year term
  Jessica Urban, CRGS - 3 year term

- **PARKING AND TRANSPORTATION COMMITTEE**
  Abeer Hasan, Mathematics - 1 year term
  Jeffrey Schineller, Chemistry - 1 year term

- **STUDENT GRIEVANCE COMMITTEE**
  Mark Rizzardi, Mathematics
  CNRS Faculty Representative
  3 year term

- **UNIVERSITY CENTER BOARD** – *AEC Appointed with approval from the UC Board.*
  Mark Rizzardi, Mathematics - 2 year term
  Armeda Reitzel, Communication - 2 year term

- **UNIVERSITY RESOURCES AND PLANNING COMMITTEE**
  Mark Rizzardi, Mathematics - *1 ½ year term*
  Appointment was effective for the Spring 2016 semester

Hari Singh, School of Business - 2 year term
Erick Eschker, Economics - 2 year term

2015/2016 Year End Report
Constitution & Bylaws Committee

I. Committee Information
   A. Members: Jeffrey Abell (Chair), Kathryn Guzman (Student), Brian Kyte (Faculty), Mary Locher (Staff), Jeremy Shellhase (Faculty). Jennifer Corgiat served as Staff rep for the first two meetings of Fall 2015.
   B. One faculty position was vacant for the entire academic year.
   C. Seventeen meetings were held: eight during Fall and nine during Spring.

II. Items of Business Completed
   A. Approved Resolutions
      1. **Amend Senate Bylaws to allow ex-officio members to appoint designees as proxies (#10-15/16-CBC).** This amendment allows for absent ex-officio Senators to be represented by a designee so that the absent member may be more effectively represented by someone who is more familiar with the ex-officio Senator's duties of office.
      2. **General Faculty Constitution amendment clarifying voting membership (#11-15/16-CBC).** This amendment removed the "in-residence" qualifier for voting in GF elections, thereby enfranchising faculty on leave, FERP faculty not teaching in a given semester and administrators with retreat rights. It effectively recognizes that these groups should have a vote for elected representatives and policies that will impact them at some point in the future.
      3. **Appointment of Julia Alderson as interim president of the General Faculty (#16-15/16-CBC).** This resolution officially recognized the GF Executive Board's recommendation of Julia Alderson as interim President.
      4. **Senate Constitution amendment defining interim membership (#19-15/16-CBC; ratified by all Senate electorates May 2016).** This amendment allows for elected members of the Senate to temporarily fill vacancies in ex-officio membership positions and still be able to return to their elected seat within a certain period of time. The amendment also allows for appointments to fill seats that have been temporarily vacated (e.g. a one semester sabbatical) so that constituencies can maintain their representation on the Senate.
      5. **Senate Bylaws amendment defining temporary vacancies (#21-15/16-CBC).** This bylaws amendment was necessary to accommodate the creation of interim membership status in #19-15/16-CBC.
      6. **Senate Constitution amendment aligning language in Section 5.1 with changes to voting membership of General Faculty (#20-15/16-CBC;**

ratified by all Senate electorates May 2016). This amendment aligned the Senate Constitution with the General Faculty Constitution revisions noted in #11-15/16-CBC.

7. **Appendix J amendment to align amendment procedure with changes to voting membership of General Faculty (#25-15/16-CB; approved by General Faculty May 2016; pending President approval).** This amendment formally states that tenure and probationary faculty, FERP faculty and administrators with retreat rights may all vote on amendments to Appendix J.
8. **Appendix J amendment to allow for electronic handling of working personnel action files (#26-15/16-CBC; approved by General Faculty May 2016; pending President approval).** This amendment eliminates some of the paper specific language with regard to handling and reviewing the WPAF.

B. Resolutions Pending Approval

1. **Senate Constitution amendment to alter agenda notification deadlines and clarify quorum requirements (#31-15/16-CBC; passed by Senate May 2016; pending ratification vote by Senate electorates in Fall 2016).** This amendment increases the deadline for posting agenda and documents related to Senate meetings. It enhances the communication of Senate business to its own members and to the University Community. It also places the agenda and document posting deadlines into the Constitution so that the Senate electorates must ultimately ratify any amendments to these deadlines.
2. **Bylaws amendment to align with Senate Constitution amendment to alter agenda notification deadlines (#30-15/16-CBC; passed by Senate but will only go into effect pending ratification of #31-15/16-CBC).** This bylaws amendment was necessary to accommodate the changes to the agenda and document posting deadlines in #31-15/16-CBC.

C. Interpretations

1. **Interim ex-officio service:** An elected member may serve in an ex-officio role up to three Senate meetings and still return to their elected seat. This interpretation has been formally embedded into the Senate Constitution amendment that Defines Interim Membership (which was formally ratified by Senate electorates in My 2016).
2. **Senate Constitution amendment process:** All three electorates must vote on Senate Constitution amendments before the amendments can be considered ratified. This interpretation was discussed at the final meeting of the Senate and was not rejected. However, it was agreed that language should be drafter which specifies a reasonable time limit for electorates to take up Senate Constitution amendments onto their agenda.

D. Discussion Items

1. **Separation of GF President position from the University Senate Chair:** Senate felt the option of splitting the positions into two individuals was a step backward and against the recommendations of the Cabinet for Institutional Change. Senate felt the option of eliminating the GF executive positions and vesting all GF powers through elected members of the Senate (including a faculty elected Senate Chair) was too drastic of a structural change at this time. Committee did not pursue these ideas any further.
2. **Recommendation for ICC Bylaws:** Reviewed ICC Constitution and recommended sections of the document that might best be incorporated into an ICC Bylaws. Bylaws would allow ICC more flexibility over their functioning without seeking Senate approval. ICC has not yet advised committee if they want to pursue the formal creation of Bylaws. When they do committee will be prepared to draft proposed language.
3. **Altering Gender Specific Language in Faculty Handbook.** Reviewed various sections of the faculty handbook and noted instances of the use of gender-specific language (primarily he/him/his). Edited Section 800 and placed these edits into CBC report as information item. Forwarded edits to Office of Academic Affairs to update Faculty Handbook.

III. Unfinished Items of Business

A. Edit Senate Standing Committee listings in Section 800 of the Faculty Handbook so that listings are consistent with Senate Bylaws.
B. Edit gender-specific language in the Faculty Handbook.
C. Develop Senate Bylaws amendment clarifying quorum for standing committees.
D. Minor edits to the structure of the General Faculty Constitution

IV. Committee Info for AY 2016-17

A. Continuing members: Jeffrey Abell (Chair), Mary Locher (Staff), Jeremy Shellhase (Faculty).
B. New members: Joice Chang (Faculty), student member will be appointed at start of Fall semester (committee will encourage re-appointment of Kathryn Guzman).
C. Meeting time has not yet been determined.

V. Items of Business for AY 2016-17

A. Continue work on Unfinished Items of Business from AY 2015-16
B. Draft Senate Constitution amendment specifying time limits for electorates to vote on proposed Senate Constitution Amendments
C. Determine whether our committee is the appropriate body to interpret and rule on Senates actions whose constitutionality has been called into question.
D. Discuss whether posting of vote tallies with election results is mandated by our governing documents; if not, is posting of vote tallies advisable.
E. Discuss whether agenda notification deadlines and document posting requirements should be required for standing and ad-hoc committee meetings.

This report is unanimously approved by the current members of the CBC:

Jeffrey Abell (Chair)
Kathryn Guzman
Brian Kyte
Mary Locher
Jeremy Shellhase

2015/2016 Year End Report
Faculty Affairs Committee

Prepared by Stephanie Burkhalter, Chair

COMPLETED BUSINESS 15-16

1. **Ongoing issues in student course evaluations (CEbS)**: **Centralizing the CEbS process for consistent administration, analysis and reporting**. A process of on-line only student course evaluations (CEbS) was adopted by Senate in October, 2013. The responsibility for administering CEbS, including contact with the vender, Class Climate, was delegated to the Dean's office in each College. FAC Chair Burkhalter met with Lisa Castellino, Director of Institutional Research and Planning (IRP), regarding ongoing issues with CEbS and discussed potentially centralizing (CEbS) in IRP (or some other campus entity like a future teaching and learning center) for more consistent data analysis and reporting. Director Castellino will consult with the Provost regarding whether it would be most helpful for data analysis and cost efficiency to house the CEbS process in-house or with an external vendor such as IDEA Center. She will provide report to FAC in Fall 2016 focusing on analysis of data from first year implementation of student course evaluation instrument adopted in Spring 2015. This report should also include response rate data from Fall 2015 and Spring 2016. (See FAC report to Senate Executive Committee March 1, 2016, for a full discussion of issues).

After course evaluations opened on April 25, 2016, Bob Zoellner from the Chemistry Department contacted AVP Mullery and the Senate to question the decision to not evaluate lab sections separately if they are taught by the same instructor as the lecture portion of the class. This decision originated in the CNRS Dean's office, not with Mullery or Senate. In response to Zoellner's query, CRNS Dean Steve Smith suggested that the Senate (i.e., FAC) create a separate instrument for evaluating lab sections. Since the colleges are in charge of implementing course evaluations, Director Castellino can provide an example of an instrument to evaluate labs used at other universities, but IRP currently does not have the resources or the authority to orchestrate a separate lab-specific evaluation. CNRS can decide if they would like to use a separate instrument for evaluating lab sections, and if the College chooses that path, CNRS staff would need to code CRN's separately in the Class Climate system so that when the evaluations are sent to the students, the correct evaluation is linked to lecture and to the lab, respectively.

2. **Ongoing issues in CEbS**: **Identification of student respondents who submit abusive written comments in evaluations.** In April, 2014, the Senate passed Resolution #45-13-14 instructing the CFA and AVP Mullery to explore how to identify the respondents who post demeaning sexist or racist comments on instructors' evaluations. The current CBA, Article 15.7(a) states "Student evaluations collected as part of the regular student evaluation process shall be anonymous and identified only by course and/or section." "Anonymous" has been interpreted by Academic Personnel Services as meaning that a student cannot be identified by their evaluation for any reason, except when there is a credible threat of violence as determined by law enforcement. The California Faculty Association has been willing to clarify that "anonymous" can mean "confidential" for purposes of identifying students who violate a code of discipline in the content of their written comments. AVP Colleen Mullery contacted Human

Resources at the Chancellor's Office to inform them that HSU would be entering into a "side agreement" (an amendment to the CBA that pertains only to the HSU campus) with the CFA clarifying that "anonymous" in Article 15.7(a) could mean "confidential." The Assistant Vice Chancellor for Labor and Employee Relations declined to provide AVP Mullery with authorization for a side agreement with CFA. Instead, he indicated that the anonymous/confidential issue could only be addressed at the statewide level during the next major bargaining session beginning in summer 2017.

According to Director Castellino, the Class Climate evaluations system can be set to either "all anonymous" or "all confidential". If HSU was authorized to identify students who write comments that violate the Student Code, then the system would need to be set by all Colleges from "all anonymous" to "all confidential".

In the meantime, FAC refined language that appears before the student can craft and submit written comments on the course evaluation. After the student completes the closed-ended items, the language appears and to contribute written comments, the student must check a box acknowledging the content of the paragraph. This language that was implemented (thanks to Dave Hickcox in the CAHSS Dean's office) beginning with Spring, 2016, evaluations:

> Your responses provide valuable information to the instructor about their course design and teaching methods and may be used as part of evaluation of teaching in the retention, tenure and promotion process. Civil language and constructive comments are expected. The Student Code of Conduct prohibits use of language in written comments that constitutes "disorderly, lewd, indecent, or obscene behavior" or "threatens or endangers the health or safety of any person within or related to the University community." [See http://www2.humboldt.edu/studentrights/home].

3. **Ongoing issues in CEbS**: **Increasing response rates on electronic student course evaluations.** Resolution 23-15/16: Protocol for Conducting In-class Electronic Course Evaluations passed April 12, 2016 as emergency item to be in place for course evaluations to open on April 25, 2016.

4. **Ongoing issues in CEbS**: **Standardizing evaluation administration period**. Resolution 22--15/16 on Course Evaluations by Students (CEbS) Evaluation Period passed April 12, 2016 as emergency item to be in place for course evaluations to open on April 25, 2016. The standard period that electronic evaluations will be open is now last two weeks of instruction plus the weekend following (ending at 11:59pm on the Sunday before the Monday of exam week), which is consistent with San Francisco State's on-line evaluation period

5. **VPAA 04-02 governing Post-Tenure Review clarification**: There was some confusion in the CAHSS Dean's office regarding the number of course evaluations that faculty submitting files for Post-Tenure Review (PTR) must include. Because the current CBA says that every class must be evaluated, college staff interpreted that to mean that PTR candidates must include evaluations from all classes taught in their files. VPAA 04-02 said that at *a minimum* evaluations from two classes per year must be submitted, but this clarification appeared in a footnote and not in the main text. The text of the footnote was moved to the main text to indicate that faculty are required to submit evaluations from a minimum of two classes per year since last review and that if necessary, additional evaluations can be requested by reviewers.

6**. Intellectual property policy revision**: FAC had been approached by several faculty regarding problems they encountered as a result of the University intellectual property policy, P09-03. A major revision of the policy was necessary to address these issues. Burkhalter provided report to Senate Executive Committee on February 16, 2016, regarding the major issues that needed attention. P09-03 included passages regarding "extraordinary resources" that should have been deleted when the 08/09 Senate resolution implementing 09-03 was passed. AVP Mullery worked with the President's office to delete sections I.E.12 and II.A.2.e. of P09-03 to be consistent with 08/09 Resolution. The FAC then worked on revising several components of the IP policy, including what constitutes extraordinary support and how provision of extraordinary support is demonstrated. FAC changed the name of the Advisory Board for Research and Creative Projects to the University Intellectual Property Committee and created an appeals procedure consistent with the UIPC's duties. See FAC Report to Senate, on April 12, 2016 and April 26, 2016 for a summary of changes made to 09-03. Resolution 24-15/16 FAC, Resolution on Intellectual Property Policy, passed the Senate on May 10, 2016, and was sent to President Rossbacher as an emergency item.

ONGOING BUSINESS

1. **Ongoing issues in CEbS**: Director Castellino indicated that in Fall 2016 she would provide to Senate an analysis of data from the first year of implementation of the course evaluation instrument adopted by the Senate in Spring 2015. FAC Chair should check in with Director Castellino in Fall 2016 regarding this report and other on-going issues in course evaluation data collection and analysis.

2. **Intellectual property policy implementation**: The Senate and President must work together to constitute the University Intellectual Property Committee (UIPC) as soon as possible and begin hearing appeals under the policy. Since the revised policy charges APS with informing faculty who are about to officially separate about their intellectual property rights and to provide them with an opportunity to withdraw their consent from voluntarily shared intellectual property before separation, FAC or the newly convened UIPC should work with APS on constructing a form that will be included in with the packet that faculty receive when they notify the University of their plans to separate.

4. **Increasing tenure-track density to improve shared governance:** On April 12, 2016, the Senate discussed a recommendation by Senator Jeffrey Dunk that the University consider providing lecturers with WTU for providing service on important committees. It was argued that tenure-track faculty get paid for their service duties because of the 3 WTU provided to them for "collateral duties", but lecturers do not, so they may be less inclined to serve. This lack of service negatively impacts shared governance on campus. In committee, FAC members raised several possible complications and unintended consequences of providing WTU to lecturers for service. To assess the extent of the problem of underserved committees, in AY 16-17 the Senate should ask Appointments and Elections Committee to report how many seats on Senate committees are currently unfilled. If HSU receives appropriate funding for tenure-track faculty lines to improve density, there may be no pressing need to provide WTU to lecturers for service duties.

5. **Classroom scheduling issues: Is block scheduling working?** Faculty and administrative staff in the English and History departments have expressed concern about course scheduling and room availability. For example, the English Department reported that after the first round of Fall 2016 scheduling, 33 classes could not be assigned rooms. This has resulted in in faculty

being scheduled to teach at very undesirable times, such as 8:00-8:50am four times a week or from 5-9pm.

Members of Senate Executive Committee have questioned whether the block scheduling rules are accomplishing a better allocation of resources than the previous scheduling procedure. The "Course Scheduling Working Group" (CSWG), now called the "Scheduling Working Group", chaired by Vice-Provost Jena' Burges, was charged by the Provost in 2012 to find solutions to the course scheduling problems students indicated they were facing in their responses to a 2012 student survey. The CSWG final recommendations regarding scheduling were produced in a report to the Senate dated February 1, 2013. A resolution in support of the CSWG recommendations was put forth at the January 29, 2013 Senate, but it was withdrawn at the February, 12, 2013 Senate, so it is not clear that the Senate approved the CSWG recommendations. The recommendations were implemented in Fall 2013, and were revised slightly for Fall 2015 course scheduling.

The minutes from the Senate on February 25, 2015 reflect a discussion of concerns about scheduling and indicate that "The scheduling working group will provide the Senate with updates on the success rate of the Fall 2015 class placement." This update has not occurred, so in AY 16-17, the Senate should ask the Scheduling Working Group to provide a report that includes a description of the current process of scheduling and data showing how many classes have been scheduled successfully and unsuccessfully across departments since the implementation of the rules in 2013. The Scheduling Working Group may need to consider revisions to the current scheduling rules if it is shown through quantitative data and other evidence that the rules are not improving student progress to-degree and are imposing unhelpful restrictions on scheduling.

6. Implementing EO 1096 in Faculty Handbook: On June 23, 2015, the Chancellor's Office put into effect EO 1096, Systemwide Policy Prohibiting Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating and Domestic Violence, and Stalking against Employees and Third Parties and Systemwide Procedure for Addressing Such Complaints by Employees and Third Parties". Article III.A. of EO 1096 provides that "Non-represented Employees and Employees in bargaining units whose collective bargaining agreements have incorporated this Executive Order may use the procedure described in this Executive Order to address Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating or Domestic Violence, or Stalking by the CSU, another Employee, a Student, or a Third Party." Article 10.7 of the CBA states that Discrimination under Article 16 shall be handled pursuant to CSU Executive Orders. FAC should work to incorporate EO 1096 in the HSU Faculty Handbook so that faculty are aware of their rights under EO 1096 and the procedure for filing a complaint of harassment or discrimination.

7**. Faculty Awards rules and committee membership:** Suzanne Scott, Associate Professor of English, outgoing FAC member, and current member of Faculty Awards Committee, reported that the Faculty Awards Committee anticipates revising some aspects of the Faculty Awards process, such as potentially removing the student seat from the committee, due to both the confidential nature of the deliberations and the lack of students' breadth and depth of experience to inform an understanding of the teaching, scholarship, and service necessary to evaluate these awards.

2015/2016 Year End Report
Integrated Curriculum Committee

In the 2015-16 Academic Year, the ICC

- Responded to over 400 Curriculum proposals
- Offered feedback to many policy proposals from the Academic Policies Committee
- Provided feedback on the CSU Ethnic Studies Task Force Proposal
- Initiated a new fast-track approval process for minor curriculum changes such as pre-requisite changes or course title changes. These will bypass the ICC, but will still come to the Senate on the ICC Consent Calendar (as requested by the Senate).
- Approved a new Major in Environmental Science and Management, which is a combination of the current Environmental Science and EMP majors.
- Recommended ending the Probationary status of both the Computer Science and RRAS programs
- Approved a new Economics Concentration for the Business Degree.
- Proposed a Revision to the Annual PREP Process
- Offered Feedback to the GEAR committee
- Revised the ICC Constitution

Work still in progress

- Curriculum Proposals
- Revisions to the 5-year PREP Review
- Curriculum Proposals to Revise the LSEE degree and the MA in Education
- Follow-up on courses approved under the Innovative GE program

2015/2016 Year End Report
Statewide Senate

Submitted by ASCSU Senators Mary Ann Creadon and Erick Eschker, May 2016

ASCSU passed a number of consequential resolutions, as well as initiated a number of significant actions, during the past academic year. One of the significant actions began in September 2015 with the passage of AS-3230-15*, Establishing a Task Force on the Requirements of CSU General Education Mathematics/Quantitative Reasoning (B4) Credit.* This resolution was the result of the approval to continue a pilot by seven community colleges in allowing statistics pathways courses for GE credit, while gathering more data on the success and effects of such courses for students doing further course work in the CSU. These courses bypass the current intermediate algebra proficiency standard for quantitative reasoning in EO 1100. The task force, which included most substantially faculty from the CSU, but also representatives from the Chancellor's Office, the community colleges, and the legislature, governor's office and the business community, has met twice during the course of the year and will meet one more time before delivering their recommendations about the standards for B4 credit in the CSU.

At its November plenary, the Senate passed AS-3223-15, *A Call for Suspension of CSU Background Check Policy*, as the result of numerous complaints about the onerous and expensive effects of the new policy, including forcing some student organizations to go bankrupt and be dissolved trying to pay for checks for their members, as well as discouraging the hiring of strong and diverse faculty, and damaging the privacy rights of current and potential employees. Moreover, the policy was written without consultation with CSU faculty. While the new regulations were not suspended, the Chancellor's Office worked with students and faculty to revise some of the regulations. In addition, the Senate passed AS-3234-15, *Presidential Search Processes in the California State University*, repeating in stronger terms and with the support of 21 campus senate resolutions, a previous resolution (AS-3035-11) that favored the public announcement of finalists and public visits by finalists for presidential searches on campuses.

The January ASCSU plenary passed a number of important resolutions. The first, AS-3237-15, *CSU Acknowledgement of California Taxpayers as University Donors*, encourages campuses to acknowledge, by way of public markers or other documents or by other public means, the role of taxpayers in funding the CSU, analogous to that of the public acknowledgement of other donors. Campuses are encouraged to work with Advancement/Philanthropy offices in conjunction with the Chancellor's Office to pursue this

action. The Senate also passed AS-3238-15, *Role of California State University Faculty in the Evaluation of Courses for Transfer.* This resolution was adopted in response to the concern of the Senate about two situations: the passage and implementation of AB 386, CSU Fully Online Courses, and Course Match, which have inadvertently loosened oversight by faculty in reviewing the transferability of courses; and the advent of upper division GE courses in the community college BA degree programs that are being developed to begin in Fall 2016. Both situations suggest the need for campuses to develop policies, or review existing policies, for transfer of courses, and the resolution affirms the purview of CSU faculty for these reviews and for approved transferability. Finally, the Senate passed AS-3240-15, *Request for Joint Task Force to Develop an Action Plan for Ongoing Tenure/Tenure-Track Recruitment.* The governor, the Legislature, the Board of Trustees and the Chancellor all have affirmed the need to increase tenure/tenure-track density in the CSU, but with no definite plan for implementation of such an increase. This resolution expressed a concern about the vagueness of the support without such a plan, and the need for a joint task force of the ASCSU and the CFA with the Chancellor's Office to develop a multi-year plan to meet specified goals for this increase.

At its March plenary the ASCSU passed AS-3244-16, *Support for Requiring a Fourth Year of High School Mathematics/Quantitative Reasoning As a Requirement For Admission to the California State University*. This resolution was part of the response to the ongoing concern in the Senate and more generally in California about college readiness in mathematics. The resolution supports a fourth year of mathematics/quantitative reasoning in the final year of high school, with courses that can be application-oriented, are intended to be a-g compliant, but not envisioned as necessarily a fourth required area C course. The resolution recommends that the CSU investigate the impact these requirements may have on the success of all students, including those from historically underserved populations, and the impacts of such a requirement on K-12 resources, advising, and implementation. The Senate also passed AS-3246-16, *Preventing Workplace Bullying Within the CSU Community*, which urges campus senates and administrations to develop strategies to redress, remedy and mediate workplace bullying and promote inclusive environments in the CSU workplace. Also, in the face of a possible upcoming strike by CSU faculty, and amidst multiple reports of false and intimidating administrative communications about discussing the strike in the classroom, the Senate also passed AS-3249-16, *Concerns About Administrative Communications Regarding Classroom Discussion of Possible Strike Action,* expressing deep concern over those administrative communications, and affirming the right of faculty to discuss in their classrooms any particular material in the context of accepted pedagogical and disciplinary standards. Finally, the Senate in March passed AS-3236-15, *Reaffirming the Principle of Shared Governance Within the California State University.* This resolution expressed the concern of CSU faculty about the lack of response by the Chancellor to intervene when documented serious violations of shared governance on various campuses have occurred recently, and about the lack of consultation on a number of policy declarations by the Chancellor's Office. This resolution, in reaffirming the principle of shared governance in HEERA, expressed concern over the Chancellor's desire to

replace the commonly understood term “shared governance” with his term, “shared leadership,” a term that he never explained, nor demonstrated how it would improve the workings of consultation and shared governance within the CSU.

At its May plenary, the Senate passed AS-3253-16, *Call for a Center for Advancement of Instruction in Mathematics.* Such a center would be analogous to CAR, the Center for the Advancement of Reading, and would work to develop a fourth-year high school mathematics course after the model of ERWC (Expository Reading and Writing Course), now in use in state high school districts; would provide professional development for, and evaluation of, the fourth-year mathematics course as well as professional development in mathematics/quantitative reasoning instruction; and would provide policy alignment in matters affecting mathematics curriculum and instruction. The Senate also passed AS-3254-16, *Basic Subject Courses and the Grade of C-.* EO1100 set the parameters of a grade of “C” for satisfactory completion of the Golden Four GE basic subject courses (written communication, oral communication, critical thinking, and quantitative reasoning). In April, with the advice of CSU General Counsel, the Chancellor’s Office division of Academic and Student Affairs, in Coded Memorandum ASA-2016-08, rescinded the faculty-approved parameters of EO1100 because they decided that the order could not be evenly enforced. This resolution expressed the deep concern of the Senate that the memorandum was issued without consultation with, or formal notification to, the CSU. The resolution calls for a Summer 2016 working group to consider alternative viable solutions to that proposed in the memorandum. That working group was formed by the CSU shortly after the conclusion of the plenary.

In addition to these resolutions, the ASCSU:

- worked to establish better relations with the Board of Trustees by inviting several members to plenary meetings;
- worked in Sacramento to lobby state legislators, and worked with state legislators, to craft policy and legislation in the interest of CSU student success;
- worked last fall, as a result of proposed programs by the California community colleges for baccalaureate degrees, to devise a list of those programs on the CSU campuses that would be duplicated by the proposed CCC programs and presented that list to the CSU Chancellor for his use in discussions with the CCC Chancellor as part of the required consultation process;
- worked to draft and pass resolutions at the local campus level asking for a more open process in presidential searches;
- worked with those campuses that had particularly severe shared governance issues this past academic year by sending representatives of the ASCSU Executive Committee to those campuses for observation and advice to local faculty bodies.

Finally, in this report we wish to make note of the untimely loss last fall of Shane Frehlich, ASCSU Senator from CSU Northridge, who died of leukemia in September.

URPC END-OF-YEAR REPORT 2015-16

Submitted by Co-chair Erick Eschker, July 2016

The University Resources and Planning Committee devoted most of its time this year to laying the framework for Strategic Budgeting. In the fall President Rossbacher formally asked URPC to come up with a process for strategic budgeting that was consistent with the Strategic Plan that was approved last academic year. Interim Provost Kalikow took the lead and invited an outside speaker with experience in the field to one of our fall retreats. Much of the fall semester was spent learning the principles of Strategic Budgeting. Indeed, it is evident that divisions are already reconsidering how their budgets meet the strategic plan and the processes for reallocation. In the spring, VP of Administrative Affairs Lopes created a working group to make recommendations on Strategic Budgeting to URPC for review. Those recommendations will be reviewed by URPC in the fall.

The URPC is charged with making a budget recommendation to the President. As the URPC's request, the Cabinet made a budget proposal which was first presented on April 8. On May 16 the URPC accepted a revised budget proposal which weaved together strategic budgeting principles, strategic planning priorities, and the WASC steering committee's recommendations. The recommended budget can be describes as largely the same as the past year, and no significant reallocation between divisions was recommended.

The URPC did not continue the work, started last year, of reducing HSU's structural deficit by looking at five year budgets and planning adjustments each year in order to balance the budget. Strategic Budgeting commanded most of our time rather than focusing on a sustainable budget. HSU will be without reserves in a few short years unless changes are made. Looking ahead, increasing mandates and unfunded commitments, along with student enrollment and retention, and the need to build up a reserve are concerns. The URPC acknowledges the need to engage in an in depth evaluation of our existing resources in the coming year to ensure alignment with the University's highest priority needs.

This year may be called a transition year, with the arrival of a new permanent Provost in January. The emphasis on Strategic Budgeting means that this is a time of uncertainty with the role of URPC moving forward, and next year URPC will come up with a timeline for completing its work and reconsider the scope of its work. The URPC is the primary body that considered the "campus view" on budget, and as such it will have a primary role in ensuring effective and reasonable reallocation of resources. URPC may decide to tackle a subset of issues with a clear date for recommendation, such as understanding costs per program (academic and not) and recommending enrollment strategies, for example.

The Facilities Working Group is a subcommittee of URPC and had a productive year. This year, FWG wrote and finalized a Space Policy and Procedures, as well as approving murals and other projects. In the fall, the FWG will change its scope and name, and will report to VP Admin. This makes sense in many respects, since the FWG often tackles more technical subjects. However, the Senate approved a Space Policy with the explicit understanding that space allocation issues would come before the URPC and ultimately the Senate. It is important to retain this policy principle and to not delegate space reallocation decisions to this reorganized technical working group.