

# HUMBOLDT STATE UNIVERSITY

University Senate Written Reports, March 2, 2021

Standing Committees, Statewide Senators and Ex-officio Members

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## Academic Policies Committee:

Membership: Clint Rebik, Kathy Thornhill, Kayla Begay, Matthew Derrick, Malluli Cuellar, Michael Goodman, Morgan Barker & Humnath Panta

### Minutes:

1. Review of Faculty Safety resolution and final language adjustments.
  - a. Moving to the Senate on 3/2 for first read. Discussion of senate language and process.
2. Preliminary discussion of policies governing certificates and minors at HSU.
  - Assigned from ICC & VP Oling-Sisay
  - Clarification of stateside/self support certificates
  - Assessment requirements (Barker)
  - Matriculation standard to distinguish certificates from minors
  - Role of for-profit / CEEGE and certificates
  - Keeping certificates and minors up to date, advising and staffing
  - Community engagement, Olli, challenging ivory tower impression
  - Can this model involve re-certification process?
  - Self-support and educational goals of students

Next meeting is March 1 at 2pm. Please contact the chair for an invitation.

Charge of the committee: **Duties:** “Develops and maintains the academic policies of Humboldt State University. Receives requests and agenda items from the Integrated Curriculum Committee (ICC), the University Senate, APC members and other university community members; works with the ICC to prioritize items; vets changes and proposals through the ICC with recommendations forwarded to the Senate” ([Senate Bylaws](#), Section 11.2).

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## Appointments and Elections Committee:

Submitted by Mary Watson, University Senate ASC, on behalf of the AEC

Spring 2021 General Faculty Elections Results

February 10, 2021

Cycle 1: February 1, 2021- February 8, 2021

Cycle 2: February 18 - **March 4, 2021**

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## Faculty Elected Positions:

GENERAL FACULTY President / University Senate Chair, 2 year term

**Monty Mola**

UNIVERSITY SENATE

General Faculty Representative to the ASCSU (Statewide Senate) 3 year term

**Stephanie Burkhalter**

Tenure Line At-Large Faculty Delegate, 3 year term

**Ramona Bell**

Tenure Line CAHSS Instructional Faculty Delegate, 3 year term

**Jim Woglom**

Tenure Line CNRS Instructional Faculty Delegate, 3 year term

**Jim Graham**

INTEGRATED CURRICULUM COMMITTEE (ICC)

At-large Faculty Representative serving as Chair of the Integrated Curriculum Committee

**Jill Anderson** - Faculty Member (At-Large), 3 year term

UNIVERSITY FACULTY PERSONNEL COMMITTEE (UFPC)

- Faculty Member (At-Large), 2 year term

**Ben Marschke**

- Faculty Member (At-Large), 1 year term

**Suzanne Pasztor**

- Faculty Member (CAHSS), 2 year term

**Nikola Hobbel**

- Faculty Member CNRS, Fall 2021 semester term

**Tyler Evans**

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## Appointment and Elections Committee Appointed Positions:

APPOINTMENTS AND ELECTIONS COMMITTEE (AEC)

- Two Faculty Members, 1 year terms

**Jennifer Eichstedt**

**Brandilynn Villarreal**

**CENTER FOR COMMUNITY BASED LEARNING (formerly CSLAI)**

- Faculty Member, CAHSS 2 year term

**Armeda Reitzel**

**COMMITTEE ON FACULTY RTP CRITERIA AND STANDARDS**

*Candidates are appointed in consult with the membership of the UFPC.*

- Tenured Faculty Member, CAHSS 3 year term

**Sondra Schwetman**

**FACULTY AFFAIRS COMMITTEE**

- Faculty Member, 3 year term

**Jayne McGuire**

**GEAR (General Education and All-University Requirements) Subcommittee**

- Faculty Member (CPS), 3 year term

**Ramesh Adhikari**

- Faculty Member (CAHSS), 3 year term

**Cutchu Risling-Baldy**

**INSTRUCTIONALLY RELATED ACTIVITIES COMMITTEE (IRA)**

*Candidates are recommended by the Appointments and Elections Committee to the President for final appointment.*

- Faculty Member, 1 year term

**Stephen Nachtigal**

**INTERCOLLEGIATE ATHLETICS ADVISORY COMMITTEE (IAAC)**

*Candidates are recommended by the Appointments and Elections Committee in consult with the Senate Executive Committee to the President for final appointment.*

- Faculty Member, 2 year term

**Mark Rizzardi**

**INTERNATIONAL ADVISORY COMMITTEE**

- Faculty Member from CPS, 3 year term

**Meenal Rana**

- Faculty Member (University Library), 3 year term

**Katia Karadjova**

- Faculty Member (CNRS), 3 year term

**Tesfayohanes "Tesfa" Yacob**

**STUDENT GRIEVANCE COMMITTEE**

- Faculty Member (CNRS), 3 year term

**Mark Rizzardi**

- Faculty Member (CPS), 3 year term

## **Christopher Walmsley**

### UNIVERSITY POLICIES COMMITTEE

- Faculty Member, 3 year term

## **Troy Lescher**

### UNIVERSITY RESOURCES AND PLANNING COMMITTEE

- Two Faculty Members, 2 year terms

## **Jim Graham**

## **Rouhollah Aghasaleh**

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## **Constitution and Bylaws Committee:**

Submitted by Jill Anderson, CBC Chair

Report of March 2, 2021

The CBC did not meet the week of 2/22 due to spring break. The committee is working towards completing the following tasks the rest of spring 21 semester:

- Resolution to update the Appointment and Elections Committee membership in partnership with Associated Students and Staff Council.
- A policy for Updating naming conventions and typographical errors in governing documents.
- Updates to the Faculty Handbook, including cleaning up section 800 on the list of committee, councils, associations, and boards.
- A policy for continuously updating the Faculty Handbook.

If you have any questions, comments, or suggestions related to this work, please contact the CBC committee chair, Jill Anderson ([jillanderson@humboldt.edu](mailto:jillanderson@humboldt.edu)).

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## **Faculty Affairs Committee:**

Submitted by Mark Wilson, FAC Chair

Our regular meeting time is Wednesdays at 3 pm.

**Members:** Mark Wilson (Chair), Simone Aloisio, Loren Canon, Jeremiah Finley, Kirby Moss, Elavie Ndura, Marissa O’Neill, Ara Pachmeyer, George Wrenn.

We have been working with the Emeritus and Retired Faculty and Staff Association on revising the Emeritus policy. We will submit a new policy for a first reading at the next Senate meeting. The new policy includes lecturers and staff as eligible for Emeritus status, defines a merit-based process for attaining Emeritus status, and lists some of the amenities that Emeritus members may receive if resources are available.

We have been working with the Advising Working Group to help improve student advising, define the role of faculty advisors, identify training needs, and to create an Advising Policy. We hope to submit the Advising Policy with the Academic Policies Committee for a first reading at the next Senate meeting.

**Continuing work:**

Edit/revise Instructional Observation Checklists for in-person and online classes.

Help identify ways that the University can support Research, Scholarly and Creative activities.

Identify ways that the process and timeline for faculty hiring can be improved.

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## **Integrated Curriculum Committee:**

Submitted by Lisa Tremain, Interim ICC Chair

**Meeting summary: February 16, 2021**

**CSU-wide Ethnic Studies Requirement and Implementation**

The ICC discussed the process for emergency designation of courses that will meet the Ethnic Studies requirement for AY 21-22. See document: [Emergency Designation of Courses to Meet Area F for Catalog Year 2021-22](#)

Programs that offer courses that meet the Ethnic Studies requirement at HSU will put forward course change proposals and supporting documents for fast-track approval for AY 21-22, which are planned to move forward to Senate ICC Consent Calendar on March 2, 2021. These courses will be approved for AY 21-22 only.

ICC will move forward with the following steps to implement the ES requirement on the HSU campus:

- We will communicate broadly to celebrate the historic nature of the Ethnic Studies requirement in the CSU.
- ICC will hold open meeting(s) later this semester to support faculty and programs to understand the requirement in relation to their programs.

- We will offer MAP revision working sessions for faculty/programs to develop MAPs that include the ES requirement.

The ICC recommends compensation for HSU ES Council membership and is developing a statement that will be shared with HSU administration.

### **ICC and Academic Program Review**

In accordance with with WSCUC processes and changes in institutional assessment processes, all faculty on ICC participate in reading and commenting on academic programs' self-study documents as part of peer review. A minimum of five faculty members who serve on ICC will review the self-study and offer commentary according to each section of the self-study template. Comments are compiled by a member of the Peer-Review Subcommittee and shared with the larger ICC body. Commentary is then translated into a peer review letter that is coordinated by the Director of Academic Assessment and the ICC Chair. Self-studies move through ICC peer review in approximately 4-6 weeks to provide meaningful and timely peer feedback.

### **ICC Voting Action Calendar**

Membership discussed and voted on individual curriculum proposals in the Curriculog queue. Approved proposals were forwarded to the University Senate on ICC Consent Calendar. Proposals that were not approved will be on a subsequent meeting agenda for additional discussion.

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## **University Policies Committee:**

Submitted by Jayne McGuire, UPC Chair

Committee Membership: Eboni Turnbow, Sherie Gordon, Deserie Donae, Troy Lescher, Rouhollah Aghasaleh, J. Brian Post

1. Approve past minutes
  2. Second review of Email Policy - Bethany Rizzardi/Josh Callahan will discuss
  3. HSU Time Place and Manner Policy – Eboni Turnbow/Roger Wang will discuss
  4. Upcoming Policies to Review
  5. HSU Chargeback Policy
  6. Campus policing reform
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## University Resources and Planning Committee:

Submitted by Jim Woglom, URPC Co-Chair

### URPC REPORT

The URPC has met twice in the weeks since the last senate meeting on February 9th, and spent much of our time in these meetings feverishly planning for our Spring Budget Forum that will take place on Friday, March 5th from 1-3pm. This presentation is designed to fulfill the URPCs stated governing principle of “Transparency, Communication and Shared Governance”, and will include a budget literacy refresher; a holistic, up-to-date outline of financial information for the University; a timeline and projections for the immediate and long term budget outlook and resource allocation tasks on the horizon; and a means of soliciting feedback and questions that can inform our shared decision making regarding resource allocation in the current cycle and beyond.

Please join us at this link:

<https://humboldtstate.zoom.us/meeting/register/tZUpcOitrD8sH9NsxBybABBD7zBqBTH95W4Q>

And for more information, here is the full portal announcement:

<https://pmc.humboldt.edu/portal/urpc-campus-forum-budget-0>

We value the feedback of our shared community in budget decision making. Our plan is to tell you what we know for context, to provide projections for the years to come, and to clarify as much as we can based on your questions. We want everyone to be a part of that conversation, so that the decisions that are made can reflect the breadth of perspectives and concerns in our community. Please be a part of that conversation by either attending the forum, or reaching out to me at [jw2311@humboldt.edu](mailto:jw2311@humboldt.edu) or one the other URPC members.

Thank you in advance for your service to the University we steward together.

UNIVERSITY RESOURCES & PLANNING COMMITTEE

January 29, 2021

1:00 PM – 2:30 PM

2020-21 URPC:

<input checked="" type="checkbox"/> Jenn Capps, Co-Chair (non-voting)	<input type="checkbox"/> Jeremiah Finley, Student (voting)
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<input checked="" type="checkbox"/>	James Woglom, Co-Chair (tie break vote)	<input type="checkbox"/>	Vacant, Student (voting)
<input checked="" type="checkbox"/>	Stephanie Burkhalter, Faculty (voting)	<input checked="" type="checkbox"/>	Amber Blakeslee, Advisor (non-voting)
<input checked="" type="checkbox"/>	Monty Mola, Faculty (voting)	<input checked="" type="checkbox"/>	Kevin Furtado, Advisor (non-voting)
<input checked="" type="checkbox"/>	Jill Anderson, Faculty (voting)	<input checked="" type="checkbox"/>	Holly Martel, Advisor (non-voting)
<input checked="" type="checkbox"/>	Anthony Baker, Staff (voting)	<input type="checkbox"/>	Jamie Rich, Advisor (non-voting)
<input checked="" type="checkbox"/>	Arlene Wynn, Staff (voting)	<input checked="" type="checkbox"/>	Jenessa Lund, Advisor (non-voting)
<input checked="" type="checkbox"/>	Shawna Young, Dean (voting)	<input checked="" type="checkbox"/>	Gay Hylton, Advisor (non-voting)
<input checked="" type="checkbox"/>	Sherie Gordon, VP (voting)	<input checked="" type="checkbox"/>	Brigid Wall, Notes (non-voting)
<input checked="" type="checkbox"/>	Jason Meriwether, VP (voting)	<input checked="" type="checkbox"/>	Patrick Orona, Notes (non-voting)
<input type="checkbox"/>	Frank Whitlatch, VP (voting)	<input checked="" type="checkbox"/>	Lisa Bond-Maupin, Advisor (non-voting)

**Meeting Minutes:**

1. Co-Chair's Comments
  - a. High level review of meeting agenda topics
2. Review of Minutes/Agenda
  - a. Minutes from 1/15: M/S (Anthony/Arlene) – Approved
3. Feedback Regarding Reduction Distribution Methodology when Scaling Up from \$5.4M to \$20M
  - a. Discussion of the scaling up of the reduction distribution methodology:
    - i. \$5.4M was identified as reduction target when FIRMS code methodology was developed
    - ii. Enrollment trends indicated a larger budget gap: \$5.4M was revised to \$14M and shared with University Senate
    - iii. COVID impact shifted reduction planning to \$20M
    - iv. FIRMS methodology was designed to protect instruction
      1. Academic Affairs advocated for a three year implementation timeline to achieve their assigned reduction in acknowledgement, that to protect instruction, OAA would need to reorganize in some spaces.
4. Model Committee Update
  - a. The group has been meeting regularly to develop strategies. They are evaluating data to figure out appropriate metrics and map that data onto a number of models.
5. CFA Communication
  - a. Committee discussion of the narrative being shared with statewide faculty by CFA, strategies to summarize and present budget information, and how to engage faculty while building trust.
6. Follow up from Divisional Reports at Senate



- a. Minimal questions from Senate. VP Whitlatch provided some background information in response to Senator Moyer’s questions regarding printing and shipping costs.
- 7. Enrollment and Revenue Projection Update
  - a. The presentation available [here](#) was shared with URPC
    - i. Still seeing a downward trend, enrollment is anticipated to be down again next year, we are still outpacing budget planning expectations from last spring
- 8. CARES Funding
  - a. The presentation available [here](#) was shared with URPC
    - i. CARES Act Update
      - 1. Total CARES Award: \$10,302,998
        - a. Student Emergency Grants – approx. \$5.1M
        - b. Institutional portion – approx. \$5.1M
        - c. MSI Award - \$739,404
        - d. As of January 10, 2021, \$2.1M has been drawn down
      - 2. HEERF II Award: \$16,130,016
        - a. Minimum Student Awards – approx. \$5.1M
        - b. Institutional portion – approx. \$10.9M
- 9. Spring Budget Forum
  - a. Provost, Jim, Holly, and Amber will do some draft planning for the Spring Budget Forum and bring that back to the larger group for discussion.

UNIVERSITY RESOURCES & PLANNING COMMITTEE

February 5, 2021

1:00 PM – 2:00 PM

2020-21 URPC:

<input checked="" type="checkbox"/>	Jenn Capps, Co-Chair (non-voting)	<input type="checkbox"/>	Jeremiah Finley, Student (voting)
<input checked="" type="checkbox"/>	James Woglom, Co-Chair (tie break vote)	<input type="checkbox"/>	Vacant, Student (voting)
<input checked="" type="checkbox"/>	Stephanie Burkhalter, Faculty (voting)	<input checked="" type="checkbox"/>	Amber Blakeslee, Advisor (non-voting)
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<input type="checkbox"/>	Frank Whitlatch, VP (voting)	<input type="checkbox"/>	Lisa Bond-Maupin, Advisor (non-voting)

**Meeting Minutes:**

- 1. Co-Chair’s Comments
  - a. In addition to the Spring Budget Forum Planning agenda item, if time permits, two additional items would like to be added to today’s agenda.
    - i. Jim would like to present on progress made by the USFAC Public Art Working Group

- ii. Amber to present the Q2 Operating Fund Financial Review
- 2. Review of Minutes/Agenda
  - a. Minutes from 1/29: Minutes from the 1/29 meeting to be approved at the next URPC meeting
- 3. Spring Budget Forum Planning
  - a. In preparation for the Spring Budget Forum the committee began to outline the format of the forum, reflected on what did and didn't work well in the past, put forth new ideas and considered new ways to engage stakeholders'.
  - b. The rough outline considered a Past, Present, future forum structure.
    - i. Past – Provide context and speak to how HSU has evolved over time
    - ii. Present – A overview of where we are now
    - iii. Future – What is on the horizon
    - iv. Q&A session (30 minutes)
  - c. Suggested Specifics
    - i. Duration: 2 hours
    - ii. Date: Friday after spring break, Friday March 5<sup>th</sup> 2021
- 4. USFAC Public Art Working Group
  - a. Based on an executive order from the mid 70's, which describes how public art can be displayed on CSU campuses, the USFAC Public Art Working Group implemented a process enabling stakeholders to propose public art projects. In the Fall of this year a CNRS student utilized the process resulting in a mural to go up on the 2<sup>nd</sup> floor of the CNRS Natural Resources building. The name of the mural is "The Merge" and it is currently being painted now.
- 5. Q2 Operating Fund Financial Review Report
  - a. Due to lack of sufficient time, the committee decided to move this agenda item to the next URPC meeting

UNIVERSITY RESOURCES & PLANNING COMMITTEE

February 5, 2021

1:00 PM – 2:00 PM

<input checked="" type="checkbox"/>	Jenn Capps, Co-Chair (non-voting)	<input checked="" type="checkbox"/>	Jeremiah Finley, Student (voting)
<input checked="" type="checkbox"/>	James Woglom, Co-Chair (tie break vote)	<input type="checkbox"/>	Vacant, Student (voting)
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<input type="checkbox"/>	Sherie Gordon, VP (voting)	<input checked="" type="checkbox"/>	Brigid Wall, Notes (non-voting)
<input checked="" type="checkbox"/>	Jason Meriwether, VP (voting) Proxy: Kevin Furtado	<input checked="" type="checkbox"/>	Patrick Orona, Notes (non-voting)
<input type="checkbox"/>	Frank Whitlatch, VP (voting)	<input type="checkbox"/>	Lisa Bond-Maupin, Advisor (non-voting)

**Meeting Minutes:**

1. Co-Chair's Comments
2. Review of Minutes/Agenda

- a. Minutes from 1/29 & 2/5: M/S (Kevin/Anthony) – Approved
- 3. Review of Q2 Reports – available on University Budget Office [website](#)
  - a. [HSU Operating Fund Financial Review](#)
    - i. Revenue is trending positively – projected revenue is about \$800K above the budgeted amount
    - ii. Expenditures are slightly lower than expected – projected expenditure balance is \$8.7M
    - iii. Less Restricted/Earmarked Activity – approx. \$3.8M
    - iv. Projected Year-End Unrestricted Balance is about \$5.5M
      - 1. Committee discussion on potential use of these one-time/roll forward funds, roll forward guidelines and reserves.
  - b. [Budgeted All Campus Operating Funds](#)
    - i. New report – draft is currently available
    - ii. Demonstrates how areas are projected to be leveraging reserves and one time funds to support operating expenses across campus – approximately \$11M projected to be used this fiscal year
  - c. Committee discussion around presentation of information in the different reports telling a different story and opportunity to better illustrate spending continuing to outpace revenue on the HSU operating fund report.
- 4. CARES Input and Consultation
  - a. VP Gordon and Amber shared the presentation available [here](#) at University Senate’s meeting on Tuesday Presentation
  - b. A [call](#) went out to campus requesting input through February 26 to help prioritize how this funding (approx. \$11M) should be spent. [Input can be submitted online via the Budget website](#)
    - i. Some Ideas mentioned at Senate: Hyflex courses, technology in classrooms, HVAC systems, course sections for fall
  - c. Committee discussion on the reoccurring questions or suggestions related to CARES funding and incorporating this information into future CARES presentations.
    - i. Clarification on leveraging CARES money to “maintain” course offering versus leveraging CARES to add additional course sections due to social distancing/COVID protocol requirements that require a smaller class size.
      - 1. CARES can be used to add necessary additional course sections to allow for social distancing
    - ii. CARES is one time money and cannot be used to address the structural deficit.
- 5. Structural Budget Issues v. CARES funding
  - a. This agenda item was incorporated into the committee’s CARES discussion above.
- 6. Response to CFA
  - a. Committee discussion on improving communication with the CFA:
    - i. Co-chairs are working with CFA President Cannon to establish a CFA representative on URPC
    - ii. Provost Capps has been invited to attend the CFA meeting next week to hear from faculty and provide some clarification on budget information.
- 7. Open Forum Planning, Cont’d.
  - a. Committee discussion on content and format of forum

- i. The following are under consideration by the committee:
    1. Two hour forum with a time certain for each topic (half hour sections)
      - a. Past
      - b. Present
      - c. Future
      - d. Q&A - Questions can be submitted in advance for those that cannot attend
    2. Incentivizing student engagement with giveaways for attending
  - ii. Forum tentatively scheduled for March 5, 1pm to 3pm
  - iii. Action Items:
    1. Committee to review open forum planning google doc and provide comments for next meeting.
    2. Amber will update previous presentations to include current information for next meeting.
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## **Associated Students:**

Submitted by Jeremiah Finely, Associated Students President

The A.S. has been attentive in responding to the needs of students in regards to the WRC by holding previous listening sessions and small group meetings to discuss and incorporate their needs into the collective advocacy. More recently, we held a meeting over the spring break where we had fifteen people participate including members from the following:

- WRC: Becky, Chelsea, Hannah, Marisol (Advisor)
- ERC: Maddy, Amanda, Blue, Ravin (Advisor)
- Health Center / Health Education: Mira
- A.S.: Casey, Dan, Jenessa
- DoS: Eboni
- EOP: Elias (QSU Advisor)

We had the chance to cover multiple topics such as:

- where / when the miscommunications occurred
- hiring process
- firing logistics/oversight
- space
- mandated reporting and ERC/WRC employees per Title IX
- grant writing for a FT center coordinator
- A.S. Executive Committee meeting times

Some of our takeaways were:

- Everyone can see the benefits of a collaborative model since gender/trans/sexuality topics can be intersectional and there can be many services/support in common
- There is continuing interest in this center becoming a center that employs a FT coordinator; this conversation has been ongoing for years - [notes beginning in 2014](#) - here is [a drive of resources from 2014-2017](#)
- People would like more time to plan a collaborative space together

Some general recommendations from that conversation were as follows:

- Keep and grow this center momentum to develop a new model to possibly roll out for Fall 2022
  - Collaborate with Elias on the grant writing
  - Ensure reps from WRC and ERC participate in this work
  - Include more campus and community stakeholders in the conversation (look in the drive to see who was at the table in 2014-2017)
- Fund and run ERC and WRC separately next year; at this point, they are both looking at being A.S. Core Programs
- Discuss this at A.S. Executive Committee
- Solidify A.S. Executives' role in the A.S. Core Program hiring process; for example, one option is to have up to 3 execs team up with program steering committee members to hire program employees

A.S. is actively working to see how we can achieve some of these recommendations and will continue to respond to student needs and concerns in our upcoming forums for all of our core program development discussions.

**From:** [Peg Blake](#)  
**To:** [Jana Ashbrook](#); [A.Eliot Baker](#); [Lorena Boswell](#); [Richard Bruce](#); [Susan Buckley](#); [Loren Cannon](#); [Christopher Callahan](#); [Grace Cardenas-Leal](#); [Robert Christensen](#); [Pat Comella](#); [Randi Darnall](#); [Jennifer Eichstedt](#); [Sierra Farmer](#); [Bryan Fiallos](#); [Izabella Gray](#); [Elizabeth Hassler](#); [Jan Henry](#); [Tsolak Kirakosyan](#); [Marissa Lopez](#); [abexy740@gmail.edu](#); [Dylan McClure](#); [Patty O'Rourke-Andrews](#); [Marylyn Paik-Nicely](#); [Heather Pearson](#); [Jennifer Sanford](#); [Elizabeth Silver](#); [Lisa Smith](#); [Sierra Ventuleth](#); [Radha Webley](#); [Corrina Wells](#); [Brigit Yeager](#); [Jacqueline Honda](#); [Tanza Triggs](#); [Mary Grooms VanCott](#); [Robin Jones](#); [Vikash Lakhani](#); [Dave Nakamura](#)  
**Cc:** [Kay Libolt](#); [Kate Stroup](#)  
**Subject:** LGBT Strategic Planning follow-up  
**Date:** Monday, April 28, 2014 3:41:16 PM

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All:

I apologize for not getting back to you all sooner re. the initiatives we identified at the LGBT Strategic Planning Summit as our highest priorities. The Student Affairs Leadership Team met this morning, and agreed that we want to begin to work on two of those initiatives yet this semester:

LGBTQ Center Development: Co-Chairs Jennifer Sanford and Radha Webley  
Social/Educational Programming: Co-Chairs Randi Darnall-Burke and Ricky Bruce

The co-chairs of each group will begin to reach out to group members, checking first with staff members' supervisors to make sure they are willing and able to give their staff the time to do this work.

The work on the other initiatives will be rolled-out over time; we are all feeling a little overwhelmed already, and decided to move a little more slowly so we can better manage the workload. Please let me know if you have questions, and thank you for your good work!

Peg

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Peg L. Blake, Ph.D.  
Vice President  
Enrollment Management and Student Affairs  
Humboldt State University

**March 2, 2021**  
**President and President's Administrative Team Report to University Senate**

Tom Jackson, Jr., President  
Sherie Cornish Gordon, CFO/VP Administration and Finance and Chief of Staff  
Jason Meriwether, VP Enrollment Management  
Jenn Capps, Provost and VPAA  
Jane Teixeira, Director of Athletics and Recreational Sports  
Frank Whitlatch, VP Advancement  
Lisa Bond-Maupin, Acting Deputy Chief of Staff, Editor

**People**

HSU Chief of Police **Anthony Morgan** began his appointment on Monday, Feb. 15. HSU would like to welcome Chief Anthony Morgan to HSU.

**David Hickox** will serve as Interim AVP for Human Resources. David will begin his appointment on March 1. Information will be forthcoming regarding a national search for the next AVP.

**Inclusive Student Experience**

**The Social Equity & Accountability Committee** in Athletics held two webinars this past week. The first one introduced resources available for student-athletes here on campus. There was a representative from each of the featured departments present. The second webinar featured Dr. Corliss Bennett on to discuss Black History Month.

**Pride**

**The Society for Range Management (SRM)** held an online plant identification contest this year and HSU placed TOPS in the USA under coach Todd Golder, Lecturer in Rangeland Resource Science. Awards were a little different in 2021. The Superior Achievement Award was granted to Humboldt State University Congratulations to HSU competitors Dabid Garcia, Andrea Martinez, Louise Martin, Amanda Huebner, and Michael Mees.

The pandemic and the vacancy on campus has given **Facilities Management** a unique opportunity to deliver extensive custodial and grounds projects across campus. These include cleaning of our building exteriors. Floor waxing, carpet cleaning, and other deep cleaning projects adding the health of our interior environments, extending the life of our facilities, and the beautification of our campus.

The **Student-Athlete Advisory Committee (SAAC)** met with Dr. Jackson during their bi monthly meeting. Humboldt State's SAAC will be holding a Canned Food Good Drive, March 8-14 with the proceeds going to our campus Oh SNAP program. More information will be on hsjacks.com and to the campus community via myhumboldt message. SAAC will be holding Workout for Wishes, a nationwide community service initiative in conjunction with the NCAA and the nonprofit Make-A- Wish in the upcoming weeks.

**Community**

**Olli** hosted Dr. Ian P. Hoffman, Humboldt County Department of Public Health on Monday, March 1. Dr. Hoffman will discuss the pandemic, current testing, vaccines, research on impacts on various age groups and projections for the upcoming months. Olli invited the College of the Redwoods to attend this important event.

Faculty and staff representatives attended the second **CR-HSU partnership Summit** just before Spring Break. Participants of the summit organized into focused working groups and identified short-term action plans for the rest of

this academic year. Action focuses on transfer pathways, Native student pathways, shared business services and professional development, co-curricular partnerships, athletics, and community-based collaboration. Participants will return in late April to report on and celebrate progress on behalf of our students and the communities we serve. An action plan for AY 2021-22 will also be developed.

### **Campus Culture and Operations**

The campus launched a **COVID-19 testing site** on campus in partnership with Health Quest which began on Monday, February 23. The testing is a free service to faculty, staff and students. Currently, the site is located in the Great Hall from Tuesday through Thursday from 9:30 a.m.-4:30 p.m. We would like to thank representatives from across each division in going above and beyond for providing this service to our campus community. We are grateful for their continued leadership.

**Common Human Resources System (CHRS)**, is a term you will hear quite frequently moving forward and refers to a set of system-wide technology initiatives focused on HR effectiveness. CHRS Recruiting is a new recruiting system that falls under this initiative and will make it easier for us to attract, hire, and onboard talented faculty, staff, and students. We are embarking on this CSU-wide change now with an anticipated go-live date of July 2021. We will be providing more updates and training before the launch date, however, if you would like to learn more please go to <https://hraps.humboldt.edu/chrs-hsu>.

### **Professional and Organizational Development**

In addition to a robust calendar of learning opportunities being offered throughout Spring Semester, Human Resources is offering two cohort-based, synchronous training series this spring specifically for those in management / supervisory positions:

- **Tools for Strategic Planning:** Launched February 25 with 21 participants, this series of five workshops equips leaders with a broad variety of skills to create cohesive, informed, inclusive and forward-leaning strategic plans for their divisions, colleges, departments and teams. Curriculum focuses on basic strategic planning tools, systems thinking, scenario development and emergent strategies. This series combines both theory and application based learning.
- **Principles of Supervision:** This seven-part series will launch April 7. Designed in collaboration with campuses across the CSU system, Principles of Supervision focuses on leadership and management skills in a higher education setting. Recruitment is now open and space is limited.

In partnership with the President's Office and in tandem with the strategic planning and polytechnic self-study processes, Nancy Olson (Human Resources) is co-leading, with Billie Herman (Projects Office), the development and launch of a new people-centered **change management initiative** utilizing the Prosci ADKAR methodology. More details will be forthcoming.

Following the transition of **dining services** to stateside operation and entering into a contract with Chartwells Higher Education as our dining partner, we are launching a brand new meal plan that will showcase improved food quality and options with significantly reduced costs. In addition, we are creating new meal plans for commuter students as well as faculty and staff. Our new model includes "a la carte" dining options combined with a more traditional "All Access" dining plan. The new dining plans accomplish significant goals that were driven by our students' voices. These goals are to increase the quality of food, decrease the cost of food, and to deliver a more varied menu selection at each meal. Working with Chartwells' team of chefs we have already created increased vegetarian options, increased vegan options, as well as the development of made to order menu stations at the JGC dining hall. All food items will have nutritional information, and our own Executive Chef will be interacting with students on a regular basis through our Dining Advisory Committee and through engaging directly with students in our dining outlets. The chart below describes the new plans and cost-savings.



Level	Name	Proposed Meal Plans	Semester Price	Annual Price	Flex \$ included in Plan (semester)	# guest meals (semester)	# meal exchange (semester)	Old Plans Annual Price	Old Plan Name	Difference
Traditional Halls	All Access 7 Day	All access 7 day + 175	\$2,800	\$5,600	\$175	5	78	\$6,924	Humboldt	-\$1,324
Traditional Halls	All Access 5 Day	All access 5 day + 300	\$2,500	\$5,000	\$300	5	62	\$5,938	Gold	-\$938
Upper	Lumberjack 180	180 Block + 400	\$2,100	\$4,200	\$400	3	45	\$5,034	Green	-\$834
Upper	Lumberjack 125	125 Block + 525	\$1,750	\$3,500	\$525	3	31	n/a	n/a	n/a
Upper	Lumberjack 75	75 Block + 325	\$1,050	\$2,100	\$325	3	19	\$2,176	Mini	-\$76

**Innovation**

**Facilities Management** continues to make progress on piercing together a full 2-3 MW **microgrid system** on our campus. This will be a result of campus investments, CO funding and power purchasing agreements for solar and battery. It is our goal to deliver this project by 2023. This investment will allow the campus resilience during outages, control of our energy rates resulting in savings and adding to our campus as a living lab.

**Academic Program Excellence**

**The Polytechnic Self-Study** is underway and as a reminder there is a steering group, technical assistance group, administrative support group, and seven working groups. The members of each working group and additional information can be found here: [humboldt.edu/polytechnic](http://humboldt.edu/polytechnic).

**Global and Tribal Outreach and Education**

President Jackson met with the **Native American Advisory Council** last week to discuss the CR-HSU partnership and polytechnic self-study with leadership from local Tribes and Nations.

**Sustainability**

Facilities Management has begun installation of 10 new electric vehicle charging stations in the G12 Parking Lot (Harry Griffith Hall General Lot). These will be available for use Fall 2021 Semester. The units and installation were funded through a grant program pursued by Facilities Management, office of sustainability and the parking program.

The Facilities Management Office of sustainability has drafted a STARS “Path to Platinum” Plan. The plan will build on our recent elevated scoring under the “Gold” tier. The plan offers a road map to a platinum rating over the next few rating cycles (3 years) and to the highest rated in the CSU system by next cycle.

**Enrollment Update**

Our Admissions and Enrollment Communication teams have hosted a series of meetings with academic deans and department chairs to create a Recruitment and Yield Plan for each Academic Department. This is a new initiative that puts to rest prior practices of leveraging faculty as a tool far too late in the recruitment cycle. Faculty engagement is now utilized and executed based upon data that our Enrollment Team has collected in the last year about optimal points for faculty engagement in the recruitment process. Our team will partner with each department to adapt these plans to best leverage students and faculty in the process of yielding students.

**Fall 2021 Department Recruitment and Yield Plan**

Name	Start Date	End Date	Recruitment Notes	Funnel Type	Communication Medium
Academic Success Message	12/3/21	12/28/21	Student session to help students prepare	Applicant	Mailer with Email Compliment
New Year - New Lumberjack	1/3/21	1/3/21	Department Email wishing the best at the	Applicant	Email
Dean's Hardcopy Letter	2/1/21	2/1/21	Hardcopy letter from the Dean that confirms	Applicant	Mailer
Meet and Greet with DeptJacks (Virtual Event)	2/12/21	2/22/21	Meet and Greet with current students sharing	Admit	Combo Event with Email Invite
Department Faculty with Phone Outreach (Optional or	2/1/21	4/30/21	Based on the departments description the	Applicant	PreText & Call
First Assignment from Department (Intent to Enroll Push Part	2/25/21	4/27/21	A message that encourages their first	Admit	Mailer with Email Compliment
Department Meet and Greet or Mock Lecture (Virtual event)	3/6/21	3/20/21	A chance to highlight your program to the	Admit	Combo Event with Email Invite
You Made It!	5/2/21	5/2/21	An email to all those that confirmed by May	Confirmed	Email
See you in 30 Days (Dept Chair Optional)	7/25/21	7/25/21	Text that reminds them that they have 30	Confirmed	Text

**Fall 2022 Department Recruitment and Yield Plan**

Name	Start Date	End Date	Recruitment Notes	Funnel Type	Communication Medium
HSU Department Wants You!	1/1/21	1/1/21	Reminder message from department in	Prospect	Email
HSU Department Wants you (Part 2)	3/1/21	3/30/21	Secondary Message during the application	Prospect	Email
HSU Department Invitation to Explore (Part 1)	4/6/21	4/6/21	A personalized postcard from the	Prospect	Mailer
HSU Department Invitation to Explore (Part 2)	4/25/21	6/14/21	This secondary piece to the Invitation to	Prospect	PreText & Call
HSU Department Invitation to Visit	7/3/21	7/3/21	Email Invitation sent based on Invitation to	Prospect	Email
HSU Department Why You Fit Here	8/2/21	8/2/21	If the budget allows a mailer will	Prospect	Mailer with Email Compliment
Invite inside our classroom	9/1/21	11/26/21	Invitation to visit the classroom on a	Applicant	Combo Event with Email Invite
We Heard You Applied	10/1/21	12/1/21	Welcome email from the department chair	Applicant	Email
Welcome to HSU - Student	11/1/21	12/17/21	Once a student is admitted the department	Admit	PreText & Call
How to be a success	12/3/21	12/28/21	Student session to help students prepare	Applicant	Mailer with Email Compliment
Dean's Hardcopy Letter	12/6/21	12/6/21	Hardcopy letter from the Dean that confirms	Applicant	Mailer
New Year - New Lumberjack	1/3/22	1/3/22	Department Email wishing the best at the	Applicant	Email
Department Faculty with Phone Outreach (Optional or	2/1/21	4/30/21	Based on the departments description the	Applicant	PreText & Call
Meet and Greet with DeptJacks (Virtual Event)	2/12/21	2/22/21	Meet and Greet with current students sharing	Admit	Combo Event with Email Invite
First Assignment from Department (Intent to Enroll Push Part	2/25/21	4/27/21	A message that encourages their first	Admit	Mailer with Email Compliment
Department Meet and Greet or Mock Lecture (Virtual event)	3/6/21	3/20/21	A chance to highlight your program to the	Admit	PreText & Call
You Made It!	5/2/22	5/2/22	An email to all those that confirmed by May	Confirmed	Email
See you in 30 Days	7/25/22	7/25/22	Text that reminds them that they have 30	Confirmed	Text