

# CAL POLY HUMBOLDT

University Senate Written Reports, March 8, 2022

Standing Committees, Statewide Senators and Ex-officio Members

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## Academic Policies Committee:

Submitted by Maxwell Schnurer, APC Chair

Membership: Kathy Thornhill, Matthew Derrick, Kayla Begay, Malluli Cuellar, Morgan Barker, Humnath Panta, Travis Brunner, Kim White and Jenni Robinson

The Committee met on February 21 to work on the syllabus policy revisions. Primary work was around structural requirements for syllabi, expectations for coherence and student accessibility (understanding of course content and schedule), mode of instruction and syllabus requirement, communications in the case of syllabus changes and continued work on diversity and inclusion statements, decolonizing statements and land acknowledgment statements.

APC is also submitting an amendment for the minors/concentrations and academic credit-granting certificates policy to help clarify the distinctions between minors and ACG certificates when jointly proposed. This will be on the March 8 Senate agenda.

APC next meets on Friday March 11 at 2pm.

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## Appointments and Elections Committee:

Submitted by Jayne McGuire, AEC Chair

February 21, 2022

To: Cal Poly Humboldt General Faculty

From: University Senate Appointments and Elections Committee

Subject: **UPDATED SEATS: Third Call for Nominations for General Faculty Elections and Appointments**

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Faculty members are needed to serve on the following campus committees. Committee work will begin at the start of the Fall 2022 semester, unless otherwise noted with an asterisk (\*).

You may self-nominate by emailing your nomination to the University Senate Office ([senate@humboldt.edu](mailto:senate@humboldt.edu)).

**Nominations are due by Monday, March 7, 2022**

Please visit the Committee Directory <http://www2.humboldt.edu/senate/committees> for more information about each committee. For general information on committees, see section 800 of the *HSU Faculty Handbook* via the following link:

<http://www2.humboldt.edu/aavp/sites/default/files/facultyhandbook/Section800.pdf>

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**Elected Position Openings:**

**GENERAL FACULTY / UNIVERSITY SENATE**

- General Faculty Secretary / Treasurer, 2 year term
- Lecturer Faculty Delegate (Colleges, Library, Counseling, Coaches), 3 year term

*The position is open to Lecturers, Coaches and non-tenure line Counselors and Librarians with a time base of .40 or greater.*

- Tenure Line **CAHSS** Instructional Faculty Delegate, 3 year term

**UNIVERSITY FACULTY PERSONNEL COMMITTEE (UFPC)**

*Faculty serving as UFPC Chair will receive 9 units of Assigned Time in AY 21-22; faculty serving on the UFPC will receive 6 units of Assigned Time per year, workload varies and additional WTU or a stipend may be awarded at the Provost's discretion; the committee meets MWF 9am to 11am.* Please note: faculty participating in the Faculty Early Retirement Program are eligible for nomination with the Provost's approval.

- Faculty Member (CPS), 2 year term

Please refer to the following page for information regarding the duties of the UFPC:

<http://www2.humboldt.edu/senate/ufpc>

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**Appointed Position Openings:**

**ACADEMIC POLICIES COMMITTEE (APC)**

- Faculty Member, 3 year term

Duties: Develops and maintains the academic policies of California State Polytechnic University Humboldt.

#### **ALCOHOL, TOBACCO AND OTHER DRUG PREVENTION COMMITTEE**

- Faculty Member, 2 year term

Duties: The Committee is advisory to the President through the Vice President for Student Affairs for policy issues related to alcohol, marijuana, and other drug use within the University community.

#### **CENTER FOR COMMUNITY BASED LEARNING**

- Faculty Member (CNRS), 2 year term

Duties: The Advisory Committee members provide feedback and guidance on the Center's activities and strategic direction.

#### **COMMITTEE ON FACULTY RTP CRITERIA AND STANDARDS**

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

- \*Tenured or Tenure Line Faculty Member (CAHSS), 1 year term

**\*Term of service will begin Spring 2022**

Duties: To provide a mechanism for approval of department/unit criteria and standards and to provide a mechanism for the revision of existing approved standards. To ensure department/unit criteria and standards are in alignment with university standards and criteria as specified in Appendix J and that criteria and standards are not overly complex or prone to misinterpretation.

#### **CONSTITUTION AND BYLAWS COMMITTEE**

- TWO Faculty Members, 2 year terms
- Faculty Member, 1 year term

Please refer to [Senate Bylaws](#), Section 11.6 for committee description.

#### **FACULTY AFFAIRS COMMITTEE**

- Faculty Member, 3 year term

Please refer to [Senate Bylaws](#), Section 11.4 for committee description.

#### **FACULTY AWARDS COMMITTEE**

*Two of the three members should be previous recipients of the Outstanding Professor Award.*

- Faculty Member, 1 year term
- Faculty Member, 1 year term
- Faculty Member, 1 year term

Duties: The committee is appointed to select the nominees for the following HSU awards: Excellence in Teaching, Scholar of the Year, Outstanding Service Award, and Outstanding Professor.

#### **INTERNATIONAL ADVISORY COMMITTEE**

*Faculty members are appointed by the President of the University after appropriate consultation*

- Faculty Member (CNRS), 3 year term

Duties: Provides advisory support for, and promotes programs and initiatives that foster international educational opportunities for the campus community.

#### **INSTRUCTIONALLY RELATED ACTIVITIES COMMITTEE (IRA)**

- Faculty Member, 3 year term

Duties: Advise the President regarding both level of fee and allocation of fee revenue. Additionally, this committee reviews the intercollegiate athletics budget proposal from the Intercollegiate Athletic Advisory Committee prior to its submission to the President. The committee shall work within the confines of the Chancellor's Executive Order relating to instructionally related activities fee and BA letters of instruction from the Chancellor's Office.

#### **PLANNING COMMITTEE FOR RESEARCH, SCHOLARSHIP AND CREATIVE ACTIVITIES (PCRSC)**

- Faculty Member (CNRS), 2 year term

Duties: Reviews and selects proposals/applications submitted by faculty and students for various research related competitions on campus.

#### **PROFESSIONAL LEAVE COMMITTEE**

- Tenured Faculty Member, 2 year term

Duties: The committee reviews sabbatical leave applications and considers questions related to the quality of the proposed sabbatical project.

#### **UNIVERSITY POLICIES COMMITTEE**

- Faculty Member, 3 year term

Please refer to [Senate Bylaws](#), Section 11.8 for committee description.

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### **Faculty Affairs Committee:**

Submitted by Marissa O'Neill, FAC Chair

Membership: Simone Aloisio, Elavie Ndura, Tim Miller, Debbie Gonzalez, Kim Perris, Ramona Bell, Loren Cannon

The Committee meets on Mondays at 11:00am-12:00pm.

FAC met on February 14<sup>th</sup>, and February 21<sup>st</sup>.

The committee reviewed and incorporated feedback from ERFSA on amendments to the Faculty Awards Policy on February 14<sup>th</sup>. On February 21<sup>st</sup> the committee reviewed the work that the Chairs Task Force is doing. We then continued our discussion on creating a bullying policy. Due to perceived constraints, it was decided a sense of the senate would be created. The committee is working on a definition of bullying.

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### **Constitution and Bylaws Committee:**

Submitted by Chelsea Teale, CBC Chair

The CBC met on 2/23 and continued building and revising the master list of committees as part of the Committee Directory Initiative (CDI). That work will continue in our next meeting. Questions arose regarding the status of subcommittees, i.e., some committees are made almost entirely of subcommittees that are listed in the handbook (like ICC), but other subcommittees seem to be more informal. If the goal of the CDI is to help evaluate employees, it is important to know the difference between subcommittees. This is likely to become a sticking point when the final list is made available, but the list is meant to be an evolving document so it can be modified. We are also aware of potential

revisions to handbook section 800 as new committees are formed and adjustments to an existing committee's duties are made.

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## **Integrated Curriculum Committee:**

Submitted by Jill Anderson, ICC Chair

Regular meeting times are Tuesdays from 9-11am with the Full ICC and ICC Subcommittee meeting on alternate weeks.

### **ICC Members:**

Ramesh Adhikari, Jill Anderson (ICC/APC Chair), Brad Ballinger, Kayla Begay, Vincent Biondo, Carmen Bustos-Works, Christine Cass, Eden Donahue, Bella Gray (Curriculum Coordinator), Lucy Kerhoulas (CDC Chair), Heather Madar, Cindy Moyer, Marissa Ramsier, Cutcha Risling-Baldy, Marisol Ruiz-Gonzalez, Maxwell Schnurer (APC Chair), Justus Ortega, Jenni Robinson, Sheila Rocker-Heppe, Lisa Termain (GEAR Chair), Mary Watson (administrative coordinator), Mark Wicklund, George Wrenn, and Rick Zechman

Current Vacancies: Graduate Council representative, Student representatives (2)

### **Subcommittee Reports**

- **Academic Policies Committee (APC)** The APC is working on line by line revisions to the syllabus policy including the incorporation of decolonizing, anti-racist, and inclusion statements. Land acknowledgements were also brought up in discussion and the APC is considering this as well and collaborating with campus and community bodies.
- **General Education and All University Requirements (GEAR)** The GEAR committee is working with the Engineering programs being proposed on their GE exceptions and GEAR proposals. Lisa also discussed the Sense of the Senate Resolution on AB 928, which was passed last senate meeting. GEAR continues to work on the GEAR recertification processes and discussion included workload considerations as the GEAR committee's charge has evolved over the last few years to include the scope of work to recertify all GEAR courses and fold them into consistent assessment processes. The GEAR course group up for recertification next AY is DCG, which consists of 136 existing courses.
- **Course and Degree Change (CDC)** The CDC is reviewing proposals in the Curriculog cue that have come in recently.

- **Academic Programs and Planning Committee (APPC)** The APPC reviewed new programs and discussed the requirements of the APplied Fire Science Degree. All remaining new Bachelors and Masters level programs will be reviewed in the ICC meeting on 3/8/22.

**Engineering and Community Practice Program.** The committee reviewed the new MS program in Engineering and Community Practice, additional questions came up about the structure of the interdisciplinary culminating experience and student support in project courses across two departments. The program will come back to the next meeting.

**Geospatial Science and Technology Program.** The committee reviewed the new BS in Geospatial Science and Technology and had some questions arise about typographical edits in the proposal as well as the MAPS. The program will come back to the next meeting.

**Certificates Unit Caps.** Sheila Rocker-Heppe brought forward AB 22 to the committee to discuss the requirements for training educators in transitional Kindergarten. AB 22 established guidelines and requirements for transitional education including requiring 24 units of instruction in early childhood education or child development for all educators. This creates a situation where practicing educators need to come back for those 24 units of coursework. As a solution to this, the College of Extended Education and Global Engagement (CEEGE) is working with the Child Development Department to develop a certificate catered to working educators. This came to the ICC because the 24 units required exceeded the 20 unit cap for certificates in the Minors, Certificates, and Concentrations policy. AB 22 mandates the requirements be in effect by August 2023 so the immediate solution of the certificate has been deemed an important avenue. The certificate will not require any new courses, only adjustments to existing courses. A long term question arose around how the Commission on Teacher Ceredtilling (CTC) will consider this preparation and if certificates will be a viable long term solution or if fully developed credentialed preparation programs will take over. Clarity on an MOU between CEEGE and the Child Development Department was asked about as well and guidance will be provided.

**Projected Degree Proposal: Biochemistry.** The Chemistry department is proposing a Biochemistry degree and the Projected Degree Form was shared with the ICC for review. The Chemistry department is preparing to collaborate with the Biotechnology program and the ICC was supportive of this program's aims. The program will now move into development.

**Certificates and Financial Aid.** Peggy Metzger joined the meeting to discuss financial aid implications of curriculum and certificates with the committee. Peggy explained the processes of applying to the department of education to extend financial aid beyond caps and restrictions

on units and how that can take a year or more to come back. A helpful reminder was provided to consider how units for certificates and minors can stack on to the unit total and affect financial aid for students as well as to communicate with financial aid about blended programs.

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## **University Policies Committee:**

Submitted by George Wrenn, UPC Chair

The Committee is soliciting feedback on the Grade Appeal and Student Grievance policies and will meet via Zoom on Tuesday, March 8 at 11 a.m. to review feedback and prepare resolutions and final drafts for SenEx review on March 22.

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## **University Resources and Planning Committee:**

Submitted by Jim Woglom, URPC Co-Chair

The URPC met once as a full committee and once as a full committee and once as participants in the Cal Poly Budget Implementation working group since the last Senate Meeting. At the Friday, February 25th meeting, running from 1-2:30, we began by voting to accept the meeting minutes from the February 11th meeting (attached). We then conducted a check-in with the committee members regarding their personal goals for the committee over the remainder of the AY. We attempted to map these intentions, along with action items already conducted, to an outline structure (attached), thus hoping to check the alignment of our accomplishment of bylaw duties thus far, as well as a consideration of where we are with the requests of the President's Office. We reviewed this map against our existing timeline to figure out the logistical feasibility of meeting our intentions and prescribed responsibilities, ultimately coming away with the impression that it is going to be a busy few weeks, but that we feel reasonably confident we will be able to accomplish meaningful infrastructure for shared governance regarding budget development and decision making in the coming months.

### **HUMBOLDT STATE UNIVERSITY**

**University Resources & Planning Committee February 25, 2022**

**1:00 PM – 2:30 PM**

**In-person meeting location: CCR (Siemens Hall 222) OR join Zoom meeting:**

<https://humboldtstate.zoom.us/j/88207481576?pwd=WitMOG1oa1VOb3RzTStuT3NqT1pCZz09>

Meeting ID: 882 0748 1576

Passcode: R6hnj0



**URPC Meeting Agenda**

1. Approve Minutes from 02/11/22
2. URPC committee check-in
3. Senate Bylaws and President's Request
  - a. bylaws
  - b. charge
4. Review of Budget Timeline
5. Enrollment Growth Funding Model

**URPC Work-To-Date/Future Intentions Map**

[URPC Timeline Document](#)

[University Senate Bylaws Pertaining to the URPC](#)

[President’s Request to the URPC, ‘21/’22](#)

[URPC Planning Document, ‘21/’22](#)

| Duties as Outlined in the Bylaws   | Work to Date   | Remaining/Further Work Deemed Necessary to Fulfill the Duties Outlined in the Bylaws   |
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| <p><b>i. The Committee shall make recommendations to the Senate and, within the policy guidelines established by the Senate, advise the President and appropriate administrative officers concerning the allocation of university resources and general budget policy.</b></p> | <ul style="list-style-type: none"> <li>● 2/11/22-Finalize Roll Forward Guidelines</li> <li>● 2/11/22-Enrollment Growth Funding Model</li> <li>● 1/21/22- Roll Forward Guidelines               <ul style="list-style-type: none"> <li>○ a. Review Survey Results</li> <li>○ b. Review Draft Revisions to Roll Forward Guidelines</li> </ul> </li> <li>● 12/3/21- USFAC Space Allocation Approval</li> <li>● 12/3/21- University Wide Roll Forward Guidelines               <ul style="list-style-type: none"> <li>○ a. CSU Survey Results</li> <li>○ b. Options</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>● Outline changes that need to be made;</li> <li>● Something like an enrollment growth model;</li> <li>● Data (actuals, issues, flex ((investment from CSU, roll)));</li> <li>● Worst case scenario;</li> <li>● PAT: position of funding allocation in relation to continued under enrollment;</li> <li>● Athletics concern; divisional; initiative-driven funding</li> <li>● Audit of pain points/potential of deficit areas</li> <li>● Realignment</li> </ul> |

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|   | <ul style="list-style-type: none"> <li>● 12/3/21- Enrollment Growth Funding Model</li> <li>● 10/29/21-Process Improvement Planning (Jim Graham)</li> <li>● 10/15/21-Review of the President’s Charge</li> <li>● 10/1/21-Jim Graham budget modeling presentation</li> <li>● 9/17/21-Financial model (Jim Graham)</li> </ul>   | <ul style="list-style-type: none"> <li>● Strategic Resources based on firms code</li> </ul> |
| <p><b>ii. The Committee shall act as the deliberative body of the Senate on issues pertaining to university budgets, long term capital planning, and allocation of special funds.</b></p> | <ul style="list-style-type: none"> <li>● 2/11/22-Finalize Roll Forward Guidelines</li> <li>● 2/11/22-Enrollment Growth Funding Model</li> <li>● 2/11/22-Polytech Revised Financial Plan Update</li> <li>● 1/21/22- Polytech Budget Working Group Update and Updated Financial Plan</li> <li>● 1/21/22- Preliminary Enrollment Projections</li> <li>● 1/21/22- Governor's Budget Proposal</li> <li>● 1/21/22- Roll Forward Guidelines <ul style="list-style-type: none"> <li>○ a. Review Survey Results</li> <li>○ b. Review Draft Revisions to Roll Forward Guidelines</li> </ul> </li> <li>● 12/3/21- Homework: Operating Fund Q1 Reports (Jim?)</li> <li>● 12/3/21- USFAC Space Allocation Approval</li> </ul> |   |

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|  | <ul style="list-style-type: none"><li>● 12/3/21- University Wide Roll Forward Guidelines<ul style="list-style-type: none"><li>○ a. CSU Survey Results</li><li>○ b. Options</li></ul></li><li>● 12/3/21- Enrollment Growth Funding Model</li><li>● 12/3/21- Review Enrollment Data and Metrics</li><li>● 10/29/21-Report from Budget, Finance and Reporting Polytechnic Working Group</li><li>● 10/15/21-Report from Budget, Finance and Reporting Polytechnic Working Group</li><li>● 10/15/21-Update on Year Three Reduction Plan for OAA</li><li>● 9/17/21-Enrollment and growth</li><li>● 9/17/21-CSU budget request</li><li>● 9/17/21-Year end overview and reserves update</li><li>● 9/17/21-Polytechnic implementation subgroup (Amber and Simone)</li><li>● 9/3/21-Academic Affairs year resource allocation model (Jenn/Anthony)</li><li>● 9/3/21-New Polytechnic allocation synopsis (One time/line items, ongoing)</li></ul> |  |
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**iii. The Committee shall question, review, and evaluate resource allocations based on current fiscal priorities and strategies in support of the University vision and Strategic Plan and evaluate consistency of resource allocations (both budgeted and unbudgeted funds including enrollment growth funds) with that vision and plan.**

- Polytechnic Implementation Budget Working Group meetings
- 2/11/22-Polytech Revised Financial Plan Update
- 1/21/22- Polytech Budget Working Group Update and Updated Financial Plan
- 12/3/21- Homework: Operating Fund Q1 Reports (Jim?)
- 12/3/21- USFAC Space Allocation Approval
- 12/3/21- University Wide Roll Forward Guidelines
  - a. CSU Survey Results
  - b. Options
- 12/3/21- Enrollment Growth Funding Model
- 10/29/21-OpenBook Demo
- 10/29/21-Report from Budget, Finance and Reporting Polytechnic Working Group
- 10/15/21-Report from Budget, Finance and Reporting Polytechnic Working Group
- 10/15/21-Update on Year Three Reduction Plan for OAA
- 9/17/21-Year end overview and reserves update

- List of Data:
  - Actuals
  - Polytech plan
  - Student feedback through college reps, committee reps, questions on student ballot
- Focus the worksheet to a very specific questions.
- What is the true baseline? We need to articulate what has been covered by things like HEERF

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|  | <ul style="list-style-type: none"> <li>● 9/17/21-Polytechnic implementation subgroup (Amber and Simone)</li> <li>● 9/3/21-Academic Affairs year resource allocation model (Jenn/Anthony)</li> <li>● 9/3/21-New Polytechnic allocation synopsis (One time/line items, ongoing)</li> </ul>   |  |
| <p><b>iv. The Committee shall review and make recommendations concerning new budget allocations (augmentations and reductions), cross-divisional budget allocations and allocations to special funds, and advise administrators on the use of those funds. It is not the role of this committee to interfere with internal division processes, but rather to review and evaluate the consistency of resource allocations with agreed upon budget priorities and the University’s vision and strategic plan. The function shall not be construed as to in anyway imply an authority with regard to specific personnel decisions, and at all times is constrained by contractual agreements of the University.</b></p> | <ul style="list-style-type: none"> <li>● 2/11/22-Finalize Roll Forward Guidelines</li> <li>● 2/11/22-Enrollment Growth Funding Model</li> <li>● 2/11/22-Polytech Revised Financial Plan Update</li> <li>● 1/21/22- Polytech Budget Working Group Update and Updated Financial Plan</li> <li>● Polytechnic Implementation Budget Working Group meetings</li> <li>● 1/21/22- Roll Forward Guidelines <ul style="list-style-type: none"> <li>○ a. Review Survey Results</li> <li>○ b. Review Draft Revisions to Roll Forward Guidelines</li> </ul> </li> <li>● 12/3/21- Homework: Operating Fund Q1 Reports (Jim?)</li> <li>● 12/3/21- USFAC Space Allocation Approval</li> </ul> |  |

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| <p><b>v. The Committee shall receive quarterly budget reports to review how budgeted and unbudgeted funds are spent relative to agreed budget categories and priorities, and make relevant recommendations.</b></p> | <ul style="list-style-type: none"> <li>● 12/3/21- Homework: Operating Fund Q1 Reports (Jim?)</li> </ul>   |  |

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| <p><b>vi. The Committee shall review reports on budget and expenditure outcomes and impacts; it shall receive, review and advise on annual reports from division leaders concerning achievements relative to projected goals and objectives.</b></p>   | <ul style="list-style-type: none"> <li>● 1/21/22- Preliminary Enrollment Projections</li> <li>● 1/21/22- Governor's Budget Proposal</li> <li>● 12/3/21- Homework: Operating Fund Q1 Reports (Jim?)</li> <li>● 12/3/21- USFAC Space Allocation Approval</li> <li>● 12/3/21- Review Enrollment Data and Metrics</li> <li>● 10/29/21-OpenBook Demo</li> <li>● 10/15/21-Update on Year Three Reduction Plan for OAA</li> <li>● 9/17/21-Enrollment and growth</li> <li>● 9/17/21-Year end overview and reserves update</li> </ul> | <ul style="list-style-type: none"> <li>● Looking at pertinent issues reported</li> <li>● Divisional reporting with worksheet at the beginning of the year and the end of the year (post realignment survey)</li> </ul> |
| <p><b>vii. The Committee shall serve as the consultative body on long term fiscal planning, reviewing patterns of previous expenditures and proposing changes as they may affect student success consistent with the University mission, and making general policy recommendations regarding present and future resource decisions including consultation on the development of proposals for non-traditional funding.</b></p> | <ul style="list-style-type: none"> <li>● Polytechnic Implementation Budget Working Group meetings</li> <li>● 2/11/22-Finalize Roll Forward Guidelines</li> <li>● 2/11/22-Enrollment Growth Funding Model</li> <li>● 2/11/22-Polytech Revised Financial Plan Update</li> <li>● 1/21/22- Polytech Budget Working Group Update and Updated Financial Plan</li> <li>● 1/21/22- Roll Forward Guidelines</li> </ul>  |  |

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UNIVERSITY RESOURCES & PLANNING COMMITTEE

February 11, 2022

1:30 PM – 3:00 PM

In-person meeting location: CCR

2021-22 URPC:

| In-person                           | Virtual                             |   | In-person                           | Virtual                             |                                       |
|-------------------------------------|-------------------------------------|---|-------------------------------------|-------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Jenn Capps, Co-Chair (non-voting)                     | <input type="checkbox"/>            | <input type="checkbox"/>            | Jeremiah Finley, Student (voting)     |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | James Woglom, Co-Chair (tie break vote)               | <input type="checkbox"/>            | <input type="checkbox"/>            | Vacant, Student (voting)              |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Jim Graham, Faculty (voting)                          | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Amber Blakeslee, Advisor (non-voting) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/>            | Rouhollah Aghasaleh, Faculty (voting)                 | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Kevin Furtado, Advisor (non-voting)   |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Nicole Jean Hill, Faculty (voting)                    | <input type="checkbox"/>            | <input type="checkbox"/>            | Jamie Rich, Advisor (non-voting)      |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Anthony Baker, Staff (voting)                         | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Simone Aloisio, Advisor (non-voting)  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Arlene Wynn, Staff (voting)                           | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Jenessa Lund, Advisor (non-voting)    |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Shawna Young, Dean (voting)                           | <input type="checkbox"/>            | <input type="checkbox"/>            | Michael Le, Advisor (non-voting)      |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Sharooz Roohparvar, VP (voting)                       | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Brigid Wall, Notes (non-voting)       |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Jason Meriwether, VP (voting)<br>Proxy: Kevin Furtado | <input type="checkbox"/>            | <input type="checkbox"/>            | Patrick Orona, Notes (non-voting)     |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Frank Whitlatch, VP (voting)                          | <input type="checkbox"/>            | <input type="checkbox"/>            |                                       |

Additional Attendees: Patrick Malloy (virtual)

Meeting Minutes:

1. Approve Minutes from 01/21/22: M/S (Anthony/Jim) - Approved without alterations
2. Finalize Roll Forward Guidelines (10 minutes)
  - a. Final draft of the [University Wide Roll Forward Guidelines](#) was reviewed.
    - i. Discussion on the percentage split for university wide distributions, increased discretion of divisions, and opportunities for strategic investments.
  - b. Action Item: M/S (Shahrooz/Kevin) - Motion to forward final draft of revised University Wide Roll Forward Guidelines to Senate for consideration and then forward to the President for approval.
    - i. Passed without dissent.

1. Ayes: 5
  2. Nays: none
  3. Abstentions: 3
3. Enrollment Growth Funding Model (40 minutes)
    - a. 2014-15 URPC Enrollment Growth funding model was shared with the group
      - i. Model was based on marginal cost of instruction and leveraged FIRMS codes to distribute additional funding by division. One time funding was used to support initial growth. Once the growth stabilized and sustained, base funding was allocated. When the university experienced significant decline in enrollment, the methodology used was shifted to reduce the impact to instruction.
    - b. Robust committee discussion on current enrollment numbers, enrollment growth, our CSU Resident FTES target of 7,603 FTES, base budget vs. one-time investments, and how to build out the budget planning process.
  4. Polytech Revised Financial Plan Update (10 minutes)
    - a. As part of the Polytech Budget Forum, the working group solicited questions about the poly financial plan and associated allocations. The group received over 50 questions from the campus community and are strategizing how to best answer the questions and the best mechanism to do that.
    - b. The [Polytech Transition - \\$25 Million Spending Plan Summary \(Year 2\)](#) has not changed from the information shared at URPC's last meeting on January 21<sup>st</sup>.
    - c. The year 2 request for funding from the one-time \$433 million in capital funding has been submitted to the CO. The year 2 request for \$30 million was made to continue to move the infrastructure projects forward. (Year 1 amount was \$50 million.)
    - d. [Polytechnic](#) website has information related to [planning updates](#), [infrastructure projects](#), [academic programming build out](#) and [branding initiative](#).
  5. Enrollment & Revenue Projections (15 minutes)
    - a. Enrollment projections for the 2022-23 budget planning scenario and 2021-22 budget are within 10 students: 5,061 total FTES for 2021-22 Budget and we are projecting 5,071 total FTES for 2022-23 budget planning. Anticipating some additional tuition revenue due to projected changes in the FTES mix (Resident, WUE, Out-of-State, & International) but from a budget planning standpoint, looking to be essentially flat from year to year.
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## Faculty Awards Committee:

Submitted by the faculty members of the [Faculty Awards Committee](#): Daniela Mineva, Eugene Novotney, and Marshelle Thobaben

**Recommendation: Eliminate AWARDS CRITERIA below until further discussion with the Faculty Awards Committee**

AWARDS CRITERIA **To be nominated for a faculty award is in itself an honor. The Faculty Awards Committee will announce to the University community the list of nominees. Included in the**

announcement will be directions for the University community to submit feedback. Any such feedback will be shared with the nominee who may submit rebuttals to submitted letters.

### **General Comment**

*It would be good to know the context of what initiated these proposed changes to understand their purpose better.*

**\*To be nominated for a faculty award is in itself an honor. The Faculty Awards Committee will announce to the University community the list of nominees. Included in the announcement will be directions for the University community to submit feedback. Any such feedback will be shared with the nominee who may submit rebuttals to submitted letters.**

### **Concerns:**

*Although I am certain that the motivation behind introducing this amendment was made with positive intentions, it could prove to create a very complex set of conditions and circumstances.*

*If we commit fully to this new requirement the process will become even more complicated. For me the required documentation for this process should stay anonymous.*

*Fewer faculty will want to serve on the Faculty Awards Committee due to the increased workload because of having to announce to the university the list of nominees and request campus-wide feedback on each of them.*

*This could have a chilling effect on faculty's willingness to be nominated having their names being published. This puts faculty in a place of extreme vulnerability.*

*I can only guess that this proposal allows the campus community to provide comment on faculty that have been "controversial" in some way. So, I agree with your [Marshelle's] statement: "inherent herein is the FAC responsibilities to weed out controversial faculty and be the gatekeeper for determining what it means to act in ways that are harmful and egregious".*

*For Soliciting campus wide letters, I agree with you [referring to Marshelle's statement below] inherent herein is the FAC responsibilities to weed out controversial faculty and be the gatekeeper for determining what it means to act in ways that are harmful and egregious*

*Additionally, inherent herein is the FAC responsibilities to weed out controversial faculty and be the gatekeeper for determining what it means to act in ways that are harmful and egregious.*

*So, this opens up many questions for me [Faculty Awards Committee member]. When in the timeline of the process will this occur? Who will initiate it? Will it be requested administratively after all nominations are in and included in the candidate's nomination files before the committee meets to review nominees, as is done with all other material that the committee reviews, like student evaluations, letters, CVs, etc.? And what about the rebuttals? Will those rebuttals also be available before the FAC begins reviewing files? What weight will this feedback*

*be given? Will comments in these letters be substantiated or vetted? Will the FAC accept all comments as “credible” without documentation?*

*I like the idea of announcing the names of the nominees at the awards ceremony, not before. I feel it is an honor to be nominated and it is nice to be recognized. This is true for the outstanding student awards.*

**\*Membership:** In addition to the co-chairs, three members of the teaching faculty (two of whom are previous recipients of at least one Award) appointed for one-year terms by the Senate Appointments Committee, and one student appointed by the Associated Students. *Why should this committee have two faculty members that are previous recipients? I am in favor of one faculty member being previous recipient.*

*I remember the year when Jenny Zorn made the argument that there are very sensitive materials like student evaluations and can't be shared with the students. I agree that involving students in this process is not suitable for this committee.*

*When I first served on the FAC committee, there was one student appointed by the Associated Students on the committee. This student membership stipulation was actually recommended to be eliminated by then Provost, Jenny Zorn, in 2015. She felt that student membership on the committee was problematic because of confidentiality issues and sensitivity to students seeing faculty teaching records, i.e., student evaluations of teaching, which generally fall into category of personnel documents.*

\*Language from the draft Resolution #16-08/09-FA (Revised) Awards Criteria Resolution

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### **President and President's Administrative Team Report to University Senate**

Tom Jackson, Jr., President  
Sherie C. Gordon, Chief of Staff  
Shahrooz Roohparvar, CFO/VP Administration and Finance  
Jason Meriwether, VP Enrollment Management  
Jenn Capps, Provost and VPAA  
Cooper Jones, Executive Director of Athletics and Recreational Sports  
Frank Whitlatch, VP Advancement  
Lisa Bond-Maupin, Deputy Chief of Staff (Editor)

#### **People**

**Torie Mather** has been hired to **fill out the HR team**. She will be working the front desk and starts on March 28th. As of that date, the HR Office will be fully staffed for the first time in a long time and are looking forward to providing the highest possible level of service.

**CSU Trustee Wenda Fong** visited the Cal Poly Humboldt campus on Wednesday, March 2nd. During this time she met with a series of representatives from Cal Poly implementation working groups to learn about how we are breathing life into our polytechnic plan. She also met with students who are working with faculty on scholarly partnerships and had a tour of campus. Trustee Fong continues to be one of the biggest supporters of our transformation, emphasizing during her visit how impressed she was with our creativity, thoughtful work, and our growing off-campus partnerships. Congratulations and heartfelt thank you from Trustee Fong to everyone of the nearly 50 people with whom she met during her visit.

During her visit, Trustee Fong shared that she had recently produced a PSA shown in all AMC theaters in honor of AAPI month. You may view it here:

<https://abc7news.com/amp/stop-asian-hate-aapi-stands-for-gofundme-community-meaning/10575497/>

### **Academic Excellence**

As Humboldt State transforms to Cal Poly Humboldt, the **Center for Teaching and Learning** is committed to supporting educators in your efforts to explore new ideas, reflect on your practice, reach your teaching goals, and do their best to make your teaching lives easier to manage. That's why they would like to start a conversation with you about what you need to thrive in the classroom and what you can share with others about what you are already doing. **Take the survey** here: [Cal Poly Humboldt Faculty Needs Survey](#)

**Fall textbook adoptions** are now open and the deadline to submit them is April 1, 2022. Submitting these adoptions in a timely way supports our students in being successful in obtaining the required course materials.

To submit your adoptions follow these steps:

- Log into [Canvas](#).
- Select the "Follett Bookstore" icon in the left column navigation panel
- Follow instructions on the screen.

If you have any questions please contact Chris Leach, the Bookstore Manager at [1268mgr@follett.com](mailto:1268mgr@follett.com)

### **Campus Culture and Operations**

Cal Poly Humboldt and USA Triathlon announced the school will become the 40th program to offer women's **triathlon at the varsity level**. Humboldt will field a team starting in the 2022-23 athletic season.

The commitment by Humboldt to become the 40th school is an important milestone in triathlon's journey to becoming an NCAA Championship sport. Deemed an NCAA Emerging Sport for Women in 2014, triathlon has now met the 10-year window to demonstrate sustainability and success at the NCAA varsity level. Triathlon has a few more steps to take on its way to being fully managed by the NCAA as a championship event, including committee, council, divisional and budget approvals.

"Cal Poly Humboldt is excited to welcome Triathlon to our campus as the 12th NCAA varsity sport," said Cooper Jones, Executive Director of Intercollegiate Athletics & Campus Recreation. "We believe

Triathlon will be very successful in the near future. I look forward to growing the sport both regionally and nationally."

Humboldt's addition of women's triathlon was made possible through a grant from the USA Triathlon Foundation as well as a donation from the IRONMAN Foundation. The USA Triathlon Foundation Women's Emerging Sport Grant is distributed to select NCAA membership institutions to develop, implement and sustain women's triathlon programs at the varsity level.

Humboldt becomes the 17th Division II institution in the country to add women's triathlon as a varsity sport and the second in California, joining the University of San Francisco.

Triathlon was approved in January 2014 as the next Emerging Sport for Women for NCAA Division I, II and III institutions. Women's Triathlon is a fall sport, and the varsity season includes national qualifiers followed by the Women's Collegiate Triathlon National Championships. Races are sprint distance, featuring an open water 750-meter swim, draft legal 20-kilometer cycling and a 5K run.

"The addition of new varsity sports to Humboldt is just one part of a visionary plan that our president, Dr. Tom Jackson, Jr., has for the future of our campus," added Jones. "The ability to add new sports like Triathlon will bring national -- and even international -- recognition and awareness to our growing Cal Poly Humboldt brand."

### **Community**

**Vice President Shahrooz Roohparvar** will join the group of stakeholders from Arcata and Cal Poly Humboldt working on strategies to improve the **overpass/footbridge to North Town**. Currently the group is collecting data from users on strategies for increasing safety and comfort on the overpass and plans to support a joint university/city proposal to CalTrans integrating safety, noise abatement, and art.

### **Global and Tribal Outreach and Education**

**NAS book circles** continue with the text *Braiding Sweetgrass: Indigenous Wisdom, Scientific Knowledge, and the Teaching of Plants* by Robin Wall Kimmerer

- Program led by NAS Faculty Cutcha Risling Baldy & Kaitlin Reed
- Guest speakers from Wiyot Tribe Natural Resources Dept, Yurok Tribe Enviro Dept, Northern California Indian Development Council, Karuk Tribe Dept of Natural Resources
- 18 faculty are enrolled
- First session was Feb 21st
- Author will be delivering a keynote address at CSU Conference hosted by Chico State on March 24th (all campus member access conference for free due to Sustainability Office sponsorship).

### **Sustainability**

Our **new Trademark Licensing agreement** (with [Affinity Licensing](#)) includes a Code of Conduct requiring all licensees to comply with the Fair Labor Association Workplace Code of Conduct. This will garner the campus one new point in our STARS report for the next reporting cycle and is solely due to our new

business relationship with Affinity. This formalization of campus commitment to fair labor practices is a new measure to be celebrated!

Cal Poly Humboldt is a sponsor for Chico State's annual **This Way To Sustainability (TWTS) Conference**, a nationally recognized, student-run conference focusing on challenges, ideas, solutions and resiliency in planning our sustainable future. Because of our sponsorship, **all students, faculty and staff can receive FREE access** to the event. Steps to take to register:

- Visit our registration page here: [https://whova.com/web/twts\\_202203/](https://whova.com/web/twts_202203/)
- Select ticket option "Full Conference General Admission- Students and Faculty (Please use your CSU discount code for free ticket option)"
- Scroll to the bottom and find "discount code" and enter: csuhumboldt2022
- From there you will be registered for the event.

Check out the **Office of Sustainability's updated website** for the latest on campus sustainability initiatives, planning, upcoming events and the [Sustainability Dashboard](#), which makes visible our progress towards meeting our sustainability goals.

## **Pride**

As announced by the office of the California Collegiate Athletic Association (CCAA), 42 Cal Poly Humboldt Student-Athletes were named to the **2021 CCAA Fall Academic Honor Roll**. The 42 'Jacks were the most by any of the 12-members of the CCAA. Following Humboldt's lead were Cal State Monterey Bay with 41 honorees and Cal State San Marcos with 39.

"We are so proud of the academic accomplishments of our amazing student-athletes," said Cal Poly Humboldt Executive Director of Intercollegiate Athletics and Recreational Sports Cooper Jones. "Leading the CCAA in Academic All-Conference selections is impressive, and a testament to the caliber of student-athletes who are a part of the Cal Poly Humboldt family."

The CCAA recognizes individuals academically per-season (fall, winter and spring) for all CCAA sponsored sports. Student-athletes must be of sophomore athletic standing or higher, and own a 3.3 cumulative grade point average or better while competing in a conference-sponsored sport in that season.

A total of 360 men and women across the CCAA's 12 institutions have been honored for their efforts in the classroom for the fall of 2021. The 42 Lumberjacks to receive this prestigious honor are the following:

### **Men's Cross Country**

Shane Burton  
Michael Gengo  
Jaxon Leduc  
Mica Mills  
Ian Rusk

### **Men's Soccer**

Jordon Bruton  
Jacob Cotton  
Cole Falco

Devin Hauenstein  
Gou Nitta  
Motoki Sato  
Dylan Tovani  
Sean Tucker

Volleyball

Carla Crespo  
Gianna Giacomotto  
Lenox Loving  
Elyse McKinney  
Lindsey McLaughlin  
Katie Nall  
Kaitlyn Patterson  
Macy Thomas  
Riley White

Women's Cross Country

Emily Bath  
Pearl Burton  
Rosa Granados  
Andie Kolasinski  
Saedy Williamson

Women's Soccer

Claire Bareilles  
Kelsey Bess  
Abby Borg  
Ryley Burton-Tauzer  
Rhea Chan  
Niki Clark  
Maya Davis  
Tana Eri  
Baylee Groom  
Julia Humphreys  
Maddie Johnson  
Clara Lenihan  
Sarah Paquette  
Emilie Wallin  
Brooke Weese

This fall, 11 Lumberjacks earned All-CCAA athletic honors highlighted by six men's soccer players being named to their All-Conference Team in Marco Silveira (First Team), Dylan Tovani (Second Team), Adrian Gallardo (Second Team), Christian Gonzalez (Honorable Mention), Devin Hauenstein (Honorable Mention) and Motoki Sato (Honorable Mention). Two women's cross country athletes were named All-CCAA in Rosa Granados and Saedy Williamson. Carla Crespo and Lindsey McLaughlin were also named to the All-CCAA Honorable Mention Volleyball Team. Additionally, Claire Bareilles was named to the All-CCAA Honorable Mention Women's Soccer Team.