

University Senate

Meeting Minutes for Tuesday, February 06, 2024

Location: In Person - Goodwin Forum NHE 102

Online: Zoom Meeting ID: 890 8752 0102

Passcode: 328012 & **Link:** [Zoom](#)

Chair Woglom called the meeting to order at 3:04 PM

A quorum was present.

Members Present

Aghasaleh, Anderson, Banks, Bell, Benavides-Garb, Burkhalter, Cappuccio, Deshazier, Gordon, Graham, Harmon, Hill, Holliday, Miller, Miyamoto, Mola, Pachmayer, Ramsier, Ruiz, Schroeder, Stelter, Thobaben A. , Virnoche, Woglom.

Members Absent

Lancaster, Levering, Parker, Tillinghast.

Guests

Nate Cacciari-Roy, Joice Chang, Rob Cacciari-Roy, Lauren Lynch, Patrick Malloy, Peggy Metzger, Libbi, Raven Palomera, Jordan Pangelinan, Sasheen Raymond, Jenni Robinson-Reisinger, Ronnie Swartz, Jeanne Wielgus, Rick Zechman.

Announcement of Proxies

Kimberly White For Capps, Mark Johnson for Jackson, Pachmayer for McGuire , Thobaben A. for Thobaben M.

Approval and Adoption of Agenda

M/S (Mola/Holliday) Motion to adopt the Agenda for February 06, 2024.

Motion to approve the agenda for February 06, 2024 passed without dissent

Review of Community Participation Options

Approval of Minutes from January 30, 2024

M/S (Mola/Hill) Motion to approve the minutes from the meetings on January 30, 2024

Motion to approve with amendment

Woglom - Removal of the 14-23/24-CBC - Resolution on Creation of Committee on Committees
first reading from the minutes

Motion to approve the minutes with the amended minutes for January 30, 2024 **passed without dissent**

Consent Calendar from the Integrated Curriculum Committee

No items

General Consent Calendar

It was noted there were no items on the General Consent Calendar for consideration.

Reports, Announcements, and Communications of the Chair

- The Chair Report is attached.

Reports of Standing Committees, Statewide Senators, and Ex-officio Members

Academic Policies Committee (APC)

Written Report attached

Appointments and Elections Committee (AEC)

Written Report attached

Constitution and Bylaws Committee (CBC)

There will be 2 resolutions shared.

Faculty Affairs Committee (FAC)

No Report

Integrated Curriculum Committee (ICC)

Had discussion during the ICC meeting on feedback on how to make the MAPS process better and AB 928 and Degree program criteria.

University Policies Committee (UPC)

No Report

University Resources and Planning Committee (URPC)

Written Report attached

Academic Senate of the California State University (ASCSU)

Written Report attached

Associated Students (AS)

No report

California Faculty Association (CFA)

Social, 2/7/2024, at Los Bagels and 8-10 am in Arcata, everyone is invited to attend to discuss the timely MD, hiring counselors, and budget

Office of Diversity, Equity, and Inclusion (ODEI)

No Report

Emeritus and Retired Faculty and Staff Association (ERFSA)

No Report

Labor Council

No Report

Staff Council

No Report

President and President's Administrative Team

Written report is attached

TIME CERTAIN: 3:05-3:15 PM – Open Forum for the Campus Community

1. Dr. Chris Harmon - Letter is attached.

TIME CERTAIN: 3:40-4:00 PM – Update on Financial (guest Peggy Metzger)

Presentation Attached

15-23/24-APC – Resolution on the Priority Registration Policy – First Reading

- **Draft Policy**

Resolution and Policy are attached

14-23/24-CBC - Resolution on Creation of Committee on Committees - Second Reading

Resolution is attached

Motion to Postpone (Woglom/Miller) the Second reading for Resolution (14-23/24-CBC).

Motion to Postpone Resolution (14-23/24-CBC) Second Reading to next Senate meeting
Passed without dissent

16 - 23/24- CBC - Resolution To Update Section 800 Faculty Handbook To Update 854. University Space And Facilities Advisory Committee Membership And Charge - First Reading

Resolution is attached

Motion to waive first reading (Aghasaleh/Woglom) of the Resolution (16-23/24-CBC).

Motion to waive first reading (14-23/24-CBC) **Passed without dissent**

Vote to Waive First Reading

Vote Ayes: Aghasaleh, Anderson, Banks, Bell, Benavides-Garb, Burkhalter, Cappuccio, Harmon, Hill, Holliday, Miller, Miyamoto, Mola, Pachmayer, Ramsier, Schroeder, Stelter, Thobaben A. , Thobaben M. , Virnoche, Woglom

Vote Abstentions: Capps, Graham, Ho'ā, Lancaster, LeVering, McGuire, Parker, Ruiz, Tillinghast,

Vote Nays: none

Vote to Pass the Second Reading

Vote Ayes: Aghasaleh, Anderson, Banks, Bell, Benavides-Garb, Burkhalter, Cappuccio, Harmon, Hill, Holliday, Miller, Miyamoto, Mola, Pachmayer, Ramsier, Ruiz, Schroeder, Stelter, Thobaben A. , Thobaben M. , Virnoche, Woglom

Vote Abstentions: Capps, Deshazier, Graham, Ho'ā, Lancaster, LeVering, McGuire, Parker, Tillinghast,

Vote Nays: none

M/S (Harmon/Miller) adjourn

Meeting adjourned at 4:35 PM

CAL POLY HUMBOLDT

University Senate Written Reports, February 06, 2024

Standing Committees, Statewide Senators and Ex-officio Members

Academic Policies Committee:

Submitted by Nicole Jean Hill, APC Chair

Members: Julie Alderson (Faculty-Art), Frank Cappuccio (Faculty-Chem), Harrelle Deshazier (Advisor-Umoja Center), Tyler Evans (Faculty-Math), Nicole Jean Hill (APC Chair Pro-Tem), Jenni Robinson Reisinger (Registrar), Mark Wicklund (Director-Assessment). *Vacant: AS Student 1st and 2nd Reps*

Meeting Date(s): January 17 and 31, 2024

Meeting Details: Li Qu (Faculty, Business) has resigned from the committee and APC needs to fill the vacancy- ideally with a faculty member from CPS. Priority Registration Policy is ready for the first reading at senate. The committee drafted a letter to Jill Anderson at ICC related to questions and concerns about the next policy on our agenda: the Minors, Certificates & Concentrations Policy. These questions will be added to the agenda for ICC on 2/6 and 2/13/2024. Also, related to the next policy on our agenda (Program suspension and discontinuation policy): Suspension policy has not been updated since 2002. Deletion policy was updated in 2012. Committee will review the most recent policies for obvious changes and then will be shared out to ADs. Google doc with existing policies: [Program suspension and discontinuation policy](#). The committee will also be discussing the 8 week deadline for students to change from letter grade to CR/NC (at the request of committee member Harrelle Deshazier, Advisor-Umoja Center), and looking into policies related to scheduling for Mark Wicklund's work on Strategic Enrollment Management.

Appointments and Elections Committee:

Submitted by Jorge Monteiro, AEC Chair

Members: Ara Pachmayer, Jorge Monteiro, Michihiro Sugata

Meeting Date(s): 01/19/2024

Meeting Details: The AEC and Senate chairs have met with the new ASC, Andrea Bright, several times to discuss all the committees and the process to announce vacancies and fill the positions. The AEC committee met on 01/19/2024 and discussed some positions that will need to be filled in the Spring and Fall of 2024. The AEC committee started to discuss that some

committee chairs have a heavy workload that needs to translate into more release time and suggested the Senate chair update that.

University Resources and Planning Committee:

Submitted by Monty Mola, Interim URPC Co-Chair

Members:

<input checked="" type="checkbox"/>	Jenn Capps, Co-Chair (non-voting)	<input checked="" type="checkbox"/>	Samuel Parker, Student (voting)
<input type="checkbox"/>	Monty Mola, Interim Co-Chair	<input type="checkbox"/>	Vincent Zavala, Student (voting)
<input type="checkbox"/>	Amy Spowles, Faculty (voting)	<input checked="" type="checkbox"/>	Amber Blakeslee, Advisor (non-voting)
<input checked="" type="checkbox"/>	Dave Jannetta, Faculty (voting)	<input checked="" type="checkbox"/>	Melanie Bettenhausen, Advisor (non-voting)
<input checked="" type="checkbox"/>	Ramesh Adhikari, Faculty (voting)	<input type="checkbox"/>	Vacant, Advisor (non-voting)
<input type="checkbox"/>	Sarah McCue-Green, Staff (voting)	<input checked="" type="checkbox"/>	Kendra Higgins, Advisor (non-voting)
<input type="checkbox"/>	Vacant, Staff (voting)	<input checked="" type="checkbox"/>	Michael Le, Advisor (non-voting)
<input checked="" type="checkbox"/>	Jeffrey Crane, Dean (voting)	<input checked="" type="checkbox"/>	Brigid Wall, Notes (non-voting)
<input type="checkbox"/>	Carla Ho'a, VP (voting)	<input checked="" type="checkbox"/>	Patrick Orona, Notes (non-voting)
<input checked="" type="checkbox"/>	Chrissy Holliday, VP (voting)	<input checked="" type="checkbox"/>	Nate Cacciari Roy, Support (non-voting)
<input type="checkbox"/>	Frank Whitlatch, VP (voting) Proxy: Kevin Furtado	<input type="checkbox"/>	

Meeting Date(s): 02/02/24

Meeting Details:

- To ensure that the URPC can deliver a recommendation to the University Senate and President Jackson on time, additional URPC meeting dates were set for March 8 and March 29 from 1:00 - 2:30 PM. These dates will primarily be dedicated to the reports from the Division Vice Presidents about their reduction planning for the 2024/2025 AY. Each division has been asked to develop scenarios for 3%, 5%, & 8% reductions, in light of our current understanding of an estimated \$8M shortfall next year.
- The URPC had a robust discussion on the creation of a taskforce to take on the President's charge of developing a sustainable budget model for the University. Topics included the shortfalls of our current - *Incremental Model*, how other Universities have transitioned to other budget models, including the hiring of consultants with expertise in this area, who might be asked to join this taskforce, and the scope of their work. Work on this is in the early stages and more information will follow as it is available.

- We set the date and time for our next URPC Open Forum: Monday, March 25, 2024 at 1 PM. This will be a World Cafe style forum. Additional details, including location will be announced as we draw closer to that date.
 - A brief discussion was had on how the URPC can provide input on the Low Degree Conferring programs discussion. Though there are clearly budget implications embedded within this topic, it is not clear, given the scope of the URPC's purview, how we might provide this input. It was suggested that we may be able to ensure that the criteria that are developed and the action plans that result from those criteria align with the University's strategic plan and the Polytechnic Prospectus/Action plan.
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Academic Senate CSU (ASCSU):

Submitted by Stephanie Burkhalter and Mary Virnoche, ASCSU Senators

Members: Stephanie Burkhalter and Mary Virnoche, ASCSU Senators

Meeting Date(s): ASCSU Committees next meet on February 23, 2024

The [CSU Board of Trustees](#) met January 29-January 31. You can find the agenda packet [here](#) and a recording of the meeting [here](#).

Some highlights of the meeting pertaining to our ongoing campus conversations:

During the segment of the Committee on Educational Policy focused on research and creative activities across the 23 campuses, President Jackson provided a brief overview of the return to the Wiyot people of the 46-acre [Mouralherwaqh site](#) and the research collaboration with Humboldt's Sea Rise Institute co-led by Dr. Laurie Richmond. Also featured in the Trustee's packet were descriptions of current Cal Poly Humboldt projects on Climate Plan for Eureka-Arcata corridor (co led by Eileen Cashman and Margaret Lang), Caminar Juntos (Walking Together) aimed to increase retention and graduation of underserved students at Hispanic Serving Institutions (Mary Gonzalez, lead investigator) and Chair Jim Woglom's work with the Prison Arts Collective Exhibition showcasing the work of incarcerated artists at Pelican Bay Prison.

In the Committee on Educational Policy discussion on Proposed Amendments to Title 5: Implementation of the Student Transfer Achievement Reform Act of 2021 (AB928), which was on the agenda to prepare for an action item that will be voted on at the March 24-27, 2024 meeting, a majority of the Trustees who sit on the Committee on Educational Policy indicated that they favor amending the current CSU GE Breadth requirements to be the same as the agreed upon Cal-GETC pathway for transfer. While they appreciated the faculty's position that

all GE classes provide value and that there is no evidence that first year first time students would be better off losing GE units in area C and area E, the Trustees in favor of a single GE pathway maintained that students need to have simplicity as they navigate their degree path, often across multiple institutions, and it wouldn't be equitable that students who begin in the CSU would need to complete more GE courses than those who transfer to the CSU. This reflects Chancellor Garcia's view as expressed during the ASCSU January plenary. Any Title V changes adopted by the Board of Trustees in March would likely need to be implemented on the Cal-GETC timeline, which begins with students entering in the 2025 catalog year.

In the Committee on Finance discussion of the CSU budget situation, Trustees noted that the state legislature is looking to all three systems of higher education in California (CCC, CSU, and UC) to increase their collaboration and efficiencies to reduce costs to lower state budgetary allocations in the long-term. Governor Newsom proposed in his January 10 budget a deferral of a 5% increase in CSU state budget allocation that was supposed to come to the CSU in fiscal year 2024-2025 if CSU met benchmarks in the 5-year "compact". The budget proposal stipulates that the CSU's 2024-2025 fiscal year 5% funding increase, as well as its 2025-2026 fiscal year 5% increase, will be included in fiscal year 2025-2026 budget proposal and appropriations, so long as the CSU keeps meeting the Compact's goals. In contrast, the Legislative Analyst's Office (LAO) released the 2024-2025 [Higher Education overview report](#) on January 30, 2024, which recommends not funding at all the 5% increase associated with the Governor's CSU Compact for fiscal 2024-2025, and likely not funding it for 2025-2026 given the three-year budgetary outlook, which predicts a structural deficit of \$10 to \$30 billion each year. The LAO notes, "The compacts [with the CSU and UC] are not codified. The Legislature decides through the annual budget process which, if any, of the compact components it will enact." The Governor's liaison to the CSU Board of Trustees suggested that the CSU engage in robust advocacy with legislators to ensure that some amount of Compact funding is included in the state budget allocation for the CSU, even if it is deferred. He mentioned that while the line item deferral can seem like the Governor is not prioritizing funding higher ed, there were other worthy programs in the General Fund that were cut or went unfunded in the Governor's budget proposal. He stressed that the CSU must make the case for its funding when it is competing for General Fund appropriations funding with healthcare and services for those who are experiencing homelessness.

Presidents Lynn Mahoney of San Francisco State and Richard Yao of CSU Channel Islands shared some of the cost savings measures that they have instituted at their campuses to adjust to new lower enrollment realities. These included reducing the number of classes offered per semester and focusing on those classes that are most in demand by students or necessary for graduation; reducing or combining low-enrolled programs; increasing class sizes; instituting hiring freezes

and early retirement programs; and reducing campus support services. The Trustees seemed enthusiastic about such strategies for reducing operating costs and even suggested that students should be allowed to take classes over zoom at multiple campuses so that students maintain access to classes they need when they are not being offered on their local classes due to cuts in the class schedule.

Emeritus & Retired Faculty & Staff Association

Submitted by Marshelle Thobaben, Senate Representative for ERFSA

Members:

Meeting Date(s):

Meeting Details: No report

President and President's Administrative Team Report to University Senate

Tom Jackson, Jr., President

Mark Johnson, Chief of Staff

Carlo Ho'ā, Interim VP Administration and Finance/CFO

Jenn Capps, Provost and VP Academic Affairs

Chrissy Holliday, VP Enrollment Management and Student Success

Frank Whitlatch, VP Advancement

Nick Pettit, Executive Director of Intercollegiate Athletics and Recreational Sports

Adrienne Colegrove-Raymond, Special Assistant to the President for Tribal & Community Engagement

MOMENTS OF PRIDE

- Cal Poly Humboldt is the FIRST university in the United States to be approved for Pell eligibility for people who are incarcerated seeking this education.
- A NAGPRA/CAL NAGPRA Repatriation Program Coordinator, Megan Watson has been hired to oversee the collection of items held by the Anthropology Department. She will work closely with Tribes to make sure that these items are returned or dealt with in a manner approved by the appropriate Tribe.

INCLUSIVE EXPERIENCE

- Black Liberation and History Month: Journalism Professor Kirby Moss will host a discussion on the topic of "Unpacking Black Joy" on Tuesday, Feb. 13, from 5 to 6:30

p.m. in the Banquet Room of Gutsurrak Student Activities Center. The conversation will explore various aspects of Black joy, including what contributes to it, what obstacles interrupt it, and how it is portrayed in the media.

INFRASTRUCTURE

- CSU Board of Trustees approved construction of the Engineering and Technology Building. Construction will begin in May 2024.

INNOVATION AND SUSTAINABILITY

- **Decolonizing Sustainability Speaker Series**

The goal is to highlight and unpack intersections of settler colonialism, white supremacy, and systems of power/privilege/oppression within the discourse and rhetoric of contemporary sustainability, environmental, and climate change movements. This semester, please join us in the Native American Forum on the *last Thursday of every month this semester from 5:00 to 6:30 pm*. Be sure to arrive early and enjoy snacks and beverages in the lobby.

Dr. Aaron Gregory, Cal Poly Humboldt, Assistant Professor, Native American Studies
Future-Primitive: The High Stakes of Lithium Power

Thursday, February 29, 2024

5:00 - 6:30 p.m

Native American Forum (BSS 162)

Hi Cal Poly Humboldt University Senate!

I hope that y'all are finding your respective grooves in this 4th week of the Spring Semester of 2024. Thank you all so much for the work you are doing to support each other in fostering educative spaces. There's a lot coming up in this week's meeting, and I appreciate your taking the time to also engage in shared governance towards a more just University.

This week we will have a presentation from Peggy Metzger from Financial Aid on a series of changes in Financial Aid awards that will be happening concurrently over the next cycle of allocations. Please be sure to take some notes and spread what we learn from Peggy as there will be clear implications for many of our students, and the more that we can collectively advise and assist them, the better. She's always one of my favorite presenters on campus, combining rich knowledge with comprehensible delivery. Thank you, Peggy!

We'll also be working through a number of legislation readings (first and second) including a "Priority Registration Policy", an "Office Hour Policy", and a pair of CBC actions related to the establishment of a Committee on Committees, and the inclusion of Designees as potential co-chairs of the USFAC. Thank you to the committees who have been working on those resolutions, and to everyone who has provided feedback on them. Hopefully they will serve to improve our governance structures moving forward.

Finally, I would like to share a reflection I have been mulling over the last week following a series of experiences that were discomfiting to me, and ask that y'all hear out my often flawed thinking and provide some feedback:

We are really smart people. All of us, regardless of our respective designation or community on campus, are educated, and passionate, and committed to knowledge and criticality at a truly staggering level. In many cases we are also, rightfully, proud of the knowledge and expertise that we have pursued and accrued through our own passionate studies. We (or at least I, but I hope some folks might resonate with me here) existentially self-identify with our pursuits, interests, and the stuff that we think is important to discuss in classrooms and labs and conference rooms. They become a part of how we describe ourselves; when asked about myself, I say I am an Art Teacher, and I view much of the world and my interactions in it through that named lens.

I don't want to come off as assailing this tendency, or preaching self-righteously (I certainly will be retaining my Art Teacher-ness for as long as I am allowed). What I ask, though, is that we take some time in those interactions we have with our colleagues, friends, and community, to consider the partisanship that our own theoretical and disciplinary self-identifications can affect in our discourse and actions. If I allow my attachment to Art Education to justify any and all action that I take or text I generate, I run the risk of carelessly othering and even outright hurting those who I perceive to be questioning or threatening my thing.

I guess what I am advocating for, and requesting feedback on, is a proposal that we all make an effort to take a second, whenever we feel backed into a corner about the stuff we love and spend our lives working for, to check to make sure that we do not forget or deny the humanity of those that we find ourselves in opposition to. I'm not suggesting that we give up on passionate advocacy for and defense of what we think is right, but that we maintain and support and protect the emotional and physical safety of those we find ourselves in disagreement and dissensus with, such that we can all be whole and ready to passionately advocate during the next moment of dissent (or, who knows, maybe agreement!).

Again, I don't want to be a hugely condescending jerk here (though, if it walks like a duck...). I just worry sometimes that when we are really excited about really important stuff, we run the risk of forgetting that we hopefully care about each other and need each other to keep this immense and complex venture running. Beyond that need, tying our individual health and care in a web of respectful mutuality might serve to protect us (read: me) when we inevitably mess up. Let's, please, do what we can to be good to one other while we do our darndest to communicate and work toward our often disparate, but more often intrinsically aligned positions.

Thanks for coming to my Ted Talk, see you all tomorrow,
jim

Dear Cal Poly Humboldt Campus Community,

It is with great regret we inform you that Science on Tap will be canceled for the rest of the semester and, unfortunately, we do not know at this time when it will resume. Blondies Food and Drink, owned and operated by local legend Johana Nagan for the last 15 years, has closed its doors and will no longer be located at its iconic location 420 California Avenue in Arcata. There are several reasons for the closure of Blondies and we at Science on Tap stand with Johana Nagan in her decision to seek another location, hopefully close to campus!

Blondies and Science on Tap have been long-standing partners in the community, for some 12 years! In the early days of Science on Tap hosts C.D. Hoyle and Chris Harmon would check out presentation gear, including fold-away projector screens, projectors, computers, etc., and march them over to the off-campus location. Eventually, Nagan and co-operator Rowen Gratz installed a projector, screen, and dedicated audio to facilitate Science on Tap as well as other community-centered events. Many Science on Tap nights were standing-room-only as Blondies was filled to the brim with students, faculty, staff, and various Humboldt County community members looking to have some refreshments, engage with community members, and learn something about science.

It is difficult to imagine having this event anywhere other than Blondies. Our histories are inextricably woven together and we are forever grateful to Johana Nagan and Rowen Gratz for making so many fond memories. Last, but certainly not least, we are especially grateful to every Science on Tap speaker who was brave enough to bring their story to the community and make science an approachable and fun subject.

Science communication is a true passion of ours and we hope to bring this event back to the community in partnership with Johana, Rowen, and all those who supported us along the way.

Best Regards,

Chris Harmon, Professor, Department of Chemistry & Biochemistry, Cal Poly Humboldt

C.D. Hoyle, Professor, Department of Physics & Astronomy, Cal Poly Humboldt

Financial Aid Updates

**Peggy Metzger, Executive Director,
Enrollment Management and Financial Aid**



Brief agenda

- **FAFSA delays**
- **Coordination of Aid and Middle Class Scholarship**

Better FAFSA, Better Future



What's **BETTER?**

Easier to navigate

Direct feed from IRS

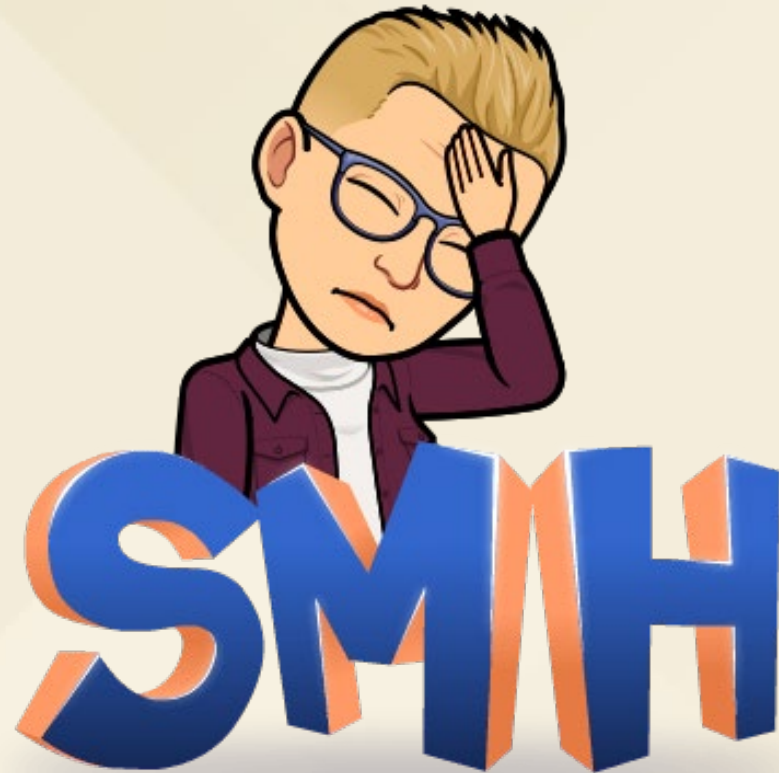
More Pell eligible students

YAY!

But....

➤ **Better FAFSA, Better Future**

Delays and
problems



➤ The rollout...

ED deadline to launch new FAFSA was midnight, December 31

Open now, but very glitchy (*patience and persistence*)

Most vulnerable populations are at risk

More delays announced due to Income Protection Allowance changes

No ISIRs until March

Packaging – best guess is end of April – earliest

May 1 confirm date – move to June 1 – systemwide?

➤ **What we are doing in the meantime...**

Communicating with students

Staying flexible and watching the news

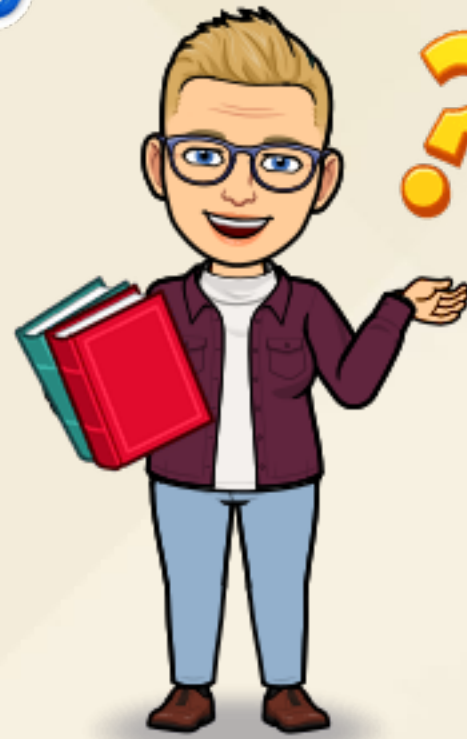
Looking at six “fake” ISIRs in a test database, so we can plan to:

rewrite all queries, packaging equations and awarding processes

(but we can't actually do that yet)

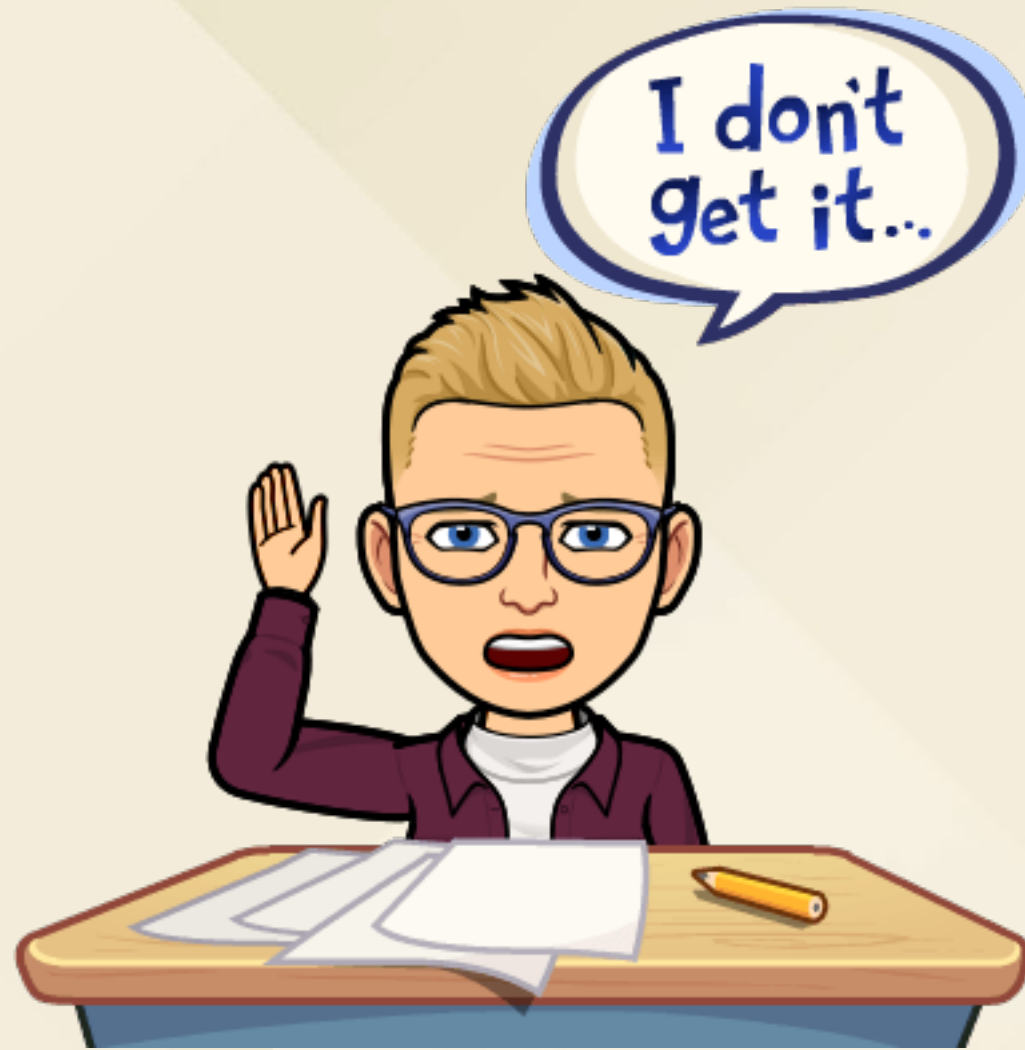
Keeping our sense of humor

Any Questions?



Coordinating Aid and the Middle Class Scholarship (MCS)

- All additional resources (scholarships, stipends, awards, gift cards, etc) students receive must be coordinated with other aid within the current aid year – with the exception of WAGES
- Students are not allowed to receive more aid in total than their Cost of Attendance (COA)
- Middle Class Scholarship is designed to be a GAP award (to fill the gap between aid and COA)
- ANY change in aid, COA or enrollment level – we must recalculate MCS
- To the student, the scholarship feels like it got reduced



CAL POLY HUMBOLDT
University Senate

Resolution on the Priority Registration Policy
15-23/24-APC – February 6, 2023 – First Reading

RESOLVED: That the University Senate of Cal Poly Humboldt recommends to the president that the attached Priority Registration Policy be approved; and be it further

RESOLVED: That the policy be implemented beginning AY 24/25

RATIONALE: The purpose of this policy is to define the different types of registration considered priority registration, the student groups eligible for priority registration, and the order in which the Office of the Registrar assigned enrollment appointments. This policy reflects the students required to receive priority registration based on the California Education Code, as well as priority registration eligibility based on existing campus practices.



DRAFT- Priority Registration Policy
Policy Number 15-23/24-APC
Academic Policies Committee

POLICY: Priority and Scheduling of Registration

DEFINITIONS

Student populations:

Group 1: Graduate program and credential-program students

Group 2: Undergraduate students

The enrollment windows for students in this group are assigned by the number of units a student has completed. Enrollment windows are arranged in descending order, starting with students who have accumulated the highest number of earned, and progressing to those with fewer accrued units.

Group 3: All other unclassified graduate students and transitory students

Group 4: Students who are obligated to register after all regular students have registered based on participation in specific programs

Day one registration:

All students eligible for day one registration will be assigned an enrollment window date/time on the first day of registration regardless of the number of units earned.

Students eligible for day one registration include:

Category A - Current foster youth and former foster youth and/or homeless youth and former homeless youth per Ed Code Article 3, Section 66025.9

Category B - Member or former member of the armed services per Ed Code Article 3, Section 66025.8

Category C - Students with disabilities registered with the Campus Disability Resource Center (CDRC) who would not otherwise achieve their academic goals within a reasonable period of time due to an ongoing disability

Category D - Students who participate in intercollegiate sports governed by the NCAA

Category E - Students who would not otherwise achieve their academic goals within a reasonable period of time because they participate in an ongoing, university-sanctioned activity that significantly benefits the university (See Procedures, Section B.3 for general eligibility criteria.)

Category F - Rare and extraordinary circumstance

The provost or vice president for enrollment management & student success may grant an individual student access to priority registration for a rare and extraordinary circumstance on a one-time basis.

Early registration:

Refers to registration occurring before others within their class. Class is defined as freshman, sophomore, junior, senior, credential, or graduate. Class is determined by the number of units earned. Students eligible for early registration include:

Category G - (*Undergraduate only*) Students currently approved into the California Promise program per Ed Code Title 3, Division 5, Part 40.2, Section 67434

Category H - Students with a dependent child or children younger than the age of 18 years of age who will receive more than half of their support from that student per AB 2881

Both definitions above fulfill the legislative requirements for priority registration under the California Education Code.

PROCEDURES

A. Schedule of Registration

- Enrollment windows will be assigned in the following order:
 - Group 1 (Day one registration eligible)
 - Group 2 (Day one registration eligible)
 - Group 1 (Early registration eligible)

Group 1
Group 2 Seniors (Early registration eligible)
Group 2 Seniors
Group 2 Juniors (Early registration eligible)
Group 2 Juniors
Group 2 Sophomore (Early registration eligible)
Group 2 Sophomore
Group 2 Freshmen (Early registration eligible)
Group 2 Freshmen
Group 3
Group 4

B. Eligibility Procedures for Day One Registration

1. Category A - Current foster youth and former foster youth and/or homeless youth and former homeless youth will be eligible in accordance with the CSU Priority Registration for Current or Former Foster Youth (<https://calstate.policystat.com/policy/14569419/latest/>).
2. Category B - Member or former member of the armed services will be eligible in accordance with the CSU Priority Registration for Servicemembers and Veterans (<https://calstate.policystat.com/policy/14094995/latest/>).
3. Category C - Students with documented disabilities registered with the Campus Disability Resource Center (CDRC) will be coded with the Office of the Registrar for day one registration. The CDRC shall submit a list of students in this group eligible for day one registration to the Office of the Registrar by the date set by the registrar.
4. Category D - Students with documented eligibility and participation in intercollegiate athletics will be coded with the Office of the Registrar for day one registration. The Department of Intercollegiate Athletics shall submit a list of students in this group eligible for day one registration to the Office of the Registrar by the date set by the registrar.
5. Category E - Coordinators student groups who wish to apply for day one registration on behalf of their students, including those who currently hold such status, shall apply to the Academic Policies Committee (APC) for continuation or granting of day one registration status. The APC, in consultation with the registrar and the vice president for enrollment management and student affairs, shall determine which student groups should receive day one registration. Any group that is not granted day one registration may re-apply the following year. The APC shall provide a written explanation to any student group that has been denied day one registration.

All three of the following criteria must be met in order to be granted day one registration under this category:

- The student must participate in a university-sanctioned activity that significantly benefits the university. This means that the benefits of the activity for the university as a whole are a consideration. However, participation in such an activity is a necessary but not sufficient condition for the privilege of day one registration.
 - Day one registration must be necessary for the student to successfully participate in the activity. If the student can successfully participate in the program without day one registration, then day one registration will not be granted.
 - Day one registration must be necessary to allow a sufficient number of students to participate in the activity to ensure its success.
6. Category F - The provost or vice president for enrollment management and student success may grant day one registration to a student when the student and his/her academic advisor request and document a rare, extraordinary, and unforeseen hardship that would prevent such student from graduating or progressing towards graduation. The student-supplied documentation of the hardship, along with the written request from the academic advisor, must be forwarded to the Office of the Registrar in a timely fashion to allow day one registration for the following semester. Such exceptions would be made on rare occasions, case by case, and never more than once for any student.

Related policies:

<https://calstate.policystat.com/policy/13057384/latest>

<https://calstate.policystat.com/policy/14569419/latest/>

<https://calstate.policystat.com/policy/14094995/latest/>

**Cal Poly Humboldt
University Senate**

**Resolution to update Section 800 Faculty Handbook
to update 854. UNIVERSITY SPACE AND FACILITIES ADVISORY COMMITTEE membership and charge**

XX-23/24-CBC –January XX, 2024 – First Reading

RESOLVED: The University Senate of Cal Poly Humboldt hereby recommends that the composition of the UNIVERSITY SPACE AND FACILITIES ADVISORY COMMITTEE, as delineated in the University Senate Bylaws and Rules of Procedure, be revised to enhance its functionality.

RESOLVED: The University Senate of Cal Poly Humboldt hereby proposes the amendment of the Faculty Handbook (Section 800) to include the following provision.

RATIONALE: The inclusion of a designee for the co-chair position, the Vice President of Administrative Affairs, enhances the committee's adaptability to address immediate requirements and enhances its functionality.

Amendment:

854. UNIVERSITY SPACE AND FACILITIES ADVISORY COMMITTEE

Current Provision:

Co-Chair:

Faculty, elected by the University Senate
Vice President of Administrative Affairs

Amended Provision:

Co-Chair:

Faculty, elected by the University Senate
Vice President of Administrative Affairs or designee

**Cal Poly Humboldt
University Senate**

**Resolution to update Section 800 Faculty Handbook
to update 854. UNIVERSITY SPACE AND FACILITIES ADVISORY COMMITTEE membership and charge**

16-23/24-CBC –February 6, 2024 – Second Reading

RESOLVED: The University Senate of Cal Poly Humboldt hereby recommends that the composition of the UNIVERSITY SPACE AND FACILITIES ADVISORY COMMITTEE, as delineated in the University Senate Bylaws and Rules of Procedure, be revised to enhance its functionality.

RESOLVED: The University Senate of Cal Poly Humboldt hereby proposes the amendment of the Faculty Handbook (Section 800) to include the following provision.

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