

University Senate

Meeting Minutes for Tuesday, March 5, 2024

Goodwin Forum & Zoom Meeting ID 890 8752 0102

Chair Woglom called the meeting to order at 3:07 pm. A quorum was present.

Members Present

Aghasaleh, Anderson, Banks, Bell, Benavides-Garb, Burkhalter, Cappuccio, Deshazier, Graham, Harmon, Hill, Ho'ā, Holliday, Miller, Miyamoto, Mola, Pachmayer, Ruiz, Stelter, M. Thobaben, Tillinghast, Virnoche, Woglom

Members Absent

Capps, Jackson, Lancaster, McGuire, Parker, Ramsier, Ronald, Schroeder, A. Thobaben

Guests

Carmen Bustos-Works, Joice Chang, Bella Gray, Mark Johnson, Christina Koczera, Patrick Malloy, Peggy Metzger, Cyril Oberlander, Jenni Robinson Reisinger, Sabre Stacey, Cassandra Tex, Jeanne Wielgus

Announcement of Proxies

Kimberly White for Capps, Mark Johnson for Jackson, Anderson for Lancaster, Pachmayer for McGuire, Hill for Ramsier, Harmon for Schroeder, Miyamoto for A. Thobaben

Reading of the CFA Statement

Chair Woglom read the Interruption Statement from the California Faculty Association.

Approval and Adoption of Agenda

M/S (Anderson/Mola) to amend the agenda to add an item to the ICC Consent Calendar.

M/S (Miller/Virnoche) to adopt the agenda as amended.

Motion to adopt the agenda as amended passed without dissent.

Approval of Minutes from February 20, 2024

M/S (Mola/Johnson) to approve the minutes from the meeting on February 20, 2024

Motion to approve the minutes passed without dissent.

Consent Calendar from the Integrated Curriculum Committee

The attached Consent Calendar from the Integrated Curriculum Committee was approved by general consent.

General Consent Calendar

The 2023-2024 Emeritus Nominations were approved by general consent.

Reports, Announcements, and Communications of the Chair

Written report attached

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

Academic Policies Committee (APC)

No report

Appointments and Elections Committee (AEC)

Nomination notifications will be going out soon, as will another round of calls for nominations.

Constitution and Bylaws Committee (CBC)

No report

Faculty Affairs Committee (FAC)

Written report attached

There is a CSU-wide group meeting on Friday to discuss improving the student evaluations process.

Integrated Curriculum Committee (ICC)

Written report attached

University Policies Committee (UPC)

No report

University Resources and Planning Committee (URPC)

Written report attached

At upcoming URPC meetings, there will be reports from the head of each University division on how they will reach a balanced budget, which will be open to the public.

Academic Senate of the California State University (ASCSU)

Written report attached

Associated Students (AS)

No report

California Faculty Association (CFA)

No report

Office of Diversity, Equity, and Inclusion (ODEI)

No report

Emeritus and Retired Faculty and Staff Association (ERFSA)

No report

Labor Council

Student Assistants have unionized, forming Bargaining Unit 15 and making CSUEU the largest union in the CSU.

Staff Council

The Staff Recognition Award winner will be announced soon. Nomination requests for staff seats on committees will go out soon, too.

President's Administrative Team

Written report attached

TIME CERTAIN: 3:15-3:30 PM – Open Forum for the Campus Community

There were no speakers for the open forum.

TIME CERTAIN: 3:30-3:45 PM – Celebration of 2023-24 Newly Approved Emeritus Faculty

Senator M. Thobaben, Chair Woglom, and others read aloud the information for the newly approved members.

TIME CERTAIN: 3:45-4:00 PM – Sense of the Senate Resolution on Transitioning to a Campus that is Accessible To Individuals with Disabilities (19-23/24-EX – March 5, 2024 – First Reading)

M/S (Graham/Mola) to postpone the first reading until the next meeting.

Motion to postpone the resolution passed without dissent.

Resolution to Update Section 800 Faculty Handbook to Update 811. Disability Access and Compliance Committee Membership and Charge (17-23/24-CBC – March 5, 2024 – Second Reading)

Senator Aghasaleh spoke about the updates made after the first reading: added a third faculty representative, the accessibility technology initiative executive sponsor, the CTL Director, and a faculty co-chair to the members.

Senator Graham and Chair Woglom spoke in favor of the resolution.

M/S (Ho'ā/Virnoche) to amend the Membership section to add "(or designee)" after "Director, Accessibility Resource Center". Motion ***passed without dissent.***

Ayes: Aghasaleh, Anderson, Bell, Benavides-Garb, Burkhalter, Cappuccio, Deshazier, Graham, Harmon, Hill, Ho'ā, Holliday, Miller, Miyamoto, Mola, Ruiz, Schroeder, Stelter, M. Thobaben, Tillinghast, Virnoche, Woglom

Nays: none

Abstentions: Banks, Capps, Lancaster, McGuire, Pachmayer, Parker, Ramsier, Ronald, A. Thobaben

Senate vote to approve the Resolution to Update Section 800 Faculty Handbook to Update 811. Disability Access and Compliance Committee Membership and Charge ***passed without dissent.***

Ayes: Aghasaleh, Anderson, Bell, Benavides-Garb, Burkhalter, Cappuccio, Deshazier, Graham, Harmon, Hill, Ho'ā, Holliday, Miller, Miyamoto, Mola, Pachmayer, Schroeder, Stelter, M. Thobaben, Tillinghast, Virnoche, Woglom

Nays: none

Abstentions: Banks, Capps, Lancaster, McGuire, Parker, Ramsier, Ronald, Ruiz, A. Thobaben

M/S (Mola/Virnoche) to make resolution an emergency item. Motion ***passed without dissent.***

Ayes: Aghasaleh, Anderson, Bell, Benavides-Garb, Burkhalter, Cappuccio, Deshazier, Graham, Harmon, Hill, Holliday, Miller, Miyamoto, Mola, Pachmayer, Schroeder, Stelter, M. Thobaben, Tillinghast, Virnoche, Woglom

Nays: none

Abstentions: Banks, Capps, Ho'ā, Lancaster, McGuire, Parker, Ramsier, Ronald, Ruiz, A. Thobaben

Resolution to Update the Informative Language in the Student Feedback of Learning Experiences Survey (18-23/24-FAC – March 05, 2024 – Second Reading)

Senator Miller spoke about the changes this will make.

Senators Virnoche and Bell spoke in favor of the resolution.

Senate vote to approve the Resolution to Update the Informative Language in the Student Feedback of Learning Experiences Survey ***passed without dissent.***

Ayes: Aghasaleh, Anderson, Banks, Bell, Benavides-Garb, Burkhalter, Cappuccio, Deshazier, Graham, Harmon, Hill, Ho'ā, Holliday, Lancaster, McGuire, Miller, Miyamoto, Mola, Pachmayer, Ruiz, Schroeder, Stelter, M. Thobaben, Tillinghast, Virnoche, Woglom

Nays: none

Abstentions: Capps, Parker, Ramsier, Ronald, A. Thobaben

M/S (Cappuccio/Harmon) to adjourn

Meeting adjourned at 4:08 PM

3/5/24 ICC Senate Consent Calendar

[CHEM 437](#) change c-classification from 3 units of C-4 Lecture - Recitation to 2 units of C-4 Lecture - Recitation and 1 unit of C-16 Science Laboratories

Emeritus Applications

Mary Beth Cunha

Email: mbc7001@humboldt.edu

Lecturer, Department of Geography

Dear Colleagues,

It gives me great pleasure to nominate Mary Beth Cunha for Emeritus status at California Polytechnic University, Humboldt. I was a colleague of Mary Beth's in the Department of Geography at [then] Humboldt State University for the entirety of her twenty years of service to the university, and on two occasions (1999-2001, 2009-2011) I served as Chair of the Geography Department, making me her direct supervisor at that time. Mary Beth was instrumental in bringing HSU onto the scene as a geospatial powerhouse. She was with the famous Kosmos cartography lab from the beginning, setting up its physical plant as well as instituting the complex procedures necessary to facilitate student learning as well as map production. As a member of the HSU Geospatial Task Force, she helped design the architecture for Cal. Poly. Humboldt's outstanding geospatial programs. During her time at HSU, Mary Beth taught astonishing numbers of students, both at introductory and advanced levels. Her introductory course, GSP 101: Geospatial Concepts, had huge enrollments – often well over 150 students. She thus provided the groundwork for a huge cadre of students to advance into geospatial studies here at Humboldt and into productive careers in the emerging geospatial field. Her advanced courses were legendary. Many of her students went on to win state and national awards in the field of cartography and geospatial science. Under her tutelage, HSU cartographers became famous for winning national competitions at the annual NACIS (North American Cartographic Information Society) meetings – sometimes sweeping the field. This is a remarkable achievement, since HSU was competing with national cartographic powerhouses such as Harvard and the University of Pennsylvania. In this respect, Mary Beth literally put HSU “on the map.” During her tenure, Humboldt State placed our cartography graduates in important and prestigious positions, including at the National Geographic Society, the Washington Post, and Apple. I think HSU was fortunate indeed to have Mary Beth in a position to help midwife its renowned Geospatial Sciences program. I will add that she was an excellent colleague, friendly, energetic, professional, and an indispensable member of the Geography Department and Humboldt State University at large. I give her my enthusiastic and unqualified endorsement.

Nominator: Paul W. Blank

Patrick J. Hyland

Email: pjh7001@humboldt.edu

Associate Head Coach and Lecturer and Associate Director of the Human Performance Laboratory

It is my honor to nominate Patrick J. Hyland for Emeritus Status. He was an outstanding coach, colleague, student advocate, and faculty member. Patrick was the Associate Head Coach of the Women's Rowing Team for the Department of Athletics, from Fall 1996 – January 2024, Serving one Year as the Interim Head Coach. During his tenure at Humboldt, he helped the program achieve a 93% graduation rate by mentoring student-athletes each week. The team won four conference championships and the WIRA championships five times. They graduated 29 Academic and Athletic All Americans. The team made 9 total appearances at the NCAA National Championships, and were finalists four times. As well as winning the NCAA National Championships three times! Patrick was recognized as NCAA National Assistant Coaching Staff of the Year twice, as well as conference Assistant Coaching Staff of the Year. Patrick was also a Lecturer who taught graduate and undergraduate classes and the Assistant Director of the Human Performance Laboratory; Department of Physical Education and Recreation Administration, for 14 years, two of which were as Interim Director. He was published with ground breaking research "Sodium Bicarbonate as a Ergogenic Aid". He participated in many faculty and graduate student research projects as the Assistant Director in the Human Performance Laboratory as well as sitting on graduate thesis committees. Here are a few of those.

- Silva – "Relationship between Olympic distance triathlon times and laboratory VO₂max in female recreational triathletes".
- McMartin – "Effects of creatine supplementation on fatigue during repeated bouts of maximal intense sprints in soccer players".
- Murphy – "Body composition assessment of athletes using measured vs. predicted thoracic gas volume".
- Thompson – "An investigation of the goal setting practices of female collegiate rowers".
- Newcomer – "Aerobic capacity of Humboldt County male surfers".
- Francek – "Influence of menstrual cycles on body composition determined by air displacement plethysmography (Bod Pod)".
- Hogan – "Dietary intake, body composition and performance in female intercollegiate lightweight rowers during a competitive season".
- Botzler – "Weight patterns in collegiate women and the relationship to physical activity".
- Grisso – "Anxiety following various training loads in collegiate cross country runners".
- Peabody – "A comparison of strength and power vs. endurance weight training on rowing ergometer performance time trial".
- Meiggs – "The Affects of Rapid Weight Loss on a Rowing Performance Time Trial".
- Munoz – "The Affects of Creatine Monohydrate as a Ergogenic Aid".
- Kwon – "Creating and Raising the Fitness Bar." "Firefighters get a unique opportunity to live fire training". "Humboldt conducts fitness study to develop new training programs". "Fitter for duty".

He was active in the Humboldt Chapter of the California Faculty Association for 8 years, serving 4 years as Treasurer and 4 years as Lecturer Representative. He sat on the Collegiate Coaches Rowing



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Association Board of Directors for three years. He was the coach representative on the NCAA Division II Rowing Committee for as well as the Great Northern Athletic Conference. He also coached the club rowing program from 1991 – 1995, and sat on the HBRA Board of Directors for 8 years. Patrick J. Hyland excelled as a coach, colleague, student advocate and faculty member. He deserves to be awarded emeritus status!

Nominator: Robin A. Meiggs

Laura Hahn

Email: laura.hahn@humboldt.edu

Professor and Department Chair, Department of Communication

Dr. Laura Hahn was an excellent faculty member and leader at Humboldt State and Cal Poly Humboldt. I recommend Dr. Hahn to be admitted into the Emeritus Retired Faculty and Staff Association (ERFSA) and be granted the status of Emeritus. Dr. Hahn was an accomplished faculty member in the Department of Communication. She taught in areas of Gender, Food Studies, Public Discourse and led the department as a department chair. She also developed curriculum and taught many of the upper division Communication major courses. As a scholar, Dr. Hahn published several significant texts on education, food studies and gender studies. Significantly I'll note the open source (OER) textbook Survey of Communication Study co-authored with Dr. Paynton - a unique text which was co-authored with the work of many senior communication majors. In the area of service, Dr. Hahn excelled, working at some of the highest parts of the university. She chaired two departments, was the interim Vice-President for Faculty Affairs, an ombudsperson and served on numerous campus committees. She contributed to the university and helped to support students with leadership and experienced guidance. In all areas, Dr. Hahn was a vital part of the Humboldt State/ Cal Poly Humboldt community. She demonstrated her communication skills - doing what she taught and using advocacy, persuasion, leadership and rhetoric to make the university a better place for students, staff and faculty. I wholeheartedly recommend that she be given the status of professor Emeritus.

Nominator: Maxwell Schnurer, Ph.D., Professor, Department of Communication and Chair, Department of Critical, Race, and Gender Studies at Cal Poly Humboldt

Tim Lauck

Email: tjl16@humboldt.edu

Lecturer, Department of Mathematics

Tim Lauck has taught nearly 20 years for us in the math department, including algebra, precalculus and trigonometry, statistics, Math as a Liberal Art, Calculus for the Biosciences and Natural resources both I and II, as well as Calculus I, II and III. He, along with Math Professor Ken Owens and students, developed the current Campus Supercomputer, a unique asset among CSU campuses. He has co authored several research publications with both students, faculty and outside collaborators while at Cal Poly Humboldt (HSU):

- Lauck, Tim & Clark, Colin & Mangel, Marc & Munro, Gordon. (2020). Implementing the Precautionary Principle in Fisheries Management Through Marine Reserves. 10.4324/9780429288500-12.
- Hall, Matt; Robins, Canyon & Owens, Ken, & Nowatzke, Jacob & Lauck, Tim & Smith, Laurel E. (2017). High Performance Supercomputing on a Budget. Journal of Computing Sciences in Colleges. 32:4. 86-92. 10.5555/3055338.3055354.
- Lamberson, Roland & McKelvey, Steven & Carroll, Joseph & Lauck, Tim & Hankin, David. (2007).
- Maintaining diversity in an artificially propagated population. Journal of biological dynamics. 1.87-93. 10.1080/17513750601049806.
- Carroll, Joseph & Lauck, Tim & Lamberson, Roland. (2005). A Perron Theorem for positive componentwise bilinear maps. Linear Algebra and Its Applications - LINEAR ALGEBRA APPL. 396. 259-272. 10.1016/j.laa.2004.09.021.

In addition, Tim Lauck continues to be active in research and teaching. He is currently actively collaborating on a volunteer basis with Dr. Ken Owens developing the new Accelerated Computing elective in computer science being taught Spring 2024. He is engaged in ongoing discussions with several new faculty about future research and teaching projects to make learning easier and more effective for current students in math and computer science. He would like to continue to develop the supercomputing resources on campus for teaching and research. In general, Tim Lauck is a well respected colleague who continues to care deeply about the university, students, learning, and the Arcata community.

Nominator: Mark Rizzardi, Professor and Department Chair, Mathematics at Cal Poly Humboldt

TallChief A. Comet

Email: tallchiefcomet@gmail.com

Sustainability Coordinator, July 2007-April 2011; Director, Office of Sustainability, April 2011-December 2020; Volunteer Faculty, Environmental Science (concurrent duties), August 2011-December 2016; Grounds Manager (concurrent duties), July 2014-December 2020 Energy Manager (concurrent duties), February 2016-December 2020; Interim Associate Vice President, Facilities Management (concurrent duties), August 2017-June 2018

It is an honor to nominate TallChief A. Comet for emeritus status. As TallChief wrote in his Emeritus Status Template to me throughout his tenure at Humboldt he held a guiding vision of the work he was involved in, personal interaction or changes, from the time he was a student at the campus (Wildlife Management, 1989) to his retirement, was to enhance the student experience and make it a place students would get a sense of knowledge awakening and they were “seen” and “heard” by those of us representing the University.

Sustainability Coordinator

TallChief accepted the inaugural Sustainability Coordinator position in 2007, but after three years of building program capacity and visibility, he successfully lobbied the division VP to establish the Office of Sustainability and was appointed the Director. In 2007 he joined the founding committee of the Humboldt Energy Independence Fund (HEIF), remaining on that committee in various capacities until his retirement in 2020. The committee designated nearly \$750k in funding for campus energy efficiency and sustainability projects by 2020. He started advising student clubs/organizations, such as Green Campus (GC) and the Campus Recycling Program (CRP) (later to become the Waste-Reduction and Resource Awareness Program, (WRRAP), both of whom successfully nominated him for advisor of the year in 2009. He also was designated as the Facilities Liaison to the Campus Center for Appropriate Technology (CCAT) to ensure their facility projects/work was appropriately coordinated with campus administration/oversight, in addition to being a CCAT Steering Committee Member. In 2009 TallChief successfully proposed creation of and became the chair of the President’s Advisory Committee on Sustainability (PACS), initiating a campus-wide representation body to discuss and advise on related subjects for the campus and this group approved his proposal to initiate a campus sustainability tracking system.

Director, Office of Sustainability

TallChief successfully lobbied to increase the staffing of the office, eventually adding the first Climate Change Analyst in the CSU, creating ongoing climate change planning for the campus. During 2011, as a key component of campus resource reduction, he obtained funding for the University’s first professional solid waste audit, which led to establishing the single largest food waste diversion program in Humboldt County. This campus program was awarded 2012 and 2017 California State University system-wide Sustainability Best Practices Awards and was still operating when he retired, while collaborating with county entities to create a larger community diversion system. He initiated and established the Zipcar car-share service for campus in 2011, providing another way the campus could lessen parking availability



issues and make resources on demand an alternative for student transportation. This service still exists on campus. He served as an appointed member of the Planning Advisory Committee of the Humboldt Waste Management Authority Strategic Planning process, October 2012-May 2013. Using the PACS approval of a sustainability tracking system he initiated and performed the first campus report of the Sustainability Tracking, Assessment and Reporting System (STARS), the premiere higher education rating system for sustainability efforts, achieving a silver rating (2013). Subsequent STARS reports achieved two gold ratings before he retired (2017, 2020). To fulfill STARS data gathering needs he developed an innovative distributed data collection model to invest multiple levels of the campus organization in the awareness and functions of the rating system. He was an active member of the University Space and Facilities Advisory Committee (USFAC) (formerly the Facilities Working Group) from 2015 until his retirement, which serves as the space and facilities advisory body to the University

Resource and Planning Committee.

He continued to participate in CCAT and GC until 2018, at times he also assumed the role of direct advisor for CCAT for approximately 6 years. When the external campus support for GC was terminated at the end of 2015, he successfully lobbied for making it a student program of the Office of Sustainability to continue providing empirical experience for students and further energy reduction and sustainability projects for the campus. TallChief served as an invited member of the Zero Waste Task Force of the City of Arcata, voted chairperson, January-December 2019. He continued his participation on the HEIF committee, acting as the designated oversight and fiscal officer from 2016-2020, as delegated by the Facilities Mgmt. AVP (or directly during 2017-18).

Volunteer Faculty, Environmental Science

TallChief was lead instructor for sections of ENVS-482 (now ESM-482) internships, focused on sustainability relevant projects. He developed the Sustainability Projects Database that is a compiled archive of final projects from students in the Environmental Studies and Environmental Science and Management capstone courses.

Grounds Manager

TallChief initiated and led the campus Landscape Committee reviews of the annual tree maintenance and hazards assessment priorities, broadening the understanding and input of campus entities on campus landscapes. He collaborated with numerous campus entities to establish the first formal student Community Garden, near CCAT, providing a location for students to learn gardening and better understand human relationships to their food and production of such.

Energy Manager

He successfully lobbied to establish an Energy Analyst position, focused on improving energy efficiency of campus buildings and functions.

Interim Associate Vice President, Facilities Management



TallChief accepted the position of Interim Associate Vice President, Facilities Management as invited by VP Joyce Lopes. He co-led the merger of Housing Facilities into Facilities Management with the Director of Housing, necessitating various re-organization of FM logistics, positions, and structure. There are numerous other university, CSU and Humboldt County committees and activities that TallChief was involved with, but not enough space to mention them all. In summary TallChief A. Comet has exceeded expectations for meritorious contributions to teaching, scholarship, and service to Cal Poly Humboldt, the CSU and Humboldt County and is deserving of emeritus status.

Nominator: Marshelle Thobaben, Humboldt ERFSA President

Michelle Dostal

Email: michelle.dostal@humboldt.edu or michelle.j.dostal@gmail.com

(1998 - 2010): Hazardous Materials Technician and Senior Stockroom Technician, Department of Chemistry and the College of Natural Resource and Science. 2010-2023 IST II, Senior Stockroom Technician (Chemistry Stockroom Manager)

1998-2010 IST II, CNRS Hazardous Materials Technician

Prior to regulatory inspections, made it a priority to inspect all CNRS laboratories for hazardous waste compliance and take care of any problems to avoid possible citations and regulatory fines. With the downsizing of the campus Environmental Health and Occupational Safety (EH&OS) department, I had more of collaborative relationship with EH&OS. I was the backup/on call health and safety person when EH&OS personnel were out of town. Was an active member of the Emergency Operations Committee (EOC) and completed the testing and requirements to become NIMS/SEMS emergency management trained and certified. Regularly updated and submitted the S.A.F.E. Plan for Science A to University Police. Implemented EH&OS campus Illness and Injury Prevention Plan (IIPP) electronic and hard copy format and made it into an electronically flexible and usable document. Wrote the Chemistry departmental IIPP and met with interested CNRS representatives to help them create their department IIPP from my template. Attended workshops and classes including workshops for Professional Development and Diversity. Promoted HSU and the CNRS, by volunteering and presenting Chemistry workshops for middle school girls in the Expanding Your Horizons program. Was the contact person and performed "lab cleanouts" of chemicals from several laboratories. Hundreds of chemicals were organized, characterized and labeled as hazardous waste. Assisted University Police by printing and posting Evacuation Plan signage for Science A, B, C, D and E, Natural Resources, Wildlife/Fisheries, Forestry and ancillary buildings. Organized the biology chemical inventory for electronic submission to County Environmental Health's required Business Plan. Received a HSU Staff Recognition Award in 2005. Independently used judgment to make the CNRS and Humboldt State University a more safe and regulatory compliant area.

2010-2023 IST II, Senior Stockroom Technician (Chemistry Stockroom Manager)

Leadership roles:



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Regularly assisted the Department Chair with projections and justifications in budget planning. Assisted faculty and staff from other departments with research projects and class laboratory experiments with chemicals and glassware. Led initiative to physically acquire valuable research instrumentation donated by Genentech in Vacaville, CA. Maintained 40 hour HAZWOPER certification currently by attending annual off-campus 8 hour refresher training. Consulted with and assisted research students from other CNRS departments by providing glassware, equipment and instrumentation appropriate to their projects.

Ability to adapt/absorb new work during the pandemic:

Assisted and coordinated with the department chair and CNRS budget analyst on large CARES/HEERF pandemic purchases of necessary laboratory supplies, equipment and instrumentation. Performed emergency purchasing for Biology and other CNRS departments as assigned by the CNRS Dean and as necessary, due to other staff overload after the campus shut-down. Was an essential employee during the pandemic and came to campus weekly to perform the critical liquid nitrogen fill of the NMR and make sure all was well with the Chemistry stockroom area.

Expanded Duties in Chemistry:

Supervised and trained two to three stockroom student assistants per year (student assistants require continuous training and mentoring tasks as they typically work only 1-2 years before graduating). Mentored students in applying for scholarships and internships. Provided support and purchasing for new tenure track faculty with start-up funding and faculty grant awards. Assisted new faculty in setting up and troubleshooting new teaching lab experiments. Coordinated with Facilities Management in upkeep of an old and failing building. Was the primary contact from the Chemistry Department for preventative maintenance and emergency notifications for the whole of Science A. Participated in, and occasionally chaired committees including the Chemistry Department Safety Committee, Biosafety Committee and various hiring committees. Oversaw and coordinate all laboratory class preparations in both chemistry stockrooms when persons were on family medical leave. Promoted sustainability for the Chemistry Department and Cal Poly Humboldt as a whole by initiating a program with the Sustainability Office for collecting and re-using larger containers from dining services for containerizing hazardous waste. Served as department expert and reference in safety matters. Was also a contact for faculty and staff from all areas of the University to If EH&S personnel were not easily reachable. Was always up to date on all University required training. Was accessible to department members as a resource for the Concur travel process after completing training, acquisition of a Concur credit card, and successful travel expense reimbursement. Received above satisfactory ratings on all performance evaluations during 25 year tenure. Even after retirement, I remain available to the Chemistry Department to answer questions and help with any other items of institutional knowledge I have.

Nominator: Joshua Smith Professor and Chair, Department of Chemistry

Sharon Kay Ferrett

Email: sharonferrett@gmail.com

Dean of Extended Education and Summer Session, Director of Student Success, Director of Liberal Studies, Director of Interdisciplinary Studies and Senior Academic Advisor

While Dr. Sharon Kay Ferrett was Dean of Extended Education and Summer Session for ten years, she was part of a team that expanded extended education from a small listing of classes to offerings in all departments and offering more extended education classes. She and her team created a new partnership with hospitals and offered many programs for doctors, nurses, and veterinarians. They started The Business Leader's Breakfast series which grew to, close to, 100 business participating-it resulted in a larger pool of adjunct faculty and local leaders returning to college. They created the English as a Second Language Program and brought in students from around the world. She traveled to Japan to recruit students, and this continues to be a successful program and expanded to exchange programs. They opened centers for off-campus classes in Eureka, McKinleyville and Crescent City. One of the most successful programs they began was the Summer Science Program and Elderhostel which brought in hundreds of people from many states and ran for many years. As Director of Student Success, Sharon worked on programs for re-entry students, including veterans. She had a strong commitment to working with students who were non-traditional, dropped out of college, lacked confidence, skills or simply learned in different ways. She created a program for retention and student success which became her lifelong commitment to helping students succeed. During this period, Dr. Ferrett began a publishing career with McGraw-Hill on publishing student success topics including: Peak Performance: Success in College and Beyond (12th edition), How to Get and Keep the Job You Want (2nd edition), Positive Attitudes at Work, and Connections. After retirement, Dr. Ferrett has continued to write and give workshops for students and faculty on student success, including the First Year Experience Conference and TASS (Annual Teaching Academic Survival and Success Conferences) after retiring. She has been the keynote speaker at both conferences. As Director of Liberal Studies and Interdisciplinary Studies she worked closely with faculty and deans across colleges to make certain these programs were of high quality and to prevent students who would have dropped out of college if they had not had a more non-traditional path. As part of her work as Senior Academic Advisor, she worked closely with the Academic Advising office and continued to direct both the Liberal Studies and Interdisciplinary Studies Programs. She published several articles in the Journal for Academic Advising and put on workshops at national conferences and at HSU to train faculty on academic advising. She also put on workshops for students who were undeclared, and this became my focus as I built this program and made it an acceptable major. When Humboldt State University started the OLLI Program about 15 years ago, she became actively involved and continues to teach a class each semester and serve on the curriculum committee. Dr. Sharon Ferrett is deserving of Emeritus Status. She was successful in creating many programs that have proven to be successful in recruiting and retaining students and for the community to continue lifelong learning.

Nominator: Marshelle Thobaben, Humboldt-ERFSA President



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Mary Greta Gratopp

Email: mg3@humboldt.edu

Assistant to the Chief of Staff, Office of the President Administrative Support Coordinator, Academic Senate Office Department Secretary, Education Department Clerical Assistant and Work Study Student, Psychology Department Clerical Assistant, Teacher Education Office It is an honor to nominate Mary “Greta” Gratopp for emeritus status. Greta excelled in her over 30-year employment at Cal Poly Humboldt. She ended her career as Assistant to the Chief of Staff, Office of the President, and began it by assisting students interested in acquiring one of the teaching credentials and tracking students’ progress through the complex requirements for a credential as a Clerical Assistant in the Teacher Education Office. Greta worked with graduate students in the Psychology Department who were admitted to the MA Counseling, MA Research, and the Pupil Personnel Services (PPS) programs verifying students’ completion of the required course and internship requirements; assisting with their field placements and working with the coordinators of the graduate programs to ensure that all requirements of the graduate programs were met. She also served as liaison between students and the MFCC licensing office. When Greta was Department Secretary, Education Department, she provided support to eleven full-time faculty members and numerous lecturers. Her responsibilities included prioritizing and preparing all required university reports; establishing class schedules; preparing budget reports; assisting faculty with their RTP files and working with students in the MA and the Learning Handicapped programs. Most importantly she was able to troubleshoot problems with students and faculty. Greta was an Administrative Support Coordinator for Academic Senate (AS) Office, which included besides the AS, the General Faculty Association (GFA), the University Faculty Personnel Committee (UFPC) and the Emeritus and Retired Faculty and Staff Association) (ERFSA). Besides the amount of work entailed in this position, which included activities such as compiling and distributing senate agenda material and minutes; attending standing committee meetings; maintaining the budget; serving as confidential custodian of RTP files, hiring, mentoring, and supervising student workers and conducting faculty elections, Greta kept these organizations running smoothly. At the time, the ASC worked in a solo office with faculty leaders who changed yearly. She was amazing at providing confidential support to AS, GFA, ERFSA and UFPC leaders. She was highly organized, efficient, motivational, and communicated what needed to get done to faculty new to their positions and responsibilities. Greta ended her career working for administration as Assistant to the Chief of Staff, Office of the President, a highly confidential position that required someone who understood how the university and Chancellor’s Office functioned. Her previous positions working with students and faculty, including knowing the interworking of the academic senate made her perfect for the position. She had a personal style of diplomacy and tact; the ability to maintain confidentiality and exercise discretion and skilled professional judgment; she was flexible in prioritizing, coordinating, and completing many different tasks and interpreting and applying a variety of complex academic and organizational policies and procedures. Greta did an excellent job of establishing and maintaining cooperative working relationships with members of the campus community, the Chancellor’s Office, and the public. Greta’s responsibilities as Assistant to the Chief of Staff, Office of the President were too numerous to list but included oversight for staff and faculty grievances, developing, tracking and distributing executive memoranda and university management letters; serving on search committees for administrative positions; writing, editing, and preparing routine and detailed correspondence, apprising President of academic senate actions and tracking deadlines that required his attention; payroll attendance clerk for all units reporting to the President’s Office; managing and reconciling all trust and



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grant accounts; making budgeting recommendations; developing itineraries and making all travel arrangements for the President's Office personnel and for visitors to campus; and coordinating and overseeing the Native American Scholarship Program. I strongly recommend Mary Greta Gratopp for emeritus status. I cannot think of anyone more deserving of this award.

Nominator: Marshelle Thobaben, Humboldt-ERFSA President

Dr. Sheila Rocker Heppe

Email: srockhepp@gmail.com

Director of Extended Education, January 2012 - November 2023; Director of Osher Lifelong Learning Institute (OLLI), August 2010 - November 2023; Secondary Education Program Coordinator, August 1996 - August 2010; Lecturer - School of Education, 1996-2010, 2014

During Dr. Rocker Heppe's long service to CPH, she played a central role in the growth and success of the OLLI program. In addition, she provided effective leadership to the CPH Extended Education Program and service to a number of areas to the campus and community. After 6 years of work as a middle school teacher, Sheila came to CPH as a lecturer in Education eventually assuming greater and greater responsibility in the School of Education until beginning her work with Extended Education and the OLLI program. Dr. Sheila Rocker Heppe earned bachelor's degrees in English and Psychology from UC Davis, an M.A. in counseling psychology from the University of San Francisco, and a doctorate in educational leadership from UC Davis, with a focus in higher education administration. Her scholarship focuses on crisis leadership practices of women leaders in higher education. Sheila is a California credentialed multiple subjects and single subject (English) teacher who holds a language development specialist certificate and a Pupil Personnel Services credential.

Here are the details:

In her role (2012 - 2023) as the Director of Extended Education and the Osher Lifelong Learning Institute (OLLI) in the College of Extended Education & Global Engagement (CEEAGE), she managed programs and led division-wide efforts in CEEAGE. She supervised the program coordinators, the student success team, and the communications and marketing staff in Extended Education, and she managed the promotion and outreach efforts for all academic and community programs offered through CEEAGE. The two programs of which Sheila is most proud are the Osher Lifelong Learning Institute (OLLI) and her work with the Leadership Studies degree completion program which enables working adults the opportunity to earn a degree from Cal Poly Humboldt while continuing to live and work in their communities. I had the pleasure of working extensively with Sheila during her tenure with OLLI and witnessed first hand her effectiveness in that role. During her first 14 years at Humboldt State University/Cal Poly Humboldt, Sheila served in the School of Education as the secondary education (SED) program coordinator and taught seven distinct SED courses over 13 years as a lecturer. During these years, in my own administrative role I often had the opportunity to collaborate with Sheila. Sheila demonstrated her commitment to diversity, equity and inclusion through her intentional efforts to continue to develop her understanding and impact.



Some examples of Sheila's work to assist in creating a campus where all people are welcome and celebrated include her participation in the formation of the HSU Bias Response Team and 10 years of service on the President's Diversity, Equity and Inclusion Council. During her long career at Cal Poly Humboldt Sheila served on many committees and contributed to the campus community through her work on the OAA Leadership Team, the Integrated Curriculum Committee, the steering committee for the Redwood Coast K16 Collaborative, the integrated assessment planning working group, and the nursing community advisory board at Cal Poly Humboldt. She served on the CSU Commission on the Extended University Student Success Committee and the CSU Fire and Emergency Services Higher Education (FESHE) Consortium. In sum, Sheila's commitment and true dedication to community relationships and deep collaboration is her most notable contribution to Cal Poly Humboldt. During her 27 year career, she taught pre-service teachers, served as the campus liaison to local schools, nurtured and built a thriving lifelong learning institute and created certificates and degree completion programs to provide non-traditional students the opportunity to benefit from a Cal Poly Humboldt education. She is a most deserving of Emeritus Status!

Nominator: Dr. Rees Hughes

Hey Cal Poly Humboldt!

We made it to mid-term, and Spring Break is just around the corner. Congratulations! I've so appreciated y'all's work in relation to shared governance so far this semester, and I can't wait to come back from our break refreshed and prepared to continue making positive changes for our shared University context.

In line with that work, we will be addressing a number of resolutions related to accessibility on campus that will hopefully serve to outline and embolden the work needed to create a space that is physically accessible, and, someday, universally inclusive. First, Senator Jim Graham and Campus Diversity Officer Rosamel Benavides-Garb have drafted a Sense of the Senate that outline the work that needs to be done across campus and asks for shared Senate commitment to pursuing and ensuring that work. Then, later in the meeting, Senator Aghasaleh will present a resolution to alter Section 800 of the Faculty Handbook to reflect changes to the description and makeup of the committee that will work to address accessibility concerns across campus. This resolution, specifically, has garnered considerable attention, both in terms of voiced support and material feedback, and is far better for the inclusion of voices across campus. Thanks to all who participated in that process. Finally, we will be working on a policy in the coming week that will outline the University's interpretation of Executive Orders related to accessibility, such that we have a institutionally specific set of guidelines for how we serve each other towards the end of accessibility.

In a note of apology, I wanted to call attention to a set of circumstances over the last weeks that I handled sloppily. Briefly, I received feedback concerning the CFA Interruption Statement pointing to some of the terminology therein that was deemed problematically exclusive. Wanting to address this carefully, I made the unilateral decision to pause the use of the statement for a week and bring the statement to SenEx, with the intention of drafting a version of the original statement that was designed to be as inclusive as possible. In lieu of the Interruption statement, I asked that we read out the Senate's Shared Commitments, a document that we do not generally read aloud, as I hoped it would cover the processual intent of the interruption statement in its brief absence. We, since that meeting, received feedback that the exclusion of the Interruption Statement was deemed concerning and harmful, and thus will be reading the statement prior to the meeting today. I will also bring this to SenEx for further discussion at our next available meeting.

For those concerned by the absence of the Interruption Statement during that meeting, I want you to know that I agree wholeheartedly with the need for that document. I have been in Senate meetings where harmful things were said, and I failed to interject or stand up for those being harmed. I know that the intent of our inclusion of the Interruption Statement was intended to articulate the need for us all to be consistent and vocal allies for each other, and I understand that its absence could convey a lack of care for that need. I am so sorry that I didn't do better here.

But I will do my best to do better moving forward, and I can't tell y'all how much I appreciate your continued support and engagement towards that end.

Yay, Shared Governance,
jim

CAL POLY HUMBOLDT

University Senate Written Reports, Date: March 05, 2024

Standing Committees, Statewide Senators and Ex-officio Members

Appointments and Elections Committee:

Submitted by Jorge Monteiro, AEC Chair

Members:

Meeting Date(s):

Meeting Details: No Report

Faculty Affairs Committee:

Submitted by Tim Miller, FAC Chair

Members: Ramona Bell, Kim Perris, Lisa Tremain, Marisol Ruiz Gonzalez, Kim White

Meeting Date(s): Wednesdays 11-noon, NHE 106 and Zoom (please email Tim at tim.miller@humboldt.edu for more details if you'd like to attend)

Meeting details:

This week we are having the second reading of the statement about bias in the student feedback form. Thank you to everyone who provided feedback- we have an updated version that should address those suggestions. Most notably: the description and inclusion of marginalized identities that research suggests are susceptible to bias in student evaluations, and the wording about the student code of conduct.

We are also looking at how to follow through on a recommendation from the Accessibility Fellows on strengthening language about faculty responsibilities and recognition for making their materials and courses accessible. This is in early stages, but if you have any interest in being part of this discussion, let Tim know (tim.miller@humboldt.edu).

Integrated Curriculum Committee:

Submitted by Jill Anderson, ICC Chair

Members: Jill Anderson (Chair), Paul Michael Atienza, Cindy Bumgarner, Carmen Bustos-Works*, Christine Cass, Amanda Dinscore, Eden Donahue, William Fisher, Cameron Allison Govier, Sara Jaye Hart, Kristin Heese, Alison Hodges, Tasha Howe, Khristan Lamb, Heather Madar, Bori Mazzag, Cindy Moyer, Justus Ortega, Marissa Ramsier, Jenni Robinson Reisinger, Mark Rizzardi, Joshua Smith, Tasha Howe, Lisa Tremain, Melissa Tafoya, Mark Wicklund, Jim Woglom

GEAR Chair: Marissa Ramsier

CDC Chair: Lucy Kerhoulas

APC Chair: Nicole Jean Hill

Student Representatives: Vacant

Administrative Support Coordinator: Andrea Bright

Curriculum and Catalog Specialist: Cameron Allison Govier

Curriculum Analyst: Khristan Lamb

*Non-voting member

Meeting Date(s): 2/27/24

Meeting Details:

Reports & Updates:

- AVP Bustos-Works
 - Area E pause communication went out
 - AY 24/25 catalog is out for review
 - Gearing up for the next WASC visit. The liaison comes on March 26th and the self-study is due in June 2025 with visits in the following year.
- GEAR Subcommittee - The GEAR committee is working on the program review self-study for the GEAR program with each member contributing to the writing. The other item the group is working on is the GEAR policy which is covered in more detail below.
- Course and Degree Change (CDC) Subcommittee- Working through a small cue of proposals and expecting some to come to the full committee next time.
- Academic Program and Planning Subcommittee (APP)- The committee provided feedback on a new Curriculum form for blended programs and the program discontinuation and suspension process detailed below.

Academic Policies Committee Items for Feedback

- Credit/No Credit deadline - Feedback was sought on changing the Credit/No Credit deadline from week 8 to week 10 to help students make more informed decisions about changing their grade mode. The committee was supportive of this change.
- Program Discontinuation Procedures- The ICC feedback was to add language that reflects the ICC perview/scope based on the bylaws of the committee to the procedures so it is clear what the ICC's role is. There was also a request to clarify what the process is

for minors and certificates as well as degree programs. An item that came up but is outside of the ICC purview is a desire to have MOUs that come out of the academic program reviews be more specific than they have been in the past. A short discussion of how resources should be considered at the ICC level was had as well.

- State-side certificates and minors distinction discussion- The committee discussed state side certificates vs minors and how to clarify the difference between the two. Ultimately the input was that certificates are more geared towards skill building and minors are more about gaining knowledge in a content area. Nicole is going to work on clarifying language to bring back for feedback.

Policy on GEAR Program Features and Course Certification Requirements

The committee provided initial feedback on the Policy on GEAR Program Features and Course Certification Requirements. The policy will be going out to department chairs for broader feedback and returning to an future ICC meeting.

University Resources and Planning Committee:

Submitted by Monty Mola, URPC Interim Co-Chair

Members:

<input checked="" type="checkbox"/>	Jenn Capps, Co-Chair (non-voting)	<input checked="" type="checkbox"/>	Samuel Parker, Student (voting)
<input checked="" type="checkbox"/>	Monty Mola, Interim Co-Chair	<input type="checkbox"/>	Vincent Zavala, Student (voting)
<input type="checkbox"/>	Amy Spowles, Faculty (voting)	<input type="checkbox"/>	Amber Blakeslee, Advisor (non-voting)
<input checked="" type="checkbox"/>	Dave Jannetta, Faculty (voting)	<input checked="" type="checkbox"/>	Melanie Bettenhausen, Advisor (non-voting) Proxy: Chrissy Holliday
<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 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 type="checkbox"/>	Chrissy Holliday, VP (voting)	<input checked="" type="checkbox"/>	Nate Cacciari Roy, Support (non-voting)
<input checked="" type="checkbox"/>	Frank Whitlatch, VP (voting) Proxy: Kevin Furtado	<input type="checkbox"/>	

Meeting Date(s): 03/01/24

Meeting Details:

- The Budget Modeling Task Force had their kickoff meeting on March 4, 2024. More to come as details this group figures out the scope of their work and reports out.

- Logistics for upcoming Division Budget reports were finalized. Reports will be on Zoom and recorded. Links to the Zoom presentations and the recordings will be shared with Campus. Keep an eye out for announcements.
 - Patrick Orona gave a presentation on the 2nd Quarter of the Fiscal Year report. As has been consistent with the last few years, at this point we can project actuals for the 2023/2024 year with a surplus. This surplus is primarily due to vacant, budgeted positions. It was discussed whether it might make sense to account for a vacancy rate going forward to better reflect reality and more accurately budget our resources. URPC will use this information, along with the Division presentations as part of its recommendation.
 - Lastly, we brainstormed for the structure and content of the March 25 URPC open forum. It was decided that much depends on the content of the Divisional reports and we will hold off on specifics until after the first few presentations. There was also some question on the order of operations in terms of decisions on divisional reduction percentages.
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Academic Senate CSU (ASCSU):

Submitted by Stephanie Burkhalter and Mary Virnoche, ASCSU Senators

Meeting Date(s): February 19-23, 2024; Upcoming Committees & Plenary March 13-15, 2024

Meeting Details: The ASCSU standing committee meetings met the week of February 19-23. Senator Burkhalter and Senator Virnoche participated via Zoom. *The next ASCSU plenary will take place March 13-15, 2024. The permanent archive of all ASCSU resolutions, their status, and the Chancellor's Office responses can be found at this [link](#).*

February 2024 Committee Highlights:

- [SOGI Gender Identity Questions \(Revised\)](#)
- Cal Poly Humboldt Project Rebound Team met with JEDI to share about their new BA in Communication for incarcerated students at Pelican Bay. JEDI extends our thanks for the time shared with our committee and CO staff.

Reminder: Submit your feedback on Second Reading and Action items for March plenary by March 8 directly to senators Burkhalter and Virnoche (see below)

- *AS-3665-23/AA Faculty Choice in Selection of Course Materials* ([Link to draft resolution](#))
This resolution asserts the right of faculty to select traditional or alternative course materials as they are pedagogically most conducive to student learning. Choice in the selection of course materials must extend to the format of the course materials, i.e., the choice between digital and print materials and any attempt to impose a campus or systemwide use of material will be opposed.
- *AS-3672-23/FGA Change in Bylaws to Define the position of Legislative Specialist for the ASCSU* ([Link to draft resolution](#)). This resolution proposes ASCSU Bylaws changes that define the role of the Legislative Specialist position to conform with past practice, and previous resolutions about the role of Legislative Specialist.
- *AS-3668-23/APEP Funding for Transfer Curriculum Evaluation Work* ([Link to draft resolution](#)) The implementation of Cal-GETC (in response to AB 928) and the common course numbering project (in response to AB 1111) will require even more faculty participation in intersegmental curriculum review activities. Even at current levels, it is difficult to find sufficient CSU faculty representation for this work. The resolution expresses the ASCSU's belief that a major contributing factor to this is the minimal level (sometimes none) of compensation available for this work.
- *AS 3673-24/Floor On Cal-GETC Alignment and Shared Governance* ([Link to resolution](#))
This resolution was proposed on the floor after Chancellor Garcia indicated during the plenary that she will ask the Board of Trustees to support the position that there be one GE pathway for GE Breadth and Cal-GETC. This resolution asks the Board of Trustees to support the ASCSU's position that Title V Cal-GETC changes be made this academic year, but that the Title V GE Breadth pathway not be changed at this time to reflect Cal-GETC pathway.

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

ATHLETICS

Athletics will host the 38th Annual Athletic Auction on April 6th at the Blue Lake Sapphire Palace, which will feature keynote speaker and notable alum Eddie Pate.

Isabel Perez-Zoghbi Announced as NCAA Indoor National Qualifier [Indoor Track](#)

INCLUSIVE EXPERIENCE

Students and Campus

- The Social Justice Equity & Inclusion Center, under Enrollment Management & Student Success presents the **30th Annual Social Justice Summit** March 4-8th featuring keynote speaker: Dr. Maurice Hamington, presenting Revolutionary Care and Inclusive Excellence and keynote speaker: Shelly Trumbo, MBA, presenting, "Creating a Vision for Health and Longevity in Arcata: Insights from the Blue Zone Project.
- Under the Provost, the Office of Diversity Equity & Inclusion along with the Department Sociology will host **Khalil Ferguson** to discuss market trends in the CA cannabis industry and how social equity entrepreneurs are impacted. March 22.
- Athletics Celebrates Seniors and Inclusivity [Senior Night with Umoja Center](#)

INFRASTRUCTURE

University Resources and Planning Committee (URPC) Divisional Priorities Updates and Open Forum Information

The URPC is working in partnership with university leadership to be informed about divisional/area priorities as well as reduction planning in each area so that the URPC can provide the most informed budget recommendation in support of broad university priorities. During March, the URPC will be holding additional meetings to provide space for these updates. URPC meetings are open to the campus community and the schedule of updates is as follows:

Friday, March 8, 2024

- 1:00 pm-1:30 pm- President's office (Chief of Staff Mark Johnson)
- 1:30 pm-2 pm- Advancement (Vice President Frank Whitlatch)
- 2:00 -2:30 pm- Athletics (Executive Director of Athletics Nick Pettit)
- 2:30 pm-3 pm- University Wide- (Executive Director of Budget Amber Blakeslee)

Friday, March 22, 2024

- 1:00 pm-1:45 pm- Academic Affairs- Instructional (Provost Jenn Capps)

- 1:45 pm-2:30 pm- Administration and Finance (Interim Vice President Carla Ho'a)

Friday, March 29, 2024

- 1:00 pm-1:45 pm- Enrollment Management and Student Success (Vice President Chrissy Holliday)
- 1:45 pm-2:30 pm- Academic Affairs- Non-Instructional (Provost Jenn Capps)

INNOVATION AND SUSTAINABILITY

- **Fall Enrollment Progress:** Fall 2024 applications are keeping pace with last cycle's historic application volume, and key populations (upper-division transfer, graduate, and returning stop-out students) are outpacing last year's submissions to date. This [Feb. 19 report](#) from the Enrollment Target Progress work group provides additional information and detail about our current trajectory for fall; a new report will be disseminated each month. The first-time undergraduate application deadline has been extended until March 31, and our confirmation/deposit deadline has been extended until at least May 15, as we strive to support prospective students impacted by the national FAFSA delays.
- Under the Office of the Provost, Environment & Community and Native American Studies present, **Decolonizing Sustainability Speaker Series** featuring Dr. Andrew Curley, Navajo Nation discussing, "Carbon Sovereignty: Exploring the Energy Transition in Native North American on March 28.

CAL POLY HUMBOLDT

University Senate

Sense of the Senate Resolution on Transitioning to a Campus that is Accessible To Individuals with Disabilities

19-23/24-EX - March 05, 2024

WHEREAS: The Cal Poly Humboldt Strategic Enrollment Plan (<https://sem.humboldt.edu/>) states in Item 4.3(e):

All campus buildings and areas are fully accessible to campus population (including transportation/mobility getting from one side to the other)

WHEREAS: Organizations including the City of Arcata provide a publicly accessible ADA Transition Plan, including the status of issues, and the results of evaluations (<https://www.cityofarcata.org/773/ADA-Transition-Plan>). The ADA plan for the university has been requested but not received.

WHEREAS: Campus has had a number of physical upgrades since the passing of the ADA in 1990 including the addition of accessible bathrooms, modifications to sidewalks, and the installation of automatic doors. There remains, a large number of barriers to physical accessibility as detailed in a “Campus ADA Scope List” from Facilities Management: https://drive.google.com/file/d/1tYfamL8p5QS0BBR0_AhErP5wNlsrUA6t/view?usp=drive_link. The document appears to contain over 300 accessibility issues but does not include the status of addressing the issues or the date the issue was identified nor does it reference an ADA Transition Plan required upon the enactment of ADA (1990).

WHEREAS: ADA section 12182 states:

No individual shall be discriminated against on the basis of disability in the full and equal enjoyment of the goods, services, facilities, privileges, advantages, or accommodations of any place of public accommodation by any person who owns, leases (or leases to), or operates a place of public accommodation.

<https://www.ada.gov/law-and-regs/ada/#section41>

This would indicate that if services cannot be moved to an accessible location, changes to existing structures need to be undertaken, even if such changes bring the structure out of “safe harbor” protections (1991) and under the current ADA Standards for Accessible Design (2010) and/or HUD Fair Housing Act ANSI standards (2008), applied respective to type and use of a structure or facility.

WHEREAS: An ad hoc issues list has been created by concerned campus affiliates with over 30 issues collected from just 9 individuals over the last year. This list is not based on an audit of campus or a full survey of Cal Poly Humboldt students, employees, and other affiliates. The list is available at:

<https://docs.google.com/document/d/1YSYmNocr3rAGA5vjWLdEbLJZMvgARp3AEZhidXTNfaY/edit#heading=h.ucey5a8hy8sb>. Issues that have been investigated, verified, and documented include:

1. The Communications Department is on the second floor of the Telonicher building which is only accessible through one of two sets of stairs.
2. There is an accessibility map available on the university website which includes some accessible features but does not include the location of accessible bathrooms. Some areas of the defined accessible pathways on the map exceed ADA slope requirements, one of them by a factor of almost 3 (<https://www.humboldt.edu/sites/default/files/2023-01/campusaccessmap.pdf>).
3. The Campus Disability Resource Center (CDRC) shuttle, now managed through Transportation and Parking Services, has taken over a month for folks to be approved for its use requiring individuals with mobility to navigate areas of campus that put them in danger of injury. We understand that our Interim Director of the CDRC is working on this.
4. When emergencies like fires and earthquakes occur, the elevators that individuals use mobility devices (e.g. wheelchairs) are turned off for safety reasons. There are instructions posted in multi-story buildings for individuals to use the stairs in an emergency but not for individuals with disabilities. In the spring of 2023, a promise was made to post evacuation instructions for individuals using mobility devices by the start of the fall 2023 semester. By the start of the spring 2024 semester, these instructions were not found in the buildings checked (Natural Resources, and Behavioral and Social Sciences).
5. The bushes along Laurel between the Jenkins building and Art B have overgrown the railings that are there to help individuals with disabilities up and down the slope. It required over a year of requests for the bushes to be trimmed back. Initially, only the bushes on one side of the road were trimmed. Additional requests were required to remove the rest of the bushes.
6. The Natural Resources 101 lecture hall does not have access for someone using a mobility device. Given the room has 99 stations for students, the ADA rule would indicate it should have accessibility for 4 wheelchairs (ADA Title II, Table 221.2.1).

WHEREAS: The Disability Access and Compliance Committee (DACC) did not meet for 5 years despite significant need. It is currently being reconstituted, but there is much work to be done to include shared governance in this effort and make progress addressing issues.

WHEREAS: A year ago, the process for reporting issues was not well documented and the ADA Coordinator did not respond to multiple email requests for explanations of the process. With the hiring of a new ADA Coordinator, there is now a form on the CDRC website to submit an issue. There is no known process for checking the progress on resolving issues.

WHEREAS: The existing issues effectively limit equitable access for students, employees, and visitors using mobility devices, like wheelchairs from campus. Last year there were at least two students on campus that used wheelchairs. Both of these students complained about how hard it was to access campus and both are now gone.

WHEREAS: Cal Poly Humboldt has reorganized its approach to ADA by combining all functions, including student 504, employee ADA, and accessibility under one office CDRC. The office was understaffed originally and additional staff will be required for it to accomplish its expanded scope for students, employees, and those attending university sponsored events/functions.

RESOLVED: That the campus brings itself to a minimum level of accessibility for individuals that have physical disabilities before the fall 2024 semester begins:

1. The Communications Department is made accessible to individuals using mobility devices.
2. Update the disability pathways to be within ADA slope limits.
3. Provide an online map that includes all the elements required by individuals using mobility devices including the location of accessible bathrooms and complete pathways with an indication of the slope of each pathway.
4. Evacuation instructions for people with disabilities are available in all multi-story buildings that house activities and programs.
5. Reduce the time to be approved for using the on campus shuttle to 24 hours at most.

RESOLVED: That a list of issues that have been reported is made available to the campus community and includes the date the issue was raised, the status of a resolution, and the date the issue was resolved. The names of reporters should be retained so they can be notified when the issue is resolved but they may wish to have their name be kept confidential.

RESOLVED: That Facilities Management prioritize and be given the resources to maintain facilities that provide access for individuals with disabilities.

RESOLVED: That a self-evaluation of facilities for accessibility be conducted annually and the results made accessible to the university community in a format that can be easily understood.

RESOLVED: That the CDRC office is adequately staffed to support timely services to students and employees for accommodation as well as to manage campus accessibility concerns toward successful resolution.

RESOLVED: That a plan is developed for making our campus truly accessible to all individuals in an open manner that includes all appropriate organizational units and individuals with a cross section of disabilities. A first draft to be made available to the senate for review then made available to the campus community in the spring of 2025.

Disbursement List

Cal Poly Humboldt Presidential Office

Associated Students Executive Director Kendra Higgs

Staff council

SenEx

Carla Hoa

General Faculty*

**Cal Poly Humboldt
University Senate**

**Resolution to update Section 800 Faculty Handbook
to update 811. DISABILITY ACCESS AND COMPLIANCE COMMITTEE membership and charge**

17-23/24-CBC –March 5, 2024 – Second Reading

RESOLVED: The University Senate of Cal Poly Humboldt hereby recommends that the membership and duties of the DISABILITY ACCESS AND COMPLIANCE COMMITTEE, as delineated in the University Senate Bylaws and Rules of Procedure, be revised to align with the Educational Code requirements set forth by the Chancellor's Office and to ensure compliance with Statewide Policies.

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

RATIONALE: Chancellor's Office EO 1111, which supersedes Executive Order 926, requires that each campus establish a standing committee (more info on standing committees to follow) on Disability Access and Compliance to include:

- ADA compliance officer/coordinator
- A representative from Academic Affairs,
- A representative from Business and Finance,
- A representative from Human Resources,
- A representative from Information Technology,
- A representative from Parking,
- A representative from Procurement,
- A representative from Student Services,
- One student representative appointed by the Associated Students, Inc.,
- One faculty member appointed by the Academic Senate,
- and one staff representative,

"to discuss, monitor, and evaluate campus-specific issues relating to compliance with this executive order and applicable federal and state laws and regulation" and "assist in the evaluation of current campus policies and procedures relating to students with disabilities, develop plans relating to programs and services for students with disabilities, recommend priorities, review barrier removal priorities as specified in State University Administrative Manual (SUAM), and develop timelines as defined in each campus' transition plan."

Provision with Track Changes:

Serves as a forum to discuss, monitor, and evaluate campus-specific issues relating to compliance with this executive order and applicable federal and state laws and regulations and assists in the evaluation of current campus policies and procedures relating to students, employees, visitors, vendors, and volunteers with disabilities, develop plans relating to programs and services for students with disabilities, recommend priorities, review barrier removal priorities as specified in State University Administrative Manual (SUAM), and develop timelines as defined in each campus' transition plan. This committee also functions as the Accessible Technology Initiative (ATI) Steering Committee. The ATI Steering Committee oversees the ATI implementation, including:

- Reviewing and revising the ATI Plan
- Meeting the systemwide baseline according to timelines for selected success indicators
- Implementing projects and activities to meet ATI goals
- Documenting progress toward these goals using the ATI Annual Report process.

~~To assist in the evaluation of current campus policies and procedures relating to students with disabilities; develop prioritized plans relating to programs and services for students with disabilities; review barrier removal priorities as specified in the State University Administrators Manual (SUAM); and develop timelines (See Executive Memorandum).~~

Co-Chair: AVP, Campus Resilience and Response (appointed by the President)

Co-Chair: Faculty (appointed by the President) ~~Chair: To be appointed by the President from the committee membership (two-year term)~~

Type: University ~~Administrative~~

Membership (appointed by the President):

One (1) ~~Two~~ students who have experience with disabilities, recommended ~~appointed~~ by the Associated Students (one-year term)

~~Three~~ ~~Three~~ faculty, recommended ~~appointed~~ by the Senate Appointments and Elections Committee, ~~at least one who have~~ ~~has~~ experience with disabilities (two-year staggered terms)

One (1) staff, recommended by the Staff Council,

Director, Campus Disability Resource Center (or designee)

Director, Accessibility Resource Center (or designee)

Director, Student Services (or designee)

Director, Facilities Management (or designee)

Ex-Officio:

Provost and Vice President for Academic Affairs (or designee)

Vice President for Enrollment Management & Student Success (or designee)

~~Vice President for Student Affairs (or designee)~~

~~Director, Student Disability Resource Center ¶¶~~

~~Director, Diversity and Compliance Services ¶¶~~

Accessible Technology Initiative (ATI) Executive Sponsor (or designee)

~~Chief Information Officer (or designee)~~
~~Director, Facilities Management (or designee)~~ ¶
Director, Budget and Finance (or designee)
~~Director, Fiscal Affairs (or designee)~~
AVP, Human Resources (or designee)
Director, Parking and Transportation Services (or designee)
Director, Procurement (or designee)
Director, Center for Teaching and Learning (or designee)

Amended Provision:

Duties: Serves as a forum to discuss, monitor, and evaluate campus-specific issues relating to compliance with this executive order and applicable federal and state laws and regulations and assists in the evaluation of current campus policies and procedures relating to students, employees, visitors, vendors, and volunteers with disabilities, develop plans relating to programs and services for students with disabilities, recommend priorities, review barrier removal priorities as specified in State University Administrative Manual (SUAM), and develop timelines as defined in each campus' transition plan. This committee also functions as the Accessible Technology Initiative (ATI) Steering Committee. The ATI Steering Committee oversees the ATI implementation, including:

- Reviewing and revising the ATI Plan
- Meeting the systemwide baseline according to timelines for selected success indicators
- Implementing projects and activities to meet ATI goals
- Documenting progress toward these goals using the ATI Annual Report process.

Co-Chair: AVP, Campus Resilience and Response (appointed by the President)

Co-Chair: Faculty (appointed by the President)

Type: University

Membership (appointed by the President):

One (1) student who has experience with disabilities, recommended by the Associated Students (one-year term)

Three (3) faculty who have experience with disabilities, recommended by the Senate Appointments and Elections Committee,

One (1) staff, recommended by the Staff Council,

Director, Campus Disability Resource Center

Director, Accessibility Resource Center (or designee)

AVP, Diversity, Equity, and Inclusion (or designee)

Director, Student Services (or designee)

AVP, Facilities Management (or designee)

Ex-Officio:

Provost and Vice President for Academic Affairs (or designee)

Vice President for Enrollment Management & Student Success (or designee)
Chief Information Officer of Information Technology Services (or designee)
Accessible Technology Initiative (ATI) Executive Sponsor (or designee)
Director, Budget and Finance (or designee)
AVP, Human Resources (or designee)
Director, Parking and Transportation Services (or designee)
Director, Procurement (or designee)
Director, Center for Teaching and Learning (or designee)