

Tuesday, March 12, 2019, 3:00pm, Goodwin Forum (NHE 102)

Chair Stephanie Burkhalter called the meeting to order at 3:05pm on Tuesday, March 12, 2019 in Goodwin Forum, Nelson Hall East, Room 102; a quorum was present.

**Members Present**

Alderson, Bacio, Brumfield, Burkhalter, Enyedi, Gomez, Gough, Kerhoulas, Le, Maguire, K. Malloy, N. Malloy, Mola, Moyer, Pachmayer, Parker, Rizzardi, Sandoval, Thobaben, Virnoche, Woglom, Wrenn

**Members Absent**

Byrd, Creadon, Karadjova, Rossbacher, Rueda, Tarlton, Zerbe

**Guests**

Lisa Castellino, Lisa Bond-Maupin, Peggy Metzger, Randy Hyman, Holly Martel, Amber Blakeslee

**Announcement of Proxies**

Mola for Creadon, K. Malloy for Zerbe, Wrenn for Karadjova, Virnoche for Byrd

**Approval of and Adoption of Agenda**

M/S (Woglom/Le)

Motion passed unanimously

**Approval of Minutes from the February 26, 2019 Meeting**

M/S (Alderson/Parker) to approve the Minutes of February 26, 2019

Motion passed unanimously

**Reports, Announcements, and Communications of the Chair**

- Written report attached

In addition, Chair Burkhalter encouraged Senators to read the GE Taskforce Report, which was emailed to all faculty, and to give feedback via the provided google form by April 28<sup>th</sup>, 2019.

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

Senator Thobaben pointed out the reports from last meeting included a letter from the ERFA Coordinating Committee to the CFA President expressing concern at their portrayal of Humboldt State; she asked that all Senators read the letter and review the reports from last meeting.

Senator Mola echoed Senator Thobaben's urge to read the reports, and reminded Senators that last week's reports were accepted as read, although there were many detailed updates from most of the Administrative Offices and Standing Committees.

**Academic Policies:**

- Written report attached

**Appointments and Elections:**

- Written report attached

**Integrated Curriculum Committee:**

- Written report attached

**Provost's Office:**

- Written report attached

**Consent Calendar from the Integrated Curriculum Committee**

It was noted there were no items on the ICC Consent Calendar

**General Consent Calendar**

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

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

It was noted no one signed up to speak during the Open Forum for the Campus Community

**Resolution on Amendments to Appendix J "Definitions of Terms and Abbreviations" & "Assessment of the Areas of Performance for RTP" (09-18/19-FAC – March 12, 2019) Second Reading**

Senator Mola explained the proposed edits are now a “calming” lavender, rather than “scary” red; a lot of changes on the first page may have put people off right away, so those examples were broken out into relevant sections; the term “positionality,” is now defined. He concluded, stating FAC will draft a letter to send to the General Faculty for background before any election.

Senator Virncohe suggested holding a Q&A forum for faculty before the ballots are sent out.

Senate vote to approve the Resolution on Amendments to Appendix J "Definitions of Terms and Abbreviations" & "Assessment of the Areas of Performance for RTP" **passed**.

Ayes: Alderson, Bacio, Brumfield, Burkhalter, Byrd, Creadon, Dawes, Enyedi, Gomez, Gough, Johnson, Karadjova, Kever, Le, Maguire, K. Malloy, N. Malloy, Mola, Moyer, Pachmayer, Parker, Rizzardi, Sandoval, Thobaben, Virnoche, Woglom, Wrenn, Zerbe

Nays: Kerhoulas

Abstentions: Le

~~**TIME CERTAIN: 4:00-4:10 PM – RN-BSN Program Update/Q&A with CPS Dean Gregg Gold**~~

It was noted at about 3:20 PM that Exec. Dir. Nakamura communicated via email to Chair Burkhalter that he would be unable to attend the meeting due to illness.

At this time the Senate had completed its business, and CPS Dean Gold was not in attendance.

M/S (Virnoche/N. Malloy) that the Provost request that Dean Gold provide a brief written summary of the current status of this program, including information about the program's accreditation, and that he share the document with the Senate by the end of this week.

Motion passed unanimously

~~**TIME CERTAIN: 4:10-4:40 PM – UC Chargeback Information/Q&A with Exec. Dir. Dave Nakamura**~~

It was noted at about 3:20 PM that Exec. Dir. Nakamura had communicated via email to Chair Burkhalter that he would be unable to attend the meeting due to illness.

**Resolution on Policy on Changes in Majors (12-18/19-APC – March 12, 2019) First Reading**

M/S (K. Malloy/Woglom) to move the Resolution

Motion passed unanimously

Senator K. Malloy introduced the Resolution and explained this policy change was requested by the Registrar's Office, as a result of the movement from paper major contracts to digital contracts within PeopleSoft.

There was no discussion; the Resolution will return for a Second Reading

**Resolution on Policy on Second Majors (13-18/19-APC – March 12, 2019) First Reading**

M/S (K. Malloy/Parker) to move the Resolution

Motion passed unanimously

Senator K. Malloy introduced the Resolution and explained this policy change was requested by the Registrar's Office, as a result of movement from paper major contracts to digital contracts within PeopleSoft.

There was no discussion; the Resolution will return for a Second Reading

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M/S (K. Malloy/Maguire) motion to adjourn

**Meeting adjourned at 3:28pm**

# HUMBOLDT STATE UNIVERSITY

## Senate Chair's Report

### Senate Meeting, March 12, 2019

As you may have seen from the announcement on MyHumboldt portal, the position description (called an Opportunity and Challenge Profile) for President of Humboldt State University has been posted by the executive search firm, Issacson, Miller. You can find a link to this document on the President Search site: <http://presidentsearch.humboldt.edu/>. The search committee made up of the TCSP and the ACTCSP are scheduled to meet next on April 5.

I really appreciate Dave Nakamura, Executive Director of the University Center, coming to Senate today to help us to understand the issues surrounding the UC chargeback policy and the upcoming student fee referendum. Thank you also to Interim Dean of College of Professional Studies, Gregg Gold, for taking the time to update the Senate on progress made towards establishing the RN-BSN program. Connie Stewart, Director of the California Center for Rural Policy, is still leading the effort, but her travel scheduled prevented her from being at the meeting today.

The next Senate meeting takes place on April 2, and we will resume our dedicated discussion time to issues of racial equity and justice on campus. At this point in the planning, the Senate Executive Committee has devoted one hour of the agenda for a discussion of safety of students, faculty and staff of color. The ODEI has been working with representatives of Equity Arcata to arrange a presentation about the work the group has been doing to help create a community that is more welcoming and supportive of students of color.

Also tentatively scheduled for April 2 is the seating of the newly elected senators and election of the officers for the Senate 2019/2020. I hope the current officers/standing committee chairs will consider serving again next year. Senator Mola has already indicated that he cannot serve as Faculty Affairs Committee Chair next year. If you are interested in serving or have questions about service as chair of a committee, please contact me or Mary Watson.

The Senate Executive Committee asks that all resolutions to be considered for first reading be forwarded to the Committee by its April 9 meeting for consideration for placement on the April 16 Senate agenda. If all regular business is completed in the April 30 Senate meeting, it might not be necessary to hold the "as needed" meeting scheduled for May 14. Senators will be informed after the May 7 Senate Executive Committee meeting about the need to hold the May 14 "as needed" meeting.

The Senate Office worked with the President's office to schedule the annual Senate end-of-the year reception for **May 7, 4:30-6:30 at the Baywood Golf & Country Club**. Please add this reception in your calendar.

# HUMBOLDT STATE UNIVERSITY

University Senate Written Reports, March 12, 2019

Standing Committees, Statewide Senators and Ex-officio Members

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## Academic Policies Committee:

Submitted by Kerri Malloy, APC Chair

### Committee Membership:

Michael Goodman, Kayla Begay, Ramesh Adhikari, Heather Madar, Michael Le, Kathy Thornhill, Cheryl Johnson, Clint Rebik, Paola Valdovinos, Kerri Malloy

### February 26

- Draft of Advising Policy has been forwarded to Faculty Affairs. Comments from A.S. should come in the week of March 11.
- The Policy on Changes in Major and Policy on Second Majors will be taken up on the University Senate's March 11 meeting.
- The Academic Honesty and Integrity Policy has been returned to the committee with comments from legal counsel. APC will review and revise as appropriate.

### February 11

- APC reviewed recommendations on the draft advising policy from the Academic Career and Advising Center.
  - Draft will be forwarded to Faculty Affairs for review and consideration.
- The Office of Student Rights and Responsibilities has requested updates to the Classroom Disruptive Behavior Policy. APC will continue work on this.

### January 29

- APC will be forwarding revisions to the Policy on Changes in Major and Policy on Second Majors.
  - These revisions are requested by the Registrar's Office as a result of the movement from paper major contracts to digital contracts within PeopleSoft.
- The Dean of Students has requested an update to the Disruptive Classroom Behavior Policy.
- APC met with Kathy Thornhill and Dan Saveliff to review the draft policy from the view point of professional advisors.
  - Kathy and Dan will be providing additional input and recommendation for the February 11 APC meeting.

### Current Committee Priorities:

Advising Policy (finalizing and sending to FAC)

## Classroom Disruptive Behavior Policy

### **Spring Meeting Dates Remaining:**

March	26	8 AM - 8:50 AM (BSS 402)
April	8	3 PM - 3:50 PM (BSS 508)
April	23	8 AM - 8:50 AM (BSS 402)
May	6	3 PM - 3:50 PM(BSS 508)

### **August 29**

- Review and discussion of policies that will be worked during the semester
  - Classroom Disruptive Behavior Policy
  - Advising Policy
- Committee has forwarded the Academic Honesty and Integrity Policy to the University Senate.

### **September 12**

- Update on the Academic Honesty and Integrity Policy prior to the second reading before the University Senate.
- Started review the of the draft Advising Policy.
  - APC will work those portions the policy that do not address workload. Those areas have been referred to the Faculty Affairs Committee.
  - Discussion on HSU Catalog language regarding advising and its connection to the draft policy.
  - Review and discussion on advising goals to ensure that they are assessable.
  - Discussion on academic probation advising and notification of students and advisors.
  - Committee will continue work via a shared document.

### **September 26**

- Continued work on the Advising Policy with a timeline to present to SenEx by the end of October.
- Revised advising outcomes in the draft policy provided to the Committee.
  - Students with the assistance of their adviser will develop an educational plan based on a major program, considering the students' abilities, interests, goals, and values.
  - Students will be supported students in achieving their academic, professional, and post-baccalaureate goals using academic, extracurricular and relevant personal information.
  - Students will be able independently navigate campus and local resources.
- Revised Academic Integrity and Honesty Policy will be forwarded to SenEx for its next meeting.

### **October 10**

- Continued work on the draft advising policy.
- Discussion on how relationships between students and faculty advisers develop.

- Assignment of advisers to incoming freshmen and transfer students.
- Responsibilities of advisers and students in the advising process.

**October 24**

- Meeting cancelled due a lack of a quorum.

**November 7**

- The committee is meeting virtually to review the draft of the advising policy that will be forwarded to SenEx.
- Members of APC met with the Office of Student Rights and Responsibilities to gain an understanding of how policies are recommended by the Senate and approved the President are implemented.

**Appointments and Elections Committee:**

Submitted by Julie Alderson, AEC Chair

The ballots for Cycle 2 of the spring 2019 elections were sent March 6 and closed at noon today. **We remain in need of a full professor from CPS to serve a one-semester term (Fall, 2019) on the University Faculty Personnel Committee. This opportunity comes with 3 WTUs.** Please consider nominating someone or self-nominating for this important position by emailing me, or Mary Watson in the Senate Office.

Spring 2019 General Faculty Elections Results as of March 12, 2019:

**Faculty Elected Positions:**

GENERAL FACULTY Treasurer / Secretary, 2 year term

**Joshua Zender**

GENERAL FACULTY Representative to the ASCSU, 3 year term

**Mary Ann Creadon**

INTEGRATED CURRICULUM COMMITTEE (ICC)

Subcommittee on Course and Degree Changes (CDC)

**Cindy Moyer** - Faculty Member (At-Large), 3 year term

**Rosemary Sherriff** - Faculty Member (CAHSS), 3 year term

**Bori Mazzag** - Faculty Member (CNRS), 3 year term

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

**Jennifer Brown** - Faculty Member (CAHSS), 2 year term

**Christopher Walmsley** - Faculty Member (CPS), 2 year term

**PROFESSIONAL LEAVE COMMITTEE**

- **Three Tenured** Faculty Members, 1 year terms

**Tasha Howe**  
**Anne Paulet**  
**Daniela Mineva**

**SPONSORED PROGRAMS FOUNDATION BOARD**

*Candidates are elected by faculty and recommended to the President for final appointment.*

- Two Faculty Members, 4 year terms

**Katia Karadjova**  
**Jeff Kane**

**UNIVERSITY FACULTY PERSONNEL COMMITTEE (UFPC)**

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

**Nikola Hobbel**

- Faculty Member (CAHSS), 2 year term

**Marcy Burstiner**

- Faculty Member CNRS, 1 year term

**Yvonne Everett**

**UNIVERSITY SENATE:**

Lecturer Faculty Delegate, 3-year term

**Debbie Gonzalez**

Tenure Line Non-Instructional Faculty Delegate, 3 year term

**George Wrenn**

Tenure Line At-Large Faculty Delegate, 3 year term

**Mark S. Wilson**

Tenure Line CPS Instructional Faculty Delegate, 3 year term

**Jen Maguire**

Tenure Line CPS Instructional Faculty Delegate, 1 year term

**Jill Pawlowski**

Tenure Line CAHSS Instructional Faculty Delegate, 3 year term

**Maxwell Schnurer**

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## **Appointment and Elections Committee Appointed Positions:**

### **ACADEMIC POLICIES COMMITTEE**

- Faculty Member, 3 year term

**Matthew Derrick**

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

- Faculty Member, 2 year term

**Garrick Woods**

### **APPOINTMENTS AND ELECTIONS COMMITTEE (AEC)**

- Two Faculty Members, 1 year terms

**Brandice Gonzalez-Guerra**  
**Armeda Reitzel**

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

- Faculty Member from CAHSS, 2 year term

**Jennifer Brown**

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

- Faculty Member from CPS, 3 year term

**Sarita Ray-Chaudhury**

### **DISABILITY, ACCESS, AND COMPLIANCE COMMITTEE**

- Faculty Member, 2 year terms

**Tim Miller**

### **FACULTY AWARDS COMMITTEE**

- Three Faculty Members - 1 year terms

**Daniela Mineva**

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

*The Appointments and Elections Committee recommend candidates to the President for final appointment.*

- Three Faculty Members, 1 year terms

**Susan Bloom**  
**Stephen Nachtigall**

### **PARKING AND TRANSPORTATION COMMITTEE**

- Two Faculty Members, 1 year terms

## **Garrick Woods Liza Boyle**

### STUDENT FEE ADVISORY COMMITTEE

- Faculty Member, 2 year term

## **Brandice Gonzalez-Guerra**

### UNIVERSITY CENTER BOARD

*Candidates are recommended by the Appointments and Elections Committee for final approval from the UC Board.*

- Faculty Member, 2 year term

## **Steven R. Martin**

### UNIVERSITY RESOURCES AND PLANNING COMMITTEE

- Faculty Member, 2 year term

## **James Woglom**

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## **Faculty Affairs Committee:**

Submitted by Monty Mola, FAC Chair

Members: Renee Bird, Laura Hahn, Abeer Hasan, Cheryl Johnson, Monty Mola, Kirby Moss, Marissa O'Neill, Mark Wilson and George Wrenn

### **Current Work**

#### **1. Appendix K**

A draft revision of Appendix K has been written and being discussed. Appendix K lacks an amendments clause, therefore, via the Policy on Policies, the University Senate will be the deliberative body who will vote on this policy change.

#### **2. Advising Policy**

FAC has received the advising policy from APC, but has not yet discussed it.

#### **3. Appendix J**

The FAC chair met with the CBC to discuss inconsistencies between Appendix J and other governing documents. At this point we believe we have a way forward that will involve several steps and should conclude next year.

### **Prioritized Future Work**

#### **1. Definition of Faculty Workload (Appendix J)**

#### **2. Early Tenure (Appendix J)**

#### **3. Lecturer voting rights within departments**

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## **Integrated Curriculum Committee:**

Submitted by Julie Alderson, ICC Chair

The ICC brought resolution 11-18/19-ICC: Resolution on Initial Implementation of Humboldt State University Institutional Learning Outcomes forward to the Senate at the February 26, 2019 meeting. The resolution was sent back to the committee with specific instructions to consult with department chairs and program leaders regarding the distribution of the new HSU ILOs across the university curriculum. Mark Wicklund (Interim Assessment Coordinator), John Steele (Biology Dept and Chair of the GEAR Committee) and I met with the Council of Chairs on Thursday, March 7th to discuss. I will be reporting on the results of that meeting to ICC on Tuesday, 3/12 and we will determine next steps for ILO and assessment implementation. I anticipate bringing a resolution on these issues forward at our Senate meeting on April 2<sup>nd</sup>.

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## Provost's Office:

Submitted by Alex Enyedi, Provost and Vice President for Academic Affairs

This Senate report provides an update on three items; (1) progress implementing HSU's Strategic Enrollment Management (SEM) Plan, (2) evaluation/outcome of the forty-two SSA proposals submitted to Academic Affairs for GI2025 funding, and (3) the scheduled refresh/improvement of sixty five classroom/instructional spaces and labs across campus during summer 2019.

### 1. Fall 2019 Student Enrollment & Strategic Enrollment Plan Implementation Update

The Fall 2019 student application period ended on February 28, 2019. In total 14,729 prospective students submitted an application to attend HSU. This is 1,127 fewer applications compared to the Fall 2018. Below is the applicant summary table as of 03/11/19 (click [here](#) for more detail).

To-date Fall Applicants by Applicant type report generated: 11-MAR-19								
Applicant type	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016	Fall 2017	Fall 2018	Fall 2019
First-time UG	9,966	11,221	11,868	12,905	12,921	11,430	10,929	10,252
Lower-div xfer	619	103	91	109	66	133	463	340
Upper-div xfer	2,731	3,330	3,488	3,849	3,678	3,746	3,729	3,452
Returning UG	186	204	153	166	186	193	124	108
Masters	384	478	481	510	426	488	432	410
Credential	110	152	144	156	167	162	122	108
Second Bachelor	1	3	2	2	8	13	51	52
Unclassified PB	5	7	3	9	8	3	6	2
Transitory					2	2		5
Totals	14,002	15,498	16,230	17,706	17,462	16,170	15,856	14,729

HSU Enrollment Management unit has its immediate focus on the recruitment of new, first time undergraduates to campus this Fall 2019 (this group of applications is 677 fewer compared to Fall 2018; 10,252 versus 10,929). Several yield initiatives (highlighted below) are underway to address this shortfall.

### Preview Plus

Historically, the yield for admitted students who participate in this program has been between 40-50%. This semester, HSU has added two more buses to the program, for a total of five buses and has expanded the program over two weekends. Each of these five buses has a capacity for 50 students. At this point, all buses are full. The Preview Plus program provides prospective students (many with limited financial means) an opportunity for a two night, two-day emersion experience at HSU and in the Arcata community. The historical success of this program, now scaled up by 66%, reflects the value/impact of a campus visit on an admitted student's decision to enroll.

### Student-to-Student Call Campaign

During 2017-2018, two academic departments worked with the Office of Admissions to make calls to admitted, first time in college students. Consistent with the objectives in HSU's 2018-2023 Strategic Enrollment Management Plan, this year we have scaled up this program to include all academic departments at HSU. Calls to admitted students have been made by current HSU students selected by their respective academic departments. These calls are being conducted with on-site support from Admissions staff and faculty from the department. The call campaign began the week of February 11<sup>th</sup> and will continue until the end of March. Thus far, with three weeks to go in the campaign, more than 50% of our academic departments have participated and the remaining units are scheduled to make calls by the end of March. Extensive research demonstrates/confirms that personal contact with an admitted student by a current student in the admitted student's declared major has a significant, positive impact on the admitted student's decision to enroll.

### Financial Aid Award Notices/Letters

Early notice to students of their financial aid award has a strong influence on a student's decision to enroll. In addition, enhanced understanding of the financial aid package also influences individual student enrollment decision-making. This year, award notices were sent on February 25<sup>th</sup> to 6,688 admitted students totaling \$88 million dollars. The award notice included an embedded three minute video. The cleverly designed video portrayed a conversation between two current HSU students sharing their respective observations of the value of financial support, their evolving understanding of their award, and their encouragement to connect to the financial aid office with questions and concerns. These electronic notices were followed, a week later, by a hard copy letter to each of these individual students congratulating them on their award and reminding them to check their emails for the afore mentioned information about their award. Again, consistent with the power of personal contact with individual students, these steps were taken to encourage student decision-making around enrolling at HSU.

## **2. Student Success Alliance (SSA) Proposal Submissions**

In response to the SSA call for proposals to support student success via strategic investment of the 2019-2020 GI 2015 funding, seven areas within the division of Academic Affairs submitted 42 proposals. I wish to express my gratitude to the faculty and staff in Academic Affairs for their

creative and innovative ideas to enhance student success at HSU. This outpouring of great ideas will ensure our GI2025 investment continues to eliminate opportunity gaps and support degree completion.

The total request for funding within Academic Affairs was approximately \$2,000,000. Each proposal submission was scored using the IAPB-developed rubric (copy accompanies this Senate report) – three independent reviewers evaluated the proposals submitted to Academic Affairs (details of the process can be found [here](#)).

I am pleased to announce that Academic Affairs forwarded 27 proposals for consideration by the full SSA review team (see below). The next level of review and evaluation is underway.

Academic Affairs Division - GI 2025 Requests for 2019-20	
Proposals Passed on to SSA for Further Consideration	
<b>MBU and Proposal Title</b>	<b>Amount Requested</b>
<b>Academic Programs</b>	<b>\$ 303,889</b>
Center for Community Based Learning - Student Support Coord.	\$ 82,273
CTL - Faculty Development & Academic Technology Position	\$ 103,043
Expansion of Supplemental Instruction - Student & Staff (Scenario 2)	\$ 106,573
Learning Center Videos	\$ 12,000
<b>CAHSS</b>	<b>\$ 324,882</b>
300 Student Interns - \$500/40 Hours Incentive	\$ 150,000
Major-Based Peer Mentors	\$ 41,346
Student Employment - Tutors, Course Assistants, Outreach, ISAs, etc	\$ 99,536
Student Media Leaders	\$ 34,000
<b>CNRS</b>	<b>\$ 354,281</b>
CNRS Student Employment - Full Year Employment	\$ 181,736
CNRS Student Employment - One Semester Employment	\$ 7,385
CNRS Student Employment - Summer Component	\$ 15,150
CNRS Student Employment - Tutoring and Peer Mentoring	\$ 41,485
Director of Entry-Level Quantitative Reasoning	\$ 24,982
ERE Breakfast Club Mentors	\$ 5,550
Geology Student Video Project	\$ 20,793
INRSEP STEM Professional Development	\$ 50,000
Supplemental Instruction - Engineering	\$ 7,200
<b>CPS</b>	<b>\$ 138,469</b>
Social Work Student Peer Mentoring Program	\$ 54,184
Support for Counseling Psychology Therapist Training Program	\$ 84,285
<b>EM</b>	<b>\$ 173,612</b>
Presidential Scholarship - 16, 4 year Honors/High Need	\$ 90,000
Transfer Articulation Specialist	\$ 83,612
<b>ITS</b>	<b>\$ 234,900</b>
ATI Coordinator	\$ 112,500
ATI Student Assistant - Accessible Document Processing/Closed Captioning	\$ 17,000
Mid Sized Classroom Technology	\$ 105,400
<b>Library</b>	<b>\$ 98,918</b>
Acquisitions & Cataloging	\$ 4,800
Archives & Digital Publishing Specialist - One Time	\$ 74,868
Skillshops L4HSU	\$ 19,250
<b>Sent to SSA</b>	<b>\$ 1,628,951</b>

### **3. Classroom/Instructional Improvement/Refresh Project – Summer 2019**

HSU instructional spaces (classrooms and laboratories) are a critical component of student success – these spaces are primary places faculty and students interact on a daily basis. Therefore, I am pleased to announce that Academic Affairs will be allocating \$1 million in one-time resources for a much needed classroom/instructional space refresh project. In consultation with the College Deans (CAHSS, CNRS and CPS), Information Technology (IT), and Facilities Management (FM) we have identified classrooms (with a high utilization/occupancy rate) and labs in need of IT improvements, furniture/seating replacement, and other critical updates and upgrades. This summer, FM and IT will be making improvements to 65 instructional spaces across campus. A complete overview of the projects and detailed list of the buildings and rooms is available on the [Academic Resources site](#) (select the instructional space refresh links under the “Resources” section). For convenience, you will find the list of rooms/spaces slated for refresh (organized by building, room, and brief detail) attached after the IAPB-developed rubric (from Section 2).

		GI2025 Goals & Objectives - 50%				Proposal Design - 40%		Funding Need - 10%	
		17.0%	10.0%	10.0%	13.0%	15.0%	15.0%	10.0%	
		Supporting GI2025 pillars	Racial Equity (opportunity or access gap)	Income Equity (opportunity or access gap)	Collective Impact	Needs Analysis	Outcomes and Objectives	Assessment Plan	Financial Sustainability
Possible Scores	Initial - 1	It is not clear to which GI 2015 goals this request relates.	It is not clearly stated if request directly or indirectly reduces or eliminates opportunity or access gaps.	It is not clearly stated if request directly or indirectly reduces or eliminates opportunity or access gaps.	It is not clear how this effort can support or sustain current initiatives.	It is not clear what the need is nor is there communicated plans for data collection to support request.	It is not clear if outcomes and objectives have been developed.	No assessment plan exists.	It is not clear what funding plan exists to support this effort long term.
	Emerging - 2	Request indirectly relates to at least one pillar.	Request demonstrates knowledge of opportunity or access gaps and demonstrates hypothesized indirect positive impact.	Request demonstrates knowledge of opportunity or access gaps and demonstrates hypothesized indirect positive impact.	Demonstrates indirect connection to support, sustain, or enhance current initiatives with proven patterns of success.	Analysis of need is hypothesized and plans to collect direct or indirect data are noted.	Outcomes and objectives have been developed but have not been implemented.	Assessment plan exists but is not tied to outcomes and objectives.	Short-term funding plan exists but long-term plan does not.
	Developed - 3	Request directly relates to at least one pillar.	Request demonstrates knowledge of opportunity or access gaps and demonstrates hypothesized direct positive impact.	Request demonstrates knowledge of opportunity or access gaps and demonstrates hypothesized direct positive impact.	Demonstrates direct connection to support, sustain, or enhance current initiatives with proven patterns of success.	Analysis of need is demonstrated and is backed one year of direct or indirect data as evidence of need.	Outcomes and objectives have been developed, and implemented but not assessed.	Assessment plan exists and is connected to outcomes and objectives.	Short term funding plan exists and long term funding plan is proposed.
	Highly Developed - 4	Request directly relates to at least two pillars.	Request demonstrates knowledge of opportunity or access gaps and demonstrated actual direct or indirect positive impact.	Request demonstrates knowledge of opportunity or access gaps and demonstrated actual direct or indirect positive impact.	Demonstrates clear connection to current initiatives with proven patterns of success and how those initiatives can be further sustained and enhanced.	Analysis of need is clearly demonstrated and is backed by multiple years of direct or indirect data as evidence of need.	Outcomes and objectives have been developed, implemented and assessed and program changes have occurred as a result of evidence.	Assessment plan exists, is connected to outcomes and objectives, and has collected preliminary results.	Long term, base funding exists for this program and is already budgeted within the organization.

## Summer 2019 Academic Affairs Instructional Space Refresh Project

Building & Room	Refresh description
ART 102	Replace projection system
ART A 27	Replacement of student stations - furniture only upgrade.
ART B 102	Presentation experience should be consistent in all rooms, especially large lecture rooms. Control technology in this set of rooms should be consistent and appropriate to the increased functional demands of a large room. Replace aging computer system.
BSS 162	Presentation experience should be consistent in all rooms, especially large lecture rooms. Control technology in this set of rooms should be consistent and appropriate to the increased functional demands of a large room. Replace aging computer system.
BSS 166	Standardize classroom presentation systems. Add third centered screen and projection system. Replace aging computer system.
BSS 211	Add laptop connections
BSS 302	Replace projection system
BSS 308	Audio upgrade for presentations and video
BSS 317	New rolling office/computer adjustable height chairs to provide group-work flexibility and support for
BSS 408	Replace aging computer system
CEF 12	Replace aging computer system
CEF 13	Replace aging computer system
FGYM 148	(Pending outcome of campus call for Vacated Space proposals in May 2019) Creation of a new classroom. Replacement of flooring and furniture to suit the needs of a classroom. The renovation will have new accessible seats/stations per code. Work to include signage, egress lighting, and egress notification devices, and painting. Data pathways and associated parts shall be cleaned up and new conduit to new layout will be included. Also, modifications to the lighting and controls and HVAC. New whiteboards, new motorized screen, projector and a new document camera.
FH 025	Replace aging computer system
FH 108	Replace aging computer system, standardize classroom presentation systems, add laptop connections. Replacement of student stations - furniture only upgrade. Existing chairs have failing fabric.
FH 111	Removal of flooring and seating to be replaced with new. The renovation to include two new accessible seats/stations per code. ITS requests relocation of data & power to move media cart nearest windows and a new document camera.
FH 118	Presentation experience should be consistent in all rooms, especially large lecture rooms. Control technology in this set of rooms should be consistent and appropriate to the increased functional demands of a large room.
FH 125	Removal of flooring and seating to be replaced with new. The renovation to include two new accessible seats/stations per code. Repair flooring near windows due to water damage in advance of new flooring. Work to include signage, egress lighting, and egress notification devices. ITS requests new motorized screen and new document camera. Standardize classroom presentation system.
FH 163	Removal of flooring and seating to be replaced with new. The renovation to include two new accessible seats/stations per code. Repair flooring near windows due to water damage in advance of new flooring. Work to include signage, egress lighting, and egress notification devices. ITS requests new motorized screen and new document camera. Replace aging computer system.
FH 177	Replacement of student stations - furniture only upgrade. Existing chairs have failing fabric.

Building & Room	Refresh description
FH 179	Replace aging computer system and projection system
FH 181	Standardize classroom presentation systems, add laptop connections.
FH 206	Replace aging computer system
FH 232	Replace aging computer system, standardize classroom presentation systems, add laptop connections.
FH 235	Standardize classroom presentation systems, add laptop connections.
FOR 103	Replace projection system
FOR 105	Standardize classroom presentation systems.
FOR 107	Standardize classroom presentation systems, replace projection system.
FOR 201	Standardize classroom presentation systems.
FR 107	Replacement of student stations. Relocate existing speakers and replace existing manual screen with electric screen.
GH 124	Replace projection system
GH 215	Replace projection system
HGH 105	Audio upgrade for presentations and video
HGH 106	Replacement of student stations - furniture only upgrade. Existing chairs have failing fabric.
HGH 115	Standardize classroom presentation systems, replace projection system. Add door with window. All other computer labs have a window in the door so that students outside the room can see if a class is in session. This change will lower classroom interruptions, and thus improve the teaching environment.
HGH 204	Standardize classroom presentation systems, add laptop connections Replacement of student stations - furniture only upgrade. Existing chairs have failing fabric.
HGH 225	Replacement of student stations - furniture only upgrade. Existing chairs have failing fabric.
HGH 226	Replace projection system. Replacement of student stations - furniture only upgrade. Existing chairs have failing fabric.
HGH 227	Replace projection system, add laptop connections.
KA 106	Replace projection system, add laptop connections.
KA 109	Add laptop connections
MUS A 130	After consultation with the music department, several opportunities for improvement have been identified. Upgrade music audio: The need for advanced audio for this room has not been effectively implemented. Power Shades: Faculty have repetitively asked for this improvement The functionality of the current setup does not allow for transitioning between different teaching needs (for example showing video).
MUS B 203A	Replacement of student stations, new projector, mount and projection system.
NHE 102	Replace aging computer system
NR 101	Presentation experience should be consistent in all rooms, especially large lecture rooms. Control technology in this set of rooms should be consistent and appropriate to the increased functional demands of a large room.
NR 201	Replace aging computer system, standardize presentation systems. Replacement of student stations - furniture only upgrade. Existing chairs have failing fabric.
NR 223	Audio upgrade for presentations and video, replace projection system, add laptop connections.
NR 224	Audio upgrade for presentations and video

Building & Room	Refresh description
SCI A 364	Standardize classroom presentation systems, replace projection system. Removal of flooring and furniture to be replaced with new. The renovation to include new accessible seats/stations per code. Work to include signage, egress lighting, and egress notification devices, and painting. Data pathways and associated parts shall be cleaned up and new conduit to new layout will be included. Also, modifications to the lighting and controls and HVAC. ITS requests expanded whiteboards, new motorized screen, and a new document camera. Relocate existing shared printers to hallway or other location.
SCI A 455	Audio upgrade for presentations and video, replace projection system, add laptop connections.
SCI A 460	Standardize classroom presentation systems, add laptop connections.
SCI B 135	Standardize classroom presentation systems.
SCI B 133	Standardize classroom presentation systems. Add second projection system and screen. Replace existing projection system. Presentation experience should be consistent in all rooms, especially large lecture rooms. Control technology in this set of rooms should be consistent and appropriate to the increased functional demands of a large room.
SCI B 135	Replace projection system. Presentation experience should be consistent in all rooms, especially large lecture rooms. Control technology in this set of rooms should be consistent and appropriate to the increased functional demands of a large room.
SH 108	Presentation experience should be consistent in all rooms, especially large lecture rooms. Control technology in this set of rooms should be consistent and appropriate to the increased functional demands of a large room.
SH 109	Replace aging computer system
SH 115	Standardize classroom presentation systems.
SH 118	Removal of flooring to be replaced with new and new chairs. Carpenters to remove existing workstations for the installation of carpet and then reinstall. New rolling office/computer adjustable height chairs to provide group-work flexibility and support for ergonomic adjustments, creating a more comfortable environment for students to work/learn in.
SH 119	Removal of flooring to be replaced with new and new chairs. Carpenters to remove existing workstations for the installation of carpet and then reinstall. New rolling office/computer adjustable height chairs to provide group-work flexibility and support for ergonomic adjustments, creating a more comfortable environment for students to work/learn in. Add laptop connections.
SH 120	Standardize classroom presentation systems, replace projection system.
SH 128	Replace aging computer system, replace projection system.
TBD	Faculty have asked for more video conferencing rooms. Video conferencing allows them to bring external experts into the classroom and can also make distance education possible.
TBD	Outside expert- CSU Stanislaus has recently engaged in an intensive faculty collaborative process to reimagine their smart classroom concept. We propose bringing to campus a staff member who was key to the HSU Stanislaus success. We wish to learn what worked and what didn't work to help us engage faculty and guide our future smart classroom design.
TBD	Student help is needed in all aspects of this large set of summertime work which includes scheduling, inventory, tracking, installing, testing, documenting, and communicating changes.
TBD	Existing classrooms on campus are missing or lacking accessible seating. Funding for this task includes improvements to these rooms for the placement of a desk and seat. A complete list of rooms to be determined
WDFS 166	Audio upgrade for presentations and video

<b>Building &amp; Room</b>	<b>Refresh description</b>
<b>WDFS 250</b>	Standardize classroom presentation systems, replace aging computer system and projection system, add laptop connections. Replacement of tables and chairs. With new tables, the modifications would add at least two more student stations for a total of 35. Relocate existing whiteboard from behind existing motorized screen.
<b>WDFS 258</b>	Replace aging computer system, standardize classroom presentation systems, replace projection system. Removal of flooring and seating to be replaced with new. The renovation to include four new accessible seats/stations per code, and modifications to existing tiers to be in compliance. Work to include signage, egress lighting, and egress notification devices, demolition of the existing projector booth, sink and associated cabinet to be modified and painting of the walls and ceiling. ITS requests expanded whiteboards, new motorized screen, and a new document camera.