

Tuesday, January 25, 2022, 3:00pm, Goodwin Forum, and Virtual Meeting ID: 828 2073 0017

Chair Monty Mola called the meeting to order at 3:00pm on Tuesday, January 25, 2022, via Zoom and in Goodwin Forum; a quorum was present.

Members Present (via zoom)

A. Thobaben, Aghasaleh, Anderson, Bell, Burkhalter, Cannon, Doyle, Gonzalez, Graham, M. Thobaben, McGuire, Miller, Miyamoto, Ndura, O'Neill, Pachmayer, Schnurer, Teale, Tillinghast, White, Woglom, Wrenn

Members Present (in Goodwin Forum)

Amber Blakeslee, Colin Caslick, Capps, Mola, Moyer, Wynn

Members Absent

Jackson, Meriwether, Roohparvar

Guests (via zoom)

Allan Ford, Bee Laursen, Bella Gray, Binta Wright, Carmen Bustos-Works, Chant'e Catt, Chelsea Mooney, Chris Aberson, Chris Guillen, Comm Nero, Cyril Oberlander, Dan Saveliff, Eboni Turnbow, Jeffrey Crane, Jenni Robinson, Jessica Bishop, Joshua Zender, Kacie Flynn, Marissa Holguin, Michael Le, Pedro Martinez, Peggy Metzger, Rachael Gipson, Rosamel Benevides-Garb, Ruby Bailey, Sabriyya Ghanizada, Sheila Rockar Heppe, Simone Aloiso, Stephen St. Onge, Sue Armitage, Sulaina Banks, Tania Marin-Zeldin, Vanessa Gonzalves

CFA Interruption Statement

Senator Cannon read the attached Interruption Statement from the California Faculty Association

Announcement of Proxies

Blakeslee for Roohparvar, St. Onge for Meriwether

Approval of and Adoption of Agenda

M/S (Aghasaleh/Graham) to approve the agenda

Motion to approve the agenda as amended passed unanimously

Approval of Minutes from the meeting on November 30, 2021

M/S (Cannon/Schnurer) to approve the minutes from the November 30, 2021 meeting

Motion to approve the minutes passed unanimously

Reports, Announcements, and Communications of the Chair

- Written report attached

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

Academic Policies:

- Written report attached

Appointments and Elections:

Senator McGuire reported the committee met last week to go over the current call for nominations, noting there have been a number of self nominations to various positions, and encouraged the Senate and guests to take a look at the call and consider sharing the opportunities for service with others on campus who are interested in getting involved with shared governance on campus.

Constitution and Bylaws:

- Written report attached

Faculty Affairs:

Senator O'Neill reported the committee finished a draft of amendments to the Faculty Awards policy, and are planning to bring forward a policy on anti-bullying, which will most likely be long and involve lots of people. She encouraged anyone interested in making comments about it to get in touch with her.

Integrated Curriculum:

- Written report attached

University Policies:

- Written report attached

University Resources and Planning:

- Written report attached

ASCSU (Statewide Senate):

- Written report attached

CFA:

Senator Cannon reported that based on concern expressed by faculty, the Humboldt CFA voted to publicly urge the administration to accept all requests for temporary modality changes, that the ratification process for the tentative contract agreement is underway, and that voting has started with already a 50% voter turnout for HSU CFA members. He noted this is incredible that after only a few days such engagement has been shown. He concluded that if people are CFA members and have yet to cast a vote, they have until February 2 at noon to do so.

Diversity Equity Inclusion Council:

AVP Ndura reported that the DEIC is awaiting clarification on an enhanced and revamped committee charge and will report back to the Senate as soon as possible.

Labor Council:

Senator Tillinghast reported the Labor Council has met twice since the last Senate meeting, and they are optimistic about their contracts going through. He asked Provost Capps about why HSU has not opted into the statewide telecommunications agreement for staff, which was negotiated quite a few months ago. HSU is still operating under the emergency telecommunications agreement, and for some reason HSU has decided to not opt in. Consternation among the staff who want to see a permanent policy put into place. He asked for some movement on this to bring some stability to HSU staff. He further noted that HR claims the decision is now with the higher ups and they recommended that HSU opt in.

Provost Capps responded that there is not opposition for opting in, but just some delays, and a decision should be forthcoming soon; she stated appreciation that he brought it up. Senator Tillinghast continued another topic of concern discussed was the Council's continued concern for the HR department staff force, and staffing across campus in general. He noted that HR has gone through a lot of changes and it was disappointing that the search for the AVP failed, as he thinks there was a good candidate in there, and stability for operations is needed. He expressed concern at having an Interim in the office, HSU won't be on good footing as we swing into position description reviews and whatnot as the University transitions into Poly Tech transitions. HR is understaffed and are just barely able to keep up as it is.

Staff Council:

Senator Doyle supported everything Senator Tillinghast said, and reported that Staff Council will meet two weeks from today at 10:30am. She reported the Chancellor's Office did a salary study for staff across the system in every unit back in December, but the results may not be available yet. She noted that information will also inform the negotiations that Senator Tillinghast mentioned as we move forward.

President and President's Administrative Team:

- Written report attached

In addition to the written report, Provost Capps added gratitude to staff and faculty for Spring 2022 instruction, it's a heavy lift and folks have a lot of things they're managing. She noted the Board of Trustees meeting tomorrow will be available virtually at nine am, and there is a watch party happening at 12 with anticipated 1230 TC for the vote.

Consent Calendar from the Integrated Curriculum Committee

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

General Consent Calendar

The attached University Space and Facilities Advisory Committee (USFAC) recommendations on

campus space resources allocations were passed via general consent

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

It was noted that no one signed up to speak during the open forum

AB 928 Feedback Portal: Information item from ASCSU Senator Burkhalter

Senator Burkhalter reported the UC and CSU is now required to have a common GE pathway for transfer, even though the GE pathways are not the same, so HSU is going to have to reduce some units, which is very controversial, since the question becomes which area will be reduced. She noted the survey is awkward because it asks faculty in about three or four different ways about how they would order the items. They'd like faculty specifically for this survey to prioritize GE so the ASCSU representatives know what the highest priorities are in the negotiations. She reported that since AB 1460 was passed, the UC agreed that one of the classes will be ethnic studies, even though they don't have an ethnic studies requirement right now. This basically means that there will be 10 three-unit classes, including ethnic studies, and one one-unit lab as part of this curriculum. She reported they don't want to lose any of what we call the "golden four." She noted that it is not likely that D will be reduced, since it was recently reduced for Area f. She stated that some areas that might be reduced are area B, C, and E. She asked that faculty take the time and honestly rank them and add comments to specific questions, since responses will be compared across the system. She noted the last question is, what competencies should people have from the ground up. GE is going to be 34 of those 60 units. She and Chair Mola will work together to send out the survey to folks on campus, so HSU's feedback can be communicated by the beginning of March.

Senator Schnurer stated folks in communication depts are concerned with student success broadly, and we think the number one anxiety for undergrads throughout is public speaking. He added a request that folks dive into the survey with a broad perspective on what they think students should have when they arrive at HSU as a transfer or not. If folks feel comfortable, advocate for the golden four somewhere in there. He thanked Senator Burkhalter and Pachmayer for representing HSU so well in the ASCSU. He also gave a shoutout to CFA who have organized a statewide working group that have been quick to advocate for the golden four and communications. He suggested that foreign language might be changed to "additional language" so that we are able to think about indigenous languages, given the place and the location on which we sit, as well as our efforts to try to make sure we are accountable and engaged with our local Native Nations.

Resolution on the Climate Justice and Resilience Leadership Certificate (07-21/22 – ICC – January 25, 2022 – First Reading)

Item remained unmoved at adjournment

TIME CERTAIN: 3:50-4:15 PM - Humboldt Tenant Landlord Collaboration: Presentation and Q&A with Chant'e Catt and Sue Armitage

Chant'e Catt and Sue Armitage gave the attached presentation. They received commendations from Stephen St. Onge, and Senator Bell, who asked how much of the course is focused on the search for a place for somewhere to live in the county, including the nitty gritty of how to get a house or apartment in the first place, especially since the county is not family or pet friendly. She shared personally that it's been very frustrating trying to find a place, even as a professor with a PhD and chair of a department.

TIME CERTAIN: 4:15-4:35 PM – Fall Enrollment Projections Update with Jason Meriwether, Michael Le, Amber Blakeslee, and Pedro Martinez

Blakeslee, Le, and Martinez shared the attached presentation.

TIME CERTAIN: 4:35-5:00 PM - Faculty Session: Resolution on the General Faculty Condolence Donation and Recognition Policy (08-21/22-GFA - January 25, 2022 - First Reading)

GFA Secretary/Treasurer Joshua Zender shared the attached presentation, resolution, and policy draft.

M/S (Mola/O'Neill) to move the Resolution.

Motion carried unanimously.

The Resolution will return for a Second Reading.

M/S (O'Neill/Doyle) motion to adjourn

Meeting adjourned at 5:00 pm

California Faculty Association's Interruption Statement

As part of our continuing commitment to racial justice work, when we experience examples of racial narratives, racism, or whiteness in our meetings or as we conduct our business, we will speak up.

This means we can interrupt the meeting and draw the issue to one another's attention.

We will do this kindly, with care, and in good faith.

This statement is a reminder that we commit to do this in the service of ending systems of racial oppression, and others as well.

University Senate Chair Report January 25, 2022

Welcome back to the spring semester! I hope everyone is well and that their term is starting out as well as possible given the circumstances. Who knew at our last meeting in November that we would be where we are today with the pandemic. The uncertainty and anxiety around COVID is exhausting and when you couple that with all of the change occurring on campus it is no wonder that folks are feeling burnout and disconnect. You are not alone! However, I honestly do feel that there is a light at the end of this long (strange) tunnel. I am starting to believe folks when they tell me I need to change my budget-deficit mindset as resources are starting to flow. Vacant staff positions are starting to be filled; faculty searches are underway. Of course, not all of our needs have been met yet and all of this hiring, planning, and training of new employees takes time and effort.

Tomorrow is a big day for HSU as we (most likely) become Cal Poly Humboldt. This is truly amazing! Though this has been a campus wide endeavor for which we should all be very proud, there are those among us that still don't feel heard or valued. Please reach out. I believe that the Polytech implementation working groups are doing good work, but often communication of that good work is challenging. Likewise, many of us are concerned with details of implementation that just haven't been decided on yet and may be years out. Please engage with the [implementation working group leads](#) or reach out to me so that we can get your input. The collective wisdom of our campus community is what will make us a new kind of polytech.

Finally, on a completely different topic: as you may remember, there was some consternation about the process for the Senate to decide on new curriculum proposals. It was unclear in our bylaws if new programs received one or two readings and unfortunately, this body has done it both ways in recent memory. As we have many curriculum proposals heading our way (such as the certificate program we will read today), it was decided in SenEx that we needed to pick a method and go with it. The members of SenEx voted unanimously on January 18 that we will have just one Senate reading for new curriculum proposals (this does not include items on the ICC consent calendar). SenEx has also asked the Constitution and Bylaws Committee to amend the Senate's bylaws to make the one reading on new curriculum proposals clear for future Senates.

HUMBOLDT STATE UNIVERSITY

University Senate Written Reports, January 25, 2022

Standing Committees, Statewide Senators and Ex-officio Members

Academic Policies Committee:

Submitted by Maxwell Schnurer, APC Chair

Report back

- APC met on December 6, 2021 to discuss the syllabus policy. We reviewed decolonizing models, discussed syllabi templates for faculty/student ease, discussed what parts of a syllabus policy should be policy and what should be practice.
- After feedback from a faculty member we talked about the dynamic of assessment that is often embedded in syllabi. Many external credential agencies want to see certain things in the syllabi to ensure that certain things are taught. We discussed the risks to academic freedom and creativity for faculty at a dynamic university. Primary lens is whether any element of this would be part of a policy on syllabi.

For Spring 2022 APC is working on:

- Amendment for the Minors, Concentrations and Academic Credit-Granting Certificate policy to require distinct units for certificates/minors.
- Syllabus policy
- Student Learning Communities policies (framed at a university level)

Feedback requested! If you have feedback or suggested changes for the syllabus policy please email the chair of APC. Current policy is here:

<https://policy.humboldt.edu/course-syllabus-policy>

Next meeting is: Monday January 24 at 3pm.

Constitution and Bylaws Committee:

Submitted by Chelsea Teale, CBC Chair

The CBC met on 12/13 and 12/17/2021 to review changes to the faculty handbook in terms of the University Center reorganization and other entries in Section 800. The committee will be ready to present changes in mid-spring, after 1/26 when HSU's name change is formalized and we decide how to approach the Student Activities Center name change. We continue to make

headway on the Committee Directory Initiative, recently beginning to revise the master list by removing committees that no longer exist, changing names of some, and so forth. However, questions have arisen regarding the ultimate goal of such a list, and before any further action is taken, CBC will clarify the goals with former Chair Burkhalter who will likely join us in a meeting. Lastly, a question about readings on ICC action items that came up in the last senate meeting will be revisited and likely require only a small change to wording (SenEx will have made a decision on 1/18). Our spring meeting schedule is every other Wednesday afternoon beginning 1/26.

Integrated Curriculum Committee:

Submitted by Jill Anderson, ICC Chair

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

ICC Members:

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

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

Subcommittee Reports

- **Academic Policies Committee (APC)** Edits were continued on the Minors, Certificates, and Concentrations policy based on feedback in preparation for a second reading in the Senate. The syllabus policy is also being reviewed and feedback is welcomed by Dr. Schnurer.
- **Academic Program and Planning Subcommittee (APPC)** The APPC discussed the Cannabis Studies Policy and previewed the e-learning policy.
- **Course and Degree Change Subcommittee (CDC)** The CDC continues to review proposals in curriculum at an efficient rate, moving through large packets of connected proposals before the catalog deadline.
- **General Education and All University Requirements (GEAR) and Assessment Subcommittee** The GEAR committee continues to review GEAR related proposals in the cue and progress the full certification process for the Area F courses provided emergency designation last AY.

Cannabis Studies Proposal Discussion. Joshua Meisel and Dominic Corva joined the ICC for a discussion of the Cannabis Studies proposal. During this discussion, Josh and Dominic responded to questions and thoughts from the ICC based on the subcommittee's reviews of the proposal. Discussion items included course detail adjustments (e.g. c-classifications) and thoughtful responses on the bigger picture of how the program fits in at HSU, community connections, and what unique learning experiences it will offer students. Some additional changes to the documentation are occurring and a vote of the full ICC is expected at the next meeting.

E-learning Policy. Julie Alderson joined us to discuss the first draft of the new e-learning policy. Rich discussion about the future of long-term online learning at HSU was had in talking about the larger scope and specific details needed in this policy. The discussion identified three needed components to support a strong e-learning culture, the e-learning policy, an implementation plan, and a resource needs analysis and document. As work on this policy continues, the ICC plans to apply an equity lens to the work and employ a framework that supports efforts in a holistic and collaborative way with engagement and feedback across campus. Thanks and appreciation to Julie Alderson and Enoch Hale for their thoughtful and responsive work in drafting this policy.

University Policies Committee:

Submitted by George Wrenn, UPC Chair

The UPC met with members of the [Student Grievance Committee](#) and Kathy Thornhill to review the current grade appeal process. UPC and the Grievance Committee agreed on a timeline for reviewing and revising the policy that passed the Senate in spring of 2020 but never went into effect ([20-19/20-APC Resolution; Draft](#)). The current [Grievance Policy for Students](#) (UML 00-01 (May 2000)) will also need to be revised to bring it into alignment with a new grade appeal policy.

Timeline:

[January 24 - February 11] Grievance Committee Review and feedback on both policies

[February 14- February 28] Stakeholder reviews and feedback (including A.S. and admins)

[March 1- March 13] Final review of drafted Senate Resolution(s)

[March 22] Draft Resolution to SenEx

[March 29] Senate 1st Reading

[April 12] Senate 2nd Reading

Discussion of policy touched on various points: the need to clarify the grade appeal process and the need to ensure that the grade appeal process aligns with the [Academic Honesty Policy](#); the process requires the appealing student to tell their story multiple times over the course of the appeal; there is a need to clarify the grade appeal timeline and steps for outreach.

ASCSU Report

Submitted by Senators Stephanie Burkhalter and Ara Pachmayer

The ASCSU standing committee meetings and plenary took place Wednesday 1/19/22-1/21/22. The next ASCSU plenary takes place March 16-18, 2022.

During Chancellor Castro's presentation he indicated that he is excited about Humboldt's transition to polytech. He noted the state is planning to increase the CSU's base budget by 7% over the next 5 years (2% of which is based on enrollment predictions).

Time was designated during the agenda for an in-depth conversation among senators regarding Spring 2022 repopulation on each campus. The majority of CSU campuses have been allowed to begin the semester online until the Omicron wave recedes; Humboldt, Chico and Monterey Bay are among the few campuses that are beginning the Spring semester in face-to-face modality. Charles Toombs, president of the CFA, shared that Chancellor Castro made the decision to allow each campus to determine how and when faculty would be able to shift modality to adjust to exigencies. Faculty across the CSU are concerned about the impact of requiring instructors to teach in face-to-face modality during the Omicron wave of the pandemic.

The policy prohibiting CSU employees from living out of state has been implemented as of January 1, 2022 (click [here](#) for policy). This policy applies only to employees new to the system after implementation. Regarding lecturer contracts, the unofficial interpretation from the AVP of Human Resources in the Chancellor's Office is that an employee is considered a "new employee" when they begin employment after not working in the system for at least a year. Thus, for purposes of this policy, lecturers on a semester-based contract will not be considered "new" employee unless they do not work in the CSU system for a year.

Time sensitive: AB928 feedback

AB 928 – Student Transfer Achievement Reform Act of 2021: Associate Degree for Transfer (https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=202120220AB928) is now law and the process for implementation is under way. This law requires that the CSU and the UC systems agree on a common lower-division General Education pathway for transfer from community colleges by May 2023 (no later than December 2023). In this pathway, there will be eleven 3-unit courses plus a 1-unit lab for a total of 34 units. This is a reduction from 39 units of lower-division GE currently required across areas A, B, C, D, E, & F.

The ASCSU Executive Committee has created a survey to gather feedback from the faculty of each campus to inform the Intersegmental Committee of Academic Senates (ICAS) negotiations on the common GE pathway. **We ask that interested Humboldt faculty respond to this survey by the end of first week of March. Survey link: https://www.calstate.edu/csu-system/faculty-staff/academic-senate/Pages/ASCSU_AB928_Feedback.aspx** . If you prefer to write a letter or submit other written comments, please send those to Stephanie Burkhalter with cc to Ara Pachmayer. If you are an administrator or staff member who would like to add your input, we request that you submit your feedback in writing rather than completing the survey (the reason is that the ASCSU wants to be sure the faculty voice about general education curriculum is identifiable and clear). We will upload the written comments to Humboldt's feedback folder within the ASCSU drive.

The resolutions presented for second and first reading during the plenary are listed below with their status. The complete text of all resolutions passed at the meeting are available via the ASCSU website (<https://www2.calstate.edu/csu-system/faculty-staff/academic-senate>):

Second Reading Resolutions

- AS-3499-21/FA (Rev) Academic Freedom and Faculty Oversight of Curricula and Pedagogy During Times of Emergencies Second Reading-**Passed**
- AS-3510-21/EX (Rev) Apportionment of Academic Senate CSU (ASCSU) Seats-**Passed**
- AS-3511-21/AA (Rev) Role of Shared Governance for Decisions on Instructional Modality-**Passed**
- AS-3513-21/FGA Updated Legislative Advocacy Guidelines for the Academic Senate of the California State University-**Passed**
- AS-3514-21/FA Faculty Rights to Due Process in Letters of Reprimand Within the CSU-**Passed**
- AS-3515-21/APEP Establishing Core Competencies for CSU General Education (GE) Areas A1 (Oral Communication), A2 (Written Communication), A3 (Critical Thinking), and B4 (Quantitative Reasoning)-**Passed**
- AS-3516-21/AA Studying Online Education and the Impact of Campus Initiatives-**Passed**
- AS-3517-21/FA Faculty Rights to Due Process in Disciplinary Action Procedures Within the CSU-**Passed**
- AS-3518-21/EX Increasing the Membership of the Ad Hoc Committee to Advance Equity, Diversity, and Inclusion (AEDI) Within the ASCSU-**Passed**
- AS-3519-21/FA Support of Faculty Supervision of Student Research, Scholarly, and Creative Activities in the CSU-**Passed**
- AS-3520-21/FA Recognition and Support of Faculty Participation in Shared Governance-**Passed**

First-reading Resolutions w/Waiver of First reading

- AS-3521-22/FGA Call for Long-Term, Adequate, and Sustainable Funding for the California State University (CSU) First Reading/Waiver-**Passed**
- AS-3522-22/AA Commendation for Assistant Vice Chancellor & Senior Strategist Dr. James T. Minor First Reading/Waiver-**Passed**
- AS-3523-22/FA/FGA Recommendation on the Pending Tentative Agreement Between the California State University (CSU) and the California Faculty Association (CFA) First Reading/Waiver-**Passed**
- AS-3524-22/EX Commendation for Assistant Vice Chancellor Sheila Thomas, Ed.D. First Reading/Waiver-**Passed**

First reading Resolutions (will likely come back for second reading during March plenary—if you have feedback on any of these, please forward your feedback to Stephanie Burkhalter and Ara Pachmayer)

- AS-3525-22/FGA Request for the Review of the Fiscal Impact of any Proposed California Community College Baccalaureate Programs First Reading
- AS-3526-22/AA Involving California State University (CSU) Faculty in the Approval Process for California Community College Four-year Baccalaureate Programs
- AS-3527-22/EX Endorsement of the California State Student Association (CSSA) Resolution Calling for the CSU to Include Caste in Anti-Discriminatory Policy
- AS-3528-22/AA CSU 2030 Challenges: Faculty Perspectives (this is more of a call for perspectives rather than a reflection of perspectives)

University Resources and Planning Committee:

Submitted by Jim Woglom, URPC Co-Chair

Happy New Year! The University Resources and Planning Committee has met once since the beginning of our new Spring semester on Friday, January 21st, and many of our members met in the dual role as members of the Polytech Budget and Finance Working Group on Friday, January 14th.

At the Polytech Budget meeting, we discussed the Year 2 Summary of the Spending Plan for the \$25 million in ongoing funds that we have been allocated as one portion of the State's investment in our Polytech build out. A small subset of the Working Group then met the following week to design an open forum that would serve both as a means of reporting the content of the proposal and to solicit formative feedback from the Campus Community. To that end, we will be sharing a pre-recorded video of Amber Blakeslee's overview of the plan from Professional Development day. Our hope is that folks will watch that video and then engage in providing input through a web form and/or through the forum which is, at this writing, planned for 1:00 PM on Friday, January 28th. A two-page overview of the allocation plan is attached.

During the URPC meeting, after approving minutes from the last meeting of the Fall semester and reviewing our schedule and timeline for the Spring Semester, reviewed a draft of the new roll-forward guidelines, which are being addressed and revised based on their prescribed three-year cycle. The University Budget Office provided the committee with 5 potential models for what roll-forward guidelines might look like in our current context prior to the break, and we then voted virtually on those suggestions based on feedback from constituents. The resultant decisions were applied to the new draft, which is attached.

We then discussed the Governor's budget proposal. The State budget proposal will go through further rounds of revision prior to adoption in the Summer. We reviewed enrollment projections and their potential effect on the budget for the coming terms, which seems to amount to a largely positive (or at least promising) set of scenarios which are scheduled to be reviewed in the Senate soon.

The URPC, proper, then reviewed the attached Polytech proposal and reporting plan, which, again, will be addressed this Friday in an open forum. Please attend and participate if you can.

We then ran out of time for the final item for our agenda, "Enrollment Growth Formulas" will be addressed at our next meeting.

Finally, the University Space and Facilities Advisory Committee, a subcommittee of the URPC, forwarded their recommendations for the allocation of spaces based on requests for the AY 21-22 to the URPC, where they were approved by a majority vote, and they have thus been sent along to the Senate, where they will be included in the next available consent calendar.

We look forward to engaging the Campus Community in collaborative stewardship of our shared resources and imaginative leveraging of investments towards the realization of the California Polytechnic University Humboldt.

Polytech Transition - \$25 Million Spending Plan Summary (Year 2)

January 21, 2022

Our refined \$25 million Polytechnic Spending Plan reflects anticipated ongoing investments to accelerate our polytechnic transformation. This plan is largely unchanged from our initial plan; however, we have updated several aspects to align with our iterative planning efforts. As resource needs solidify, our spending plan will continue to evolve to support our polytechnic transition. The plan remains focused on investments to strengthen our foundation for polytechnic success in years 1 and 2 (2021-22 and 2022-23) in areas such as faculty, information technology, online learning, transition toward year round operations, professional development, student recruitment, and marketing to ensure that we have the institutional capacity and expertise to support the polytechnic transformation and position us to successfully launch and sustain new polytechnic academic programs in Fall 2023.

Highlights of the updated spending plan include:

- Increase the anticipated number of new faculty hires from 12 to 16 in years 1 and 2 combined (recruitments are actively underway)
- Accelerate investments in technology and research support
- Increase anticipated one-time costs to complete our new campus physical master plan, in acknowledgement of the cost escalation we are experiencing, to ensure we have the resources in place to deliver on this important project
- Increase one-time investments in our marketing, rebranding, student recruitment and outreach efforts in years 1 and 2 to build significant momentum as Cal Poly Humboldt
 - Note: these estimated investments are attempting to capture the full magnitude of this transition ranging from university level down to department level costs
- Integration of inclusive student success investments from Graduation Initiative 2025 and polytechnic funding in alignment with a comprehensive retention and graduation strategy

We plan to submit the refined \$25 million Polytechnic Spending Plan on January 31 as part of our twice-yearly update to the Chancellor's Office on our polytechnic financial planning progress.

A big thank you to our polytech implementation teams, subject matter experts, poly academic program leads, and the campus community as a whole for the immense planning effort underway to make sure we deliver as the third polytechnic university in the CSU.

For reference, our initial planning estimate is reflected on pages 68-69 of our [Polytechnic Prospectus](#)

Polytech Transition - \$25M Summary

REVISED Planning Estimate

Date: January 21, 2022

Ongoing Expenditure Budget	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
Academic Programs Buildout	2,400,000	7,080,000	11,315,000	14,320,000	17,205,000	20,240,000
Student Recruitment and Retention	395,000	1,400,000	1,660,000	1,740,000	2,020,000	2,150,000
Communications, Marketing, and Branding	45,000	90,000	90,000	90,000	90,000	90,000
Infrastructure	153,000	305,000	305,000	305,000	2,520,000	2,520,000
Total Ongoing Expenditures	2,993,000	8,875,000	13,370,000	16,455,000	21,835,000	25,000,000

One-Time Expenditures	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
Academic Programs Buildout						
New Program Faculty Start Up Costs	-	1,600,000	1,600,000	1,400,000	1,200,000	400,000
New Program Start Up Costs	-	675,000	1,125,000	450,000	750,000	1,250,000
Program Development & Curricular Design	900,000	400,000	300,000	500,000	400,000	300,000
Faculty and Staff Recruitment	400,000	360,000	360,000	290,000	280,000	130,000
Student Recruitment & Outreach	800,000	800,000	500,000	300,000	300,000	-
Communications, Marketing, and Branding						
Rebranding / Marketing / Ad Campaign	1,700,000	1,600,000	1,000,000	800,000	500,000	200,000
Rebranding - Campus Signage	655,000	983,000				
Infrastructure Projects						
Campus Master Plan	1,000,000	2,000,000				
Academic Program Lab/Space Renovations	2,000,000	6,000,000	7,000,000	6,000,000	4,000,000	1,264,000
Equipment Modernization	2,200,000	3,000,000	1,800,000			
Total One-Time Costs	9,655,000	17,418,000	13,685,000	9,740,000	7,430,000	3,544,000

Annual Total Expenditures	12,648,000	26,293,000	27,055,000	26,195,000	29,265,000	28,544,000
Annual Surplus / (Shortfall)	12,352,000	(1,293,000)	(2,055,000)	(1,195,000)	(4,265,000)	(3,544,000)
<i>\$25M Cumulative Remaining Balance</i>	<i>12,352,000</i>	<i>11,059,000</i>	<i>9,004,000</i>	<i>7,809,000</i>	<i>3,544,000</i>	<i>-</i>

University Operating Fund Roll Forward Budget Guidelines (REVISED)

Overview

The University Operating Fund Roll Forward Budget Guideline defines the allocation of unspent budget balances (“roll forward”) in the University’s Operating Fund at the end of each fiscal year. Roll forward budgets reflect one-time budget allocations that annually augment the University’s ongoing base budget and are used for a variety of purposes such as reallocations to restricted activities, one-time strategic investments, and one-time additions to reserves (Operating, Capital, or Maintenance Reserves). Strategically leveraging roll forward budgets minimizes the need for the University to utilize unbudgeted reserves, as outlined in the University Operating Fund Reserve Policy.

The University has six divisions: President, Academic Affairs, Administrative Affairs, Student Affairs, University Advancement, and University Wide. For the purpose of this guideline, the divisions will be grouped into two categories: Divisions (all divisions excluding University Wide) and the University Wide Division.

Divisions

Roll forward budgets within the divisions are established based on the following:

Restricted

Restricted roll forward balances represent unspent budget balances that are restricted for a specific purpose (e.g. financial aid, MSF Fees, Chancellor’s Office funded programs).

- **RESTRICTED PROGRAMS AND PROJECTS:** Unspent budget balances in restricted programs and projects will be automatically reallocated back to the department in which the balance resides.
Note: All balances will roll, inclusive of any salary and benefit savings.

Unrestricted

Unrestricted roll forward balances represent discretionary unspent budget balances that will be reallocated as follows:

- **SALARIES:** All salary budget balances will be swept centrally, excluding balances in restricted programs and projects. During the year, salary savings may be utilized on an exception basis with written approval from the divisional Vice President.
- **BENEFITS:** All benefits budget balances will be swept centrally, excluding balances in restricted programs and projects. Divisions do not retain control of benefit savings and are not allowed to utilize benefits savings for alternate purposes.
- **OPERATING EXPENSES (OE) (NON-PERSONNEL):** After covering any shortfalls in department salaries budgets, remaining OE budget balances will be rolled back as follows:
 - Department: 40% (up to a cap of 20% of the total OE base budget for the department, inclusive of restricted sources)
 - If accompanied by an approved plan, a department may roll forward a multi-year accumulation of roll forward in excess of the 20% threshold
 - Major Budget Unit (MBU): 40%
 - University Strategic Initiatives Pool: 20%
- **ADDRESSING CURRENT YEAR BUDGET SHORTFALLS:** If a department’s OE budget ends the year overspent (in deficit), the entire negative balance will roll forward within the department.

University Operating Fund Roll Forward Budget Guidelines (REVISED)

In the event that sufficient base budget is not available to adequately support the University's funding needs, an additional portion of the department/MBU's roll forward may be swept centrally to support the annual budget. If such occurs, the President must submit this decision in writing to the University Resources & Planning Committee.

University Wide Division

Roll forward budgets within the University Wide division are established based on the following:

Restricted/Dedicated

Restricted/dedicated University Wide roll forward balances within centrally managed University Wide departments exist for two main purposes:

- As a budgeted one-time operating buffer for the University Wide departments in which they reside to ensure sufficient budget is available to cover potential one-time costs that may occur
- To reallocate unspent budget balances for dedicated purposes, such as Financial Aid

Compensation Pool

The Compensation Pool department is a central holding place for the University's anticipated compensation and benefit cost increases. Once compensation and benefit increases have been finalized, budget is transferred to Departments to cover the cost increases. One-time funding may be needed to bridge compensation or benefit increases that occur during the year. Roll forward will be evaluated annually against anticipated increases to determine the appropriate level to roll forward, if necessary.

Risk Pool

The base Risk Pool budget covers the annual costs of campus insurance coverage. In addition to the annual contract amounts, HSU is subject to pay out additional expenses if there are claims and settlements that must be paid. Annually, the University receives a Risk Pool dividend, which will be used to build the Roll Forward budget allocation until the target level is reached, or to the maximum level if deemed necessary. The reserved funds can be used to pay a deductible, legal fees, or settlement costs. Roll forward budget targets shall be reviewed every three years in connection with the University setting the claim deductible level for the following three-year period. Roll Forward balances shall be established and maintained based on the following:

- **MINIMUM:** \$300,000 - A minimum roll forward budget of \$300,00 shall be set aside annually based on the need to have funding available to cover one full deductible (\$250,000), plus \$50,000 for additional costs related to smaller claims or settlements that may occur.
- **TARGET:** \$600,000 – It is fiscally prudent to have funding available to cover two full deductibles, plus additional smaller claims, to mitigate the University's financial risk in this area.
- **MAXIMUM:** \$900,000 – In order to ensure the balance does not grow beyond the level needed to cover costs, the roll forward budget maximum is \$900,000. The roll forward budget set aside may need to grow to \$900,000 based on the level of claim activity in progress.
- Roll forward will be evaluated annually against outstanding claims and potential settlements to determine the appropriate level to roll forward.

Financial Aid

The University Wide financial aid department reflects Operating Fund grants to students, including the State University Grant (SUG), MBA SUG, Early Opportunity Program (EOP) Grant, and the Graduate

University Operating Fund Roll Forward Budget Guidelines (REVISED)

Fellowship Grant. All budget balances in the University Wide financial aid department are restricted and roll forward for allocation to students in the subsequent year.

Other

On a one-off basis, other balances that are not explicitly identified above may need to roll forward in any given year, such as centrally held GI 2025 funding pending distribution or an anticipated shortfall in the Utilities budget. Any “Other” roll forward activity will be itemized in the annual roll forward report.

Unrestricted

Any remaining University Wide budget balances available after the outlined restricted/dedicated distributions have occurred will be combined with centrally swept salary and benefit savings, first covering any one-time allocations reflected in the approved budget and/or replenishing any prior use of reserves, then utilized as follows:

- 20% given back to the Divisions (proportional distribution based on divisional base budget)
- 10% to the University Strategic Initiatives Pool
- 20% for deferred maintenance projects
- 50% retained to grow the University Operating, Maintenance, and Capital reserves as outlined in the University Operating Fund Reserve Policy

Note: If the year-end unrestricted Roll Forward balance is less than \$1 million, the first \$500,000 will be distributed to Reserves until the University Operating Fund Reserve Policy targets are achieved, with the remaining balance distributed proportionally to the other categories outlined above.

Review and Reporting

Unspent University Operating Fund budget balances shall be reviewed annually during the roll forward budget review process following the fiscal year-end close each July and the University Budget Office will distribute roll forward budgets based on the process and targets outlined in this guideline. Annually, a roll forward report will be provided to Cabinet and the University Resources & Planning Committee.

In addition, this guideline shall be reviewed every three years to ensure Roll Forward budget guidelines and targets are in alignment with campus priorities and needs.

References

[University Operating Fund Reserve Policy](#)

Budget Oversight Policy

Attachment A: Roll Forward Distribution Framework Examples

HUMBOLDT STATE UNIVERSITY
University Resources & Planning Committee
January 21, 2022
1:30 PM – 3:00 PM

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

<https://humboldtstate.zoom.us/j/88207481576?pwd=WitMOG1oa1VOB3RzTStuT3NqT1pCZz09>

Meeting ID: 882 0748 1576

Passcode: R6hnjo

URPC Meeting Agenda

- 1. Approve Minutes from 12/03/21**
- 2. Spring Meeting Schedule and Planning Timeline (10 min)**
- 3. Roll Forward Guidelines (15 min)**
 - a. Review Survey Results**
 - b. Review Draft Revisions to Roll Forward Guidelines**
- 4. Governor's Budget Proposal (10 min)**
- 5. Preliminary Enrollment Projections (10 min)**
- 6. Polytech Budget Working Group Update and Updated Financial Plan Review (20 min)**
- 7. Enrollment Growth Model (15 min)**

UNIVERSITY RESOURCES & PLANNING COMMITTEE

December 3, 2021

1:00 PM – 2:30 PM

In-person meeting location: SH 217B

2021-22 URPC:

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

Additional Attendees: Patrick Malloy (virtual)

Meeting Minutes:

1. Approve Minutes from 11/12/21: (M/S) Kevin/Arlene - Approved without alterations
2. URPC Planning Timeline Update/Planning Documents (Amber/Jim/Jim, 1:05-1:25)
 - a. [URPC Planning Timeline Update](#): Draft timeline outlining annual work and charge related committee work by meeting date reviewed with committee
 - b. [URPC Planning Document 21-22](#): Working document was shared for updates and suggestions
3. Review Enrollment Data and Metrics (Mike Le, 1:25-1:40)
 - a. Enrollment trends and projections for Spring 2022 and Fall 2022 were shared to provide additional context to the committee and the budget planning process.
4. Enrollment Growth Funding Model (Amber, 1:40-2:00)
 - a. Agenda item was not discussed due to time.
5. University Wide Roll Forward Guidelines (2:00-2:25)
 - a. [CSU Survey Results](#): A brief survey was sent out to other CSU campuses for information on how operating fund carry forward (roll forward) is handled at their campus. The responses were shared with the committee to provide context on the options being considered at HSU.
 - b. [Options](#): Pros and cons of the following roll forward options were shared and discussed by the committee:
 - i. Option 1: % of Total Savings to Divisions

- ii. Option 2: % of Salaries and OE Savings to Divisions
 - iii. Option 3: 100% of OE Savings to Divisions
 - iv. Option 4: Increase Contingency; 100% of all savings back to divisions
 - v. Option 5: Increase Contingency/Sweep Benefits
 - c. Vote to be emailed to committee: The measure to consider is a ranked-choice vote regarding which of the 5 possible options described in the attached document we should pursue in beginning the writing process of our redrafted Roll Forward policy.
6. USFAC Space Allocation Approval (Jim, 2:25-2:30)
- a. Vote to be emailed to committee: The measure is for approval (or not) of the [University Space and Facility Advisory Committee's \(USFAC\) Space Allocation recommendations](#) for this year.
7. Homework: Operating Fund Q1 Reports
- a. Agenda item was not discussed due to time.
8. Schedule Conflicts for Spring semester: Poll to be emailed to committee to identify a meeting time for Spring 2022.

**President and President's Administrative Team Report to University Senate
January 25, 2022**

Pride

Tomorrow, January 26th President Jackson and Provost Capps will make our second and final presentation to the CSU Board of Trustees toward being designated as Cal Poly Humboldt. Anyone may watch the 9:00am Education Policy Committee meeting where the committee vote will take place via: <https://www.calstate.edu/csu-system/board-of-trustees/livestream>. The full Trustee vote in the form of the consent calendar will occur at 12p.

...

Congratulations and thank you to all of the staff and faculty who made our first ever **Fall Commencement** a success. On December 17th members of the Class of 2021 walked across the stage in the Lumberjack Arena with family and friends looking on.

...

Governor Gavin Newsom and the leaders of California's college and university systems joined Chief Service Officer Josh Fryday to launch the largest state-level investment in a college service program in California history: **#CaliforniansForAll College Corps**, which will help create debt-free college pathways for low-income students who commit to serve.

Humboldt State University is one of 45 colleges and universities (and one of 16 CSU campuses) selected as inaugural partners for the service-based college opportunity program. HSU will be awarded up to \$3.3 million to support approximately 100 students each year for their community projects, and to support community partners that host students over the next two academic years, starting in Fall 2022, according to Kathy Thornhill, director of HSU's Center for Community Based Learning (CCBL). The CCBL, which will run the program, promotes and supports academic coursework integrated with community-based learning through service learning and academic internship courses.

"California is a world leader in both higher education and service," said Governor Newsom. "The #CaliforniansForAll College Corps advances these priorities by connecting Californians of different backgrounds with enriching service opportunities throughout the state while making college more affordable for our state's future leaders. We hope the Corps will be replicated across the nation."

[#CaliforniansForAll College Corps](#) will provide up to 6,500 college students over two academic years with service opportunities in critical areas such as climate action, K-12 education, and COVID-19 recovery. HSU students who complete 450 hours of service will receive \$10,000 while gaining valuable experience serving in their communities. This program will unite young Californians of all backgrounds in service, and for the first time, specifically create state-funded opportunities for AB 540 eligible Dreamers to serve their communities.

People

To expedite any search committee selection, **Human Resources has a list of employees that have completed the Avoiding Unconscious Bias Training** on their HSU webpage (<https://hsu.link/aub>). This list shows the date of training to determine eligibility for a search based on 2 years from the date of training. For example, if a training took place in January of 2020 but a search is expected to go beyond January, that potential member would not be eligible for a committee. Thank you to everyone for working to keep your training up to date.

...

Chief Anthony Morgan is leaving HSU at the end of January. Chief Morgan's service is greatly appreciated. Spelman Johnson has been retained to support the search for a new Chief. Interim Chief identification is still underway. Lt. Peter Cress will be supporting the administration of UPD during this time of transition. Officer Martin has been appointed interim Sergeant while we search for a permanent replacement to Sgt. Packer.

Inclusive Student Success

Thank you so much to our **Inclusive Student Success Polytechnic Implementation Working Group** members for significant time and investment into this implementation group and for putting forward several recommendations for **funding from GI 2025**. The intention behind combining the GI 2025 team and the Inclusive Student Success Implementation Team was to begin to erase silos and work toward a comprehensive retention and graduation strategy for HSU students AND as we transition to a polytechnic institution.

In total, we anticipate investing more than \$4.6 million into inclusive student success efforts with GI 2025 and Polytechnic funding over the next year and are excited about the transformational impacts these investments can have on our students. Of this funding, \$3 million will support ongoing initiatives and \$1.6 million in one-time funding will further advance campus efforts over the short term.

Specifically, the funding amounts and categories breakdown in the following way:

- GI 2025 Ongoing Funding: \$2,242,000
 - \$1,748,760 discretionary GI 2025 funding
 - \$246,620 earmarked for Basic Needs
 - \$246,620 earmarked for Mental Health Services
- Polytechnic Ongoing Funding: \$800,000
- GI 2025 One-Time Funding: \$1,640,000
 - \$440,000 one-time allocation from the CO focused on eliminating equity gaps

- o \$1,200,000 anticipated one-time savings from ongoing GI 2025 funding since resources aren't being allocated until January 2022 (\$ estimate only - amount subject to change)

The information below reflects broad strategies and priorities as identified by the GI 2025 team as well as in consultation with OAA and Senior Leadership. Polytechnic resources to support inclusive student success are allocated in a phased manner in alignment with the rules of the release of funds from the Chancellor's office and through collaboration and consultation with this body. Currently identified polytechnic funding reflects planned allocations through 2022-23.

Looking ahead, we anticipate additional funding will be available to further support these efforts and planning will continue in earnest over the coming year to further refine spending plans and priorities. The 2022-23 CSU Budget Request to the State includes a request for additional GI 2025 funding and our current Polytechnic planning includes additional allocations toward aligned retention efforts as we launch new poly academic programs in Fall 2023 and beyond.

Below are a list of identified strategies and associated funding priorities. Unless otherwise specified below the funding allocations are ongoing.

Increase Student to Professional Advisor Ratio to 1: 200 and increase overall advising capacity to work toward every student having at least three "advising touch points".

Examples include: ACAC, faculty advisor, RAMP/peer mentor, cultural centers, and EOP.
(GI 2025 - \$830,000, Poly - \$360,000, GI 2025 One-Time - \$112,000)

1. Add 9 ACAC advisor positions to achieve a 1:200 ratio (5 from GI 2025 – \$450,000; 4 from polytechnic - \$360,000)
2. Add EOP Summer STEM/Outreach position and support - \$120,000 (\$57,000 GI 2025 one time for calculators, books, laptops in alignment with other university efforts)
3. Advising Fellows = buyout for 18 WTU per year. (\$55,000 one-time)
4. Add two cultural center advisors - El Centro and Umoja Center for Pan African Student Excellence - \$180,000
5. RAMP = 1 position or peer mentors - \$80,000

Data and Assessment Enhance IRAR capacity (GI 2025 - \$188,760)

1. Increase staffing capacity - one position plus technological enhancements (\$133,760)

Note: One additional position already funded via polytechnic funding

2. Assessment Fellows funding = buyout for 18 WTU per year (\$55,000)

Diversity, Equity, and Inclusion (GI 2025 - \$180,000)

1. Equity fellows (one per college and an LGBTQ fellow) = buyout for 24 WTU per year (\$75,000)
2. Increase staffing capacity - one position funded (\$105,000)

Note: One additional position already funded via polytechnic funding

3. Additional efforts TBD

High Impact Practices (Hands-on/place-based experiences)

(GI 2025 - \$455,000, Poly - \$440,000, GI 2025 One-Time - \$428,000)

1. Student Learning Communities

- PBLC's - path to permanent funding to support existing needs – \$420,406 (AY 2022-2023) earmark
- \$200K Polytech funding for university wide PBLC; Additional funding for PBLC/SLC TBD for expansion to university wide model (Overall amount TBD)
- Summer institute- to inform first steps of university wide planning (\$20,000 one-time)

2. Internships - INRSEP (1); 1 additional position + paid internship positions (\$240,000 Poly ongoing)*

3. Undergraduate Student Research Assistants - TBD*

4. Other funds to support graduate student needs TBD*

5. Study Abroad - one time - scholarships for students- TBD after outreach to faculty leads, Mateo Dean (Faculty Fellow) and CEEGE*

*\$408,000 GI 2025 one-time to support above

Removing Administrative Barriers (GI 2025 - \$150,000, GI 2025 One-Time - \$400,000)

1. Curriculum Redesign- Call in Spring for Summer and Fall 2022 work. (\$400,000 one-time funds to support buy-out and/or additional pay for faculty work - est. \$200,000 per year x 2 years)

2. Individualized Degree Plan Position - fund coordinator/director position (\$150,000)

3. Eliminating Equity Gaps (GI 2025 One-Time \$700,000, including \$440K from CO)

- Units and/or books for Summer 2022 and Fall 2022
- Pay for faculty/CEEGE/colleges to develop targeted courses
- Additional support for academic probation students
- Additional ideas as generated from GI 2025 committee and in partnership with additional stakeholder groups

Basic Needs (GI 2025 - \$246,620) (approximate allocations)

1. Hotel Voucher Program- \$10,000

2. Emergency Housing- \$56,000

3. Basic Needs Coordinator position- \$100,000

4. Food for Oh SNAP- \$35,000

5. Student Assistant Funding for Basic Needs- \$20,000

6. TBD- \$25,620

Mental Health (GI 2025 - \$246,620) Additional Clinician Positions with a particular focus on:**

1. Serving our BIPOC population

2. A new residency program that is focused on social justice and serving URM students **One successful hire thus far has been Gina Walker (Latinx Counselor) commenced position January 2022.

Additional Needs Not Otherwise Accounted- TBD and engagement in Spring 2022

Campus Culture and Operations

The University Police Department developed a new internal training plan that elevates training on equitable practices to equal priority with all other training. The training topics that officers and staff are engaging include:

- Diversity Equity and Inclusion training facilitated by Dr. Ndura
- On-going training facilitated by the North Coast Rape Crisis Team
- Successful Stakeholder Interactions
- De-escalation and Crisis Intervention
- Bias in Policing

UPD designed its training plan toward the following desired outcomes:

1. Community Collaboration & Shared Success: Working together, sharing resources, communicating openly, and creating an inclusive and welcoming environment.
2. Student Experience & Success: Identifying and building strategies that promote positive and meaningful student engagement experiences and success.

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As **business travel begins to pick up again**, below please find resources with some helpful tools. Please visit the [Concur Webpage](#) to access quick videos and guides to assist in your travel Requests, Bookings, and Expense Reports.

Steps to using Concur Travel (after [obtaining your travel card](#)):

Step 1: [Set Up a Profile in Concur](#), don't forget to sign-up for e-receipts (on the left in your profile set-up) so partnered vendors' receipts will automatically feed into your profile.

Step 2: Before you travel, [Create a Request in Concur](#)

Step 3: [Book Your travel](#)

Step 4: Upon returning, you will notice your Concur card transactions will start to feed into your profile. Once all of your transactions are available, create your [Expense Report](#) **through your Request.**

Additional guides that might be helpful can be found towards the bottom of our [Concur Webpage](#) and include many resources you should review.

Recommendations:

- The Concur app is great for taking pictures of receipts (> \$75) and having them feed directly into your profile.
- The Triplt Pro app is a great way to have all your travel reservations in one location for your trip – you'll also get gate change updates often before they're posted on the monitors at the airport!

Please email travel@humboldt.edu with any questions along the way.

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Craftsman Mall construction is in the CEQA process with bids for **construction** closing by the end of January. Additional information is forthcoming. Trinity Hall is currently under

construction to become a new Child Development Lab and Care Center. Expected Completion of Spring, 2023.

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The January 2022 HSU [Professional Development Newsletter](#) is now available. Check out all of the amazing Professional Development classes being offered.

Community

Alumni and other donors are responding to the vision and excitement at Humboldt, and are giving to our institution in record numbers. During the last fiscal year, gift commitments grew to \$9.4 million, which is the most ever in a year. And now, just six months into the current year, donors have already given nearly \$8 million. These gifts are supporting student scholarships, basic needs efforts and programs across campus including in the Library and in all of our Colleges.

...

On the evening of December 25, officers with the **University Police Department personally distributed food** to currently houseless community members in Arcata.



...

Please enjoy the [fall 2021 issue](#) of **Redwood Roots** digital magazine which highlights community engagement at HSU. Every year, approximately 1000 HSU students apply their classroom learning in community organizations and this magazine shows the myriad ways that happen.

...

The Campus Store, Eureka opened for business on December 10, 2021. The store will sell apparel and gear from HSU, College of the Redwoods, St. Bernard's Academy, and McKinleyville, Arcata, and Eureka high schools, in addition to locally made gift items that locals, tourists, and HSU students and families will enjoy. The Campus Store, Eureka came out of a desire to have a University presence in Old Town and have HSU represented at events like Arts Alive. The store

will help the University be more connected with the community and visitors, and give students a destination to visit in Eureka.

Academic Innovation and Excellence

Welcome to the Spring 2022 semester of instruction. Please continue to check your email for frequent updates labeled HSU NOTIFICATION and the [HSU Campus Ready Website](#) for comprehensive information about pandemic planning, preparedness, and operations. A few key points and reminders:

1. Testing is free on-campus and available to faculty, staff, and students. The hours and location of testing can be found [here](#).
2. Quarantining related to travel is not required for students (or faculty/staff) returning to Humboldt County from out of the area unless they are unvaccinated AND recently traveled internationally. There were some questions raised about this specific point as students (and faculty) are returning to campus.
3. Some faculty have also raised the question about how strict we should be regarding the two-week drop rule for students who do not attend class during the first two weeks of class. Faculty are encouraged to use their best judgment this semester and offer flexibility here where you believe it makes sense. Thanks to those who have inquired about this and are thinking about how to best support our students.

Dear faculty,

You may have heard that [AB 928 – Student Transfer Achievement Reform Act of 2021: Associate Degree for Transfer](#) is now law and the process for implementation is under way. This law requires that the CSU and the UC systems agree on a common lower-division General Education (GE) pathway for transfer from community colleges by May 2023 (no later than December 2023). In this pathway, there will be eleven 3-unit courses plus a 1-unit lab for a total of 34 units, which is a reduction from 39 units of lower-division GE required in the CSU. In addition, the CSU and UC systems currently differ somewhat on the lower-division GE courses that they require, and the systems will need to come to agreement on which GE area and courses will be prioritized as part of the common pathway.

To create this common GE pathway, members of the Executive Committee of the Academic Senate of the CSU (ASCSU) will be negotiating with members of the academic senate of the University of California and the academic senate of the California Community Colleges via a dedicated intersegmental committee (this group already works together through ICAS, the Intersegmental Committee of Academic Senates). To accurately represent the views of CSU faculty, the ASCSU Executive Committee has created a feedback survey to gather data from CSU faculty about their views on general education, especially the GE areas that must remain in the common pathway. *We ask that Humboldt faculty complete this survey by the first week of March so that the data can be collated and analyzed by the March ASCSU plenary (3/17-3/18/2022).* Click [here](#) for the **AB928 survey portal link**.

There are several open-ended questions in the survey that provide space for faculty to give their opinion about different areas of GE, but if a faculty member would like to submit additional written comments, they can email their comments to Humboldt's ASCSU senators, Stephanie Burkhalter and Ara Pachmayer, who will share written comments as part of the feedback from Humboldt. If an administrator or staff member would like to add their input, we request that they do so via email so that the survey data remain a reflection of the ideas of CSU faculty. Students can submit their AB928 feedback to their advocates in the [California State Student Association](#).

Thank you for your participation in this effort,

Stephanie Burkhalter (stephanie.burkhalter@humboldt.edu)

Ara Pachmayer (ara.pachmayer@humboldt.edu)

Monty Mola, General Faculty President and University Senate Chair

HUMBOLDT STATE UNIVERSITY

University Space & Advisory Committee (USFAC) Academic Year 2021/2022 Space Requests

Space Allocation Recommendations as Voted by USFAC Quorum on November 18, 2021

Request Number	Request Title	USFAC Score 1-4 possible (includes Associated Students prioritization rank)	USFAC Recommendation	Rationale
88	Lucy Neely McLane Forensics Squad Room (Intercollegiate Speech and Debate Program)	3.0	Identify an 'All School' space and establish a priority schedule for use of the space for the requesting program. Additionally, recommend re-allocation of storage space for use by the program.	USFAC concluded that the program proposal may be best suited by utilizing an existing campus space with scheduling capacity. As such, USFAC has requested Planning, Design and Construction (PDC) to work with the program and identify an "All School" schedulable room managed by Conference and Events Services (CES). GH225 is recommended as a possibility. Ancillary storage rooms GH225 A and B may be reallocated to the requesting department as dedicated program storage.
89	Environment & Community Grad Student Thesis Work Space	2.6	Reallocation change from 'All School' to Academic Affairs Division for FH104	The use of this room for the E&C grad students and could be expanded to include other grad students. As it would still be a schedulable room within the Division, the E&C program could schedule the room as needed, and share the space with other collegiate programs within the Division. FH104 was selected as it is underutilized as an 'All School' instruction space and is located in an area of campus without Graduate study space. USFAC recommends a campus analysis of existing graduate study space by program and location to inform long range planning and space needs.


HUMBOLDT STATE UNIVERSITY

90	Natural Resources Graduate Student Lab	2.6	Identify space within Division	USFAC understands that there may be underutilized spaces within the Division and College that may serve the request. USFAC recommends PDC continue its work with the Academic Affairs Division/College of Natural resources and Sciences College to find adequate space(s) within the College. A solution including NR207, NR211, NR225 and NR102 is recommended.
91	CAHSS Equipment Checkout	2.9	Identify space within Division	USFAC understands that there may be underutilized spaces within the Division and College that may serve the request. USFAC recommends that PDC continue its work with the Academic Affairs Division/College of Humanities and Social Sciences to find a space within the Division. A solution including GH210C-F is recommended.



HUMBOLDT TENANT LANDLORD COLLABORATION

"LIVING IN COMMUNITY"



**THE
ULTIMATE HUMBOLDT COUNTY HOUSING
PROGRAM**

HTLC CO-FOUNDERS

Chant'e Marie Catt-Nesser

Off-Campus Housing Coordinator, HTLC Project Coordinator

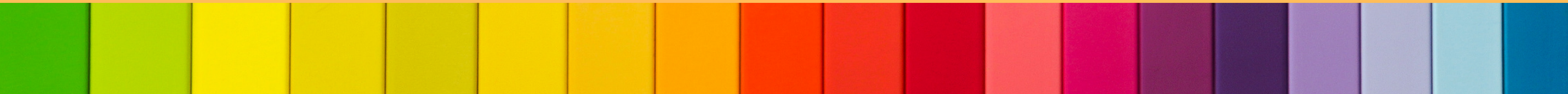
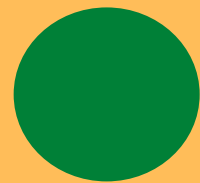
Milagros Ortega

HTLC Project Developer

Sue Armitage

Center for Teaching & Learning Instruction Designer &

HTLC Project Developer



"The "Living in Community" public course is a wonderful resource for both Humboldt tenants and property owners. The course includes a broad range of content and tips. The course design makes it easy to dig deeper on areas where someone wants to know more, and move quickly through topics where one already feels confident. Kudos to the HSU Off-Campus Housing Program!"

MARY VIRNOCHE

HUMBOLDT STATE UNIVERSITY

PROFESSOR OF SOCIOLOGY



HTLC
Humboldt Tenant Landlord Collaboration

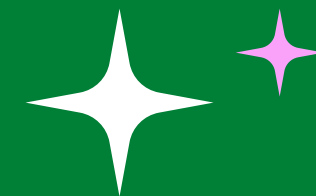


HOW THIS ALL STARTED...



In a 2017 Arcata Business Economic Strategic Planning Session, led by Heather Equinox, students suggested ways businesses could show that they are engaging in equitably safe business practices.

Student Housing Advocate Alliance (SHAA) a student-run non-profit that focused on challenging inequitable housing practices, brainstormed what this practice could look like for property managers in the county.

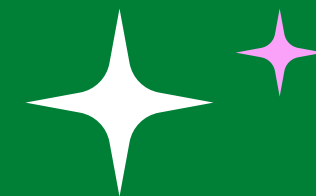


HOW THIS ALL STARTED...



Chant'e Marie Catt took the project on as a MSW project and started research with over 190 collaborators in the county.

The Humboldt Tenant Landlord Collaboration was founded in 2018. The data from 5 community town hall meetings was turned into the "Living in Community" educational program.





HTLTC

Humboldt Tenant Landlord Collaboration



**HUMBOLDT TENANT LANDLORD COLLABORATION (HTLC)
GIVES GREAT THANKS FOR OUR CONTRIBUTORS' GIFTS OF
"HEAD, HEART, HANDS, AND HABITS" MLKJ.**





HTLC RESEARCH TEAM

Ashley Bradshaw, Research Assistant

Evan Champie, Housing Intern

Flow Lemus, Housing Intern

Jennifer McGuire, HSU/Social Work

Professor/Advisor

Jesse Richards, Research Assistant

Johnny Preston, Housing Intern

Katelyn Harris, Research Assistant

Mary Hubert, Research Assistant

Odalis Coronado, Housing Intern

Sonya Woody, Research Assistant

Susan Brater, HSU Admin. Analyst/IRB

Coordinator

Tyler Brown, Housing Intern



PROPERTY MANAGEMENT COMPANIES CORRESPONDED WITH

American Property Rentals

Apex Real Estate Inc

Arcata Property Management

Arrow Property Management

Baypark Properties

Bode Property Management

California Lifestyles Realty

CBC Pacific Properties

Coldwell Banker-Cutten

Rentals

Complete Property

Management

Cottage Realty

Danco Property Management

Hooven Property Management

Housing Humboldt

Humboldt Property Management

I.M.S. Property Management

Investors Management Group

J&J Rentals

Jacoby Creek Real Estate

JLF Construction

Kramer Investment Corp Property

Moser Properties Property

Professional Consolidated

Property Management

Real Property Management

Rogers Rentals Property

Six Rivers Property

Management

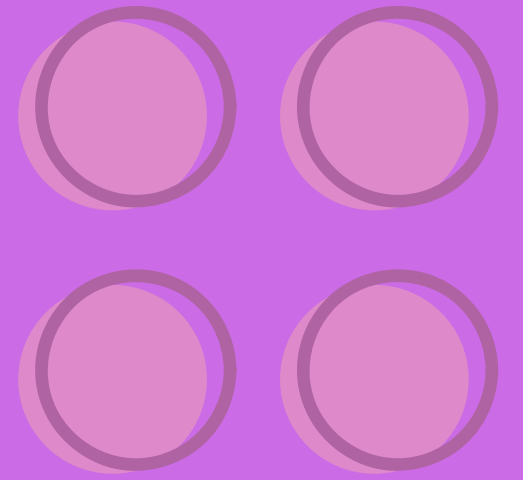
Strombeck Properties

William E Madsen Real Estate

Wright Management Services



CITY OF ARCATA



Christian Boyd,

Racial Equity Intern/Liaison

David Loya, Director,

Community Development

Elizabeth Schatz, Senior Planner

Jen Dart, Deputy Director, Community

Development

Julie Neander,

Arcata Environmental Services

Karen Diemer,

City Manager

Netra Khatri, City Engineer

Paul Pitino, Councilman

Willa Darley Chaplin,

Community Development Specialist II

Victor Garcia,

Building and Engineering

HUMBOLDT STATE UNIVERSITY



Becky Williams, Center for Teaching & Learning

Corliss Bennett, Student Success Outcomes

Cheryl Johnson, Equity & Inclusion

Deborah Ketelsen, Information Technology
Services

Edelmira Reynoso, Equity & Inclusion

Hugh Dalton, Marketing & Communications

Jen Rees, Web Designer

Josh Callahan, Information Technology Services

Kenya Nunley, African American Center for
Academic Excellence

Kimberly Stelter, Library

Lisa Bond-Maupin, Deputy Chief of Staff and
Special Assistant to the President

Meridith Oram, Equity & Inclusion

Michael Dronkers, Digital Engagement @ HSU
Michael Freire, Student

Mira B Friedman, HSU/Health educator

Morgan King, Campus Sustainability

Rebecca Cacciari, Department of Social Work

Sasheen Raymond, Department of Social Work

Samantha Pace, Resident Life Housing Liaison

Stephen R. St. Onge, Associate Vice President
for Student Success



COMMUNITY ENGAGEMENT



**Alannah Smith, CA Center for Rural Policy
Brothers United**

Daniela Parada, Convener

**Dawn Arledge, CA Center for Rural Policy
Danielle Knight**

**Darlene Spoor, Arcata House Partnership
Diane, NAACP**

Eric Keller-Heckman, Humboldt Waste Management

Erin Youngblood-Smith, Legacy Services

Gregory Holtz, Legal Services

Jan Bramlett, Humboldt Mediation

Jen Rice, Humboldt Area Foundation

Jill Larrabee, Show Up Humboldt



Kathleen Sartorius, Humboldt Mediation

Kenya Nunley, NAACP

Laura Jones, Northtown Books

Linda Evans, Humboldt Mediation

Linnea Mandell, Best Practices – Landlord & Tenant

Lisa Pelletier, Group coordinator

Marc Linn, Mediation Consultant

Mary Gelinas, Gelinas Co.

Michael Barnes, VP HSAA

Nezzie Wade, Affordable Homeless Housing Alternatives

Robin Baker, Mck Family Resource Center

Rollin Richmond, Community Member

Ron White, Humboldt Area Foundation

Samantha Smith, UC Berkeley Assessment Intern

Shalynn Wells

Tasha Eisner, Humboldt Sanitation



HTLC VIDEOS STARS



Lynette Nutter, Videographer, A Nutter Production

Stephen, Production Assistant - Crew

Will Goldenberg, Video/Edit - Crew

Jake Glasser, Video/Edit - Crew

Alex Ozaki-McNeill, Equity & Inclusion + Best

Practices videos + Mediation

Ashlyn, Student/Tenant

Brenda Sanchez, Student/Tenant Best Practices +

Equity & Inclusion

Brian Schoenfield, Landlord

Chant'e Marie Catt-Nesser

Dennis Rael, Landlord

Josh Callahan, Information Security

**Julie Vaissade-Elcock, Best Practices - Landlord &
Tenant + Mediation**

Karen Diemer, Overview, Equity & Inclusion

Kevin Ross, Student/Tenant Equity & Inclusion -

Production Assistant - Crew

Leslie Stalder - Property Manager, Best Practices -

Landlord & Tenant

Linnea Mandell, Best Practices - Landlord & Tenant

Lynette Mullen, Landlord

Moises Scott, Student/Tenant

Stephanie Gittens, Student/Tenant Best Practices +

Mediation

Todd Larsen, Emotional Support & Service Animals





3 PRIVACY AND DATA PROTECTION

What personally identifiable info is (SSNs, passwords) and why you shouldn't send it over email, Fraudulent Craigslist rental ads, Understanding and limiting your online data footprint.

4 MEDIATION + CONFLICT RESOLUTION

Restorative practices, Working on Communication and Active listening skills

5 FINANCE

How to write checks/ money orders, General banking skills, Creating a budget, Improving credit score, and Information about sustainable finance

10 HSU HOUSING LIAISON SUPPORT

Work with property managers and landlords to create greater access to housing for students, Helping students transition off-campus housing, Working with community members to develop connections and advocate for the housing needs of students.

2 TENANT BEST PRACTICES

Knowing your rights as a Tenant, Understanding your lease, Cleaning and care process for the property, Party etiquette, How to be a good neighbor, and pest and bed bug awareness

1 LANDLORD BEST PRACTICES

Building community connections, Landlord rights, Reasonable practices for deposits, Clear expectations of tenants & of lease, Proper care of the property, and reasonable turnover for property repairs

6 SERVICE/EMOTIONAL SUPPORT ANIMALS (ESA)

Deposit practices around pets and service animals, Policy and the rights of tenants with Service/ESA, Respectful practices around animal caretaking and licensing and vaccines

7 COMMUNITY RESOURCES

Mental health resources, Skillsshops/ Campus resources, Activities to do in the area, Outdoor safety tips, and Resource Centers

9 TRASH, RECYCLING, & DONATION PRACTICES

How-to on sorting trash, Where to take trash if you don't have service, Recycling practices, Free pile do's and don'ts, Resources for trash, Recycle, Reuse and thrift store donations

8 DATA/PHISHER PROTECTION

What personally identifiable info is (SSNs, passwords) and why you shouldn't send it over email, Fraudulent Craigslist rental ads, Understanding and limiting your online data footprint



Housing & Residence Life



- Our Community
- Cost & Housing Options
- Apply
- Resident Resources
- Things To Do
- Conferences
- Dining
- Off-Campus Housing Resources



Humboldt Tenant Landlord Collaboration



The Humboldt Tenant Landlord Collaboration (HTLC) is an educational program designed to promote best practices for tenants and landlords throughout the HSU community.



The 10-module certification program will help students, renters, and property owners build positive and equitable relationships. Individuals who complete the program will earn HTLC's "Good Neighbor" certificate, showing their commitment to improving community relations across Humboldt County.

Established by a collaboration between HSU's Basic Needs team and key community partners, HTLC works to find local solutions to the challenging statewide housing climate. From mold and pest prevention to renting with emotional support animals, we educate tenants and landlords on how to maintain rental properties for everyone's best interest.

Our 10-module certification program is designed to improve the climate for both property owners and renters. Throughout this course, participants will examine the issue of housing through an equitable lens.

Modules include:

- Finances
- Community Resources
- Equity and Inclusion
- Mediation and Conflict Resolution
- Privacy and Data Protection
- Service/Emotional Support Animals
- Community Resources
- Trash, Recycling, and Donation Practices

Participants Can Expect To:

- Develop a shared understanding of terms and definitions
- Watch videos about community members' experiences with housing
- Read about landlord and tenant perspectives
- Build skills and knowledge through interactive exercises

A town-and-gown collaboration, HTLC bridges HSU to the greater community and humanizes the rental market through education.

Contact

htlc@humboldt.edu

"Living in Community:" New Learning Certificate Promotes Healthy Housing

"Living in Community" Canvas Courses

- HSU students, faculty & staff
- Non-HSU community members
- YouTube Playlist



<https://housing.humboldt.edu/htlc>

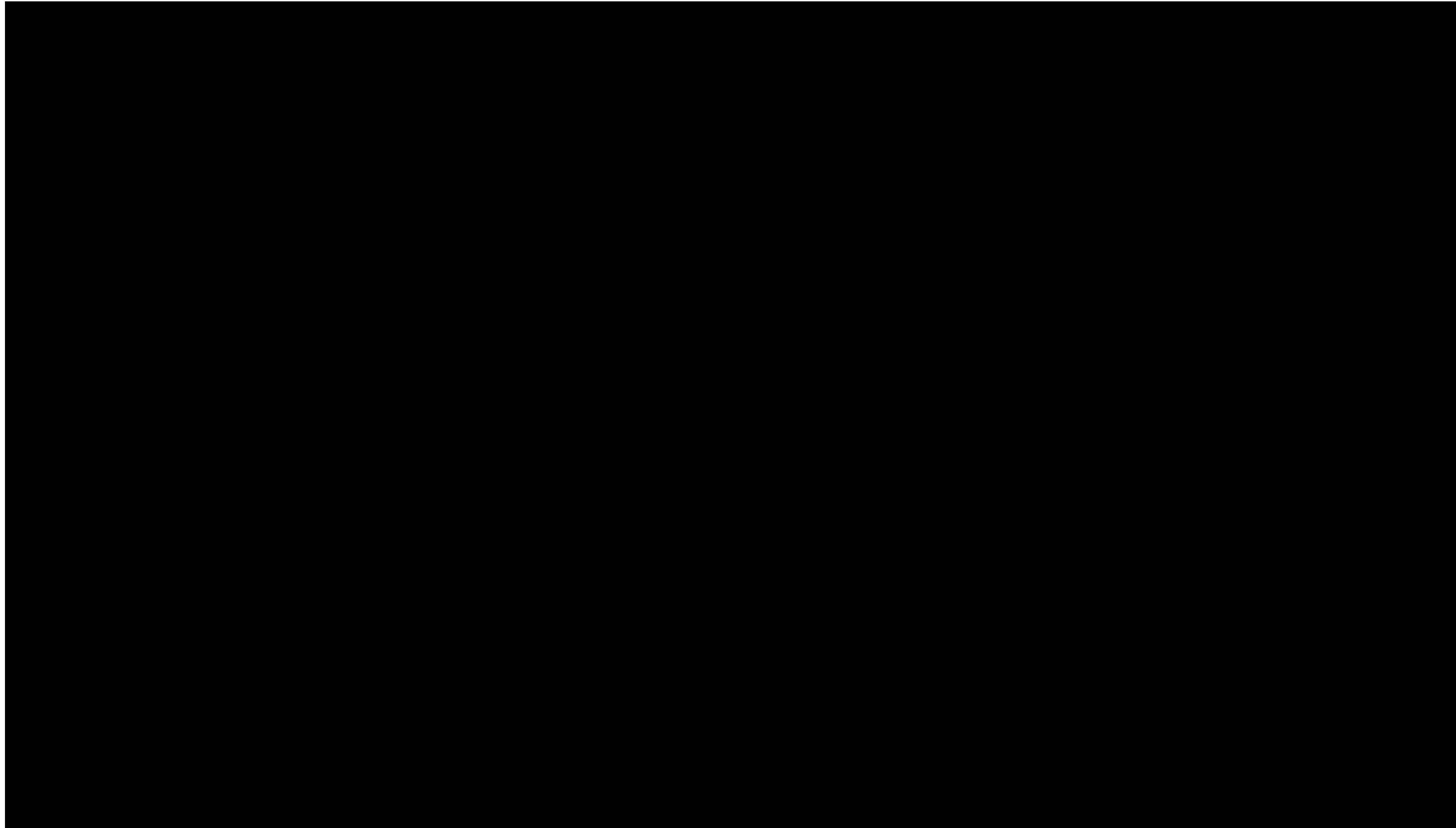


Provides links to two versions:

- for all Humboldt State students, staff and faculty

- for local property managers, landlords, non-profit groups, municipalities, students' families, and all members of the public







WHAT DO YOU THINK IS THE VALUE OF LEARNING ABOUT EQUITY AND BEING A POSITIVE ACTOR IN THE RENTAL CLIMATE OF HUMBOLDT COUNTY?

- **"I think the value is beyond high, it's necessary and very important. By not being a positive actor in the rental climate of Humboldt County, we are doing wrong towards our community and holding our growth back."**
- **"I think it brings more attention to the issue at hand. Equity is important and everyone looking for housing should be given an equal chance to rent a home."**

Town Gown Divide [▲]

Us vs. Them and Othering

It doesn't just happen with people, it happens with businesses, governments, universities, and more.

Humboldt State University is known as the Palace on the Hill by many community folks. It is/may appear siloed in the decisions it makes. The City and County have similar power dynamics.

When we approach issues that involve the City, County, and Humboldt State we often find a circular blame game with muddled efforts happening. This is a human error and compounded through years of human choices and power dynamics.

Funny enough, you can see this type of thing happen on so many levels, including in a tenant and landlord relationship. A tenant might ask for a security light because their car was broken into, and the landlord might say that's the city's job to erect and maintain street lights. The tenant goes to the city and they say it's not in their jurisdiction and that the tenant can ask the landlord for help or buy a light themselves.

Wouldn't it be nice if all three entities took some responsibility, for example, the tenant brought the complaint that there were safety issues in their drive near the sidewalk, the landlord offered a discount on rent to get a solar light in the driveway and the tenant installs it, and then the city installs a light or offers a few drive-bys from our volunteer citizens on patrol?

When it comes down to EQUITY and housing, we can't play the circular blame game. We ALL must take responsibility and choose to diversify and work with as many others as we can, to find embodied solutions to housing in Humboldt.



[Video Transcripts: Equity & Inclusion: Town-Gown Divide in English & Spanish](#)

Steps for Searching For and Keeping Housing [▲]

Ready, Set, Go

Finding a home can be different for every individual. Humboldt is quite unique, and real estate here is heavily impacted because of the naturally beautiful location, and limited available housing stock. This makes finding housing very competitive. Persistence, carrying oneself professionally, and staying organized is imperative to accessing housing in the area.



We have some suggestions that may help you with this journey:

- Rental agencies are not usually open on the weekend, plan property viewings during the weekdays.
- Be prepared financially to rent a home and move in when you apply for the home.
- Most of the property managers and agencies in the area will not allow you to apply unless you take the time to physically explore listed properties.
- No matter the age, rental history, or credit history you will most likely need a cosigner.
- If possible, please leave your pets at home. Pets, especially dogs, are a large factor in why students have a hard time finding adequate housing.

A Likely Chronology

- Start by finding a listing you like.
- Fill in the application, every property manager or landlord has a different process. Pay close attention to the questions asked in them, and complete all asks.
- Turn in the application and pay the application fee.
- Wait for response
 - If you haven't heard anything, check in for response every two days, ask if they need any further information or if they have decided.

Lease Agreements [▲]



[Video Transcript: Landlord Best Practices: Lease Agreements in English & Spanish](#)

Lease agreements are legally binding contracts. It is important for landlords/property managers to be able to rewrite, paraphrase, or explain them to tenants so that both parties know what they are legally agreeing to.

Once you offer and sign a lease, you have a responsibility to follow through with those terms and provide habitable housing with access to contact information for emergency repairs.

Check out these helpful links to learn more:

[The Difference Between a Lease and a Rental Agreement](#) [↗]

[California Rental Lease Agreements](#) [↗]

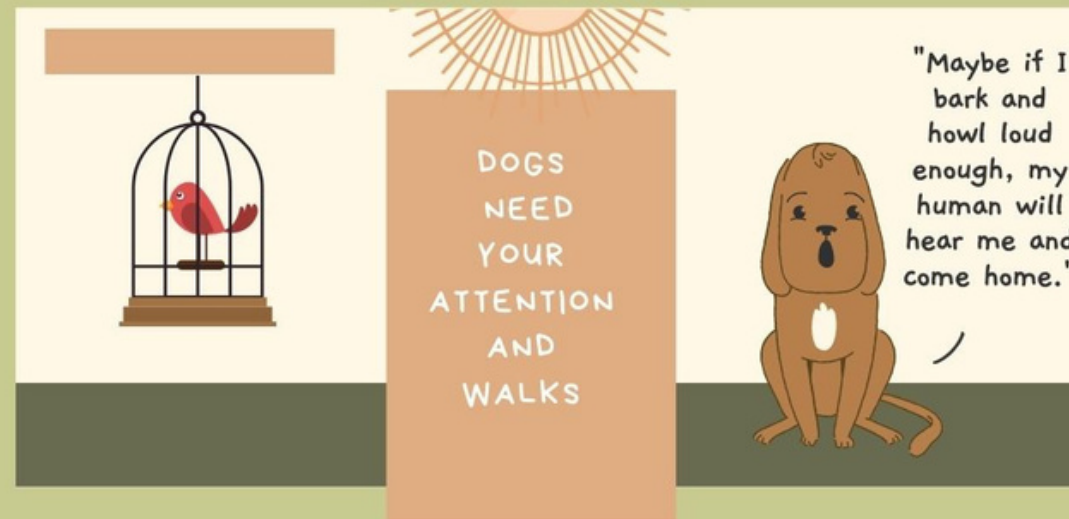
[What Disclosures Do Landlords in California Need to Give Tenants?](#)

[Repairs and Maintenance](#)

HOME ALONE: DOG EDITION

COMIC STRIPS

Chant'e Marie Catt-Nesser

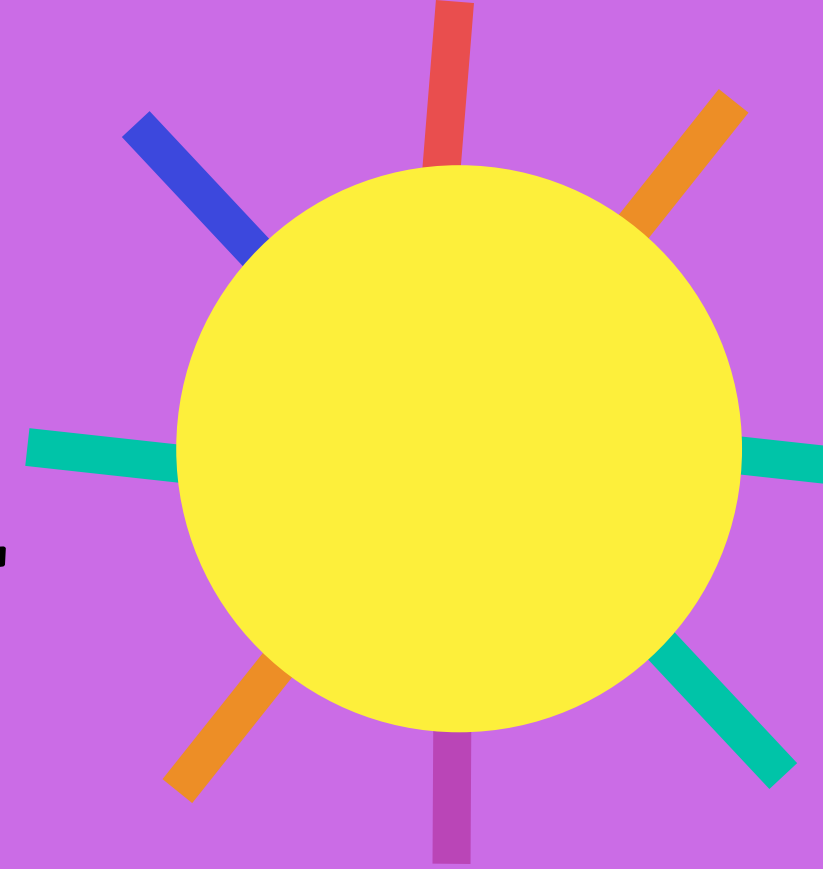


ONGOING RESEARCH

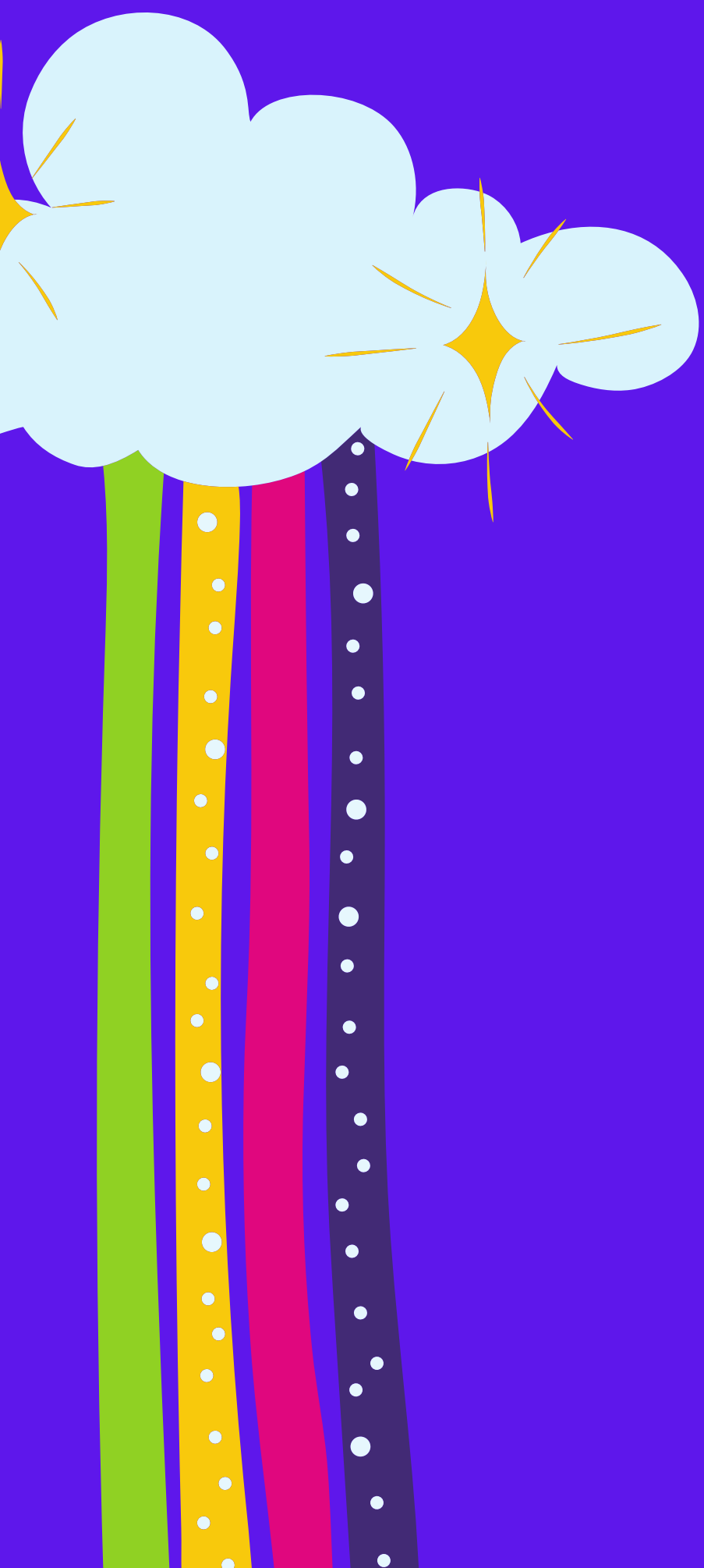
**Research is a fundamental part of the program.
There are two opportunities for collecting participants
feedback, ideas and resources we may have overlooked.**



**A FINAL THOUGHT FROM A PARTICIPANT OF
"LIVING IN COMMUNITY"**



"This program really helped me to get an understanding of the problems faced when trying to find housing and the struggle that really goes on. I am very privileged to be in the position that I am in right now, and this gives me empathy for those who have to try really hard to get a roof over their head."



Humboldt Tenant Landlord Collaboration

“Living in Community”

Certificate of Training



Good Neighbor Certificate Presented to



CHANT'E MARIE CATT, MSW
HTLC Program Coordinator

STEVEN ST. ONGE, PHD
AVP for Student Success



“LOVE IN ACTION”

HTLC and its “Living in Community” educational program is a physical manifestation of the gifts of hundreds of landlords, tenants, and community members hoping to find practical solutions, educate and create equitable practices in our rental climate.

Humboldt County community narratives, experiences, input, cultural collateral, and connection have made this class and its research possible!

When a team made up of a diverse community comes together to find solutions to complex problems such as rental housing practices, special connections, and opportunities to heal are not only imagined but created.



QUESTIONS?

IDEAS?

LOVE?

Contact us at

housingliaison@humboldt.edu

PLEASE SPREAD THE WORD ABOUT THIS COURSE!

Available at housing.humboldt.edu/htlc



Enrollment Projections (Fall 2022)

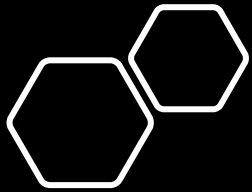
Amber Blakeslee EPG Co-Chair
Executive Director of Finance & Budget

Michael Le EPG Co-Chair
Director of Institutional Research, Analytics, and Reporting

Pedro Martinez
Director of Admissions

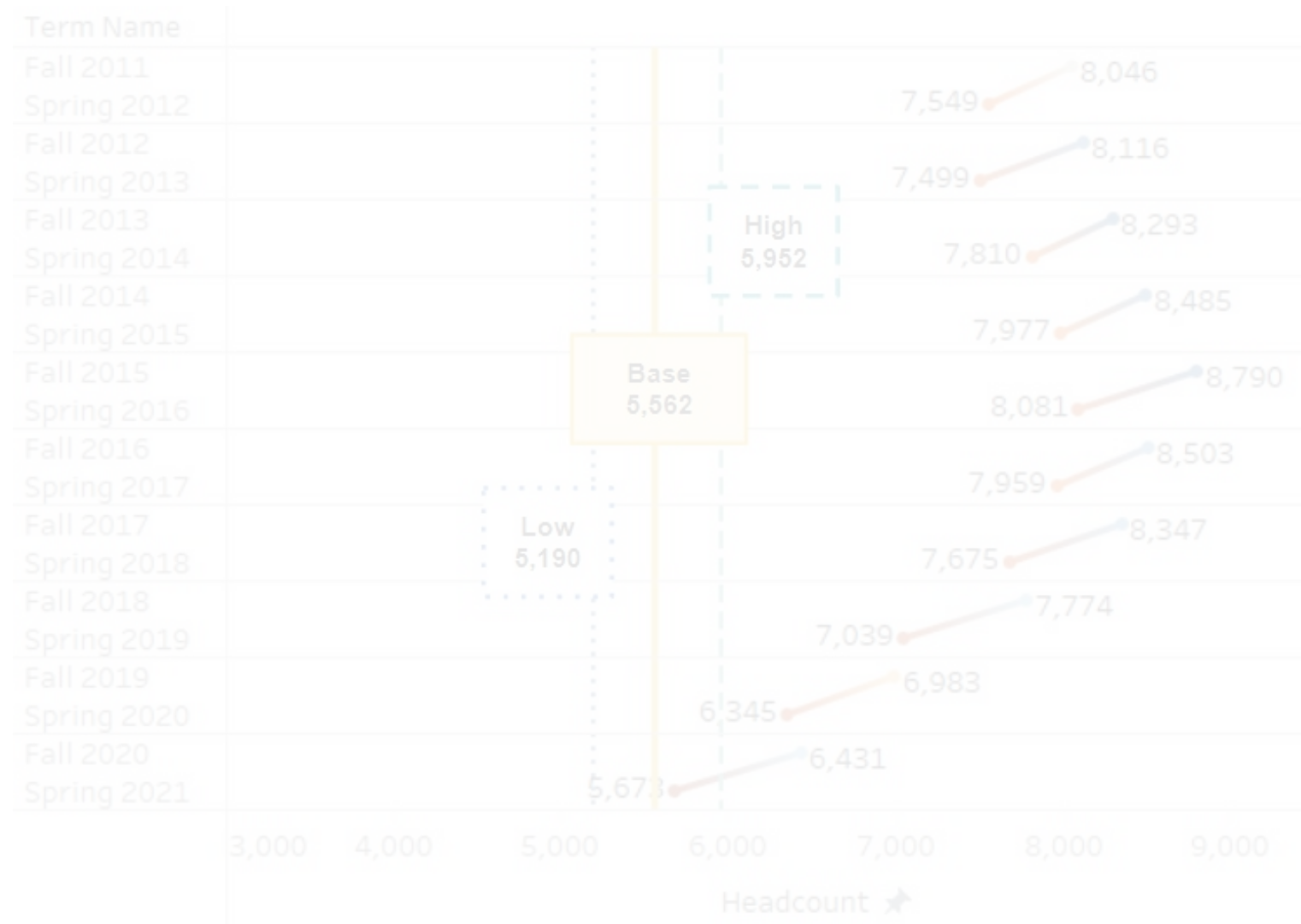
Presented to Senate on 1/25/2022, data updated on 1/24/2022



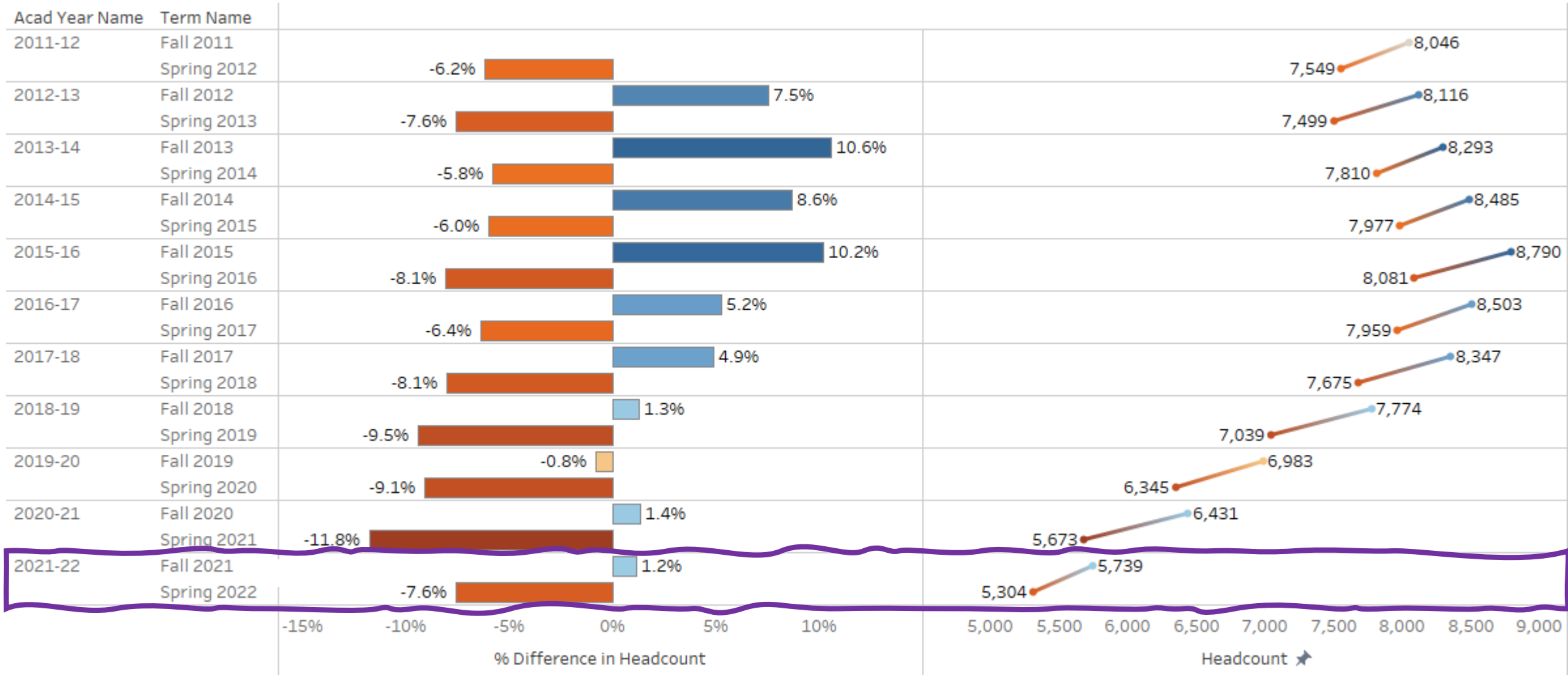


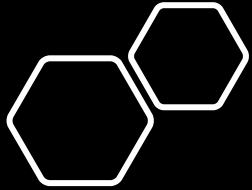
Enrollment Trends

Fall 2021 Headcount Projection (Low, baseline, and high) Compared to Past Enrollment



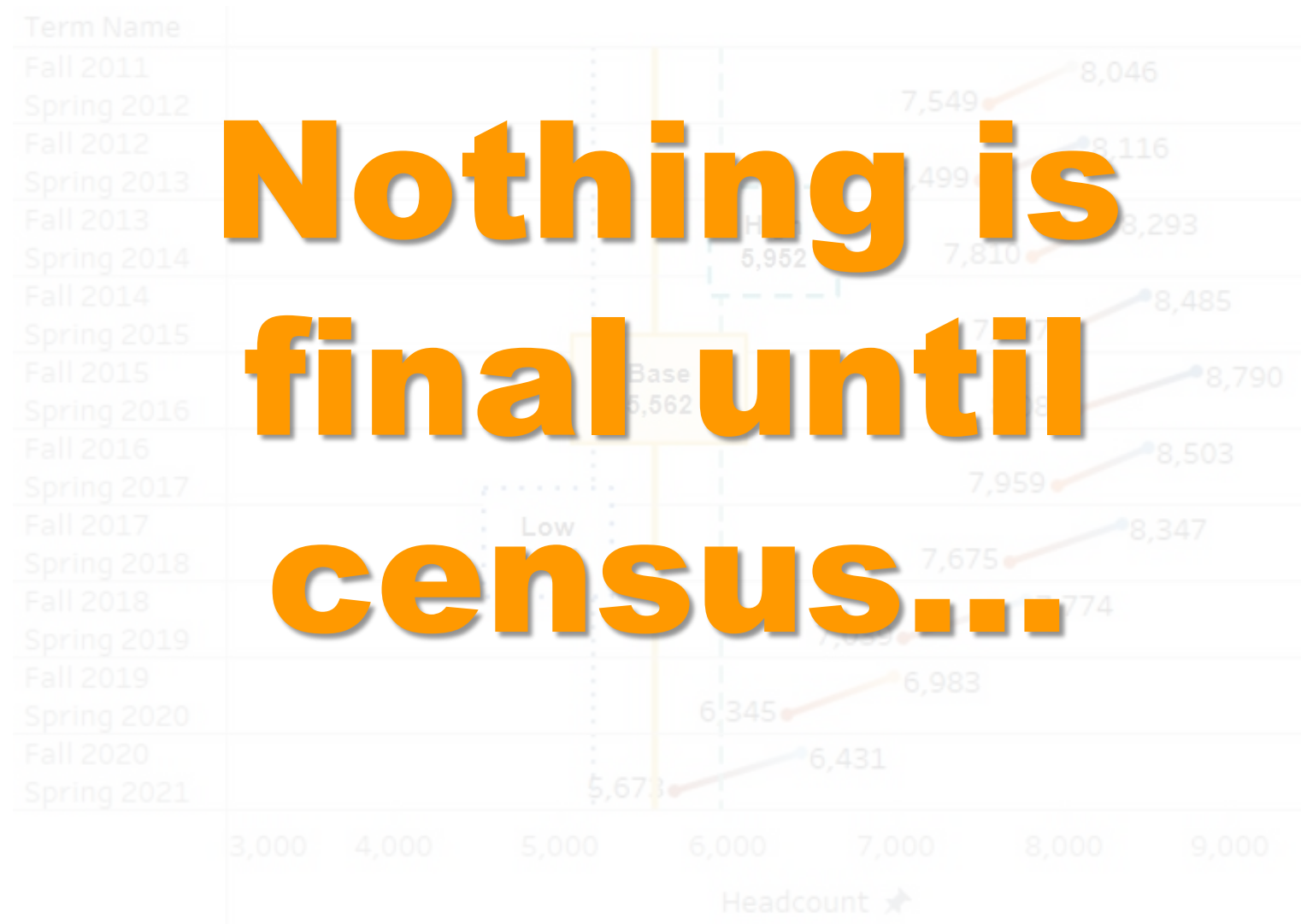
Fall to Spring Enrollment Trend





Spring 2022
-
Continuing
Eligible

Fall 2021 Headcount Projection (Low, baseline, and high) Compared to Past Enrollment



HUMBOLDT STATE UNIVERSITY

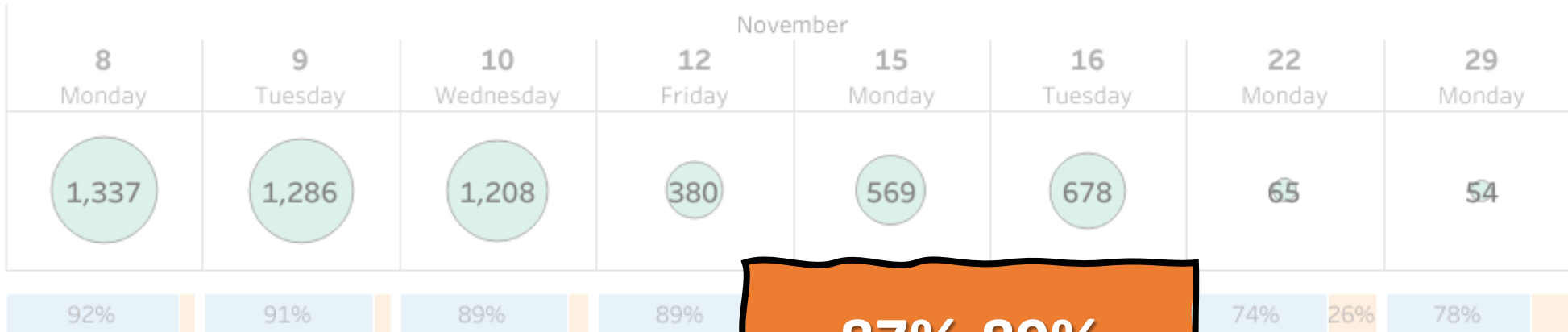


HSU Registration Campaign (Spring 2022)

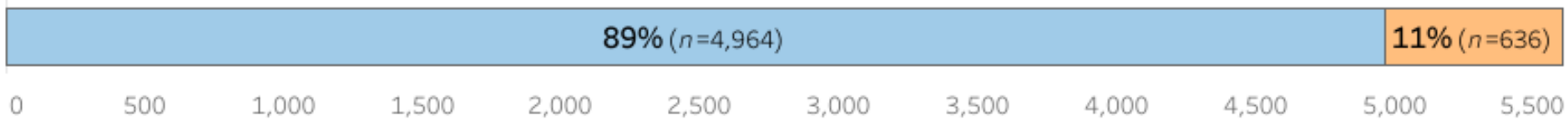
Tableau Online: Enrollment Management

~ Expertly Handcrafted by IRAR~
~ Freshness Date ~
1/24/2022 7:49:53 AM
[HSU Registration Campaign Data
Source Spring 2022]

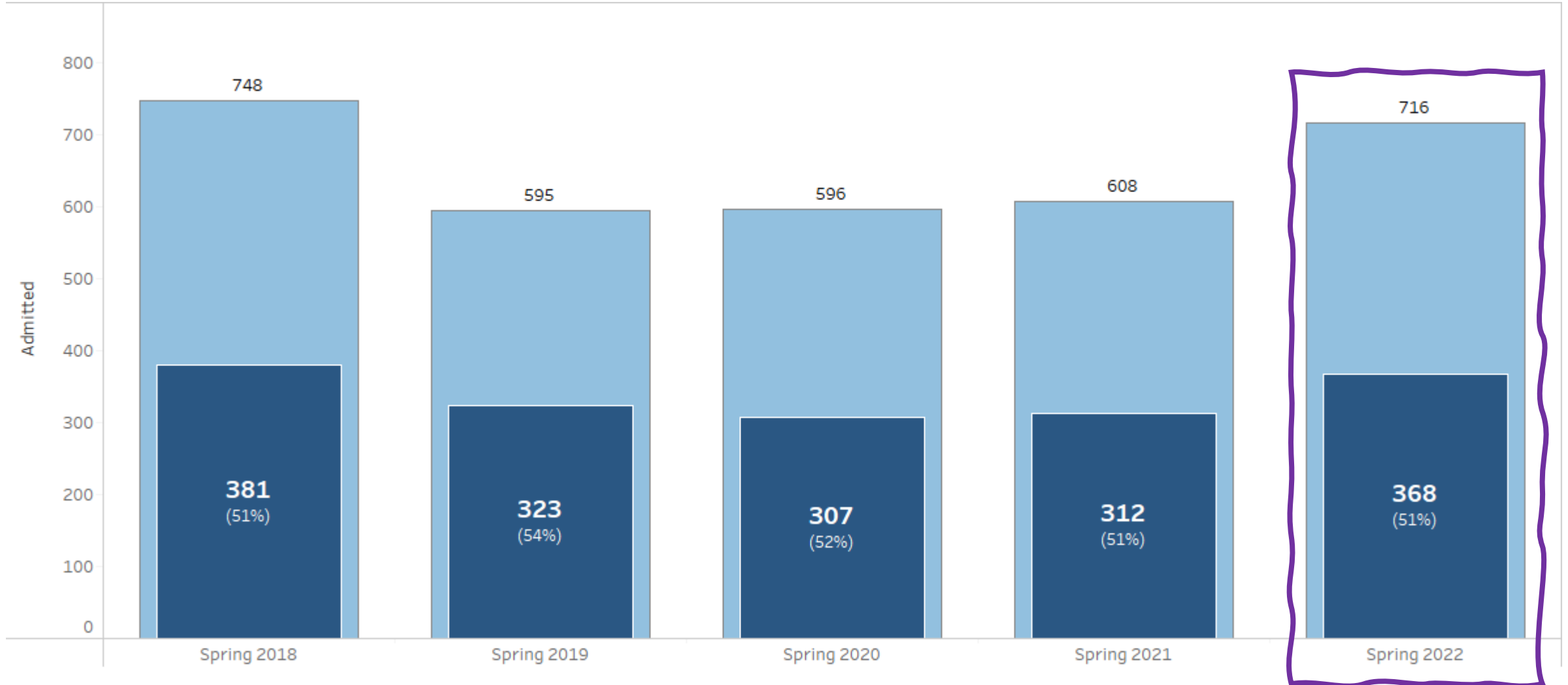
Eligible Students by Registration Day



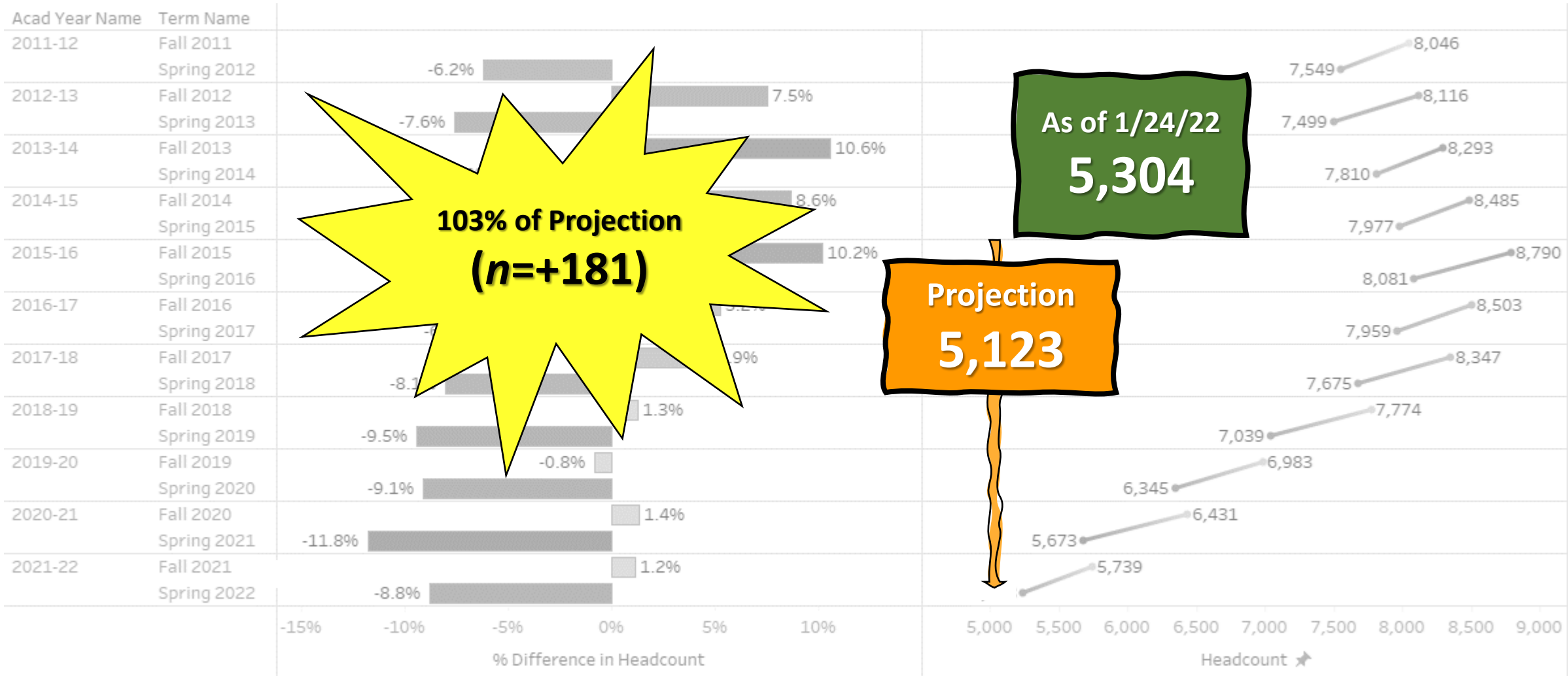
Total Count of Students Registered / Not Registered

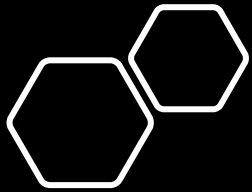


Registered/Admit (Yield) - New Students only



Spring 2022 Preliminary Enrollment (As of 1/18/22)





Fall 2022 Applications

Fall 2021 Headcount Projection (Low, baseline, and high) Compared to Past Enrollment



New Students

HUMBOLDT STATE UNIVERSITY

December 1, 2021

- Cal State Fullerton
- Cal State Long Beach
- Cal Poly San Luis Obispo

Crush of last-minute applications crashes UC, Cal State computers; deadlines are extended



Cal State Los Angeles is among the CSU and UC campuses that have extended admission application deadlines after computer portals experienced connectivity issues as submission deadlines approached. (Irfan Khan / Los Angeles Times)

SUBSCRIBERS ARE READING

WORLD & NATION FOR SUBSCRIBERS

Column One: A drama professor t
they got their feelings hurt too ea
decided to fight back

CALIFORNIA

Jacqueline Avant, wife of music e
Clarence Avant, fatally shot in Be
home

IMAGE

A mysterious sickness has contro
And I'm unsure if it will ever leav

CALIFORNIA

L.A. man, 29, arrested in Jacqueli
killing in Beverly Hills

LIFESTYLE

December 15, 2021

- CSU Bakersfield
- CSU Channel Islands
- Chico State
- CSU Dominguez Hills
- Fresno State
- Cal State LA
- Cal Maritime
- CSU Monterey Bay
- CSUN (Northridge)
- Cal Poly Pomona
- Sacramento State
- Cal State San Bernardino
- San Diego State
- San José State
- CSU San Marcos
- Sonoma State
- Stanislaus State

Later Deadlines

- Cal State East Bay (2/15/22)
- Humboldt State (2/28/22)
- San Francisco State (12/30/21)

HUMBOLDT STATE UNIVERSITY

December 1, 2021

- Cal State Fullerton
- Cal State Long Beach
- Cal Poly San Luis Obispo

December 15, 2021

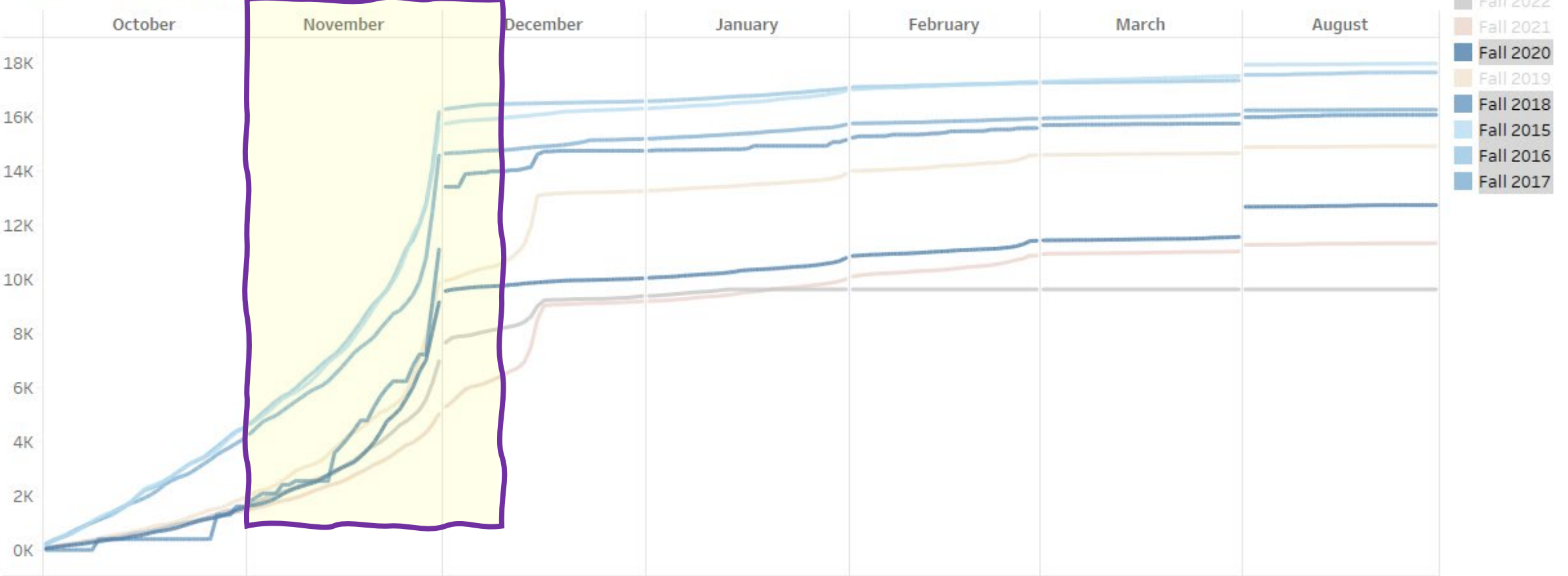
- CSU Bakersfield
- CSU Channel Islands
- Chico State
- Fresno State
- Cal State LA
- CSU Monterey Bay
- CSUN (Northridge)
- Cal Poly Pomona
- San Diego State
- San José State
- CSU San Marcos

Later Deadlines

- CSU Dominguez Hills (1/15/2022)
- Cal State East Bay (2/15/22)
- Cal Maritime (1/15/2022)
- Humboldt State (2/28/22)
- Sacramento State (1/7/2022)
- Cal State San Bernardino (2/1/2022)
- San Diego State (Imperial Valley Campus) (1/15/2022)
- San Francisco State (1/15/22)
- Sonoma State (1/15/2022)
- Stanislaus State (2/4/2022)

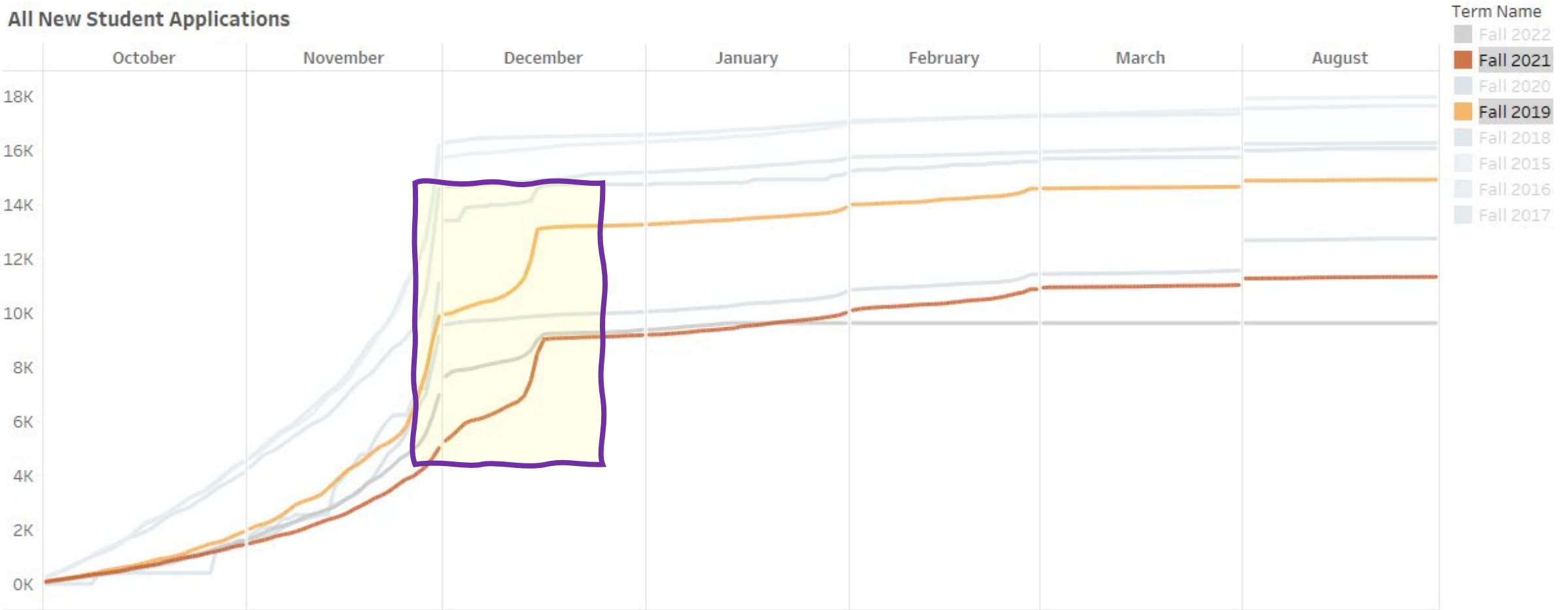
HUMBOLDT STATE UNIVERSITY

All New Student Applications



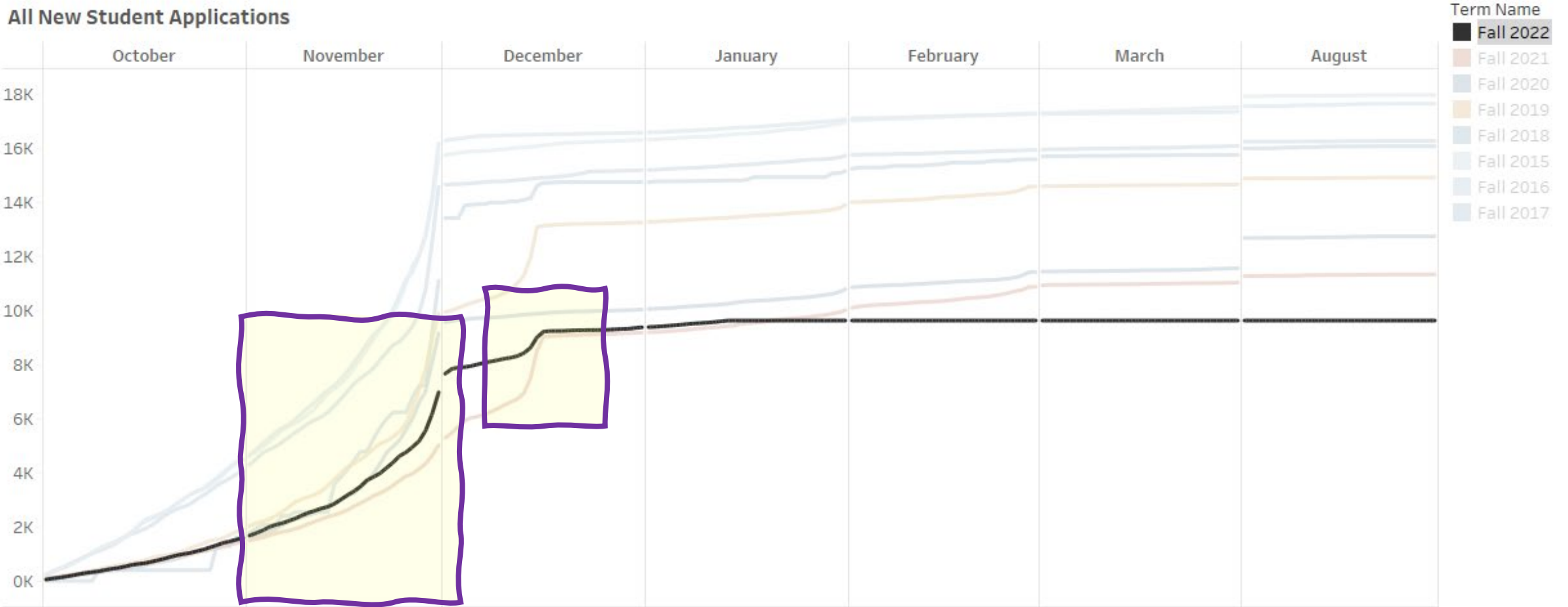
HUMBOLDT STATE UNIVERSITY

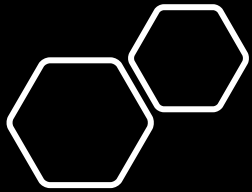
All New Student Applications



HUMBOLDT STATE UNIVERSITY

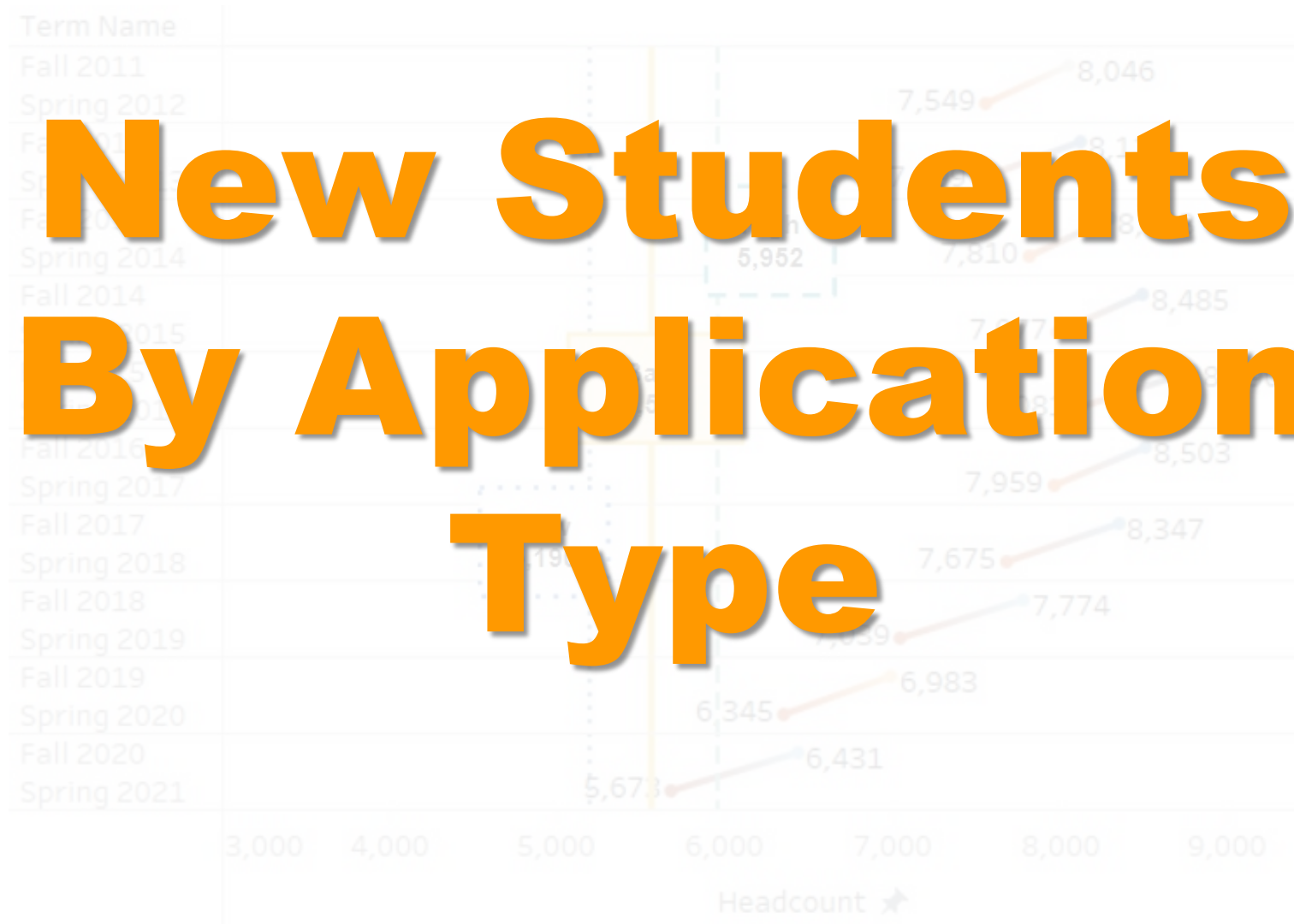
All New Student Applications





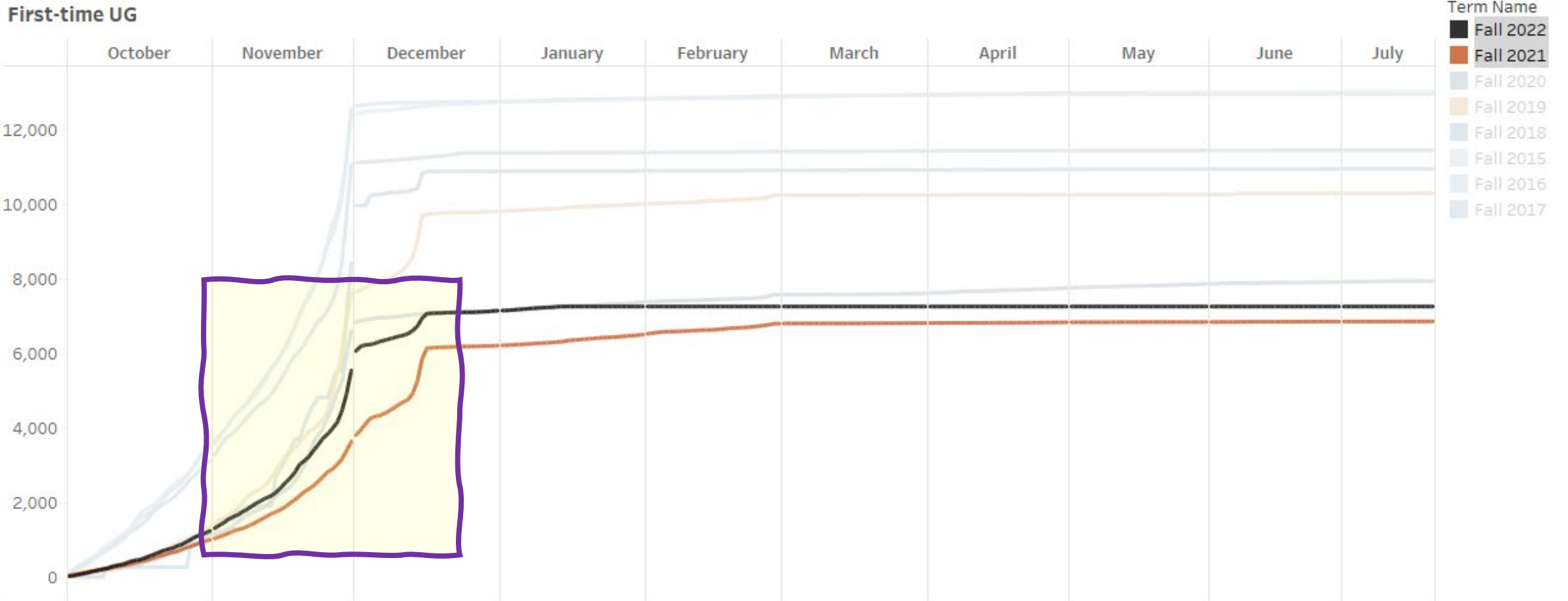
Fall 2022 Applications

Fall 2021 Headcount Projection (Low, baseline, and high) Compared to Past Enrollment



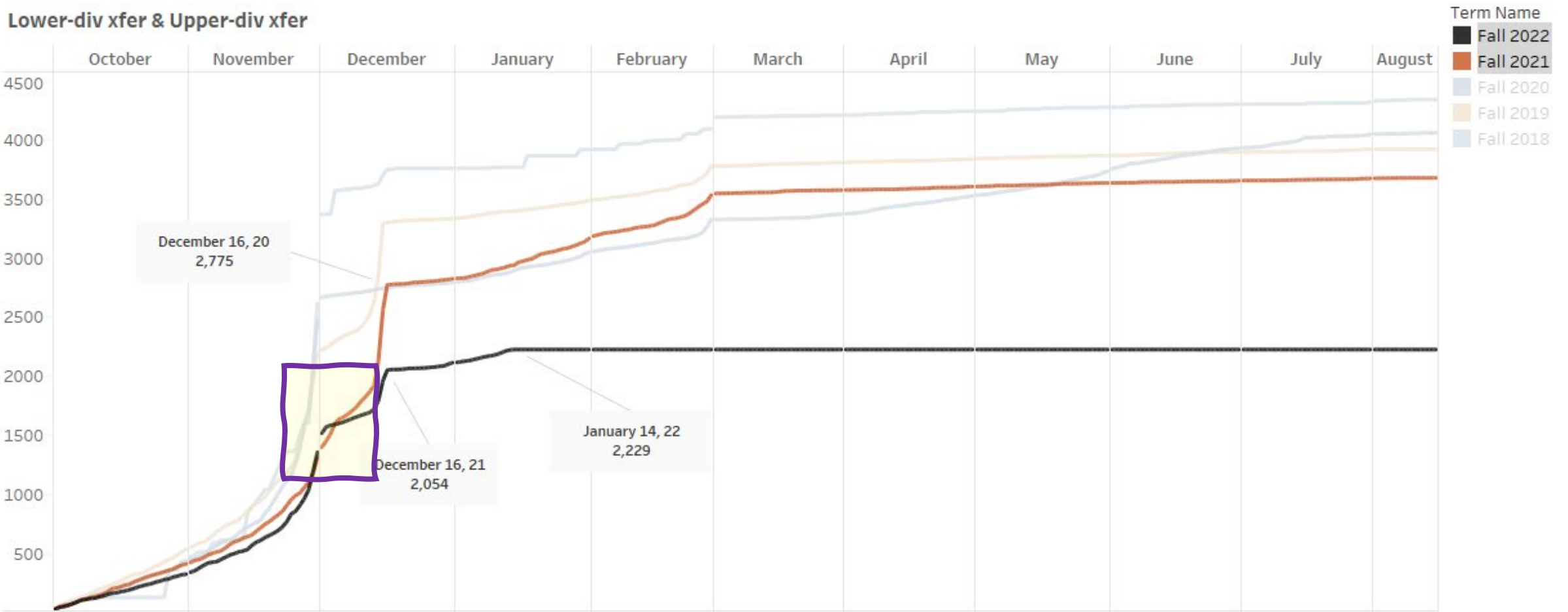
New Students By Application Type

HUMBOLDT STATE UNIVERSITY



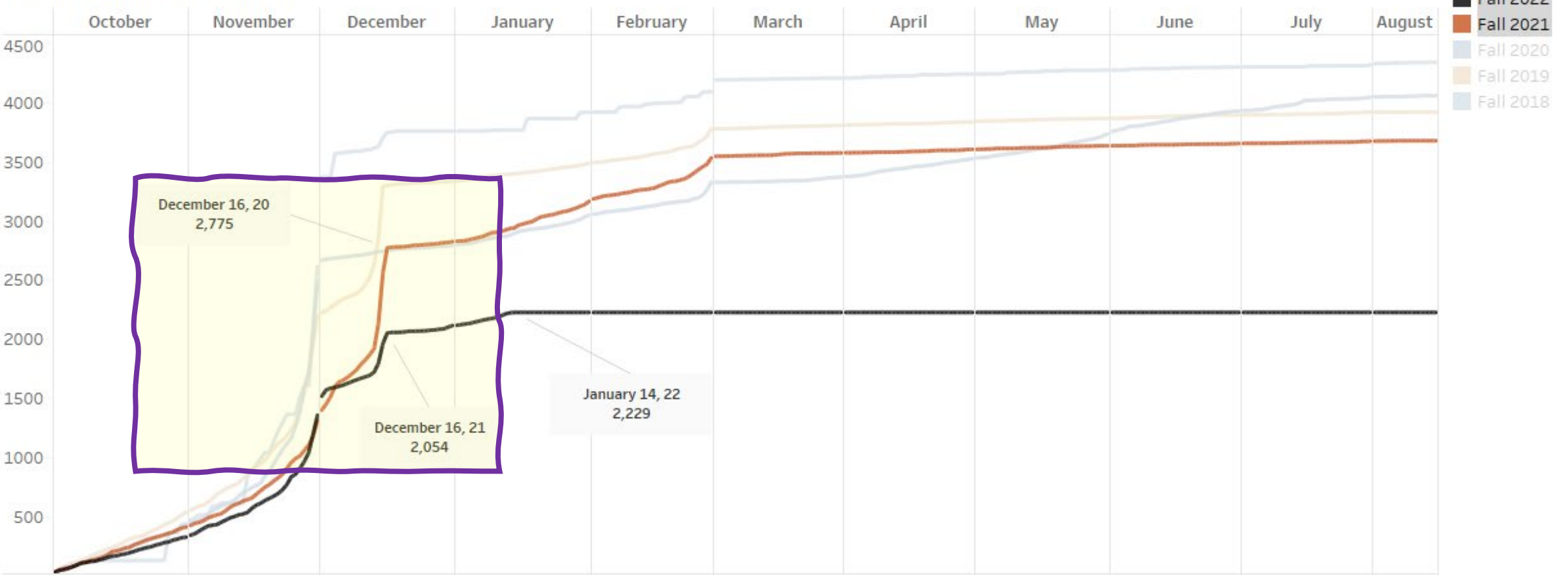
HUMBOLDT STATE UNIVERSITY

Lower-div xfer & Upper-div xfer



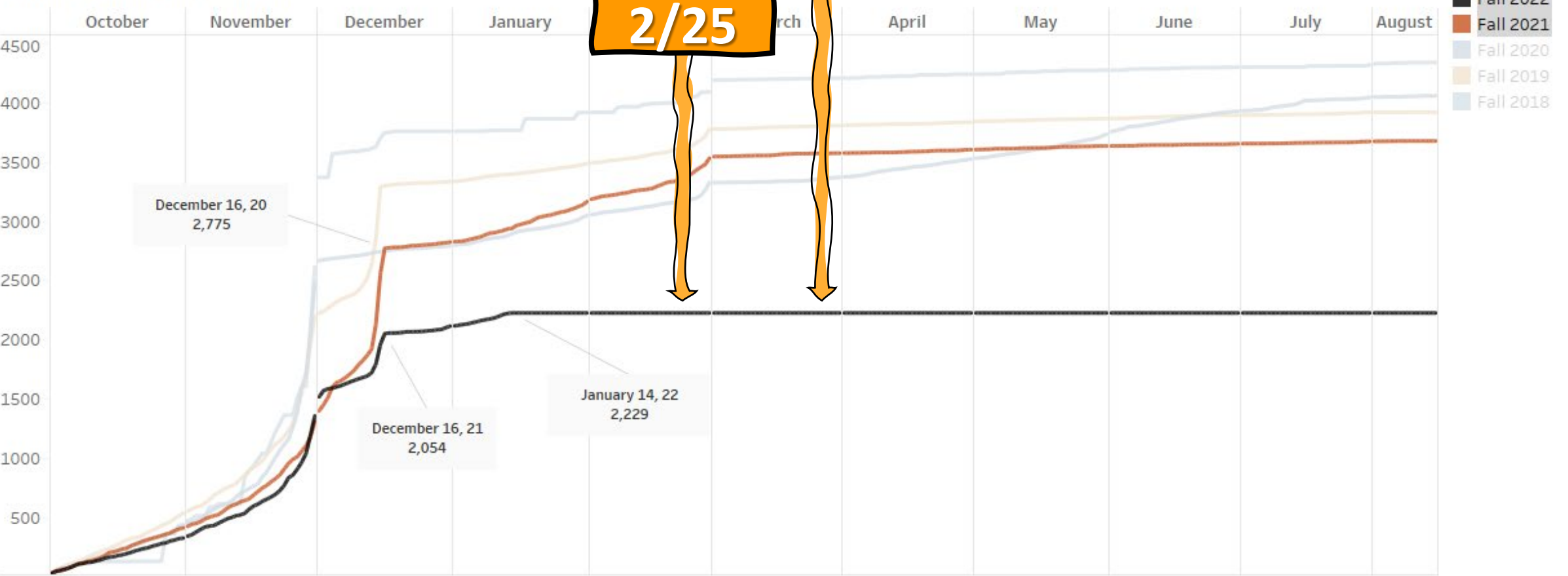
HUMBOLDT STATE UNIVERSITY

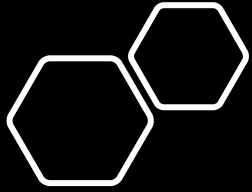
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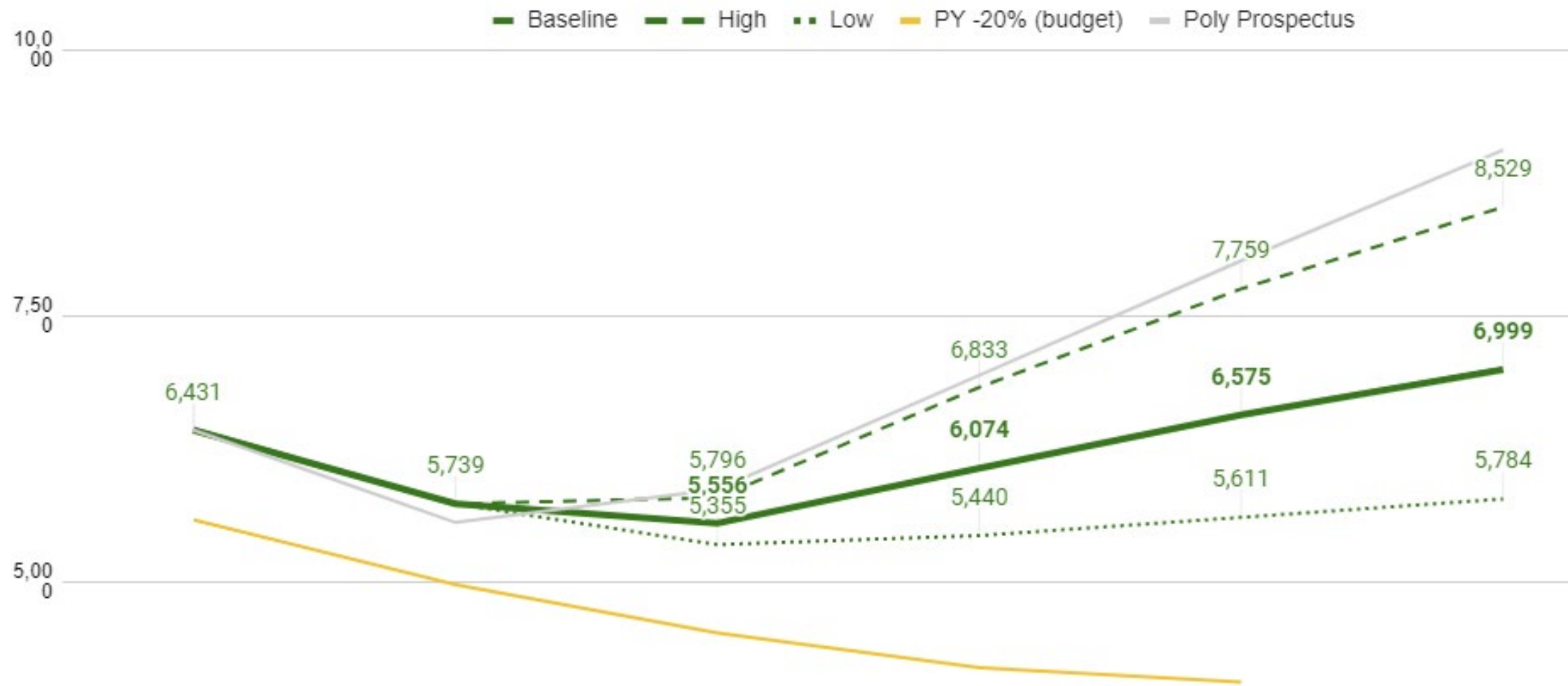
Fall 2022 Projections

Fall 2021 Headcount Projection (Low, baseline, and high) Compared to Past Enrollment



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Enrollment Planning Scenarios - Fall Headcount



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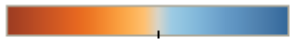
Enrollment Projections Scenarios - Summary

Date: January 4, 2022

FALL HEADCOUNT	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Baseline	6,431	5,739	5,556	6,074	6,575	6,999	7,622	8,073	8,397	8,724	8,988
High	6,431	5,739	5,796	6,833	7,759	8,529	9,646	10,464	11,066	11,685	12,194
Low	6,431	5,739	5,355	5,440	5,611	5,784	6,066	6,271	6,417	6,561	6,677
2021-22 Baseline (budget)	6,431	5,562	5,357	5,415	5,633	5,956	6,322	6,694	7,052	7,408	7,777
2020-21 -20% (budget)	5,587	4,980	4,524	4,199	4,061						
Poly Prospectus	6,431	5,562	5,874	6,948	8,024	9,064	9,864	10,521	11,007	11,630	12,132
Fall Headcount % chg	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Baseline	-8%	-11%	-3%	9%	8%	6%	9%	6%	4%	4%	3%
High	-8%	-11%	1%	18%	14%	10%	13%	8%	6%	6%	4%
Low	-8%	-11%	-7%	2%	3%	3%	5%	3%	2%	2%	2%
2021-22 Baseline (budget)	-8%	-14%	-4%	1%	4%	6%	6%	6%	5%	5%	5%
2020-21 -20% (budget)	-20%	-11%	-9%	-7%	-3%						
Poly Prospectus	-8%	-14%	6%	18%	15%	13%	9%	7%	5%	6%	4%

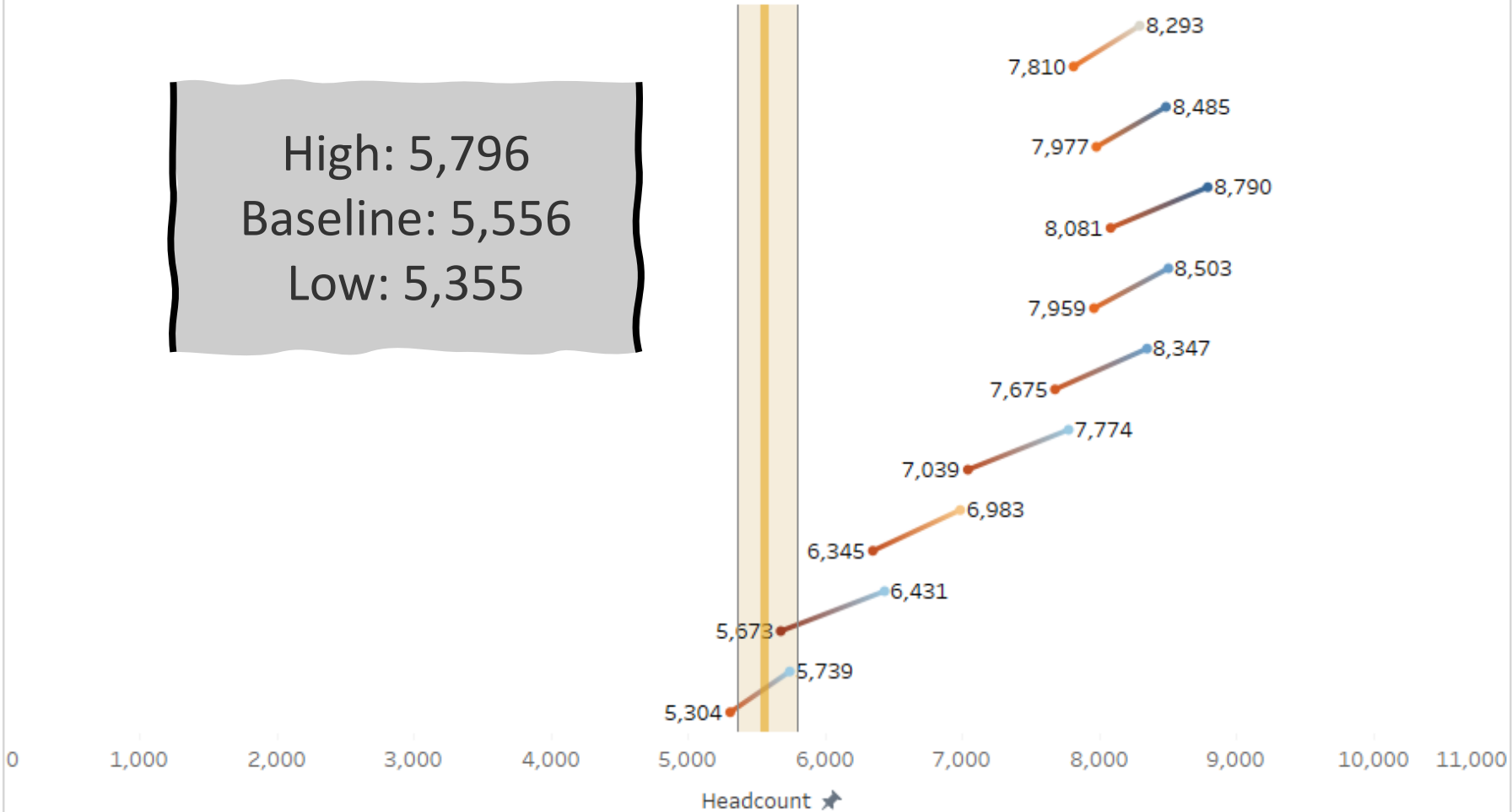
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Fall 2022 Enrollment Projection

% Difference in Headco..

 -11.8% 10.2%

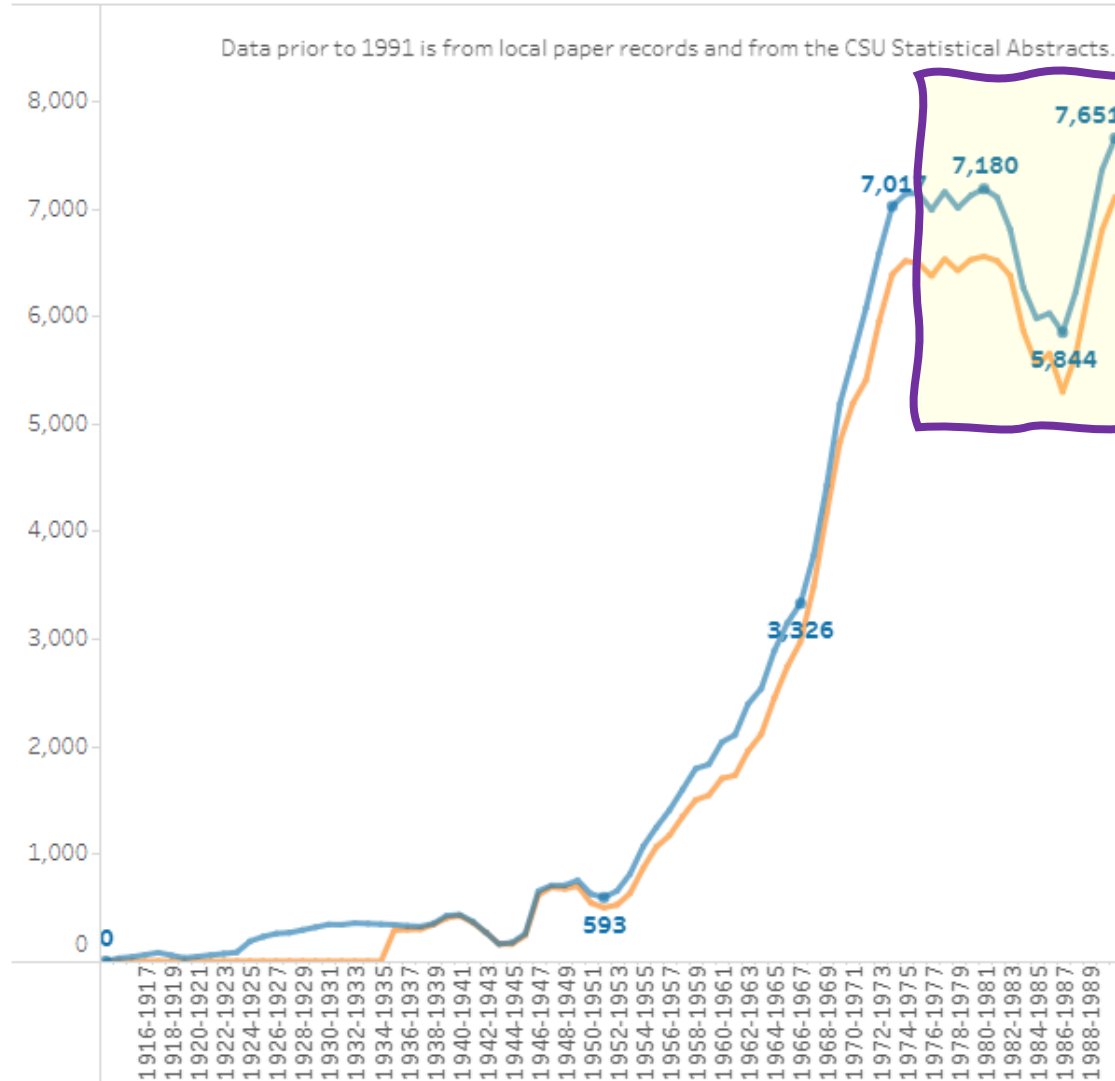
Acad Year Name	Term Name
2013-14	Fall 2013
	Spring 2014
2014-15	Fall 2014
	Spring 2015
2015-16	Fall 2015
	Spring 2016
2016-17	Fall 2016
	Spring 2017
2017-18	Fall 2017
	Spring 2018
2018-19	Fall 2018
	Spring 2019
2019-20	Fall 2019
	Spring 2020
2020-21	Fall 2020
	Spring 2021
2021-22	Fall 2021
	Spring 2022

High: 5,796
 Baseline: 5,556
 Low: 5,355

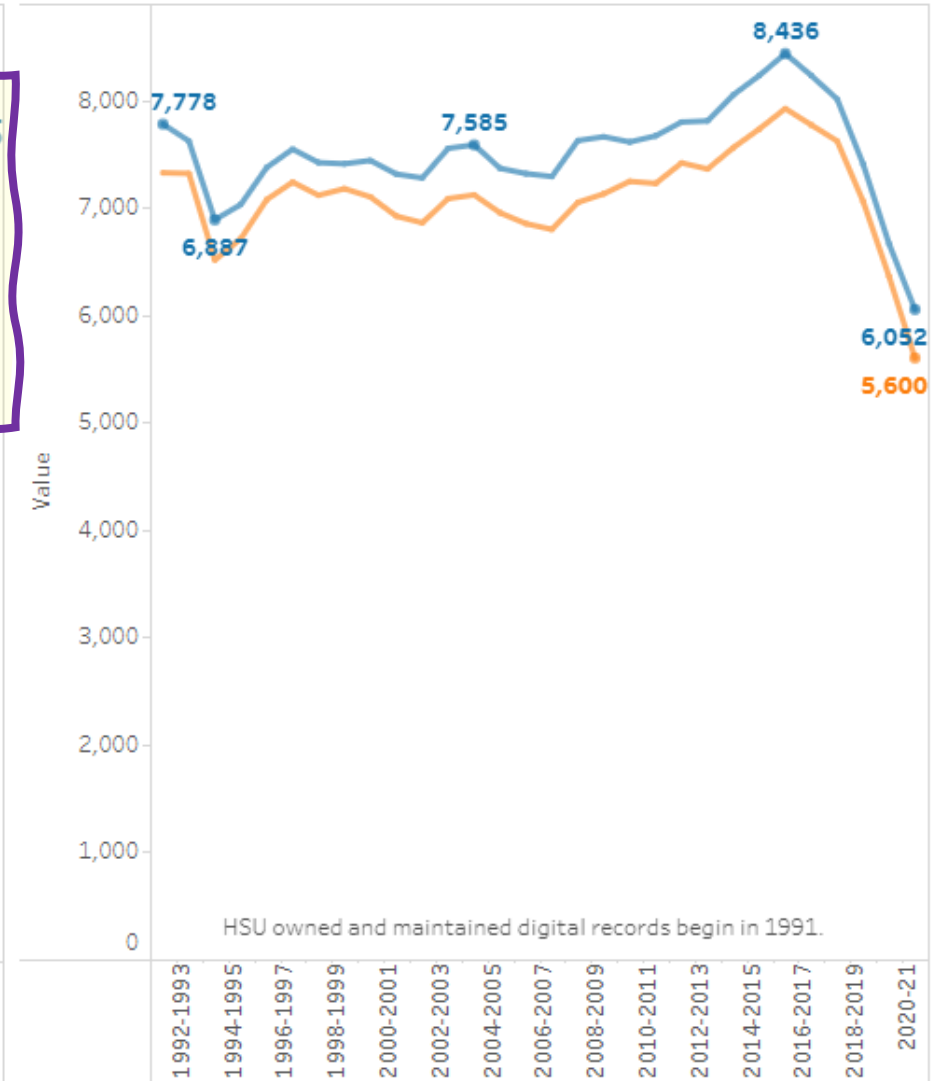


HUMBOLDT STATE UNIVERSITY

FTES and Head Count by Academic Year (1913-1990)



FTES and Head Count by Academic Year (1991-2021)



General Faculty Fund 2022 Annual Report



Constitution of the General Faculty

- 6.0 FINANCES
- 6.1 The General Faculty may vote to authorize the collection of funds from members which may be disbursed for social or other purposes.
- 6.2 Monetary Contribution – The General Faculty may accept monetary contributions and disburse them for general purposes or specific projects.

General Faculty Dues

[Make a Payment](#)

The source of funds for the General Faculty treasury is a voluntary annual dues payment of:

- \$20.00 for full-time faculty
- \$10.00 for Emeritus and FERP faculty in residence
- \$5.00 for Lecturers.

<https://senate.humboldt.edu/faculty>

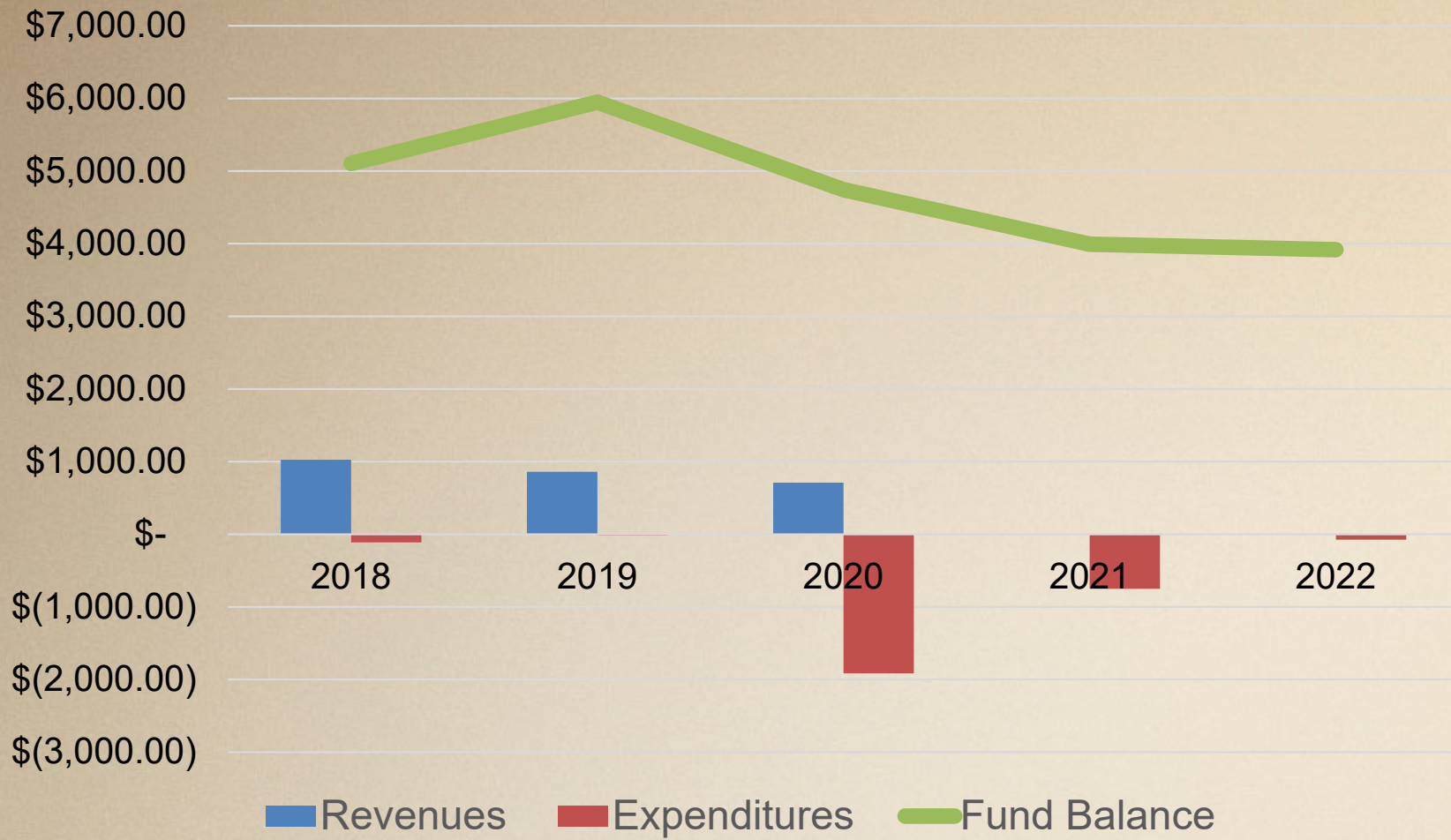


Past Uses of the Fund

- President Jackson's Welcome Reception (Sept. 2019)
- Donations or flowers sent to families who have lost loved ones
- Condolence cards of been sent to all families reported



Fund Balance



Achieving Fund Sustainability

- 1) Reinstate Fundraising Drive
- 2) Establish Standard Condolence Policy

- Sympathy cards for all reported losses.
- Monetary donations will be made in the event of the loss of a faculty member, retired faculty, active or member of the faculty member's conjugal family.
 - Special exceptions permitted on a case-by-case basis.*
- The value of the donation will be based on formula that accounts for the amount of money raised in the 1st quarter of academic year and previous year disbursements.

In 2022, this amount would be \$65.00



Thank you for your time!

- For questions please feel free to contact:

Josh Zender, Ph.D., CPA at

josh.zender@humboldt.edu x6026

To pay your voluntary dues, make a donation,
or submit a condolence request please visit:

<https://senate.humboldt.edu/faculty>



HUMBOLDT STATE UNIVERSITY
University Senate

Resolution on Condolence Donation and Recognition Policy

08-20/21-GFA — January 25, 2022 — First Reading

RESOLVED: That the faculty members of the University Senate of Humboldt State University acting on behalf of the General Faculty Assembly (GFA) recommends that the attached policy be approved.

RATIONALE: As a faculty, our hearts go out whenever tragedy befalls our community. Traditionally, the GFA has offered its condolences and recognition of deceased faculty, emeritus faculty and their family members. Often, this recognition comes from word of mouth from other members of the campus community. Likewise, it has become common for the GFA to be notified of the passing of faculty's other immediate family members such as parents, grandparents, etc. This policy establishes guidelines for the type of recognition GFA will send in order to keep the GFA funds solvent. The GFA has also created a webform so that the community will have a way to let GFA know that a member of the campus community has passed away. We encourage faculty to complete the [Condolence Form](#) so we can appropriately recognize the loss of a loved one. While we welcome submissions, please ensure that the family in question is comfortable with public condolences. Under some circumstances, the grieving party may prefer privacy or anonymity.



HUMBOLDT STATE UNIVERSITY

General Faculty Condolence Donation & Recognition Policy

GF XX-21/22

General Faculty

Applies to: Members of the General Faculty Assembly (GFA)

Purpose of the Policy: To provide guidelines for the use of GFA funds to recognize the death of a GFA member or their family.

Policy Details:

As a matter of practice, the General Faculty Assembly will send condolences to the family or observe a moment of silence in the event of any loss that is reported through this system. Under some circumstances, the GFA will also make a donation in honor of the deceased to the preferred charity of the family (or, if the charity is not formally approved through the University, flowers will be sent to a surviving family member or a donation will be sent to an alternative charity approved by the University).

Table 1: Circumstances where a donation can be made

Death of a:	Criteria:	Eligible for a Donation*:
Faculty member	Was actively teaching or engaged in scholarship prior to the event.	Yes
Retired faculty member	Individual was formerly retired within the CalPERS system and had substantial teaching history at the institution.	Yes
A member of an active faculty's conjugal family	Any person(s) who plays a significant role in an individual's life, such as spouses, domestic partners, cohabitant, or dependent child.	Yes

The following would be examples of individuals that could be acknowledged in the form of a condolence card and/or moment of silence, but as a general rule would not result in a donation:

- Other Immediate family members: grandchild, parent, stepparent, mother-in-law, father-in-law, son-in-law, daughter-in-law, grandparent, great grandparent, brother, sister, half-brother, half-sister, stepsibling, brother-in-law, sister-in-law, aunt, uncle, niece, nephew, or first cousin (that is, a child of an aunt or uncle).

- Other extended family members.
- HSU active or retired staff members.
- HSU student or alumni.
- Individuals with close connections to the campus community.

Note: Under special circumstances and a majority approving vote of the faculty Senate, donations may be disbursed for losses that would normally be considered exempt.

*To ensure equity and fund sustainability, the amount of the donation will be fixed and paid in accordance with a standard threshold deemed appropriate by the GFA officers. The following would be an example of a formula-based approach:

$$\begin{aligned} &\textbf{Amount of Individual Donation =} \\ &\textbf{[Total amount of dollars raised in the 1st quarter of the academic year x 50%]} \\ &\textbf{\div [# of eligible donations disbursed in previous academic year]} \end{aligned}$$

History *(required)*

All changes must be listed chronologically in the format below, including all edits and reviews. Note when the policy name or number changes. Note if an edit or revision date is exclusively for the policy section or the procedure section:

Issued: 02/2022
 Revised: MM/DD/YYYY
 Edited: MM/DD/YYYY
 Reviewed: MM/DD/YYYY