

Tuesday, March 7, 2023, 3:00pm, NHE 102, and Virtual Meeting ID: 842 7943 1214

Chair Monty Mola called the meeting to order at 3:00pm on Tuesday, March 7, 2023, via zoom and in Nelson Hall East 102; a quorum was present.

**Members Present**

Aghasaleh, Anderson, Banks, Bell, Benevides-Garb, Burkhalter, Cannon, Capps, Cappuccio, Graham, Guerrero, Harmon, McGuire, Miller, Miyamoto, Mola, Moyer, Ramsier, Teale, A. Thobaben, M. Thobaben, Tillinghast, Wrenn, Wynn

**Members Absent**

Holliday, Koczera

**Guests**

Amber Blakeslee, Carmen Bustos-Works, Cyril Oberlander, Janessa Wooley, Jeanne Wieglass, Jenni Robinson Resinger, Kim White, Mike Le, Peggy Metzger, Raven Palomero, Robert Yunker, Shawna Young, Shiela Rocker Heppe, Thomas Elliott

**CFA Interruption Statement**

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

**Announcement of Proxies**

It was noted that there were no proxies assigned for this meeting

**Approval of and Adoption of Agenda**

M/S (Miller/Aghasaleh)

Motion to approve the agenda as amended passed unanimously

**Approval of Minutes from the meeting on February 7, 2023**

M/S (Miller/Aghasaleh) to approve the minutes from the meeting on February 7, 2023

Motion passed unanimously

**Approval of Minutes from the meeting on February 21, 2023**

M/S (Miyamoto/Harmon) to approve the minutes from the meeting on February 21, 2023

Motion 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:**

- Written report attached

**Constitution and Bylaws Committee**

- Written report attached

**Faculty Affairs Committee:**

- Written report attached

**Integrated Curriculum Committee**

- Written report attached

**University Policies Committee**

- Written report attached

**ASCSU**

- Written report attached

**CFA**

Senator Cannon reported that the CFA will be conducting a bargaining survey, and holding equity conferences this week.

**Academic Affairs:**

- Written report

**President's Office:**

- Written report attached

**Consent Calendar from the Integrated Curriculum Committee**

It was noted there were no items on the Integrated Curriculum Committee consent calendar for consideration

**General Consent Calendar**

The attached Emeritus and Retired Staff and Faculty nominations were approved via general consent

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

It was noted there was no one signed up to speak at the Open Forum

**TIME CERTAIN: 3:30 PM – Sense of the Senate Resolution on Supporting California Assembly Bill 44 on Enhancing Tribal Public Safety (19-22/23-EX – March 7, 2023 – Sense of the Senate Reading)**

Senate vote on the Sense of the Senate Resolution on Supporting California Assembly Bill 44 on Enhancing Tribal Public Safety *passed without dissent*

Ayes: Aghasaleh, Anderson, Benevides-Garb, Burkhalter, Cannon, Graham, Harmon, McGuire, Miller, Miyamoto, Mola, Moyer, Ramsier, A. Thobaben, M. Thobaben, Tillinghast, Woglom, Wrenn

Nays: none

Abstentions: Banks, Bell, Capps, Cappuccio, Guerrero, Teale, Wynn

**Sense of the Senate Resolution on Supporting California Assembly Bill 273 on Protecting Children Missing from Foster Care (20-22/23-EX – March 7, 2023 – Sense of the Senate Reading)**

Sense of the Senate Resolution on Supporting California Assembly Bill 273 on Protecting Children Missing from Foster Care *passed without dissent*

Ayes: Aghasaleh, Anderson, Benevides-Garb, Burkhalter, Cannon, Graham, Harmon, McGuire, Miller, Miyamoto, Mola, Moyer, Ramsier, A. Thobaben, M. Thobaben, Tillinghast, Woglom, Wrenn, Wynn

Nays: none

Abstentions: Banks, Bell, Capps, Cappuccio, Guerrero, Teale

**Resolution on University Election Policy (21-22/23-AEC – March 7, 2023 – First Reading)**

Senator McGuire introduced the resolution, explaining that the Appointments and Elections Committee has created guidance and a timeline, which stemmed from CBC's recommendation to make one.

Chair Mola noted that the committee should strike the "slash Provost" part of the resolution, since the President approves resolutions or assigned a designee (which he normally does). Senator McGuire affirmed the resolution will be edited for the second reading.

Senator Aghasaleh suggested adding something about identifying vacancies and what to do if people don't show up to meetings. Senator Burkhalter suggested the CBC put forward an attendance policy for committees to address this issue.

The Resolution will return for a second reading.

**Resolution on the Individualized Degree Program (22-22/23-ICC – March 7, 2023 – Curriculum Reading)**

Senator Anderson introduced the resolution, explaining that the proposition for this program comes from the ICC, in coordination with Professor Rebecca Robertson.

Senate vote on the Resolution on the Individualized Degree Program *passed without dissent*

Ayes: Aghasaleh, Anderson, Benevides-Garb, Burkhalter, Cannon, Capps, Graham, Harmon, McGuire, Miller, Miyamoto, Mola, Moyer, Ramsier, A. Thobaben, M. Thobaben, Woglom, Wrenn, Wynn

Nays: none

Abstentions: Banks, Bell, Cappuccio, Guerrero, Teale, Tillinghast

**TIME CERTAIN: 4:00 PM – Information Item – Department Chair Compensation Policy, with Dean Shawna Young, AVP Kim White, and Senate Chair Monty Mola**

M/S (Miller/Woglom) to move this item forward to 3:40pm

Motion passed unanimously

Chair Mola, AVP White, and Dean Young shared the attached presentation

**TIME CERTAIN: 4:30 PM – Discussion Item – URPC Budget Recommendation with Budget Director Amber Blakeslee, URPC Co-Chair Senator Jim Woglom, and Provost Jenn Capps**

Director Blakeslee, Senator Woglom, and Provost Capps shared the attached presentation and the recording of the [URPC Open Forum available via this link](#)

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M/S (Woglom/A. Thobaben) to adjourn

**Meeting adjourned at 5:00 PM**

### CFA 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. Further, as we engage interruptions we will take an intersectional approach, reflecting the fact that white supremacy and racism operate in tandem with interlocking systems of oppression of colonialism, class, cisheteropatriarchy, and ableism. This statement is a reminder that we commit to do this in the service of ending the system of racial oppression.

## **University Senate Chair Report**

### **March 07, 2023**

I want to acknowledge where we are in the semester and hope that everyone gets some well needed rest next week. I don't know about y'all, but I am feeling it. That being said, everyone has been fantastic this year! I have been impressed over and over again by the willingness of this body to take on challenging issues and difficult conversations with civility and graciousness. Thank you!

Now that I have buttered you up, I do have an ask. Please speak with your constituents/colleagues about the open service opportunities. In particular, we need nominees for General Faculty Treasurer, Representative to the ASCSU, and several Senate openings. There are also openings on many of our standing committees, as well as many other opportunities across the University.

Lastly, I am so happy to report that I am a lame duck (in oh so many ways)! Congratulations Jim Woglom for being elected as our new General Faculty President and Chair of the University Senate. Thank you for all that you do Jim!

#### **Updates:**

Provost Capps (acting as President Jackson's designee) approved Resolution 18-22/23-FAC - Resolution to Update the Policy on Denying or Revoking Emeritus Status for Cause.

Provost Capps also approved Resolution 17-22/23-ODEI - Resolution to Recommend Diversity, Equity, Inclusion, and Accessibility (DEIA) Grant Program and Award Committee Policy

As always, let me know if you have questions or concerns.

Thanks,  
Monty

## **CAL POLY HUMBOLDT**

**University Senate Written Reports, March 7, 2023**

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

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### **Academic Policies Committee:**

Submitted by Marissa Ramsier, APC Chair

Members: Julie Alderson, Frank Cappuccio, Thomas Gray, Michele Miyamoto, Humnath Panta, Li Qu, Jenni Robinson Reisinger, Mark Wicklund. Vacant: AS Student 2nd Rep.

Meeting Date(s): March 3, 2023

We continued working on the Credit for Prior Learning Policy. We focused on the section regarding credit by campus-originated challenge exams and other campus-based prior learning assessments. It is looking like we may have the policy ready for its second round of broad university feedback prior to Spring Break.

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### **Appointments and Elections Committee:**

Submitted by Jayne McGuire, AEC Chair

February 28, 2023

To: Cal Poly Humboldt General Faculty  
From: University Senate Appointments and Elections Committee  
Subject: Second Call for Nominations for General Faculty Elections and Appointments

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Faculty members are needed to serve on the following campus committees. Committee work will begin with the start of the Fall 2023 semester, unless otherwise noted with an asterisk (\*).

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

## **Nominations are due by March 15, 2023**

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

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

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## **Elected Position Openings:**

### **GENERAL FACULTY / UNIVERSITY SENATE**

- General Faculty Treasurer / Secretary, 3 year term
- General Faculty Representative to the ASCSU (Statewide Senate), 3 year term
- Lecturer Faculty Delegate (Colleges, Library, Counseling, Coaches), 3 year term  
*The position is open to Lecturers, Coaches and non-tenure line Counselors and Librarians with a time base of .40 or greater.*
- Tenure Line At-Large Faculty Delegate, 3 year term
- Tenure Line CPS Faculty Delegate; 2 year term

### **INTEGRATED CURRICULUM COMMITTEE (ICC)**

#### **Subcommittee on Academic Planning and Programs (formerly AMP)**

- Faculty Member (At-Large), 3 year term

#### **Subcommittee on General Education and All University Requirements (GEAR)**

- Faculty Member (CNRS), 3 year term

Please refer to the [ICC Bylaws and Rules of Procedure](#) for detailed information regarding the charge to subcommittees of the ICC.

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## **Appointed Position Openings:**

### **APPOINTMENTS AND ELECTIONS COMMITTEE**



- Faculty Member (CPS), 2 year term
- Faculty Member (CAHSS), 2 year term

**Duties:** Oversees the appointments and elections for the University Senate, General Faculty, Senate Standing Committees, Faculty positions on University committees and other duties as outlined in the [Senate Bylaws](#), Section 11.5.

#### **ACADEMIC POLICIES COMMITTEE (APC)**

- Faculty Member, 3 year term

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

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

- Faculty Member, 2 year term

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

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

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

- Tenured or Tenure Line Faculty Member (CPS), 3 year term

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

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

- TWO Faculty Members, 2 year terms

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

### **FACULTY AFFAIRS COMMITTEE**

- Faculty Member, 3 year term

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

### **FACULTY AWARDS COMMITTEE**

- Faculty Member (Co-Chair), 1 year term
- Faculty Member, 1 year term

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

### **GRADE APPEAL COMMITTEE**

- Faculty Member, 1 year term

**Duties:** Consistent with other campus and system policies, and in accordance with Grade Appeal Policy, provide a fair, equitable, and timely process by which students may formally appeal assigned course grades (See Grade Appeal Policy [[VPAA 22-01](#)]).

### **INTERCOLLEGIATE ATHLETICS ADVISORY COMMITTEE (IAAC)**

*Faculty members are selected in consult with the Senate Executive Committee and appointed by the President*

- Faculty Member, 1 year term
- Faculty Member, 2 year term

**Duties:** Serve as a forum for the President and Athletic Director to seek advice and refine ideas and develop or revised policies of the Athletic Department on such subjects as equity compliance, annual budget and the direction and balance of sports that constitute the program. The IAAC has the authority to review all proposed athletic policies and budgets and to make recommendations to the President and Athletic Director. The committee will also review the Athletics Grant-in-Aid and Compliance Handbooks and update them as needed. [revised by IAAC, AY 10/11)

## **INTERNATIONAL ADVISORY COMMITTEE**

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

- Faculty Member (CPS), 3 year term
- Faculty Member (CAHSS), 3 year term

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

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

- Faculty Member (CPS), 2 year term

**Duties:** Reviews and selects proposals/applications submitted by faculty and students for various research related competitions on campus. This committee is primarily responsible for reviewing and awarding applications for three main awards:

- Research Scholarship Creative Activity Awards (RSCA)
- CSU Student Research Competition
- McCrone Graduate Student Fellowship & Faculty Scholars Award

Performs other duties when above listed funds are not available or alternative funds are allocated for disbursement. \*Please note, faculty elected to this committee are not eligible to submit applications (during their two year term) for competitions which they are responsible for reviewing.

## **UNIVERSITY CENTER BOARD**

*Faculty members nominated by the Appointments and Elections Committee and approved by the Board, for two-year terms*

- Faculty Member, 2 year term

**Duties:** Formulate and administer the policies for the development, financing, and operation of the University Center subject to the final approval of the University President. The Board shall see that net earnings will be used for the benefit of the students of Humboldt.

## **UNIVERSITY RESOURCES AND PLANNING COMMITTEE**

- Faculty Senator (Co-Chair), 2 year term
- Faculty Member, 2 year term

**Duties:** See [Senate Bylaws](#), Section 11.3

### **UNIVERSITY SPACE AND FACILITIES ADVISORY COMMITTEE (USFAC)**

- Faculty Representative from the URPC, 2 year term
- Faculty Member, 2 year term
- Faculty Member, 1 year term

**Duties:** See [Senate Bylaws](#), Section 11.37

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

Submitted by Rouhollah Aghasaleh, CBC Chair

Members: [Chelsea Teale](#), Deidre Clem, [George Wrenn](#), [Garrett Purchio](#)

Meeting Date(s): 2/21/2023 and 2/28/2023

Meeting Details:

The committee discussed the new duties and responsibilities and suggested a resolution to amend the bylaws to reflect a new membership for CBC to include VPs as a major task will be to review all campus committees, functions, and membership. The CBC will bring a resolution to the next Senate meeting.

The committee discussed the new duties and responsibilities of the UPC and suggested a resolution to amend the bylaws to reflect a new membership for UPC to include ability to draft policies. The CBC will bring a resolution to the next Senate meeting.

The committee discussed the initial steps to draft a comprehensive policy on Admin Search Committees and procedures.

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### **Faculty Affairs Committee:**

Submitted by Tim Miller, FAC Chair

Members: Ramona Bell, César Abarca, Kim Perris, Kim White, Loren Cannon

Meeting Date(s): 2/22

Standing meetings are held Wednesdays 11:00-11:50 in BSS 508, Zoom hyflex link:

<https://humboldtstate.zoom.us/j/81769198379?pwd=aWhCSmYxRlpReU1jdHVrSGNiL2VaZz09>.

### **Department Chair Compensation**

FAC has been reviewing the proposal for updating the compensation for department chairs that has been proposed by the Department Chair Appointment Task Force. The task force met over the 2021-22 AY meeting with various stake holders and getting feedback to better understand chair workloads and compensation. The task force resumed this year with the goal of proposing a new allocation model for determining assigned time. In February, this proposal was shared with the Provost, was presented at the Provost's Council of Chairs, and was disseminated to chairs across the university.

FAC has been involved in this process since last year (the FAC chair has been a member of the task force) but is now taking a closer look at the proposal with all members of FAC. A preliminary information item will share the task force's work to Senate today (3/7/23).

FAC is planning to present a resolution for first reading at the 3/28/23 senate session. If you have questions or feedback about the proposal, please contact any of the task force members or FAC Chair Tim Miller ([tim.miller@humboldt.edu](mailto:tim.miller@humboldt.edu)).

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## **Integrated Curriculum Committee:**

Submitted by Jill Anderson, ICC Chair

Members: Ramesh Adhikari, Jill Anderson (ICC Chair), Brad Ballinger, Carmen Bustos-Works, Christine Cass, Eden Donahue (CDC Chair), Cameron Allison Govier, Bella Gray, Sara Jaye Hart, Heather Madar, Bori Mazzag, John Meyer, Cindy Moyer, Marissa Ramsier, Joshua Smith, Amy Sprowles, Anna Thaler, Cyril Oberlander, Justus Ortega, Cutcha Risling-Baldy (GEAR Chair), Jenni Robinson, Sheila Rocker-Heppe, Melissa Tafoya, Carly Marino, Mary Watson, Mark Wicklund

Current Vacancies: Graduate Council representative, Student representatives (2), CAHSS GEAR Rep, APC Chair, At-large Faculty Member CDC

Resources available for curricular proposal development and submission: [Asynchronous Curriculog Training](#), [Curriculum Guidelines, Policies and Procedures](#), and [Associated Curricular Forms](#)

Meeting Date(s): 2/28/23

Meeting Details:

**Report for AVP Bustos-Works**

AVP Bustos-Works reported an update that high unit majors (61 units and above) will not be submitted to WSCUC but lower unit majors will be submitted.

### **IDP Proposal**

Rebecca Robertson joined the committee to discuss the updates and revisions to the IDP program proposal. Since the last ICC meeting, Rebecca responded to feedback both from the ICC and subcommittees and the CPS and CAHSS Council's of Chairs. Main changes included: Providing an MOU for c-78 course to ensure the workload of that class was not tied only to the program advisors workload; Addition of a review process wherein the department chair for each area the student is pulling classes from for an emphasis; Verification that accreditation needs of individual programs (e.g. art, music) would not prevent students from being able to incorporate those focus areas into their IDP.

The discussion at this meeting addressed questions around advising students in a supportive manner that will both support their vision and goals but also maintain the standards, vision, goals, and objectives of the majors students are drawing classes from (e.g. taking classes from an area like Social Work but avoiding the classes that focus on decolonizing approaches/ challenging the long standing processes/practices in a particular area). Additionally, how this program will work within the University to support students in finding the major that is right for them and not utilizing the IDP to avoid particular coursework or as a mechanism to pull/keep students from other majors was discussed.

Committee voted to approve the proposal with the agreement that there would be continued engagement around formalizing an assessment process/understanding of not advising students away from established majors.

### **New Program Proposal Guidelines**

The ongoing work on updating the New Program Proposal Guidelines was discussed. Campus is not required and currently does not have processes in place for assessment in minors and certificates. It was brought up that we should get solid footing on our institutional processes for assessment in degree programs before venturing into establishing processes for assessment in certificates and minors. As a result, assessment related language for those programs was removed. Sections of the guidelines to be edited still include a section on the process for blended pathways and refining the timeline sections.

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## **University Policies Committee:**

Submitted by Chris Harmon, UPC Chair

Members:

Meeting Date(s): 2/23 & 3/8

Meeting Details: UPC is reviewing a newly draft policy on gift cards. It will likely be ready for SenEx after spring break

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## **Academic Senate CSU (ASCSU):**

Submitted by Stephanie Burkhalter, ASCSU Representative

See attached responses from the Chancellor's Office to the resolutions that were passed in the January 2023, plenary. The next plenary meeting takes place March 16 and 17, 2023, with the Board of Trustees meeting following on March 20-March 22.

March 1, 2023

Chair Beth Steffel  
Academic Senate, CSU  
The California State University  
401 Golden Shore  
Long Beach, California 90802-4210

**RE: January 19-20, 2023**

Dear Chair Steffel:

Thank you for forwarding the resolutions adopted by the Academic Senate of the California State University (ASCSU) at its January 19-20, 2023 meeting. We are pleased to provide the following responses.

**1. AS-3578-22/JEDI: Expansion of California State University (CSU) Independent Professional Doctoral Degree Programs**

At their January 2023 meeting, the CSU Board of Trustees adopted a resolution supporting sponsored legislation to expand the authority of the CSU to offer doctoral programs that meet workforce demands and do not duplicate degrees offered by the University of California. Staff members from the Office of the Chancellor are engaged with universities and legislative leaders to consider steps toward furthering our ability to establish independent applied professional doctoral degrees while continuing to work collaboratively with our UC partners.

**2. AS-3579-22/FGA: Funding Summer Advocacy Work for the Position of Legislative Specialist of the Academic Senate CSU**

The CO appreciates the value of the work being conducted by the ASCSU Legislative Specialists. Academic and Student Affairs is open to discussions with the ASCSU executive committee to modify the term length for this position and address summer compensation.

**CSU Campuses**

Bakersfield  
Channel Islands  
Chico  
Dominguez Hills  
East Bay

Fresno  
Fullerton  
Humboldt  
Long Beach  
Los Angeles  
Maritime Academy

Monterey Bay  
Northridge  
Pomona  
Sacramento  
San Bernardino  
San Diego

San Francisco  
San José  
San Luis Obispo  
San Marcos  
Sonoma  
Stanislaus



**3. AS-3580-22/FA: Request for Increased Ventilation and Air Purification Infrastructure Across the California State University (CSU) System**

In light of the COVID-19 pandemic, maintaining clean air within indoor spaces occupied by faculty, staff and students has been, and will continue to be, a priority. The University has initiated the implementation of the recommendations outlined in the bill and intends to support further measures deemed necessary.

**4. AS-3581-22/JEDI/FA: Adopting a Font Designed for Readability for California State University**

The Chancellor's Office is committed to improving accessibility. Through the Accessible Technology Initiative, the CSU is using a "capabilities maturity" strategy to achieve its vision for accessibility. This commitment and strategy extend to the use of fonts for readability.

**5. AS-3582-22/FA/JEDI: Solidarity with Iranian University Communities Protesting Violent Repression in Response to the "Woman, Life, Freedom" Movement**

The CSU is committed to fostering a vibrant community of diverse students, faculty, staff, and administrators. This commitment extends beyond our CSU campuses and we appreciate the ASCSU's offer of solidarity with the people of Iran.

**6. AS-3583-22/EX: In Support of Native American Graves Protection and Repatriation Act (NAGPRA) Compliance in the California State University (CSU)**

The Academic Senate's support of this effort is appreciated as the CSU works to faithfully comply with both federal and state acts.

**7. AS-3584-22/FA: Establishing Timely Responses to Campus Senate Resolutions and Policies**

The CO appreciates the ASCSU's support for campus faculty senates and the role of faculty and faculty senates in shared governance.

**8. AS-3585-22/JEDI/FA/FGA: CSU Faculty and Staff Justice Equity and Diversity (JEDI) Housing Assistance Program**

The CSU values all employees and recognizes the significant impact housing options have on faculty recruitment and retention and thereby student experience. This issue will be considered as a part of the Chancellor's Faculty and Staff Excellence Workgroup. The purpose of workgroup, organized in January 2023, is to identify obstacles, possible solutions, and strategies to improve employee experience and counter the rapidly escalating cost of living in California. One key goal

Chair Beth Steffel  
March 1, 2023  
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is to find creative solutions to overcome economic barriers unique to California by examining multiple strategies and partnerships to create affordable housing options for faculty and staff..

**9. AS-3586-22/JEDI/FA: Systemic Inclusion of Preferred Names and Pronouns within the California State University (CSU) System**

The CSU appreciates the ASCSU recognizing this issue and identifying these opportunities. The CSU enabled the use of preferred name in Oracle/Peoplesoft by students beginning in 2014. This functionality has been further expanded to support the collection and display of personal pronouns. In addition, the CSU's Institute for Teaching and Learning regularly facilitates professional development focused on the use of students' pronouns and preferred names to foster greater student belonging and inclusion.

Sincerely,



Brent M. Foster, Ph.D.  
Assistant Vice Chancellor & State University Dean of Academic Programs  
Liaison to the ASCSU

c: Dr. Jolene Koester, Interim Chancellor  
Dr. Sylvia Alva, Executive Vice Chancellor, Academic and Student Affairs  
Mr. Steve Relyea, Executive Vice Chancellor and Chief Financial Officer  
Ms. Leora Friedman, Executive Vice Chancellor, Human Resources

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

Tom Jackson, Jr., President  
Timothy Downs, Chief of Staff, Interim  
Sherie Gordon, CFO/VP Administration and Finance  
Jenn Capps, Provost and VPAA  
Chrissy Holliday, VP Enrollment Management and Student Success  
Frank Whitlatch, VP Advancement  
Adrienne Colegrove-Raymond, Special Assistant to the President for Tribal & Community Engagement  
and Interim Dean of Students

### **People**

Teresa Wilmott is the new Associate Vice President for Development, and will begin her new role in mid-April. Teresa has particularly strong experience working with donors at all levels, including planned gifts. She also has strengths in constituent research and in building campus partnerships. As a bonus, Teresa is the parent of a current student at Humboldt, and she has spent quite a bit of time over the last couple years getting to know the area.

Candidates for our AVP/Dean of Students position will visit campus March 7 and 8. Open forums will be held 1:30-2:20 both days in the Gutsarrak Student Activities Center West Lounge. A special forum for students will be held both days at 4:45, in the same location. Details about the candidates and schedules can be found [here](#).

# Emeritus Applications

## Greg Moloney

1985 - 2013: Student Assistant, Records and Reports Clerk, Satisfactory Academic Progress Counselor, Associate Director of Systems

Greg Moloney served Humboldt for twenty seven years working as a Financial Aid Administrator, assisting students through the complex processes in financial aid, specifically several years spent specializing in Satisfactory Academic Progress. For the last five years prior to retirement, he was the Associate Director of Systems and was the lead on the implementation of PeopleSoft in 2008. He was also a recipient of a Staff Recognition award in 1999.

Nominator: Peggy Metzger, Financial Aid Director

## Yvonne Everett

Professor of Environmental and Natural Resources Planning, Department Environmental Science and Management

Dr. Yvonne Everett has a long history of teaching excellence, scholarly productivity and service. During her 25 years at Cal Poly Humboldt, Dr. Everett has taught a variety of undergraduate and graduate courses, primarily in the Environmental Planning and Policy concentration of the Environmental Science and Management program. She has worked with over 30 graduate students on thesis research and has consistently published over the course of her career. She has a long line of service credits including the ICC, CNRS CPC, UFPC, IRB Board, and CCAT Steering Committee. She has served on several Boards of local organizations and on the Editorial Board of a journal. I support this nomination fully and without reservation.

Nominator: Alison O'Dowd

## Mary I. Bockover

Professor of Philosophy

Mary has been an outstanding teacher, a serious and accomplished scholar, and has served on numerous committees at both the department and university levels (e.g., UFPC, college and department personnel committees). Her work is always extremely well done and complete.

Nominator: Michael F. Goodman

## Michael King

1990-1993, 1995-2015: Lecturer, Department of Biological Sciences

2001-2008: Collections Manager, HSU Vertebrate Museum

I knew Michael as a colleague and fellow Zoologist within the department of Biological Sciences, as well as serving as his supervisor in my role as Department Chair in the years 2009-2012. Michael was an excellent instructor, beloved by his students. He always had good stories to tell and a friendly easy manner, but also maintained high standards of rigor in his courses. He taught a very wide variety of courses, including Human Anatomy (for Kinesiology and for Nursing), Human Physiology, Elementary Physiology, Comparative Anatomy of the Vertebrates, Natural History of the Vertebrates, Mammalogy, General Zoology Lab, and General Biology Lab. One of the main goals he focused on was preparing students with a limited background for the rigors of a full university course load. He taught a General Biology course for the Veterans Upward Bound Program (1996-1999) to prepare veterans, who had long been out of academia, for university biology courses. He was also involved in the EOP Summer Bridge Program, teaching Environmental Science to "at-risk" inner city students who were transitioning from high school to university. And the Wetlands on Wheels program, he taught grade school teachers about wetlands, ecosystems and wastewater treatment while demonstrating ways of conducting field trips to maximize the benefit for participants.

In his role as Collections Manager of the HSU Vertebrate Museum from 2001-2008 he not only maintained the collections in excellent condition, but trained numerous students in museum techniques. One of his efforts that is readily visible to all is the rearticulation project of the beaked whale displayed in the Science B foyer. He took students to measure and collect samples from dead whales, some of which he had x-rayed at local hospitals. And he enlisted the aid of local companies to collect the Sperm Whale skull outside of Science C. He was also deeply involved in the American Society of Mammalogy meeting Held at HSU during the summer of 2004, preparing the museum for inspection and answering to a panel of questioners who recertified the Vertebrate Museum and its operational practices.

Outside of his academic commitments, Michael's volunteer work includes: presenting workshops for Expanding Your Horizons in Science and Math, presenting at the Redwood Environmental Education Fair, docent work at the Museum of Natural History, mentoring grad students in the Future Faculty Training Program, acting as presenter and panel member with Veterans Upward Bound addressing adult re-entry to HSU, working with the Humboldt Wildlife Care Center, and being a Life Science Resource Teacher at the Maple Creek Elementary School. He also received a Howard Hughes Medical Institute grant of \$4,000 for tutoring and mentoring Native American students in the Sciences (1997).

Nominator: John Reiss

## Sarah Whorf

Assistant, Associate, and Full Professor

Sarah Whorf has overseen the printmaking studio, curriculum and equipment for 18 years. When she began teaching at Cal Poly Humboldt, ARTB 100 was a lithography studio. Now it functions for all printmaking processes including lithography, relief, screen print and etching, with up to 74 students per semester.

Students have exhibited at print conferences such as at the annual Southern Graphics Council International conference in Portland, OR and Chicago, IL; The Print Fair at the International Printing Museum in Carson, CA and the Mid America Print Council Conference in Laramie, WY. Whorf has taken students on numerous field trips to Los Angeles and served as the Faculty Advisor for the printmaking club.

Several students that Sarah has taught have gone on to graduate school. Her former students are also the community of printmakers that now run or work at art and printmaking studios and businesses in Humboldt County, such as the Ink People's Ink Lab, The Sanctuary, Canvas + Clay Studio and Gallery and Just My Type Paperie and Letterpress. Former students run successful small businesses making screen printed t-shirts and other wear. The outreach she has done to local printmakers, as well as print alumni, have enriched the local art community, and created a group that supports each other by sharing technical knowledge and our love of printmaking.

The majority of Whorf's teaching has been to GE students, teaching two sections of ART 107 Printmaking I every semester. She values teaching majors and non-majors how to communicate through art and how to develop an appreciation for and development of basic skills in the art of printmaking.

In the upper division courses, Whorf has taught a rotation of printmaking topics including artist books, stone lithography, waterless lithography, plate lithography, collagraph, etching, intaglio engraving, drypoint, etched linoleum, woodcut, moku hanga (Japanese woodcut), wood engraving, monotype, and screen print. Whorf has also been proactive in changing the curriculum constantly to incorporate safer, non-toxic and sustainable printmaking practices.

She continues to actively exhibit her own printmaking work regionally and nationally and remains involved in her regional and national professional organizations.

Nominator: Nicole Jean Hill

## Robert C. McPherson

Lecturer and Research Associate

Dear Humboldt ERFSA,

This letter serves as a nomination of Robert (Bob) McPherson for Emeritus Status. Bob has been associated with the Geology Department of Humboldt State University, now Cal Poly Humboldt, since 1967, first as an undergraduate geology major and later as a graduate student (1984-1989), lecturer (1990-2012), research associate (2012-present), and volunteer instructor (2018-present).

Bob taught a range of geology courses during his time as a lecturer in the Geology Department, including those at the lower division, GE, upper division, and graduate-level. Bob's anonymous course evaluations – even in lower division GE courses – were very positive throughout his lecturer career. Students frequently complimented Bob on his engaging “inquiry-based” teaching style and his ability to challenge them to think critically and thoroughly about processes and concepts. I'll occasionally meet a former student of Bob's at the grocery store, beach, or on a hiking trail in the Trinity Alps, and they love telling me stories about how Bob's classes were filled with lively debate that sometimes echoed down the hallways. He certainly made an impact on hundreds of students as a lecturer at Humboldt! Since 2018, Bob has continued to volunteer his time as a guest instructor for certain topics in classes like GEOL 457 Engineering Geology and GEOL 555 Neotectonics.

Bob's research expertise spans the fields of seismology, tectonics, and earthquake hazards. He is an expert on the geological and geophysical processes that operate at the Mendocino Triple Junction, which is the region near Cape Mendocino in NW California where the Gorda plate, the North American plate, and the Pacific plate meet and interact. He has authored and co-authored over 20 peer-reviewed papers and conference abstracts since 1990 detailing results of collaborative research on Mendocino Triple Junction seismology, earthquakes, tectonics, and regional deformation. Bob's seismological research in the 1990's and early 2000's were particularly important for defining the seismic hazards facing PG&E's nuclear powerplant that used to exist at Buhne Point on Humboldt Bay. The data Bob and his team collected with the Humboldt Bay Seismic Network (HBSN) eventually led to the decommission of PG&E's Humboldt Nuclear Power Plant reactor. And, it established the foundation for our current understanding of the kinematics of the Mendocino Triple Junction.

Bob's current seismological work is focused on optic fiber research in and around Humboldt Bay. These buried optic fiber cables are rapidly proving themselves to be a valuable tool in the advancement of our understanding of regional tectonics, seismology, and our ability to strengthen Earthquake Early Warning Systems. Optic fiber experiments are a very large undertaking involving many scientists from the United States Geological Society, Cal Poly Humboldt, Caltech, University of Washington, Cal Berkeley Seismological Laboratory, and the California Geological Society. This project, spearheaded by Connie Stewart at Cal Poly Humboldt and many others is providing students with scientific field research as a once in a lifetime opportunity. We in the Geology Department are very grateful for Bob's continued collaboration and enthusiasm for involving undergraduate students in optic fiber experimental work.

Bob has a long history of engaging in community outreach with local organizations and volunteer teaching in local schools. He has collaborated on extramural grants that funded elementary school science activities in Hoopa and Covelo. He led an effort with teachers and students at Arcata High School to install a series of seismographs that recorded regional earthquake activity in real time. As an executive member of the Pacific Cell of the Friends of the Pleistocene (FOP), Bob has developed and led numerous field trips and taken hundreds of students, teachers, and geoscience professionals into the field to better their understanding of seismic hazards, geomorphology, watershed dynamics, and more. Bob is a lifetime member of the Seismological Society of America and the American Geophysical Union. He was also a 14-year public member commissioner of Humboldt County's Local Area Formation Commission (LAFCO)

and is a current member of the Water Resources Advisory Committee for Humboldt County.

Thank you for your consideration of this nomination of Bob McPherson for Emeritus Status. .

Sincerely,

Brandon Browne  
Professor and Department Chair  
Department of Geology  
Cal Poly Humboldt

Nominator: Brandon Browne

## Tamar Danufsky

Wildlife Museum Curator / IST III

Tamar, during her 20-plus years of service to the Wildlife Department, supported instruction of thousands of students in several of our core courses, while simultaneously re-organizing, caretaking, and expanding a regionally unique collection of research and teaching specimens in the museum. She further taught several cohorts of dedicated students to prepare and care for specimens. In short, the museum would not exist in its current state - an outstanding and growing resource for teaching and research - without her dedication and attention to detail over the decades she oversaw the museum. The public-facing portions of the collections, spread throughout the Wildlife and Fisheries Building, are an attraction to all visitors to the university, and the rest of the collection serves researchers and students alike. We are grateful for Tamar's service and we wholeheartedly request she be granted emeritus status.

Nominator: Daniel Barton, on behalf of the Wildlife Department



## Raymond "R.J." Wilson

01/82-8/2007: Manager of Academic Computing, Media Distribution & Smart Classrooms

11/73-12/81: Coordinator of Instructional Support

03/73-11/73: Computer Center Programmer

01/72-05/7: Institutional Research Project Programmer Analyst

10/70-06/71: Computer Center Programmer/Consultant,

"Mr. Raymond "R.J." Wilson is deserving of Emeritus Status. He retired as a dedicated and motivated manager of 15 professional, and technical staff (including 15-20 student employees) who managed computer laboratory facilities, smart classrooms, and media equipment distribution / checkout services and equipment repair facility for students and faculty. He was responsible for planning, procuring, installing, maintaining, and upgrading approximately 400 desktop computers with varied software applications and operating systems, and 16 file servers, 36 laser printers in 52 classrooms.

Accomplishments: Some of R.J.'s many accomplishments include ITS – Leadership role in installing and/or remodeling 74-computer classrooms and computer laboratories beginning in 1976. Academic Portion of Computing & Telecommunications Services Annual Report, 1990-1994; Academic Computing Portion of Information Technology Services Annual Report, 1995-2005; Academic Computing / Information Systems Program Plan for 1984-1990, Editor, 1984. Contributor and editor of Academic Portion of yearly 5-Year HSU Information Resource Plans, 1985-1990, 1987-1991, 1988-1992, 1989-1994.

HSU Committees: R.J. served on too many committees to include all of them, but a few are the Staff Council Representative, staff consulting group to University President, 1976-1980, 1986-1989, Chair, 1987-88. IT Ad Hoc Advisory Committee, Ex Officio Member, 2006; IT Service Model Task Force, Staff Representative, 2004-05, Information and Communications Technology-Literacy Assessment for Higher Education, HSU Coordinator, Spring 2005. Information Technology Council, Ex Officio Member 2003-06. Faculty Advisory Committee for the Center for Support of Instructional Technology, Ex Officio Member, 1997-2005. Instructional Technology Advisory Group, Chair, 1999-04. HSU Western Association of Schools and Colleges Accreditation Self-study Committee, Computing & Telecommunications Services Representative, 1994. HSU Academic Computer Planning Committee, Ex Officio Member, 1988-1993. HSU Diamond Anniversary Committee, Staff Representative, 1988. HSU Resource Planning and Budget Committee Staff Representative, 1978-1981.

California State University Committees: Additionally, R.J. served on many CSU System committees including the CSU System wide Academic Computing Planning Committee, 1990-1992. Invitation for Bid for Local Timesharing Computer Replacement Feasibility Study Report, 1983-1984. CSU Operating Systems Committee, 1980-1982. CSU Local Timesharing Upgrade Criteria Task Force, 1979-1980. CSU Batch Computer Replacement Bid Specifications Committee, 1978-1979. CSU Batch Computer Replacement Feasibility Study Committee, 1977. CSU Central Timesharing Bid Specifications Committee, 1977.

Articles and references: Local Timesharing Replacement Enhancement (Feasibility Study Report and Sole Source Recommendation), Prepared by R.J. Wilson, 1988, 27 pgs. FORTRAN Conversion Guide, For Conversion of Programs written in the CDC MSOS FORTRAN IV Language to Programs Written in the CDC NOS FORTRAN Language, R.J. Wilson, 1981, 86 pgs.

Editor-in-Chief: HSU Academic Computing References and Guides including AC web pages, published continuously since 1997-2007. AC Information Packet, Editor Laurie Takao, Published Yearly, 1984-1994,

16 pgs. Introduction to VAX VMS, 2nd Ed., Editor Laurie Takao, 1993, 54 pgs. Using Kermit in The HSU Computer Environment (Mac & PC), 2nd Ed. by: M. Ferro & S. Netti, 1990, 24 pgs. EDT User's GUIDE; Introduction to the EDT Full Screen Editor, 1st Edition, Editor Laurie Takao, 1989, 31 pgs. Using Mac KERMIT In the HSU Computer Environment, 1st Edition by: Wade H. VanBuskirk, 1988, 21 pgs. CYBER Computer Atlas; A Road Map to the CYBER System, Editions 1-4, 1982-1987, 144 pgs. Academic Computing Guide, Editor R.J. Wilson, 1982-1986. Using Cyber Mail, Editor R.J. Wilson, 1986, 15 pgs. HSU's Microguide; A Guide to Microcomputers, by D. Calderwood and S. Dubickas, 1986, 45 pgs. Beginner's Guide to RSTS/E, 1st & 2nd Ed., Editor LAURIE TAKAO, 1984 & 1985, 60 pgs. Data Analysis at HSU, Editor Pat Collins, 1984, 134 pgs.

Summary: Mr. Raymond "R.J." Wilson is deserving of Emeritus Status due to his outstanding contributions to Cal Poly Humboldt in service and scholarship.

Nominator: Marshelle Thobaben, Humboldt-ERFSA President

**CAL POLY HUMBOLDT**  
**University Senate**

**Sense of the Senate Resolution on**  
**Supporting California Assembly Bill 44 on Enhancing Tribal Public Safety**

19-22/23-EX — March 07, 2023

**WHEREAS:** California has the largest population of Native Americans of any state in the US, and Indigenous Persons, especially Indigenous Women and Girls, are disproportionately affected by violence, human trafficking, and murder, and become “missing” at much higher rates than people of other racial groups; and

**WHEREAS:** California has the fifth largest caseload of Missing and Murdered Indigenous Persons (MMIP), and more than 4 in 5 American Indian and Alaska Native women have experienced violence in their lifetime (more than 1 in 3 in the last year), and 1 in 130 Native American children likely go missing each year; and

**WHEREAS:** Studies<sup>1</sup> have shown that public safety improves when Tribal Nations have the resources to enforce their own laws and to protect their people, though current California State law presents barriers for Tribes to strengthen their public safety systems; and

**WHEREAS:** Existing federal law recognizes that Indian Tribes retain inherent sovereign authority over their lands, including the authority to exercise tribal law enforcement; and

**WHEREAS:** The federal government and thirteen other states, *excluding* California, provide tribal law enforcement authority to enforce state and/or federal law if said officers meet certain qualifications, and because no such law exists in California, tribal police in this State are reliant on local county sheriffs to decide if and when a tribal officer will be deputized as a sheriff’s deputy, and such agreements can be limited or terminated at the discretion of the sheriff at any time; and

**WHEREAS:** Tribal police departments and courts need access to the California Law Enforcement Telecommunications System (CLETS) in order to enter, verify, and update missing person’s information; and

**WHEREAS:** Currently few tribal law enforcement departments have access to CLETS as a result of their Deputation Agreement with their county sheriff or the Bureau of Indian Affairs, and no California tribal court has access to CLETS, this lack of access means that tribal police

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<sup>1</sup> Goldberg, Carole, and Champagne, Duane. Law Enforcement and Criminal Justice Under Public Law 280, 2003-2005 [United States]. Ann Arbor, MI: Inter-university Consortium for Political and Social Research [distributor], 2013-03-27. <https://doi.org/10.3886/ICPSR34557.v1>

departments and tribal courts are unable to search and access in real-time the criminal history, outstanding warrants and/or restraining orders related to specific individuals and cases; and

**WHEREAS:** Without tribal access to CLETS, tribal courts and tribal law enforcement cannot access domestic violence protective orders, emergency protective orders, or other restraining orders, limiting the ability of county and state law enforcement to protect tribal people; and

**WHEREAS:** [California Assembly Bill 44](#) (Ramos) will begin to address the crisis of MMIP by strengthening public safety in tribal communities by authorizing, but not requiring, tribal police officers working for federally recognized tribes in California to hold state peace officer status, so long as they meet Police Officer Standards and Training (POST) qualifications, with the benefits and privileges that accompany that status, and will grant qualified tribal police and tribal courts access to the CLETS; so therefore be it

**RESOLVED:** That the University Senate of Cal Poly Humboldt supports AB 44, an important legislation that will strengthen the capacity of tribal courts and tribal law enforcement while safeguarding the ability of tribes to ensure public safety for their people; and be it further

**RESOLVED:** That this resolution be distributed to the following:

- Chair of the Assembly Public Safety Committee - Assembly Member Reginald Jones-Sawyer,
- Author of AB 44 - Assembly Member James C. Ramos,
- CSU Campus Senate Chairs
- ASCSU Chair - Beth Steffel
- CFA Director of Government Relations - Bryan Ha
- CFA Director for Anti-Racism & Social Justice - Audrena Redmond

**CAL POLY HUMBOLDT  
University Senate**

**Sense of the Senate Resolution on  
Supporting California Assembly Bill 273 on the Inclusion of Tribes to Locate and Support  
Missing Foster Youth**

20-22/23-EX — March 07, 2023

**WHEREAS:** In 2021, the California Legislature enacted the Feather Alert System (AB 1314, Chapter 476, Statutes of 2021) to aid in the location of an Indigenous person who has gone missing under suspicious circumstances, been abducted or kidnapped; and

**WHEREAS:** Some children and non-minor dependants who are in the care, custody, and control of the state go missing while in foster care; and

**WHEREAS:** While counties have been required to develop policies and procedures to locate and respond to youth who go missing from foster care since 2016, those practices don't require oversight of the court, and the notification of family members, tribes or tribal representatives, or other supportive adults is sporadic and inconsistent, and

**WHEREAS:** Existing law requires county child welfare agencies and probation departments to develop and implement specific protocols to quickly locate any child missing from foster care, including:

- describing the efforts used by county child welfare or probation staff to expeditiously locate any child or nonminor dependent missing from care;
- requiring the social worker or probation officer to determine the primary factors that contributed to the child running away or going missing and addressing those factors in subsequent placements;
- determining the child's experiences while absent from care and whether they were a victim of commercial sexual exploitation, and provide appropriate services;
- reporting to the appropriate law enforcement authority for entry into the National Crime Information Center database of the Federal Bureau of Investigation and to the National Center for Missing and Exploited Children within 24 hours of becoming aware that a child or youth who is receiving child welfare services and who is known or suspected to be the victim of commercial sexual exploitation is missing or has been abducted; and

**WHEREAS:** county practices are routinely out of compliance with federal and state statutes, as well as the California Department of Social Services (CDSS) minimum standards guidance required for compliance set forth in All County Letter 16-15; and

**WHEREAS:** [California Assembly Bill 273](#) (Ramos) will protect children by creating a more family-centered and child-focused process to locate, return, and stabilize children and youth who go missing while in the care, custody, and control of the child welfare system by:

- Requiring notification to family members, court appointed counsel, tribes and tribal representatives and the court of jurisdiction when a child or nonminor dependent is missing, and
- Expediting status review hearings for children who are missing to promote collaborative efforts by the county social workers/probation officers, courts and other supportive adults to locate, place and stabilize children and nonminor dependents when they return.

**RESOLVED,** That the University Senate of Cal Poly Humboldt supports AB 273 (Ramos), which will help to address the crisis of Missing and Murdered Indigenous Persons by requiring collaborative efforts and due diligence by county social workers/probation officers, courts and other supportive adults to locate, place and stabilize children and youth when they return, with a particular focus on the inclusion of tribes and tribal representatives to address the crisis of missing indigenous youth, children and non-minor dependents who are the most vulnerable of becoming missing. ; and be it further

**RESOLVED:** That this resolution be distributed to the following:

- Chair of the Assembly Judiciary Committee, Assembly Member Brian Maienschein,
- Author of AB 273 - Assembly Member James C. Ramos,
- CSU Campus Senate Chairs
- CFA Director of Government Relations - Bryan Ha
- CFA Director for Anti-Racism & Social Justice

**CAL POLY HUMBOLDT  
University Senate**

**Resolution on Appointments and Elections Committee Policy and Timeline**

21-22-23-AEC - March 7, 2023 - First Reading

**RESOLVED:** That the University Senate of Cal Poly Humboldt recommends to the President / Provost that the attached Appointments and Elections Committee Procedures be approved.

***RATIONALE:***

The proposed policy provides guidance and timelines to the Appointments and Elections Committee, in effort to create protocol to utilize when working toward filling University Senate and Senate committees.

# CAL POLY HUMBOLDT

## AEC Procedures and Timeline

[Policy Number]

[University Senate, Appointments and Elections Committee]

**Applies to:** *Faculty and Staff*

### Purpose of the Policy

The proposed policy provides guidance and timelines to the Appointments and Elections Committee, in effort to create protocol to utilize when working toward filling University Senate and Senate committees.

### Policy Details

The AEC's charge is to solicit and forward nominations to the Senate for members and chairs of Senate and Senate appointed university committees; and other duties as outlined in Section 2.6, Bylaws and Rules of Procedure of University Senate. It is our priority to create an inclusive and diverse network of faculty and staff to engage in the shared-governance process. This committee works closely with the University Senate Administrative Support Coordinator to coordinate, disseminate and record appointments and elections proceedings.

Our work to populate Senate vacancies, Standing Committees of the Senate, as well as other campus committees, varies each year due to planned and unplanned vacancies.

The linked table indicates the name and type of committee, current assigned time associated with the position, appointment or nomination body, and placement process for each committee.

<https://docs.google.com/spreadsheets/d/1veWTSB5tYVhpw52DquZbAPFwLYOxCACJOH0Km9eBomU/edit?usp=sharing>

The following timeline provides a model from which the committee operates..

December: AEC meets to review vacancies for the following year

January: Create and disseminate a call for nominations. This step initiates the following nomination and election cycles.



Cycle 1: Late January - early February

- Compile self-nomination, strategize recruitment efforts and solicit nominations
- Initiate election/appointment process

Cycle 2: Late February

- Update and redistribute Call for Nominations for the still vacant seats
- Compile self-nomination, strategize recruitment efforts and solicit nominations
- Initiate election/appointment process

Cycle 3: Late March

- Update and redistribute Call for Nominations for the still vacant seats
- Compile self-nomination, strategize recruitment efforts and solicit nominations
- Initiate election/appointment process
- Runoffs as needed

Cycle 4: Early May

- Initiate election/appointment process
- Runoffs as needed

Cycle 5: Early Fall

- Reassess vacancies and begin recruitment process for still vacant seats.

**CAL POLY HUMBOLDT**  
**University Senate**

**Resolution to Recommend Individualized Degree Plan**  
22-22/23-ICC - March 7, 2023 - Curriculum Reading

**RESOLVED:** That the University Senate of Cal Poly Humboldt recommends to the Provost that the Individualized Degree Plan program detailed in proposal [22-1883](#) be approved.

**RATIONALE:** The Individualized Degree Plan (IDP) is a concentration of the Interdisciplinary Studies BA. Students in the program will design an IDP that incorporates courses offered in multiple departments and colleges in addition to a sequence of required core courses that introduce students to interdisciplinary thinking and modes of inquiry. The program is centered on utilizing interdisciplinary approaches to examining complex problems, generating creative solutions, and producing new or expanded knowledge that crosses disciplinary boundaries. As their culminating experience in the major, students will apply the insights gained through their coursework to complete a research or creative project and produce a digital portfolio that showcases their interdisciplinary knowledge, skills, and abilities. There are four new courses being proposed to support the program and it will enroll students beginning fall of 2023.

**Bachelors of Arts in Interdisciplinary Studies: Individualized Degree Plan Program Learning Outcomes**

1. Identify and critically evaluate assumptions, approaches, theories, and evidence in the disciplines of their major.
2. Apply interdisciplinary approaches and evidence to analyze complex problems and propose equitable and sustainable solutions.
3. Conduct research and/or engage in creative activities that synthesize theoretical and/or methodological frameworks from more than one discipline to produce new or expanded knowledge.
4. Use digital media and technology to effectively communicate interdisciplinary knowledge both orally and in writing.
5. Reflect on and apply their interdisciplinary learning to life beyond Cal Poly Humboldt.

**Bachelors of Arts in Interdisciplinary Studies: Individualized Degree Plan**

**Requirements for the Major (45 units)**

**Core Courses (9 units)**

Complete all of the following courses.

SP 210 Minding the Gaps: Interdisciplinary Communication (3 units)

SP 310 Interdisciplinary Inquiry (3 units)

SP 492 Senior Capstone Project (3 units)

**Optional Internship (0-6 units)**

Up to 6 units may be included in the individualized degree plan (IDP) or taken as additional elective units.

SP 482 Experiential Learning, Internship (1-6 units)

Individualized Degree Plan (IDP) Breadth and Depth Requirements (36 units)

Complete the following to fulfill the depth and breadth requirements for the major.

Meet with the Interdisciplinary Studies - Individualized Degree Program director to discuss your interests and goals, evaluate your completed courses, and explore individualized degree paths.

Preferably three but at least one semester before you plan to graduate, submit an individualized degree proposal that includes:

1) An individualized degree plan (IDP) with 36 units beyond the core. At least 15 units of the IDP must be upper division coursework, 9 of which must be courses numbered 310 or above.

The IDP should have focus (which may be defined by topic, theme, educational or career pathway...), show progression of coursework from less-advanced to more advanced/specialized, and be planned according to one of the following options:

Option A: 36 units taken in 2 areas of emphasis, with courses for each drawn from an existing major, minor, or certificate of study. At least 15 units must be taken in each area.

Option B: 36 units taken in 3 areas of emphasis, with courses for each drawn from an existing major, minor, or certificate of study. At least 9 units must be taken in each area.

Option C: 36 units taken in at least 2 disciplines, plus a minor chosen from the catalog. Units taken in minor may be included in the IDP.

2) A personal statement that identifies your IDP focus and area/s of emphasis, describes your educational, career, and lifelong learning goals, and explains how the proposed plan advances towards these.

3) The degree proposal must be approved by the department chair representing each area of study, the IDP Director and the Dean of Undergraduate Studies.

4) Complete all coursework with a grade C- or better except those that are mandatory credit/no credit.

### **Associated Course Proposals**

#### [SP - 210 - 22-1887 - New Course - Minding the Gaps - Interdisciplinary Communication.](#)

Through discussions, debates, and presentations, learn interdisciplinary approaches to critically evaluate, integrate and communicate ideas and knowledge across academic disciplines.

Includes intensive practice in oral communication, critical listening, and the use of digital media and technology. 3 units

#### [SP - 310 - 22-1885 - New Course - Interdisciplinary Inquiry.](#)

Apply interdisciplinary modes of inquiry to problem-solving, personal assessment, and career development. Employ interdisciplinary approaches to examine complex real-world problems. Explore interdisciplinary career trajectories and draft individualized degree proposal. 3 units

#### [SP - 492 - 22-1886 - New Course - Senior Capstone Project.](#)

Complete an interdisciplinary research or creative project and produce an e-Portfolio that reflects the outcomes and applications of interdisciplinary learning. 3 units

#### [SP - 482 - 22-1888 - New Course - Experiential Learning, Internship.](#)

Explore and gain practical experience related to educational and/or career goals. Reflect critically on experiential learning and report reflections under faculty guidance. Variable Unit 1-6.

# Department Chair Assigned Time Proposal



# The Charge:

- Ensure ***Department Chair*** compensation [Assigned Time (AT) and overall chair-related salary] is equitable and fair, and that the criteria and/or metrics that guide the compensation level is transparent so that there is continuity within and across the colleges.
- Department Chairs can be available 12 months a year (with opportunity for time away from work) for planning, advising, supporting students and faculty, implementing critical projects assigned by the provost's office and/or dean's office, and interacting with a variety of campus stakeholders as well as the community, along with other duties.
- Address the relationship and distinction between Department Chairs and Program Leads/Directors/Coordinators.

# Chair Workload (most but not all!):

- Faculty
- Students
- Staff

# A Simple Model:

$$\begin{aligned} \text{Composite Score} &= 50\%(\text{Number of Faculty}) \\ &\quad + 40\% (\text{Number of Students}) \\ &\quad \quad \quad + 10\%(\text{Number of Staff}) \end{aligned}$$

Use Composite Score to generate assigned time!



# Other Examples:

Absolute Model:

[Stanislaus Model](#)

Scaled Models:

[2017 Senate Model](#)

[CAHSS Model](#)

Key Needs of a Model:

- Must try to replicate (more or less) what we are currently doing
- Must account for growth
- Must not reduce AT for programs that don't grow
- Must be the floor, not the ceiling

# An Absolute-Scaled Model:

Use Department Averages across the University to Create Metric *Norms*

Metric	TT FTEF	Temp HC	Temp FTEF	HC Majors	FTES	HC Staff	FTE Staff
Dept. Avgs	6.11	7.84	3.81	155.8	149.2	2.19	1.59
Norm	6	8	3.5	150	150	2	1.5

# An Absolute-Scaled Model:

$$\begin{aligned} \text{Composite Score} = & 50\% \left[ 60\% \left( \frac{TT\ FTEF}{N_{TTFTEF}} \right) + 40\% \left( 50\% \frac{Temp\ HC}{N_{HCT}} + 50\% \frac{Temp\ FTEF}{N_{TFTEF}} \right) \right] \\ & + 40\% \left[ 50\% \left( \frac{HC\ Majors}{N_{HCM}} \right) + 50\% \left( \frac{FTES}{N_{FTES}} \right) \right] \\ & + 10\% \left[ 50\% \left( \frac{HC\ Staff}{N_{HCStaff}} \right) + 50\% \left( \frac{FTE\ Staff}{N_{FTEStaff}} \right) \right] \end{aligned}$$

Comp Score	Model AT (FTE)	AT in WTU/ Semester
< 0.4	0.3 FTE	4.5
0.4 - 0.79	0.4 FTE	6
0.8 - 1.19	0.5 FTE	7.5
1.2 - 1.59	0.67 FTE	10
1.6 - 1.99	0.8 FTE	12
2.0 - 3.0	1.0 FTE	15
3.0 - 3.99	1.3 FTE	19.5
4.0 - 4.99	1.4 FTE	21
5.0 - 5.99	1.5 FTE	22.5

# An Example:

Metric	TT FTEF	Temp HC	Temp FTEF	HC Majors	FTES	HC Staff	FTE Staff
Chemistry	9.2	7	5.3	98	218	2	2
Norm	6	8	3.5	150	150	2	1.5

# Chemistry:

$$\begin{aligned} \text{Composite Score} &= 50\% \left[ 60\% \left( \frac{9.2}{6} \right) + 40\% \left( 50\% \left( \frac{7}{8} \right) + 50\% \left( \frac{5.3}{3.5} \right) \right) \right] \\ &\quad + 40\% \left[ 50\% \left( \frac{98}{150} \right) + 50\% \left( \frac{218}{150} \right) \right] \\ &\quad + 10\% \left[ 50\% \left( \frac{2}{2} \right) + 50\% \left( \frac{2}{1.5} \right) \right] \\ &= 1.24 \end{aligned}$$

Comp Score	Model AT (FTE)	AT in WTU/ Semester
< 0.4	0.3 FTE	4.5
0.4 - 0.79	0.4 FTE	6
0.8 - 1.19	0.5 FTE	7.5
1.2 - 1.59	0.67 FTE	10
1.6 - 1.99	0.8 FTE	12
2.0 - 3.0	1.0 FTE	15
3.0 - 3.99	1.3 FTE	19.5
4.0 - 4.99	1.4 FTE	21
5.0 - 5.99	1.5 FTE	22.5

# Workload that is not accounted for:

- Public Facing Programs
- Facilities/Properties/etc.
- Accreditation(s)
- Multiple programs
- Other

**That is why this model predicts a floor and NOT a ceiling!**



# Department Chair vs. Program Lead

- The role and responsibilities of a **Department Chair** at Cal Poly Humboldt are articulated in three key documents posted on the APS webpage: [Responsibilities of Department Chairs](#); [Duties for Department Chairs Outside of Academic Year](#); and the [Department Chair Handbook](#).
- Though duties can be shared between Department Chairs and Program Leads, they are distinct roles and Program Leads do not have primary **responsibility** for the work of a Department Chair.
- Ordinarily academic programs reside within a department.
- A Department Chair is the faculty member leading an academic department, whereas a Program Lead/Director/Coordinator is a faculty member leading an academic program that organizationally resides within an academic department.
- Academic departments may have several academic programs residing within.
- One person may chair more than one department; their AT shall have a floor reflected by the sum of the AT obtained from the model; chairing a department outside your own home department is a form of complexity.

## **Guidelines for Determination for Academic Year (AY) or 12--Month Chair Appointment**

In alignment with growth plans of the university and a desire to increase campus presence during outside-academic year (AY) days, a Department Chair may opt to have a 12-month appointment at their Chair time-base fraction, within the following guidelines:

- A 12-month Chair appointment is a voluntary, opt-in appointment for Department Chairs made in consultation with their Dean.
- Chairs who commit to a 2-year continuous Department Chair position are eligible to opt into the 12-month position.
- 12-month Chair assignments must commence on August 1st and terminate on July 31st in a subsequent year (ensures consistent monthly pay).

## Guidelines for Determination for Academic Year (AY) or 12--Month Chair Appointment

- If Chairs prefer to have flexible appointments for outside-AY days throughout the year (e.g., summer, fall break, winter break, spring break) so that they may allocate, in collaboration with and approval by the Dean, part or all of the designated Department Chair WTUs and duties to other faculty during outside-AY days, they are not eligible for a 12-month appointment.
- The 12-month department chair position is at the time-base fraction (TBF) for the Department Chair workload.
- If Chairs chose not to opt into the 12-month position, they will be given an outside-AY (OAY) appointment, in addition to their AY Department Chair appointment, equal to: *time-base fraction x 4.5 x per WTU chair salary rate.*
- All Department Chairs serve at the pleasure of the President, regardless of appointment type.

# Comparison of academic year and 12-month chair positions:

## Academic Year plus Outside-AY Appointment

Flexibility to allocate Chair workload during outside AY time

OAY appointment pay is not included in base salary for pension calculations

OAY appointment is 15% additional Chair appointment salary

No vacation time accumulated

## 12-Month Appointment

Chair is responsible for Chair workload year- round

12 months of the Chair appointment salary are included for pension calculations (increases highest average salary calculation)

Monthly salary is higher than AY Chair position salary because Chair pay is not banked for summer

16.00 hours x TBF vacation hours are accumulated monthly

**Examples of Academic Year chair appointment plus Outside AY appointment and 12-month appointment salaries at 0.6 and 1.0 time base fractions (TBF), \$80 Chair stipend:**

<i>All examples use an instructional salary of \$8,000 per month</i>	AY + OAY appointments 0.6 Chair TBF	12-month appointment 0.6 Chair TBF	AY + OAY appointments 1.0 Chair TBF	12-month appointment 1.0 TBF
Monthly total salary	\$8,416	\$9,048	\$8,640	\$9694
Per WTU Chair salary	\$3,456	N/A	\$3,456	N/A
Outside AY appointment salary 4.5 WTU x TBF x per WTU rate	\$9,388 <i>paid 8/15</i>	N/A	\$15,552 <i>paid 8/15</i>	N/A
Annual salary for pension calculations	\$100,992	\$108,576	\$103,680	\$116,328
Total annual salary	\$110,378	\$108,576	\$119,232	\$116,328
Vacation time per year	N/A	*115 hours	N/A	192 hours*

# Potpourri:

- The WTU allocation that the model yields when applied should be considered the minimum Chair timebase allocation; when there are changes in complexities or workload that are not captured in the model (e.g., accreditation reports and visit preparation, or other special circumstances), the Chair and Dean may discuss additional compensation above this minimum as appropriate.
- When the WTU allocation yielded from the model is greater than 1.0 FTE, the department, in consultation with the Dean, may determine whether the additional Chair role is a Co-Chair (with equivalent organizational-level authority) or a Vice-Chair (with organizational-level authority underneath the Department Chair), and how the WTUs and corresponding responsibilities are allocated across the two positions.
- The focus of this proposed model is the metrics and formula that drive the model - not the specific data that are utilized to illustrate how the model is applied for any given department.

# Potpourri (cont.):

- It is important to note that a “12-month Chair appointment” is not necessarily synonymous with a full-time year-round Chair. A 12-month Chair appointment is a year-round appointment at the designated chair timebase fraction.
- The model in this proposal applies to stateside programs only, and generates timebase allocation based only on the stateside program metrics within a department. Self-support programs academically reside in the academic college and department, but are administered through Extended Education, and Chairs of those departments receive compensation separate from and in addition to their stateside timebase allocation.
- The model calculations for non-teaching departments (e.g., Library and Counseling Department Chairs) who do not have student majors or student FTES have been adjusted from what the teaching departments use (50% faculty, 40% students, 10% staff), to 80% faculty, and 20% staff.

University Resources and  
Planning Committee (URPC)  
Open Forum  
Spring 2023





# URPC Membership

- Jim Woglom (co-chair), Art Education Faculty
- Jenn Capps (co-chair), Provost and VP of Academic Affairs
- Anthony Baker, Academic Resource and Operations Analyst
- Jeff Crane, Dean, College of Arts, Humanities, and Social Sciences
- Juan Giovanni Guerrero, Associated Students President
- Arlene Wynn, ASC, College of Natural Resources and Sciences
- Nicole Jean Hill, CAHSS Faculty Representative
- Amy Spowles, CNRS Faculty Representative
- Sherie Gordon, VP Administrative Affairs
- Chrissy Holiday, VP Enrollment Management and Student Success
- Jaime Lancaster, CPS Faculty Representative
- Angie Petroske, Advancement Designee

# URPC Staff (Ex Officio)

- Amber Blakeslee, Executive Director of Finance and Budget
- Brigid Wall, University Budget Analyst
- Patrick Orona, University Budget Analyst
- Mike Le, IRAR Director
- Kevin Furtado, Budget Analyst, Enrollment Management & Student Success
- Patrick Malloy, Operations Coordinator

# Goals and Format of the Open Forum

- Enhance understanding of key budget concepts and metrics
- Provide update on the state of the budget
  - Projections
  - Vulnerabilities
- Share planning priorities
  - President's Administrative Team (PAT) Priorities
- Solicit feedback and answer questions

# Budget 101

- State General Fund
  - Ongoing Resources
  - One-Time Resources
- Earmarked Funds
- Restricted v. Non-Restricted Funds
- Polytechnic Funds
- Graduate Initiative (GI) 2025 Funds
- Self-Support Funds
- Unfunded Initiatives and Mandates

# State of the Budget

- Overall, we are in the best budget position we have been in, in recent memory.
- In order to maintain this, we must be cautious and strategic in our planning as there are several variables at play that may impact us negatively and/or positively.

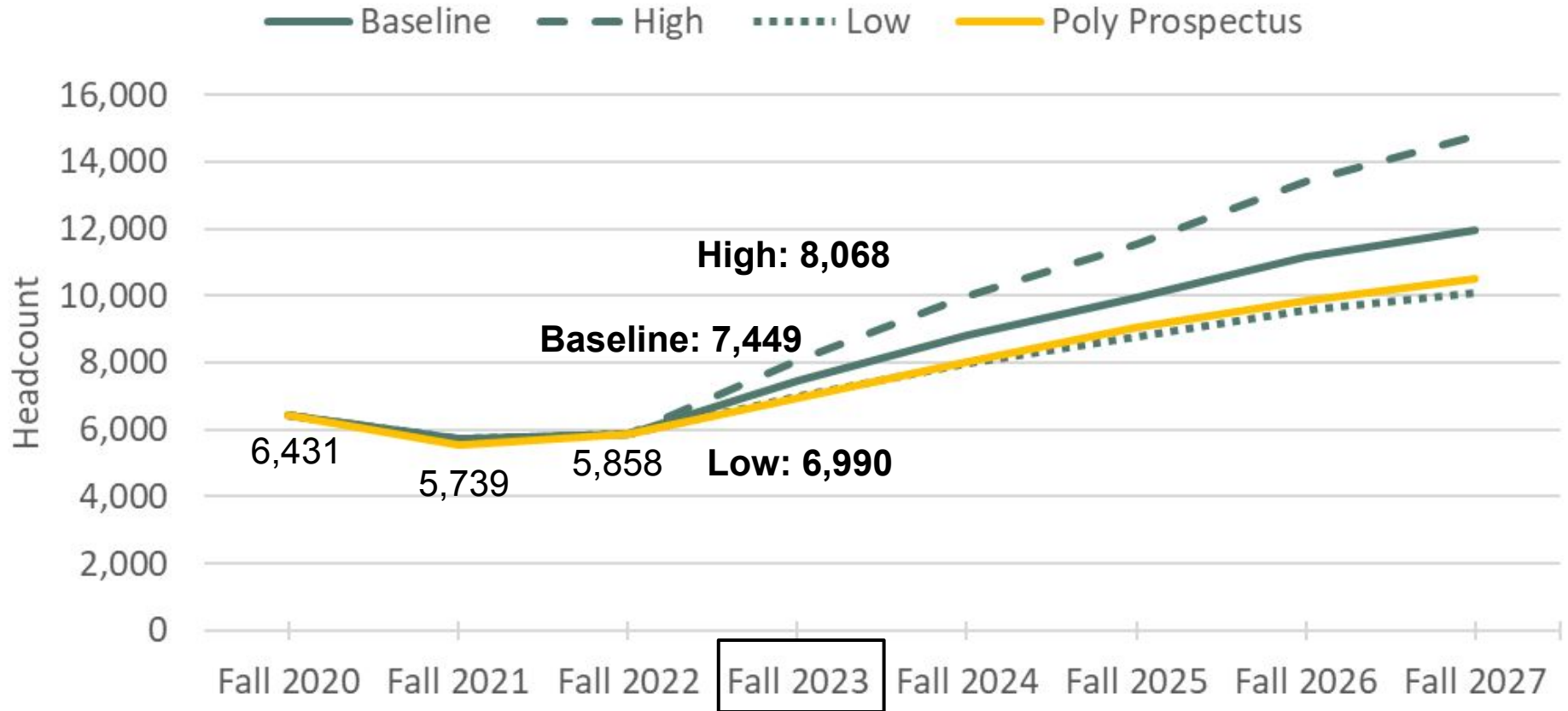
# State of the Budget

- At the State/National Level - Economic Volatility
  - State of CA 2023-24 Budget Deficit estimated at -\$22.5 Billion
  - Inflation and High Interest Rates
  - Funding Compact with CSU
- At the System Level
  - 7% Under Enrolled as a System
  - Collective Bargaining Underway
- At Cal Poly Humboldt
  - Poly Funding Supporting Rapid Transformation
    - New request in Year 3 - \$7m over two years to support bridge housing
  - Significant Anticipated Enrollment Growth
    - Building Capacity and Supporting a Positive Student Experience
    - Focus on Short Term Housing, Transportation

# State of the Budget - Operating Fund Update through 12/31/22

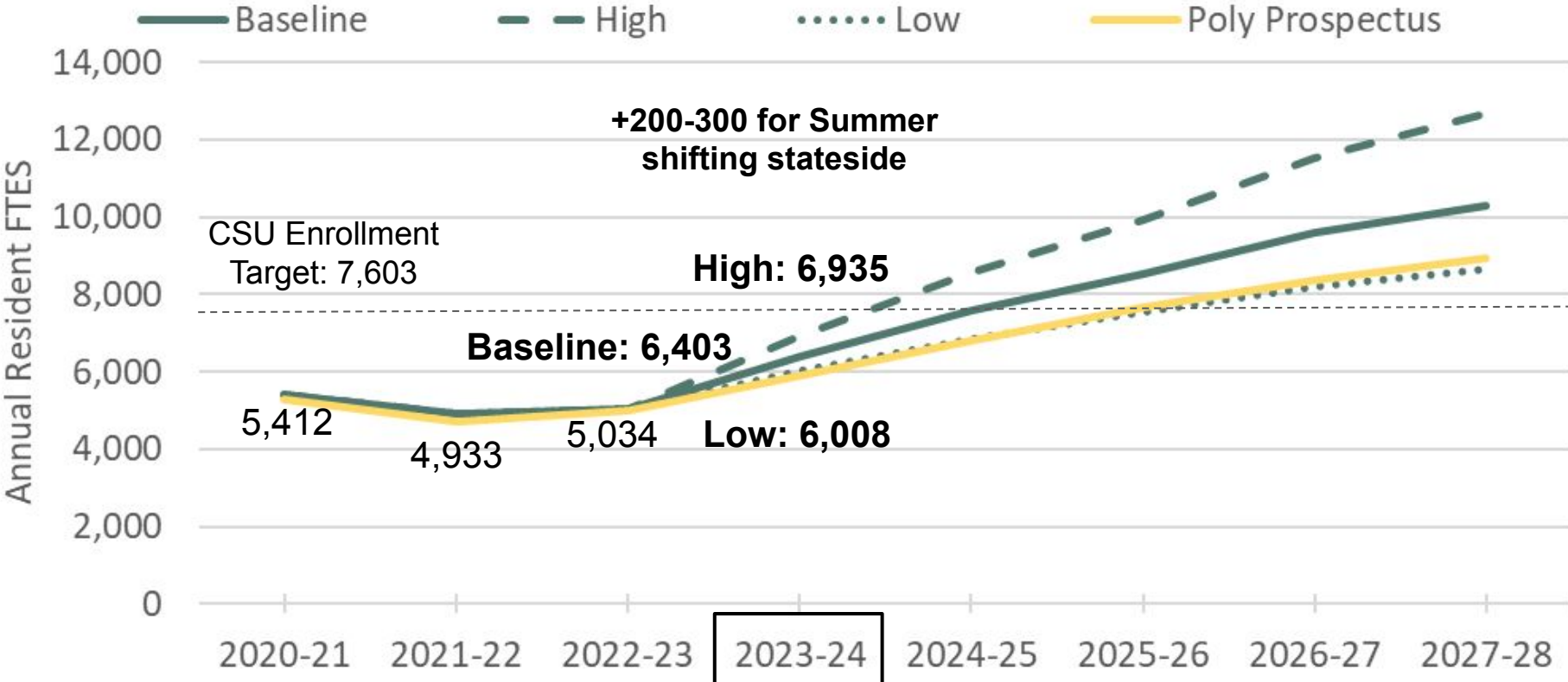
- 2022-23 Revenue Update
  - \$93.1 million generated to date (61% of Budget @ \$152.2 million)
  - Project Revenue above Budget at year end: +\$1.4 million
    - Primarily due to higher tuition revenue from enrollment outpacing our budgeted enrollment target
- 2022-23 Expenditure Update
  - \$79.8 million spent to date (46% of Budget @ \$172.7 million)
  - Projected year end balance: \$10.3 million
    - Salary savings: \$4.4 million
      - Majority is related to Support Staff salary savings: \$3.3 million
    - Benefits savings: \$1 million
    - Operating Expenses savings: \$4.9 million (down from \$11.2 million a year ago)
- 2022-23 Total Projected Year-End Balance (Roll Forward): \$11.7 million
  - \$5.5 million earmarked/restricted, \$6.2 million undesignated

# Enrollment Update - Fall Headcount Projections

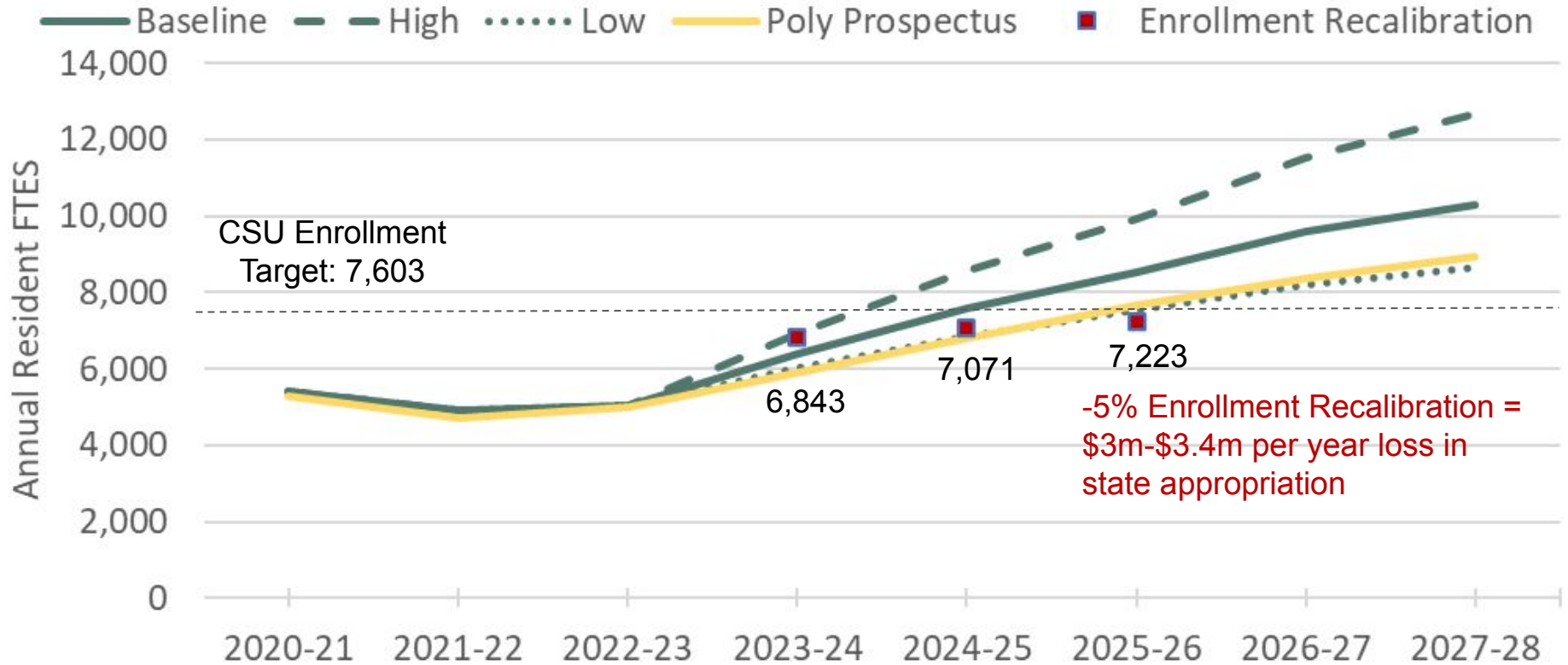




# Enrollment Update - Annualized Resident FTES Projections

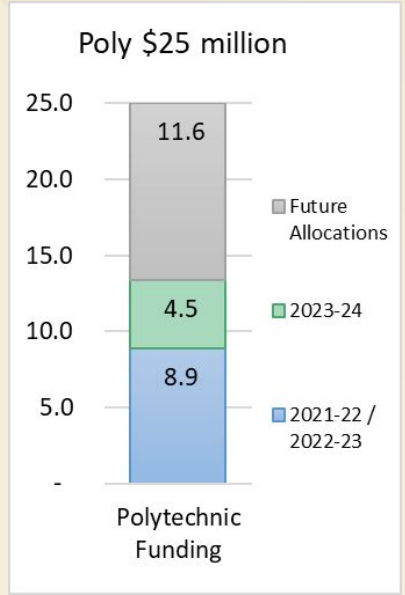
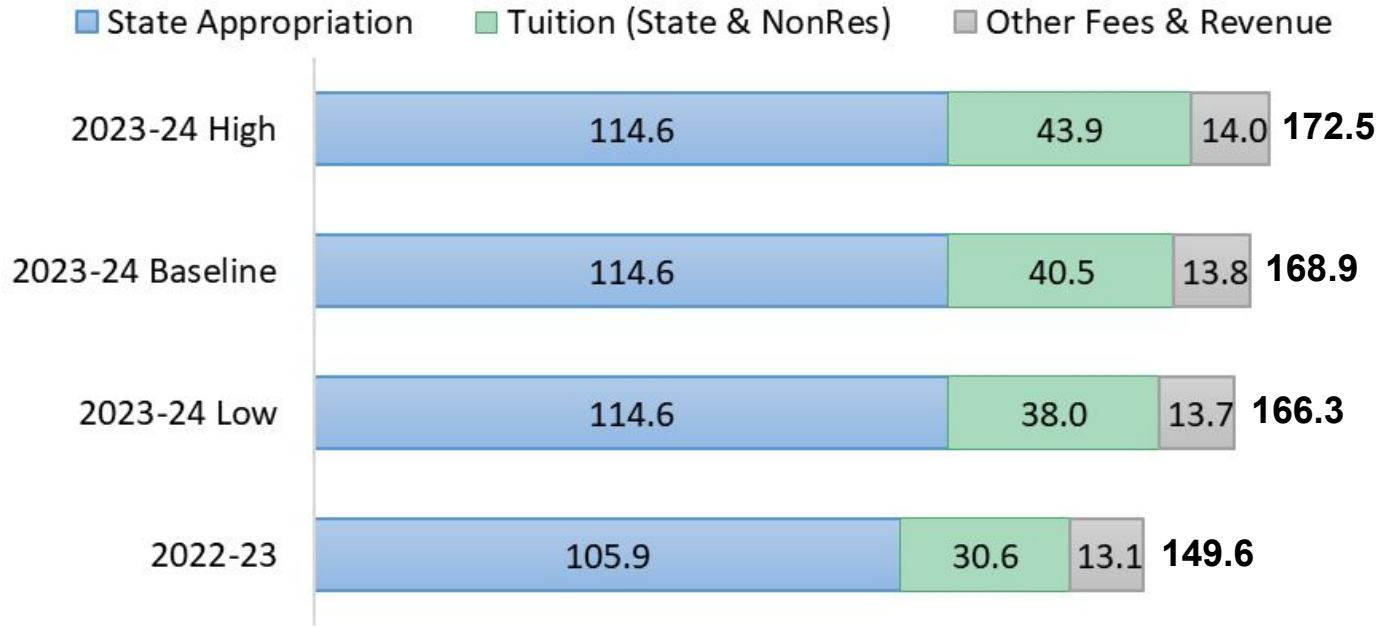


# Enrollment Update - Annualized Resident FTES Projections



# 2023-24 Budget Planning\*

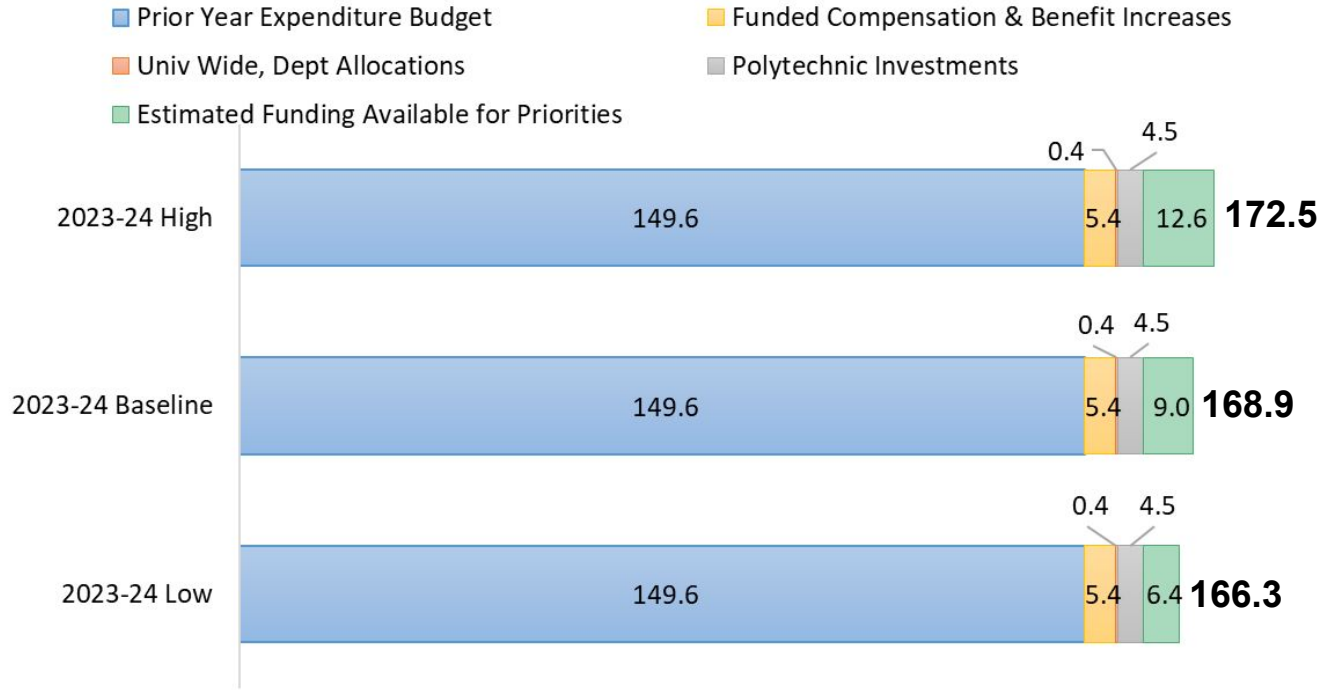
Budgeted Revenue (in millions)



\*Numbers reflect current estimates that are subject to change until the 2023-24 budget is finalized

# 2023-24 Budget Planning

Expenditure Budget Scenarios (in millions)



Positive starting position with \$9m at Baseline with a range of \$6.4m - \$12.6m in funding available...

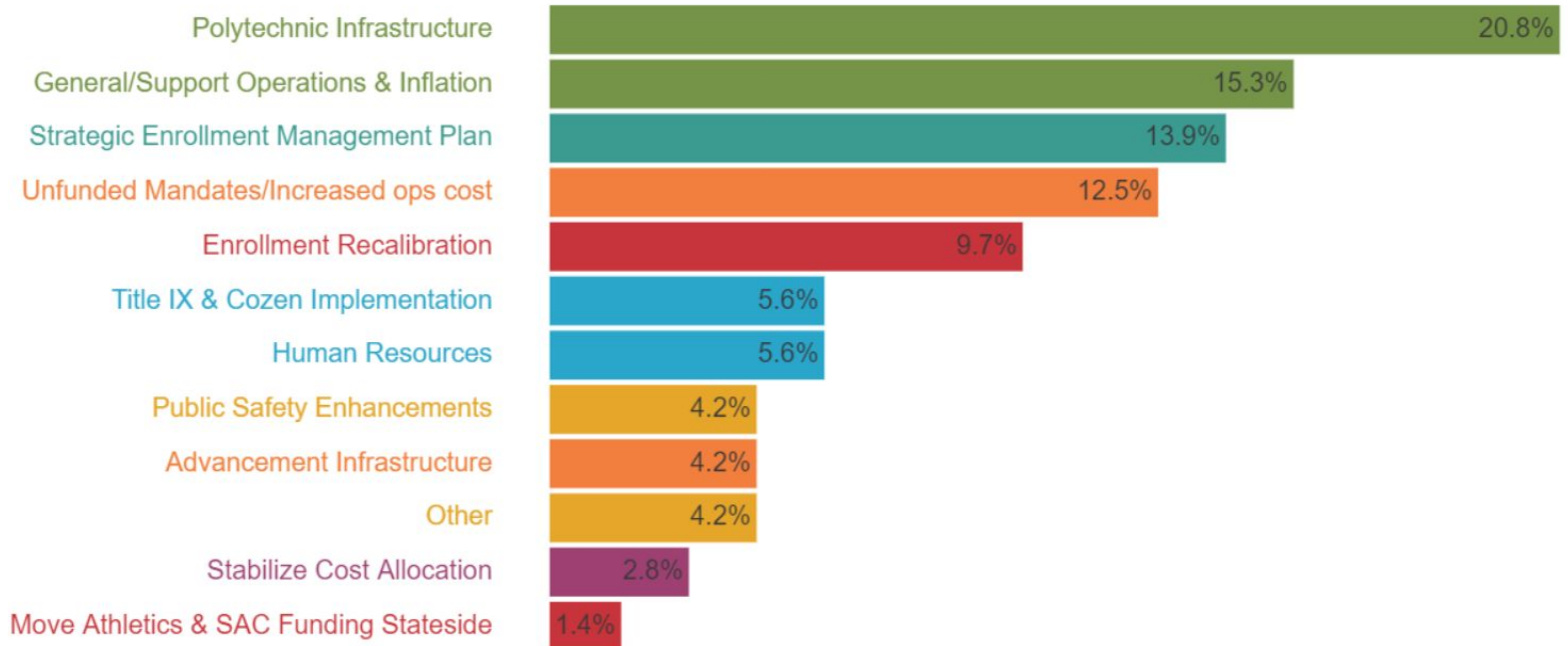
...Significant budget priorities and vulnerabilities to consider that will exceed funding available

# Budget Priorities (Ongoing)

- Enrollment Recalibration
- Unfunded Mandate(s) and/or increased base operational cost
- Title IX & Cozen Implementation
- Polytechnic Infrastructure
- Public Safety Enhancements
- Stabilize Cost Allocation
- Strategic Enrollment Management Plan (Enrollment and Retention)
- Move remaining Athletics funds and SAC to state side (part 2 of a two year process)
- Chargebacks
- Advancement Infrastructure (Development and MarComm)
- Human Resources
- Allocate for general operations for cost inflation and support operations

# Budget Priorities (Ongoing)

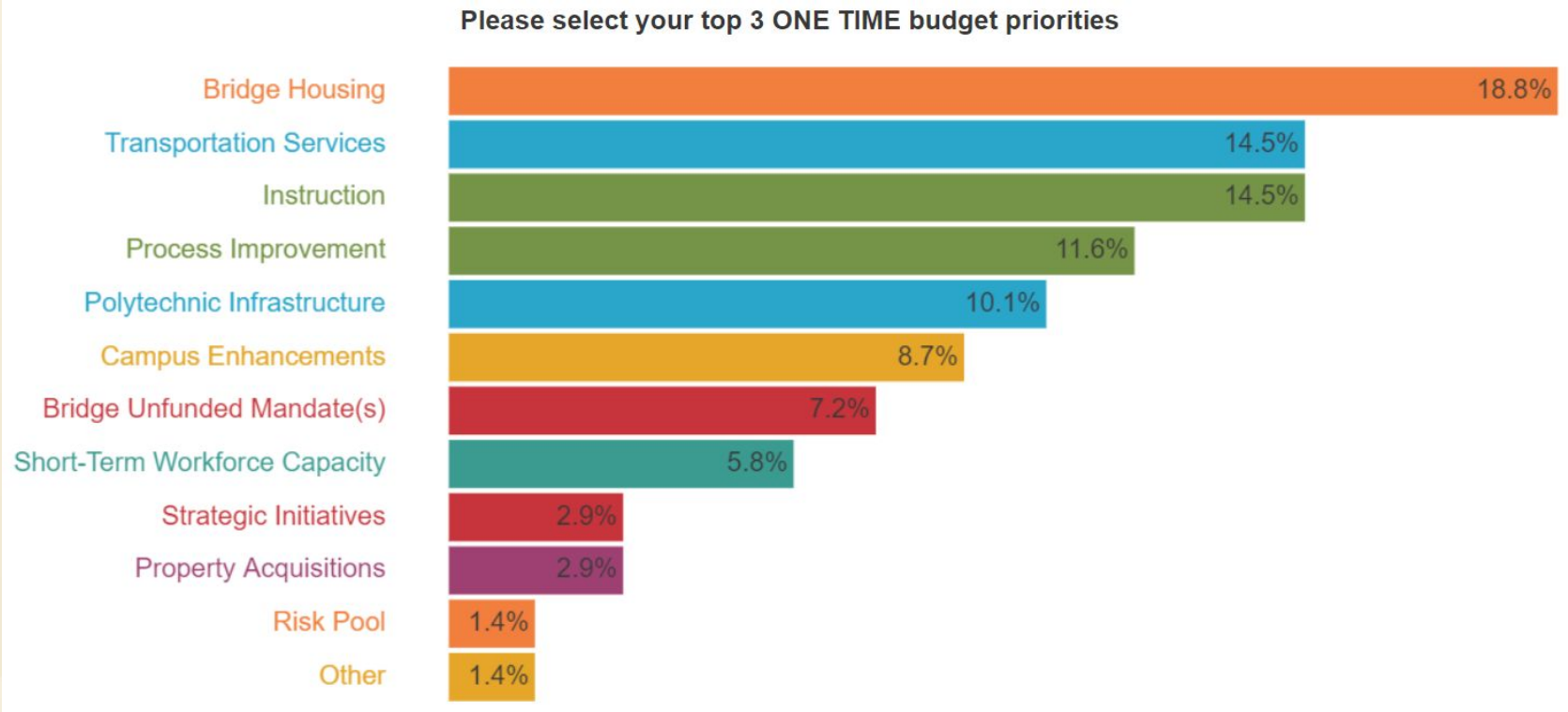
Please select your top 3 ONGOING budget priorities



# Budget Priorities (One-Time)

- Bridge Unfunded Mandate(s)
- Bridge Housing
- Transportation Services
- Process Improvement
- Campus Enhancements
- Property Acquisitions
- Short-Term Workforce Capacity
- Strategic Initiatives
- Risk Pool
- Polytechnic Infrastructure
- Instruction

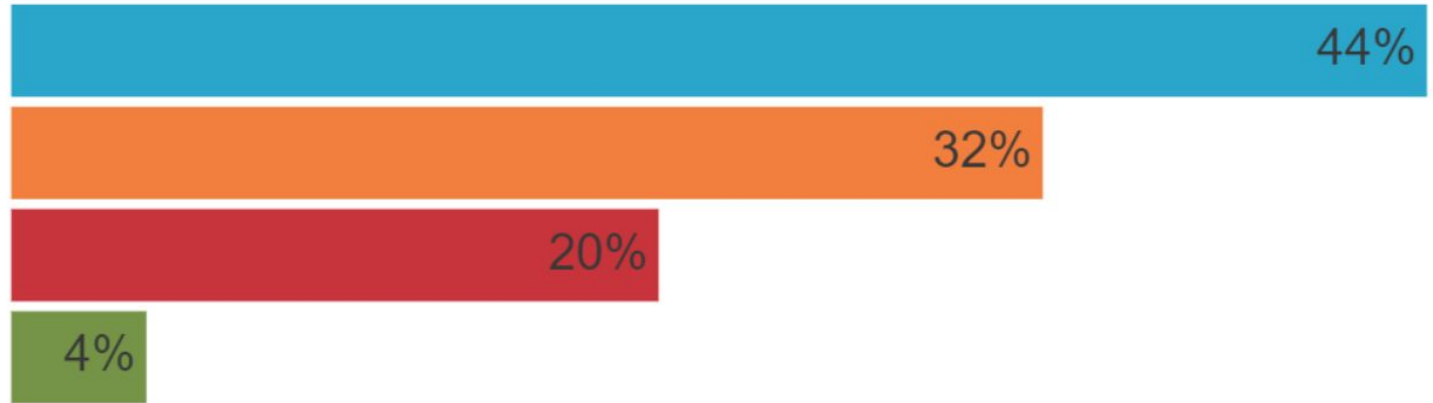
# Budget Priorities (One-Time)





# Wrap Up Poll Question

Do you feel like the priorities listed have captured our most urgent needs?



## What About.....

- Student and employee housing not to mention parking and transportation?
- Instructional budget investments because it sure looks like we are growing!
- In-Range Progression (IRPs) and salaries in general.
- Title IX and Campus Safety
- Counseling services

# URPC Budget Recommendation Timeline

- Meetings held every other week since August 2022.
- Early Spring 2023: President's Administrative Team (PAT) priorities received
- 3/7/23: URPC Open Forum held
- 3/24/23 Draft URPC Budget Recommendation Complete
- 3/28/23 Senate 1st Review
- 4/11/23 Senate Response
- 4/14/23 URPC Budget Recommendation Submitted to President

# Questions, Feedback, and Suggestions