

Cal Poly Humboldt
University Senate Meeting Minutes
21/22:15 05/10/2022

Tuesday, May 10, 2022, 3:00pm, NHE 102, and Virtual Meeting ID: 828 2073 0017

Chair Monty Mola called the meeting to order at 3:00pm on Tuesday, May 10, 2022, via zoom and in Nelson Hall East 102; a quorum was present.

Members Present (via zoom)

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

Members Present (in NHE 102)

Mola, Moyer, Aghasaleh, Marcum

Guests Present (via zoom)

César Abarca, Chris Aberson, Simone Aloisio, Maral Attallah, Sulaina Banks, Amber Blakeslee, Lisa Bond-Maupin, Carmen Bustos-Works, Frank Cappuccio, Joice Chang, Adrienne Colegrove-Raymond, Tim Downs, Michael Fisher, Galaxy J7, Bella Gray, Nikola Hobbel, Tasha Howe, Mike Le, Patrick Malloy, Peggy Metzger, Amy Moffat, Cyril Oberlander, Patrick Orona, Pearl Podgorniak, Edelmira Reynoso, Jeanne Riecke, Bethany Rizzardi, Steve St. Onge, Sabre Stacey, Brigid Wall, Frank Whitlatch

Members Absent

Doyle, Cano-Sanchez, Watson (ASC)

CFA Interruption Statement

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

Announcement of Proxies

Fisher for Green, St. Onge for Meriwether, A. Thobaben for M. Thobaben (as needed)

Approval of and Adoption of Agenda

M/S (O'Neill/White) to approve the agenda

Senator Teale motioned to Postpone Item 13 to the Fall semester

Motion to approve the agenda as amended passed unanimously

Approval of Minutes from the meeting on April 26, 2022

M/S (Aghasaleh/Wynn) to approve the minutes from the April 26, 2022 meeting

Motion to approve the minutes passed unanimously

Reports, Announcements, and Communications of the Chair

- Written report attached

In addition, Chair Mola spoke regarding AB 928, the proposed changes to common GE pathway. He

noted that the answer to most of the questions coming through is "yes," but there won't be anything more specific to say about that until the draft changes are sent to the Board of Trustees. Senator Burkhalter noted that feedback on changes are still accepted.

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

Academic Policies:

- Written report attached

Senator Schnurer shared deep appreciation for those who helped the committee over the year.

Appointments and Elections:

Senator McGuire reported that the most pressing opening includes the CAHSS tenure line seat on the Senate; she requested that folks spread the word about the opportunity and share any interest.

Constitution and Bylaws:

- Written report attached

Faculty Affairs Committee:

- Written report attached

Integrated Curriculum:

- Written report attached

Senator Anderson highlighted the updates to the GVAR writing requirement from the CO; Cal Poly Humboldt will need to update the options for graduate writing requirements, and all this information is included in the ICC report. There will be more conversations about how to carry out this shift, but programs will be needing to make some decisions about how they want to meet that requirement. Another note is that the ICC did approve a projected degree prop for Masters of applied anthro, a pilot program that because of budget complexities is now going forward as a full program proposal. That projected degree proposal is approved and the Senate will see the full degree proposal in the fall.

University Policies:

- Written report attached

Senator Wrenn thanked the committee members and contributors for all the good work this year; Chair Mola thanked Senator Wrenn for all his work this year, serving as Parliamentarian and UPC Chair.

University Resources and Planning:

- Written report attached

Labor Council:

- Written report attached

ASCSU:

Senator Burkhalter stated that there is a plenary meeting next week and encouraged folks to bring any items they wish to be brought up at the meeting.

Associated Students:

Senator Marcum congratulated the past and future AS leadership, and wished the best for them moving forward

CFA:

Senator Cannon reported the CFA is holding elections and requested that folks vote in them and if interested put their name forward as write-in candidates where applicable. He also thanked Professor Atallah for her announcement, noting he does feel like it has been 16 years of gut-punches of not having a tenure hire in Philosophy.

Diversity, Equity, and Inclusion Council:

CDO Ndura reported the President continues to explore ways to reimagine the charge of the DEIC to best align with university and presidential priorities.

Labor Council:

Senator Tillinghast reported that APC, Unit 4, is going to impasse in bargaining, as they've been getting a lot of resistance from the CSU about salaries, and that the Teamsters are continuing to negotiate, though they are close to an impasse as well; they also filed an unfair practice lawsuit for bad-faith bargaining against the CSU. He noted that Unit 7 CSUEU has yet to speak about salaries, but it doesn't look promising. He also mentioned that CSUEU and other unions will be tabling on the quad this week and next to sign postcards to support funding of the salary study which would bring back steps to staff and get some much needed long term salary relief for staff across the CSU. He noted everyone can also share support by going to their legislator, or online to CSUEU to sign the petitions.

PAT:

- Written report attached

Consent Calendar from the Integrated Curriculum Committee

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

General Consent Calendar

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

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

Professor and UFPC Chair Nikola Hobbel invited faculty to attend the UFPC Open Forum, which will be held via zoom tomorrow, Wednesday, May 11.

Dean Cyril Oberlander reported that faculty, staff and students who are authoring with Elsevier, can have author processing charges waived

Professor Maral Attallah stated she wanted to bring it to the attention of the body that it is almost 20 years since the Philosophy Department has had a tenure track hire, even though they have been requesting faculty the whole time. She recognized Dr. Loren Cannon for his incredible record of work, and stated that she believes he deserves to have a tenure track position, especially because he and the department have been requesting such for the last sixteen years. She noted it is disheartening to have Dr. Cannon as a keynote speaker who inspires students who are under the impression the university is moving toward supporting marginalized faculty, when in reality, he has only been a long-time lecturer

despite attempts to move forward in the RTP process.

TIME CERTAIN: 3:30 PM - Seating of New University Senators / Senate Officer Elections

Chair Mola congratulated and thanked the outgoing Senators.

Confirmed that Tillinghast would represent the Labor Council for two more years.

Senate vote to approve Tim Miller as Vice Chair of the University Senate and Chair of the Faculty Affairs Committee ***passed without dissent***

Ayes: Abarca, Aghasaleh, Anderson, Banks, Bell, Burkhalter, Cannon, Cappuccio, Fisher, Graham, Howe, McGuire, Miller, Miyamoto, Moyer, Ndura, St. Onge, Teale, A. Thobaben, M. Thobaben, Tillinghast, White, Woglom, Wrenn, Wynn

Nays: none

Abstentions: Mola, Capps

Senate vote to approve Kim White as Third Officer of the University Senate and Chair of the Academic Policies Committee ***passed without dissent***

Ayes: Abarca, Aghasaleh, Anderson, Burkhalter, Cannon, Cappuccio, Fisher, Graham, Howe, McGuire, Miller, Miyamoto, Moyer, Ndura, St. Onge, Teale, A. Thobaben, M. Thobaben, Tillinghast, White, Woglom, Wrenn, Wynn

Nays: none

Abstentions: Banks, Bell, Capps, Mola

Senate vote to approve Rouhollah Aghasaleh for the Chair of the Constitution and Bylaws Committee ***passed without dissent*** Senator Teale nominated herself from the floor.

Votes for Senator Rouhollah Aghasaleh: Aghasaleh, Cannon, Cappuccio, Fisher, McGuire, Miyamoto

Votes for Senator Chelsea Teale: Abarca, Anderson, Bell, Howe, Moyer, St. Onge, Wrenn

Abstentions: Banks, Burkhalter, Capps, Graham, Miller, Mola, Ndura, Teale, A. Thobaben, M. Thobaben, Tillinghast, White, Woglom, Wynn

Senator Teale rescinded her self-nomination.

It was noted that there were no nominations or self nominations forthcoming for the Chair of the University Policies Committee.

TIME CERTAIN: 3:45 PM - Resolution on New e-Learning Policy (34-21/22-ICC – May 10, 2022 – Second Reading)

Senator Anderson discussed changes since the first reading.

Senator Moyer spoke in favor of the resolution.

Senate vote to approve the Resolution on New e-Learning Policy ***passed without dissent***

Ayes: Aghasaleh, Anderson, Bell, Burkhalter, Cannon, Gonzalez, Graham, McGuire, Miller, Miyamoto, Moyer, Ndura, O'Neill, Schnurer, St. Onge, A. Thobaben, M. Thobaben, Tillinghast, White, Woglom, Wrenn, Wynn

Nays: none

Abstentions: Capps, Fisher, Mola, Pachmayer, Teale

Resolution on Proposed Changes to Section 800 of the Cal Poly Humboldt Faculty Handbook (29-21/22-CBC – May 10, 2022 - Second Reading)

Item postponed to future meeting in Fall 2022 semester

Resolution on URPC Budget Recommendation '22-'23 (30-21/22-URPC – May 10, 2022 – Second Reading)

Jim Woglom presented about changes to the recommendation and gave a summary of the attached document.

Senator Schnurer spoke against the resolution. He suggested that we need a better process for major changes to the University structure, such as moving Athletics stateside and the change to the University Center.

Senator Graham spoke against the resolution. He agreed with Schnurer's points. He suggested that there should be a more transparent budget process.

Senator Tillinghast spoke against the resolution, stating that next year Humboldt needs to budget for staff salary increases.

Senator Wynn spoke in favor of the resolution. She said Athletics used to be state-side, and it's more appropriate for it to be. She said underfunding student travel for Athletics causes students to be in risky situations.

Senate vote to approve the Resolution on URPC Budget Recommendation '22-'23 ***passed***

Ayes: Anderson, Burkhalter, Capps, Fisher, McGuire, Meriwether, Miyamoto, Moyer, Ndura, O'Neill, M. Thobaben, Woglom, Wrenn, Wynn

Nays: Gonzalez, Graham

Abstentions: Aghasaleh, Bell, Cannon, Miller, Mola, Pachmayer, Schnurer, Teale, A. Thobaben, Tillinghast, White

Resolution on the University Senate's Support and Participation in the Institutional Anti-Racism Action Plan (27-21/22-EX – May 10, 2022 – First Reading)

M/S (Schnurer/Moyer) to amend the resolution's title to Resolution on the University Senate's Support and Participation in the Outcomes of the Institutional Anti-Racism Action Plan

Senator Bell spoke in favor of the amendment

Senate vote to approve the amendment to the Resolution on the University Senate's Support and Participation in the Institutional Anti-Racism Action Plan as amended ***passed without dissent***

Ayes: Aghasaleh, Anderson, Bell, Cannon, Gonzalez, Graham, Miller, Miyamoto, Moyer, Ndura, Schnurer, Wrenn

Nays: none

Abstentions: Burkhalter, Capps, Fisher, McGuire, Mola, O'Neill, Pachmayer, St. Onge, Teale, A. Thobaben, M. Thobaben, Tillinghast, White, Woglom, Wynn

M/S (Wrenn/Moyer) to waive the first reading. Senate vote to waive the first reading ***passed without dissent***.

Ayes: Aghasaleh, Anderson, Bell, Cannon, Fisher, Gonzalez, Miller, Miyamoto, Moyer, Ndura, O'Neill, Pachmayer, Schnurer, Wrenn

Nays: none

Abstentions: Burkhalter, Capps, Graham, McGuire, Mola, St. Onge, Teale, A. Thobaben, M. Thobaben, Tillinghast, White, Woglom, Wynn

Senator Ndura spoke in favor of the resolution.

Senate vote to approve the Resolution on the University Senate's Support and Participation in the Outcomes of the Institutional Anti-Racism Action Plan ***passed without dissent***

Ayes: Aghasaleh, Anderson, Burkhalter, Cannon, Fisher, Gonzalez, Graham, McGuire, Miller, Miyamoto, Moyer, Ndura, O'Neill, Pachmayer, Schnurer, A. Thobaben, M. Thobaben, Tillinghast, White, Woglom, Wrenn, Wynn

Nays: none

Abstentions: Bell, Capps, Mola, St. Onge, Teale

Poly Tech Update with Provost Capps and VP Gordon

Senator Capps discussed the attached Polytechnic Implementation Work Groups - Spring 2022 Accomplishments and Goals

TIME CERTAIN: 4:30 PM – Student/Staff & Faculty Housing Update

Michael Fisher and Steve St. Onge presented on the work of the Housing Subgroup of the Polytechnic Facilities Working Group.

TIME CERTAIN: 4:45 PM - Senate Vote to Confirm Spring 2022 Graduation Lists

Senate moved into faculty session.

Senate vote to confirm Spring 2022 Graduation Lists ***passed without dissent***

Ayes: Aghasaleh, Anderson, Bell, Burkhalter, Cannon, Gonzalez, Graham, McGuire, Miller, Moyer, O'Neill, Pachmayer, Schnurer, St. Onge, Teale, A. Thobaben, M. Thobaben, White, Woglom, Wrenn

Nays: none

Abstentions: Mola

M/S (M. Thobaben/Moyer) that all resolutions are emergency items and should be sent to the President as soon as they can. Motioned passed by a show of hands.

M/S (M. Thobaben/Graham) motion to adjourn

Meeting adjourned at 4:54 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 May 10, 2022

Thank you! Thank you! Thank you!

I so appreciate everyone's hard work and contributions to this year's Senate work. We have considered well over 30 resolutions, heard from numerous guests, blessed nearly a dozen new academic programs, and (hopefully) have continued to evolve and advance Cal Poly Humboldt. Heck, we even got a new name! Nearly all of this productivity came from y'all! It came from our standing committees, our academic and administrative offices, our Centers of Excellence, and many others. Thank you!

I am also deeply grateful to the members of the Senate and the greater campus community for the graciousness that everyone has extended to me this year as chair. Your kindness and willingness to let me stumble along is deeply appreciated. Thank you!

A last special thank you to our outgoing Senators: Ara Pachmayer, Debbie Gonzalez, Marissa O'Neil, Maxwell Schnurer, Kailyn Doyle & Lizbeth Cano-Sanchez. Thank you for your service!

On to business:

The resolutions we passed at the last meeting on the revised Withdrawal Policy and the new BS in Software Engineering were both approved by Provost Capps. We are still waiting to hear a decision on the Faculty Awards resolution. Likewise, the resolutions we passed at the April 12 meeting, Revisions to Grade Appeal, Student Grievance, and the creation of the Grade Appeal committee, were also approved by Provost Capps. The creation of the Sustainable Transportation committee was approved by President Jackson.

Poly Tech Update:

I really wanted to have a comprehensive end of year report to the Senate on all of the year's Poly Technic activities. The working group leads were asked to submit summaries of their work, and Provost Capps and VP Gordan have submitted a report. Unfortunately, there are a number of last minute resolutions and reports that we need to finish that will take up the remainder of our Senate time this year. We will have that comprehensive report early next year, I promise! In the meantime, please read the report and feel free to follow up with me if you have any questions or comments.

Next year:

If there was an issue that was not addressed this year, a speaker that was not heard from, a need that has gone unmet, please let me know. The Senate Executive committee will use these items to help create next year's agendas. Thank you in advance for your thoughtful contributions.

As always, please hit me up if there is anything I can do to help.

Thank you for all that you do!

Monty

CAL POLY HUMBOLDT

University Senate Written Reports, May 10, 2022

Standing Committees, Statewide Senators and Ex-officio Members

Academic Policies Committee:

Submitted by Maxwell Schnurer, APC Chair

Chair: Maxwell Schnurer (mds65@humboldt.edu)

Membership: Kathy Thornhill, Matthew Derrick, Kayla Begay, Malluli Cuellar, Morgan Barker, Humnath Panta, Travis Brunner, Kim White and Jenni Robinson

The Committee met on April 29, 2022. Thanks to Provost Capps for approving the updated withdrawal policy making it policy at Cal Poly Humboldt. This is very exciting because the new policy includes a single-semester [Unauthorized Withdrawal \(WU\) forgiveness policy](#) for students who have received one or more WU grades at Cal Poly Humboldt. Thanks to the registrar for their leadership and innovative approach to student success at Humboldt. All advisors and faculty should inform themselves of the new policy.

The APC discussed strategies for sharing the details of the new policy. Schnurer shared the policy with the advising working group, the working group on students for probation and the student success alliance. There is a standing request for the registrar to get time at the senate in the fall to explain the policy and the larger menu of withdrawal options. The committee discussed the need for faculty across the university to better understand the withdrawal options and particularly WU grades.

We discussed continuity for the Academic Policies Committee and bridging the resources (sharedrive) and ideas from the last two years for the incoming chair of APC and the next committee members. It was also made clear that the priorities of the committee should be anchored in current needs of campus and new leadership.

Note from the outgoing chair: Thanks to all who have been a part of the work of the Academic Policies Committee for the last two years. Deep appreciation to the members of the committee who have worked to build ethical, engaged and meaningful academic policy at Cal Poly Humboldt. I'm proud of the work we have done to create policies that help protect vulnerable faculty, better define the core academic programs at the university and add innovative student-centered policies. I think that the contributions of the 2020-2022 APC will help the students, staff and faculty who make up this amazing university. My two years on the University Senate have provided a clear insight into the work needed to make responsive academic policies. It has been an honor to collaborate with you all. Best, maxwell Schnurer

Constitution and Bylaws Committee:

Submitted by Chelsea Teale, CBC Chair

Membership: George Wrenn, Garrett Purchio, and Deirdre Clem

CBC met on 5/4/2022 and tentatively agreed on meeting times/dates for the fall 2022 semester, as well as initial member duties in advance of the first meeting. We are prepared to present the section 800 resolution for its second reading during the 5/11/2022 senate meeting.

University Policies Committee:

Submitted by George Wrenn, UPC Chair

Meeting date: May 6, 2022, 10 p.m., via Zoom

Meeting attendees:

UPC: Dierdre Clem, Troy Lescher, Sarah Sterner, George Wrenn

Guests: Mike Le, Amy Moffat

The Committee held its last meeting of the year on May 6 with guests Mike Le (IRAR Director) and Amy Moffat (**Associate Director Non-Academic Assessment**) joining the committee to discuss an Online Survey Coordination Policy for Senate review in the fall semester. The draft summary reads: *Surveys of prospective, current, and past university community members are essential for collecting information that can ensure educational quality/satisfaction, enhance institutional effectiveness, and improve student success. This policy aims to ensure that online surveys of university community members are conducted in a manner that minimizes redundancy and frequency of surveys and ensures that online survey best practices are followed. All online surveys (with some exceptions) of university community members will be coordinated through the University Survey Coordination Committee. This policy defines the role of the University Survey Committee and the coordination procedure for online surveys.* Discussion included survey coordination, the charge, composition, and authority of the University Survey Coordinating Committee, survey methods, and logistics.

Annual Report

The Chair thanks committee members and guests for their thoughtful and engaged participation throughout the year.

Completed Business

Revisions of the Grade Appeal policy ([25-21/22-UPC](#) - April 12, 2022; [draft policy for Senate](#); [VPAA 22-01](#)) and Student Grievance policy ([24-21/22-UPC](#) - April 12, 2022; [draft policy for Senate](#); [UML 00-01](#)) were both passed by the Senate and approved by the Provost. The Committee also passed a related resolution forming a Grade Appeal Committee as a subcommittee of the Student Grievance Committee to hear appeals beginning in AY 2022-23 ([26-21/22-UPC](#) - April 12, 2022). This will be incorporated into Section 800 of the Faculty Handbook.

The Committee met twice in the spring with members of Faculty Affairs to work on an anti-bullying resolution ([32-21/22-FAC](#) - April 26, 2022), which calls for the formation of a Task Force to define and combat bullying at Cal Poly Humboldt.

Ongoing Business

2022-23 business will include the Online Survey Coordination Policy, which will be reviewed again in the fall with Mike Le and Amy Moffat.

The Chair notes that the revised [Grade Appeal Policy](#) calls for utilization of a grade appeal form (see Section V.c.ii.):

The University Review shall commence when the student presents a written appeal to the Associate Vice President for Academic Programs and Dean of Graduate and Undergraduate Studies (hereafter, AVP/Dean). A form on which the appeal may be written is available from the Office of Undergraduate and Graduate Studies and on the Cal Poly Humboldt policy web site.

This has yet to be developed. Sacramento State's grade appeal [form](#) could serve as a model. The office responsible for maintaining policy is the Vice President for Enrollment Management.

University Resources and Planning Committee:

Submitted by Jim Woglom, URPC Co-Chair

The URPC met on Friday, April 29th during our normal 1-2:30pm meeting time. While the balance of the meeting was committed to discussion of feedback for the annual Budget Recommendation to the President derived from the prior Senate and Senex Meetings, we also had a discussion with Senate Chair Mola regarding the development of a pathway for constituents to make divisional budget requests. We look forward to discussing revisions to the Budget Recommendation based on Senate and Senex feedback.

President and President's Administrative Team Report to University Senate

Tom Jackson, Jr., President
Sherie C. Gordon, Chief of Staff
Shahrooz Roothparvar, CFO/VP Administration and Finance
Jason Meriwether, VP Enrollment Management
Jenn Capps, Provost and VPAA
Cooper Jones, Executive Director of Athletics and Recreational Sports
Frank Whitlatch, VP Advancement
Lisa Bond-Maupin, Deputy Chief of Staff (Editor)

Congratulations to all on a monumental academic year for our students. We look forward to celebrating our collective accomplishments at our first commencement ceremonies as Cal Poly Humboldt on Saturday, May 14 in Redwood Bowl.

People

The results of the **CSU Student Research Competition** are in. Congratulations to all of the winners and their mentors:

Natalie Pedicino won second place as a graduate student in the Biological Sciences category. Pedicino, a recent graduate in Biological Sciences, won for her project: "Characterizing the relationship of Lgl1 and Akt in migration of neural stem and progenitor cells." She was advised by Biological Sciences professor Amy Spowles.

Eli Baginski, Skye Choi, and Eden Marquez, graduate students in Kinesiology and Recreation Administration, won second place for their project: "Normative Values of College-Aged Men and Women for the 1.5-mile Test on a Treadmill for Cardiorespiratory Fitness." They were advised by Kinesiology and Recreation Administration professor, Young Sub Kwon.

Carrie Tully, a recent graduate in Environment and Community, won second place as a graduate student for her project: "Working Towards Land Return in Goukdi'n: A History of Genocide, and a Future of Healing." She was advised by Native American Studies professor, Cutcha Risling Baldy.

Inclusive Student Experience

Congratulations to all of the organizers and graduates in the upcoming **commencement celebrations**:

Native Graduation Celebration (est. 1971): Join the Indian Tribal & Educational Personnel Program (ITEPP) in honoring Native graduates, Thursday, May 12 in the Van Duzer Theatre 5:30 - 6 p.m. for social time and the graduation program at 6 p.m., with a reception and music by Native band Twice as Good 2XG immediately following the program.

Black Graduation Celebration (est. 1980s): Celebrate the achievements and hard work of the Black Graduating Class of 2022. The Umoja Center for Pan African Student Excellence will host a reception beginning Friday, May 13 at noon in the Green & Gold Room; there will be food, music, and photo opportunities. The ceremony starts at 1 p.m. in the Founders Hall Courtyard. Watch graduates receive their Kente sashes and listen to their messages about their journey and future.

Latinx Graduation Celebration (est.1997): El Centro Académico Cultural de Humboldt will be hosting the Latinx Graduation celebration on Friday, May 13 at 3 p.m. in the Lumberjack Arena. El Centro hosts this annual ceremony in recognition of the academic and cultural achievements of graduating Latinx students. This year's event includes performances from Danza Azteca de Humboldt, Humboldt Folklorico, Mariachi de Humboldt, and speeches from student leaders.

Asian, Desi, Pacific Islander, Middle Eastern, North African Graduation Celebration (ADPI+MENA) (est. 2006): The annual graduation celebration is on Friday, May 13 in Goodwin Forum from 5:30 to 7:30 p.m. The Asian, Desi & Pacific Islander Collective and the Social Justice, Equity & Inclusion Center have teamed up to help honor and celebrate the accomplishments of the graduating class of 2022. There will be food, taiko music, a guest speaker, and a space to mingle with family, friends, faculty, staff, and others.

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On April 11, **Cal Poly Humboldt's Department of Athletics in conjunction with the department's Social Equity and Accountability (SEA) Committee participated in a Diversity, Equity and Inclusion workshop** as presented by **Dr. Elavie Ndura**, Associate Vice President for Diversity, Equity and Inclusion & Campus Diversity Officer at California State Polytechnic University, Humboldt.

"The workshop opened a line of communication for myself and most of the student-athletes that we didn't have before. Diversity, equity, and inclusion are all incredibly important things to talk about and learn and having a workshop planned out for us to be able to talk to each other and share our experiences was super beneficial. It's important to learn you're not on your own and have people by your side, and having access to the rest of the athletics department was eye opening to similar experiences that were shared and we wouldn't have learned about otherwise. Our strength is in trusting and knowing each other and we took a big step in growing those skills here." – Kaela Dennert-Frederick, Student-Athlete

The mission of Cal Poly Humboldt's SEA Committee is to create and promote conversations around diversity, equity and inclusion within our department. To take feedback from many perspectives with the intent to improve our ability to support diversity, equity and inclusion. To create an environment that is welcoming and supportive of diverse identities that perpetuates and reflects the diversity of our University and community. To support introspection into policy and affect systemic change. You can read the committee's full mission and vision statement [here](#). For more information on SEA, click [here](#).

Pride

We have entered into the first of its kind strategic **dining services sponsorship agreement** with Chartwells Higher Education. Huge kudos to Tawny Fleming for leading this system wide effort! This contract will continue to operate dining at Humboldt, but with a heavy emphasis on providing benefits to our students. Some of these benefits include:

- \$100,000 to the Oh SNAP! food pantry for the next 10 years; as well as fundraising events and food drives to raise awareness and support.
- Reinstating the EBT program at College Creek Marketplace and Cupboard.
- Employing more than 100 students, three of which will be paid internships with an emphasis in a variety of career paths such as marketing, sustainability, management, etc.

- Enhancing the overall dining experience with marketing events and celebrations which will include free food, music, games and prizes to help build a more connected community.
- Technology innovation which may include food delivery robots, kiosk ordering, touchless checkout, and various capital improvements on the J Dining Hall, The Depot, and College Creek Marketplace.
- Attention to food waste recovery, recycling, energy efficiency optimization, education and awareness campaigns, and meeting AASHE STARS targets.
- \$200,000 per year in annual scholarships for the next 10 years.
- Student athletics support funds.

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Four Cal Poly Humboldt **Lumberjack student-athletes** were named to the 2022 National Strength and Conditioning Association (NSCA) All-American team in volleyball players Hannah Cantrell and Carla Crespo along with track and field student-athletes Joy Hano and Kegan Richards. The NSCA presents these awards to student-athletes that have accomplishments and dedication to strength and conditioning. These four were nominated by Cal Poly Humboldt's strength and conditioning coach Drew Petersen.

"Strength is the foundation of athleticism and performance," said Petersen. "Our athletes spend a great deal of time working on this foundation in the weight room. The NSCA recognizes their efforts with the annual All America Strength and Conditioning Awards."

Since the inception of the NSCA All-American Awards, 118 Lumberjack student-athletes have received this honor with the first recipients being in 1991 with Jason White (football), Reggie Bolton (football) and Lynell Stokes (women's basketball).

Community

Two new faculty members have taken on leadership roles in *equity arcata*, Humboldt's partnership for a welcoming Arcata for all. **James Woglom** will be serving as leader of the Just Arts Working Group. **Ramesh Adhikari** is providing leadership to the Welcoming Businesses Working Group. Thank you to these faculty members for their leadership and representation. For more information on equity arcata, visit: equityarcata.com.

Campus Culture and Operations

Please find the **ODEI Pathways - May Newsletter** [here](#). Inside you will find that May is National Asian American and Pacific Islander Heritage Month. ODEI expresses gratitude to Humboldt Asians and Pacific Islanders in Solidarity (HAPI) for their column. You will also find ODEI program updates and many ways to engage matters of DEI both on and off-campus.

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Planning is actively underway for the **2022-23 Budget**. At the University level, our Operating Fund budget is balanced for the first time in many years - a huge accomplishment after years of reductions! While we still have considerable vulnerabilities with respect to enrollment and the economy, as well as unknowns regarding current collective bargaining underway, this year marks a positive turning point for

the University. The URPC is currently finalizing its 2022-23 budget recommendation and will have a second reading at the University Senate meeting on May 10th.

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A big shoutout to **Payroll** for the incredible effort underway to get all of the Unit 3 faculty increases processed.

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May 3rd marks the launch of Cal Poly Humboldt's **new full-time recruitment process in CHRS** Recruiting. All new recruitments will now take place in the new recruiting system which replaces Interfolio. Please see the [CHRS Recruiting webpage](#) for more information.

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Facilities Management is working hard to prepare our campus for **Spring commencement** and welcoming our students and their families to our beautiful university.

Innovation

The **Cal Poly Humboldt Police Department** is excited to announce that Beverly Ford begins as UPD's first Community Service Specialist on May 1. Ford brings a wealth of community service experience with her and will be an immediate asset to the campus. Ford will serve as a point of contact for campus community members who would prefer to speak initially with an unarmed member of UPD. Ford will undergo training to complete non-in-progress criminal investigations when there is no known suspect, traffic collision investigations, and a host of other service-oriented topics. For crimes in progress and crimes where a suspect is identified, Ford will connect the campus member with one of the sworn police officers and be available for support. Much of Ford's time will be spent focusing on the Library, Student Activities Center, and Housing.

...

On May 6, Cal Poly Humboldt's first ever celebration and showcase of **assessment** launched during ideaFest. **Assesstivus** will become an annual event to honor all of the hard work our faculty and staff are engaging in academic, co-curricular, and operational assessment. *Congratulations* to our Associate Directors of Assessment, Amy Moffat and Mark Wicklund for their leadership in excellence in assessment across campus. *Congratulations* to the award and recognition winners from across campus for your commitments to accountability and continuous improvement.

Academic Excellence

Institute for Inclusive Teaching Excellence: Please consider joining the three-day summer immersive experience for faculty to set the stage for a year-long program commitment aimed at cultivating the critically reflective educator. The Summer Intensive Institute will particularly focus on course transformation across modalities utilizing 21st-century technologies to advance teaching excellence and

inclusive student success. Financial compensation for participation is funded by a three-year CSU grant and co-hosted by the CTL and ODEI. Participation is limited to 15 participants. The Call for Participation is found [here](#).

Dates:

- August 1-3, 2022
- Includes continental breakfast and lunch

During the Institute, educators will:

1. Identify a specific course to be the subject of their work and reflection
2. Identify an action plan with stated inclusive excellence outcomes that draw upon an equity lens
3. Create a draft plan for iterative assessment of student success measures
4. Present action plan for collegial feedback
5. Critically reflect on one's growth in the program

Sustainability

For the first time ever, Cal Poly Humboldt students will have the opportunity to wear **sustainability stoles**. Of the students who registered for Spring 2022 Commencement 195 (18.59%) have earned a stole. There are a number of people to thank for making this happen so quickly in time for the Spring 2022 Commencement. Jenni Robinson for her willingness to develop a new audit using DARS, Bella Gray in Academic Programs, and our amazing DARS technical team (Mike Bradley, Dale Sanford in ITS, and Jodie Slack in the Registrar's Office) who helped put the pieces in place. Thanks also to Stephanie Lane and Kristen Gould for compiling the list of students participating in commencement. Lastly thank you to Zander Leigh for designing and making the stoles.

Integrated Curriculum Committee Consent Calendar
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[BIOL - 426 - 21-1578](#), Bioinformatics (4). 3 units of C-04 lecture + 1 unit of C-16 lab; co-listed with BIOL 526. These courses were originally added to the catalog in 2010 and have never been offered/enrolled. They have been suspended due to retirement, but the department now has a faculty member willing to teach it. The Biological Sciences department would like to reactivate this course to improve student success, achieve important workforce development goals, and strengthen its ability to meet goals associated with becoming a polytechnic university. The C-classification of the lecture portion of the class is changed from C-2 to C-4 to better reflect the planned enrollment. The department would also like to add the following recommended preparation to BIOL 426: BIOL 340, CS 237, and CS 480. This course will be an approved elective for the Microbiology Concentration and the Cellular/Molecular Concentration within the Biology BS.

[BIOL - 526 - 21-1579](#), Bioinformatics (4). 3 units of C-04 lecture + 1 unit of C-16 lab; co-listed with BIOL 426. These courses were originally added to the catalog in 2010 and have never been offered/enrolled. They have been suspended due to retirement, but the department now has a faculty member willing to teach it. The Biological Sciences department would like to reactivate this course to improve its graduate program and begin to develop capacity associated with changes to a polytechnic university. The C-classification of the lecture portion of the class is changed from C-2 to C-4 to better reflect the planned enrollment. The department would also like to turn the existing required prerequisites of BIOL 340, CS 237, and CS 480 into recommended preparation. This will be a graduate course in Biology and can count towards the requirement for 18 units of graduate courses.

[Biology, Cellular/Molecular Biology Concentration, B.S. - Change Concentration/Emphasis Requirements - 21-1661](#). The reactivated BIOL 426 inclusion in the restricted electives portion of the concentration.

[Biology, Microbiology Concentration, B.S. - Change Concentration/Emphasis Requirements - 21-1662](#). The reactivated BIOL 426 inclusion in the restricted electives portion of the concentration.

[Economics, B.A. - Change Concentration/Emphasis Requirements - 21-1536](#). The Economics Department would like to re-package its current curriculum to improve program marketing and better align the program with Cal Poly Humboldt. There are no major changes to requirements. Formerly, the degree had two emphases, Traditional Economics and Interdisciplinary. They have taken environmentally-oriented potential pathways out of the Interdisciplinary emphasis and upgraded them into one stand-alone emphasis (Environmental and Sustainability Economics). Similarly, they have taken the applied math potential pathway out of the Interdisciplinary emphasis and upgraded it to a stand-alone emphasis (Applied and Quantitative Economics, which now includes the new DATA 271 and 271L as required emphasis courses). Thus, the four emphases in Economics will be: General Economics (formerly "Traditional"), Interdisciplinary Economics, Environment and Sustainability Economics, and Applied and Quantitative Economics.

CDC Notes that by creating these two emphases (as opposed to concentrations), these will not be eligible for elevation to a BS degree, should Economics want to do that in the near future.

[Fire Ecology Minor - Change Core Requirements - 21-1519](#). Minor units are increased from 15 to 20 by adding FIRE 123 "Fundamentals of Fuel and Fire" (2) and the newly proposed FIRE 223 "Fire Weather"

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(3) course to the list of minor requirements. Additionally 3 courses in the minor (FOR 321, 323, and 423) will change the subject from FOR to FIRE.

[Forestry, Fire Management Concentration, B.S. - Change Concentration/Emphasis Requirements - 22-1496](#). Due to the course changes related to the proposal of the new Applied Fire Science and Management B.S. degree, the Forestry Department would like to make the following changes to this concentration

- Change concentration name from Wildland Fire Management to Fire Management there is the undesired implication that the term wildland refers to areas that were not managed by indigenous people prior to EuroAmerican Settlement.
- The newly proposed FIRE 223 (Fire Weather) has been added to the list of required courses.
- The previously required Fire Internship (previous FOR 424, now FIRE 482) course is becoming a restricted elective.
- The newly proposed FIRE 422 (Fire Use & Policy) and FIRE 431(Landscape Fire Modeling) are also added to the list of restricted electives.
- FOR 431, FOR 475, GSP 370, and RRS 370 are removed from the list of electives.
- FOR 321, 323, 423, and 424 are changing subjects from FOR to FIRE. Additionally, 423 has a proposed number change to 324 that needs further analysis, and 424 is changing the number to 482.

[Journalism and Mass Communication - Media Studies Concentration - Major - 21-1575](#). The Journalism and Mass Communication department would like to add a new Media Studies concentration, which was previously deleted when the program paired its 4 concentrations down to 2 in order to limit students' confusion. The department expects enrollment of 40 in this concentration based on the fact that many of the courses required for it are GEAR courses (the current enrollment in the other two concentrations is 53: 13 in Public Relations and 40 in News). Concerns were brought forward by the CDC for potential low enrollment in new concentration based on current enrollment of other concentrations. The new concentration has 15 units with a consistent core of 30 units. Per the department, they are already teaching the courses and have the faculty capacity to continue.

[Journalism, B.A. - Change Core Requirements - 21-1635](#). The Journalism and Mass Communication department would like to change the core requirements for the major from 33 units to 30 units. Proposal to remove "complete one course from the following: JMC 302, 305, 306, 309" from the core. These courses are now reflected in the existing concentrations (News and Public Relations) and the new proposed concentration (Media Studies). Lower core units of the program from 33 to 30 and move the group of Media courses to electives in the existing News and Public Relations concentrations or required courses in the newly proposed Media Studies concentration. Each concentration will require 15 units thus not creating any issues from EO 1071 perspective.

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[Journalism, News Concentration, B.A. - Change Concentration/Emphasis Requirements - 21-1637](#). Media literacy course selection is being moved from the program core to the concentration due to the new [Journalism and Mass Communication - Media Studies Concentration - Major - 21-1575](#) proposal. Major core will have 30 units (previously 33) and the concentration will have 15 units (previously 12). There is no change in the total number of units for the journalism major degree, which remains at 45 (30 units in the core and 15 in the concentration).

[Journalism, Public Relations Concentration, B.A. - Change Concentration/Emphasis Requirements - 21-1638](#). Media literacy course selection is being moved from the program core to the concentration due to the new [Journalism and Mass Communication - Media Studies Concentration - Major - 21-1575](#) proposal. Major core will have 30 units (previously 33) and the concentration will have 15 units (previously 12). There is no change in the total number of units for the journalism major degree, which remains at 45 (30 units in the core and 15 in the concentration).

[OCN - 260 - 21-1593](#). "Sampling Techniques and Field Studies" (1). Prerequisite change. Instead of OCN 109 & OCN 109L, only OCN 109 will be required. This will make it easier for transfer students to enroll who took an Introductory Oceanography course at other institutions where a lab was not included.

Current prerequisites: OCN 109 (if taken prior to fall 2015) or OCN 109 and OCN 109L

Proposed prerequisites: OCN 109.

[OCN - 310 - 21-1594](#). "Biological Oceanography" (4). Prerequisite change. Instead of OCN 109 & OCN 109L, only OCN 109 will be required. This will make it easier for transfer students to enroll who took an Introductory Oceanography course at other institutions where a lab was not included.

Current prerequisite: BIOL 105 and either OCN 109 (if taken prior to fall 2015) or OCN 109 and OCN 109L.

Proposed prerequisites: BIOL 105 and OCN 109.

[OCN - 410 - 21-1595](#). "Zooplankton Ecology" (3). Prerequisite change. Instead of OCN 109 & OCN 109L, only OCN 109 will be required. This will make it easier for transfer students to enroll who took an Introductory Oceanography course at other institutions where a lab was not included.

Current prerequisite: (OCN 109 (if taken prior to fall 2015) or OCN 109 and OCN 109L, and (OCN 310 or ZOOL 314); or IA.

Proposed prerequisite: OCN 109 and (OCN 310 or ZOOL 314); or IA.

[OCN - 420 - 21-1592](#). "Oceans and Climate" (3). Prerequisite change. OCN 109 preparation will be only recommended rather than required. This will make it easier for transfer students to enroll who took an Introductory Oceanography course at other institutions where a lab was not included. Additionally, this change makes the course accessible to otherwise prepared students from other majors and programs, including engineering (OCN 420 is a restricted elective for the new Energy Systems Engineering BS), and

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Environmental Science and Management (Energy and Climate Concentration). The instructor will provide some additional review of relevant OCN 109 concepts within the course.

Additionally, the physics prerequisite is changing from PHYX 107 to PHYX 106. Given the way that OCN 420 is now taught, the content covered in PHYX 106 is acceptable for preparation. This change will make the course more accessible to Marine Biology students, who take PHYX 106 as part of the degree requirements, but not PHYX 107.

Lastly, the engineering course equivalent (ENGR 211) is also added to facilitate enrollment by Engineering students who have had the same content in one of their major core courses.

Current prerequisite: Pre-requisite: CHEM 107 or CHEM 109, MATH 105 or MATH 109, (OCN 109 (if taken prior to fall 2015) or OCN 109 and OCN 109L, PHYX 107 or PHYX 109.

Proposed required prerequisite: CHEM 107 or CHEM 109, MATH 105 or MATH 109, PHYX 106 or PHYX 109 or ENGR 211. Proposed recommended preparation: OCN 109.

[PE - 264 - 21-1634](#). "Somatic Meditation". New 1-unit course (C-11) course. This course has been taught as a special topic in the past and it is proposed as a standalone course in order to make it more visible to the students. This new course is associated with major degrees, as REC and KINS students need to take one unit of PE and this course will therefore be an elective in two majors.

Course Description: *"Somatic meditation points to the practice of meditation rooted in the soma or the field of the body. It is essentially a mind/awareness training in which we connect with the inherent, self-existing wakefulness that is already present within the body itself. This form of meditation training which is bottom-up as opposed to top-down, develops a meditative consciousness that is accessed through the feelings, sensations, somatic intuition, and felt sense of the body itself. We tune into the basic, primordial awareness of the body. Unless we are able to make room for the direct, unmediated experience of our body as it is, without manipulation or distortion, then deep, lasting, ultimate transformation is unable to occur. This sets the ground for a way of learning about the body and all of the ways it functions, directly from the intelligence of the body itself."*

CAL POLY HUMBOLDT

University Resources and Planning Committee

Date: 5/9/22

TO: Senate Chair and General Faculty President Monty Mola,
Cal Poly Humboldt

FROM: Jenn Capps and Jim Woglom – Co-Chairs of the University Resources and Planning Committee (URPC)

RE: 2022-23 Budget Recommendation to the President

Chair Mola,

Below, please find the University Resources and Planning Committee's (URPC) Budget Recommendation for FY 2022-2023. If this recommendation successfully passes through two readings in the Senate, we ask that you forward its contents to President Jackson in order to inform his decisions regarding budgeting for next year, in accordance with the [CBC Guidance on Senate Ratification of URPC Recommendations](#).

Divisional Allocation Recommendation

To summarize this recommendation briefly:

The Operating Fund (HM500) budget is, for the first time in several years, balanced. The recommended budget for FY '22-'23 reflects the most stable financial position Cal Poly Humboldt's budget has been in for many years and is a considerable shift from recent cycles of reductions. While we still have vulnerabilities with respect to enrollment and the economy, this year marks a positive turning point for the University. There are no plans for divisional reductions at this time, and the operating fund is projected to have \$3.198M available for distribution, which allows for augmentation aligned with three divisional initiatives that do not currently have necessary base funding, and which have been prioritized by Divisional Leaders based on need. These augmentations consist of \$1.2M to Athletics and Recreation to continue the transition of personnel salaries from the IRA fee-based funding to a stateside position; \$900,000 to Enrollment Management to afford ongoing funding for Student Activity Center programming (currently funded through one-time monies) that was until recently affected by the since-dissolved University Center; and \$1.098M to be held in contingency in the University Wide

Division, in anticipation of salary commitments currently under negotiation and persisting vulnerability related to enrollment below target.

This recommendation is informed by the following factors:

- The URPC is tasked annually with the development of a recommendation regarding ongoing resource distributions to the operating fund at the divisional level.
 - The URPC is expressly discouraged from engaging in an advisory or recommendation capacity regarding allocations below the Divisional Level by the committees' governing bylaws.
 - The URPC does not include earmarked, one-time funds or roll forward funds as part of our recommendations, as earmarked funds are tied to specific expenditures, and roll forward funds have already been allocated to the Divisional Level.
 - The URPC does not address self-support entities (Sponsored Programs Foundation, Housing, etc.) as part of its purview.
- While investments stemming from the GI 2025 and Polytech Implementation are not included in the URPC's traditional purview, it is important to account for decisions made in those contexts, as they result in noteworthy change in divisional distribution, especially in Academic Affairs.
- The \$3.198M available for distributed augmentation is the anticipated total of available funding after subtracting total expense commitments from anticipated revenue in the Operating Fund.
- The prioritized divisional allocations provided for this FY '22-'23 are derived from a 5-year Plan that has been developed by Divisional Leaders.

The distribution described in the table below was determined based on the URPC's deliberation regarding requests from Divisional Leaders, based on monies projected to be available in the Operating Fund for FY '22-'23. Allocation of new Divisional resources has not been possible during the preceding several years of Divisional reduction, and, as such, it is important that the URPC work to formalize and clarify the process through which we engage in feedback regarding divisional needs and available resources, such that constituents have a clear and comprehensible pathway to communicate need, especially as indicators suggest that new resources may soon be available as a result of expanding enrollment.

For illustrative purposes, below is an ESTIMATED divisional breakdown reflecting the impact of the recommended base allocations, along with polytechnic investment, GI 2025 and other base

budget adjustments, for the Operating Fund (HM500) for FY 22-23:

ESTIMATED 2022-23 Operating Fund Budget Breakdown by Division									FOR PLANNING PURPOSES ONLY	
<i>Note: Divisional allocations subject to change - numbers reflected below are estimates only</i>										
Estimated 2022-23 Operating Fund Budget Changes										
Division	2021-22 Budget	2021-22 % of Budget	Mandatory Sal & Ben Increases	Revenue & Other Adjustments	Reductions	Base Allocations	Poly Funding*	GI 2025 Funding*	2022-23 Estimated Budget	2022-23 % of Budget
President	1,709,022	1.3%	13,322						1,722,344	1.2%
University Advancement	3,381,498	2.5%	1,670	73,403			99,891		3,556,462	2.4%
Academic Affairs	74,822,740	56.4%	4,479,866	220,748	-3,052,488		5,848,986	1,448,760	83,768,612	57.3%
Administrative Affairs	20,651,566	15.6%	120,799	-73,403			505,740		21,204,702	14.5%
Enrollment Management	9,639,245	7.3%	196,257	182,708		900,000	520,582	793,240	12,232,032	8.4%
Athletics & Recreation	1,745,975	1.3%	234,332			1,200,000			3,180,307	2.2%
University Wide	20,762,740	15.6%	-390,246	-594,950		1,098,000	1,809,801	-2,242,000	20,443,345	14.0%
Total	132,712,786	100.0%	4,656,000	-191,494	-3,052,488	3,198,000	8,785,001	0	146,107,804	100.0%

*Poly and GI 2025 funding is initially held central in distinct University Wide departments pending distribution; all funding will ultimately be distributed to divisions

Narrative Overview

We stand together at a turning point in the fiscal context of our University. We have completed the difficult and painful task of reducing the University’s budget by \$21M over three years in response to steep declines in tuition-based revenue spurred by decreased enrollment (the summation of a total of five years of such reductions). While we were nearing completion of that aim, the University sought and received a historic investment from the State of California to subsequently become the state’s third polytechnic university, Cal Poly Humboldt.

In August of 2022, Gov. Newsom and the state legislature approved \$458 million (\$433 million in one-time funding and \$25 million in ongoing funds) to help support the polytechnic vision. Funding from that investment was allocated to launch at least 12 academic programs by fall 2023. It will also fund extensive infrastructure improvements and new facilities that directly support student success and retention and allows Cal Poly Humboldt to build out new programs and enhance current academic offerings.

This investment, while incredibly exciting, does not and cannot offset the results of the aforementioned reductions directly or immediately. Polytechnic investment funds must be tied explicitly to polytechnic related initiatives, and as such, allocations that cannot be overtly identified as polytechnic-centric must be funded through existing tuition-based revenue and/or other forms of fundraising. The University has submitted a prospectus with specific indications of expected allocations planned through 2029, with annual spending requests and mandated spending reports submitted twice annually to the Chancellor’s Office. Further, while the polytechnic funding is a substantial and impactful investment, it is important to emphasize that it is only one component of a series of mitigating factors and broader financial planning efforts underway to ensure we comprehensively transform into a thriving polytechnic university.

There are promising indications in our enrollment projections that suggest an impending upwards trend, but those projected students have not enrolled yet. Therefore, our tuition-based revenue has not increased, though it has stabilized. We hope and anticipate that the shift to a polytechnic university will drive enrollment growth towards and beyond our target of 7,603 FTES. However, since that growth and resultant revenue has not yet materialized, it cannot be responsibly factored into allocations of resources at this time.

This combination of concurrent developments has led to considerable and understandable cognitive dissonance amongst the campus community regarding the state of the University's budget. Colleagues have expressed that it is disconcerting to watch expansive polytechnic-related resource allocations occur while working to affect programming with reduced resources. The URPC is cognizant of this dynamic and it has driven many of our discussions around this budget recommendation. The committee strives to more clearly delineate those distinctions in ongoing discussion and communication, and in proposed planning outlined hereafter.

The dissonance described above has also resulted in corresponding existential questions amongst committee members regarding the processes and role of the URPC as a standing committee of the University Senate tasked with oversight of the University's budget at the "University-to-Division" level. This includes the committee's role in advising the University Senate and administrative units in matters related to the budget as the resource context of the University becomes more complicated and nuanced. We have spent a great deal of our convened time in meetings this year contemplating the resource picture of the University and our appropriate place in relation to it, with less than optimal progress to date. We outline below some of our intentions towards concerted process improvement efforts that we hope will concretize the parameters and means of our work for future cycles.

One of the advisory tasks many of the members of the committee have been assigned over the course of AY 2021-22 is that of engaging as members of the Budget, Finance, and Reporting Group of the Polytechnic Implementation Steering Committee, described at length below. Though the purview of the URPC does not generally descend below the University-to-Division framing suggested above, the Provost has asked that participants from the URPC engage in the work of both committees in order to encourage synergistic input and shared awareness of allocations related to the polytechnic buildout between the two interrelated advisory bodies. Simultaneously, a group was tasked with distribution of Graduation Initiative 2025 (GI 2025) funds to specific campus initiatives. It is important to acknowledge that allocations that stem from the deliberation of these committees/working groups speak to investments below the Division Level, and are, as such, outside of the URPCs scope of work, but that the results of

those investments substantially impact funding at the Divisional Level, and thus are outlined to inform the distribution described throughout.

In the text that follows, we outline the guiding measures and principles that guide our decision-making, specific allocation and reduction actions at hand (all with recommended amounts), and the assumptions that inform those decisions.

Guiding Measures and Principles

As the University moves to adopt a budget that:

- is sustainable and aligns with our strategic plan priorities,
- proceeds conservatively and builds a larger Contingency to support campus efforts to move beyond continuous reduction cycles of the past, and
- distributes allocations contingent on available funding,

the URPC adopted the following principles to guide decision making:

Guiding Measures

The Guiding Measures represent the components and mechanisms through which we will establish our budgetary plan.

Strategic Budgeting:

We will continue to embrace the strategic budgeting principles.

Scalable Budget Model:

We will establish the framework for a transparent, scalable University-to-Division budget model, driven and informed by accepted practices, institutional data, and the Guiding Principles below.

Communication Plan:

We will communicate our intentions and actions to the campus community through multiple means. We will seek input from stakeholders and use that input to further our intentions and actions.

Guiding Principles

These Guiding Principles serve as a recognition that there are components of this University that transcend budgetary concerns and that these components should be prioritized and honored throughout the process of budget reduction or realignment.

Students First:

We will always prioritize the needs of students and their education first. We will support students' academic success and provide courses and services that facilitate their education and graduation.

Preserve and Value Personnel:

The education of students is intimately linked to the morale and security of staff and faculty. As such, every effort will be made to avoid concerted personnel dismissals. We will instead focus on preserving jobs for existing employees and engaging in thoughtful, evidence-driven approaches to filling positions as vacancies arise, and leveraging reassignment of personnel in line with student needs and growth.

Fiscal Stability and Revenue Enhancement:

The budget must be balanced on an annual basis, and be sustainable into future years, through co-equal consideration of contemporary needs and ongoing institutional health.

Mission, Vision, and Context:

We will continue to work toward realizing the articulated vision of the University.

Transparency, Communication, and Shared Governance:

We need input in order to make informed decisions about resource allocations such that they reflect the values, needs, and avowed intentions of the University community.

2022-2023 UNIVERSITY Budget Reductions (Division of Academic Affairs Year 3)

In order to meet the goals of the URPC balanced budget proposal for 2019-2022, the University needed to make a final budget cut of \$3.047 million in Academic Affairs. The division decided to go into AY2021-2022 with MBU budgets reflecting this reduction. Reductions were made in the budgets of the three instructional colleges by reducing the amounts in the temporary faculty pools (\$2.41 million), removing budgeted empty staff

positions (\$135 thousand), and reducing operating expenses (\$502 thousand). The division was able to utilize one-time funding to bridge needs in these areas.

2022-2023 UNIVERSITY Budget Allocations

Divisional Funding Priorities

Beyond the budget and enrollment reports we have reviewed in keeping with our committee duties (detailed below), the President's Administrative Team (PAT), consisting of Divisional Leaders, subject matter experts, and President Jackson, has informed the URPC of a number of budget priorities, intentions, and concerns for the forthcoming budget cycle.

They propose finalizing compensation adjustments that would bring Athletic personnel compensation stateside. Athletics' (now the Athletics and Recreation Division) personnel salaries were moved from state support to fee support in 2007 as a means of bolstering Academic Affairs' financial circumstances at the onset of the recession that occurred that year. Athletics and Recreation has continued to largely operate based on allocations from Instructionally Related Activities (IRA) fees since that time, with a recent, staged transition that has brought \$1.5M of their total payroll stateside with a remainder of \$1.9M still coming from fee allocations.

While student fees are intentionally shielded from increases to maintain financial accessibility for students, compensation for Athletics faculty has risen commensurately with all Unit 3 employees. This has led to a context in which student fee-based revenue, which has fallen along with enrollment, cannot adequately cover necessary expenditures in Athletics, resulting in considerable risk to the University and our students and employees, including under-funded travel (coaches and students have been tasked with driving buses, often at night), proper medical coverage and medical equipment/supplies, and time base restrictions for Unit 3 employees which prevent the workforce from meeting safety, operational, and NCAA standards. **Initial University planning focused on continuing to address this over multiple years, but an external assessment, conducted by Double L Consulting, determined that the operational, safety, and NCAA compliance risks must be addressed sooner rather than later. These risks include:**

- **Insufficient Athletic Training staff to support current students (in practice, training and competition sessions)**
- **an antiquated budget structure which only allows a limited professional staff (or none at all) to travel with teams to off-site competitions, increasing risk and health concerns especially for high-impact sports,**

- significant travel concerns with regards to students, staff and coaches being responsible for transportation (before, during and after competitions) back to Humboldt from long distance destinations,
- inadequate staffing levels that limit the ability to properly teach and mentor our students, making for a 'less than' academic, social and athletic experience for our students while at Humboldt,
- budget reductions that have negatively impacted our ability to provide students the equipment necessary to safely (and risk-free) participate in their activity of choice. In some instances, Humboldt has asked students to purchase needed safety and competition equipment out of their own pockets
- substandard sports medicine facility and sports med equipment to treat and rehabilitate injuries that students suffer as part of their participation at Humboldt
- health & safety risks via deferred maintenance or canceled infrastructure projects, as well as no funding to account for depreciation of assets
- insufficient mental health support for one of the most at-risk subset of students on our campus

AD Jones is simultaneously working through addressing funding gaps in a collective effort to address the institutional issues of adding additional cost (i.e. pay to participate) to enhance students' residential experience.

The PAT has further conveyed that they hope to allocate base funding to ensure that the Student Activities Center's (SAC) budget is fully funded through ongoing stateside resources. The transition of Student Activities from the now decommissioned University Center to Enrollment Management has been affected largely through one-time allocations which are not sustainable in future cycles, and that cannot be funded with polytechnic monies (as it is not outlined in our Prospectus), or fees, as alterations to fee allocations must be affected by student legislative action.

There are considerable unknowns with respect to collective bargaining and our enrollment vulnerability that drive the need to be conservative in our planning to ensure the University continues to move beyond the continuous reduction cycle of the recent past. The PAT is thus planning to hold a portion of currently unallocated base funding in Contingency. The rationale for expanding contingency is twofold:

- The PAT's acknowledgement of the continuing Collective Bargaining work currently underway, while State allocations to offset increased salary spending are not immediately

forthcoming, with millions in potential commitments in base funding on the horizon based on contract negotiations.

- In response to further system-level discussion regarding our enrollment vulnerability. Briefly, the University is vulnerable to the recalibration of enrollment funding provided by the Chancellor's Office based on our enrollment targets. The University enrollment is 37% below our target of 7,603 resident full time equivalent students (FTES), and has been for the last several years, there is a risk that system-provided funding could be recalibrated to match our actual enrollment. This would result in a significant revenue loss up to \$20M which would have dramatic deficit implications to our budget picture as the University would again be facing a structural deficit and there would be no choice but to reduce budget allocations to align with resources again.

As such, we must proceed cautiously until our enrollment rebounds. Investing a portion of available funding to establish a larger Contingency is a prudent strategy that protects against future volatility while also creating a one-time funding stream to cover unforeseen costs and/or support strategic investments in the short term.

After considerable deliberation, the URPC recommends that the PAT take a measured, austere, and empathetic approach in regards to new base allocations for the coming year. The combination of our enrollment vulnerability and uncertainty regarding potentially expanding salary commitments, along with the recent history of materially impactful reductions and onset of prescriptively restricted investments, suggest that any capital available for reinvestment should be applied to the aim of offsetting future reduction cycles while maintaining student-centered services. Past reductions have hindered curricular capacity, damaged student experience, and harmed overall University morale.

We acknowledge that the lack of ongoing funding for operation of the SAC threatens the overall sustainability of the enterprise. While we understand that the current amount needed to fully fund SAC services through ongoing, stateside funds is \$1.6M, we recommend allocation of \$900,000 base budget in AY 2022-23, with the potential of further allocation in future cycles. We further encourage Enrollment Management to investigate the feasibility of encouraging student legislative action towards student fee support of appropriate ongoing expenses.

We also understand that the fiscal viability of Athletics and Campus Recreation is currently undermined by continued dependence on flat, fee-based funding for expanding salary commitments which are making ongoing operation untenable. The URPC thus recommends continuing the staged allocation of new base funding to Athletics with the intention of moving those salary commitments stateside, with a \$1.2M allocation in AY '22-'23 and a final \$700,000 allocation to complete that transition in AY '23-'24.

Finally, we recommend holding the entirety of the remaining funds that are available for allocation (\$1.098M) in contingency in anticipation of financial commitments and vulnerabilities on the near horizon. We realize that this allocation will not fully offset the impending cost increases and potential deficits at hand, but whatever we can commit to avoid further structural reductions prior to anticipated revenue increases from expanded enrollment should be allocated towards that end. We further recommend developing a plan for addressing and prioritizing limited resources in the next cycle in the event that enrollment growth is slower than anticipated.

Recommended Base Allocations in relation to PAT Budget Planning Priorities	Dollar Amount of URPC's Allocation Recommendation	Rationale
Student Activities Center	\$900k this year, while Enrollment Management investigates the feasibility of student fee allocation in support of remaining need.	Student Activities currently operates with \$1.6 million gap in base allocations, with no sustainable plan for funding currently in place.
Compensation Adjustments in Athletics and Campus Recreation	\$1.2 million this year and \$700k in the '23-'24 cycle as a staged reallocation in order to bring Athletics And Campus Recreation salary commitments stateside.	Compensation to the tune of \$1.9 million and rising is currently covered by student fees, which are not rising commensurately with salary commitments.
Contingency / Collective Bargaining/Enrollment Vulnerability	\$1.098 million additional (\$800k currently)	Unknowns related to collective bargaining and enrollment vulnerabilities spur continued concern regarding future
	\$3,198,000	

Polytechnic Funding

In the 2021-22 Budget, Cal Poly Humboldt received a transformative \$458M investment, \$433M in one-time and \$25M in ongoing (base funding), from the State of California to transition to a polytechnic university. This funding is held centrally at the Chancellor's Office (CO) and annually Cal Poly Humboldt submits a spending request to the CO to access a portion of these funds. Once ongoing funding is allocated, it becomes part of Cal Poly Humboldt's Budget. To date, we have requested a total of \$8.8M in ongoing funding to support polytechnic implementation in 2021-22 and 2022-23, with the initial investments focused on creating a solid foundation for polytechnic success as we work to successfully launch twelve new academic programs in Fall 2023.

Planning for polytechnic funding is part of the broader polytechnic implementation framework, which consists of the Cal Poly Implementation Steering Group and seven working groups. This structure was established this year to help ensure that as our University progresses with its planning and implementation as a polytechnic, that the allocation of polytechnic funds are informed by the planning work of the working groups. These seven working groups include: Curriculum and Academic Programs; Facilities; Technology and Infrastructure; Enrollment and Growth Management; Inclusive Student Success; Communication; and Budget, Finance, and Reporting. The intent is for the working groups to be sharing information with each other regularly at monthly steering group meetings, and liaising with each other in an ongoing basis as needed, so that as plans develop for the buildout in the various areas, corresponding budget implications are taken into consideration and can inform polytechnic budget allocations.

The Cal Poly Budget, Finance, and Reporting group, with representation from faculty, staff, students, and community members, is responsible for leading Poly financial planning in collaboration with the other working groups and the President's Administrative Team. Faculty and staff membership intentionally overlaps with the URPC to provide continuity in planning efforts. This group is responsible for overseeing and managing the \$25M in ongoing funding and the \$433M in one-time funding, in collaboration with the Provost and the Chief of Staff. This group is also responsible for all reporting to internal and external stakeholders. The team submitted a report of the year one funding, and a plan for year two funding, to the Chancellor's Office. It has held presentations and open forums for the campus community, and will continue to do so on an ongoing basis.

GI 2025

In 2021-22, Cal Poly Humboldt received \$2.2M in ongoing GI 2025 funding. While this funding has already been committed and is not a new allocation associated with the 2022-23 budget, we wanted to highlight the ongoing investments being made from GI 2025 funding through our

integrated planning framework to support inclusive student success. These investments were the culmination of efforts of the Inclusive Student Success/GI 2025 Implementation Group, which was established to combine efforts from GI 2025 and polytechnic transition to identify and execute student success priorities. This group co-lead by Dr. Carmen Bustos-Works and Dr. Jason Meriwether identified the following funding priorities with associated funding amounts:

GI2025 Spending Plan	
Increase Student to Professional Advisor Ratio	\$830,000
Data and Assessment Enhance IRAR capacity	\$133,760
Diversity, Equity, and Inclusion	\$180,000
High Impact Practices (Hands-on/place-based experiences)	\$455,000
Removing Administrative Barriers	\$150,000
Basic Needs	\$246,620
Mental Health	\$246,620
	\$2,242,000

Budget Assumptions

The URPC’s detailed five-year budget planning spreadsheet is provided on Attachment A and is outlined in more depth in the enrollment, revenue and expenditure assumptions sections below.

Enrollment Assumptions

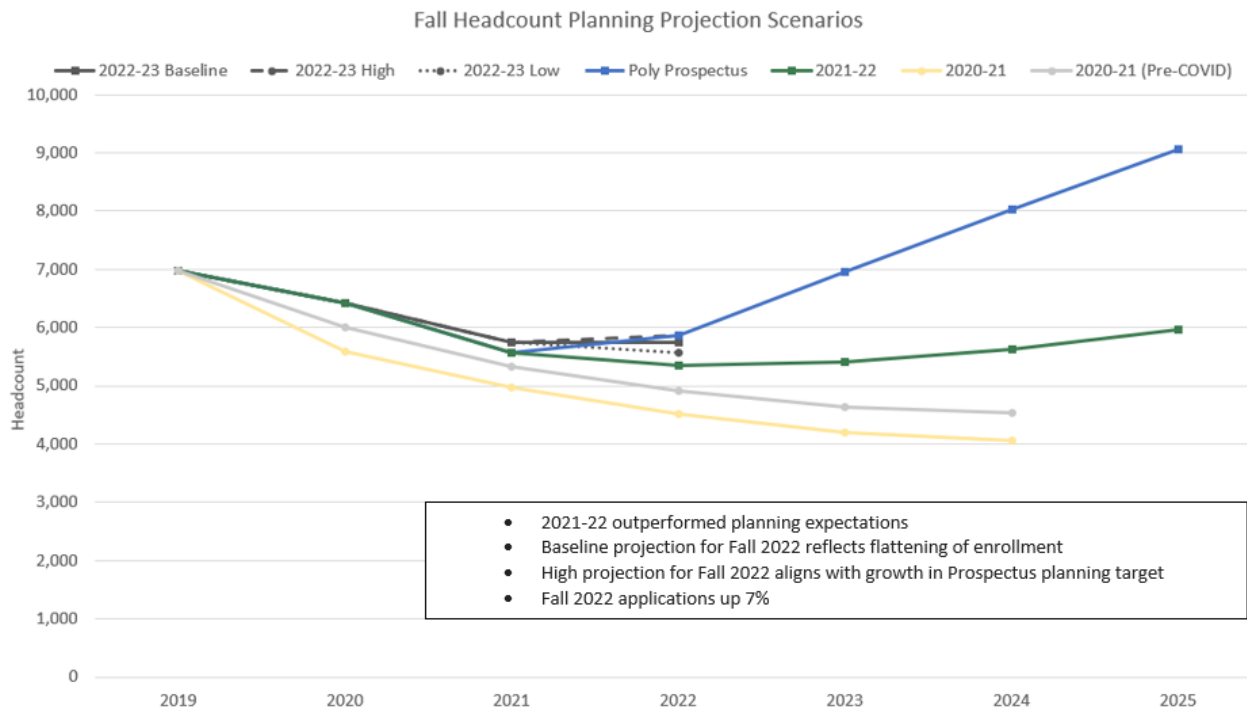
After several years of enrollment declines, enrollment has stabilized from a budget planning perspective, with projected baseline headcount enrollment changing by less than 10 students from the projected enrollment level used in budget planning a year ago. While significant enrollment vulnerability remains as the University’s projected enrollment is 37% below our system funded enrollment level of 7,603 annual resident FTES, the Fall 2022 incoming class is projected to grow and initial signs of enrollment beginning to rebound are promising. In addition,

a small increase in our non-resident student population reflects progress in this area and results in a small increase to our projected non-resident tuition revenue.

HSU Operating Fund - BASELINE Enrollment Scenario Date: April 15, 2022	2021- 22Budget t	2021-22 Actuals	2022-23 Budget
Resident FTES	4,781	4,756	4,776
<i>Shortfall from CSU Resident FTES Target of 7,603</i>	<i>(2,822)</i>	<i>(2,847)</i>	<i>(2,827)</i>
<i>% off from CSU Resident FTES Target</i>	<i>-37%</i>	<i>-37%</i>	<i>-37%</i>
WUE FTES	200	206	200
Out-of-State FTES	55	69	70
International FTES	25	21	25
Total FTES	5,061	5,053	5,071
<i>Total Annual Headcount</i>	<i>5,312</i>	<i>5,522</i>	<i>5,306</i>

The Enrollment Projections Group (EPG) analyzes enrollment variables and trends throughout the year to develop enrollment targets used in budget planning, as well as other planning campus activities. To guide planning and ensure the campus is prepared, baseline, high and low projections are developed, with the baseline scenario reflecting the active scenario used in the formal budget recommendation. A more in depth review of historical enrollment trends and variables is available in the [EPG's latest enrollment update](#) on 4/14/2022.

Looking ahead, Cal Poly Humboldt is actively pursuing an ambitious growth strategy as we transition to a polytechnic institution and launch twelve new programs in fall 2023. Our high projection for fall 2022 is aligned closely with the enrollment targets outlined in the Prospectus. In addition, we continue to outpace enrollment projections from previous budget cycles.



Revenue Assumptions

2022-23 revenue is projected to increase by \$12.5M (including the infusion of earmarked Poly funding) compared to the 2021-22 budget level after factoring in the preliminary CSU Budget Memo updates and polytechnic funding (Years 1 & 2). The 2022-23 Revenue Budget is \$146.1M. The two main sources of revenue that make up this increase are the State appropriation and tuition:

- **State Appropriation:** With the infusion of polytechnic funding in the 2021-22 Budget, which is being held central by the CO pending allocation, Cal Poly Humboldt will have two annual State Appropriation funding streams for the foreseeable future:
 - **Annual New State Allocation:** The Governor’s January Budget Proposal included a 5% increase to the CSU. In addition, the CSU held a portion of the 2021-22 funding centrally during the last budget cycle. Based primarily on the preliminary CSU Budget Memo, and in light of continuing collective bargaining negotiations, we are estimating all net new State appropriations will go to offset compensation and benefit increases, with the campus responsible for a portion of the already negotiated Unit 3 agreement. \$4.2M to support compensation and benefit increases, partially offset by a decrease of \$.1M related to 2021 retirement rate decreases and a decrease of \$.6M to our SUG allocation, results in a net State appropriation increase of \$3.5M.

- Polytechnic Funding: Of the \$25M ongoing polytechnic funding allocation, \$8.8M has been requested through 2022-23 and we are awaiting approval from the CO on our Year 2 spending plan. Planning continues regarding future allocations, with a majority of the spending anticipated in Years 3 – 6 (2023-24 through 2026-27) in alignment with launching and sustaining new polytechnic academic programs in fall 2023 and additional new programs in subsequent years. (Add link to additional information)
- Tuition: Tuition revenue is anticipated to increase \$.14M, associated with an increase in non-resident tuition. State Tuition Fees are only anticipated to decline by \$1,000, remaining basically unchanged from the 2021-22 Budget. This reflects a major improvement from previous cycles.

Expenditure Assumptions

The 2022-23 Expenditure Budget reflects mandatory cost increases, the final round of reductions in Academic Affairs from the prior reduction cycle, and campus determined allocations based on priorities identified during the budget planning process:

- Mandatory CSU system-wide compensation and benefit increases totaling \$4.656M
- University wide operating costs (Insurance and State University Grant (SUG)) and dedicated budget increases totaling -\$191,494
- Base reductions totaling -\$3,052,488
- Recommended base allocations totaling \$3,198,000

Including base budget adjustments, the 2022-23 Base Expenditure Budget is \$146.1M, reflecting a balanced budget for the first time in many years. This budget reflects a significant turning point in Cal Poly Humboldt's financial position.

The URPC recognizes that there is great uncertainty regarding current collective bargaining negotiations underway and acknowledges that adjustments may be needed to proposed base allocations to offset any costs that must be absorbed by the campus once negotiations are final in order to maintain a balanced budget.

Reserves Assumptions

The anticipated 2022-23 Operating Reserve beginning balance of \$6.3M is expected to remain unchanged year over year. The Operating Reserve provides flexibility to take mission-related risks and to absorb or respond to temporary changes in environment or circumstances. Without adequate reserves the University can suffer cash flow stress and become distracted from

appropriate long-term decision making. Any spending out of the Operating Reserve must be accompanied by a plan to replenish the reserve fund.

Of note, last year the URPC revised the [University Operating Fund Reserve Policy](#) to incorporate required reserve thresholds in alignment with the revised CSU Reserve Policy and also to establish an Equipment Reserve bucket. Reserves are essentially our savings accounts and are funded by one time dollars available at the end of the year. They are not funded through base reduction or the elimination of positions, though they are dependent on coming in under budget each year. Reserves help us to preserve current operations and navigate difficult financial times.

As of July 1, 2021, the Reserve balances were as follows:

Reserve Funds	Target %	~ Target (\$M)	Current %	Current (\$M)	% of Target
Operating Reserve	25% of Budget	\$33.2	4.7%	\$6.3	19%
Maintenance Reserve	.5% of CRV*	\$4.5		\$2.0	44%
	10% of CP**	\$6.9		\$0.3	4%
Capital Reserve	10% of CP**	\$18.2		\$3.6	20%
	.5% of CRV*	\$4.5		\$0.0	0%
Equipment Reserve	10% of CRV	TBD		\$0.0	0%
	of cap equip				0%
Total Reserves		\$67.3		\$12.2	18%

*CRV = Current Replacement Value – HSU’s CRV is \$880M based on recently completed facility condition audits

**CP = CSU Five-Year Capital Plan - HSU's total projects in 2021-22 plan: Capital = \$182M, Maintenance = \$69M

Since July, 2020-21, \$1.48M in earmarked Roll Forward is still pending distribution to the Reserve accounts listed above.

Roll Forward Guidelines

Over the course of this year, the URPC has worked toward [revising our Roll Forward Guidelines](#) to align with system-wide best practices and to simplify and promote cohesive planning. The revised guidelines allocate a larger portion of funding back to divisions (100% of unspent salaries and operating expenses budgets) and encourage the establishment of a larger Contingency to support continued investment in institutional priorities and initiatives. For context, the University Operating Fund Roll Forward Budget Guidelines 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.

URPC Budget Planning Activities

The URPC is a senate subcommittee that includes faculty, student, and staff representatives along with all of the VPs and representatives from the Budget Office, Enrollment Management, AS, and Advancement. The URPC has senate duties ([Senate Bylaws](#)) and receives an annual charge/request from the President. The URPC meetings are public and additional representatives from other departments, including Institutional Research, Analytics, and Reporting (IRAR) and Associated Students (AS), present, and contribute to the meetings. The duties of the URPC can be summarized as reviewing, evaluating, and making recommendations on previous and future expenditures based on the Strategic Plan and Vision. This is intended to occur at the University-to-Division level. The URPC reviews information from a number of sources including the Enrollment Projections Group (EPG), IRAR, Housing, Dean of Students, Admissions, the Budget Office, etc. (Figure 1). The main deliverable of the URPC is a Budget Recommendation that is reviewed by the Senate and then delivered to the President. Budget constraints are provided from CSU to the President and he is responsible for forwarding a final budget to the CSU.

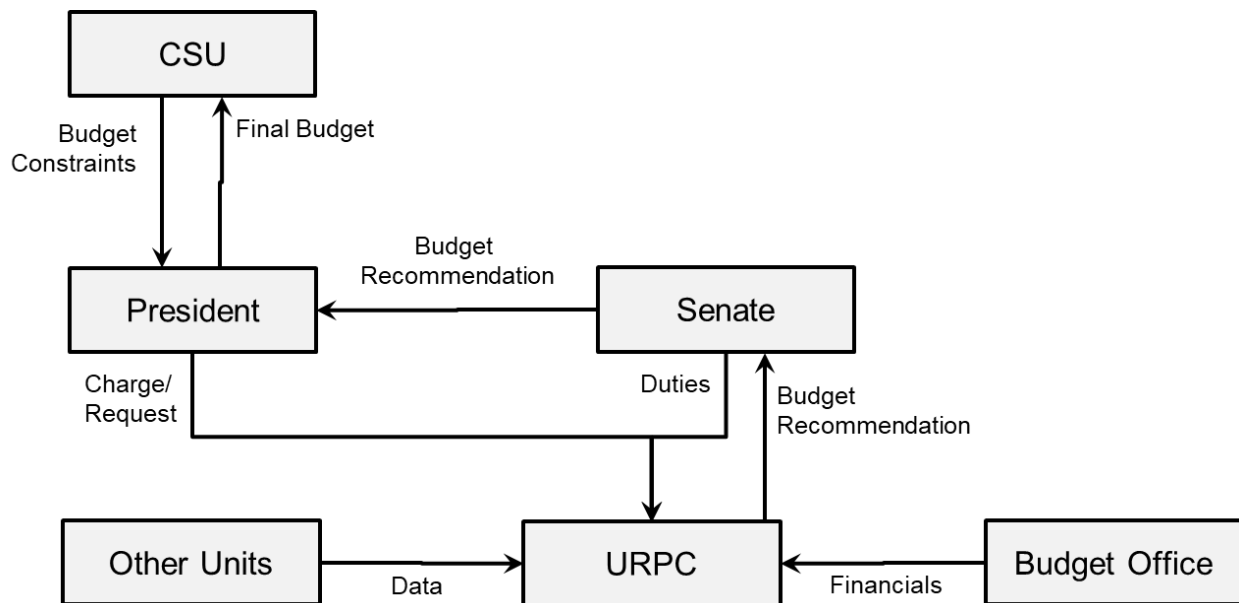


Figure 1. Diagram of URPC in relation to other organizational units.

The URPC established practices before we began budget reduction measures five years ago. We have transitioned out of this period and we did some work to create a transparent and clear process for completing the tasks required of the URPC, but this work was not completed this year. In brief, we as a committee acknowledge the need to supplement existing practices to account for the following conundrum:

- A. There is currently no public facing, formal process for members of the campus community to propose/request budget allocations. This lack of a procedure for folks to indicate a financial need can result in frustration and led to statements at the Open Forum of the Senate for which the Senate is ill equipped to help with. Likewise, without clear channels for communicating need, issues can reach a crisis level, resulting in less than optimal solutions.
- B. The URPC does not (often) dig into the weeds of the divisional budgets. It is not a budget committee per say, but a recommending body whose charge is to determine the best way to allocate to the divisions. As such, it is inappropriate for the URPC to arbitrate funding requests from any individual person without due divisional consideration. Any such requests must come up through a process that is well-defined and inclusive of multiple perspectives prior to a Senate standing committee determining the relative priority and viability of a proposal.
- C. Once division budgets have been determined, ultimately the VPs of each division are responsible for the distribution and expenditures in their MBUs. As such, each VP must make budget decisions (or delegate these decisions) within their division.
- D. Our current structure leads to a disconnect between the members of the campus community who wish to request funds and the URPC who don't have the mechanisms in place to receive or decide on the requested allocations.

In order to confront this conundrum, Senate Chair Mola and URPC Co-Chair Woglom will volunteer to draft a document outlining the role and purview of URPC members over the Summer of 2022, and the URPC will work to develop a means of guiding campus constituents through the process of pursuing consideration of Divisional Level funding. Once this is drafted:

1. The process will be reviewed and updated by the URPC.
2. The process will be presented to the Senate for review.
3. Following this, the process will be presented to the President.

4. Upon completion, the process will be provided to all remaining stakeholders (students, staff, faculty, and administrators).

One organizational issue that arose this year was that if the URPC remains at the division level, how are issues that are below that level resolved? This includes issues on housing, student employment, and funding for over-taxed minority faculty.

During AY 2021-22, The URPC completed the following tasks.

- Examined various options for rolling excess funding (revenue) from one year to the next. We also selected and finalized an option described in this document. This also included discussions about reserving funding vs. spending.
- Future enrollment projections and scenarios were examined in detail and predictions of future tuition revenue based on these projections.
- Financial reports for the first half of the AY were reviewed at the division level. These are available at the [Budget Office website](#).
- Issues were received and rolled into a URPC issues list but this was not reviewed. It now appears that these issues fit more with the Senate, as most require information that is below the division level.
- The links between the polytechnic transition budget and the General Base Fund were reviewed.
- Training on using the [OpenBook](#) was provided for reviewing finances.
- The five year plan for finances was reviewed.
- We received updates from the Presidential Administrative Team (PAT) on the potential future financial situation with CSU and the State of California.

Conclusion

Cal Poly Humboldt budget planning assumptions are based on current, known information gathered from campus enrollment planning, projected mandatory cost increases, information from the Chancellor's Office, and the Governor's budget proposal. While we are aware that the Governor's budget is subject to change until approved by the Legislature, we recognize the importance of moving forward with a 2022-23 budget recommendation. In the event of significant changes to the approved State of California budget or allocations from the Chancellor's Office, we request that the URPC be reconvened to discuss how to proceed in light of the new information.

URPC 2022-23 Budget Recommendation to the President
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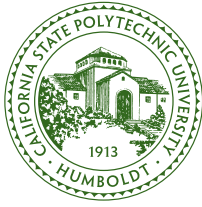
We appreciate your review of this recommendation and look forward to your feedback and comments.

CAL POLY HUMBOLDT



Polytechnic Implementation Working Groups

Accomplishments and Goals
Spring 2022



CAL POLY HUMBOLDT

This report highlights the incredible work done by our Polytechnic Implementation Working Groups. Never losing sight of the broader goal to provide a high quality, accessible education for all students, the groups helped us start off strong as a polytechnic institution, which has been nothing short of inspiring. Together, we have accomplished historic milestones, which include approving 12 new academic programs and increasing the pipeline for first year students. We are grateful for the time, effort, creativity, passion, thoughtfulness, and pride displayed in this collaborative planning effort.

Although the semester is nearing the end, we'll be reassessing the meeting structure for the work that will continue throughout the summer, as well as the planning timeline for the 2022-23 academic year.

Thank you for your ongoing support and feedback and we look forward to continuing this momentum in the Fall.

A handwritten signature in green ink, appearing to read 'Jenn Capps'.

Jenn Capps

Provost and Vice President for Academic Affairs

A handwritten signature in green ink, appearing to read 'Sherie Cornish Gordon'.

Sherie Cornish Gordon

Chief of Staff and Interim Vice President for Administration & Finance

Accomplishments and Goals

Budget, Finance & Reporting Working Group

WORKING GROUP PRIORITIES:

- Oversee and manage the \$433M and \$25M in collaboration with the Chief of Staff and Provost
- Lead all components of financial planning in collaboration with co-leads, President's Administrative Team and campus stakeholders
- Report to internal and external stakeholders
- Collaborate with campus leaders to ensure alternative revenue streams are incorporated in polytechnic and institutional financial proformas.

ACCOMPLISHMENTS:

- Year 1 spending plan has been approved by the Chancellor's Office and received on campus; ongoing investments are being incorporated into 2023-23 budgets in applicable areas, spending is actively underway:
 - We are in the process of recruiting the first round of tenure-track faculty members (16) and finalizing plans for our next round of faculty recruitments next year.
 - Fifteen (15) staff positions filled and/or under recruitment to date.
- The Year 2 spending plan has been submitted to the CSU. The CO has approved most of the request while the remainder is pending the campus providing additional information.

GOALS:

- Continue refining plans to better reflect the resources needed to successfully launch and sustain our new poly academic programs in Fall 2023 and beyond.
- Improve our campus communication and engagement strategy.
- Create a more defined process for requests for high priority initiatives that span multiple working groups.
- In collaboration with other working groups, develop a process for allocating one-time investments in equipment, IT, and space.

Communications Working Group

WORKING GROUP PRIORITIES:

- Develop and implement a comprehensive strategy for communications, marketing, and branding of Cal Poly Humboldt which will:
 - Create a fresh energy that will attract new students, donors, and collaborators;
 - Position the University as a leading contributor to the regional economy and state workforce;
 - Position the University to build a reputation that increasingly attracts students and support from across the Western United States and beyond.
- Develop and implement a comprehensive internal communications strategy to ensure transparency and awareness of polytechnic implementation and planning across all working groups.

- Develop and execute comprehensive engagement activities to cultivate a sense of pride and loyalty among students, faculty, staff, alumni, and other supporters.
- Develop content, talking points, marketing materials, and other deliverables for meetings and engagement activities with the Chancellor's Office, Board of Trustees, and legislative representatives.
- Develop and execute events aligned with key milestones of polytechnic planning and transformation.
- Ensure we capture and archive all aspects of planning and implementation of this historic point in our institution's history.

ACCOMPLISHMENTS:

- Conducted a comprehensive Request For Proposal (RFP) and selected SimpsonScarborough to partner with the institution on our multifaceted branding initiative.
- In partnership with SimpsonScarborough and TVP Communications, developed a robust media, marketing, and communications strategy for the announcement of the name change and designation which garnered unprecedented local, regional, and national coverage.
- In collaboration with SimpsonScarborough, developed and launched a new polytechnic landing page geared toward a national audience to complement the transitional marketing and advertising campaign.
- Created transitional wordmarks, logos, University seal, and all complimentary items such as stationery, name badges, powerpoint templates, and zoom backgrounds. Worked with vendors to create an inventory of Cal Poly Humboldt merchandise that was available in the Campus Bookstore and The Campus Store, Eureka when the announcement was made.
- Transitioned all University websites to the new temporary branding and updated content on all sites to the new Cal Poly Humboldt name.
- In partnership with SimpsonScarborough, led and completed quantitative and qualitative research regarding branding, messaging, and the University's website.
- Finalized the new University brand platform, including the logo, creative direction, brand pillars, and messaging.
- Finalized the wireframe and information architecture for the combined humboldt.edu and Admissions website.
- Created a structure for gathering and archiving materials related to the name change and designation.
- Developed and hosted events to celebrate the name change announcement with our campus and alumni communities, and created a plan for additional events in the fall.

GOALS:

- To refine and enhance internal and external communication efforts regarding planning progress and the polytechnic transformation.
- To finalize a longer-term marketing and advertising strategy that will increase brand awareness and build the University's reputation with key audiences.
- To implement a successful brand activation strategy through refreshed marketing materials, communications, merchandise, and events.
- To identify a partner and get planning underway for environmental branding and campus signage.
- To launch the new humboldt.edu website and finalize the strategy for the launch of the remaining University websites.

Curriculum & Academic Programs Working Group

WORKING GROUP PRIORITIES:

- Plan, develop, and execute all components of launching the new academic programs outlined in the prospectus for launch of 2023 programs at minimum.
- Be key partners in ensuring all appropriate information is submitted and approved to the Chancellor's Office and appropriate accrediting agencies.
- Serve as a collaborator and partner in recruitment to support the successful launch of the programs.
- Incorporate where possible principles of TEK and/or sustainability.

ACCOMPLISHMENTS:

- Approval of the following bachelor's and master's degree programs by the Board of Trustees and Cal Poly Humboldt's Integrated Curriculum Committee:
 - Applied Fire Science & Management (B.S.)
 - Cannabis Studies (B.A.)
 - Data Science (B.S.)
 - Energy Systems Engineering (B.S.)
 - Engineering & Community Practice (M.S.)
 - Geospatial Science & Technology (B.S.)
 - Marine Biology (B.S.)
 - Mechanical Engineering (B.S.)
 - Software Engineering (B.S.)
- Development of the following certificate programs:
 - Sustainability
 - Cybersecurity
 - Information Technology

GOALS:

- Fully develop curriculum for 12 new programs to launch in Fall 2023
- Hire faculty and staff to support new programs

Enrollment & Growth Management Working Group

WORKING GROUP PRIORITIES

- Develop a robust coordinated enrollment and growth strategy for recruiting, communicating with, retaining, and supporting students into new polytechnic degree programs and existing programs.
- Identify guidelines and strategies to support the successful recruitment, hiring, and retention of employees at various scales of enrollment (faculty and staff).

ACCOMPLISHMENTS:

- Launched the Enrollment Growth and Management Planning Tool to department chairs across all three colleges; hosting workshoping sessions to support department submissions by mid-September.
- Academic College Representation on Enrollment Projection Working Group to help ensure completion of agreements with partners and revision of prospective data sources that grow the prospective pool from 250,000 to 500,000 prospective names.
- Revised Prospective Search Campaign launched for Fall 2023 admissions cycle
- In collaboration with Engineering Programs, launched a landing page for new programs to be implemented for Fall 2022.

GOALS:

- Next steps for Academic College Subgroup is to organize and share the information gathered through the use of the Enrollment Growth and Management Planning Tool in the Fall Semester with the goal of sharing within various working groups and stakeholder meetings such as other Poly Working Groups (Facilities, Budget, etc.), Provost's Council of Chairs, Deans, Academic Programs Office, etc.
- Share the info collected and organized from the Enrollment Growth and Management Planning Tool to inform the EGM Working Group's next steps related to workforce recruitment, development, and retention.
- Share initial results of the January 26, 2022 Cal Poly Humboldt designation as it related to Fall 2022 enrollment.
- Share refined Academic College Recruitment schedule of activities/calendar that include communications, recruitment events, and other related yield activities.

Facilities Working Group

WORKING GROUP PRIORITIES:

- Plan, design, and build state-of-the-art academic, housing, and research facilities.
- Acquire land to support existing or future needs of the institution's polytechnic planning efforts.
- Develop strategies to expand student and workforce housing.
- Collaborate on the planning and execution of the physical re-branding of our campus.
- Ensure city and county services support the infrastructure needs for the delivery of the projects and service to our campus community (i.e. transportation, paths).
- Ensure community services (medical, educational, retail, etc) to support faculty, staff and student growth.
- Collaborate with campus stakeholders (academic departments, research centers, student groups, community interest groups, agencies) on the renovations of academic spaces.
- Lead and complete the campus master plan.
- Integrate sustainability goals in all aspects of planning, physical building, and community.

ACCOMPLISHMENTS:

- Campus comprehensive facilities planning RFP released; bids for planning contractors under review, decision by end of May 2022
- Engineering & Technology Building programming nearly complete; feasibility study proceeding with intent for a design/build RFP release by end of summer 2022
- Microgrid and sustainability complex programming nearly complete; feasibility study proceeding with intent for a design/build RFP release by end of summer 2022
- Craftsman housing complex design/build competition complete; moving ahead with design and construction processes
- Land acquisitions for future housing, academic, and technical facilities underway

GOALS:

- Comprehensive Facilities Plan (Phase I) complete Fall 2023
- The Engineering & Technology Building will have complete design and may begin construction in Fall 2023.
- The Microgrid & Sustainability Building will have complete design and may begin construction in Fall 2023.
- Develop a comprehensive space plan for new academic programs.
- Planning, logistics, and programming for science core building renovation program

Inclusive Student Success/GI 2025 Working Group

WORKING GROUP PRIORITIES:

- Develop a comprehensive institutional strategy on academic success, retention, and degree completion which incorporates key components such as an institutional advising model, tutoring, learning communities, career services, and mentoring.
- Include overarching goals and metrics with integrated assessment of impact and budgeting/resource allocation (GI2025 and beyond) as part of the plan.
- Oversee collective impact and increase accountability for GI2025 targets.

ACCOMPLISHMENTS:

- Created a process for making funding recommendations to the Provost that included shared decision making and follow up conversations. In the next year, this process will need to be refined.
- Created sub-groups that also addressed the Chancellor's Office priorities on retention and persistence.
- Funded Diversity, Equity, and Inclusion initiatives but need more work here.
- Started a process to hire additional academic advisors to start in the fall and made connections between the ISS group and the advising working group.
- Held an in person retreat in which several of these conversations were carried forward.
- Started a subgroup on Place-Based Learning Communities which drafted a model to expand PBLCs for all first year students. This work will carry over into the summer and we plan for a university PBLC to be in place for Fall 2023.
- Funded ongoing peer mentor support.
- Had several discussions about electronic record keeping for student advising and support.
- Provided funding for curriculum redesign to remove barriers for student success.
- Addressed the CO priorities for GI2025 funding and hosted conversations on how to move these priorities forward.

GOALS:

- To develop a comprehensive institutional strategy on academic success, retention, and degree completion which incorporates key components such as an institutional advising model, tutoring, learning communities, career services, and mentoring.
- The plan will include overarching goals and metrics with integrated assessment of impact and budgeting/resource allocation (GI 2025 and beyond).
- The team will oversee collective impact and increase accountability for GI 2025 targets.
- Priorities & Subgroups for Three-Year Cycle
- Commitment to Access & Diversity
- Retention & Persistence Initiatives
- Robust framework for GI 2025 Funding Distribution
- Assessment & Continuous Improvement
- Fund curriculum redesign proposals that address removing barriers for students.
- Revise the student success "manual" for Cal Poly Humboldt.

Technology & Infrastructure Working Group

WORKING GROUP PRIORITIES:

- Envision and plan for the comprehensive technology needs at a polytechnic university:
- Develop a strategy for ensuring students and faculty have access to modern technology, including devices and tools, to support learning and teaching.
- Develop strategies and approaches to support innovation, research, and external collaborations and partnerships.
- Expand broadband speeds and wireless coverage for the campus and bring internet access to our placed-based learning locations to expand remote learning opportunities.
- Expand research infrastructure and networking, enabling our researchers and students to process, store, and move large data sets.

ACCOMPLISHMENTS:

- Gathered technology needs for proposed programs (infrastructure, student devices, network, software, storage)
- Regular working group meetings to discuss a community partnership framework for technology and map out current status and needs
- Surveyed PIs on IT research technology needs and hired two faculty research infrastructure fellows for AY 22/23.

GOALS:

- Gather technology needs from existing programs (infrastructure, student devices, network, software, storage)
- Develop approach to provide students with devices (laptops)
- Develop approach to centrally fund computer purchases and replacements
- Create advanced research support (hire support positions, create research network and computing infrastructure)

Project Management

ACCOMPLISHMENTS:

- Created project structure with phases that align with polytech implementation
- Completed discovery phase: gathering academic program requirements

GOALS:

- Complete strategic alignment phase, including the final Academic Programs Launch Plan for Fall 2023 to ensure that resources are available.