

Tuesday, January 26, 2021, 3:00pm, Virtual Meeting ID: 970 9341 9142

Chair Mary Virnoche called the meeting to order at 3:05pm on Tuesday, January 26, 2021, via Zoom; a quorum was present.

Members Present

Anderson, Burkhalter, Capps, Cuéllar, Dunk, Finley, Gonzalez, Gordon, Kerhoulas, McMillin, Meriwether, Miller, Mola, Moyer, Ndura, Pachmayer, Rainey, Schnurer, Teale, Thobaben, Tremain, Virnoche, Wilson, Woglom, Wrenn, Wynn, Zerbe

Members Absent

Cannon

Guests

Abraham Neri, Amber Blakeslee, Bella Gray, Benicio Benevides-Garb, Bethany Rizzardi, Brandilynn Villareal, Bree Gossi, Buddhika Madurapperuma, Clint Rebik, Dale Oliver, Devon Hernandez, Douglas Smith, Eboni Turnbow, Fernando Paz, Gabby Pelayo, Jenessa Lund, Joshua mith, Kayla Begay, Lauren Lynch, Lisa Bond Maupin, Mary Oling Sisay, Peggy Metzger, Rachael Gipson, Rosamel Benevides-Garb, Sarah Long, Shawna Young, Sheila Rockar-Heppe, Simone Aloisio, Sulaina Banks, Tracy Taylor

Announcement of Proxies

It was noted there were no proxies assigned

Approval of and Adoption of Agenda

Senator Tremain moved without a second to amend the agenda such that agenda item 11 be designated a time certain of 3:30pm.

Motion to adopt the agenda as amended passed unanimously

As part of the continuing effort to try to demystify the Senate processes and ways for community to engage, Chair Virnoche invited Senator Gonzalez to inform the guests and campus community about various ways to participate in the Senate conversation.

Senator Gonzalez explained how to utilize the Open Forum and informed guests they may raise their blue zoom hand to be recognized if they'd like to speak in the middle of a discussion. He noted guests can also use the chat function to either ask a Senator to recognize them so that they can speak, or to ask that a Senator represent their idea or ask a question on their behalf.

Approval of Minutes from the December 15, 2020 Meeting

M/S (Schnurer/Tremain) to approve the Minutes of December 15, 2020 meeting

Motion approved unanimously

Reports, Announcements, and Communications of the Chair

- Written report attached.

In addition to the written report, Chair Virnoche offered a special welcome to Dr. Elavie Ndura, AVP for the Office of Diversity, Equity and Inclusion, and Interim-elect Staff Senator, Ken Rainey, who is serving in former Senator Rob Keever's seat, as he had to resign last week. She also announced that the Senate Office is currently recruiting for 21-22 AY shared governance positions and Senate leadership.

Senator Thobaben referred to the section of Chair Virnoche's report titled "Senate Approved Resolution Status Update," and read the attached prepared remarks.

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

Academic Policies:

- Written report attached

In addition to the written report, Senator Schnurer noted that a discussion about faculty safety and commitments to such across campus will be forthcoming to the Senate. He noted the committee wants to honor the commitments from the Dean of Students Office, Academic Personnel Services, the California Faculty Association, and a number of other folks who've gotten together to work on some collaborative efforts to try to help keep faculty supported during difficult moments.

Appointments and Elections: Committee

- Written report attached

Constitution and Bylaws Committee:

- Written report attached

Faculty Affairs Committee:

- Written report attached

Integrated Curriculum Committee:

- Written report attached

University Resources and Planning Committee:

- Written report attached

Academic Senate CSU (ASCSU):

- Written report attached

In addition to the written report, Senator Burkhalter noted the ASCSU Senators just received a report that the Chancellor's Office is not considering furloughs or a tuition increase for next year, and reported that HSU's two nominees for Faculty Trustee—Dr. Tasha Howe, and Librarian Katia Karadjova—both moved forward to the final phase of appointment.

Senator Mola requested the ASCSU representatives elaborate on the first resolved in the resolution included in the ASCSU report, which refers to protecting fair workload for faculty in the CSU, and reduction in assigned time provided by campus services and leadership, and supervision for student research.

Senator Burkhalter explained the resolution came from Faculty Affairs and it states that reducing assigned time for faculty is not a good way to address budget concerns, even though there is a trend in the system that campuses are doing so.

President's Administrative Team (PAT):

- Written report attached

Consent Calendar from the Integrated Curriculum Committee

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

General Consent Calendar

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

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

It was noted that no one signed up to speak during the Open Forum

TIME CERTAIN 3:30 PM – Sense of the Senate Resolution on a Decline to Act Statement on Chancellor's Office Changes to CSU General Education Breadth Requirements (17-20/21-ICC – January 26, 2021)

Senator Tremain introduced the resolution, reminding the Senate of the history of the executive order, and the ASCSU's December 4, 2020 resolution counselling campuses to decline to act on the CO changes to the GE breadth requirement. She noted resolution is not a declaration that HSU won't act upon the ethnic studies requirement, rather, it affirms the fact that curriculum is the purview of the faculty, and that each campus should determine the mechanisms of how they implement AB 1460. In addition, this argues that our local Native American Studies, and Latin@ Studies and Ethnic Studies faculty are the experts in the teaching of Ethnic Studies and should have say on how this requirement is implemented at HSU. She noted members of the HSU Ethnic Studies Council are available to answer any questions.

Senator Woglom asked of the ASCSU representatives what the common response to the ASCSU's counsel to decline to act has been; Senator Burkhalter and Senator Zerbe clarified that

20 out of the 23 campuses have approved their own “decline to act” resolutions regarding this issue.

Senate vote to approve the Sense of the Senate Resolution on a Decline to Act Statement on Chancellor’s Office Changes to CSU General Education Breadth Requirements **passed without dissent**

Ayes: Anderson, Burkhalter, Cuéllar, Dunk, Gonzalez, Kerhoulas, McGuire, Miller, Mola, Moyer, Pachmayer, Rainey, Schnurer, Thobaben, Tremain, Wilson, Woglom, Wrenn, Wynn, Zerbe

Nays: none

Abstentions: Capps, Finley, Gordon, Meriwether, Ndura, Virnoche

Chair, University Policies Committee Election by the University Senate (Bylaws 11.82)

Nominee: Senator Jayne McGuire

M/S (Anderson/Woglom) to nominate Senator Jayne McGuire to serve as University Policies Committee Chair.

Chair Virnoche opened the floor for further nominations; none were forthcoming.

Senate vote to elect Senator McGuire as UPC Chair **passed without dissent**

Ayes: Anderson, Dunk, Gonzalez, Kerhoulas, Miller, Mola, Moyer, Pachmayer, Rainey, Schnurer, Tremain, Thobaben, Wilson, Wrenn, Woglom, Wynn, Zerbe

Nays: none

Abstentions: Burkhalter, Capps, Cuéllar, Finley, Gordon, McGuire, Meriwether, Ndura, Virnoche

BREAK OUT: Input on University Senate Action and Discussion, Spring 2021 Agendas

Minutes were not recorded during this time

TIME CERTAIN: 4:30-4:40 PM – Diverse Male Scholar Initiative

Chair Virnoche welcomed and recognized the following guests: Abraham Neri, Critical Race, Gender and Sexuality Studies major, and Fellow to the Diverse Male Scholar Initiative; Benicio Benavides-Garb, International Studies and French and Francophone Studies double-major, and Fellow to the Diverse Male Scholar Initiative; Douglas Smith, Coordinator, African American Center for Academic Excellence; Devon Hernandez, Special Consultant to the Diverse Male Scholar Initiative; and Fernando Paz, Coordinator, El Centro Académico Cultural.

All guests provided the Senate with the attached presentation.

Senator Woglom motioned without a second to adjourn.

Meeting adjourned at 4:56 pm

Meeting Chat record:

14:46:48 From Tracy to Everyone : Hello!

14:46:58 From Mary Watson to Everyone : :)

14:47:12 From Tracy to Mary Watson(Direct Message) : Hello!! My microphone is off.
Thanks.

15:00:24 From __Monty Mola - Physics & Astronomy (he/him) to Everyone : Going to keep my camera off. Power is out and I am hotspotting.

15:00:56 From __Mary Virnoche (she/her) to Everyone : yep... no problem... we are all hoping to keep connectivity... big winds

15:01:01 From Jenn Capps (she/her) to Everyone : Oh no Monty! I hope the power comes back on soon!

15:01:02 From __Lisa Tremain (she/they) to Everyone : I wouldn't be surprised if we all lose power...

15:01:33 From __Lisa Tremain (she/they) to Everyone : Don't take that as metaphor.

15:10:03 From __Mark Wilson to Mary Watson(Direct Message) : Hi Mary - no power here. Trying to do this by battery and expired hotspot. not working so well.

15:10:30 From Mary Watson to __Mark Wilson(Direct Message) : No worries at all!

15:11:31 From __Jeff Dunk - ESM (he, him) to Mary Watson(Direct Message) : Just letting you know - and it's funny - Clint Rebik and I have been in the same small break out room 100% of the times since we've done these small chats!

15:11:59 From Mary Watson to __Jeff Dunk - ESM (he, him)(Direct Message) : Haha Oh dear! I promise I always do the random shuffle!

15:12:38 From __Jeff Dunk - ESM (he, him) to Mary Watson(Direct Message) : Not complaining - we get a good laugh each time

15:13:16 From Mary Watson to __Jeff Dunk - ESM (he, him)(Direct Message) : Good! Glad to hear it.

15:16:44 From __Lisa Tremain (she/they) to Everyone : Welcome, Elavie!

15:17:09 From __Lisa Tremain (she/they) to Everyone : Welcome, Ken :)

15:17:11 From __Kenneth to Everyone : Thank you!

15:19:29 From __George Wrenn (he/him) to Mary Watson(Direct Message) : Mary, should I be seeing the blue hand option?

15:19:52 From _Elavie Ndura to Everyone : Thank you, Lisa!

15:21:36 From Mary Watson to __George Wrenn (he/him)(Direct Message) : Hi George!
Sorry, yes, I think so? You don't?

15:22:19 From Mary Watson to __George Wrenn (he/him)(Direct Message) : You could also use the raise hand button under "reactions"

15:24:08 From __Noah Zerbe (he/him) to Everyone : The ASCSU (Statewide) Senate resolution was referred back to committee to more clearly articulate the conditions under which emerita/emeritus status may be rescinded. It should come back to Statewide Senate at the next meeting in March.

15:26:13 From __Lisa Tremain (she/they) to Everyone : Thank you, Maxwell!

15:26:55 From __Mark Wilson to Everyone : I have a very poor hotspot connection (no electricity) nothing to add

15:28:02 From __Lisa Tremain (she/they) to Everyone : Real talk

15:28:16 From __Noah Zerbe (he/him) to Everyone : Nothing to add. Bad internet

15:28:20 From Mary Watson to __Lisa Tremain (she/they)(Direct Message) : LOL Lisa!

15:28:30 From __Jenn Capps (she/her) to Everyone : Bad internet is going around....

15:28:56 From __Jim Woglom to Everyone : Woot!

15:29:35 From __Cindy Moyer-Music (she/her) to Everyone : If I wanted to ask a question about all those detailed budget reduction reports, when would I do that?

15:29:51 From __Noah Zerbe (he/him) to Everyone : It came from FA.

15:30:14 From __Noah Zerbe (he/him) to Everyone : Some campuses are reducing assigned time for supervision of students, service, etc. It's an effort to fight back against that

15:30:42 From Mary Watson to __Cindy Moyer-Music (she/her)(Direct Message) : Cindy, I imagine you could do that after Stephanie answers Monty's question.

15:30:57 From __Monty Mola - Physics & Astronomy (he/him) to Everyone : Thank you both!

15:30:59 From Mary Watson to __Cindy Moyer-Music (she/her)(Direct Message) : Since the URPC report was just brought up right before the ASCSU one

15:31:12 From __Maxwell (he/his) to Mary Watson(Direct Message) : cindy question in chat for jim

15:31:31 From __Noah Zerbe (he/him) to Everyone : There's a workload formula EP&R that governs class caps. It's part of the CBA but not followed at most campuses

15:31:34 From Mary Watson to __Maxwell (he/his)(Direct Message) : Got it! I messaged her she should raise her hand now, and she did! :)

15:31:40 From Mary Watson to __Maxwell (he/his)(Direct Message) : Thank you!

15:31:45 From __Maxwell (he/his) to Mary Watson(Direct Message) : ignore me, I'm just a goon. thank you

15:31:57 From __Noah Zerbe (he/him) to Everyone : ye

15:32:18 From Mary Watson to __Maxwell (he/his)(Direct Message) : Haha, charming

15:33:17 From Mary Watson to __Maxwell (he/his)(Direct Message) : ("goon" I mean)

15:33:45 From __Maxwell (he/his) to Mary Watson(Direct Message) : yeah . . . I mean a goon w/ a phd

15:34:02 From Mary Watson to __Maxwell (he/his)(Direct Message) : Best kind of goon.

15:35:06 From _Brandon McMillin (He/Him) to Everyone : I need to step out of the meeting for a few minutes to help an intern with a task. I apologize. Be back ASAP

15:36:21 From Mary Watson to Everyone : Forgot to provide the agenda link at the start of the meeting. Access it and relevant documents here: <https://senate.humboldt.edu/university-senate-meeting-agenda-1262021>

15:39:11 From __Noah Zerbe (he/him) to Everyone : I don't know how many have passed a similar resolution, but at least 20 passed resolutions opposing the current policy

15:40:34 From Kayla Begay (She/They) to Everyone : Thank you Noah.

15:40:47 From Kayla Begay (She/They) to Everyone : Thank you Stephanie.

15:42:01 From __Stephanie Burkhalter (she/her) to Everyone : Thank you for all of your work, Kayla

15:43:32 From __Noah Zerbe (he/him) to Everyone : Can we please add CSU Campus Senate Chairs and the ASCSU to the distribution list?

15:44:08 From Sheila Rocker Heppe (she/hers) to Mary Watson(Direct Message) : Thank you for continuing to let me in - My power keeps going out. BIG WIND

15:44:32 From Mary Watson to Sheila Rocker Heppe (she/hers)(Direct Message) : You're definitely not the only one! No worries at all! Glad you keep coming back.

15:44:56 From __Noah Zerbe (he/him) to Everyone : Ask for objections?

15:45:00 From __Noah Zerbe (he/him) to Everyone : If none, then declare

15:45:18 From __Maxwell (he/his) to Everyone : That's my parliamentarian!

15:45:19 From __Lisa Tremain (she/they) to Everyone : Mary W., Can you add those?

15:45:22 From __Lisa Tremain (she/they) to Everyone : Thank you!

15:45:36 From Mary Watson to Everyone : Yes, ma'am!

15:46:27 From __Mark Wilson to Mary Watson(Direct Message) : i vote yes but can't work controls

15:47:16 From __Cindy Moyer-Music (she/her) to Everyone : Looks like they have a short time limit under the new version of Zoom!

15:47:20 From __Monty Mola - Physics & Astronomy (he/him) to Everyone : Mine are staying put.

15:47:22 From _Arlene Wynn (she/her) to Everyone : My vote is yes

15:47:30 From __Lisa Tremain (she/they) to Everyone : My vote is yes

15:47:32 From Bethany to Everyone : I'm checking for other options

15:47:33 From Kayla Begay (She/They) to Everyone : Maybe the raise hand function? It stays longer.

15:47:34 From __Cindy Moyer-Music (she/her) to Everyone : Could we raise hands as a YES instead? The hands stay up.

15:47:44 From __Monty Mola - Physics & Astronomy (he/him) to Everyone : Roll call?

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15:47:45 From __Debbie she/her to Everyone : my vote is a yes
15:47:45 From __Jeff Dunk - ESM (he, him) to Mary Watson(Direct Message) : yes
15:47:47 From __Maxwell (he/his) to Everyone : My vote is yes
15:47:48 From __Jayne McGuire (she/her) to Mary Watson(Direct Message) : yes
15:47:52 From __Ara Pachmayer (she, her) to Mary Watson(Direct Message) : yes
15:47:58 From __Tim Miller (he, him, his) to Everyone : My vote is yes
15:47:59 From __Jim Woglom to Everyone : Yes
15:48:01 From __Noah Zerbe (he/him) to Everyone : I vote yes
15:48:01 From _Malluli Cuéllar (she, her, hers) to Everyone : My vote is yes
15:48:03 From __Cindy Moyer-Music (she/her) to Everyone : I vote YES
15:48:08 From __Marshelle Thobaben to Mary Watson(Direct Message) : Green--vote in favor
15:48:08 From __Monty Mola - Physics & Astronomy (he/him) to Everyone : YES!!!!
15:48:09 From _Kenneth to Everyone : my vote is yes
15:48:09 From __Jill Anderson (she/her/hers) to Everyone : I vote Yes
15:48:10 From __Jeff Dunk - ESM (he, him) to Everyone : Yes
15:48:12 From __Stephanie Burkhalter (she/her) to Mary Watson(Direct Message) : I vote yes on the resolution
15:48:14 From __George Wrenn (he/him) to Everyone : Yes
15:48:17 From __Lucy Kerhoulas (she/her) to Everyone : Yes
15:48:42 From Kayla Begay (She/They) to Everyone : Thank you all!
15:49:03 From Bethany to Mary Watson(Direct Message) : Hi Mary, Do you need a record of who voted what? Or just the count?
15:49:06 From Bethany to Mary Watson(Direct Message) : I'm thinking a poll could work
15:49:42 From Mary Watson to Bethany(Direct Message) : I do need a record of who voted--thank you for that suggestion! Could you please suggest that to Mary V as well? I'm not sure how to create a poll, though. Maybe next meeting?
15:50:26 From Bethany to Mary Watson(Direct Message) : You do it in the zoom "website" so to speak, happy to show you or have drew show you. Let me play around with it a bit. I think it's anonymous
15:50:34 From Bethany to Mary Watson(Direct Message) : Drew is thinking raise hand might be a good option for today
15:51:16 From __Cindy Moyer-Music (she/her) to Everyone : Thanks!
15:52:05 From Mary Watson to Bethany(Direct Message) : Okay! Raise hand for yes and thumbs down for no? I actually like the chat--it makes it so I don't need to take a photo...
15:52:33 From Bethany to Mary Watson(Direct Message) : Agree. Chat is a nice record
15:52:45 From _Jenn Capps (she/her) to Everyone : Preach it Jeff Dunk!
15:52:46 From Bethany to Mary Watson(Direct Message) : I think thumbs down will

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disappear quickly

15:52:46 From Mary Watson to Bethany(Direct Message) : Awesome. Thank you so much!

15:52:52 From __Lisa Tremain (she/they) to Everyone : More real talk

15:53:03 From __Monty Mola - Physics & Astronomy (he/him) to Everyone : We had a list at one point. Who maintained that?

15:53:42 From Mary Watson to Everyone : I think that's me, Monty. Through the Academic Affairs website... or maybe the President's Office site?

15:55:22 From Mary Watson to Everyone : Here is a link to the list: has not been updated since 2018 though. https://www.google.com/url?client=internal-element-cse&cx=016116879625100262331:nyxfuocjlyc&q=https://senate.humboldt.edu/sites/default/files/hsu_acronyms_2018_msw_0.pdf&sa=U&ved=2ahUKEwim0uPv5bruAhWDM30KHVbSALcQFjACegQIBxAB&usq=AOvVaw0LGJlbKAhX8KiuBYFd3MFQ

15:56:46 From __Monty Mola - Physics & Astronomy (he/him) to Everyone : Awesome! Thank you Mary!

15:58:23 From Lisa Bond-Maupin (She, Her) HSU to Everyone : <https://www.humboldt.edu/polytechnic>

15:59:00 From __Cindy Moyer-Music (she/her) to Everyone : Has there been a campus-wide call for working group membership. (There probably has, and I've just forgotten.) If not, there should be? Thanks,

15:59:49 From Lisa Bond-Maupin (She, Her) HSU to Everyone : There was a call for volunteers and we have had an incredible response. The leads are "mining" the list of volunteers and Jenn and I will vet the groups for inclusion, diversity and broad representation

16:00:16 From __Cindy Moyer-Music (she/her) to Everyone : Excellent. Thanks, Lisa!

16:00:16 From __Jenn Capps (she/her) to Everyone : There has been some past campus messaging asking folks to express interest as well as my provost communications but we will keep putting the offer out.

16:13:17 From __Jeff Dunk - ESM (he, him) to Everyone : Yes

16:13:19 From __Cindy Moyer-Music (she/her) to Everyone : I vote yes

16:13:24 From __George Wrenn (he/him) to Everyone : Yes

16:13:24 From __Noah Zerbe (he/him) to Everyone : Yes. Thank you Jayne!

16:13:25 From __Tim Miller (he, him, his) to Everyone : Yes

16:13:25 From __Jim Woglom to Everyone : Emphatic yes

16:13:26 From __Monty Mola - Physics & Astronomy (he/him) to Everyone : Yes for Jayne!!!

16:13:26 From __Arlene Wynn (she/her) to Everyone : Yes

16:13:27 From __Maxwell (he/his) to Everyone : Vote yes

16:13:27 From __Debbie she/her to Everyone : Yes

16:13:27 From __Jill Anderson (she/her/hers) to Everyone : I vote yes

16:13:27 From __Ara Pachmayer (she, her) to Everyone : yes

16:13:28 From __Lucy Kerhoulas (she/her) to Everyone : Yes
16:13:28 From __Marshelle Thobaben to Mary Watson(Direct Message) : Approval
16:13:29 From __Kenneth to Mary Watson(Direct Message) : Yes
16:13:30 From __Lisa Tremain (she/they) to Everyone : Yes for Jane
16:13:35 From __Mark Wilson to Mary Watson(Direct Message) : yes
16:13:41 From __Lisa Tremain (she/they) to Everyone : Jayne!
16:13:47 From __Jayne McGuire (she/her) to Everyone : Thanks all!
16:14:04 From __Monty Mola - Physics & Astronomy (he/him) to Everyone : Thank you Jayne!
16:14:59 From __Mark Wilson to Mary Watson(Direct Message) : battery dying - have to leave
16:15:12 From Mary Watson to __Mark Wilson(Direct Message) : Thanks Mark!!
16:16:29 From Lisa Bond-Maupin (She, Her) HSU to Mary Watson(Direct Message) : Gonna hang here and do stuff
16:16:42 From Mary Watson to Lisa Bond-Maupin (She, Her) HSU(Direct Message) : Sounds good :)
16:41:02 From __Ara Pachmayer (she, her) to Mary Watson(Direct Message) : I have to take off, having a little snack and break before my evening class. Thanks Mary!
16:45:47 From Sulaina Banks (She/Her) to Everyone : If someone was interested in volunteering, how would they get involved?
16:49:56 From Mary Watson to _Dr. Jason L. Meriwether(Direct Message) : Thank you Dr. Meriwether! Also wanted to appreciate your music quotes today! Also, "street poet," is a term I'd never heard, but will be using a lot more often from now on.
16:50:37 From __Lisa Tremain (she/they) to Everyone : Snaps!
16:51:43 From __George Wrenn (he/him) to Everyone : Please reach out to the Library if there are any books/videos we can provide to support your program!
16:55:05 From Lisa Bond-Maupin (She, Her) HSU to Everyone : This is a point of pride for this university. Thank you for your vision and leadership

University Senate Chair Report
January 26, 2021

Submitted to the University Senate
by Mary Virnoche, General Faculty President & University Senate Chair

Shared Governance Leadership and Committee Engagement - Your Outreach

[Nominations](#) close Wednesday, January 27, 2021 for the first round of AY 21-22 shared governance leadership and committee engagement. As part of the Senate commitment to concrete actions to advance university diversity, equity, and inclusion, please reach out to at least one colleague and encourage their consideration for many shared governance opportunities. We know from experience (and research) that direct encouragement is an important action in building new diverse leadership. This includes continuing to engage and mentor middle level and more senior colleagues in new challenges. Plant the seeds for 21-22 and coming years.

CSU Board of Trustees - Faculty Trustee Applicants

The General Faculty of HSU endorsed both HSU applicants: Dr. Katia Karadjova and Dr Tasha Howe. HSU faculty member and Senator Jayne McGuire is serving on the ASCSU committee vetting those applications.

Senate Approved Resolutions - Status Update

All resolutions passed to date by the University Senate and requiring administrative certification have been approved with the exception of the Resolution on Emeritus Faculty [09-20/21-CBC/FAC](#). The Senate passed this resolution on November 10, 2020. The Provost on January 19, 2021 emailed the Senate Chair and CBC/FAC Committee Chairs her decision and specific requests for further development. In the meantime, the ASCSU has taken up an emeritus status resolution aligned with the Provost requests for further policy work.

Administrative Review and Response on Senate-Approved Resolutions

The Senate Executive at our January 19, 2021 meeting considered the introduction of a policy resolution establishing timelines for administrative response to resolutions. Committee members agreed that prompt decision making is generally not an issue. The Committee agreed that a less formal understanding and commitment to timely action was the preferred approach. The committee agreed that in cases where an administrator may be engaged in further research on a resolution, that reporting that status and a target for their decision is the shared expectation to keep the Senate updated on the status. The Committee noted that, in the case of the Emeritus Resolution discussed above, there were Senate-generated problems with

correct routing of that particular resolution. In addition, the review process also overlapped with the winter break.

Senate Lecturer WTU

Lecturer senators will be able to bank within the AY their .5 WTU/semester assigned time for governance: their workload can include 1 WTU in either Fall or Spring of the academic year. At this time, they will not be able to bank across academic years. There will not be a formal assigned time MOU issued, as no other Senate-related shared governance position is currently based on a formal MOU.

Student Experience and UC Transition Community Forum: More than 80 community members tuned into the Student Experience and UC Transition Community Forum at 1 pm on Thursday, January 14, 2021. Participants were primarily staff members, but a few students and faculty members also were also at the meeting that was [recorded](#). President Jackson provided the background and goals for the changes. David Montoya, AVP for HR, addressed personnel changes. Ivy Kusler from [Chartwell Higher Education Dining](#) was on the call and talked about the focus on the Humboldt dining brand. Todd Larsen, Director of Housing, discussed dining directions and opportunities. Jane Teixeira, Director of Athletics, and Bridget (Hand) Nichols, Director of Center Activities, addressed coordination and synergies across programs now under the Athletics umbrella. Roy Furshpan, Director of Center Arts, addressed continued and new directions. Wendy Sotomayor, Director of the Student Union, discussed reimagining the University Center. Amber Blakeslee, University Budget Director, reviewed UC Campus Fee and maintaining funding streams. [Presentation Slides](#). [Transition website](#). [Fact Sheet](#).

CSU Senate Chairs on Shared Governance Time

The HSU University Senate and Committee work time commitments appear relatively in line with [other CSU shared governance bodies](#). That said, this was an informal sharing of information that does not include norming for relative differences in release/assigned time across campuses.

HUMBOLDT STATE UNIVERSITY

University Senate Written Reports, January 26, 2021

Standing Committees, Statewide Senators and Ex-officio Members

Academic Policies Committee:

Submitted by Maxwell Schnurer, APC Chair

Chair: Maxwell Schnurer (mds65@humboldt.edu)

Members in attendance: Clint Rebik, Kayla Begay, Michael Goodman, & Humnath Panta (Morgan Barker participated asynchronously). Invited guests included Andrea Delgado, Leslie Rossman, Janet Winston representing the California Faculty Association.

December 16, 2020

Minutes:

- Committee as a whole to allow work & welcome guests.
- Continued for editing/feedback work on disruptive student policies. Shared draft resolution for collectively editing. Review of changes, edits and phrasing for clarity and purpose.

Next meeting is January 26 at 10am. Please contact the chair for an invitation.

Charge of the committee: **Duties:** “Develops and maintains the academic policies of Humboldt State University. Receives requests and agenda items from the Integrated Curriculum Committee (ICC), the University Senate, APC members and other university community members; works with the ICC to prioritize items; vets changes and proposals through the ICC with recommendations forwarded to the Senate” ([Senate Bylaws](#), Section 11.2).

Appointments and Elections Committee:

Submitted by Mary Watson, University Senate ASC, on behalf of the AEC

The following call for nominations was sent to all faculty and posted to the University Senate website on January 13, 2021; this is the first call for nominations of Spring 2021:

January 13, 2021

To: HSU General Faculty

From: University Senate Appointments and Elections Committee

Subject: Call for Nominations for General Faculty Elections and Appointments

Faculty members are needed to serve on the following campus committees. Committee work will begin with the start of the Fall 2021 semester.

***Please note:** this call for nominations includes College Personnel Committee positions. If nominees aren't forthcoming, APS will work with College Deans to form CPCs before they're needed for reviews.

You may self-nominate by emailing your nomination to the University Senate Office (senate@humboldt.edu).

Nominations are due by Wednesday, January 27, 2021

Please visit the Committee Directory <http://www2.humboldt.edu/senate/committees> for more information about each committee. For general information on committees, see section 800 of the *HSU Faculty Handbook* via the following link: <http://www2.humboldt.edu/aavp/sites/default/files/facultyhandbook/Section800.pdf>

Elected Position Openings:

GENERAL FACULTY / UNIVERSITY SENATE

- General Faculty President / University Senate Chair, 2 year term
- General Faculty Representative to the ASCSU (Statewide Senate), 3 year term
- General Faculty Representative to the ASCSU (Statewide Senate), **1 year term**
- Lecturer Faculty Delegate (Colleges, Library, Counseling, Coaches), 3 year term
The position is open to Lecturers, Coaches and non-tenure line Counselors and Librarians with a time base of .40 or greater.
- Tenure Line At-Large Faculty Delegate, 3 year term
- Tenure Line **CNRS** Instructional Faculty Delegate, 3 year term
- Tenure Line **CAHSS** Instructional Faculty Delegate, 3 year term

INTEGRATED CURRICULUM COMMITTEE (ICC)

Faculty serving as the ICC Chair will receive 6 units of Assigned Time per year. ICC Chair also serves on the University Senate Executive Committee and as Chair of the Academic Master Planning Subcommittee.

- ICC Chair, 3 year term

NOTE: Candidates for ICC Chair must be faculty with previous experience serving on the ICC, the University Senate, the Academic Policies Committee, the GEAR Committee, or as a department chair.

Subcommittee on Course and Degree Changes (CDC)

- Faculty Member (CPS), 3 year term

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

GEAR (General Education and All-University Requirements) Subcommittee

Faculty serving as the GEAR Chair will receive 4 units of Assigned Time in AY 21-22.

- GEAR Chair (Faculty Member At-Large) 3 year term

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

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

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

Duties: Review and select proposals submitted by faculty for Research, Scholarship, and Creative Activity grants which are awarded annually. Performs other duties when funds are not available, e.g., review of applications for McCrone awards and judging of posters for research symposium.

PROFESSIONAL LEAVE COMMITTEE

- Tenured Faculty Member, 2 year term
- Tenured Faculty Member, 2 year term
- Tenured Faculty Member, 2 year term

Duties: The committee reviews sabbatical leave applications and considers questions related to the quality of the proposed sabbatical project. The committee also conducts a continuing study of leave policy and recommends appropriate changes to the University Senate.

SPONSORED PROGRAMS FOUNDATION BOARD

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

- Faculty Director, 4 year term
- Faculty Director, 4 year term

Duties: Govern the HSU Sponsored Programs Foundation, a non-profit corporation formed to advance the welfare of HSU through the development, encouragement, and management of sponsored programs and other special campus programs and their related trusts.

UNIVERSITY FACULTY PERSONNEL COMMITTEE (UFPC)

Faculty serving as UFPC Chair will receive 9 units of Assigned Time in AY 21-22; faculty serving on the UFPC will receive 6 units of Assigned Time per year, workload varies and additional WTU or a stipend may be awarded at the Provost's discretion; the committee meets MWF 9am to 11am. Please note: faculty participating in the Faculty Early Retirement Program are eligible for nomination with the Provost's approval.

- Faculty Member (At-Large), 2 year term
- Faculty Member (At-Large), 1 year term
- Faculty Member (CNRS), Fall 2021 term
- Faculty Member (CPS), 1 year term
- Faculty Member (CAHSS), 2 year term

Please refer to the following page for information regarding the duties of the UFPC: <http://www2.humboldt.edu/senate/ufpc>

College Personnel Committee Openings:

COLLEGE OF ARTS, HUMANITIES, AND SOCIAL SCIENCES (CAHSS)

Retention/Reappointment Committee

- Tenured Associate Professor or Professor, 2 year term
- Tenured Associate Professor or Professor, 2 year term

Tenure and Promotion Committee

- Professor, 2 year term

Please refer to the [CAHSS Bylaws](#) for detailed information regarding personnel procedures.

COLLEGE OF NATURAL RESOURCES AND SCIENCES (CNRS)

Retention/Reappointment Committee

- Tenured Associate Professor or Professor, 2 year term

Tenure and Promotion Committee

- Professor, 2 year term
- Professor, 2 year term

Please refer to the [CNRS Administrative Handbook](#) for detailed information regarding personnel procedures.

COLLEGE OF PROFESSIONAL STUDIES (CPS)

Tenure and Promotion Committee

- Professor, 2 year term
- Professor, 2 year term
- Professor, 2 year term

Please refer to the [CPS Bylaws](#) for detailed information regarding personnel procedures.

Appointed Position Openings:

ACADEMIC POLICIES COMMITTEE (APC)

- Faculty Member, 3 year term
- Faculty Member, 3 year term

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

ALCOHOL, TOBACCO AND OTHER DRUG PREVENTION COMMITTEE

- Faculty Member, 2 year term

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

APPOINTMENTS AND ELECTIONS COMMITTEE (AEC)

- Faculty Member, Committee Chair*, 1 year term
- Faculty Member, 1 year term

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

*The University Senate Appointments and Elections Committee (AEC) is a critical body for creating inclusive shared governance across Humboldt State University. The committee's central charge is to "solicit nominations for members and chairs of Standing, Ad hoc, and Campus committees, and ... fill vacancies that may occur in committees during the academic year," as well as "General Faculty elections" (Faculty Handbook 11.54). As initiated by the 20-21 AEC and University Senate, the 22-22 AEC shall take a proactive role in planning and structuring leadership and shared governance communication. In addition, the AEC shall institutionalize and coordinate ongoing leadership mentoring in collaboration with other bodies on campus (e.g. Center for Teaching and Learning, the CSU Student Success Network, University Senate, Diversity, Equity, and Inclusion Committee, Staff Council, and Associated Students). Given the focus on building structures for active recruitment and mentoring coordination, the *University Senate Executive Committee allocated 3 WTU of release time for AY 21-22 to support the leadership expectations for the AEC Chair* selected by the committee.

CENTER FOR COMMUNITY BASED LEARNING (formerly CSLAI)

- Faculty Member (CAHSS), 2 year term

Duties: The Committee advises and provides direction to the Coordinator of Service Learning/Experiential Education through the formulation of policies, procedures, and strategic planning for the University's Service Learning and Experiential Education Initiative.

COMMITTEE ON FACULTY RTP CRITERIA AND STANDARDS

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

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

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

CONSTITUTION AND BYLAWS COMMITTEE

- Faculty Member, 2 year term

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

DISABILITY, ACCESS, AND COMPLIANCE COMMITTEE

- Faculty Member, 2 year term

Duties: To assist in the evaluation of current campus policies and procedures relating to students with disabilities; develop prioritized plans relating to programs and services for students with disabilities; review barrier removal priorities as specified in the State University Administrator's Manual (SUAM); and develop timelines. (See [Executive Memorandum P03-07](#))

FACULTY AFFAIRS COMMITTEE

- Faculty Member, 3 year term
- Faculty Member, 3 year term

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

FACULTY AWARDS COMMITTEE

Two of the three members should be previous recipients of the Outstanding Professor Award.

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

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

GEAR (General Education and All-University Requirements) Subcommittee

- Faculty Member (CAHSS or CNRS), 1 year term
- Faculty Member (CAHSS or CNRS), 2 year term
- Faculty Member (CPS), 3 year term

INSTRUCTIONALLY RELATED ACTIVITIES COMMITTEE (IRA)

Candidates are recommended by the Appointments and Elections Committee to the President for final appointment.

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

Duties: Advise the President regarding both level of fee and allocation of fee revenue. Additionally, this committee reviews the intercollegiate athletics budget proposal from the Intercollegiate Athletic Advisory Committee prior to its submission to the President.

INTERCOLLEGIATE ATHLETICS ADVISORY COMMITTEE (IAAC)

Candidates are recommended by the Appointments and Elections Committee in consult with the Senate Executive Committee to the President for final appointment.

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

Duties: Serve as a forum for the President and Athletic Director to seek advice and refine ideas and develop or revised policies of the Athletic Department on such subjects as equity compliance, annual budget and the direction and balance of sports that constitute the program.

INTERNATIONAL ADVISORY COMMITTEE

- Faculty Member (University Library), 3 year term
- Two Faculty Members (CAHSS), 3 year term
- Faculty Member (CNRS), 3 year term
- Faculty Member (CPS), 3 year term

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

PARKING AND TRANSPORTATION COMMITTEE

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

Duties: The Committee serves as a forum for parking and transportation issues. The Committee receives input, evaluates parking and transportation strategies, develops and recommends policies and procedures for adoption, makes other recommendations for action to the President, and implements strategies as directed by the President.

STUDENT FEE ADVISORY COMMITTEE

- Faculty Member, 2 year term

Duties: Advise the President regarding the establishment and adjustment of all campus mandatory, user and penalty fees in accordance with the provisions of the Chancellor's Executive Order 740. (See Executive Memorandum P01-5)

STUDENT GRIEVANCE COMMITTEE

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

Duties: Handles grievances regarding academic issues and other issues not related to discrimination or misconduct.

UNIVERSITY POLICIES COMMITTEE

- Faculty Member, 3 year term

Duties: The Committee is charged with reviewing the existing policy processes on campus and recommending to the Senate for its approval a policy process that address the campus need for a transparent, efficient, and clear policy process rooted in principles of shared governance. See Senate Bylaws, section 11.8

UNIVERSITY RESOURCES AND PLANNING COMMITTEE

Preference for appointment will be given to Faculty Senators.

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

Please refer to [Senate Bylaws](#), Section 11.3 for committee description.

UNIVERSITY SPORTS FACILITIES SCHEDULING ADVISORY GROUP

- Faculty Member, 1 year term

Duties: Oversee administration of usage and scheduling policies for the University's sports facilities so as to ensure University programs and sponsored events are properly accommodated.

UNIVERSITY SPACE AND FACILITIES ADVISORY COMMITTEE (USFAC)

- Faculty Member, 2 year term

Please refer to [Senate Bylaws](#), Section 11.37, and University Senate [Resolution 08-20/21-CBC/URPC](#) for more information

Constitution and Bylaws Committee:

Submitted by Jill Anderson, CBC Chair

Report of January 25, 2021

Agenda:

1. Call to Order
2. Attendance, proxies and quorum
3. Update on Existing Resolutions
4. Update on Handbook Progress
5. Handbook Website Ideas Discussion
6. Future Resolutions

7. Other Items

Meeting Notes:

1. Call to Order
 - a. Meeting began at 11:01 a.m. (via Zoom)
 - b. Welcome to Larry Nichols, who joins the committee as a staff representative filling the vacant seat.
2. Attendance, proxies & quorum
 - a. Members present: Zerbe (Faculty), Wrenn (Faculty), Woglom (faculty), Purchio (faculty), Nichols (Staff), and Anderson (Faculty) were present.
 - b. Quorum was met with 6 of 6 members present.
 - c. Vacancies include 1 student representative.
3. Update on Existing Resolutions
 - a. 09-20.21 CBC/FAC Emeritus Faculty was Returned to committee by Provost Capps to for a discussion of development of criteria for awarding Emeritus Status in alignment with other CSU campuses. The FAC is leading this discussion. Dr. Zerbe pointed to a resolution passed by the ASCSU regarding Emeritus status to help inform discussion.
4. Update on Handbook Progress
 - a. Committee working groups are continuing to update handbook sections. The committee is seeking input from associated divisions to confirm information presented accurately reflects current processes. Feedback presented to the committee will inform further edits to the handbook. The committee is on track to complete the project in the proposed timeline.
5. Handbook Website Ideas Discussion
 - a. The committee is reviewing ideas for updating the handbook website to make it more user-friendly and inviting. Ideas are being generated by reviewing handbook websites at other CSU's and institutions. The committee is focusing on accessibility including searchability and printability of content within discussions of how to present the handbook online.
6. Future Resolutions
 - a. The committee continued discussion from last semester on a resolution to allow for a more streamlined process for updating naming conventions and typographical errors in governing documents. The committee is working on a draft resolution that would allow for the addition of such a mechanism into the constitution.
7. Other Items
 - a. No further items were added

Meeting adjourned at 11:30am

Faculty Affairs Committee:

Submitted by Mark Wilson, FAC Chair

1-25-21 Faculty Affairs Committee Written Report

Our regular meeting time is Wednesdays at 3 pm.

Members: Mark Wilson (Chair), Simone Aloisio, Loren Canon, Jeremiah Finley, Kirby Moss, Marissa O'Neill, Ara Pachmayer, Edelmira Reynoso, George Wrenn.

Continuing work:

Contribute to efforts of Advising Working Group to help improve student advising, define the role of faculty advisors, and identify training needs.

Edit/revise Instructional Observation Checklists for in-person and online classes.

Revise the policy on Emeritus status for Lecturers.

New work:

Help identify ways that the University can support Research, Scholarly and Creative activities. At Humboldt, most faculty research, scholarship and creative activities directly involve students. Research is not a separate activity from teaching, but rather is hands-on experiential learning that directly trains students and provides them with some of their most important educational opportunities. If we transition to a Polytechnic University, how can we better support and grow opportunities for Research, Scholarly and Creative activities?

Identify ways that the process and timeline for faculty hiring can be improved. For many years, faculty position requests were submitted in the Spring, and decisions on approved searches were made by the end of the Spring semester. This allowed for search committees to be formed, positions advertised widely, and progress (initial screening of applications, sometimes phone interviews) to be made by the end of the Fall semester. With searches started in summer or fall, on campus interviews could be conducted Jan-Mar and job offers made by late Feb/ March. This timetable made us competitive with candidates that might have multiple offers but prioritized Humboldt. In recent years decisions on faculty hires have been made late into the Fall semester. Delaying the normal timetable means that competitive candidates must make decisions about other job offers before we are able to make decisions on our offers, which typically results in those candidates withdrawing from our searches. Compressing the timetable affects our ability to recruit widely and get broad input on candidates.

Integrated Curriculum Committee:

Submitted by Lisa Tremain, Interim ICC Chair

Integrated Curriculum Committee

Report for University Senate**January 19, 2021****Submitted by ICC Interim Chair Lisa Tremain****ICC Updates and Spring 2021 Goals:**

ICC reviewed our project tracking sheet and discussed items that needed updating or assignment to specific committees. ICC Sub-committees discussed goals for the semester.

ICC reviewed all current proposals in the Curriculog queue. Curriculum Coordinator Bella Gray provided an update on these proposals and ICC processes to move them forward. We anticipate new programs, including majors, minors, and certificate programs to be proposed this spring and into the next academic year and are clarifying processes for reviewing new programs. APC will be drafting policy to delineate language for minors, certificates and concentrations.

CSU-wide Ethnic Studies Requirement and Implementation

ICC reviewed and discussed the Sense of the Senate/ Decline to Act Resolution to be introduced to the Senate floor for a vote on January 26, 2021. Professor Cutcha Risling-Baldy presented updates on implementation of the Ethnic Studies requirement at the CSU and as localized at HSU.

ICC By-Laws Revision

ICC revisited by-laws language to review membership specifics after voting to approve the elevation of the GEAR committee to a standing committee of ICC. Revisions will be presented to University Senate for a vote at an upcoming meeting.

University Resources and Planning Committee:

Submitted by Jim Woglom, URPC Co-Chair

URPC Senate Report, 1.26.21

Since the last University Senate meeting on December 15th, 2020, the URPC has met two times, on Friday, December 18th, 2020, and Friday, January 15th, 2021. All agendas and minutes are attached.

During the December 18th meeting, the committee reviewed presentations regarding divisional progress reduction targets from Divisional Leaders in Enrollment Management (VP Merriwether), Academic Affairs (Provost Capps and Director Martel), and Administrative Affairs (Director Blakeslee). The Divisional leaders fielded questions and feedback from the committee. These reports are attached. We also reviewed Preliminary Enrollment and Revenue Projections, and discussed a letter to the URPC from Chairs of Departments in CNRS in support of ASC workload expectations and staffing (attached).

During the January 15th meeting, the committee reviewed a presentation regarding progress toward reduction targets in the Advancement Division from VP Whitlach and provided questions and feedback (attached). We discussed further enrollment updates with Registrar Rebik, and Enrollment Management. Apologies are due to our Budget Model Subcommittee, as they have unfortunately bumped an update from their team for a couple consecutive meetings, and we intend to give them due time in the next meeting.

On a scheduling note, we have determined that, due to the amount of resource-related business this semester, we will be meeting weekly for the Spring Semester. We are in the process of planning for a Spring Open Forum that will help to report out regarding many of the above reports and developing budget ideas.

Finally, as the USFAC has been officially acknowledged by the Senate as a standing subcommittee of the URPC, we have developed a working reporting plan that reflects that relationship: hereafter, we will include the USFAC meeting minutes in the URPC Senate Report and report space allocations to the General Consent Calendar. The most recently-approved minutes are attached.

If you have any questions or input, please contact me at jw2311@humboldt.edu.

HUMBOLDT STATE UNIVERSITY

University Space & Advisory Committee

Minutes

University Space & Facilities Advisory Committee

MEETING LOCATION: Zoom Meeting (COVID-19)

MEETING TIME: Friday, 12/11/20, 11:00AM-12:00PM

PRESENT: Michael Fisher, Travis Fleming, Sherie Gordon, Josh Callahan, Amanda Huebner, Holly Martel, Wendy Sotomayor, Liz Whitchurch, Dale Oliver, Jim Woglom, Genevieve Marchand, Bella Gray, Katie Koscielak, Kassidy Banducci, Kristen Stegeman-Gould

NOT PRESENT: Stephen St. Onge, Kelly Kime

1. Previous Meeting Notes

- a. November 13, 2020 minutes attached for approval
 - i. The previous meeting minutes were discussed with regards to how we should record actions. We've created "6. Actions Items" below to record actions.
 - ii. No comments/feedback on notes. See 6.a. Action Item.

2. AY2021 USFAC Details

- a. Identify CNRS faculty member
 - i. Sherie connected with Dale and Jim yesterday. The Senate has not yet found a CNRS faculty member to volunteer to join this committee. This search will be on hold until likely February.
- b. Identify faculty co-chair
 - i. Also on hold until a CNRS faculty member is identified.
- c. USFAC Reporting
 - i. Sherie met with Jim and Dale to review USFAC reporting and decision making
 - ii. Reporting:
 1. General Consent Calendar
 - a. Reallocation/Redesignation of Spaces
 - b. Space Recommendation Decisions
 2. Space Policy
 3. USFAC Minutes in the bi-weekly URPC University Senate Report
 - iii. Role of URPC: University Resource and Planning Committee is essentially the budget committee and parent umbrella committee of USFAC. USFAC is a subcommittee of the URPC.
 - iv. Decision Making: The recommendation is to make decisions by consensus, and if consensus cannot be reached, we would fall back to the standard code of parliamentary procedure and take a vote. We want to be able to speak freely and focus with a university view rather than a parochial view. A consensus is a 'universal' or general agreement; if someone dissents, then you have to vote instead of using consensus. This largely reflects what we have been doing, more or less.
 - v. See 6.b. Action Item

3. USFAC Subcommittees

- a. Landscape Working Group - Liz Whitchurch
 - i. Liz is confirming membership positions. Planning to meet mid January. Term limits are two years
- b. Naming Committee - Mike Fisher & Kristen Stegeman-Gould
 - i. Wagner House rename to include 'Anderson' - updated signage and mapping is in progress.
 - ii. Dolores Huerta Bench in front of Van Matre Hall - the CSU is aware of the location of the bench and the committee needs to share the contents of the bench to student life to review details. Kristen will work with Eboni Turnbow.
 - iii. Consolidated approach to memorialization on campus - focus generally on architectural and physical locations. There is a goal for interchangeable plaques, low cost for maintenance while still retaining longevity. Preston Hill Rock is an option (north of Music B and south of Siemens Hall).
- c. Facilities Use Subcommittee (on hold) - Sports Facility Scheduling Committee coordination
 - i. Sherie to prioritize this in January and it will be a focus agenda item for USFAC review.
- d. Public Art Working Group - Jim Woglom
 - i. PAWG approved this piece: "The Merge" mural for NR second floor. "Timber Dance" was runner up and they're possibly looking for a space for it as well.
 - ii. Discussion about looping in FM and Marcom at the beginning of the process to understand the costs and logistics of installation. Displaying existing art is different from installing art created for the space. Installation of "The Merge" will be likely around March 2021.
 - iii. See 6.b. Action Item
 - iv. Marcoms will take the lead on pushing out the latest mural campuswide, as well as the process for public art on campus. There is potential to talk to the student artist in some sort of forum eventually.
- e. Communications Subcommittee - Liz Whitchurch
 - i. Subcomm would like to solicit feedback on "How to get a 'space' at HSU" infographic. How will this graphic and the information within be used? Ideally we would post the information on the USFAC website and maybe link it in university notices. Graphics that have text needs to have alt text for all content, so perhaps we should design onto the website vs linking to an image. Screen-reader issue. If it goes to social media, all content needs to be alt text. This subcommittee will meet separately with Kristen about how to accommodate this on the website. Identifying the audience will help in picking the best method for delivery of the graphic. The content seems good.
- f. Space Policy Implementation Working Group - Mike Fisher
 - i. Group met and have started editing the Space Policy Implementation Plan. Overall structure and outline might need to change so it's more logical and flows.

4. Space Request Submissions

- a. On hold pending Division review and approval of all requests
 - i. Sherie to ask remaining Division leads/VPs to review/approve pending space requests.

5. Space Management

- a. Vacated space - This agenda item will be a priority for the spring to see how these spaces are to be shared.
 - i. NHE First Floor
 - ii. NHE Second Floor (Potential)
- b. Allocation changes - not discussed
 - i. HBAC - Advancement
- c. Capacity changes - none
- d. Informal space requests - none

6. Action Items

- a. Minutes from November 13, 2020 approved
- b. Reporting
 - i. Reporting - consensus reached
 - ii. Decision Making - consensus reached
- c. PAWG Mural - consensus reached

7. Special Topics - none

POTENTIAL FUTURE TOPICS

- Determine, in partnership with URPC, funding for instructional spaces (Holly)
- SFDB Update
- Physical Master Planning
- Cal-Poly Self Study

ATTACHMENTS & LINKS

- November 13, 2020 meeting notes

REMINDER- Next USFAC meeting is Friday, January 22, 2021 11:00 AM -12:00 PM, Zoom Meeting

Academic Affairs 2020-21 Strategic Reduction Narrative

May 21, 2020

Overview and Guiding Principles

Academic Affairs engaged in extensive Leadership Team budget planning in 2019-20 for a \$3.6 million reduction to be absorbed over the next two fiscal years. This was part of a \$5.4 million deficit the URPC had identified early in the academic year, and was related to enrollment decline. With Provost Enyedi leaving mid-year, interim Provost Bond-Maupin led the OAA Leadership team through a collaborative planning process, beginning with a budget retreat in January. In February, the leadership team worked together to finalize division principles and priorities for resource allocation decision making.

What we want to affirm as we allocate resources and burdens - make decisions:

- Our shared goals and priorities as a division
- Our financial interdependence and collective responsibilities
- Flexibility and nimbleness as things change
- Opportunities to streamline and simplify processes
- Communication, consultation, and true openness to/space for disparate voices
- Data-informed and strategic-plan driven processes
- Assessment and evaluation of impact of investments
- Shared accountability

What we want to be careful to promote and support in spite of fund reductions:

- Academic excellence
 - Support faculty to serve students
 - Student retention
 - Successful student completion/graduation
- Evidence-based practices to achieve student-centered goals
- Cost-effective, student-centered academic schedule
- Funds for innovation
- Services to students
- Sustainable, relevant curricula

In March, early predictive indicators revealed enrollment was dropping more than originally forecasted, and the reduction amount was under review by the URPC. With the onset of COVID, enrollment projections were further adjusted and the projected reductions for the campus rose to \$20 million, with the Academic Affairs' portion set at \$13.4 million. Provost Bond-Maupin advocated for a three-year reduction strategy, to allow Academic Affairs to maintain a student first focus, and allowing time to engage in a robust Academic Master Plan development. The Provost communicated out a reduction strategy to the leadership team, requesting each MBU submit a detailed three-year reduction strategy and indefinitely freezing staff vacancies until MBUs completed comprehensive staff reorganization plans.

The Leadership team used the following assumptions when developing their reduction and staffing plans:

- Division reductions will be spread across three years (FY 21, 22, 23)
- Division priorities and [URPC principles](#) will guide divisional decision making
- All decision making will include consultation within the colleges/MBUs and with OAA leadership
- Staff and faculty attrition will contribute to spending reductions for a three-year period

- Academic colleges are fully implementing a timely course schedule adjustment process based on enrollment shifts
- We must simultaneously strengthen student retention and inclusion and draw in new students

Summary of 20-21 Reductions

In the first year of reductions, Academic Affairs needed to also address remaining Phase 2 reduction commitments, along with the 2019-20 marginal cost reduction distribution. In addition, the division had identified the need to formally create a Center for Translation and Interpretation, to provide a direct pathway to providing bilingual communications for students and their families. As reductions were reviewed, additional base funding was carved out to support this critical need on campus. The total amount Academic Affairs is reducing in 20-21 is \$4,876,548. The reductions were distributed across the division using the MBU reduction plans, with consideration of past MBU reduction contributions, and with a focus on the URPC FIRMS code distribution percentage recommendations.

2020-21 Target

The CMC has centrally held 19-20 deficits, which will add to our overall divisional reduction target.	
Phase 2 Travel Reduction	62,000
Phase 2 Revenue Offset for MOUs*	20,000
19-20 Marginal Cost	694,548
Prior Year Reduction Total:	776,548
PAT Commitment	4,000,000
Base Funding for new Center for Translation and Interpretation*	100,000
Combined 20-21 Total:	4,876,548

** The Provost Office and CAHSS carved out matching funds for the new Center for Translation and Interpretation*

Updated Reductions Detail

Final Reduction Recommendations

MBU	19-20 Orig Budget	FTE Impact	Salary	Benefits	OE	Total	% by MBU
Academic Affairs - VP	3,859,710	(1.9)	(172,900)	(81,222)	(151,615)	(405,737)	-10.5%
Academic Programs	4,058,701	(3.5)	(119,493)	(100,213)	(36,113)	(255,819)	-6.3%
Centrally Managed Commitments**	783,193	(2.1)	(151,368)	(94,955)	(92,000)	(338,323)	-43.2%
College of Arts, Hum & SS	21,760,437	(11.3)	(674,672)	(387,488)	(184,664)	(1,246,824)	-5.7%
College of Ext Ed & Global Engage	256,660	(1.3)	(68,928)	(35,404)	(6,850)	(111,182)	-43.3%
College of Nat Res & Sciences	23,431,308	(13.4)	(749,676)	(459,046)	(80,000)	(1,288,722)	-5.5%
College of Prof Studies	14,455,612	(6.8)	(470,609)	(262,450)	(62,000)	(795,059)	-5.5%
Information Tech Svs	8,780,517	(2.0)	(165,834)	(91,950)	(5,600)	(263,384)	-3.0%
University Library	3,118,148	(2.0)	(72,910)	(54,789)	(43,799)	(171,498)	-5.5%
Academic Affairs Total	80,504,286	(43.5)	(2,597,410)	(1,536,791)	(742,347)	(4,876,548)	-6.1%

Updated % Reductions Over Time by MBU

MBU	Phase 1 & 2		2020-21 Additional \$	Updated Reductions	
	\$	%		\$	%
ACADEMIC AFFAIRS - VP	(581,000)	-18.4%	(405,737)	(986,737)	-25.6%
ACADEMIC PROGRAMS	(110,000)	-2.9%	(255,819)	(365,819)	-9.0%
CENTRALLY MANAGED COMMITMENTS	(1,394,000)	-110.2%	(338,323)	(1,732,323)	-221.2%
COLLEGE OF ARTS, HUM, - SS	(455,000)	-2.4%	(1,246,824)	(1,701,824)	-7.8%
COLLEGE OF EXT ED GLOBAL ENGAG	(577,024)	-45.9%	(111,182)	(688,206)	-268.1%
COLLEGE OF NAT RES. - SCIENCES	(1,083,109)	-5.1%	(1,288,722)	(2,371,831)	-10.1%
COLLEGE OF PROF STUDIES	(766,891)	-5.9%	(795,059)	(1,561,950)	-10.8%
INFORMATION TECH SVCS	(864,976)	-9.8%	(263,384)	(1,128,360)	-12.9%
UNIVERSITY LIBRARY	(158,000)	-4.9%	(171,498)	(329,498)	-10.6%
	(5,990,000)		(4,876,548)	(10,866,548)	

*Library reductions, totaling \$313,900, replaced with lottery funding are not counted in the % or in the base.

**This % reductions showing are in comparison to 19-20 base budget amounts.

Updated Reductions by Firms Code

MBU	Academic Support	Institutional Support*	Instruction	Student Services	Reductions Total
ACADEMIC AFFAIRS - VP	(67,802)	(337,935)			(405,737)
ACADEMIC PROGRAMS	(186,619)			(69,200)	(255,819)
CENTRALLY MANAGED COMMITMENTS			(338,323)		(338,323)
COLLEGE OF ARTS, HUM, - SS			(1,246,824)		(1,246,824)
COLLEGE OF EXT ED GLOBAL ENGAG				(111,182)	(111,182)
COLLEGE OF NAT RES. - SCIENCES	(53,073)		(1,235,649)		(1,288,722)
COLLEGE OF PROF STUDIES	(216,351)		(578,708)		(795,059)
INFORMATION TECH SVCS		(263,384)			(263,384)
UNIVERSITY LIBRARY	(171,498)				(171,498)
Academic Affairs Total	(695,343)	(601,319)	(3,399,504)	(180,382)	(4,876,548)
URPC Firms as % of Total Reduction	19.5%	10.0%	69.1%	1.5%	
Proposed Reductions as %	14.3%	12.3%	69.7%	3.7%	

* Includes 2 positions within IT that are considered institutional support positions even though department may have a different FIRMS code. Cleared entry with ITS and UBO.

FTE Impact of Proposed Changes

FTE	MPP/Staff	Faculty/Lec	Total
OAA FTE	256.1	395.9	652.0
Reduced FTE	-20.7	-23.5	-44.2
% Reduced	-8.1%	-5.9%	-6.8%

Major Program Participation % by College

Fiscal Year	Majors	CAHSS	CNRS	CPS
2016/2017	7825	27%	40%	30%
2017/2018	7584	27%	40%	30%
2018/2019	6977	27%	40%	29%
2019/2020	6294	28%	41%	28%
4 Yr Avg		27%	40%	29%

Minor Program Participation % by College

Fiscal Year	Minors	CAHSS	CNRS	CPS
2016/2017	1387	43%	32%	25%
2017/2018	1435	42%	30%	28%
2018/2019	1384	41%	32%	27%
2019/2020	1265	42%	31%	26%
4 Yr Avg		42%	31%	27%

Course FTES % by College

Fiscal Year	Total FTES	CAHSS	CNRS	CPS
2016/2017	7765.8	38%	37%	25%
2017/2018	7620.6	37%	37%	26%
2018/2019	7054.6	37%	36%	27%
2019/2020	6359.6	37%	37%	27%
4 Yr Avg		37%	37%	26%

Using the 19-20 base budget amounts for the three colleges, CAHSS is 36.5%, CNRS is 39.3%, and CPS is 24.2%.

As stated in the URPC's Balanced Budget Proposal for 2019-2022, "Each Division will be tasked with providing a clear, transparent, and rationalized summary to the URPC regarding progress towards identifying and adopting strategies to achieve the specified reductions in alignment with our [Guiding Measures and Principles](#). These summaries will be submitted quarterly, beginning March 31, 2020." Below is a worksheet for documenting and reporting information that will help keep the URPC and campus informed about Divisional planning.

Please describe your division's Year 1 achieved reductions (reflected in the 2020-21 budget) and also provide a status update of reduction actions since July 1, including how much is still outstanding.

The total reduction target assigned to the Enrollment Management Division is \$1,387,048. Year one position reductions within the division resulted in achieved reductions to base HM500 of \$806,562.

A decision was made by PAT to reallocate the funding for one of these eliminated positions to the Learning Centers resulting in a total reduction amount achieved for the division of \$716,684. This leaves \$670,364 (48%) in remaining reductions yet to be realized for Year 2.

In Year 2, Early Exit Program (EEP) retirements for three positions result in an estimated reduction amount of \$255,496 as positions are eliminated. There were two other EEP positions that are mission critical and required a backfill: a clinical lab scientist in the Health Center and the Veterans Services Coordinator. These retirements do not result in any significant savings for budget reductions beyond replacements at projected lower starting salary rates.

After accounting for EEP estimated retirements, the remaining balance of the assigned reduction is \$414,868. In addition to this target, the division has an additional operating expense reduction of \$96,368 that was held centrally and offset within VP division wide funds last year.

Reduction planning for both amounts totaling \$511,236 is currently underway and is the top priority for EM leadership. Various reduction scenarios have been proposed with departments taking a minimum operating expense reduction of 30% up to as much as 50% to achieve the remaining reductions. These OE reductions will lead to some difficult tradeoffs in terms of student programming that will need to be reimagined and in some cases eliminated entirely as we carefully realign our resources toward sustainability.

Please describe the overall budget reduction planning process within your division. Additionally and specifically, address the following:

a) How have you achieved transparency among your stakeholders? For example, how did you share with your stakeholders an overview of the division's budget, with a description of what has been reduced thus far and from where, and how much is still needing to be achieved?

b) How have you engaged stakeholders in a shared decision-making process? For example, how was their feedback and input considered in decisions made thus far, and how will their feedback/input be considered in decisions still to be made to reach final reduction targets?

The Vice President and Budget Director created four scenarios to achieve the required reductions in two years. The Enrollment Management directors discussed and debated the four and decided on a synthesis of scenarios two and four. Our process considered the guiding principles and divisional priorities.

In addition to the EM leadership team, program coordinators and admin support across the division are being consulted through reduction planning exercises on how each respective area could absorb various operating expense reductions necessary to reach our target. This process was invaluable in providing divisional leadership with a more detailed understanding of the resulting consequences of various reduction amounts to each respective department. This information is guiding the planning for the proposed operating expense reductions to each area in the division.

Please speak to how your reduction strategy contemplates and incorporates the guiding principles as provided by the URPC:

- **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 (Clarity), 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. In order to provide meaningful input, the Campus community must be informed about the issues being considered. Reciprocal participation by all stakeholders is thus advised and requested.*

The EM team set the following priorities in alignment with those established by the guiding documents. Under the theme of "Supporting Recruitment, Retention, and the Student Experience" our team has set the following priorities:

- Not reducing student jobs
- Protecting our people
- Protecting technology that impacts student services
- Measuring and considering impact on student response times
- Aligning capacity reductions w/ service delivery expectations
- Realigning medical/counseling capacity to expand services & increase hours/availability

Our team believes that we have remained true to our priorities with this approach, and we will work hard to build enrollment, write grants, and raise dollars that will help us create new revenue for our university and our division.

- What might be some projected consequences of your respective reduction/reduced distribution of resources?
- What strategies will you adopt/have you adopted for limiting potential impact to students?
- What are the broad consequences of proposed actions? Include measures such as position reductions and dollar amounts down to the MBU.
- What were the consequences of actions undertaken thus far.
- What are potential inter-divisional impacts? How have you determined those impacts and subsequently limited negative outcomes for other areas?

The EM team is most concerned about response time in the student services offices due to staff reductions. We are equally concerned about the capacity to engage students and communicate efficiently and consistently. Our focus on technology is a top priority as a means to keep us level in this area. So far there have been no negative impacts to students identified from year one reductions.

Year 2 proposed reductions will result in changes to student programming and the unfortunate but likely elimination of some annual events. The effects are difficult to quantify at this time. Alternative revenue sources are being explored to minimize the reductions to programming wherever possible.

As stated in the URPC's Balanced Budget Proposal for 2019-2022, "Each Division will be tasked with providing a clear, transparent, and rationalized summary to the URPC regarding progress towards identifying and adopting strategies to achieve the specified reductions in alignment with our Guiding Measures and Principles . These summaries will be submitted quarterly, beginning March 31, 2020." Below is a worksheet for documenting and reporting information that will help keep the URPC and campus informed about Divisional planning.

Please describe your division's Year 1 achieved reductions (reflected in the 2020-21 budget) and also provide a status update of reduction actions since July 1, including how much is still outstanding.

Base budget for reduction calculation: \$4,010,000

18.3% Reduction (4% of campus total): \$735,000

Estimated reductions accomplished: \$600,000

- Eliminate vacant Assoc. VP position and three vacant staff positions ~ \$450,000
- Reduce OE based on Budget Office analysis ~ \$80,000
- Eliminate subsidy of print and bulk mailing services ~ \$70,000

Estimated remaining reductions: \$135,000

- Additional OE reductions and possible additional savings from eliminated positions
- One-time or additional ongoing support possible from non-state sources.

No savings were realized from the Early Exit Program as no University Advancement employees chose to participate.

Please describe the overall budget reduction planning process within your division. Additionally and specifically, address the following:

a) How have you achieved transparency among your stakeholders? For example, how did you share with your stakeholders an overview of the division's budget, with a description of what has been reduced thus far and from where, and how much is still needing to be achieved?

b) How have you engaged stakeholders in a shared decision-making process? For example, how was their feedback and input considered in decisions made thus far, and how will their feedback/input be considered in decisions still to be made to reach final reduction targets?

University Advancement collaborates with, and provides services to, many different units on campus. The division's primary audiences are external, including alumni, donors, families of current students, community members, and elected officials. The division is also very focused on students, prospective students and their families, and this plays out primarily through marketing support to Admissions as well as University-wide

communications including social media and top-level websites.

The Budget Office provided extensive consultation regarding the divisional budget as well as the related HSU Foundation Budget. There have been ongoing discussions about the division's budget planning with campus leadership, leadership within the division, and key volunteers. There have been briefings and updates for divisional staff as well as discussions of divisional priorities. The division has also consulted with the leadership within the HSU Foundation, which is closely associated with University Advancement, as well as volunteer leaders involved in planning for a capital campaign. Much of the work for the current budget reduction builds upon a reorganization effort that was already underway during the prior year.

A study group of the HSU Foundation Board produced a report on possible ways the Foundation could provide additional financial support for fundraising efforts. Notably, the study group recommended that such support be in conjunction with additional campus investment.

Financial Services has developed a budget document that shows the budget of both University Advancement statewide budget and the HSU Foundation. It provides greater clarity about how the two budgets interact, and clearly shows the operational funds held within the Foundation.

A draft campaign budget, based on best practices and experience at other campuses, is being used to inform staff and volunteers involved in helping plan the capital campaign. It assumes a need for operational funding of approximately 10% of the campaign goal.

Please speak to how your reduction strategy contemplates and incorporates the guiding principles as provided by the URPC:

- **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 (Clarity), 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. In order to provide meaningful input, the Campus community must be informed about the issues being considered. Reciprocal participation by all stakeholders is thus advised and requested.

Students First

The division supports student success in numerous ways, including through raising funds for scholarships/programs and through university-wide communications. While the reductions will have medium-term and long-term harm, particularly with reduced overall charitable support for future students, it frees up more funds more quickly for direct services to current students.

Preserve and Value Personnel

This budget depends largely on eliminating vacant positions and reassigning responsibilities to current staff. We have maintained most student jobs in the Division, though some vacant student positions are not currently filled. This includes keeping a student caller program going throughout the pandemic, unlike most other CSUs with similar programs. At this point, our budget planning for future years does not rely on layoffs. With those vacancies that must be filled, the division remains flexible and willing to consider campus reassignments.

Fiscal Stability and Revenue Enhancement

The division's budget planning prioritizes expanding the number of major gift officers and enhancing overall capacity to carry out a capital campaign. These are vital steps in order to take advantage of clear opportunities to increase overall charitable giving to the University. However, success in this area will be dependent on creative financing in the face of significant base budget reductions. Possibilities being explored include one-time funding, additional one-time or ongoing support from HSU Foundation operational funds, and direct investment in fundraising efforts by donors who understand the potential of increased capacity. The division is also working with campus partners - such as Sponsored Programs - to overcome or remove campus barriers to generating external revenue as well as to more creatively utilize funds to accomplish University goals.

Mission, Vision, and Context

University Advancement efforts are consistently focused on supporting University priorities and enhancing its brand. The division is relatively nimble and able to pivot to meet changing priorities.

Transparency (Clarity), Communication, and Shared Governance

The division has shared updates and information with campus leadership, key campus committees, volunteer leaders, and stakeholders. Our budget may be explored in detail using Budget Office website tools. The HSU Foundation website has extensive information and documentation. Data provided to the Council for Advancement and Support of Education (CASE) and to the CSU results in reports about charitable giving that contain overview information and details about HSU's efforts.

What might be some projected consequences of your respective reduction/reduced distribution of resources?

- What strategies will you adopt/have you adopted for limiting potential impact to students?
- What are the broad consequences of proposed actions? Include measures such as position reductions and dollar amounts down to the MBU.
- What were the consequences of actions undertaken thus far.
- What are potential inter-divisional impacts? How have you determined those impacts and subsequently limited negative outcomes for other areas?

University Advancement has been deeply impacted by budget reductions over the last five years, well before the most current reductions. In addition, with this budget, University Advancement is taking on a larger percentage reduction than any other division, and accomplishing most of it within the first year.

- According to the Open Book dashboard, University Advancement's expenditure budget is now lower in real dollars than in 2015-16 - \$3.8 million in 2015-16 and \$3.6 million in 2020-21.
- A comparison of filled positions on the University Advancement organizational chart from five years ago and today shows a decline in FTE employees from 31 to 22 - and that does not include the loss of 2 stateside employees and 6 non-state employees at KHSU.
- Operationally, the division is nearly always ineligible for special funding initiatives such as Graduation Initiative 2025, CARES, or any current internal grants from the CSU. This has amplified the impact of reductions to the division's base budget.

The most current reductions will likely:

- Reduce opportunities for alumni outreach
- Decrease effectiveness of fundraising efforts
- Reduce the availability and timeliness of certain services to campus units - including design, photography, and web development
- Reduce campus support that is not directly tied to external audiences

To limit impact on students, the division is:

- Avoiding reductions to student employment budget, while exploring strategies for increasing the number of student employees.
- Expanding efforts to engage in small, low-cost fundraising around particular needs - such as support for students during the pandemic, support for students affected by wildfires or other current crises, support for students facing unexpected short-term financial challenges, and support for students facing health challenges.

Notes on some lessons learned:

- University Advancement's base budget for purposes of this reduction included non-state funding from the HSU Foundation and chargebacks from external grants/contract accounts. This seems illogical. Why would external revenue (grants, revenue, bond funding, donations) generated in University Advancement or any other area of campus result in requirements for reductions to state funding?
- There is value in short-term help to complete projects, launch programs, provide specialized expertise, etc. However, the campus does not have clear guidance on preferred approaches for achieving this.

December 17th, 2020

Dear Members of the URPC,

While sitting in on a meeting of CNRS ASCs this morning, listening to them try to figure out how to cover the administrative workload of the Biological Sciences department, we were struck by the contrast of our discussion on the Senate about the draft strategic plan. In particular, the section on *Employee Engagement & Success Goals 1 and 2* speak of retaining employees and work-life balance. Of course, none of us have balanced lives during a pandemic and we are all working harder right now than ever before. However, we believe that academic staff within our college are at a breaking point, and if not addressed adequately, will result in grave consequences for our college and the University's mission for student success.

Academic ASCs are the face of their departments. They are a critical element in student retention and departmental operation. Currently in CNRS, neither Wildlife nor Fishies Biology has an ASC (they shared one prior to a retirement) and Biological Sciences had both of its ASCs retire (only one position is being filled and will try to do the work of two people). To make up for this lack of personnel, our college has "pooled" its administrative staff to try to "cover" all of our programs. This model is extremely stressful for our staff as they already have full time jobs in their home department(s). They report routinely working outside of their contractual hours in order to provide basic support and morale is extremely low.

While looking at HSU's employment opportunities webpage, there are currently, zero tenure track faculty openings, 1 external posting for staff (though several pool postings and 1 internal posting) and 7 administrative postings. The salary and benefits of the lowest paid of these administrative positions would pay for 2 - 3 ASCs. On top of this, none of the 7 administrative positions are student-facing. How an organization spends its resources tells us about its values. Right now, it appears that we value administrative positions, several degrees removed from students, more than we do our critical staff members who work with students daily. Yes, HSU may have a disproportionate number of staff members for its size, however, that does not hold true for the academic staff. Academic ASCs and technical staff represent a small fraction of the total number of staff on campus and are drowning in workload. Such a displacement of duty is not tenable or fair.

As our campus considers its next strategic plan, taking steps to self-study for a Polytechnic designation and ensuring our future resiliency, we need to have conversations about which positions on campus are critical. Deciding which positions must be filled when there is a vacancy, and which can wait should follow the same principles as those adopted by the URPC. A student-first budget should begin by supporting those with direct contact with students and work its way out. We seem to be doing the opposite right now.

Sincerely,

Monty Mola, Chair of Physics & Astronomy

Bori Mazzag, Chair of the Departments of Mathematics and Computer Science

Steve Martin, Chair of Environmental Science and Management

Amy Sprowles, Chair of Biological Sciences

Melanie Michalak, Chair of Geology

Sharon Tuttle, Program Lead of Computer Science

Elizabeth A. Eschenbach, Interim Chair Environmental Resources Engineering (Spring 2020)

Andrew P. Kinziger, Chair, Department of Fisheries Biology

Christine Cass, Chair of Oceanography

Daniel Barton, Chair, Department of Wildlife

HUMBOLDT STATE UNIVERSITY
University Resources & Planning Committee
December 18, 2020
1:00 PM – 2:30 PM

Join Zoom Meeting

<https://humboldtstate.zoom.us/j/93648976838?pwd=anJRUK1mVHc4bDhuTGlaTVNNcy9RQT09>

Meeting ID: 936 4897 6838

Passcode: 804459

URPC Meeting Agenda

- 1. Highlighting Strategic Planning**
- 2. Divisional Reporting**
- 3. Preliminary Enrollment and Revenue Projections**
- 4. Model Update**
- 5. Schedule for Spring**
- 6. Open Forum Planning**

As stated in the URPC's Balanced Budget Proposal for 2019-2022, "Each Division will be tasked with providing a clear, transparent, and rationalized summary to the URPC regarding progress towards identifying and adopting strategies to achieve the specified reductions in alignment with our [Guiding Measures and Principles](#). These summaries will be submitted quarterly, beginning March 31, 2020." Below is a worksheet for documenting and reporting information that will help keep the URPC and campus informed about Divisional planning.

Please describe your division's Year 1 achieved reductions (reflected in the 2020-21 budget) and also provide a status update of reduction actions since July 1, including how much is still outstanding.

Academic Affairs continues to make progress towards achieving the \$13.4m in reductions, over a three-year time period (FY 20, 21, 22). \$4m of the \$13.4m total was reduced in 20-21, and the specific divisional plans to achieve the \$4m were captured in the Academic Affairs Strategic Reduction Narrative (attached) and the original budget posting.

The divisional leadership team continues to work together and within each MBU to achieve the remaining \$9.4m in reductions, striving to reduce \$5.6m in FY 21 and \$3.8m in FY 22. We have been communicating with the University Budget Office as one-time bridge funding will be needed for FY 22, and have representation on the Enrollment Projection Committee working to solidify Fall 2021 anticipated enrollment and the resulting budget implications. The Provost has asked each area to reduce more in FY 21 than in FY 22, to provide flexibility to the division and the university as enrollment is less predictable due to the impact of COVID.

Please describe the overall budget reduction planning process within your division. Additionally and specifically, address the following:

- a) How have you achieved transparency among your stakeholders? For example, how did you share with your stakeholders an overview of the division's budget, with a description of what has been reduced thus far and from where, and how much is still needing to be achieved?
- b) How have you engaged stakeholders in a shared decision-making process? For example, how was their feedback and input considered in decisions made thus far, and how will their feedback/input be considered in decisions still to be made to reach final reduction targets?

Provost Capps organized a budget retreat for the OAA Leadership team in October. There, the team reviewed the campus historical budget reduction context presentation, the OAA budget reduction timeline and strategies from Spring 2020, the Academic Affairs 2020-21 Strategic Reduction Narrative, confirmed the guiding principles and agreements from prior working groups, looked at the remaining reductions to be achieved, and discussed next steps in planning for FY 21 and 22. A planning template was provided, asking each MBU to achieve a 7% reduction from their current budget in FY 21, and an additional 3.8% in FY 22. The template reminded leaders that these target amounts are only a flat percentage by MBU, are for planning purposes only, and do not consider prior year reductions or strategic decisions we intend to work through as a division. There are also reminders that the remaining reduction total of \$9.4m may evolve, and is based on changes in state funding, enrollment, and other factors. Each MBU has been asked to work with their leadership team and stakeholders to develop a strategy, and submit their preliminary two-year reduction plans for divisional review by December 22, with final budget reduction plans due March 1. After the preliminary plans are

submitted, the divisional leadership can review the consolidated recommendations, consider the impacts, and discuss next steps.

The Provost shared the Strategic Reduction Narrative, the Historical Budget Context presentation from the leadership retreat, and the Academic Cost Containment with the Council of Chairs at a special budget focused meeting held on November 12. The chairs were invited to offer suggestions regarding the budget, advised of a variety of ways to participate in the reduction planning, and asked to consider opportunities to invest and strengthen programs in the context of the Academic Road Map. The chairs were also asked to engage their department in the discussions, and to share the information out for consideration and feedback. While each MBU has approached their consultative process slightly differently, there is a shared commitment to approaching these reductions with a student first perspective and to contribute collectively to reductions across the division while maintaining academic quality.

The Provost has been providing updates to the division as planning proceeds, and to the Senate in URPC and Provost written reports. Recently, the Provost announced several changes that will allow for budget savings and will free up capacity, including centralizing all APS related activity back into the APS office, addressing the leadership vacancy in Institutional Effectiveness by moving Assessment under the Vice Provost, and the Research team to ITS, and asking the Dean of the Library to provide leadership within CEEGE after the Dean of CEEGE retires.

Please speak to how your reduction strategy contemplates and incorporates the guiding principles as provided by the URPC:

- **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.*
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The Academic Affairs 2020-21 Strategic Budget Narrative points directly to these URPC guiding principles, and includes them in the list of fundamental reduction assumptions given to the leadership

team: 1) division reductions will be spread across three years; 2) division priorities and URPC principles will guide divisional decision making; 3) all decision making will include consultation within the colleges/MBUs and with OAA leadership; and 4) staff and faculty attrition will contribute to spending reductions for a three-year period.

As the division works to develop the plans for years 2 and 3, questions about planning activity and reduction targets in other divisions remains a question. It would be extremely helpful to have the URPC continue to ask for reports, gather information, and share information out with the campus so that the community can see the collective effort, pain, and progress.

As we look forward, the division will be looking to the Academic Road Map and the phase 1 of the Strategic Plan, released to the Senate on December 15. These will be foundational pieces of our decision-making process.

- What might be some projected consequences of your respective reduction/reduced distribution of resources?
- What strategies will you adopt/have you adopted for limiting potential impact to students?
- What are the broad consequences of proposed actions? Include measures such as position reductions and dollar amounts down to the MBU.
- What were the consequences of actions undertaken thus far.
- What are potential inter-divisional impacts? How have you determined those impacts and subsequently limited negative outcomes for other areas?

Academic Affairs will be better positioned to answer this portion after the MBUs submit their initial reduction plans on December 22. Each reduction plan template reminds the MBU lead of our commitment to a student first perspective, and includes a section for each reduction strategy to be explained, along with concerns and impact of each reduction type. For now, we will share the information from our prior report to the URPC, which outlines specific strategies being considered.

FY 20-21

Continued attrition of staff positions (not replacing all vacant staff positions)

Continued attrition of tenure-track faculty positions (not replacing all vacant tenure-track positions)

Initial consolidation of academic administrative units where this makes sense

Administrative reorganization and consolidation in Office of the Provost

Reduction of Operating Expense and Lecturer Pool funds

Continued adjustment of the academic schedule and course offerings to meet needs of smaller student body

And Beyond

Reorganization of staffing within and across colleges/MBUs

Continued consolidation of academic administrative units

Continued attrition of staff positions (not replacing all vacant staff positions)

Continued attrition of tenure-track faculty positions (not replacing all vacant positions)

Other strategies to be determined by new Provost

Strategic growth based on the Academic Master Plan

FY 21 Impact

- Fewer MPPs and organizing MPP work in new ways
- Not filling all staff positions and rethinking of some staffing and deploying employees to service in different areas – ongoing this year (requiring staffing reorganization plans of all)
- Less operating funding to support travel, activities, etc.
- Fewer class sections due to enrollment declines (maintaining progress to degree)
- New academic units
- New ways of working as staff

As stated in the URPC's Balanced Budget Proposal for 2019-2022, "Each Division will be tasked with providing a clear, transparent, and rationalized summary to the URPC regarding progress towards identifying and adopting strategies to achieve the specified reductions in alignment with our [Guiding Measures and Principles](#). These summaries will be submitted quarterly, beginning March 31, 2020." Below is a worksheet for documenting and reporting information that will help keep the URPC and campus informed about Divisional planning.

Please describe your division's Year 1 achieved reductions (reflected in the 2020-21 budget) and also provide a status update of reduction actions since July 1, including how much is still outstanding.

Administrative Affairs is responsible for \$3,363,626 of the \$20 million institutional reduction targets. As of July 1, 2020, Administrative Affairs had realized 59% of the division's targeted reductions:

Year 1 Reduction Summary: -\$1.99M

Budgeted Position Reductions - \$1.5M

- Eliminated 15 positions (incl. 5 seasonal/pool positions)
- Shifted 3 positions to alternate funding sources

Operating Expense Reductions - \$.49M

Summary by MBU (note: initial MBU targets slightly higher than total target for division)

Admin Affairs By MBU	Reduction Target by MBU	2020-21 Reductions
ADMINISTRATIVE AFFAIRS - VP	-228,001	-162,236
BUSINESS SERVICES	-872,792	-445,060
FACILITIES MANAGEMENT	-1,828,178	-1,330,719
HUMAN RESOURCES	-196,758	-31,359
UNIVERSITY POLICE	-409,052	-23,210
Grand Total	-3,534,781	-1,992,584
<i>Above/(Below) Target</i>	<i>171,155</i>	

Year 2 Reduction Update: -\$1.37M

- Division leadership has been actively working on remaining reductions this fall
- Reduction plans due to VP Gordon this month (December)
- Significant portion of remaining reductions will be achieved through EEPs (~10 positions)
- Reorganizations underway to realign work
- Remaining reduction plans will be finalized in January

Please describe the overall budget reduction planning process within your division. Additionally and specifically, address the following:

- a) How have you achieved transparency among your stakeholders? For example, how did you share with your stakeholders an overview of the division's budget, with a description of what has been reduced thus far and from where, and how much is still needing to be achieved?
- b) How have you engaged stakeholders in a shared decision-making process? For example, how was their feedback and input considered in decisions made thus far, and how will their feedback/input be considered in decisions still to be made to reach final reduction targets?

An overview of the division's reduction planning process:

- Last spring, leadership team developed preliminary reductions plans based on 15%, 20%, and 25% scenarios
- From there, initial planning targets were established by MBU/area at differential levels
 - Note: initial targets in total slightly higher than needed to provide a buffer
- Reductions to occur over two years (2020-21 Budget and 2021-22 Budget), with the goal to achieve as much in Year 1 as possible
- Depending on the size of the MBU, additional engagement with area leadership teams occurred to develop scenarios and plans (example: Facilities Management engaged the FM lead team in this work)
- In addition to updates and engagement by leaders within their respective areas, reduction information similar to this request was also shared at the December all division meeting (budget updates are a regular agenda item at almost every division meeting) to ensure everyone is informed on budget, division priorities and MBU priorities.

Please speak to how your reduction strategy contemplates and incorporates the guiding principles as provided by the URPC:

- **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 (Clarity), 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. In order to provide meaningful input, the Campus community must be informed about the issues being considered. Reciprocal participation by all stakeholders is thus advised and requested.*

The division is committed to achieving its targeted reductions. The division is also working as a strategic partner to advance University efforts to expand and diversify revenue streams. Three members of the division's leadership team were leads on the strategic planning work group for Resource Stewardship and Sustainability, so we are actively engaged and connecting our work with the larger mission, vision and goals of the University. Where possible, we have worked to eliminate vacant positions and not backfill EEPs in order to preserve existing personnel. In addition, as reorganizations have occurred, we have focused on providing growth opportunities for our existing employees.

While much of our work indirectly supports students, we have made efforts to reduce spending in combination with reorganizations and process improvement to minimize impacts to students and the campus. Preserving student jobs has been a focus during our planning efforts and we have even added a student intern program to help train and prepare students for the workforce when they graduate. One student from the program, who is graduating this month, has been hired as an emergency hire in Payroll - demonstrating the early success of this program.

- What might be some projected consequences of your respective reduction/reduced distribution of resources?
- What strategies will you adopt/have you adopted for limiting potential impact to students?
- What are the broad consequences of proposed actions? Include measures such as position reductions and dollar amounts down to the MBU.
- What were the consequences of actions undertaken thus far.
- What are potential inter-divisional impacts? How have you determined those impacts and subsequently limited negative outcomes for other areas?

Challenges:

- Maintaining and improving service with less staffing
- Preserving staff morale
- Increased workload and stress associated with COVID-19 response, which is significant within the Administrative Affairs division

Strategies/Opportunities:

- Process improvement initiatives
- Rethinking how we do the work that we do
- Realigning work to better serve students and campus stakeholders
- Reorganizations to streamline operations and minimize service impacts
- Cross division consolidation opportunities

Potential consequences/impacts:

- Less resources to serve the campus could create service delays and/or challenges meeting service needs
- Less flexibility/capacity to meet new service needs as they arise

HUMBOLDT STATE UNIVERSITY
University Resources & Planning Committee
January 16, 2021
1:00 PM – 2:30 PM

Join Zoom Meeting

<https://humboldtstate.zoom.us/j/89058795637?pwd=aWk5b2lBYUIMdGozYkVsTTFxaWltZz09>

Meeting ID: 890 5879 5637

Passcode: 869610

URPC Meeting Agenda

- 1. Spring Enrollment Update (Jason, Peter, and Clint)**
- 2. Governor's Budget**
- 3. Divisional Report from Advancement**
- 4. Model Committee Update**
- 5. Spring Schedule, Timeline, and Deliverables**
- 6. Spring Budget Forum Planning**

UNIVERSITY RESOURCES & PLANNING COMMITTEE

November 20, 2020

1:00 PM – 2:30 PM

2020-21 URPC:

<input checked="" type="checkbox"/>	Jenn Capps, Co-Chair (non-voting)	<input checked="" type="checkbox"/>	Jeremiah Finley, Student (voting)
<input checked="" type="checkbox"/>	James Woglom, Co-Chair (tie break vote)	<input type="checkbox"/>	Vacant, Student (voting)
<input checked="" type="checkbox"/>	Stephanie Burkhalter, Faculty (voting)	<input checked="" type="checkbox"/>	Amber Blakeslee, Advisor (non-voting)
<input checked="" type="checkbox"/>	Monty Mola, Faculty (voting)	<input checked="" type="checkbox"/>	Kevin Furtado, Advisor (non-voting)
<input checked="" type="checkbox"/>	Jill Anderson, Faculty (voting)	<input type="checkbox"/>	Holly Martel, Advisor (non-voting)
<input checked="" type="checkbox"/>	Anthony Baker, Staff (voting)	<input type="checkbox"/>	Jamie Rich, Advisor (non-voting)
<input checked="" type="checkbox"/>	Arlene Wynn, Staff (voting)	<input checked="" type="checkbox"/>	Jenessa Lund, Advisor (non-voting)
<input checked="" type="checkbox"/>	Shawna Young, Dean (voting)	<input checked="" type="checkbox"/>	Michael Le, Advisor (non-voting)
<input type="checkbox"/>	Sherie Gordon, VP (voting)	<input checked="" type="checkbox"/>	Brigid Wall, Notes (non-voting)
<input checked="" type="checkbox"/>	Jason Meriwether, VP (voting) Designee – Kevin Furtado	<input checked="" type="checkbox"/>	Patrick Orona, Notes (non-voting)
<input type="checkbox"/>	Frank Whitlatch, VP (voting)	<input type="checkbox"/>	Lisa Bond-Maupin, Advisor (non-voting)

Meeting Minutes:

Due to time, agenda items remaining from the meeting on November 13, 2020 were pushed to this meeting.

1. Co-chair's Comments
 - a. Reporting Worksheet have been provided to Vice Presidents
 - b. Reserves policy resolution has been submitted to Senate for first reading
 - c. USFAC membership is being reviewed
 - d. Acknowledgement of the presentation done at their college meeting by Dean Young about CPS's financial situation and reductions
2. Reviewing the Minutes/Agenda
 - a. Minutes from 11/13: M/S (Kevin/Arlene) - Approved
3. Reserve Policy Vote
4. Communication Plan
 - a. Discussion of the presentation done for College of Professional Studies by Dean Young and the things learned by URPC committee members in attendance.
 - i. Robust discussion on budgetary challenges, campus perception of the current challenges, opportunities for engagement in the strategic planning process, timeline of reductions, and training needs/resources.
5. BUDGET! 3 Parts:
 - a. Past
 - i. Reports to date per division
 - b. Present
 - i. Ongoing planning for this Fiscal Year and next Fiscal year
 - ii. Spring planning cycle
 - iii. Enrollment planning and projection
 - iv. Governors' budget (January 10th)
 - v. Looking towards a late January Forum
 - c. Future
 - i. New revenue streams
 - ii. Budget modeling
 - d. AY 21-22 Budget: Make it good!

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Academic Senate CSU (ASCSU):

Submitted by Stephanie Burkhalter and Noah Zerbe, ASCSU Representatives

The Academic Senate of the California State University (Statewide Senate) met in Plenary Session the week of January 18, 2021. We received a broad array of reports and considered the following resolutions. The complete text of all resolutions passed at the meeting are available via the ASCSU website (<https://www2.calstate.edu/csu-system/faculty-staff/academic-senate>):

Resolution 3455-20/FA Protecting Fair Workload for Faculty in the CSU addresses reduction in assigned time provided for campus service and leadership as well as for supervision of student research. Passed.

Resolution 3456-20/FA Faculty Emeritus Status, Revocation, and Appeal calls on campuses to ensure their emeritus faculty policy include a process for revocation, appeals, and exceptional circumstances. Resolution was referred back to committee for perfection. Referred back to committee.

Resolution 3458-20/FA addresses the Disparate Impact of Technology on Underserved Students acknowledges that COVID-19 exacerbated already existing inequalities in access to technology among students and requests that Chancellor's Office work with campuses to address and reduce those inequities. Passed.

Resolution AS-3461-20/AA Ongoing Collaboration on Ethnic Studies. Requests continued discussions between the Council on Ethnic Studies, the Chancellor's Office, and the ASCSU on implementation of the ethnic studies requirement and reiterates support for the learning outcomes and calls for campus flexibility in implementation. Passed.

Resolution AS-3464-20/EX apportions seats in the CSU Senate (larger campuses receive an additional seat, which is allocated each year). The ASCSU provides an additional (third) seat for the seven largest campuses measured in FTEF each year. For the upcoming academic year, the following campuses will receive a third seat: Long Beach, Fullerton, San Jose, Northridge, San Diego, Sacramento, and San Francisco. Passed.

Resolution AS-3466-20/FGA Call for Internet Bandwidth Expansion for CSU Students, Faculty, Staff, and Management encourages the CSU to work with the State to ensure that the system has adequate internet bandwidth. Passed.

Resolution AS-3467-20/FA ASCSU Condemnation of the Insurrection of January 6, 2021, in Washington, DC. Passed.

Resolution AS-3470-20/FA Addressing the Need for Compassionate Treatment of California State University Employees During the COVID-19 Pandemic. Calls for the system to renew the Coronavirus Paid Administrative Leave, and other leave programs established during the COVID-19 crisis. Passed.

A resolution of commendation for EVC Loren Blanchard as he departs the CSU for the Presidency of Texas A&M and a resolution of welcome for Chancellor Joseph Castro were also passed.

The ASCSU also considered the following items in first reading status. Please provide any feedback on these items to your Statewide Senators.

Resolution AS-3469-20/FA Call for a Moratorium on Facial Recognition Technology in the CSU

Resolution AS-3471-20/FA Communication with the Board of Trustees of the California State University

Resolution AS-3457-20/APEP Endorsement and Adoption of General Education B4
Mathematics/Quantitative Reasoning Course Guidelines and Principles

Committee meetings will take place again the week of February 7, and the next Plenary Session will take place the week of March 15, 2021.

January 26, 2021
President and President's Administrative Team Report to University Senate

Tom Jackson, Jr., President
Sherie Cornish Gordon, CFO/VP Administration and Finance and Chief of Staff
Jason Meriwether, VP Enrollment Management
Jenn Capps, Provost and VPAA
Jane Teixeira, Director of Athletics and Recreational Sports
Frank Whitlatch, VP Advancement
Lisa Bond-Maupin, Acting Deputy Chief of Staff, Editor

People

Our faculty members were innovative and creative with their virtual instruction in Fall 2020. Examples include:

Dr. Sean Craig (Biology) presented a session at the HSU 2nd Annual Teaching Excellence Symposium that focused on facilitating local experiences for students in a virtual world to keep students connected to the local characteristics that make Humboldt unique. He used H5P technology to create an interactive tidepool lab for his students.

Dr. Cindy Moyer (Music) leveraged several technologies to engage every student in her music theory class by creating dozens of interactive videos. In the videos, Dr. Moyer displayed and explained concepts and examples and then paused throughout the videos to ask students 10-20 questions that they had to answer. Students responded with the following comments: "This is awesome - how do you do that?", "Impressive", "Very cool!", "This is really fantastic."

Mr. Benjamin Skillman (Psychology) used Interactive Peer Discussion Online to help students reflect on their virtual experience at the end of the semester. He posed to students "Think back to the beginning of this class and try to remember how you felt. Now that our course is ending, what do you wish you had known then? And what advice would you give to the next group of students?"

Inclusive Student Experience

Our **Department of Athletics** has been named an NCAA finalist for the 2021 Division II Award Excellence for the department's outreach with the HSU African American Center for Academic Excellence. Congratulations everyone.

<http://pmc.humboldt.edu/portal/humboldt-state-athletics-mobilization-movement-named-ncaa-division-ii-2021-award-excellence>

Pride

Kudos to Dr. Amber Gaffney (Department of Psychology) for her research on [Pandemic Social Isolation May Open People to Believing Baseless Conspiracy Theories, HSU Researcher Finds](#) which was recently featured in the newspaper. Well done!

In the **Athletics Department**, student athletes earned a median GPA of 3.38; higher than that of the 3.16 of the general student body. Ten (10) teams achieved a cumulative team GPA of 3.0 or higher. Congratulations to our student athletes.
<http://pmc.humboldt.edu/portal/nearly-half-humboldt-state%E2%80%99s-student-athletes%E2%80%99-finish-fall-20-20-35-term-gpa>

Community

President Jackson and Provost Capps will be participating on February 9th in the State of the City of Arcata event where they will be sharing information on strategic planning and the polytechnic self-study. For more information, visit: <https://www.arcatachamber.com/featured-chamber-event/state-city-arcata>.

Campus Culture and Operations

The Polytechnic Self-Study will officially begin in January 2021 led by Provost Capps and Lisa Bond-Maupin and will emulate the strategic planning structure and process by creating a steering group, several working groups as well as technical and administrative support teams. To coordinate and align their processes, working group chairs will meet regularly as part of the self-study steering group. The technical team will participate in and support the steering committee to provide data, help to facilitate outreach, monitor and align multiple campus planning processes (e.g., DEIC, Strategic Planning), and design and implement a communication plan.

The Self-Study Working Group leads are as follows:

1. *Academic Programs* (with a focus specifically on science, technology, applied science, and engineering)- **Dr. Bori Mazzag** (Math and Computer Science) and **Dr. Eileen Cashman** (Engineering)
2. *Cross-Disciplinary Collaboration and the Role of the Liberal Arts*- **Rosamel Benavides-Garb** (CAHSS) and **Matthew Johnson** (Wildlife)
3. *Facilities and Related Resources*- **Michael Fisher** (Facilities) and **Arne Jacobson** (Schatz EnergyLab)
4. *Business Plan*- **Amber Blakeslee** (Budget Director) and **Holly Martel** (Provost Office)
5. *External Partnerships*- **Frank Whitlatch** (Advancement and MARCOM) and **Connie Stewart** (Chief Policy Officer)
6. *Student Services and Inclusive Student Success*- **Dan Saveliff** (EOP) and **Clint Rebik** (Registrar)
7. *University Name*- **Dale Oliver** (CNRS) and **Stephanie Lane** (Alumni)

The first steering group meeting was held on January 21, 2021 and working group leads are reaching out to those who expressed interest in participating in the self-study to populate the working groups. There will also be opportunities to engage in the self-study less formally throughout the spring semester and those opportunities are forthcoming. Be on the lookout for continued campus communication about the Polytechnic Self-Study or visit the website: www.humboldt.edu/polytechnic for more information.

Phase 1 of Strategic Planning is coming to a close with integration of widespread feedback on the initial draft underway. The most common feedback themes included: the significance and role of the arts and creativity, clear and consistent goal articulation, authentic and reciprocal partnerships with local tribes, faculty compensation and recognition, global engagement that incorporates critical transnational and historical analyses, polytechnic references as premature, and a need for measurable outcomes and specific actions. Phase 1 will be complete by February 15, 2021 with the launch of the new strategic planning website.

Thank you to everyone who worked hard to create the Phase 1 plan or who contributed feedback. The resulting collective vision and goals will serve us all well in our decision making and resource allocation in the next five years.

Strategic Planning Phases 2, 3 and 4 are beginning simultaneously in February with the articulation of desired outcomes, clear measures, objectives, and evaluation processes corresponding to the Phase 1 vision and goals. Subsequent phases will be largely administratively-led activities at the division and college levels in partnership with the Office of the Vice Provost and our Assessment Director, Amy Moffat. The Academic Roadmap will continue with guidance from the ICC. These phases in total will be coordinated by Lisa Bond-Maupin in collaboration with Mary Virnoche. Keep watching strategicplan.humboldt.edu and campus announcements for more information.

Innovation

The Facilities Management, Planning, Design & Construction Team continues its work on the Trinity Children's Center and Child Development Lab. The project is on schedule for Fall of 2022 and within budget for a wonderful new facility located on the site. We will soon engage the campus and community as a component of the California Environmental Quality Act with informational meetings and postings around the project's development.

Global and Tribal Outreach and Education

Facilities Management remains engaged in supporting the Native Food Sovereignty Lab by continuing design work and producing renderings to support grant applications. The SPF and Advancement Foundations are working with the Native American Studies Department to build a financial foundation for the renovation and design work while faculty, staff and students continue their grant writing and fundraising efforts.

Sustainability

Facilities Management is engaged with our campus partners Schatz Energy Research Center in feasibility planning to create a Humboldt State University microgrid with the goal of creating resilient campus energy generation, storage, and distribution.

The Office of Sustainability is laser focused on creating a road map to STARS platinum in our next round of evaluation which will be in just about 18 months. Additionally, they are working to re-engage the campus and community in climate action planning. This process will build upon our last action plan and is set to be completed at the end of this calendar year.

HSU Enrollment Management Update

Returning Student Registration

To-date, 87% of Fall 2020 eligible continuing undergraduate students have registered for courses in our virtual and hybrid course delivery for Spring 21. This is slightly less than 89% at this point in last year's cycle. We will continue to monitor this trend until census. The detailed enrollment management dashboard report is attached.

Financial Aid

The **Financial Aid** team has been supporting students through virtual zoom appointments, averaging 70-90 student meetings daily. The Financial Aid team has appointment hours set daily between 10:00 a.m. & 4:00 p.m. This is currently a "super peak time" whereas the heightened period is generally the week prior to and first two weeks of semester. While heavy student interface is ongoing, the Financial Aid team is also managing the following priority responsibilities:

- SAP appeals for students who lost aid eligibility at the end of Fall 20
- Spring Disbursement Reports – monitoring enrollment changes that prevent disbursement
- Hardship requests – remaining CARES funds and Student Adversity Fund
- Transfer Award monitoring for incoming Spring transfers
- Spring Fee Waivers
- Tracking documents requested for 21-22 verification
- Set up/testing for awarding in new aid year (21-22) with Mid-February completion target
- HEERF Reporting (Complex reporting tool for prior CARES money) due Feb 1
- Spring Withdrawals
- Spring Loan Requests – Student and Parent

- Set up for February Scholarship recipient selection

Federal CARES Award

The **Financial Aid** team expects to distribute the student portion, which totals \$5,151,499, in early February. The chart below highlights a possible plan to distribute dollars to students after based on the following points of consideration and requirements:

- Finalize Disbursement Plan & Receive Appropriate Approvals
- Set up item types & process with Bursar's Office
- Query student populations and provide to SFS
- Must "prioritize" exceptional need (i.e. Pell eligible)
- Resolve Allocation Types which include:
 - EFC's 0-5711 (Pell eligible)
 - EFC's 5712-10,000
 - Save for Summer Grants
 - Reserved portion for Adversity Requests & Non-FAFSA Filers.
- Ok to give awards to non-title IV eligible students – only restriction now is citizenship.
- Waiting clarification from feds re: whether \$\$ counts as EFA? (this may limit who is eligible)
- SUG funds can be used for Dreamers
- Non-FAFSA filers and students with EFCs of 10,001 and up can request funds – amounts of \$500-1000, based on requests

Addition from the University Senate Office:

----- Forwarded message -----

From: Jenn Capps <jec159@humboldt.edu>

Date: Tue, Jan 19, 2021 at 6:59 PM

Subject: Re: For your approval: 09-20/21-CBC/FAC - Resolution on Emeritus Faculty

To: Mary S Watson <Mary.Watson@humboldt.edu>

Cc: Lisa Bond-Maupin <Lisa.Bond-Maupin@humboldt.edu>, Tom R Jackson <Tom.Jackson@humboldt.edu>, Paula Petersen <pjp112@humboldt.edu>, Jill Pawlowski <jp319@humboldt.edu>, Mark Wilson <mark.s.wilson@humboldt.edu>, Mary E Virnoche <mary.virnoche@humboldt.edu>, Simone Aloisio <Simone.Aloisio@humboldt.edu>, Mary Oling-Sisay <Mary.Oling-Sisay@humboldt.edu>

Hello Mary Watson (and those copied here),

My apologies for the delay in responding to this Senate resolution as I needed to gather more information prior to responding. I am respectfully "not approving" this resolution and requesting that it be sent back to committee for further revision.

Please note, I am open to exploring the inclusion of lecturers, coaches, counselors and others to receive the honor of emeritus but would like to see HSU develop a set of standards that equates the award of emeritus with excellence (in teaching, service, scholarship, coaching, etc.) and years of service to HSU rather than only in alignment with retirement. This would also align us with the other CSU campuses. The other point needing clarity is: per section 540 of the faculty handbook "Emeritus status is conferred upon retired tenured faculty members in good standing by the Provost and Vice President for Academic Affairs." This seems to conflict with retirement = emeritus in that there is not a process in place for the Provost to attest that faculty members are in good standing upon retirement. I would respectfully request that the committee explore this point as well and may need to engage APS and AVP of Faculty Affairs Simone Aloisio.

I look forward to working with the senate to clarify this policy and hopefully move it forward in the future. Please let me know if you have additional questions.

jenn

Jenn Capps, PhD
Provost and Vice President of Academic Affairs
Humboldt State University
1 Harpst Street · Arcata, CA 95521-8299
707.826.3722

Pronouns: she/her/hers (Why include this? [Click here to learn more.](#))

Attachment:

HSU Registration Campaign - Spring 2021
Enrollment Management Dashboard



HSU Registration Campaign (Spring 2021)

Custom Dashboard for Enrollment Management

~ Expertly Handcrafted ~
Office of Institutional Effectiveness
~ Freshness Date ~
1/22/2021 6:45:57 AM
[EM_Registration_AllMaj]

About TheseData

Data in the Strategic Data Repository (SDR) is a combination of a snapshot of the previous day's data and data captured at various points of the semester. This dashboard also captures live data extracted from Peoplesoft. The date and time shown in the freshness stamp above shows the exact extraction time for all three types of data (Census, 1 day ago, and live). Due to the use of these three sources of data, these data may not match other reports produced by OIE. Data refreshes automatically twice daily (8am and 1pm).

Changes in Spring 2021 Reporting

Data in this report includes all students and all last known majors. Prior to fall 2020, only the primary major was used. Now students will be counted in all majors they have declared.

Registration Dates and Time by Registration Group

Day of the Week	Reg Group	Start Date	Start Time
Mon	PBAC Priority Groups	11/9/2020	8:15 AM
Mon	UGRD Priority Groups	11/9/2020	8:45 AM
Mon	2BA Students	11/9/2020	1:45 PM
Mon	PBAC Continuing Students	11/9/2020	2:15 PM
Tue	Continuing Senior	11/10/2020	8:15 AM
Wed	Veterans Day		
Thur	Continuing Senior	11/12/2020	8:15 AM
Thur	Continuing Junior	11/12/2020	10:15 AM
Fri	Continuing Junior	11/13/2020	8:15 AM
	Weekend		
Mon	Continuing Sophomore	11/16/2020	8:15 AM
Tue	Continuing Freshmen	11/17/2020	8:15 AM

Dropped and Withdrawn

Dropped	Not Withdrawn	Withdrawn	Grand Total
Not Dropped	6,167	9	6,176
Dropped	2	74	76
Grand Total	6,169	83	6,252

By default, the rest of this workbook included only students who have not dropped and have not withdrawn.

Registration Status by Registration Date

				Null	November								Grand Total
Block Enrolled	Self-registered	Dropped	Withdrawn	Null Null	9 Monday	10 Tuesday	12 Thursday	13 Friday	16 Monday	17 Tuesday	23 Monday	30 Monday	
Block Enrolled	Not Self-registered	Not Dropped	Not Withdrawn	4	2		1			1			8
			Withdrawn		1	3	2			3			9
	Not Self-registered	Not Dropped	Not Withdrawn	12	123	117	146	86	133	132	23	10	782
Not Block Enrolled	Self-registered	Dropped	Not Withdrawn		1	1							2
			Withdrawn	1	21	6	8	9	10	12	3	4	74
		Not Dropped	Not Withdrawn	8	1,195	1,165	1,081	674	589	553	69	43	5,377

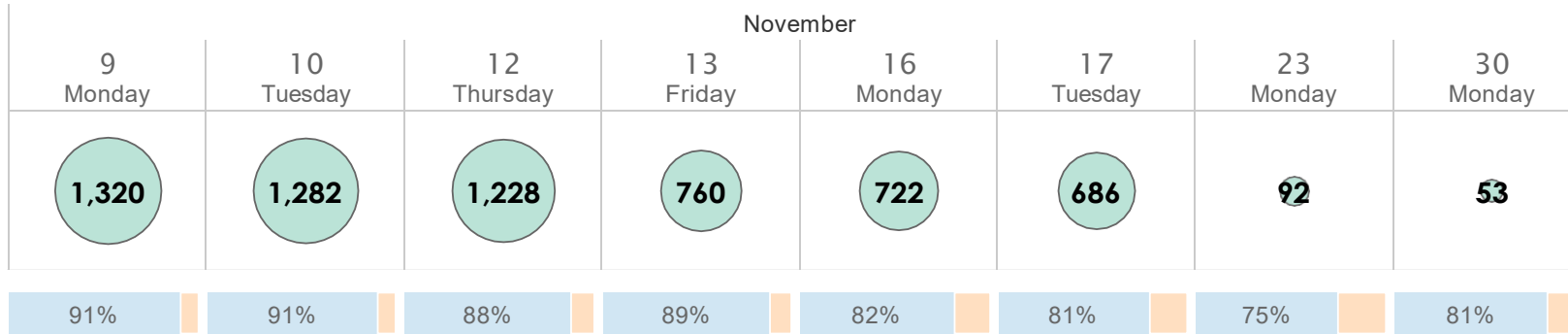


HSU Registration Campaign (Spring 2021)

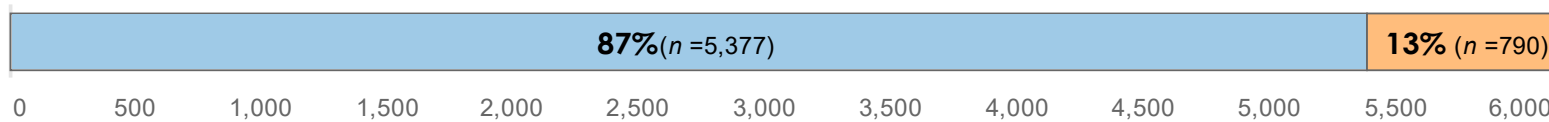
Custom Dashboard for Enrollment Management

~ Expertly Handcrafted ~
Office of Institutional Effectiveness
~ Freshness Date ~
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[EM_Registration_AllMaj]

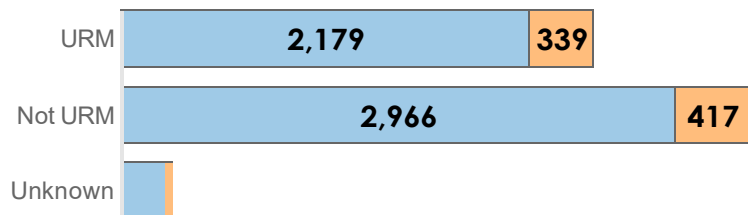
Eligible Students by Registration Day



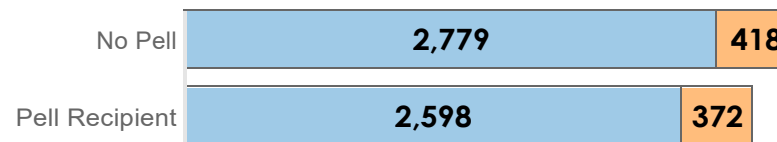
Total Count of Students Registered /Not Registered



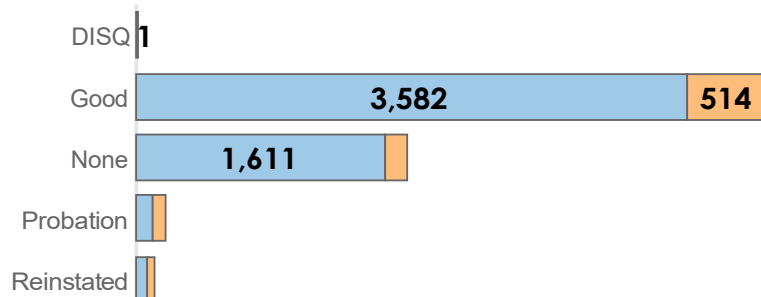
URM Students Registered /Not Registered



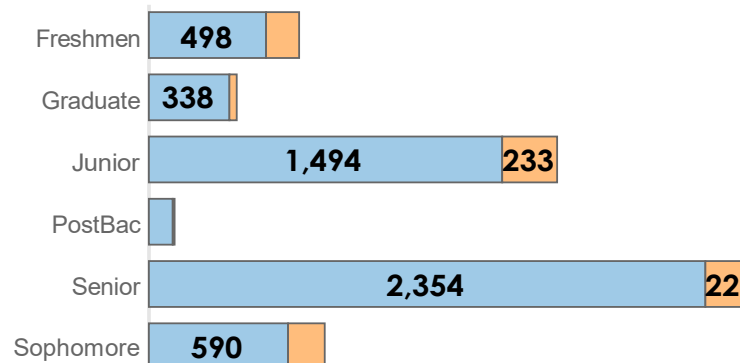
Pell Students Registered /Not Registered



Academic Standing Registered /Not Registered



Grade Level Registered /Not Registered



Dashboard Filter(s)

- Admit Year: All
- Admit Term: All
- Admit Type: All
- College: All
- Department: All
- Current Athlete: All
- Housing: All
- Last Enrolled Term: All
- Class Level: All
- Dropped: Not Dropped
- Withdrawn: Not Withdrawn
- Any Hold: All

Data Glossary

<https://ie.humboldt.edu/data-glossary>



HSU Registration Campaign (Spring 2021)

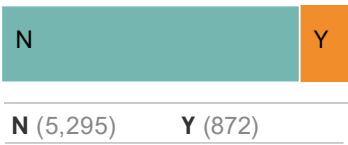
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Academic Standing

Class Level	DISQ	Good	None	Probati..	Reinsta..	Grand Total
Freshmen		89	474	38	34	635
Graduate		229	137	3		369
Junior		899	740	62	26	1,727
PostBac	1	25	81			107
Senior		2,285	210	44	44	2,583
Sophomore		569	117	47	13	746
Grand Total	1	4,096	1,759	194	117	6,167

Any Hold



Advising Hold



Financial Hold



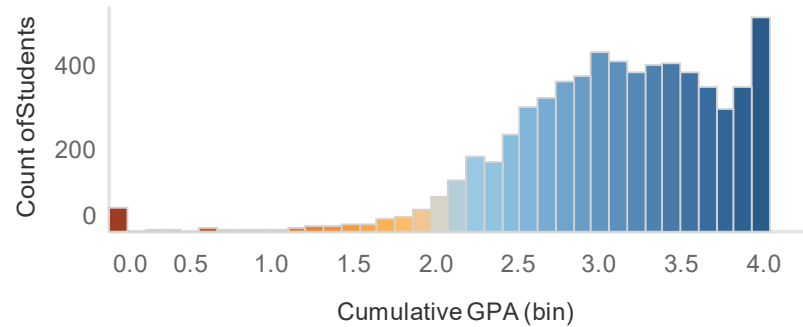
Vaccination Hold



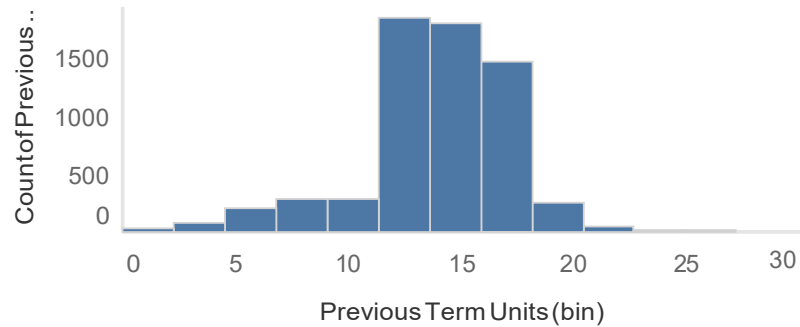
Dashboard Filter(s)

- Admit Year
All
- Admit Term
All
- Admit Type
All
- College
All
- Department
All
- Current Athlete
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- Housing
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- Last Enrolled Term
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- Class Level
All
- Dropped
Not Dropped
- Withdrawn
Not Withdrawn
- Any Hold
All

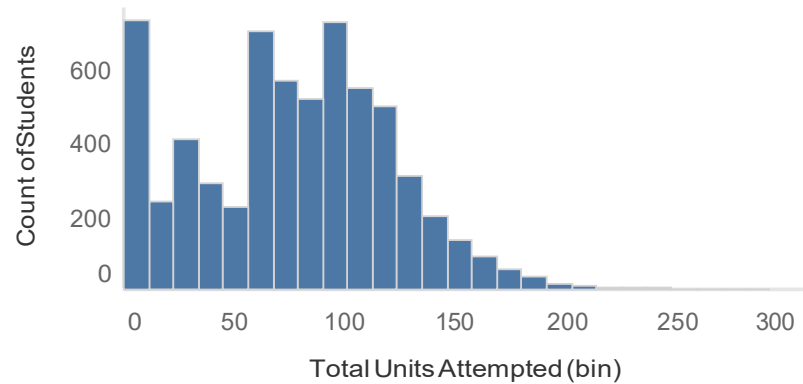
Cumulative GPA



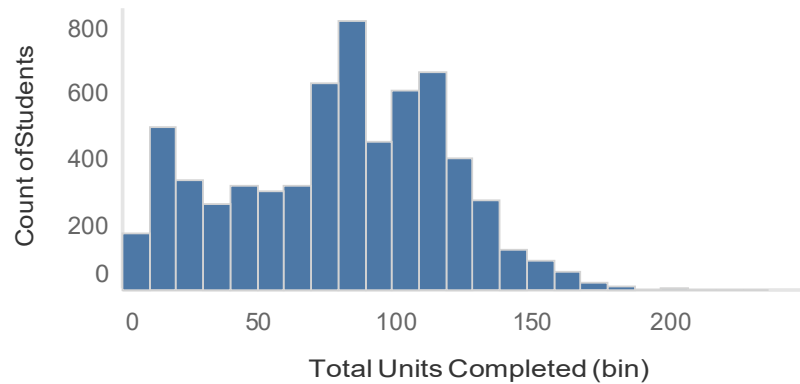
Previous Term Units



Total Units Attempted



Total Units Completed





HSU Registration Campaign (Spring 2021)

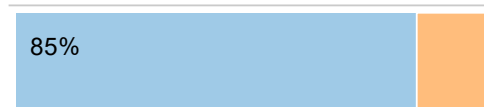
Custom Dashboard for Enrollment Management

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~ Freshness Date ~
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Percent of Students **Registered** / **Not Registered** by Primary College and Department

Arts, Hum & Soc Sci

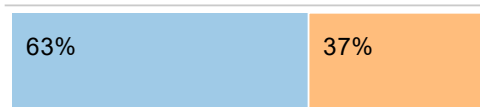
Registered / **Not Registered**



	Not Self-registered	Self-registered
PHIL		100% (n=26)
INTL	6% (n=3)	94% (n=45)
ENST	16% (n=22)	84% (n=114)
JMC	12% (n=9)	88% (n=69)
GEOG	6% (n=3)	94% (n=45)
POLI	15% (n=15)	85% (n=82)
HIST	12% (n=11)	88% (n=82)
ART	17% (n=33)	83% (n=161)
ENGL	13% (n=22)	87% (n=153)
CRGS	16% (n=9)	84% (n=48)
THEA	16% (n=20)	84% (n=107)
ANTH	15% (n=16)	85% (n=93)
WLC	17% (n=5)	83% (n=24)
SOC	17% (n=47)	83% (n=236)
COMM	17% (n=18)	83% (n=87)
MUS	17% (n=9)	83% (n=44)
RS	18% (n=3)	82% (n=14)
NAS	25% (n=3)	75% (n=9)
EC	27% (n=6)	73% (n=16)

General Studies

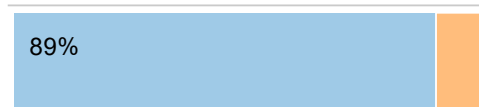
Registered / **Not Registered**



	Not Self-registered	Self-registered
UNDA	37% (n=52)	63% (n=88)

Natural Resources & Sci

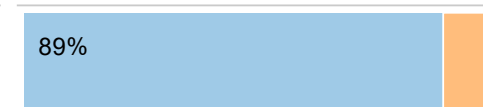
Registered / **Not Registered**



	Not Self-registered	Self-registered
WLDF	8% (n=28)	92% (n=326)
FISH	6% (n=3)	94% (n=44)
OCN	5% (n=2)	95% (n=38)
ESM	10% (n=36)	90% (n=314)
FWM	11% (n=26)	89% (n=206)
BIOL	11% (n=83)	89% (n=692)
CHEM	10% (n=10)	90% (n=88)
ENGR	9% (n=17)	91% (n=178)
GEOL	15% (n=10)	85% (n=58)
CS	15% (n=20)	85% (n=110)
PHYX	20% (n=12)	80% (n=49)
NS	20% (n=11)	80% (n=45)
MATH	18% (n=12)	82% (n=55)

Professional Studies

Registered / **Not Registered**



	Not Self-registered	Self-registered
NURS		100% (n=13)
SW	5% (n=11)	95% (n=209)
EDUC	5% (n=11)	95% (n=199)
CD	10% (n=10)	90% (n=88)
PSYC	12% (n=69)	88% (n=508)
ECON	17% (n=6)	83% (n=29)
KRA	14% (n=52)	86% (n=309)
BUS	14% (n=61)	86% (n=363)



HSU Registration Campaign (Spring 2021)

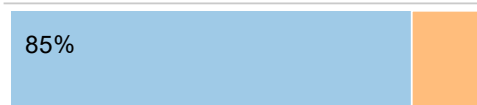
Custom Dashboard for Enrollment Management

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Office of Institutional Effectiveness
~ Freshness Date ~
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Percent of Students **Registered** / **Not Registered** by Primary College and Major Program

Arts, Hum & Soc Sci

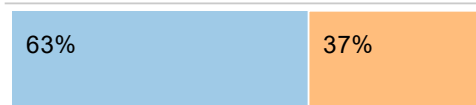
Registered / **Not Registered**



	Not Self-registered	Self-registered
ARTF	4% (n=1)	96% (n=26)
PHIL		100% (n=26)
ENMA	8% (n=1)	92% (n=12)
INTL	6% (n=3)	94% (n=45)
ISDS		100% (n=10)
EST	16% (n=22)	84% (n=114)
JN	12% (n=9)	88% (n=69)
GEOG	6% (n=3)	94% (n=45)
PSCI	15% (n=15)	85% (n=82)
HIST	12% (n=11)	88% (n=82)
ENGL	13% (n=21)	87% (n=141)
FILM	16% (n=13)	84% (n=69)
CJS	15% (n=28)	85% (n=155)
ART	19% (n=32)	81% (n=137)
RGSS	16% (n=9)	84% (n=48)
ANTH	15% (n=16)	85% (n=93)
SPAN	11% (n=2)	89% (n=16)
THEA	19% (n=7)	81% (n=29)
COMM	17% (n=18)	83% (n=87)
FREN	27% (n=3)	73% (n=8)
SOC	20% (n=17)	80% (n=67)
MUS	17% (n=9)	83% (n=44)
RS	18% (n=3)	82% (n=14)
SOCM	13% (n=2)	88% (n=14)
NAS	25% (n=3)	75% (n=9)
SSMA	27% (n=6)	73% (n=16)

General Studies

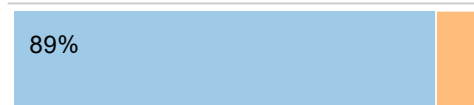
Registered / **Not Registered**



	Not Self-registered	Self-registered
UNDE	37% (n=52)	63% (n=88)

Natural Resources & Sci

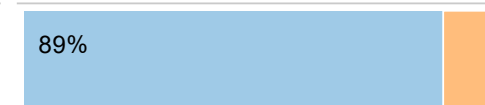
Registered / **Not Registered**



	Not Self-registered	Self-registered
ESMS		100% (n=11)
RRS	12% (n=3)	88% (n=22)
WLDF	8% (n=28)	92% (n=326)
ZOOL	6% (n=11)	94% (n=176)
FISH	6% (n=3)	94% (n=44)
BOT	7% (n=7)	93% (n=96)
OCN	5% (n=2)	95% (n=38)
ESM	11% (n=36)	89% (n=303)
ESER	8% (n=1)	92% (n=12)
FOR	11% (n=23)	89% (n=184)
CHEM	10% (n=10)	90% (n=88)
ERE	9% (n=16)	91% (n=166)
BIOL	14% (n=60)	86% (n=384)
GEOL	15% (n=10)	85% (n=55)
NR	20% (n=4)	80% (n=16)
CSCI	15% (n=20)	85% (n=110)
PHYX	18% (n=10)	82% (n=45)
NRWI	19% (n=4)	81% (n=17)
BIGR	11% (n=5)	89% (n=39)
MATH	18% (n=12)	82% (n=55)
NRFI	14% (n=2)	86% (n=12)
PHYS	33% (n=2)	67% (n=4)
ESGE		100% (n=3)
NRPG	100% (n=1)	

Professional Studies

Registered / **Not Registered**



	Not Self-registered	Self-registered
EDUC		100% (n=2)
CRAR		100% (n=7)
CRMU		100% (n=2)
CRSC		100% (n=2)
CRSP		100% (n=4)
CRSS		100% (n=6)
CRSB		100% (n=5)
CRSM		100% (n=4)
NRSB		100% (n=13)
SW	6% (n=10)	94% (n=169)
CREN		100% (n=11)
MSW	2% (n=1)	98% (n=40)
MBA	6% (n=2)	94% (n=29)
LSEE	7% (n=7)	93% (n=93)
PSYG	2% (n=2)	98% (n=84)
CDFR	3% (n=1)	97% (n=29)
KINE		100% (n=30)
CRMS	4% (n=1)	96% (n=27)
LSCE	14% (n=1)	86% (n=6)
LSCD	13% (n=8)	87% (n=53)
KIUG	14% (n=37)	86% (n=228)
CRMA	17% (n=1)	83% (n=5)
ECON	17% (n=6)	83% (n=29)
PSYC	14% (n=67)	86% (n=424)
CRPE		100% (n=4)
CRAS	6% (n=1)	94% (n=17)
BA	15% (n=59)	85% (n=334)
RADM	23% (n=15)	77% (n=51)
CRMM	9% (n=1)	91% (n=10)

HSU-ERFSA Statement on Emeritus Status Revised Policy

I would like to refer to the section of your report: Senate Approved Resolutions - Status Update. All resolutions passed to date by the University Senate and requiring administrative certification have been approved with the exception of the Resolution on Emeritus Faculty 09-20/21-CBC/FAC. The Provost emailed the Senate Chair and CBC/FAC Committee Chairs on January 19, 2021 of her decision and specific requests for further development.

In reading the Provost letter, she stated: I am open to exploring the inclusion of lecturers, coaches, counselors and others to receive the honor of emeritus but would like to see HSU develop a set of standards that equates the award of emeritus with excellence (in teaching, service, scholarship, coaching, etc.) and years of service to HSU rather than only in alignment with retirement.

Additionally, the ASCSU has taken up an emeritus status resolution aligned with the Provost requests for further policy work

I obtained a copy of that draft resolution and the first resolve currently reads; RESOLVED: That the ASCSU recommend that CSU campuses review their emeritus/emerita policy on the granting of this distinguished status for faculty and establish criteria that are clearly defined.

The CSU-ERFSA senate representative informed me that the resolution has returned to the committee for further revision. Noah or Stephanie should provide further details on status of the statewide senate's resolution.

The HSU-ERFSA Coordinating Committee would recommend that the committees invite HSU-ERFSA into their discussions about the change in awarding emeritus status. Current HSU Emeriti may be able to provide recommendations and/or clarifications on this issue to the "committees". The best way to contact the HSU-ERFSA would be to either contact the HSU-ERFSA Coordinating Committee Chair, Rollin Richmond, or me as the HSU-ERFSA senate representative.

HUMBOLDT STATE UNIVERSITY

Sense of the Senate Resolution on a Decline to Act Statement on Chancellor's Office changes to CSU General Education Breadth Requirements

17-20/21-EX – January 26, 2021

WHEREAS: On December 4, 2020, the Academic Senate of the California State University opposed Chancellor's Office changes to CSU General Education Breadth Requirements via [AS-3462-20](#); and

WHEREAS: The ASCSU's resolution is consonant with the with 20 CSU campus resolutions in opposition to the Chancellor's Office Draft 1460 Implementation Proposal from November 2020; and

WHEREAS: On November 5, 2020, in collaboration with the HSU Ethnic Studies Council, the HSU Integrated Curriculum Committee presented alternatives to the implementation plans proposed by the Chancellor's Office which are viable and appropriate for the HSU campus and its undergraduate students and curriculum; and

WHEREAS: Curriculum development and implementation are the purview of the faculty and changes to the CSU General Education Breadth Requirements noted in the December 3, 2020 memorandum overrule faculty implementation plans that were developed by the CSU Ethnic Studies Council, CSU campuses, CFA and ASCSU, thereby usurping faculty purview; and

WHEREAS: Campus faculty are the experts in designing and executing curriculum, and Native American Studies, African American Studies, Asian American Studies, and Latina/o Studies faculty are experts in the research and teaching of Ethnic Studies; and

WHEREAS: At HSU and other CSU campuses, the Chancellor's Executive Order recommendations not only would require the revision of several pathways to graduation for departments and programs across the campus, but also could lead to the siloing of Ethnic Studies courses into a single GE area and the passing on of this requirement to be implemented primarily by the Community Colleges; and

WHEREAS: The ASCSU has counseled campuses to decline to act on the Chancellor's Office changes to the CSU General Education Breadth Requirements noted in the December 3, 2020 memorandum which supersedes Executive Order 1100-revised and to instead work with Ethnic Studies faculty and established curricular bodies to develop an implementation that works for our students and our universities, now, therefore, be it

RESOLVED: That, on recommendation from the ASCSU, the Integrated Curriculum Committee of Humboldt State University declines to act on the Chancellor's Office changes to the CSU General Education Breadth Requirements noted in the December 3, 2020 memorandum; and be it further

RESOLVED: That the Integrated Curriculum Committee of Humboldt State University will move forward with implementation of AB 1460 in line with the CSU Council of Ethnic Studies and HSU Ethnic Studies Council recommendations; and be it further

RESOLVED: That the HSU University Senate reaffirm our request that the CSU Chancellor's Office allow each campus to determine the mechanisms by which they will implement AB 1460; and be it further

RESOLVED: That the Integrated Curriculum Committee of Humboldt State University supports the ASCSU Resolution AS-3462-20 and reaffirms HSU's commitment to implementation of AB 1460 that is in line with previous recommendations of the CSU Council of Ethnic Studies and HSU Ethnic Studies Council. This includes:

- A. No creation of Area F.
- B. Allowing for the Ethnic Studies requirement to be met via an overlay requirement that can be met with both lower- and upper-division courses.
- C. No 3-unit lower-division reduction in Area D.
- D. Reaffirming the CSU Ethnic Studies Council written and approved "Competencies" for Ethnic Studies courses that fulfill the requirement.
- E. Reaffirming support for approved courses for this requirement to have the following course prefixes: Ethnic Studies or Native American Studies. Courses without ethnic studies prefixes may meet this requirement if cross-listed with a course with an ethnic studies prefix through approval by department curriculum committees and the Department Chairs; and be it further

RESOLVED: That this resolution be distributed to Chancellor Castro, EVC Blanchard, ASCSU Chair Collins, CSU Council of Ethnic Studies Chair Monteiro, President Jackson, Provost Capps, Interim Dean Benavides-Garb, the HSU Integrated Curriculum Committee, the HSU GEAR Curriculum and Assessment Committee, the ASCSU, the HSU Council of Chairs, and the CSU Council of Academic Senate Chairs.