

Tuesday, September 1, 2020, 3:00pm, Virtual Meeting ID: 970 9341 9142

Chair Mary Virnoche called the meeting to order at 3:02pm on Tuesday, September 1, 2020, via Zoom; a quorum was present.

Members Present

Anderson, Burkhalter, Cannon, Capps, Cuéllar, Doyle, Dunk, Finley, Gonzalez, Gordon, Guerrero, Jackson, Keever, Kerhoulas, McGuire, Meriwether, Miller, Mola, Moyer, Pachmayer, Parker, Reynoso, Schnurer, Teale, Thobaben, Tremain, Virnoche, Wilson, Woglom, Wrenn, Wynn, Zerbe

Members Absent

None

Guests

Christiana Lofthouse, Carl Hansen, Clint Rebik, Simone Aloisio, Mike Le, Sherie Gordon, Shawna Young, Rosamel Benevides-Garb, Mary Oling-Sisay, Shelia Rockar-Heppe, Peggy Metzger, Rick Zechman, Dale Oliver, Bethany Rizzardi, Amber Blakeslee

Announcement of Proxies

It was noted there were no proxies assigned for this meeting

Approval of and Adoption of Agenda

M/S (Woglom/Wilson) to move the agenda

M/S (Tremain/Schnurer) to amend the agenda to add a new item 12: Resolution on Grading Policy, Fall 2020 (02-20/21-ICC – September 1, 2020 – First Reading) and designate the current item 12 as item 13.

The agenda as amended was approved unanimously

Approval of Minutes from the May 5, 2020 Meeting

M/S (Wilson/Dunk) to approve the Minutes of May 5, 2020 meeting

Motion approved unanimously

Reports, Announcements, and Communications of the Chair

- Written report and Welcome Letter attached.

In addition to the written report, Chair Virnoche highlighted her welcome letter (attached and posted to the Senate website) and thanked the Senators and guests for their attendance. Chair Virnoche offered a special welcome to: the new Staff representatives, Senator Kailyn Doyle from Admissions, Senator Arlene Wynn from Athletics; to Lecturer Faculty representative Chelsea Teale; to the newly elected Associated Students representatives Senator Malluli Cuéllar and Senator Gio Guerrero, as well as AS President Jeremiah Finley; and to Provost Jennifer

Capps, for her very first full University Senate meeting.

Chair Virnoche noted that SenEx made a commitment to the goals we set out in our may 2020 statement on black lives, so we move forward with informing those kinds of action items and prioritizing those for our work through the year; a consciousness and embracing of our HSI id and maintaining a focus on that, as well as we plan and prioritize our work this year. It's already been wonderful working with folks across campus to identify leaders so we move together to effect change. Chair Virnoche thanked everyone for the precious moments of summer given up. In general, she noted in terms of our proceedings, that we will make our way through parliamentary procedure and bylaws to inform and guide Senate processes well, but noted that her goal is to keep those rules from getting in the way. She encouraged new folks who might not be sure how to engage, to ask questions in the chat, and the Senate Officers will be looking there for questions, so we can create a space where folks feel welcome and heard.

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

Academic Policies:

Senator Schnurer reported the committee has yet to meet, but he is looking forward to working with a great committee this year. He echoed President Virnoche's argument about the Senate work this year being framed on issues of justice and inclusion. He explained the APC is going to do policy work that supports the University and matches our values with our practices, first by diving into the Disruptive Students Policy conversations as well as some work on the Syllabus Policy. He concluded with the assurance of a written report in two weeks.

Appointments and Elections Committee:

Chair Virnoche reported on behalf of this committee, noting the Senate has some appointment confirmations as action items on the agenda for this meeting, and reminded the Senate that there are still a number of openings to fill on various committees, so the committee will continue to work on that as a committee

Constitution and Bylaws:

- Written report attached

Senator Anderson added that the committee first met on Monday, and will continue to meet every other Monday at 11am.

Chair Virnoche added that Mary Watson, Administrative Support Coordinator for the University Senate (among other bodies) has given the Senate website a bit of a "facelift," and will be adding standing committees' meeting dates and times so that members of the University Community may take part in those meetings if interested

Faculty Affairs:

Senator Wilson reported the FAC has yet to meet, but one of the first things the committee will do is begin to work with the department chairs, the RTP C&S committee, and the UFPC to figure out a way to fairly evaluate faculty (including lecturer faculty) to figure out a way to fairly use the criteria and standards that we've developed, given the environment that we're in, because of the COVID pandemic. He noted the work isn't perfectly clear right now, but assured that the whole idea is to make evaluation criteria fair, and not punish people.

Integrated Curriculum:

- Written report attached

In addition to the written report, Senator Tremain noted that of the three total points of concern regarding the changing of grading policy for fall 2020 in response to COVID-19, the third—that increasing the number of courses students may take C/NC— is not on the table, because the University is waiting for Chancellor's Office guidance. She noted the committee has also been working on the Academic Master Plan (or Academic Master Roadmap), further Senate discussion will be forthcoming this year. She concluded with the note that Provost Capps will be talking with the committee about AB-1460, the Ethnic Studies Legislation, during the Fall semester.

University Resources and Planning:

- Written report attached

In addition to the written report, Senator Woglom welcomed Provost Capps to the committee and encouraged folks reach out to him if they want to chat about the University budget.

Statewide Senate (ASCSU):

Senator Zerbe reported the first plenary will be in September, and noted that Senior ASCSU Representative Dr. Mary Ann Creadon retired, and that she will be missed.

University Policies:

- Written report attached

Associated Students:

AS President Finley reported that as soon as the AS budget is finalized, students in AS will be working to support students in creative ways such as offering taxable stipends or finding ways to help students bridge their education this year.

Senator Guerreo reported that AS anticipates bringing their July resolution on a restructure of the police department to the Senate for coadoption, as well as another resolution which is still pending a vote of the AS Board of Directors, which would create long term nutritional alternatives. AS Vice President for Legislative Affairs, Senator Cuellar emphasized the good work AS was able to accomplish during summer work this year, and described her excitement and optimism about the student leadership she saw at work.

California Faculty Association:

Senator Cannon reported the statewide CFA has a very robust agenda, much of which consists of respecting and valuing core missions of the universities throughout economic uncertainty. The CFA meet and confer team has been meeting regarding the repopulation plan, and outbreak plan, which is being developed. Statewide CFA local chapters are committed to defending IP rights at this time, and the agendas also value tenure line counselling faculty, because across the state we don't fund tenure line counsellors to the extent we should. CFA is fighting to maintain lecturer entitlements and to encourage universities with financial constraints to not balance their budgets on the backs of lecturers and faculty, and that includes not setting up excessive workloads. He reported the anti-racism agenda is also robust, as is the continuation of funding centers for academic excellence, and a defunding and reimagining of the UPD, particularly during talks about not having money for counsellors and cultural centers. CFA received a letter from the CSU over the summer, and it was seen by the CFA as completely premature. He concluded, reporting that the CFA has directed all universities to pay down reserves before doing any cuts, and the HSU CFA chapter agrees with that.

Labor Council:

Senator Parker reported that the social security tax deferral which was signed, that this requires the need to adjust the state payroll system, and just wanted folks to know there is not going to be any adjustments to HSU's checks until we receive information from the CO or the State Controller's office.

Office of Diversity, Equity, and Inclusion:

Acting Deputy Chief of Staff, Lisa Bond-Maupin, will liaise between DEIC and the President's Office.

Enrollment Management:

- Written report attached

In addition to the written report, Vice President Meriwether offered thanks and heaped praise on everyone who helped during this pandemic and during our already occurring enrollment crisis. During COVID, EM projected HSU would have 500 new students, but actually got 550. Total new freshman is only down 7% percent, rather than the 20% decrease originally projected. Dr. Meriwether noted his opinion that if it weren't for COVID, HSU's new student enrollment would have grown; enrollment is only down 2.8% compared to the prior year, which was better than anticipated; last year HSU was down 15% below the previous year. Dr. Meriwether noted that transfer student numbers are currently 14.4% ahead of last year; he concluded that EM is already working on fall recruitment cycle, and plans to dig in hard and offset the pandemic and keep trending in the right direction.

Senator Mola noted it was difficult to find sections for the many transfer students over the summer.

Administrative Affairs:

- Written report attached

In addition to the written report, VP Gordon noted that her division is resetting and working on highlighting their vision to provide direction and realign our resource to support the priorities of the University. VP Gordon highlighted the Emergency Operations Center which has been and continues to work nonstop since March to prepare the University for move in and face to face instruction. She also highlighted the sustainability team for their effort, and noted HSU's star gold rating and offered appreciation for the Senate and all other bodies working toward the excellence HSU of which is capable. She concluded, noting that moving forward the reports for the division will highlight strategic priorities.

Emeritus and Retired Faculty and Staff Association

Senator Thobaben reported that the ERFSA has submitted a statement of support for the Black Lives Matter movement, and that their first meeting will be virtually held in a week and a half. She also thanked VP Meriwether and the EM Division for the hard work.

Provost's Office:

- Written report

In addition to the written report, Provost Capps offered a sincere thank you to everyone for the warm welcome she has received, and that she looks forward to the upcoming work. Provost Capps also thanked everyone for their work to successfully launch the Fall 2020 semester and their efforts to make sure that courses and programming are accessible during the weirdest time ever. She highlighted that new faculty hires are listed in the written report, and requested that faculty reach out to new colleagues to connect during this difficult time. She reiterated her priorities for AAVP include continuing to advance academic excellence and accessibility with respect to safety within the pandemic and social justice, how our curriculum informs and advances diversity, equity and inclusion, and lastly making sure that everything we do contributes to the financial health of the institution. She concluded with a reminder that working on the Academic Master Plan and firming it up by the end of this calendar year will be a big part of meeting our priorities and goals.

President's Office:

President Jackson welcomed everyone back and noted it may be that HSU needs to pivot from the current instructional plan in the first few weeks of instruction, but also reassured that if needed, HSU would be ready to do so, even though it would be disappointing.

Consent Calendar from the Integrated Curriculum Committee

The attached ICC Consent Calendar was unanimously approved

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 there were no guests signed up to speak during the Open Forum

Discussion Item: Campus Policing Action Updates and Q&A Discussion Item:

- Police Chief Search (VP Gordon) w/ Search Committee Roster
 - VP Gordon reported on the timeline and main charges of the search committee for the Police Chief, such as to ensure that candidates are able to demonstrate their abilities and not just communicate their abilities.
 - VP Gordon explained the timeline would hopefully allow for a narrowed list of candidates by September 16, the second phase to be completed by September 21, so that permanent leadership is in place by November.
 - VP Gordon acknowledged Chief Lofthouse, interim police chief, for her good work and noted she will be staying in that capacity through the end of the month. Another interim leader will be identified as soon as possible.
- Collaborations & Actions in Motion (Police Chief Lofthouse)
 - Chief Lofthouse reported on current reimagining and reinventing the UPD via a two pronged approach; first internally with a revision of UPD policies and general orders, which has been completely revamped. She noted the policies are available on the UPD website.
 - Chief Lofthouse reported they have not redacted any past policy, so if folks are curious about what UPD policies, including the use of force policy, which has never allowed choke holds or carotid struggle holds in the past, to review their internal policies on their website.
 - Chief Lofthouse also noted UPD will be utilizing a Use of Force Review Board, such that all use of force will be reviewed by a panel and are reported to DOJ annually. She concluded by noting they are working on an online crime reporting tool, and on recruitment to make sure UPD reflects the community so that the officers have a community oriented and protective mindset, and ways to better utilize technology such as body worn cameras and, within a year, to begin collecting stop data basically data on who we are stopping so we can track that for research purposes.
- University Policy Committee Leadership (Senator Keever)
- University Resources & Planning Committee Leadership (Senator Woglom)

Discussion Item: University Budget Update and Q&A

URPC on the President's Charge and Process (Senator Woglom)

M/S (Wilson/Mola) to extend the meeting by 15 minutes.

Motion carried unanimously

Budget Presentation, Amber Blakeslee, HSU Budget Director briefly presented information (attached) on the University budget.

Resolution on Voting Rights on Senate Executive Committee(01-20/21-EX - September 1, 2020 - First Reading)

M/S (Parker/Schnurer) to move the Resolution

No discussion ensued. The resolution will return for a Second Reading

Resolution on Grading Policy, Fall 2020 (02-20/21-ICC – September 1, 2020 – First Reading)

M/S (Schnurer/Tremain) to move the Resolution

No objections.

M/S (Tremain/Keever) to waive the first reading

Motion passed unanimously

Senate vote to approve Resolution on Grading Policy, Fall 2020 (02-20/21-ICC – September 1, 2020 – First Reading) **passed without dissent**

Ayes: Anderson, Burkhalter, Cannon, Cuéllar, Doyle, Dunk, Finley, Gonzalez, Guerrero, Kerhoulas, McGuire, Miller, Mola, Moyer, Parker, Schnurer, Thobaben, Tremain, Virnoche, Wilson, Wrenn, Wynn, Zerbe

Nays: none

Abstentions: Teale, Capps, Gordon, Meriwether, Reynoso, Woglom, Keever, Pachmayer

M/S (Mola/Tremain) to designate this resolution as an emergency item.

Motion passed unanimously

M/S (Wilson/Mola) to extend the meeting by 5 minutes.

Motion passed unanimously

Faculty Session: Confirmation of Appointments

- General Faculty Representative to the ASCSU (Statewide Senate) for Fall 2020 semester

- General Faculty Representative to the Sponsored Programs Foundation Board for Fall 2020 semester. (Confirmation moves candidate name to HSU President for final approval.)
- Interim Chair of the GEAR Subcommittee of the ICC for Fall 2020 semester.

M/S (Dunk/Wilson) to move to Faculty Session

Motion passed unanimously

M/S (Thobaben/Anderson) to approve the appointment of all three General Faculty appointment recommendations

Motion **passed unanimously**

Ayes: Anderson, Burkhalter, Cannon, Capps, Dunk, Gonzalez, Kerhoulas, McGuire, Miller, Mola, Moyer, Pachmayer, Schnurer, Teale, Thobaben, Tremain, Virnoche, Wilson, Woglom, Wrenn, Zerbe

Nays: none

Abstentions: none

M/S (Woglom/Wilson) motion to adjourn

Meeting adjourned at 5:17 pm

University Senate Chair Report
September 1, 2020

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

In my [welcome letter](#) to the University Senate, I set the stage for our work this year:

This year the Senate Executive Committee will center our May 2020 [Statement in Support of Black Lives](#). As we generate and prioritize our shared governance actions this year, we will regularly revisit the goals therein that focus on Black lives and our collective struggles for racial justice. As part of this process, we also embrace our responsibility as an Hispanic Serving Institution.

To that end, in your leadership and service on the Senate and other shared governance committees at all levels, I ask that you (continue to) adopt an equity and racial justice lens in developing new and assessing existing policy and practices.

We are in motion and continuing our generosity of spirit as community members navigate the pandemic and the personal/political fronts of the months ahead.

In this report, I focus on kudos for summer and opening week accomplishments. Below I share just a few threads that wove their way through the Senate Executive emails and zooms.

Please continue your efforts in your own units to acknowledge the many ways folks are going the extra mile, or just making it easier for folks to keep moving through the first mile.

Students

Thanks to new and returning students for believing in us and joining us this Fall in all our new environments for learning. To all the students whose lives required a break from HSU this fall, we will continue to work to make your return possible and rewarding.

Senators

Thanks again for fitting in time during your precious and fleeting summer to lay the foundations for our work this year .

Front-line Staff

Thanks to staff across campus who have been responding to student and faculty needs to be ready for opening days. Words like “amazing” are frequent in the emails I have received for all the front line support.

Staff/Faculty Campus Parents and Supporters

Thank you to Jessica Welch, Library ASC, and Nancy Olson, Professional Development and Training, Human Resources, for their ongoing leadership in convening and communicating with staff/faculty parents on campus. They initiated a parents Facebook page and are bringing parents together again to share information and support. Thanks also to staff/faculty parents who participated in summer conversations, as well as Stephanie Vick, APS Manager, AVP of APS Simone Aloisio, and Ariel Aaron, HR Benefits Administrator, for responding to faculty parent requests for more resources and forums for leave option clarification. Thanks to Provost Capps for working with EOC and enabling green days faculty office access and continuing efforts to be responsive to shifting faculty office needs.

Chairs, FITT, and EOC (new world of acronyms)

Thanks to all who researched and planned for face-to-face instruction and the protocols and communication strategies for opening our campus and keeping us updated on daily news.

Admissions Staff and Supporting Offices/Teams

Kudos for catching us, listening, and partnering on creative solutions for maintaining and building an amazing and diverse student community.

Faculty, CTL Staff, and ITS

Thank you amazing faculty for the heavy lifting of building meaningful, engaging courses that are a cornerstone of HSU, and all the layers of support from the CTL and ITS. Thanks to all who (re)examined their curriculum and pedagogy in our ongoing work to assure that our BIPOC students recognize themselves, their community concerns, and their dreams in our courses.

HUMBOLDT STATE UNIVERSITY

University Senate

Dear University Senators,

Welcome to the 20-21 University Senate.

This year the Senate Executive Committee will center our May 2020 [Statement in Support of Black Lives](#). As we generate and prioritize our shared governance actions this year, we will regularly revisit the goals therein that focus on Black lives and our collective struggles for racial justice. As part of this process, we also embrace our responsibility as an Hispanic Serving Institution.

To that end, in your leadership and service on the Senate and other shared governance committees at all levels, I ask that you (continue to) adopt an equity and racial justice lens in developing new and assessing existing policy and practices.

The USC Center for Urban Education offers one "[Protocol...](#)" including a one-page overview that summarizes six equity-minded policy indicators including language, disproportionate impact, and framing (p. 31). This protocol will soon be linked to our Senate website governance resources.

Your work this year communicating with your constituents is perhaps more important than ever. As we continue telework from home with few opportunities for informal interaction and relationship building, consider leveraging our technology platforms to foster opportunities for engagement:

- (Co) write an email introducing yourself to your constituents. Invite them to "tune in" to University Senate meetings on Tuesdays and provide information on connecting with you directly;
- (Co) write a few brief "highlights" emails to constituents on chosen University Senate work or upcoming actions;
- (Co) convene in Zoom a constituent town hall gathering; and
- Share with other senators your own creative ways for engaging.

Finally, consider contributing to the new photo library in development and rotation on the University Senate homepage. Send a screen capture of your zoom committee meeting or other creative image ideas around shared governance to Mary.Watson@humboldt.edu.

Thank you for your ongoing leadership,

Mary Virnoche
Professor of Sociology
General Faculty President and
University Senate Chair

HUMBOLDT STATE UNIVERSITY

University Senate Written Reports, September 1, 2020

Standing Committees, Statewide Senators and Ex-officio Members

Constitution and Bylaws Committee:

Submitted by Jill Anderson, CBC Chair

Report of August 31, 2020 meeting

Agenda:

1. Call to Order
2. Attendance, proxies and quorum
3. Review CBC Annual Report
4. Review draft Resolution on CBC duties related to maintenance of the Faculty Handbook
5. Motion to adjourn

Meeting Notes:

1. Call to Order

Meeting began at 2:03 p.m. (via Zoom)

2. Attendance, proxies & quorum

- a. Members present: Zerb (Faculty), Wrenn (Faculty), Burkhalter (faculty), Woglam (faculty), and Anderson (Faculty) were present.
- b. Quorum was not met with 5 of 5 members present.
- c. Vacancies include 1 student representative and 1 staff representative.

3. Review Resolution to Amend the Constitution of the University Senate of Humboldt State University to Reflect Parallel Revisions to the General Faculty Constitution

Committee reviewed resolution that was drafted AY 2019-2020 and came to consensus that the resolution, which aims to complete the revisions to the Handbook to bring it into alignment with the constitution and, update terminology, and clarify wording. Resolution to go forward to the SenEx Committee.

4. CBC duties related to maintenance of the Faculty Handbook

The group continued a discussion of the CBC's role in updating and maintaining the Faculty Handbook. With 3 WTUs allocated to the CBC chair for this year, this committee will begin the revision process for the Faculty Handbook to bring the content up to date. Nates were raised on having additional conversations on maintenance of the handbook after revisions are complete.

5. Additional Items

- Resolution to Revise General Faculty Constitution was passed through the senate Spring of 2020 but needs to go to vote from the general faculty.

- The group discussed adding virtual format for meetings to the standard operating procedures. Input will be sought from the SenEx.

6. Motion to adjourn

Meeting adjourned at 11:38 a.m.

Integrated Curriculum Committee:

Submitted by Lisa Tremain, Interim ICC Chair

The ICC has held two meetings during AY 20-21 as of 9/1/20. The committee's current work includes:

- Adjustments to Grading Policy for Fall 2020 in response to COVID-19. Working with the Registrar's guidance, this discussion includes:
 - Extending the date for the Add/Drop deadline (urgent).
 - Extending the date by which students must register for the CR/NC grading option (and determining that date; currently October 19).
 - Increasing (and determining) the number of courses that students may take CR/NC this semester.
 - Academic Master Planning (aka HSU Academic Road Map):
 - HSU began the process of university-wide strategic planning in the spring of 2020. AMP gathered feedback on academics at HSU from across campus constituents across a series of Zoom webinars in order to gather initial campus feedback on academics at HSU. The feedback from these webinars presents a vision for continued work for fall of 2020.
 - Our is to move the academic master planning conversation forward and into much greater depth in the fall semester, with a formal HSU Academic Master Plan established and in place by the end of the term. This conversation and the resulting recommendations from ICC will be actively and meaningfully connected to supporting social justice, equity and anti-racism via academics at HSU and actively and meaningfully responsive to our HSI context.
 - ICC and CDC (sub-committee on Course Degree Changes) continue to work through programmatic curricular shifts in response to EO 1071.
-

University Policies Committee:

Submitted by Rob Keever, UPC Chair

Committee Membership: Eboni Turnbow, Sherie Gordon, Deserie Donae, Troy Lescher, J. Brian Post (sabbatical)

UPC is still in the process of filling vacant seats for a faculty representative, since J. Brian post is on sabbatical for the Fall 2020 semester, and for the student representative. AEC and AS are assisting in filling these positions. Additionally the Student Affairs representative for UPC will alternate between Dean of Students Eboni Turnbow and Associate Dean of Students Roger Wang during meetings. UPC will be planning their meeting schedule for the Fall once membership is full.

Based on the Black Lives Matter Statement University Senate created and the requests of student groups including Associated Students, UPC plans to review policy surrounding free speech, protests, and demonstrations on campus to ensure they represent the needs and safety of the black, indigenous and people of color community on campus. Senate has also agreed that reviewing policing on campus would be valuable for safety on campus and if there is policy surrounding it.

There are currently no specific policies that have been submitted for review to UPC at the time of this report.

University Resources and Planning Committee:

Submitted by Jim Woglom, URPC Co-Chair

I'd like to start my report by welcoming our new co-chair, Provost Capps. We look forward to working with you on the ongoing stewardship of the resources of our shared University.

The URPC had our first meeting on August 21st, 2020 from 1-2:30. During this meeting we discussed a broad outline of our budget for this AY based on a rich and detailed description of the same by Amber Blakeslee, who subsequently agreed to provide an encore of this outline to the Senate at our first convening on September 1st.

We also spent time considering a proposed four-item charge that President Jackson asked us to review and revise. The committee spent a week offering edits and commentary on this document, and the results of our collaborative revisions are included below.

Our next meeting will be Friday, September 4th, from 1-2:30 via Zoom. We will discuss feedback and commentary we are sure to have received from the Senate on September 1st, review our reserves, and begin to build a timeline for action items based on the President's Charge.

President's Request to URPC (AY 20-21) August 21, 2020

Issues for Consideration

1. As a standing committee of the Senate, the URPC advises and reports to both the Senate and the President. In addition to the regular duties of the URPC, President Jackson requests the assistance of the URPC with the following based on his identified issues for consideration in the coming academic year:
 2. To coordinate with the Cabinet working group on *New Revenue* in identifying and pursuing alternative sources of funds to support the HSU mission.
 3. To coordinate with the Strategic Planning working group focused on resource stability and sustainability in alignment with the shared vision for HSU.
 4. To remain available to advise the Senate, the PAT, and the President as the enrollment and state funding pictures unfold over the course of this year, especially supporting new leadership in two key divisions (Academic Affairs and Administrative Affairs).
 5. To support and advise the Senate, the PAT, and the President on the development of a resource allocation models for the university, framing this process in terms of short term goals (building stopgap budget plans for intervening development years), medium terms goals (the development and adoption of the desirable institutional model), and long term goals (the systemic implementation of the adopted model). Best efforts should be made to establish or recognize the resource requirements of each division but specifically to ensure that any model developed will recognize the size, complexity and structural organization of the Academic Affairs division.
-

Office of Equity, Diversity, and Inclusion:

Submitted by Edy Reynoso, Interim Director, Office of Diversity, Equity, and Inclusion

The President's Diversity, Equity and Inclusion Council (DEIC) Report

Meeting held on Wednesday, August 20, 2020 at 3:00 PM, via Zoom

The President's DEI Council met on Wednesday, August 20 before the first week of classes. All but three members will be continuing their commitment to serve on the Council. The Council has representation from all three colleges (CAHSS, CPS, and CNRS) and the College of Extended Education and Global Engagement (CEEGE). There is also representation from staff and students (please see the attached report for the full list of members).

Meeting Highlights

Given the unprecedented times, we are all living in, the DEIC meeting started with an informal check-in of all those present.

The DEIC members had an opportunity to hear from Acting Deputy Chief of Staff and liaison to President Jackson, Dr. Lisa Bond-Maupin. Dr. Bond Maupin spoke to the President's charge to the council for the 2020-2021 academic year. President Jackson would like the DEI Council to work on an agreed-upon

definition for diversity, equity and inclusion. The DEI definition will inform and be utilized throughout HSU's documents and included in the upcoming Strategic Plan. The President would like to see the subcommittee work to continue with periodic reports to the HSU University Senate and the President's Cabinet.

A new Associated Student Body Resolution 2020-21-05 passed this summer entitled Social Justice and Equity Committee. Roman Sotomayor of Associated Students (A.S.) spoke to the goals and collaboration between A.S. and DEIC. The committee will have representation from various student groups. They are recruiting for the Social Justice position. There are two subcommittees for the new Social Justice and Equity Committee (Professional Development and Enrichment and Inclusive and Diverse Education) with two task forces: Combatting Campus Anti-Blackness and Developing De-Colonized Institutions.

Enrollment Management:

Submitted by Jason Meriwether, Vice President of Enrollment Management

Please review and share this comprehensive summary of enrollment. There are a number of enclosures meant to provide a few different ways of looking at the information and we are provided the requested breakouts by academic college and department. I ask that Academic Deans please share with department chairs. Here we go:

As of the third day of classes, HSU's Fall 2020 enrollment is as follows:

- Total Headcount: 6,403
- Resident FTES is 5,509
- Total FTES is 5,892

Prior to COVID-19, we were projecting to be down 10%-14% in total headcount from Fall 2019 to Fall 2020. Once the COVID-19 pandemic hit, we revised our enrollment & budget planning estimates in April 2020. At that time, we shifted our budget projection to 20% down given the unprecedented nature of enrollment planning during a pandemic. This -20% estimate included a 30% decline in incoming freshmen and transfer students, leading to a scenario of 500 new freshmen and 500 new transfers.

As a university, our enrollment management team and faculty have partnered to sustain new yield from community colleges and high schools. Adapting to virtual recruitment, we significantly increased communication and opportunities for direct engagement with faculty during the summer. Our admissions & financial aid team collaborated to increase communication about awards and the admissions process while adapting to working from home. At this point in the cycle, enrollment is trending favorably compared to the projected negative impact of COVID-19.

At 6,403, total headcount is down only -8.11% compared to last year.

549 First-time freshmen are enrolled, ahead of our projection of 500 freshmen.

930 new transfers have enrolled at HSU, which is at our highest level since 2017 and +120 compared to this point in last year's cycle. (we can celebrate here ☺)

First year retention is currently at 75%, with 612 of the 815 First-time Full-time Undergraduates who started in Fall 2019 registered for Fall 2020. (Please note that Fall census will determine our final Fall to Fall retention trend and this number is very likely to change.)

87% of Fall 2020 Eligible continuing undergraduate students have registered for courses in our virtual and hybrid course delivery. We will continue to monitor this trend until census.

We are not cancelling students for non-payment this term.

Enclosed, you will find the summary report for Spring to Fall Enrollment as well as one report for each college.

OIE has provided a summary of current Fall 2020 enrollment by Department and Major Program.

OIE has provided a snapshot summary comparing current trends to last year's CENSUS trend.

The HUMIS report for new students that shows applications, admits, confirmations, and registered students by academic program is available here. The comparative data goes back seven years. To cut & paste the link into a web browser, please utilize the following link:

<https://pine.humboldt.edu/~anstud/humis/appmaj-FABEM.html>

Thanks to Clint Rebik, Josh Smith, Amber Blakeslee, Pedro Martinez, Michael Le, & Sky McKinley for helping me by reviewing and contributing to this summary report.

Provost's Office:

Submitted by Jenn Capps, Provost and Vice President for Academic Affairs

1. **Thank you** to all of the faculty and staff who have worked tirelessly to launch our Fall 2020 semester. Your immeasurable commitment to our students is one of the many reasons I chose to come to HSU. A special thank you to the Fall Instructional Transition team ([FITT](#)). FITT worked tirelessly to plan for safe Fall 2020 instruction in virtual and limited face to face platforms. The committee was Co-Chaired by Vice Provost, Mary Oling-Sisay and Director of Planning & Design, Mike Fisher.
2. **Faculty Hiring, Fall 2020** - This Fall, HSU welcomed seven new T/TT faculty to campus. They are:
 - Mr. David Jannetta, Assistant Professor, Theatre, Film and Dance, Film
 - Dr. Oscar M. Vargas- Hernandez, Assistant Professor, Biological Sciences, Plant Systematics
 - Dr. Tesfayohanes, Assistant Professor, Environmental Resources Engineering, Environmental Engineering
 - Dr. Ho Yi Wan, Assistant Professor, Wildlife Management, Wildfire Spatial Ecology
 - Dr. Rouhollah Aghasaleh, Assistant Professor, School of Education, Curriculum and Instruction for Teacher Preparation in Elementary, Secondary or Special Education
 - Dr. David Lankford, Associate Professor, Kinesiology & Recreation Administration, Clinical Exercise Physiology
 - Dr. Eden Donahue, Assistant Professor and Associate Director of Nursing, Kinesiology and Recreation Administration (Nursing)
3. **Faculty Innovation and Leadership Award** - Congratulations are in order for Biological Sciences Professor **Dr. Amy Sprowles** and Wildlife Professor **Dr. Matthew Johnson** who have received the prestigious [Faculty Innovation and Leadership Award from the California State University](#) for their transformative work in Place-Based Learning Communities at Humboldt State University.
4. **Hails and Farewells**
 - **Dr. Lisa Castellino**, left HSU's Associate Vice President for the Office of Institutional Effectiveness (OIE), role in July to assume a new position at West Virginia University (WVU). To maintain operational continuity following Dr. Castellino's departure, **Michael Le** graciously agreed to serve as the Interim Director of Institutional Research and Effectiveness. Michael's vast experience and expertise will not only help to maintain operations, but his leadership will minimize disruption for the OIE team. Michael's willingness to step up in support of Academic Affairs and the University is very much appreciated.
 - **Dr. Lisa Bond-Maupin**, Dean of College of Arts, Humanities, and Social Sciences (CAHSS) and former Interim Provost has taken on the Interim position of Acting Deputy Chief of Staff/ Special Assistant to the President. We appreciate Lisa's flexibility and tireless dedication to HSU.
 - **Dr. Rosamel Benavides-Garb** will continue in his role as Interim Dean of CAHSS. With his Associate Dean role vacant, **Dr. Maxwell Schnurer**, Chair of Communication, will continue to

serve as an Associate Dean Fellow for Fall 2020. In addition, **Dr. Heather Madar**, Chair of Art, will join the team as a new Associate Dean Fellow for Fall 2020. Dr. Schnurer will be responsible for all aspects of student services and initiatives including, but not limited to, Student Learning Communities, Student Leadership Associates (Bridge Builders), student grievances and petitions. Dr. Madar will be responsible for all curricular matters including, but not limited to, curricular processes related to ICC and Curriculog, course planning and enrollment management. In addition, Dr. Madar will facilitate program innovation initiatives and program review processes. She will continue to serve in the FITT Committee.

5. [AB 1460 - The Ethic Studies Bill](#) has passed and was signed by Governor Newsom. AB 1460 requires the California State University system to implement ethnic studies courses at every campus by the 2021-22 school year. It also requires students to complete a three ethnic studies course in order to graduate, a requirement that will be applicable to students graduating in the 2024-25 academic year. We are currently working with the Chancellor's office and our Integrated Curriculum Committee to plan for this requirement.
6. We have just launched the search for an Associate Vice President and Chief Diversity Officer to lead the Office of Diversity Equity and Inclusion. In partnership with the search firm Wittkieffer, the search is being co-chaired by **Cyril Oberlander** and **Rosamel Benavides-Garb**. We hope to have someone in the position by the start of Spring 2021.
7. The academic master planning process will be back in full swing this semester with hopes of a solid plan completed by the end of the fall semester 2020. With the university also engaging in the strategic planning process in AY 2020-2021, the timing is excellent to have cohesiveness between the processes.

**Integrated Curriculum Committee Consent Calendar
University Senate Meeting September 1, 2020**

[ART 103A](#) - *Change course title from "Survey of Art History I: Prehistory to Medieval" to "Prehistoric to Medieval Art". "The current title is confusing to students as the shortened version that appears in the schedule of classes is not particularly descriptive and also suggests that students have to take Art 103A prior to taking Art 103B, which they do not."*

[ART 103B](#) - *Change course title from "Survey of Art History II: 1400 CE to Contemporary" to "Renaissance to Contemporary Art". "Students are confused by the name of this course. The abbreviated course name (Survey of Art History II) is what appears in the schedule of classes and it appears that they need to take Art 103A first before taking this class. That is not the case. Renaming the class will fix this."*

[ART 112](#) - *Remove prerequisite. Art 112 currently has a prerequisite of Art 105B: Drawing Fundamentals. "Removing a prerequisite for a lower division course allows students more flexibility in scheduling, which should improve 4-year graduation rates. Many students who take Art 112 are science majors who do not otherwise need to take Art 105B. Student success data from the class shows that students do not need to have taken Art 105B to be successful in Art 112."*

[ENST 123](#) - *Change of class grading mode from LTR to CR/NC. This change aligns the catalog with the department's grading practice.*

Budget Planning Scenarios - Deficit Ranges

Date: May 14, 2020

Baseline Assumptions:

Starting point is Maintenance of Effort budget from state (new funding for retirement/health only)

State appropriation vulnerability due to being under enrolled not factored in

No costs for general salary increases reflected, all units currently bargaining

State Approp Reduction (0%)	2019-20 Budget	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Pre-COVID Planning (-14%)	(2,925,000)	(7,780,000)	(11,981,000)	(14,431,000)	(16,112,000)	(16,788,000)
Mid-COVID Planning (-20%)	(2,925,000)	(10,268,000)	(13,990,000)	(16,743,000)	(18,718,000)	(19,596,000)
Mid-COVID Planning (-25%)	(2,925,000)	(12,297,000)	(16,769,000)	(19,504,000)	(21,110,000)	(21,746,000)
Mid-COVID Planning (-30%)	(2,925,000)	(14,564,000)	(19,524,000)	(22,555,000)	(24,293,000)	(24,994,000)
Mid-COVID Planning (Growth)	(2,925,000)	(10,286,000)	(13,467,000)	(13,930,000)	(13,058,000)	(11,193,000)

State Approp Reduction (-2.5%)	2019-20 Budget	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Pre-COVID Planning (-14%)	(2,925,000)	(10,070,000)	(14,271,000)	(16,721,000)	(18,402,000)	(19,078,000)
Mid-COVID Planning (-20%)	(2,925,000)	(12,558,000)	(16,280,000)	(19,033,000)	(21,008,000)	(21,886,000)
Mid-COVID Planning (-25%)	(2,925,000)	(14,587,000)	(19,059,000)	(21,794,000)	(23,400,000)	(24,036,000)
Mid-COVID Planning (-30%)	(2,925,000)	(16,854,000)	(21,814,000)	(24,845,000)	(26,583,000)	(27,284,000)
Mid-COVID Planning (Growth)	(2,925,000)	(12,576,000)	(15,757,000)	(16,220,000)	(15,348,000)	(13,483,000)

State Approp Reduction (-5%)	2019-20 Budget	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Pre-COVID Planning (-14%)	(2,925,000)	(12,360,000)	(16,561,000)	(19,011,000)	(20,692,000)	(21,368,000)
Mid-COVID Planning (-20%)	(2,925,000)	(14,848,000)	(18,570,000)	(21,323,000)	(23,298,000)	(24,176,000)
Mid-COVID Planning (-25%)	(2,925,000)	(16,877,000)	(21,349,000)	(24,084,000)	(25,690,000)	(26,326,000)
Mid-COVID Planning (-30%)	(2,925,000)	(19,144,000)	(24,104,000)	(27,135,000)	(28,873,000)	(29,574,000)
Mid-COVID Planning (Growth)	(2,925,000)	(14,866,000)	(18,047,000)	(18,510,000)	(17,638,000)	(15,773,000)

State Approp Reduction (-10%)	2019-20 Budget	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Pre-COVID Planning (-14%)	(2,925,000)	(16,940,000)	(21,141,000)	(23,591,000)	(25,272,000)	(25,948,000)
Mid-COVID Planning (-20%)	(2,925,000)	(19,428,000)	(23,150,000)	(25,903,000)	(27,878,000)	(28,756,000)
Mid-COVID Planning (-25%)	(2,925,000)	(21,457,000)	(25,929,000)	(28,664,000)	(30,270,000)	(30,906,000)
Mid-COVID Planning (-30%)	(2,925,000)	(23,724,000)	(28,684,000)	(31,715,000)	(33,453,000)	(34,154,000)
Mid-COVID Planning (Growth)	(2,925,000)	(19,446,000)	(22,627,000)	(23,090,000)	(22,218,000)	(20,353,000)

Budget Planning Scenarios – Updated with Final State Budget Information

- *Key Variables to Watch*

- *Fall Enrollment showing positive trends*
- *State appropriation vulnerability due to being under enrolled not factored in*
- *State funding impacts due to economic downturn in future years not factored in*

State Approp Reduction (-7.5%)	2019-20 Budget	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection	2024-25 Projection
Pre-COVID Planning (-14%)	(2,925,000)	(13,781,804)	(17,982,804)	(20,432,804)	(22,113,804)	(22,789,804)
Mid-COVID Planning (-20%)	(2,925,000)	(16,286,210)	(20,004,210)	(22,754,210)	(24,726,210)	(25,603,210)
Mid-COVID Planning (-25%)	(2,925,000)	(18,298,804)	(22,770,804)	(25,505,804)	(27,111,804)	(27,747,804)
Mid-COVID Planning (-30%)	(2,925,000)	20,565,804	(25,525,804)	(28,556,804)	(30,294,804)	(30,995,804)
Mid-COVID Planning (Growth)	(2,925,000)	(16,287,804)	(19,468,804)	(19,931,804)	(19,059,804)	(17,194,804)

2020-21 Operating Fund Revenue Budget

Operating Fund Revenue Budget	2019-20 Base Budget	Estimated Incremental Adjustments	2020-21 Base Budget
State Appropriation	90,719,910	(5,139,910)	85,580,000
State Tuition Fee	36,431,000	(6,075,000)	30,356,000
Non-Resident Tuition Fee	1,035,000	10,000	1,045,000
Materials, Services and Facilities Fee (MSF)	2,189,000	(376,000)	1,813,000
Other Fees & Revenue (MBA Fee, App Fee, Cost Recov, New Sources)	9,924,349	(25,894)	9,898,455
Total Revenue Budget	140,299,259	(11,606,804)	128,692,455

State Appropriation Overview -\$5.14M

- Reduction: -\$5.49M
- Retirement Funding: \$1.00M
- SUG Adjustment: -\$650k

2020-21 Operating Fund Budget Overview

	PRE-REDUCTIONS
Total Revenue Budget	128,692,455
Expenditure Budget	
Total Prior Year Expenditure Budget	143,224,259
Salary & Benefit Increases (Retirement and Health, no GSIs this year)	1,503,000
Other Adjustments (SUG, dedicated dept revenue, new sources)	(1,052,594)
Graduation Initiative 2025	-
Base Allocations (Title IX, backfill lost fee revenue for MSF and IRA-Athletics)	1,304,000
Subtotal Base Expenditure Adjustments	1,754,406
Total Expenditure Budget (Prior to Reductions)*	144,978,665
Net Base Budget Surplus / (Deficit)	(16,286,210)
	AFTER BASE REDUCTIONS
*Base Reductions Achieved to Date	(7,304,438)
*Base Expenditure Budget After Reductions	137,674,227

2019-20 Deficit
(Starting Point):
-\$2.9M

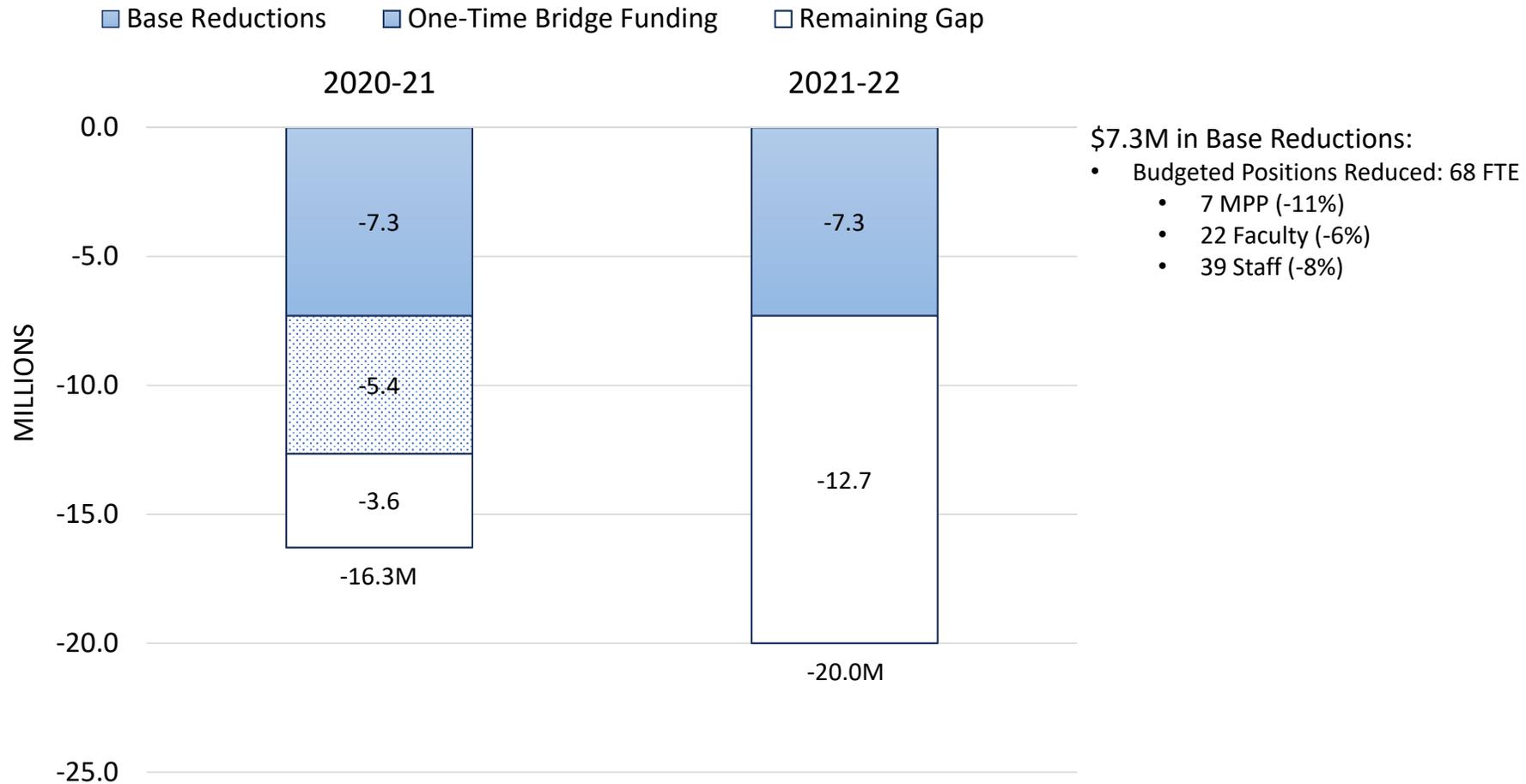
2020-21 Revenue Change:
-\$11.6M

2020-21 Expenditure Change:
+\$1.8M

=

2020-21 Deficit of -\$16.3M

2020-21 and 2021-22 Reduction Progress



HUMBOLDT STATE UNIVERSITY
University Senate Executive Committee

Resolution on Senate Executive Bylaws --
Senate Executive Committee Voting Status Clerical Error

01-20/21 - Senate Executive Committee, August 25, 2020, First Reading

RESOLVED: That the CFA President and Labor Council Delegate are currently fully enfranchised University Senate members; and be it further,

RESOLVED: That the “non-voting” status of the CFA President and Labor Council Delegate listed in Section 11.12 of the HSU University Senate Bylaws and Rules of Procedure, as it applies only to voting status on the Senate Executive Committee, is a clerical error; and be it further,

RESOLVED: That the administrative support staff is directed to remove that “non-voting” designation for the CFA President and Labor Council Delegate on Senate Executive and formally enfranchise those members serving on the Senate Executive Committee.

Rationale:

University Senate enfranchised the CFA President and Labor Council Delegate ([04-18/29-CBC - Resolution on the Voting Membership of the University Senate](#)). Historically, the HSU University Senate has distinguished membership between the University Senate and Senate Executive, but has not differentiated the voting rights of members who serve on both bodies. As past practice and precedent, since the approval of the 2018 resolution, Senators serving as the CFA President and Labor Council Delegate have voted at Senate Executive Committee meetings.

**HUMBOLDT STATE UNIVERSITY
University Senate**

Resolution on Grading Policy, Fall 2020

02-20/21-ICC — September 1, 2020 — First Reading

RESOLVED: that the University Senate of Humboldt State University recommends to the President a temporary change of grade mode deadline during the Fall 2020 term in credit/no credit optional courses to the last Friday of instruction; and be it further

RESOLVED: that the University Senate recommends a temporary change in the add/drop deadline during the Fall 2020 term to the first Monday of the third week of instruction (September 14, 2020);

RATIONALE: The University Senate policy historically makes such recommendations (See: [2015 example](#)). Extending the grade mode deadline in optional CR/NC courses allows students greater flexibility in regard to covid-19 conditions. Extending the add/drop date by one week gives students allows for first week of all in-person instruction to occur before the deadline and allows students time to adjust to fully online learning.