

Tuesday, September 4, 2018, 3:00pm, Goodwin Forum (NHE 102)

Chair Stephanie Burkhalter called the meeting to order at 3:04pm on Tuesday, September 4, 2018, Goodwin Forum, Nelson Hall East, Room 102; a quorum was present.

Members Present

Alderson, Brumfield, Dawes, Dunk, Johnson, Karadjova, Keever, Kerhoulas, Le, Maguire, K. Malloy, N. Malloy, Mola, Moyer, Pachmayer, Parker, Rizzardi, Rossbacher, Sandoval, Thobaben, Virnoche, Woglom, Wrenn, Zerbe

Members Absent

Bacio, Byrd, Creadon, Enyedi

Guests

Rock Braithwaite, Lisa Castellino, Shelia Rockar Heppe, Peggy Metzger, Heather Gough, Dale Oliver, Gregg Gold

Announcement of Proxies

Maguire for Moyer (if needed); Le for Bacio, Braithwaite for Enyedi, Zerbe for Creadon,

Approval of and Adoption of Agenda

M/S (Dunk/Karadjova) to approve the agenda

Motion carried unanimously

Approval of Minutes from the May 8, 2018 Meeting

M/S (Mola/Virnoche) to approve the Minutes of May 8, 2018

Motion carried unanimously

Reports, Announcements, and Communications of the Chair

Chair Burkhalter gave a brief oral report, first thanking the Senate for their support, then introducing her goals for the year, which include campus-wide improvement of communication and processes, and to increase participation in the Senate. She encouraged campus community members to come to her with concerns, and reported that she worked on the Strategic Enrollment Management plan over the summer. She closed with the request that, when possible, committee chairs provide written reports.

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

Academic Policies:

- Written report attached

In addition to the written report, Senator Moyer requested clarification on which body

(Academic Policies Committee or the Faculty Affairs Committee) is working on the upcoming Advising Policy.

Senator K. Malloy clarified some pieces of the policy will likely be handled separately by each committee, and that he and FAC Chair (Senator Mola) will be meeting Wednesday to discuss work division.

Appointment and Elections:

Senator Alderson reported that the AEC elected her as chair, that they appointed Professor Tyler Stumpf to the vacant URPC faculty seat, and heard that Staff Council appointed Alex Gradine to the AEC and Anthony Baker to the URPC.

Constitution and Bylaws:

Senator Le reported the first meeting of the CBC takes place next Tuesday at 2pm

Faculty Affairs:

- Written report attached

Integrated Curriculum:

Senator Alderson reported that while program review is on pause at the moment, the ICC is working on Institutional Learning Outcomes (previously known as Baccalaureate Learning Outcomes) and that DocuLog will be rolling out soon.

University Policies:

Senator Maguire reported the first meeting of the UPC takes place next Monday at 9am, and all positions except the AS rep are filled. They are working on one policy from last year, and a new one is forthcoming.

University Resources and Planning:

Senator Rizzardi reported the first meeting of the URPC takes place Friday, September 7

Statewide Senate (ASCSU):

Senator Zerbe reported that Senator Creadon is attending the Plenary and will report at the next meeting.

Associated Students:

Senator Sandoval outlined her goals for the year, which include improving marginalized student outcomes and communication across campus

California Faculty Association:

- Written report attached

HSU Labor Council:

Senator Parker reported that the HSU Labor Council meets the second Wednesday of each month, and they are currently lobbying for AB1231, which would make staff's pay rises based on merit, bringing it in line with many other state agencies. She reported the bill is past the appropriations Senate, and remains on the governor's desk until end of this month.

Administrative Affairs:

- Written report attached

In response to the written report, Senator Zerbe expressed concern regarding the apparent upcoming University Center policy to charge for UC space, and the use of chargebacks in general; specifically, their possible impact on HSU's ability to create community and culture outside of regular academic space. Senator Zerbe queried if the policy is in place, if there has been consultation, and with whom, and if the Senate can expect to hear more about it before it's implemented if it is not already.

Doug Dawes, VP for Administrative Affairs, clarified that the University Center is not related to the procedures document included in the Administrative Affairs written report, and any concerns should be communicated to the UC Board and Dave Nakamura.

Senator Zerbe requested consideration to agendize the topic at a future meeting.

Provost's Office:

- Written report attached

President's Office:

- Written report attached

In addition to the written report, President Rossbacher reported she will be attending the Board of Trustees meeting next week, where the AY 2019-2020 budget will be discussed.

Consent Calendar from the Integrated Curriculum Committee

The attached ICC Consent Calendar was unanimously approved

General Consent Calendar

It was noted there were Items on the General Consent Calendar

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

Resolution on Academic Honesty and Integrity (02-18/19-APC – September 4, 2018) First Reading

M/S (K. Malloy/Dunk) to move the resolution

Motion carried unanimously

Senator K. Malloy summarized the resolution as an update to the academic dishonesty policy, which stipulates students are not allowed to purchase work online and submit it as their own

Senator Zerbe encouraged the addition of language such as, "...with the intent to deceive," to Section 3.7

President Rossbacher queried whether HSU has ever had or talked about adding an honor code; Senator Rizzardi pointed out that Athletics uses a code of honor, but not

Senators Dunk and Le offered typographical suggestions

The Resolution will return as a Second Reading

TIME CERTAIN: 4:00 PM – FACULTY SESSION Action Item: Faculty Vote to Confirm/Deny Tenure-line CPS Faculty and Professional Leave Committee Appointment Recommendations from the General Faculty Executive Committee

M/S (Thobaben/Alderson) to move to Faculty Session

Motion carried unanimously

M/S (Zerbe/Mola) to approve appointment recommendations by acclamation

Motion carried via unanimous faculty vote

M/S (Dunk/Mola) to return from Faculty Session

Motion carried via unanimous faculty vote

M/S (Moyer/K. Malloy) motion to adjourn

Meeting adjourned at 3:43 pm

ICC Consent Calendar for 9/4/18 University Senate Meeting

17-160 MUS 381L Piano Pedagogy Lab

This is part of a series of course changes the music department is implementing. This course is currently MUS 386L: Teaching of Applied Music Lab offered in two sections: piano and voice. Students find this confusing. By splitting this into two new courses: MUS 381L Piano Pedagogy Lab and MUS 382L Vocal Pedagogy Lab this confusion will be avoided. There is no change in resources and an appropriate syllabus has been submitted.

17-161 MUS 382L Vocal Pedagogy Lab

This is part of a series of course changes the music department is implementing. This course is currently MUS 386L: Teaching of Applied Music Lab offered in two sections: piano and voice. Students find this confusing. By splitting this into two new courses: MUS 381L Piano Pedagogy Lab and MUS 382L Vocal Pedagogy Lab this confusion will be avoided. There is no change in resources and an appropriate syllabus has been submitted.

17-162 MUS 386L Teaching of Applied Music Course Change

This is part of a series of course changes the music department is implementing. This course MUS 386L: Teaching of Applied Music Lab offered in two sections: piano and voice. Students find this confusing. By splitting this into two new courses: MUS 381L Piano Pedagogy Lab and MUS 382L Vocal Pedagogy Lab this confusion will be avoided. This course change form is to delete MUS 386L as it will be replaced by MUS 381L and MUS 382L.

17-163 MUS 386 Teaching of Applied Music Course Change

This is part of a series of course changes the music department is implementing. This course MUS 386: Teaching of Applied Music is offered in two sections: piano and voice. Students find this confusing. By splitting this into two new courses: MUS 381 Piano Pedagogy and MUS 382 Vocal Pedagogy this confusion will be avoided. This course change form is to delete 17-163 MUS 386 Teaching of Applied Music as it will be replaced by MUS 381 and MUS 382.

17-164 MUS 381 Piano Pedagogy

This is part of a series of course changes the music department is implementing. This course is currently MUS 386: Teaching of Applied Music offered in two sections: piano and voice. Students find this confusing. By splitting this into two new courses: MUS 381 Piano Pedagogy and MUS 382 Vocal Pedagogy this confusion will be avoided. There is no change in resources and an appropriate syllabus has been submitted.

17-165 MUS 382 Vocal Pedagogy

This is part of a series of course changes the music department is implementing. This course is currently MUS 386: Teaching of Applied Music offered in two sections: piano and voice. Students find this confusing. By splitting this into two new courses: MUS 381 Piano Pedagogy and MUS 382 Vocal Pedagogy this confusion will be avoided. There is no change in resources and an appropriate syllabus has been submitted.

17-166 BA Music: Performance, Piano

This is part of a series of course changes the music department is implementing. This is a change in concentration/emphasis/option requirements. This course title is currently MUS 386: Teaching of Applied Music offered in two sections: piano and voice. The same is true for the lab sections. Students find this confusing. By splitting this into two new courses with the following lab titles: MUS 381 Piano Pedagogy and MUS 382 Vocal Pedagogy this confusion will be avoided. There is no change in resources and an appropriate syllabus and MAPS have been submitted.

17-167 BA Music: Performance, Voice

This is part of a series of course changes the music department is implementing. This is a change in concentration/emphasis/option requirements for voice. This course title is currently MUS 386: Teaching of Applied Music offered in two sections: piano and voice. The same is true for the lab sections. Students find this confusing. By splitting this into two new courses with the following lab titles: MUS 381 Piano Pedagogy and MUS 382 Vocal Pedagogy this confusion will be avoided. There is no change in resources and an appropriate syllabus and MAPS have been submitted.

17-327 SPED 711 Curriculum and Instruction: Science and Social Studies

Increasing by 1 SCU as required by the CCTC. The mode is C-5, so it will now carry 2 WTU.

HUMBOLDT STATE UNIVERSITY

University Senate Written Reports, September 4, 2018

Standing Committees, Statewide Senators and Ex-officio Members

Academic Policies Committee:

Submitted by Kerri Malloy, APC Chair

APC meets at 2:00 PM in BSS 508 on the following dates: ~~8/29~~; 9/12; 9/29; 10/10; 10/24; 11/7; 12/4

Committee Membership:

Michael Goodman, Kayla Begay, Ramesh Adhikari, Heather Madar, Michael Le, Rock Braithwaite, Cheryl Johnson, Clint Rebik, Kerri Malloy

August 29

- Review and discussion of policies that will be worked during the semester
 - Classroom Disruptive Behavior Policy
 - Advising Policy
- Committee has forwarded the Academic Honesty and Integrity Policy to the University Senate.

Faculty Affairs Committee:

Submitted by Monty Mola, FAC Chair

Faculty Affairs Committee Report

August 31, 2018

Members Present: Renee Bird, Laura Hahn, Abeer Hasan, Monty Mola, Kirby Moss, Marissa O'neill, Mark Wilson and George Wrenn

1. Introductions
2. Advising Policy
 - a. Had a spirited discussion on the advising policy. Concerns were raised about workload for faculty and staff, assessment, RTP implications, accreditation standards and implementation.
 - b. Returning members were confused as to why this policy has been resurrected after they had tabled this matter indefinitely last year.
 - c. The chairs of APC, FAC and the University Senate plan to meet to try to parse out the issues to be resolved by APC and FAC.

3. Review 2017-2018 FAC end of year report/prioritize work of committee
 - a. Several items of unfinished business from last year were identified as issues to be wrangled with this year. We will continue this work next meeting and prioritize FAC's workload.
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Administrative Affairs:

Submitted by Doug Dawes, Vice President for Administrative Affairs

Facilities

- Associate Vice President of Facilities Management position was filled late June by Jeanne Rynne, who comes from the state of Washington and was serving in a similar capacity at Evergreen College.
- Library and Theater Arts seismic projects are moving forward and should be completed by fall 2019.
- A Cost Recovery and Baseline Services document is being developed to provide guidance to campus of what type of work is covered by the budget Facilities receives.

Procurement

- Working on single sign on (SSO) issues with Campus Marketplace to start testing. Included in Campus Marketplace will also be Amazon Business.
- Concur testing will begin with a very minimal approach in Admin Affairs (September/October-ish), we now have our travel cards in hand (in the safe), and will be linked to our travel management company, Christopherson, beginning in September (the booking portion of travel)
- Procurement has a new research tool and would love to collaborate with departments on higher dollar purchases to obtain the best value
- The CSU broke away from the Department of General Services Enterprise contract, and now have our own CSU contract. Please note: drivers must be CSU employees (if not they need to fill out a volunteer form), drivers can be 21 years or older except for 12 and 15 passenger vans, where drivers must be 25 years old.

Human Resources

- Due to Colleen Mullery's retirement, HSU welcomes back Tammy Curtis as the Interim Vice President for Human Resources. A search for Tammy's replacement is currently underway.
- Open enrollment for health insurance and other benefits is underway.
- Electronic Signature through DocuSign is planned for this semester.

Provost's Office:

Submitted by Alexander Enyedi, Provost and Vice President for Academic Affairs

TO: HSU University Senate

FROM: Alex Enyedi, Provost and Vice President of Academic Affairs

DATE: September 4, 2018

Here are a few highlights of significant activities that occurred over the past 3 summer months:

1. HSU 2018-2023 Strategic Enrollment Management (SEM) Plan Finalized

Following 10 months of effort, the new 2018-2023 Strategic Enrollment Management (SEM) plan was finalized in August. The development of the SEM plan was collaborative and consultative – it included input from three committees comprised of students, faculty, staff, and administrators. The “Student Success Alliance” (SSA) committee guided and integrated the specific planning done by the “Retention Council” and the “Recruitment Council.” HSU campus data analysts and researchers supported this effort.

Why is this important? Our SEM plan will guide HSU’s effort in upcoming years to help students succeed academically and graduate in a timely fashion. It will also enhance our effort to attract new students, establish a sustainable level of student enrollment, and meet our Graduation Initiative 2025 goals. The SEM plan includes six key outcomes related to: (i) increasing interest and awareness among new applicants, (ii) increasing the number of admitted students choosing to enroll at HSU, (iii) addressing basic needs support, (iv) enhancing advising and academic support, (v) elevating support for transfer students, and (vi) elevating support for freshmen.

A copy of the new SEM plan can be found at: <https://sem.humboldt.edu/>

2. WSCUC Reaffirmation of Accreditation and Special Off-Cycle Visit Spring 2021

This past July, HSU received confirmation from the WASC Senior College and University Commission (WSCUC) reaffirming our institutional accreditation. WSCUC granted HSU an 8-year accreditation period. HSU received five commendations from WSCUC for: (i) student recruitment efforts, (ii) recognizable education objectives and HSU student commitment to the environment, sustainability, and social justice, (iii) preponderance of active learning and challenging our students to meet high standards, (iv) co-curricular programs that are well aligned with academic goals, and (v) a robust institutional research (data) capacity that helps us reach the goal of being a data-driven (and datainformed) institution.

WSCUC provided HSU six recommendations:

- (i) implement and sustain appropriate responses to the increased diversity of HSU’s students
- (ii) continue and advance efforts to orient students to HSU’s rural/small town context
- (iii) improve university leadership communication strategies and efforts across campus
- (iv) implement a comprehensive university assessment plan developed by faculty so that effective assessment is consistent across the institution
- (v) prioritize diversification of faculty and staff demographics, including the use of new hires, to align with the diversity of the student body
- (vi) engage in realistic budgeting, enrollment management, and diversification of revenue sources.

What is next? WSCUC will conduct an off-cycle “Special Visit” in the spring 2021 to address (and confirm evidence) that HSU has made progress on:

- (1) budgeting, enrollment management, and diversification of revenue sources
- (2) development and implementation of a comprehensive university-wide assessment program.

With respect to point (2) above, Academic Affairs in collaboration with the Integrated Curriculum Committee (ICC) will initiate a redesign of program review and assessment processes. Based WSCUC’s observations, HSU will need to design a continuous-improvement process that demonstrates effectiveness and efficiency, capitalizes on assessment previous work, and highlights student learning and success. This work will be a priority for Academic Affairs to ensure we are prepared for WSCUC team visit in Spring 2021 designed to check on our progress.

An off-cycle visit is atypical and underscores WSCUC’s concern with HSU’s lack of institution-wide assessment of learning, particularly in general education and core competencies.

Details of the reaffirmation process, including the July 20, 2018 “action letter” to HSU can be found at: <https://wasc.humboldt.edu/wasc-home>

3. Graduation Initiative 2025 Funding Approved for 2018-2019 FY

In late July, HSU was informed that we would receive \$2,474,000 of reoccurring funds to support GI2025 activities on our campus. This allocation was unexpected and represents HSU’s share of the \$75M allocated to the CSU by California Senate Bill Number 840.

See following link for details:

https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201720180SB840

This year, GI2025 funds are earmarked and provided to each CSU campus for five specific purposes:

- (i) tenure-track faculty hiring,
- (ii) enhanced student advising and education plans
- (iii) academic and student support programing
- (iv) improved course taking opportunities
- (v) actively leveraging data

For more details visit: <https://www2.calstate.edu/csu-system/about-thecsu/budget/2018-19-operating-budget/supplementaldocumentation/Pages/graduation-initiative-2025.aspx>

During August, HSU’s Student Success Alliance (SSA) recommended (to Academic Affairs) that \$309,000 of our GI2025 funding be allocated to the following student support programs:

1. \$124,000 permanent base funding of RAMP student employee mentor salaries
2. \$100,000 permanent base funding of Learning Center student employee tutor salaries
3. \$85,000 permanent base funding of Cultural Centers for Academic Excellence operating budget and student employee salaries

Base budgets for RAMP, the Learning Center and CCAEs have been adjusted to reflect these allocations.

What is new about this year's GI2025 allocation? A minimum of 33% of the GI2025 allocation (\$824,667) is to be invested in support of tenure-track faculty hiring. CAHSS, CNRS, CPS and library faculty committees (and deans) are currently preparing priority lists of tenure-track hiring needs that will be submitted to Academic Affairs on September 5, 2018. Approved searches will commence immediately with anticipated Fall 2019 start dates.

Details of the GI2025 effort at HSU and investments made to date can be found at:
<https://grad2025.humboldt.edu/>

President's Office:

Submitted by Lisa Rossbacher, President, Humboldt State University

Dear colleagues –

Welcome back for the fall semester!

During the Fall Welcome, I described our primary initiatives for 2018-19, but I would like to reiterate them here.

- Continue to make progress toward our Graduation Initiative 2025 goals
- Stabilize enrollment (with a particular focus on retention) by implementing the new Strategic Enrollment Management Plan
- Complete the budget reduction plan and start making strategic investments
- Update HSU's facilities master plan
- Cope with the seismic retrofit of the Library and Theater Arts building
- Cultivate a climate of respect, support, and inclusion
- Continue working with the City of Arcata to bring a resolution to the murder of David Josiah Lawson and truly bring "Justice for Josiah"
- Develop a specific, actionable plan to increase safe affordable housing for students, whether this is the Village project, new on-campus housing for freshmen, or something else altogether
- Maintain the momentum in developing university assessment efforts
- Start planning now for the WSCUC visit in spring 2021
- Support a great final season for HSU football
- Establish the framework for developing a new strategic plan

Thank you all for your on-going commitment to this University, to our mission and values, and to our students.

Here's to a great year!

Lisa A. Rossbacher, Ph.D.
President

**HUMBOLDT STATE UNIVERSITY
University Senate**

Resolution on Academic Honesty and Integrity

02-18/19-APC – September 4, 2018 – First Reading

RESOLVED: That the University Senate of Humboldt State University recommends to the Provost that the attached revisions to the Academic Honesty Policy be adopted.

RATIONALE: *The Academic Honesty Policy was last revised in 2016. The existing language does not address the purchasing of academic work from third parties or other students and submitting as one's own work. Additionally, clarifications requested by the Office of Student Rights and Responsibilities to assist students and faculty in avoiding and addressing issues of academic dishonesty provide for a more consistent application of the policy across the university.*

Academic Integrity and Honesty Policy P16-05

Student Rights and Responsibilities

Applies to: Faculty, staff, and students

Humboldt State University must maintain high standards which reflect the nature of an institution of higher learning. Students need to be aware of the academic standards that are expected throughout their college career.

Purpose of the Policy

The purpose of this policy is to establish that academic integrity is an essential component of the Humboldt State University learning community and shall be upheld by all members of the university community.

This policy is intended to reflect the University's commitment to the principles, goals, and ideals described in the Humboldt State University Vision Statement and to its core values.

Policy Details

I. The University Community

- a. Humboldt State University is a community of learners bonded together by the search for knowledge; the pursuit of personal, social, cultural, physical, and intellectual development; and the desire for the liberating effects of advanced education. Humboldt State University has an academic culture shared with other universities and colleges across the nation. Integral to that culture is a set of values such as academic freedom, dedication to teaching and learning, diversity, civility toward others, and academic integrity.
- b. Academic integrity is of central importance in the University community and involves upholding the values, the principles, and the code of behavior held to be central in that community. Integrity concerns honesty

and implies being truthful, fair, and free from lies, fraud, and deceit. Inherent to the Humboldt State University community are the values of honesty, trust, fairness, respect, and responsibility.

II. Scholastic Honesty

- a. The core of this University's integrity is its scholastic honesty. Honesty is valued across all cultures and is a fundamental value in the academic culture. There are, however, cultural differences with regard to the ownership of ideas and the importance of individual efforts. Nonetheless, the University expects all students and other campus members to document the intellectual contributions of others and to ensure that the work they submit is their own.

III. Academic Dishonesty

- a. Academic dishonesty usually refers to forms of cheating and plagiarism which result in students giving or receiving unauthorized assistance in an academic exercise or receiving credit for work which is not their own.
- b. Academic Dishonesty includes but is not limited to:
 - i. cheating, which includes possessing unauthorized sources of information during examinations, copying the work of others, permitting others to copy your work, submitting work done by others, completing assignments for others, altering work after grading and subsequently submitting it for re-grading, submitting the same work for two or more classes without the permission of all instructors involved, or retaining materials that you have been instructed to return to your instructor;

- ii. plagiarism, which includes taking the words, ideas, or substance of another and either copying or paraphrasing the work without giving credit to the source through appropriate use of footnotes, quotation marks, or reference citations;
- iii. providing materials to another with the knowledge they will be improperly used;
- iv. purchasing academic work from other students or third parties in person, online or through intermediary and submitting it as the students own work,
- v. possessing another's work without permission;
- vi. selling, purchasing, or trading materials for class assignments (includes but is not limited to the purchasing term papers via the Internet);
- vii. altering the work of another;
- viii. knowingly furnishing false or incomplete academic information;
- ix. altering documents that make up part of the student record;
- x. forging signatures or falsifying information on any official academic document;
- xi. inventing data or falsifying an account of the method through which data was generated.

IV. Responsibilities of the Faculty

- a. Faculty members are expected to instill in their student's respect for integrity and a desire to behave honestly. Deception for individual gain is an offense against the members of the university community. To this end, faculty will take measures to discourage dishonesty, adjust grades appropriately if dishonesty is discovered, and recommend that additional administrative sanctions be considered. Grading policies are the exclusive prerogative of the faculty.

- b. When a faculty member discovers a violation of the university's policy of academic integrity, the faculty member is required to notify the Office of Student Rights and Responsibilities, in accordance with Executive Order 1073, and the student(s) involved to ensure that repeated violations do not go undetected as they occur in separate departments or with different faculty.
- c. A course grade of 'F' may be assigned or another grade penalty may be applied at the discretion of the course instructor.
 - i. Additional disciplinary sanctions are determined by the Dean of Students.
 - ii. Students may appeal an instructor's action to the student Grievance Committee. The "Grievance Policy and Procedure" govern a student's appeal of an instructor's academic sanction.
- d. The Office of Student Rights and Responsibilities shall notify the student if a report is received.

V. The responsibility for the Students

- a. Students are responsible for the integrity of their actions and must be willing to accept the consequences of these actions.
- b. Students have the responsibility to be familiar with the University policies and to seek clarification with faculty if they are unclear about expectations for any assignment.
- c. Students are also encouraged to report academic dishonesty.
- d. In the sense that a university is a community, students should understand their own roles in the creation of the kind of environment that encourages honesty and discourages academic fraud.

- e. Students need not tolerate any action on the part of another that diminishes their own integrity or that of the University.

VI. Responsibilities of the University

- a. The University is responsible for providing faculty with resources and training to detect and identify academic dishonesty.
- b. To provide faculty with best practice guide for addressing academic dishonesty.
- c. The University is responsible for providing students with resources and training opportunities to avoid committing academic dishonesty.
- d. To provide students with clear and consistent guidance regarding their rights when charged with academic dishonesty.

VII. Disciplinary Sanctions

- a. Disciplinary sanctions may include but not limited to:
 - i. a warning,
 - ii. required to resubmit work or retake an exam under specified conditions and with a grade penalty at the discretion of the instructor,
 - iii. have the assignment or course grade adjusted to an “F,”
 - 1. If the course grade is adjusted, it is not subject to Grade Forgiveness at the discretion of the instructor.
 - iv. disciplinary probation,
 - v. suspension,
 - vi. permanent expulsion from the university or from the California State University system,
 - vii. administrative hold on the release of records, and
 - viii. withholding a degree.

- b. Disciplinary probation shall be noted on the student's formal academic record only for the duration of the probationary period. Disciplinary suspension of more than one academic year and expulsion are a part of the student's permanent record.

VIII. The California State University Disciplinary Procedures

- a. Student enrollment is a voluntary entrance into the academic community of learners. By such entrance, the student voluntarily assumes, and is expected to assume, obligations of performance and behavior that are imposed by the university relevant to its lawful missions, processes, and functions. Humboldt State University reserves the right to discipline students to secure compliance with these obligations.
- b. Students who engage in dishonest behavior shall be charged with violating Title 5, California Administrative Code, §41301, under the Student Disciplinary Procedures for the California State University established by [Executive Order 1073](#) by the Chancellor. A copy of these procedures may be obtained from the Office of Student Rights and Responsibilities.
- c. The Office of Student Rights and Responsibilities will in consultation with the Academic Policies Committee establish disciplinary procedures for academic dishonesty.
 - i. Those procedures will be published on the website of the Office of Student Rights and Responsibilities.

Expiration Date *(if any; optional)*

History *(required)*

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

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

In accordance with Section 4.72 (Vacancies) of the Constitution of the General Faculty of HSU:

The General Faculty Executive committee shall recommend appointments to serve until the next regular election. The President of the General Faculty/Chair of the Senate shall convene a meeting of the Faculty Senators (Faculty Session) to confirm by vote the recommended appointments. Any portion of the term remaining at the time of the next general election shall be filled by vote during that election as prescribed in 8.0.

Please vote to confirm or deny the General Faculty Executive Committee's appointment recommendations for the following vacant positions:

University Senate – Tenure Line CPS Instructional Faculty Delegate:

Heather Gough

My name is Heather Gough. I am an Assistant Professor in the HSU Department of Social Work and I am hoping to serve on the University Senate. I thought a little background about me might be helpful as you decide who will be the best fit for the open Senate seat. I am a lawyer and social worker by training, having practiced in a broad range of practice areas including crisis intervention, young adult/adult mental health, federal Indian law, and legal work across California, including here in Humboldt County. My research work centers on improving experiences and outcomes for individuals intersecting with educational, legal and social service systems. As part of the HSU community over the past year, my primary focus has been and continues to be on building a vibrant, inclusive University environment where our students, staff, faculty and surrounding community will thrive. I am also keenly aware of how difficult and challenging it is to go from ideals/vision to creating meaningful, effective policy and that it requires real investments of labor and time. I hope that I can contribute if you feel like I would be a good fit for the Senate. Thank you for your consideration.

Professional Leave Committee – Tenured Faculty Delegate:

Benjamin Marschke

I served on the PLC in the past (2010-2014), and I found it very rewarding to see what my colleagues across campus were planning. I believe in a rigorous review of sabbatical applications based on the feasibility/likelihood of the completion/success of the projects proposed, especially in light of applicants' previous accomplishments.

Suzanne Scott

I served on the PLC from 2011-16, chairing all but my first year. In addition to reading and rating applications, during my tenure as chair, I perceived a need for the committee to undertake the other part of its duties, to conduct "a study of leave policy" and to "recommend appropriate changes to the Academic Senate" (www2.humboldt.edu/senate/professional-leave). Accordingly, in January 2015, that year's PLC submitted a four-page document of suggested changes, with rationales, to the Senate. Changes which resulted included modifying Form 320, formalizing a yearly informational meeting for applicants, creating a flow chart of the process to clarify the steps for applicants, and posting the PowerPoints from the meetings on the APS website. I enjoy serving on the PLC and reading about the scholarly work and professional development of my HSU colleagues. Please consider electing me, Suzanne Scott, to serve for 2018-19.