

HUMBOLDT STATE UNIVERSITY

University Senate Written Reports, December 10, 2019

Standing Committees, Statewide Senators and Ex-officio Members

Academic Policies Committee:

Submitted by Kerri Malloy, APC Chair

Committee Membership:

Ramesh Adhikari, Kayla Begay, Morgan Barker Matthew Derrick, Michael Goodman, Jeremiah Finely, Mary Oling-Sisay, Clint Rebik, Kerri Malloy

December 3, 2019

Academic Honesty and Integrity Policy is being reviewed by Associated Students. Will come forward to the Senate in January. Committee has been asked to consider priority registration for students involved with Associated Students. Committee is moving forward with revisions to the Classroom Disruptive Behavior Policy. Will come forward to the Senate in February or March.

November 20, 2019

Committee did not meet due to lack of quorum.

November 6, 2019

Committee reviewed feedback from legal counsel. Associated Students requested time to review and provide additional comments on the draft policy. Committee had a discussion on a potential set of guidelines/policies for campus closures at the request of the Vice-Provost. Discussion will continue.

October 23, 2019

Committee reviewed and revised the Academic Honesty and Integrity Policy. The draft document has been forwarded to legal counsel for review by the Office of Student Rights and Responsibilities. After feedback has been received final revisions will be made and forwarded to Senate Executive.

October 9, 2019

Due to the power outage the committee did not meet as scheduled.

September 25, 2019

The committee did not meet. Information needed from other units was received the evening before the meeting providing little time for review. APC will meet as scheduled on October 9, 2019 to review and finalize the Academic Integrity Policy to forward to the Senate Executive Committee.

September 11, 2019

Committee reviewed the process by which the Field Trip Policy was referred to APC and the need have the University Policy Committee review the draft.

Completed the review of the draft Field Trip Policy. Will integrate edits and questions into the document and forward to the UPC for their review and recommendation to SenEx.

Revisions to the Academic Honesty Policy will be reviewed at the next meeting with the intention of forwarding to SenEx the following week.

August 28, 2019

Organizational meeting to set out work for the year.

Field Trip Policy – draft received from the summer working group. Will review and forward to SenEx. The committee had previously determined that due the complexities involved with risk management that forwarding the drafts to appropriate units on campus for review and recommendations was the prudent course of action.

Academic Honesty Policy is undergoing further review to ensure that meets the requirements set out in the March 29, 2019 revisions to EO 1098. The revisions to EO 1098 may require a series of policies to be revised. Anticipate forwarding to SenEx at the end of September.

Discussion on the Classroom Disruptive Behavior Policy and requested revisions from the Office of Student Rights and Responsibilities.

Discussion on further revisions to the Syllabus Policy per discussions at the ICC.

Constitution and Bylaws Committee:

Submitted by George Wrenn, Pro tem CBC Chair

Report of December 4, 2019 meeting

Agenda:

1. Call to Order
2. Attendance, proxies and quorum
3. Appoint a Chair pro tem
4. Appendix E/F revision and resolutions
5. Develop Committees work plan
6. Motion to adjourn

Meeting Notes:

1. Call to Order

Meeting was called to order at 2:10 p.m (Abell/Watson).

2. Attendance, proxies & quorum

- a. Abell (Parliamentarian), Post (Faculty), Watson (Non-MPP Staff), Wrenn (Faculty) were present. Woglom (Faculty) and was absent. Watson was proxy for Woglom.
- b. Quorum was met with 4 out of 5 members: 3 members from the faculty electorate; 1 from the staff electorate.
- c. Vacancies include 1 student representative.

3. Appoint a Chair pro tempore

Motion to nominate Wrenn as chair pro tem for this meeting (Post/Abell).
Members approved without objection.

4. Appendix E/F revision and resolutions

Committee finalized revisions related to resolutions on GF Constitution, Senate Constitution, and Bylaws. Abell recommended placing original text and revisions side-by-side in the resolutions, to make them more readable. Abell agreed to share a template for doing this. Discussion focused on transfer of treasurer duties to Senate, defining the electorate, and clarifying the role of the AEC in the nomination, appointment, and election process. Final edits will be shared via email prior to the Thursday deadline for submission.

5. Develop Committees work plan

Postponed to next meeting.

6. Motion to Adjourn

Meeting adjourned at 3:36 p.m.

Integrated Curriculum Committee:

Submitted by Julie Alderson, ICC Chair

ICC will have processed all of the proposals currently on deck for the fall semester by our Senate meeting today. The 12/10/19 Consent Calendar includes everything completed up until the ICC meeting the morning of the 10th. We will have finished up the last of the loose ends at that meeting and will have a few additional items for your review. Please look for one last Consent Calendar to arrive to you during finals week.

I also wanted to provide a quick update on where we are re: the Academic Master Plan. I met with the Strategic Initiatives Working Group on December 3rd to discuss this item. The group includes the Deans, Associate Deans, Vice Provost, Associate Vice President of Institutional Effectiveness, and the Director of Academic Resources. We discussed our mutual commitment to an inclusive and collaborative process, the makeup of a committee to do this work, and some ideas about timelines and procedures. The AMP Committee of the ICC (which has representation from across campus) will be directly involved. It is likely that this work will occur in tandem with the strategic plan process, and we anticipate moving forward early in the spring semester. More info to follow.

University Policies Committee:

Submitted by Rob Keever, UPC Chair

Committee Membership: Eboni Turnbow, Douglas Dawes, Troy Lescher, J. Brian Post, Deserie Donae
Attendees Present: Robert Keever, Deserie Donae, Troy Lescher, J. Brian Post, Doug Dawes, Michelle Anderson, Kim Comet (Guest)

UPC met on 12/5/19 with quorum in the SBS 345. Chair Keever updated UPC that the Student Organization Travel and Unmanned Aircraft policies are being brought up to Senate through the General Consent calendar.

Kim Comet Director of Risk Management and Safety presented an update to the Field Trip Policy due CSU EO 1062. This policy draft was previously reviewed by APC. The group discussed changes and Comet will also investigate current processes. The policy draft will be presented again with changes to UPC at the first meeting of next semester.

Senate still plans to send out a campus-wide inquiry to gather information on other university and college level committees that may not be represented on the flow chart provided by the Provost's Office. UPC Chair and Senate Chair Stephanie Burkhalter plan to meet with the President's Office staff to discuss the current policy naming conventions to make them consistent and clear. Student Financial Services Manager Sandra Wieckowski will also be presenting a policy at a future UPC meeting. Doug Dawes believes a Key Policy from the USFAC will be brought to UPC in the future as well.

Academic Senate CSU (ASCSU):

Submitted by Mary Ann Creadon and Noah Zerbe, ASCSU Representatives

Report from ASCSU November 14-15, 2019

Written by John Tarjan and Janet Millar (Bakersfield)

1. We had a discussion of the desirability of making audio and video recordings (via Zoom) of our sessions and decided to do so for this plenary session. Sessions are currently recorded (audio only) for the purposes of minutes. Questions regarding technical detail, the desirability of making our deliberations more widely accessible, etc. were addressed. We put off consideration of livestreaming sessions until our next plenary.
2. **Chair Nelson** referred us to her written report.
http://www.calstate.edu/AcadSen/Records/Chairs_Reports/
3. **Excerpts from Other Reports**

- **Academic Affairs** discussed the following topics.
 - Spent a lot of time discussing a potential ethnic studies requirement and perfecting their resolution introduced at the last plenary. They heard from several ethnic studies experts, which informed their draft of principles and learning outcomes which would guide implementation of a potential system-wide requirement.
- **Academic Preparation and Education Programs** discussed the following topics.
 - Met with the WestEd team doing a study of the implementation of EO 1110. Committee members provided a number of suggestions to guide the study and representation of data collected.
 - AVC Sullivan gave an overview of the availability and use of system-wide data.
 - Quantitative reasoning a-g Board proposal. The related resolution introduced at the last plenary was perfected.
- **Faculty Affairs** discussed the following topics.
 - Committee recommendations (resolutions)
 - Notification of tenure track openings for contingent faculty
 - Land recognition policy
 - Creating a holistic and humane environment in the CSU
 - Research activities in the CSU
 - Use of preferred pronouns in student records/training (There will be a system webinar on Nov. 21)
 - Open access policy
 - Dedicated ASCSU seats for non-tenure track faculty
 - Public comment limitations at the BOT
 - Term limits for ASCSU senators
- **Fiscal and Governmental Affairs** discussed the following topics.
 - Recommended positions on legislations
 - Counselor ratios
 - Education bond
 - AB 1460 (ethnic studies)
 - CSU budget (resolution forthcoming)
 - December advocacy visit to the legislature
 - District lobbying efforts
- **GE Advisory Committee** discussed the following issues.
 - Credit for prior learning (system guidelines)
 - Ethnic studies as a potential GE requirement
 - Tracking success of transfer students
 - CLEP Spanish with writing exam (recommended approval for system credit)
 - Campus GE program assessment practices
 - Communicating goals of campus GE programs to students
 - Request for clarification regarding policies/implementation of GE requirements, permissible GE structure flexibility on campuses, etc.

- **C-ID Project**—several disciplines are having the implementation of transfer degrees being delayed due to a lack of timely course review by CSU faculty. An alternative, regional approach to course review has been proposed to facilitate dealing with this backlog. On the recommendation of the APEP committee, the Executive Committee has communicated our support for a piloting of this approach. Chair Nelson issued a strong appeal to the body to encourage their faculty colleagues to participate in the C-ID project.
- **ITAC** (Information Technology Advisory Committee) discussed the following issues.
 - ADA Compliance
 - Data Security
 - Common HR System (will impact faculty hiring practices)
- **Chancellor’s Doctoral Incentive Program**
 - Senators were encouraged to make faculty and potential candidates aware of this program which can greatly increase the number of people from underserved groups join our faculty ranks.

4. **Faculty Trustee Sabalius** reported on the Board agenda for next week. They will be putting forth an ambitious budget request. It includes significant funds for deferred maintenance and infrastructure. Trustee Sabalius is personally advocating for more funds for salary increases and to meet benefit obligations. The quantitative reasoning proposal (4th year in a-g requirements) has been discussed by the Board five times. It will now appear only as an information/discussion item next week rather than as an action item with an eye towards a vote during the January plenary. There has been great interest in this proposal across the state and the Board wants to allow sufficient time for constituency input. SDSU is contemplating purchasing the former NFL stadium land (135 acres) in San Diego. This parcel could lead to the ability to serve over 20,000 additional students. A policy is anticipated to have a more merit-based salary increase system for campus presidents. Dr. Sabalius engaged in lengthy discussions of executive compensation.

http://www.calstate.edu/AcadSen/Records/Faculty_Trustee/index.shtml

5. The ASCSU passed the following second reading items. Copies of these and other resolutions can be found at <http://www.calstate.edu/AcadSen/Records/Resolutions/>.
- a. **Increasing Access and Success Through Additional Preparation in Quantitative Reasoning** supports the amended proposal that again will be before the Board next week as an information item, designed to increase the quantitative reasoning preparation of incoming freshmen. It urges both support for teacher preparation in this area and flexibility in implementing the requirement for students attending high schools which are unable to support it with appropriate course offerings.
 - b. **Land Acknowledgment and Statement** acknowledges that many CSU facilities are located on traditional native American lands and encourages the CSU to incorporate acknowledgment of this fact in their formal senate meetings.
 - c. **Note: Notification of Tenure-Track Openings to Incumbent Contingent Faculty, Librarians, Coaches & Counselors** has been returned to committee for perfection.

6. The ASCSU passed the following resolution after waiving a second reading. Normally first reading items are distributed to campuses for feedback. However, if the ASCSU deems an item to be urgent (e.g. the need to provide input before a policy or piece of legislation is being considered) it may waive the second reading. Copies of this and other resolutions can be found at <http://www.calstate.edu/AcadSen/Records/Resolutions/>.
 - a. **Support for the California State University (CSU) Board of Trustees (BOT) Proposed 2020-2021 Operating Budget Request with Augmentation** is self-explanatory. Waiver of a second reading was viewed as appropriate as the Board will be meeting next week to consider adoption of this request. It also urges the Board to request an increased compensation pool of fund.

5. We introduced the following resolutions that will be considered for adoption at our November plenary. Copies of these resolutions should be available shortly for campus review.
 - a. **Creation of an Ad Hoc Committee to Advance Equity, Diversity and Inclusion Within the Academic Senate CSU** urges the creation of such a committee to examine many of our practices for potential adverse impacts on equity, diversity and inclusion with the expectation that there will be annual reports to the Executive Committee of their findings.
 - b. **Creating a Holistic and Humane Educational Environment in the California State University (CSU)** is a request to the system to focus on creating such an environment to support student learning.
 - c. **Recommended Implementation of an Ethnic Studies System Requirement** recommends the adoption of related system-wide learning outcomes and curricular guidelines. (These outcomes and guidelines are found at the end of this report.)

6. **Charles Toombs (CFA President)** reported the following.
 - CFA would be concerned if an ethnic studies requirement only had required learning outcomes without a unit requirement. While he supports campus autonomy, we need to make sure that every campus consults with ethnic studies faculty even if there are no ethnic studies faculty on the campus—the Ethnic Studies Council could be a resource in this regard. CFA continues to support AB 1460.
 - CFA is encouraging PERS not to invest in a couple of for-profit prison companies that were involved in events along the US-Mexico border.
 - Bargaining will begin in the spring. We have been gathering input about bargaining priorities this fall on every campus.
 - We are disappointed that there is no labor representation on the Chancellor search Stakeholder Advisory Committee.
 - We are monitoring the expenditure of CSU budget funds allocated for tenure-track hires.
 - We are holding an equity conference this year. We are very committed to anti-racism and social justice agendas.
 - In response to questions:

- We will try to increase contingent faculty permanency and to facilitate the movement of contingent faculty to tenure-track positions.
- We are attempting to include an article addressing intellectual property and academic freedom. We have been unsuccessful in prior bargaining.
- We have counseling faculty on the bargaining team and will try to address issues that counseling faculty have raised. The CO shares many of our concerns including a diminishment of counselor permanence.
- For more information about bargaining and to share concerns about workload, salary structure, etc., please access calfac.org.
- Housing costs are both a CFA and a CSU issue. Individual campuses can address housing costs and it can also be addressed systemwide through bargaining.
- Learning outcomes are not enough without required units to meet an ethnic studies requirement.

7. Loren Blanchard, EVC for Academic and Student Affairs acknowledged the work of ASCSU around ethnic studies. It has been a few months since he and Chair Nelson testified on this subject to the legislature. The Chancellor is sending an updated report to Senator Pan. The report shows a two-year 7% increase in ethnic studies majors and the filling of 72 new ethnic studies faculty positions across the CSU. There are 4 topics from our division on the Board agenda for next week: 1) Title 5 change on student organizations (prohibiting discrimination against members of protected classes, 2) annual report on research, creative and scholarly activity, 3) update on GI 2025 (including a progress update on our goals), and 4) the proposed QR admissions requirement. We have committed to continuing to admit students from the top 40% of CA HS graduates rather than the Master Plan target of the top 33%. We clearly need more resources to meet this additional workload for the system. We are asking for funding for 5% enrollment growth but even this increase would be insufficient for us to support student demand. The CO provides some funding to encourage research, creative and scholarly activity. We especially hope to support the professional development of junior faculty and to increase connections between faculty members across the campuses to increase research opportunities and collaborations. Dr. Blanchard would welcome exploring new models for appointment of permanent faculty (e.g. clinical faculty) but that would need to be addressed through collective bargaining. Decreasing time to graduation has allowed us to significantly reduce the number of eligible freshmen students whom we are unable to enroll. Redirection has allowed us to accommodate many students who couldn't enroll in the campus of their choice.

8. Michael Berman, recently named CSU Chief Information Officer shared his faculty/campus background. He has been working in the CSU for most of the past 20 years. The responsibilities of the CIO include managing a very large staff and keeping PeopleSoft running—our systems are aging. Our goal is to keep system problems from impacting folks on the campuses so that they are not affected by them. A new system implementation would cost around \$2b. It is more cost effective to keep repairing and maintaining the current systems. Information security is a high priority. There is

always a tradeoff between access/use and security. Dual authorization and other security measures can be a bother but are really needed. They attempt to reduce overall costs to the system (including those that would be borne by campuses) by centralizing many services and procurement. They are looking to expand access to advance computing resources which are increasingly being needed by an growing number of disciplines.

- 9. Chancellor Tim White** briefly spoke about our upcoming CSU budget request and the proposed a-g admissions requirement changes relative to quantitative reasoning. In response to questions: the Chancellor is generally supportive in flexibility in faculty roles relative to teaching, service, research, etc. If we have flexibility in roles, we need to be more flexible in our criteria for evaluating faculty. The Chancellor's retirement date will be no sooner than June 30th and no later than December 31st. Use of data is important to best serve our students. Data "snapshots" are not always useful. We need to be careful not to rely too much on single measures, while still being responsive to our constituencies who request data. Dr. White emphasized that he is planning to "sprint to the finish" and continue working hard on behalf of the CSU until his retirement. We don't have a lot of information on the success of the new CCC baccalaureate degrees. However, it seems advisable for the state to more fully the support the CSU with resources to increase the number of baccalaureate degrees awarded rather than to move part of that mission to the CCC. There has been an uptick in incidents of uncivil, hate-motivated behavior across campuses during the Trump administration. We need to constantly be vigilant, caring, and visible in reaffirming our value of inclusiveness in confronting these types of behaviors. Each campus has a response team to help deal with potentially troubling issues, events, speakers, etc. They have been proven to be effective in helping members of the CSU family deal with these situations. Do we need an effort analogous to GI 2025 to support graduate education in the CSU? We probably could benefit from a systemic study of graduate education in the CSU. Dr. White indicated that he would be receptive to providing the ASCSU with his vision for the CSU 10 years in the future at an upcoming ASCSU plenary. Alcohol consumption of our campuses continues to be a source of concern, especially when it results in harm to our students. Providing information regarding student deaths is complex, often impacted by police investigations, family wishes, etc. Many factors need to be balanced when crafting policies regarding alcohol consumption, including vigilance and accountability while not discouraging intervention and requests for help when medical assistance is needed. Securing adequate funding for the CSU is his top priority. We also need to work for legislation to support our dreamers. Increasing/improving student preparation and providing quality general education experiences for our undergraduates. Dr. White's decision to retire at this point in time is in no small part due to the fact that, relatively, the budget situation, labor relations, relations with governmental leaders, campus leadership, etc. are as strong as ever and the new Chancellor will begin at a propitious time.
- 10. Jacquelyn Acosta (CSSA Liaison)** reported that while CSSA has taken a stance in opposition to the new QR requirement, they will continue to work with the Board on the issue. There are concerns relative to the implementation timeline and an exact definition of the requirement. There will be a student on the Chancellor search Stakeholder Advisory Committee. They are conducting three staff

searches, including for Executive Director and Asst. Director of Governmental Relations. CSSA is encouraging discussion and feedback relative to the proposed ethnic studies requirement. CSSA has endorsed the requirement. They are working to promote financial aid reform (increase amounts and eligibility for Cal Grants, summer eligibility, etc.).

11. Barry Pasternack (ERFSA Liaison) ERFSA met on October 5 at San José State University. A major focus of the group is recruiting new members. They are working to establish increased benefits for members. ERFSA strongly advocates for retention of pension and health benefits for all CSU employees. Annual ERFSA dues max out at \$10 and the group does valuable work. The ERFSA website has many valuable resources for retirees/those planning to retire. <http://csuerfa.org/> The ERFSA newsletter can be found at <https://csuerfa.org/images/pdfs/Reporter-Sep-2019.pdf>

12. Kara Perkins, Executive Budget Director provided us with an overview of the Trustees' budget request.

- The total CSU budget last year was \$10.3b
- The state support budget (from general fund, tuition, other fees) was \$6.9b
- 50% of our operating budget (\$6.9b total) is spent on salaries. An additional 25% is spent on benefits. 13% is spent on services, supplies, etc. 11% goes to financial aid
- True “reserves” (unencumbered funds) are about \$468m. Guidelines indicate that this number should be over \$1.7b (at least 3 months of operating funds).
- The state rainy day fund is up to \$16.5b—up significantly but short of what would be needed to weather the next recession.
- Tax revenues are up significantly.
- We have no firm commitment regarding future budgets, including next year's budget.
- We have pending collective bargaining negotiations which may result in agreements significantly increasing our budget needs.
- Budget priorities for next year
 - Salary and benefit increases
 - Support for GI 2025
 - Meeting the state's projected degree gap (enrollment growth)
 - Deferred maintenance
 - Mandatory costs (inflation, etc.)
- The requested increases to our base budget total \$633.3m
- We are also requesting one time funds of \$500m for deferred maintenance (the backlog is estimated at \$11b) and \$15m to meet student basic needs.

Ethnic Studies Requirement: Student Learning Outcomes

Upon completing their ethnic studies requirement, students will be able to:

1. analyze and articulate core concepts of ethnic studies, including but not limited to race and ethnicity, racialization, equity, ethno-centrism, Eurocentrism, and white supremacy;

2. apply theory to describe critical events in the histories, cultures, and intellectual traditions of communities of color with a particular emphasis on agency and self-affirmation;
3. describe the intersection of race and ethnicity with other forms of difference affected by hierarchy and oppression, such as class, gender, sexuality, ability, and/or age;
4. describe how resistance, social justice, and liberation as experienced by communities of color are relevant to current issues (communal, national, and international); and
5. act to engage with issues of race and ethnicity to build diverse, just, and equitable communities beyond the classroom.

Ethnic Studies Requirement: Implementation

1. The primary ethnic studies requirement will be implemented as an overlay as part of lower division GE (ethnic studies outcomes 1-5 as a requirement of lower division GE)
 2. The secondary (additional scaffolded) requirement is for a reflective element (reinforcing any two of ethnic studies outcomes 2-5) overlaying upper division GE.
 3. Either (1) or (2) above may be met by not-otherwise-GE courses with campus approval (provided such courses meet the ethnic studies outcomes; i.e., the ethnic studies requirement could be met or partially met with existing campus requirements and/or courses that were developed to meet local requirements)
 4. Campuses may determine additional requirements (outcomes or implementation) beyond the minimal list provided.
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Administrative Affairs:

Submitted by Doug Dawes, Vice President for Administrative Affairs

Accounts Payable: Concur Travel

- We changed the Travel and Request integration in Concur allowing for a more flexible booking process and the ability to make modifications to booked trips in Concur. This essentially means that once your Request is approved, you can go straight to the Travel tab in Concur to book your travel (rather than booking through the Request tab). It also means you can book flights, hotels and car rentals at different times; as well as modify your bookings at a later date. We hope this added flexibility makes booking through Concur a little easier and more intuitive.

Contracts & Procurement:

- We are actively working to benefit HSU in the form of cost savings, cost avoidance and revenue generation due to negotiated rebates on spend or prompt pay discounts. In the first five months of this fiscal year, we have achieved a little over \$50,000 in cost savings. These savings reflect the strategic work done by the procurement staff to do their part in contributing to student success.

Parking and Commuter Services

- Fall Break Homeward Bound 2019 was a huge success. All 165 seats (3 busses) sold out within an hour of posting. 32 students purchased seats to the San Francisco area and the remaining 133 students traveled to the Los Angeles Area. Winter Break Homeward Bound tickets go on sale Friday, December 6. We have expanded payment options to include cash to increase access to our students.

Accounting

- Welcomed Sarah Long, Associate Director for Auxiliary Accounting. She joined the team on December 2. She will provide needed support to our Auxiliary Organizations as well as supporting our staff in the accounting department.
- Working with Moss Adams and the Athletic department on the NCAA annual audit.
- Supporting Facilities Management with their newly assigned audit from the Chancellor's Office.
- Worked with Risk Management to provide documentation to resolve additional findings on the Environmental, Health and Safety audit. The remaining recommendations have due dates through December 18th and we hope to submit the information as soon as possible to finalize the audit.
- Testing paperless reconciliation processes to reduce the need for hard copy work papers.

Student Financial Services

- Student Financial Services participated in the Big Foot Zombie Apocalypse Scavenger Hunt last month which was sponsored by the Office of Emergency Management. The department in coordination with the Financial Aid Office was one of 7 locations where the student could receive educational information about staying safe during an emergency and receive an items for their emergency preparedness kit. The staff from SFS & FAO met with over 250 students and shared educational information about financial planning for an emergency. The student received a solar light, had an opportunity to answer emergency preparedness questions for candy and enjoyed playing corn hole. This was a great event and another opportunity to interact with our students.
- The department continues to support our student's financial needs by making short-term financial resources available even during campus closures. The department offers Emergency Short-term Loans to any enrolled student to help them temporarily bridge the financial gap for their basis needs. Over the past 3 months, over 250 loans were processed to our students with a number of them being over \$500.
- During the power outages and campus closures, the Cashier's Office was able to offer open office hours to serve our students, faculty and staff.
- During the fall break and the upcoming winter break campus closure, the Cashier's Office will offer open office hours for students, staff & faculty to pick up financial aid refunds or payroll warrants. To find available times please check the Cashier's Office website or campus announcements.
- The department is participating in the holiday door decorating contest and invite you all to come by SBS 2nd floor to view our holiday decorations.

Human Resources

- It is with sadness that Human Resources has to announce the departure of Title IX Coordinator Marcus Winder. He has been with HSU since June of 2018 and has served the institution well. Human Resources will be posting for a full-time coordinator as soon as possible. In the interim, David Hickcox will serve as the interim Title IX Coordinator and Nicole Log will serve as the interim Recruitment Manager. Human Resources has seen a significant shift in personnel over the past six months. We are lucky to have such a great team but particular thanks is given to Nicole Log and Lydia Evers are helping cover multiple positions.
- A new memorandum on how to notify staff and students of the presence of immigration officers has been published by the Chancellor's Office. Human Resources recently met with multiple campus stakeholders including but not limited to the Dean of Student's Office, Risk Management, Housing, EOP, and UPD, to start implementing the recommendations in the memorandum. More information is forthcoming.
- Learning Technology Specialist Alfredo Corral has been working diligently on New Employee Orientation Online Courses which includes modules in Payroll, Benefits, Policies, and Professional Development. This will allow Human Resources to deliver some import information to new employees from the comfort of your home computer! This is just part of several efforts to ensure Human Resources processes are digitized including the digitization of Special Consultant Forms and creating digital new employee packet.
- Training course and annual disclosure requirement notifications are being sent out. Topics include sexual harassment prevention for supervisors/non-supervisors and Form 700 Conflict of Interest Forms. Please be on the lookout for automated emails notifying you of these requirements.
- Our Benefits team had a busy October with open enrollment, processing over 200 open enrollment changes! The medical leaves training in November was highly successful and we recommend everyone attend our regularly scheduled Human Resources trainings. A schedule of upcoming trainings can be found on our website.
- Since May, the HR Training & Professional Development Team has offered 25 training sessions to the campus, on topics such as New Employee Orientation, Conflict Management, ADA Accommodations, and Change Management. The HR Training & Professional Development Calendar for Spring Semester will be on the Training website soon. (Training.Humboldt.edu). In October, the HR Training & Professional Development Team launched a recurring two-day workshop called Principles of Supervision. This workshop is designed for individuals who oversee staff, and covers such topics as communication, team management, having difficult conversations, and personal leadership development. It will be offered again in early Spring - be on the lookout for registration opportunities in January.

- Our Recruitment Team is currently working on 59 active recruitments and we will likely near 100 recruitments by the end of 2019. Recruitment takes a significant amount of work and coordination. Thus, we'd like to thank everyone who has served on a search committee or has served as an equity advocate. This is critical and time consuming work and thank everyone for their participation.
- As Human Resources looks to replace its Officer Manager position, we started analyzing the flow of work funneling through the front desk. Currently our super team of Nicole Log, Lydia Evers, Ken Walker, and Payroll are processing over 56 employment verifications a month (not including verbal verifications).
- Our Payroll Department recently lost Payroll Accounting Technician Ruthie Boltzen but they continue to march forward without missing a beat. Recruitment for this position will begin in 2020. This is an amazing crew of individuals who meet deadlines and ensure the campus community is served regardless of any obstacles.

Risk Management and Safety Services

- Due to the cooperative collaboration with several departments on campus over 240 students directly participated in the Bigfoot Zombie Scavenger Hunt. Those students visited areas of campus they may not have been previously visited (e.g., CCAT). At the end of the hunt each student had a basic personal emergency kit. 40 additional student employees who were working for the participating departments that day also received personal emergency kits.
- The Health & Safety Audit conducted by the Chancellor's Office is required to be completed by 12/18/19.

University Center

- The Humboldt State community proved its outdoorsiness by winning first place in the Western Region of the 2019 AORE Campus Challenge. "With all the wonderful resources around us, and the adventurous spirit of our Humboldt State community, it comes as no surprise that Humboldt State won first place for the Western region," says Bridget Hand, Center Activities Manager. "It was great to see how differently we experience and appreciate the outdoors, and how all of it brought our school together to win."
- More than 650 students, staff, faculty and community members logged 3,341 activities during the month-long competition, sharing photos of their outdoor activities on the AORE app that included class field trips, volunteer days, group outings, dog walks, bird adventures, and more.
- There are new gifts and clothing products at the HSU Bookstore. Show your HSU colors and pride!
- Student awards under the J Point donation program are increasing as we near the end of the semester. Nearly \$10,000 of emergency access to campus food services has been issued so far this semester. There will be more than \$2,000 issued the week of December 2 alone. This program is funded by donations and HSU Dining Services.

Facilities

- In coordination with SERC, Facilities Management is developing plans on additional generation for the campus to assist in cases of additional Public Safety Power Shutdowns (PSPSs) and other outage events. Planning and designing will take some time, but planning to have in place for the next fire season.
- **The Theater Arts and Library Seismic Retrofit**, Facilities will be releasing information regarding the updated schedule to the University before the end of December. Projects continue to make good progress. Over all the Theater Arts building is largely complete, there is still some remaining work at the Theater including finishing some of the building systems and minor repair. The Library building still has quite a bit of work remaining and centered on the basement level and north side of the building. This original schedule held completion set for December 2019 with occupants moving back into the space over the winter break, and ready for service in January 2020 in time for the Spring Semester. The seismic retrofit project has experienced some significant delays over the past year that have caused the final completion date for the project to be extended beyond the original contract date. Retrofit projects have a degree of unanticipated work that occurs due to the necessity of correcting “as-found” conditions that are discovered as a project evolves, the actual nature and volume of work that needs to be completed is unknown until it is uncovered. The new total completion date for the seismic retrofit project is now April 10, 2020 and the new anticipated **occupancy date for the lower level of the Library is March 16, 2020**. Impacted programs include the testing center, student disability resources center, VETS, Youth Educational Services or YES and Academic and Career Advising Center, as well as the Library. Associated work to be accomplished this semester include the improvement of accessible parking along Laurel Street north of Gist Hall. The improvement of accessible parking at the library lot near the bus circle and concrete pathway improvements for accessibility along campus paths to the east of the library toward the Theater Arts Building.
- **The Campus Events Field**, no major changes since last Senate update. The campus maps have been updated to reflect the remaining modular and the programs that reside in them. The rest of the modular will be released during the winter break and field rehabilitation efforts will be underway starting summer 2020.
- **Jenkins Hall Renovation**, no major changes since last Senate update, the Project is currently active and in the design stage. We have been working with project steering committee and have engaged the services of an architecture and engineering team. Our current schedule will have the building in construction starting in the summer of 2020 and completed by summer of 2021 for a fall 2021 opening. The building will house all school lecture rooms on the second floor, and new “maker spaces” on the first floor level. The Committee will be releasing a survey relative to the “Makerspace Program” and a series of focus groups and presentations will be organized to build awareness and support for the Jenkins Hall Interdisciplinary program model.

- **Lactation Spaces**, no major changes since last Senate update. A number of spaces on campus have been identified as possible locations to provide private and appropriate lactation spaces across campus. This effort is in response to recent legislation and campus conversations. The USFAC (University Space and Facilities Advisory Committee) has been tasked with developing the spaces and ultimate allocation of the space to serve this purpose. Funding for the project is still in development. Currently, Facilities has established a permanent location within SBS 253 and we are working on final plans for Library 205B and C as a component of the Seismic Retrofit.

- **The 2020/2025 year Capital Outlay program** has been reviewed by the CSU Board of Trustees and approved in the November BOT Meeting. Final publication will be released before the end of December. No changes since last Senate update in the following information. The Capital Outlay program has undergone some major revisions as the CSU system is poised to take advantage of one time state funds and future bond sales. This includes a very robust, \$50 million dollar deferred maintenance and renewal program, three major academic projects totaling over \$145 million dollars which includes a new science building at the campus events field, a new art building south of Jenkins Hall and the renovation of Science A. All of these projects are in alignment with our 2004 master plan and are even more relevant today given our current needs.
 - The two academic projects are in the planning stages and are contingent on the availability of future funding from the State and CSU. This process could take as long as 3-5 years until we are awarded funds and can begin construction. The projects are described are as follows:
 - A new 48,000 gsf, three story building located at the east end of the campus events field that will initially house science programs that will be temporarily relocated from Science A. Science A building will then be completely renovated to meet contemporary need. The new building at the campus events field will then be repurposed for academic programs.
 - A new 30,000 gsf, 2-3 story building located between Jenkins Hall and Science D along B Street that will house the ceramics and sculpture labs currently located at the North West corner of parking lot G11. These programs will be relocated and the former facility demolished and parking expansion of G11 to be constructed.
 - The Student Housing, Health Center, and Dining Project is currently on hold pending the outcome of future enrollment and the impact on the affected student services.

- **Campus Project Portfolio**, No major changes since last Senate update in the following information. Not accounting for the projects included with the 2020/21 Capital Outlay program, Facilities Management is currently managing an active project load totaling \$85 million dollars spread over 75+ projects with the Seismic Project and Jenkins Hall Projects being the largest. a selection of some of the larger projects are as follows:

- Facilities has identified funding and project scope for an additional 8 buildings that will convert Heating, Ventilation and Air Conditioning controls from pneumatic ones to digital ones. This controls project is part of the campus wide sustainability and energy management program that will allow real time monitoring and adjustment of energy usage.
- We have an ongoing sub-metering project that is targeting utility usage in 5 buildings across campus. This sub metering will allow our sustainability staff to monitor natural gas, domestic water and electricity usage by building in real time.
- The pool in Kinesiology/Athletics began receiving some energy upgrades this summer. We are replacing valves with ones that are more efficient and installing variable speed drive chlorine/chemical pump integrated with an energy management system.
- Design is moving forward on remodeling seven Campus Apartments this summer (2020) for ADA use and for a new Laundry complex along with better ADA ramp access.
- The complete replacement of the electrical substation in the University Center is complete; this project came in under budget due to creative collaboration between HSU and the contractor.
- New Fire Alarm systems are were installed in Natural Resources, Forestry, Creekview (Fern and Willow), and Redwood Hall.
- The Student Health Center had two of its three rooftop Air Handling units replaced with new energy efficient units this summer.

Parking and Commuter Services

- Fall Break Homeward Bound 2019 was a huge success. All 165 seats (3 busses) sold out within an hour of posting. 32 students purchased seats to the San Francisco area and the remaining 133 students traveled to the Los Angeles Area. Winter Break Homeward Bound tickets go on sale Friday, December 6. We have expanded payment options to include cash to increase access to our students.



**Department of Geography, Environment
& Spatial Analysis**

TO: HSU University Senate
FROM: Matthew Derrick, Chair, Geography, Environment & Spatial Analysis
DATE: December 4, 2019

I'm writing to provide a brief report of my attendance, in place of Dr. Rosamel Benavides-Garb, whose duties as Associate Dean precluded his attendance, and participation in the fall meeting of meeting of Academic Council on International Programs (ACIP) of the California State University Chancellor's Office. The meeting was held October 24-25, 2019 in Long Beach.

Day one of the meeting was devoted to a Newcomers Session, consisting of a welcome by CSU IP Director Dr. Jaishankar Raman. Raman's welcome was followed by an ACIP Overview and Committee Information session presented by ACIP Chair Dr. Shane Moreman. As a first-time attendee, this was a very important session for me, providing insight into the structure of International Programs in the CSU, how each CSU campus relates, and the structure and roles of the ACIP. ACIP consists of four standing committees:

- Academic and Fiscal Affairs Committee (AFAC)
- Faculty Affairs Committee (FAC)
- Program Review Committee (PRC)
- Student Affairs Committee (SAC)

The first half of day two of the meeting was largely filled with committee work. I was assigned to the Program Review Committee (PRC). Each year, the PRC goes through an in-depth process of reviewing three-four international programs scheduled for review by the committee. This year three programs were identified for review: China, Chile, and Taiwan. The second half of day two was devoted to committee reports. In place of the committee chair, who had to depart early, I

delivered the committee report of PRC, providing an overview of work. I presented the following information items the full ACIP body:

- According to the 5-year schedule established in fall 2016, the PRC is due to formally review the China, Taiwan, and Chile programs during the 2019-2020 academic year.
- The PRC has committed to a new deliverables process that will ensure all three reports will be finalized and submitted by the end of the ACIP spring meeting.
- The deliverables are completed program reviews for China, Taiwan, and Chile.
- The PRC has forwarded the Program Review for the CSU IP: Canada Program to the Academic and Fiscal Affairs Committee (AFAC) for further review and analysis of the efficacy of the relationship specifically with Concordia University but believes maintaining a presence in Canada, perhaps with new university partners, is in the best interest of CSU IP.
- The PRC has developed a new instrument designed to collect qualitative data from IP Coordinators to enhance future programs reviews.

The current chair of the PRC will be stepping down after the spring meeting. As I had been selected to deliver our committee report, there was indication that the committee would like me to step in as committee chair.

HSU University Senate
Enrollment Management Report
Tuesday, December 10, 2019
Submitted by Jason L. Meriwether, Ph.D.

Spring 20 Registration

Currently 86% of eligible students have registered (self) by now. 89% of students who registered in Fall 2019 have registered. Important Trends include:

By School

- CAHSS - 81% reg
- CNRS - 86% reg
- CPS - 85% reg
- General Studies - 70% reg

Hold

There are still students who have holds to resolve in order to register. Please note that the categories are not mutually exclusive so a student can have multiple holds and be counted in each hold category.

All Holds

- 13.4% (n=834) of all 6,245 students eligible to register for Spring 20 still have a hold.
- 8.3% (n=482) out of 5,794 fall 2019 registrants who are eligible for Spring 20 still have a hold.

Advising Holds

- 11.3% (n=708) out of all 6,245 students eligible to register for Spring 20 have an advising hold.
- 6.3% (n=363) out of 5,794 fall 2019 students who are eligible to register for Spring 20 have an advising hold.

Financial Holds

- 2.6% (n=160) out of all 6,245 eligible students (2.6%) have a financial hold.
- 2.2% (n=125) out of 5,794 fall 2019 students who are eligible to register for Spring 20 have a financial hold.

Immunization Holds

- 2.2% (n=136) out of all 6,245 eligible students have an immunization hold.
- 1.9% (n=111) out of 5,794 fall 2019 students who are eligible to register for Spring 20 have an immunization hold.

Please note that we only have benchmark data at this point because we didn't capture these trends the same way in prior years.

HSU University Senate
Enrollment Management Report
Tuesday, December 10, 2019
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Communication Campaign Trends

- To date we have sent 43k emails. The email Open-rate has been around 63%. Opens are getting lower over time as we send to students who may be less engaged with the communication levers or have not yet resolved the barriers to registration.
- 3500 Humbot messages,
- 3 Push (mobile app) messages resulting in ~3k screen views
- Social Media Campaign is focused on “good luck with finals’ and “still time to register” messaging.
- This week another reminder to not enrolled students, a "good luck on finals" email, and a PUSH message.

Spring 20 New Students

- Applicants, Admits, and Confirmed students are relatively flat compared to the prior two years, showing the beginning of stabilization of the trending melt.

Fall 20 New Students

- As projected, transfer applicants will be closer than ever to the number of freshmen, likely requiring more courses at the junior and senior level for new students.
- At HSU, we are experiencing a sizable increase in new, but incomplete, transfer applicants, but must work assiduously to transition from increased interest to completed apps and yielded students.
- We must continue our aggressive yield and communication strategies to both increase applicants and yield. Our goal is to average 20,000 applicants per year in four years and to improve our yield from 11% to 15% in four years. While this report focuses on recruitment it is important to note that we are not singularly focused on recruitment, whereas, are committed to achieving an institutional goal of an 80% retention rate.

Supporting Documents Include:

- Spring 20 Registration Detail Report by School
- Spring 20 Admissions Trend Report
- Fall 20 Admissions Trend Report

Updated 12/09/2019

Applicants

REDIRECT Not Redirect

	Fall 2020		Fall 2019		Fall 2018		Fall 2017		Fall 2016	
	HC		HC		HC		HC		HC	
Credential	5	400.00%	1	-66.67%	3	-90.91%	33	22.22%	27	
First-time UG	6,897	-13.93%	8,013	-22.39%	10,325	-7.70%	11,186	-12.05%	12,719	
Lower-div xfer	132	-39.73%	219	-37.96%	353	171.54%	130	49.43%	87	
Masters	31	-20.51%	39	-27.78%	54	-33.33%	81	-4.71%	85	
Returning UG	16	-54.29%	35	-33.96%	53	-35.37%	82	7.89%	76	
Second Bachelor	21	-16.00%	25	38.89%	18	125.00%	8	60.00%	5	
Unclassified PB	2	0.00%	2	0.00%	2	#DIV/0!	0	-100.00%	4	
Upper-div xfer	2,542	17.96%	2,155	-33.49%	3,240	-2.53%	3,324	-5.92%	3,533	
Transitory	0	#NULL!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Grand Total	9,646	-8.04%	10,489	-25.33%	14,048	-5.36%	14,844	-10.23%	16,536	

Admits

REDIRECT Not Redirect

	Fall 2020		Fall 2019		Fall 2018		Fall 2017		Fall 2016	
	HC		HC		HC		HC		HC	
Credential	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
First-time UG	5,707	-6.15%	6,081	0.13%	6,073	-27.38%	8,363	-7.32%	9,024	
Lower-div xfer	49	0.00%	49	-48.42%	95	150.00%	38	322.22%	9	
Masters	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	-100.00%	1	
Returning UG	0	-100.00%	3	-66.67%	9	#DIV/0!	0	#DIV/0!	0	
Second Bachelor	0	-100.00%	1	-50.00%	2	#DIV/0!	0	#DIV/0!	0	
Unclassified PB	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Upper-div xfer	2,089	152.91%	826	-63.48%	2,262	-12.63%	2,589	-2.41%	2,653	
Transitory	0	#NULL!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Grand Total	7,845	12.72%	6,960	-17.55%	8,441	-23.19%	10,990	-5.96%	11,687	

Confirmed

REDIRECT Not Redirect

	Fall 2020		Fall 2019		Fall 2018		Fall 2017		Fall 2016	
	HC		HC		HC		HC		HC	
Credential	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
First-time UG	51	#DIV/0!	0	-100.00%	99	-29.79%	141	83.12%	77	
Lower-div xfer	7	#DIV/0!	0	-100.00%	10	233.33%	3	#DIV/0!	0	
Masters	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	-100.00%	1	
Returning UG	0	#DIV/0!	0	-100.00%	3	#DIV/0!	0	#DIV/0!	0	
Second Bachelor	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Unclassified PB	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Upper-div xfer	94	#DIV/0!	0	-100.00%	125	-14.97%	147	167.27%	55	
Transitory	0	#NULL!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Grand Total	152	#DIV/0!	0	-100.00%	237	-18.56%	291	118.80%	133	

Registered

REDIRECT Not Redirect

	Fall 2020		Fall 2019		Fall 2018		Fall 2017		Fall 2016	
	HC		HC		HC		HC		HC	
Credential	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
First-time UG	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Lower-div xfer	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Masters	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Returning UG	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Second Bachelor	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Unclassified PB	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Upper-div xfer	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Transitory	0	#NULL!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Grand Total	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	

Updated 12/09/2019

Applicants

REDIRECT Not Redirect

	Spring 2020		Spring 2019		Spring 2018		Spring 2017		Spring 2016	
	HC		HC		HC		HC		HC	
First-time UG	83	-25.89%	112	-41.67%	192	61.34%	119	19.00%	100	
Lower-div xfer	95	-23.39%	124	1.64%	122	35.56%	90	73.08%	52	
Masters	55	-11.29%	62	-3.13%	64	-23.81%	84	-20.00%	105	
Returning UG	80	-8.05%	87	-13.00%	100	-23.66%	131	31.00%	100	
Second Bachelor	19	46.15%	13	0.00%	13	-18.75%	16	166.67%	6	
Transitory	3	-40.00%	5	-37.50%	8	166.67%	3	0.00%	3	
Upper-div xfer	773	3.76%	745	-17.50%	903	-14.89%	1,061	38.87%	764	
Unclassified PB	0	#NULL!	0	#NULL!	1		0	#NULL!	0	
Credential	0	#NULL!	1		0	#NULL!	1		0	
Grand Total	1,108	-3.57%	1,149	-18.10%	1,403	-6.78%	1,505	33.19%	1,130	

Admits

REDIRECT Not Redirect

	Spring 2020		Spring 2019		Spring 2018		Spring 2017		Spring 2016	
	HC		HC		HC		HC		HC	
First-time UG	20	-41.18%	34	-35.85%	53	20.45%	44	-10.20%	49	
Lower-div xfer	39	44.44%	27	-20.59%	34	78.95%	19	35.71%	14	
Masters	29	-25.64%	39	21.88%	32	0.00%	32	-38.46%	52	
Returning UG	57	-12.31%	65	-13.33%	75	-5.06%	79	14.49%	69	
Second Bachelor	11	37.50%	8	60.00%	5	-54.55%	11	83.33%	6	
Transitory	3	-25.00%	4	-50.00%	8	166.67%	3	0.00%	3	
Upper-div xfer	446	2.06%	437	-22.52%	564	-19.54%	701	36.12%	515	
Unclassified PB	0	#NULL!	0	#NULL!	0		0	#NULL!	0	
Credential	0	#NULL!	0		0	#NULL!	0		0	
Grand Total	605	-1.47%	614	-20.36%	771	-13.27%	889	25.56%	708	

Confirmed

REDIRECT Not Redirect

	Spring 2020		Spring 2019		Spring 2018		Spring 2017		Spring 2016	
	HC		HC		HC		HC		HC	
First-time UG	13	-13.33%	15	-51.61%	31	19.23%	26	13.04%	23	
Lower-div xfer	33	65.00%	20	-28.57%	28	86.67%	15	25.00%	12	
Masters	22	-29.03%	31	63.16%	19	-29.63%	27	0.00%	27	
Returning UG	40	8.11%	37	-28.85%	52	18.18%	44	18.92%	37	
Second Bachelor	7	16.67%	6	100.00%	3	-57.14%	7	75.00%	4	
Transitory	3	50.00%	2	-60.00%	5	66.67%	3	50.00%	2	
Upper-div xfer	260	1.56%	256	-19.24%	317	-32.12%	467	51.13%	309	
Unclassified PB	0	#NULL!	0	#NULL!	0		0	#NULL!	0	
Credential	0	#NULL!	0		0	#NULL!	0		0	
Grand Total	378	3.00%	367	-19.34%	455	-22.75%	589	42.27%	414	

Registered

REDIRECT Not Redirect

	Spring 2020		Spring 2019		Spring 2018		Spring 2017		Spring 2016	
	HC		HC		HC		HC		HC	
First-time UG	7	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	-100.00%	5	
Lower-div xfer	15	#DIV/0!	0	#DIV/0!	0	-100.00%	3	#DIV/0!	0	
Masters	5	-61.54%	13	62.50%	8	33.33%	6	-64.71%	17	
Returning UG	21	75.00%	12	-42.86%	21	5.00%	20	42.86%	14	
Second Bachelor	5	0.00%	5	150.00%	2	-50.00%	4	33.33%	3	
Transitory	3	50.00%	2	-60.00%	5	150.00%	2	100.00%	1	
Upper-div xfer	98	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	#DIV/0!	0	
Unclassified PB	0	#NULL!	0	#NULL!	0		0	#NULL!	0	
Credential	0	#NULL!	0		0	#NULL!	0		0	
Grand Total	154	381.25%	32	-11.11%	36	2.86%	35	-12.50%	40	

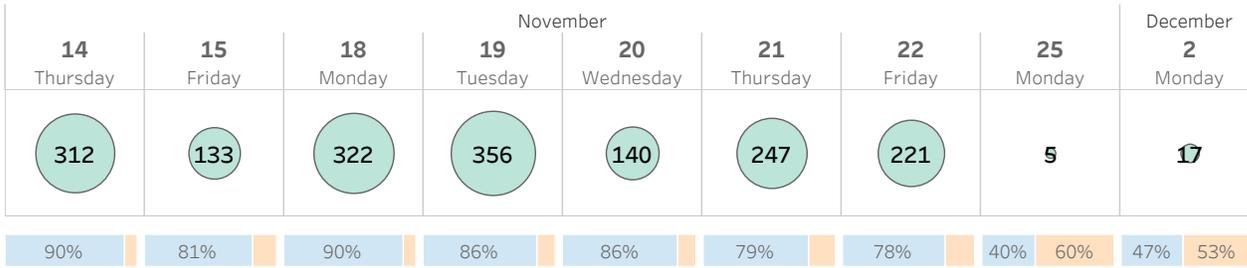


Special Population Registration Campaign

Custom Dashboard for Enrollment Management

~ Expertly Handcrafted ~
 Office of Institutional Effectiveness
 ~ Freshness Date ~
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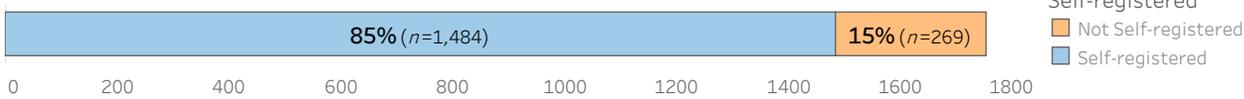
Eligible Students by Registration Day



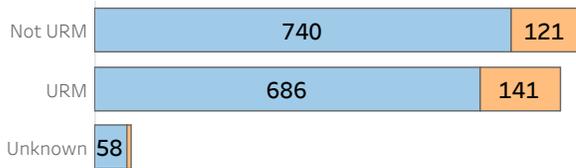
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- Admit Term: All
- Admit Type: All
- College: Professional Studies
- Department: All
- Current Athlete: All
- Housing: All
- Last Enrolled Term: All
- Grade Level: Multiple values
- Dropped: All
- Withdrawn: All

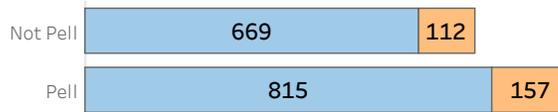
Total Count of Students Registered / Not Registered



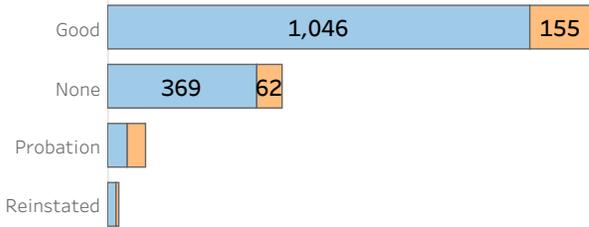
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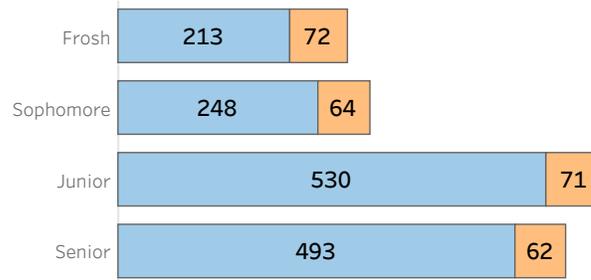
Pell Students Registered / Not Registered



Academic Standing Registered / Not Registered



Grade Level Registered / Not Registered



Data Glossary

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

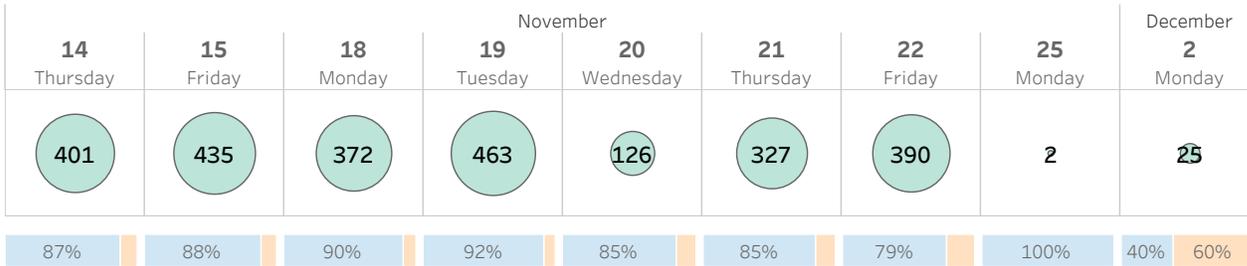


Special Population Registration Campaign

Custom Dashboard for Enrollment Management

~ Expertly Handcrafted ~
 Office of Institutional Effectiveness
 ~ Freshness Date ~
 12/9/2019 8:24:49 AM
 [EM_SPECIAL_POP_DASHBOARD_VW]

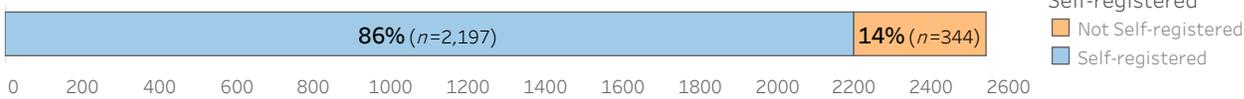
Eligible Students by Registration Day



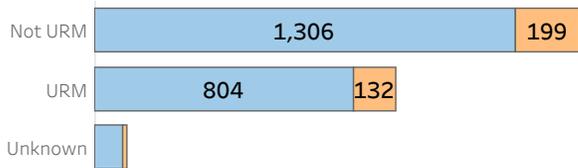
Dashboard Filter(s)

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- Admit Term: All
- Admit Type: All
- College: Natural Resources & Sci
- Department: All
- Current Athlete: All
- Housing: All
- Last Enrolled Term: All
- Grade Level: Multiple values
- Dropped: All
- Withdrawn: All

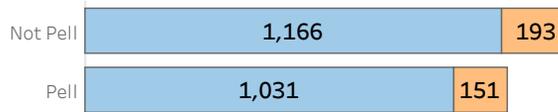
Total Count of Students Registered / Not Registered



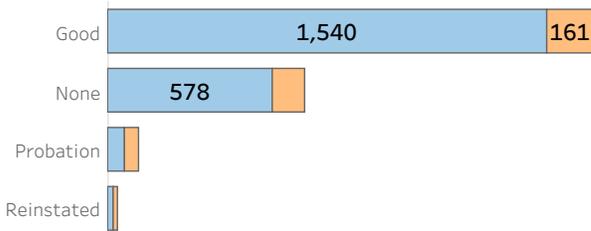
URM Students Registered / Not Registered



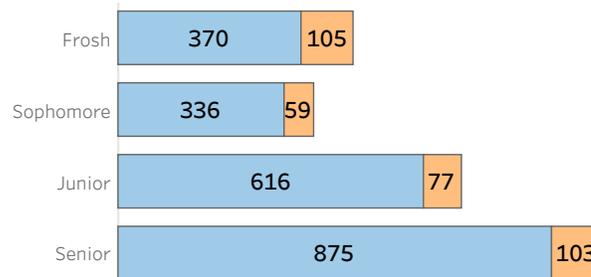
Pell Students Registered / Not Registered



Academic Standing Registered / Not Registered



Grade Level Registered / Not Registered



Data Glossary

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

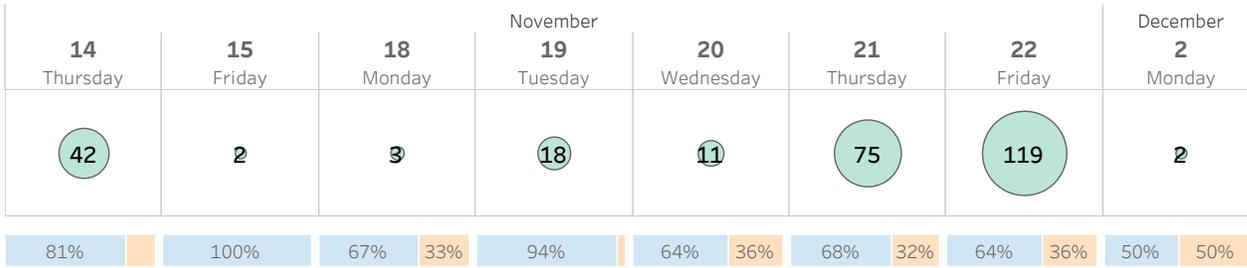


Special Population Registration Campaign

Custom Dashboard for Enrollment Management

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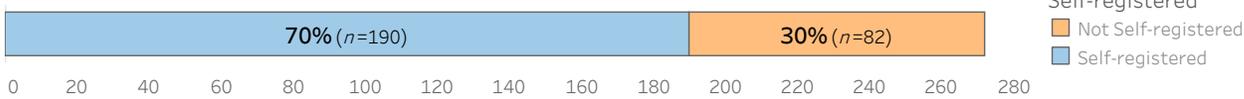
Eligible Students by Registration Day



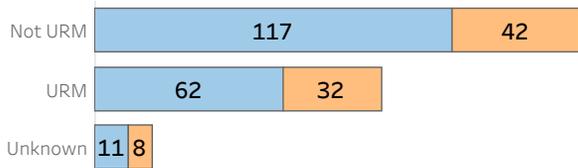
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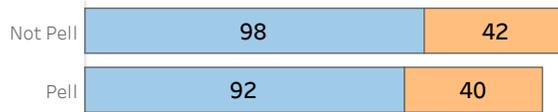
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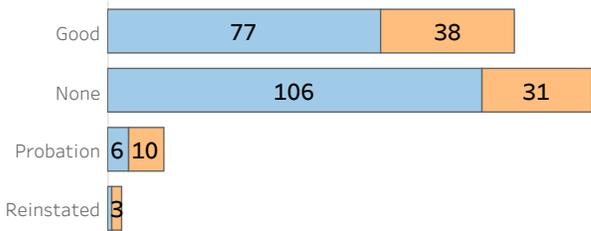
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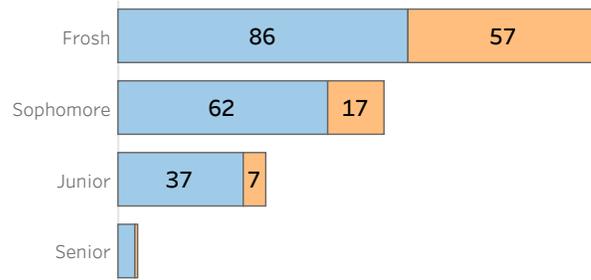
Pell Students Registered / Not Registered



Academic Standing Registered / Not Registered



Grade Level Registered / Not Registered



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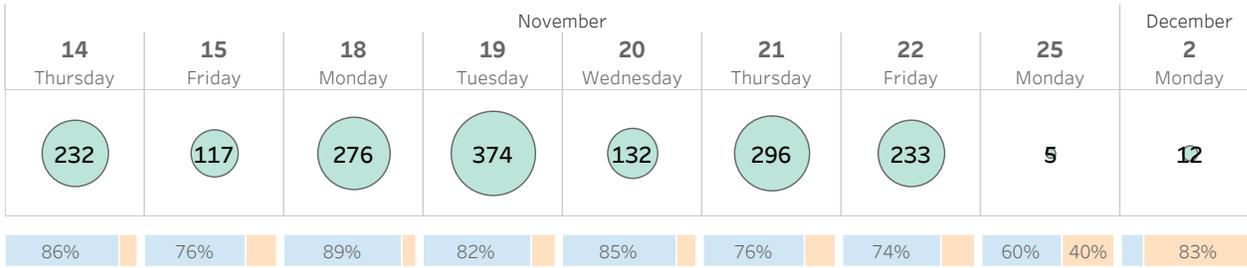


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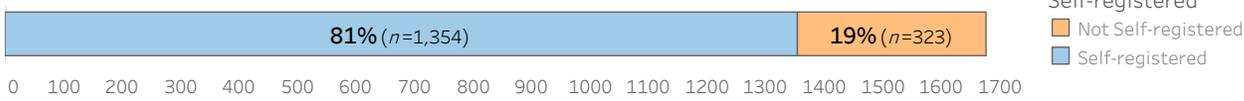
Eligible Students by Registration Day



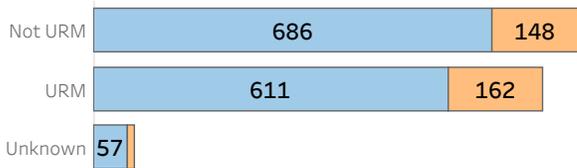
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- Current Athlete: All
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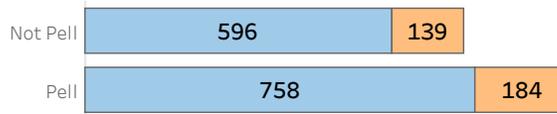
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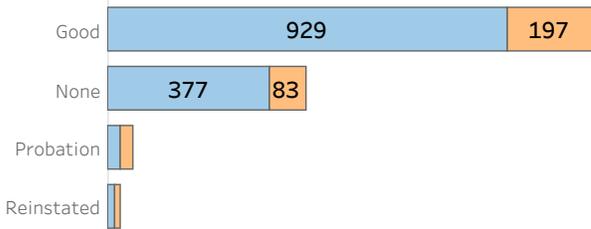
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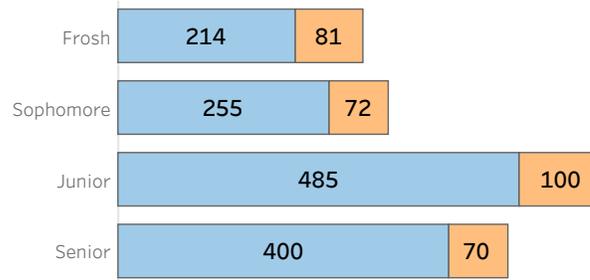
Pell Students Registered / Not Registered



Academic Standing Registered / Not Registered



Grade Level Registered / Not Registered



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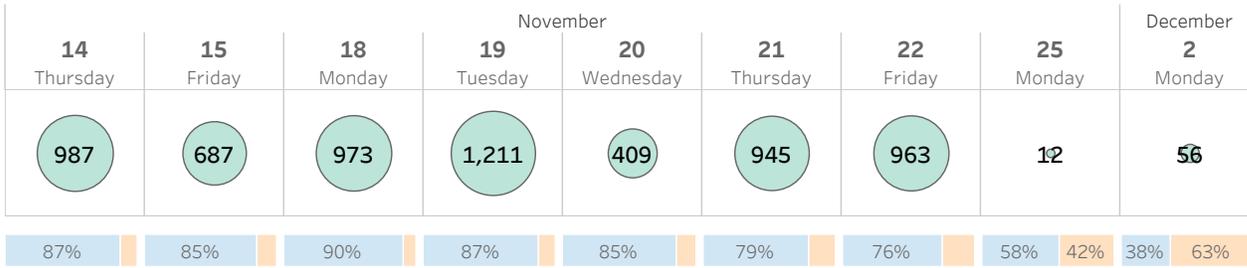


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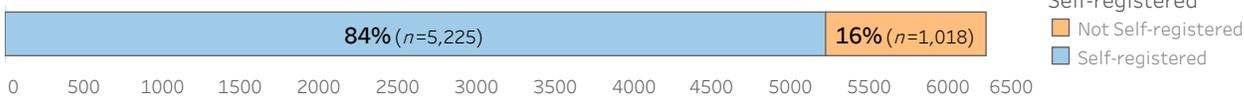
Eligible Students by Registration Day



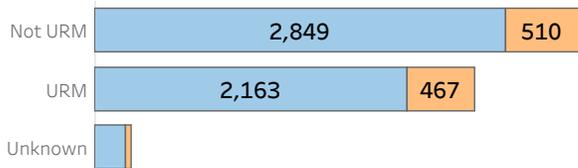
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- Department: All
- Current Athlete: All
- Housing: All
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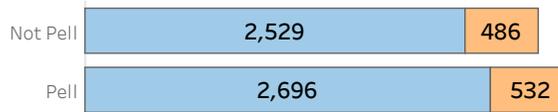
Total Count of Students Registered / Not Registered



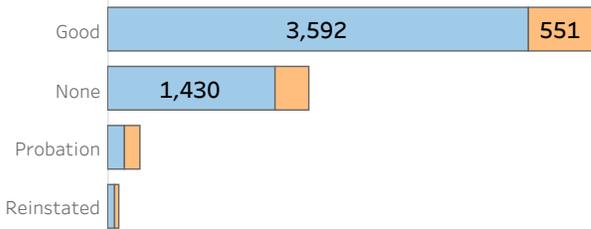
URM Students Registered / Not Registered



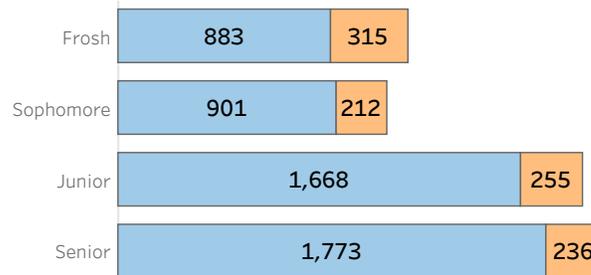
Pell Students Registered / Not Registered



Academic Standing Registered / Not Registered



Grade Level Registered / Not Registered



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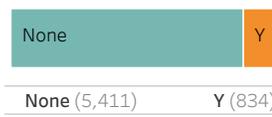
Special Population Registration Campaign

Custom Dashboard for Enrollment Management

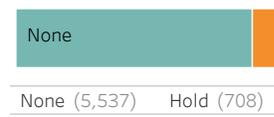
Academic Standing

Grade Level	Good	None	Probation	Reinstated	Grand Total
Frosh	291	800	93	14	1,198
Sophomore	882	140	74	17	1,113
Junior	1,142	683	67	33	1,925
Senior	1,830	98	45	36	2,009
Grand Total	4,145	1,721	279	100	6,245

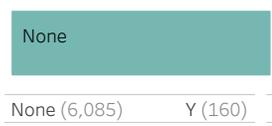
Any Hold



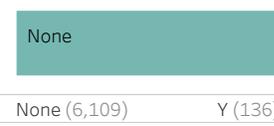
Advising Hold



Financial Hold



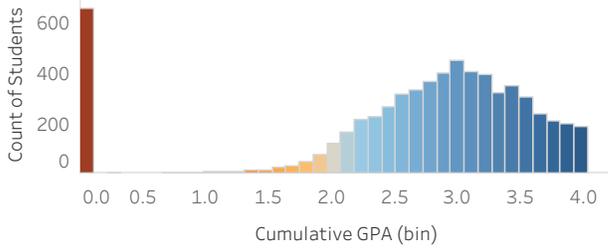
Vaccination Hold



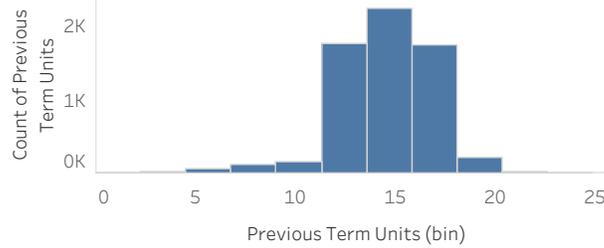
Dashboard Filter(s)

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- College: All
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- Current Athlete: All
- Housing: All
- Last Enrolled Term: All
- Grade Level: Multiple values
- Dropped: All
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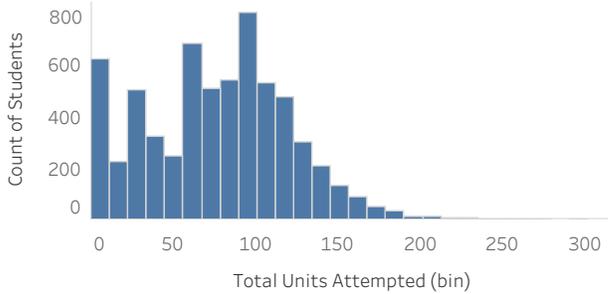
Cumulative GPA



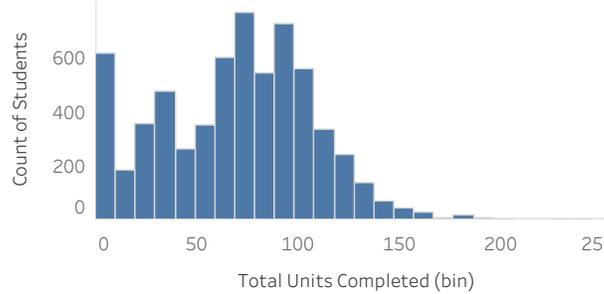
Term Units Enrolled



Total Units Attempted



Total Units Completed



Data Glossary

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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
GEOG	14% (n=5)	86% (n=31)
ENST	15% (n=22)	85% (n=121)
ART	16% (n=32)	84% (n=168)
COMM	16% (n=17)	84% (n=92)
ANTH	16% (n=17)	84% (n=88)
THEA	13% (n=17)	87% (n=114)
PHIL	17% (n=4)	83% (n=20)
POLI	18% (n=19)	82% (n=84)
SOC	21% (n=65)	79% (n=246)
INTL	19% (n=7)	81% (n=29)
ENGL	20% (n=32)	80% (n=127)
NAS	23% (n=3)	77% (n=10)
HIST	20% (n=21)	80% (n=86)
WLC	17% (n=4)	83% (n=19)
CRGS	27% (n=7)	73% (n=19)
JMC	25% (n=17)	75% (n=52)
RS	31% (n=4)	69% (n=9)
MUS	43% (n=30)	57% (n=39)

General Studies Registered / Not Registered



	Not Self-registered	Self-registered
UNDA	30% (n=82)	70% (n=190)

Natural Resources & Sci Registered / Not Registered



	Not Self-registered	Self-registered
GEOG	3% (n=2)	97% (n=71)
WLDG	9% (n=28)	91% (n=287)
OCN	11% (n=7)	89% (n=59)
BIOL	11% (n=82)	89% (n=663)
ESM	14% (n=54)	86% (n=340)
FISH	12% (n=8)	88% (n=58)
FWM	16% (n=44)	84% (n=235)
ENGR	16% (n=37)	84% (n=198)
CHEM	21% (n=25)	79% (n=94)
PHYX	19% (n=11)	81% (n=47)
CS	22% (n=28)	78% (n=100)
MATH	29% (n=18)	71% (n=45)

Professional Studies Registered / Not Registered



	Not Self-registered	Self-registered
SW	10% (n=17)	90% (n=151)
EDUC	12% (n=14)	88% (n=103)
CD	16% (n=19)	84% (n=101)
KRA	17% (n=62)	83% (n=311)
BUS	16% (n=66)	84% (n=354)
PSYC	16% (n=86)	84% (n=439)
ECON	17% (n=5)	83% (n=25)



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Percent of Students Registered / Not Registered by Primary College and Major Program

Registration Date Passed
All

Arts, Hum & Soc Sci Registered / Not Registered



	Not Self-registered	Self-registered
ISDS		100% (n=12)
ARTF	10% (n=2)	90% (n=19)
FREN	13% (n=1)	88% (n=7)
GEOG	14% (n=5)	86% (n=31)
FILM	14% (n=12)	86% (n=73)
THEA	15% (n=5)	85% (n=29)
EST	15% (n=22)	85% (n=121)
COMM	16% (n=17)	84% (n=92)
ANTH	16% (n=17)	84% (n=88)
PHIL	17% (n=4)	83% (n=20)
ART	17% (n=30)	83% (n=149)
INTL	18% (n=6)	82% (n=28)
PSCI	18% (n=19)	82% (n=84)
SOC	19% (n=19)	81% (n=79)
HIST	20% (n=21)	80% (n=86)
SPAN	20% (n=3)	80% (n=12)
ENGL	20% (n=32)	80% (n=127)
CJS	22% (n=46)	78% (n=167)
NAS	23% (n=3)	77% (n=10)
JN	25% (n=17)	75% (n=52)
RGSS	27% (n=7)	73% (n=19)
RS	31% (n=4)	69% (n=9)
MUS	43% (n=30)	57% (n=39)
ISIS	50% (n=1)	50% (n=1)

General Studies Registered / Not Registered



	Not Self-registered	Self-registered
UNDE	30% (n=82)	70% (n=190)

Natural Resources & Sci Registered / Not Registered



	Not Self-registered	Self-registered
GEOG	3% (n=2)	97% (n=71)
BOT	9% (n=8)	91% (n=84)
WLDF	9% (n=28)	91% (n=287)
BIOL	11% (n=49)	89% (n=413)
OCN	11% (n=7)	89% (n=59)
FISH	12% (n=8)	88% (n=58)
RRS	12% (n=4)	88% (n=29)
ZOOL	13% (n=25)	87% (n=166)
ESM	13% (n=51)	87% (n=336)
ERE	16% (n=37)	84% (n=198)
FOR	16% (n=40)	84% (n=206)
PHYX	19% (n=11)	81% (n=47)
CHEM	21% (n=25)	79% (n=94)
CSCI	22% (n=28)	78% (n=100)
MATH	29% (n=18)	71% (n=45)
ENS	40% (n=2)	60% (n=3)
EMP	50% (n=1)	50% (n=1)

Professional Studies Registered / Not Registered



	Not Self-registered	Self-registered
SW	10% (n=17)	90% (n=151)
LSCE	12% (n=2)	88% (n=15)
LSEE	12% (n=14)	88% (n=103)
KIUG	15% (n=46)	85% (n=252)
BA	16% (n=66)	84% (n=354)
PSYC	16% (n=86)	84% (n=439)
LSCD	17% (n=17)	83% (n=86)
ECON	17% (n=5)	83% (n=25)
RADM	21% (n=15)	79% (n=58)
LSRA	50% (n=1)	50% (n=1)



HUMBOLDT STATE UNIVERSITY

Office of the President

Senate Update (*December 2019*)

Office of the President – Tom Jackson, Jr.

General Updates

1. Attended several community events and activities often centered around cultural, ethnic, economic, or governmental groups. This included scholarship events.
2. Attended benefit/donor events. General focus has been external -- to positively engage the regional communities and to keep informed of the different groups external to campus.
3. Attended several student activities including the Heathers Musical, BSU dinner, Formerly Incarcerated students meeting, and an ITEPP dinner.
4. Participated in athletic socials with donors and the Meiggs tribute/scholarship event.
5. Met with academic deans and continue to maintain the weekly schedule with VPs. These meetings are between 60-90 minutes each. The Chief of Staff has multiple pages of action items and the President monitors nearly 20-40 items per VP for action.
6. Generally see the Senate chair once monthly and up to 2-3 times informally at other events.
7. Hosted first Eureka government leaders and HSU leaders' reception.
8. Attended EOC thank you.
9. Reviewed power outage protocols and activities.
10. CAIFS Tribal Nations Welcome day.
11. Economic Development event featuring both the Eureka and Arcata mayors
12. Regular luncheon with Eureka City Schools Superintendent.
13. Attend CSU Board of Trustees. This is a 3-4 day activity because of travel into and out of ACV.
14. Campus President's report shared. The report is an "external" online report designed for guests and friends of the university. It is 100% positive and showcases activities the President wants the outside community to be aware of regularly. It is primarily distributed to donors and anyone that has provided the President their business card.
15. CR/HSU press conference and MOU signing. The actual summit was in October and included 45 participants from the senior leadership of both campuses.
16. Attended the Arcata Chamber mixer and St Joseph Hospital mixer. Generally, a member of the President's staff will attend the different local activities, if not the President. This is a deliberate effort to remain locally engaged in the community. Effort is now ongoing to have other faculty and staff present, representing, and/or engaged in local activities.

17. A fall semester report is being generated to illustrate the depth of activities that have occurred recently.
18. Searches: There are two on the president's immediate staff open for hire. The Athletic Director is ongoing. The Provost search will be conducted by Witt/Kieffer. A search committee will be formed in alignment with the Faculty Handbook to assist with the review of applications. Finalists will be invited to campus. The President will make the final selection. There are 14 open Provost positions in the CSU. It is regarded as the most demanding and challenging position on a campus. The average length of time in the role is approximately four years.

General Goals

The general goals remain: to provide a positive, meaningful, educational experience for students. Additionally, great effort is attached to strengthening recruitment and retention, which is shifting from a freshmen based to transfer based process. Accreditation, the strategic plan, the academic master plan, the budget, advising, and the relationships with tribal nations and the local community all have significant emphasis.

Other areas now being promoted include reviewing bureaucracy and administrative processes to reduce redundancy and improve efficiencies, and reviewing processes that will assist the campus in sustaining itself during power outages. In the coming months, as part of the accreditation and strategic plan, Academic Affairs will be asked to consider broadening online academic programs; developing additional graduate programs; and establishing new academic programs for the next generation of faculty and students.

Emphasis will also be in global engagement in an effort to internationalize campus, as well as establishing professional development programs to assist with staff and faculty development.

Request of the Senate

1. Civility and engagement – CSUSM has established principles and a pledge to help guide the campus. Below is part of their statements.

Principles of Civility

- Self-reflection
- Care
- Respect
- Empathy
- Culture
- Humanity

The Pledge -- The Civility pledge is a promise to oneself, CSUSM and the surrounding community.

As a member of the CSUSM community, I will conduct myself with self-reflection, care, respect, and empathy while acknowledging the culture and humanity of others.

It is requested the Senate consider reviewing and establishing something similar for HSU.

2. Community service – This is a strong request from the community for HSU to re-engage the community in local activities. This is not just Arcata, but also the county. Identifying deliberate ways for HSU to be prominent is what is needed. This could be participation in parades, hosting symposia, or any other methods that would positively promote HSU, the campus workforce and students.
3. Academic Master Plan – An aggressive work plan to address the academic master plan is needed. For generations the role of the faculty has been to review curriculum, modernize or evolve the curriculum, add or remove programs (for the times), rebrand programs, and/or other related enterprises. The academic master plan is critical to the strategic plan and ultimately the accreditation process. Any delay or failure jeopardizes accreditation. This is a matter of urgency that warrants a non-political or territorial approach. It is also critical that departments, and department faculty, be engaged in discussions and any processes. A college-level process led by the academic Deans is encouraged. This would provide local ownership at the department/college level. Once consensus is reached, any recommendations should be brought to the Senate for support.
4. To re-emphasize, this is a critical component for accreditation and the operational focus of the University. It is more important something be done. Whatever is done could be reviewed regularly and subject to change over time.
5. Student Activities – There are limited activities that occur on campus after the third week of the fall semester. Naturally, there should be several activities weekly to engage the student body. Whether this will be addressed by the Senate or administratively is yet to be determined, but a comparison of student engagement activities at HSU compared to other HSU benchmarks may be warranted.
6. Housing – Should the Senate engage, feedback would be welcomed on what HSU should do to address student and employee housing in the community.