

CAL POLY HUMBOLDT

University Senate Written Reports, September 27, 2022

Standing Committees, Statewide Senators and Ex-officio Members

Academic Policies Committee:

Submitted by Marissa Ramsier, APC Chair Pro Tem

Members: Julie Alderson, Frank Cappuccio, Thomas Gray, Michele Miyamoto, Humnath Panta, Li Qu, Jenni Robinson Reisinger, Kathy Thornhill. Vacant: AS Student 2nd Rep.

Meeting Date(s): September 12, 2022 & September 21, 2022, both via Zoom

On September 12, the committee held a semester start-up meeting, hosted by Monty Mola (University Senate Chair) given that the APC Chair was vacant. The committee includes multiple new members, so the goal of this meeting was to make introductions and discuss the general work slated for the committee this year as Senate Action Items or otherwise. Attention was drawn to the credit hour policy, underrepresented groups policy, and potential policies/impacts of AB 928. Guest Marissa Ramsier (running for Senate seat) was voted Chair Pro Tem until/if a senate appointment occurs. (Present Members: Alderson, Cappuccio, Gray, Miyamoto, Qu, Robinson Reisinger. Guest: Monty Mola, Marissa Ramsier).

On September 22, the committee held its first regular meeting. We discussed our plan of action for the semester and agreed to start with the credit hour policy (1st). APC members will choose tasks to shepherd to get several balls rolling in several courts. The committee heard a request by John Meyer, Chair of Environmental Studies (ENST), regarding a priority registration (under category C) for ~4-5 student-instructors per semester that lead ENST 123 courses at CCAT. The committee concluded that additional information was needed to evaluate if the request met the criteria - a request for additional information was sent to Professor Meyer. (Present Members: All. Guest: Peggy Metzger, John Meyer, Marissa Ramsier).

Appointments and Elections Committee

Submitted by Jayne McGuire, AEC Chair

Members: Jayne McGuire, Monty Mola, Jorge Monterio, Joshua Frye, Shasheen Raymond, Jenn Capps

The AEC Committee met on 9/23/2022 to confirm appointments and to discuss and develop strategies around the continuing committee vacancies. The following remain high-priority positions.

- ASCSU Representative
- Center for Community Based Learning Advisory Committee (CNRS)
- Instructionally Related Activities Committee
- Grade Appeal Committee
- HSU Sponsored Foundation Board

Please share this information with colleagues and have them contact Jayne McGuire for more information.

The AEC is also beginning work on a flowchart for election and appointment procedures, in collaboration with the Constitution and Bylaws Committee.

Constitution and Bylaws Committee:

Submitted by Rouhollah Aghasaleh, CBC Chair

Members: Chelsea Teale, George Wrenn, Deidre Clem

Meeting Date(s): 09-19-2022

- review of CBC charge for 2022-23
 - Discussion: guidelines for creating/ sunseting committees→ to be discussed w/ VP Gordon
 - Discussion: guidelines for election procedures→ to be discussed with AEC Chair
- Faculty handbook updates: Section 800 under way since Spring
- proposed [Resolution to Amend the Constitution to Allow Lecturer Faculty to Approve the Graduating Students List](#)

Faculty Affairs Committee:

Submitted by Tim Miller, FAC Chair

Members: Ramona Bell, César Abarca, Kim Perris, Kim White, Loren Cannon, Tim Miller

Vacancy: 1 Faculty 'At-Large'

Meeting Date(s): Regular meeting times are Tuesdays 12:00-12:50 in KA 106, Zoom hyflex by request.

We met 9/13 to set out a plan to address concerns about the role of bias in the Student Evaluations of Teaching Effectiveness – specifically bias against women faculty and faculty of color. We are looking at creating language in the faculty handbook that acknowledges this bias and including trainings on bias in the faculty and student orientation process. We also want to include language about how faculty can petition to have biased evaluations removed or otherwise addressed.

We are planning to meet with a wide range of committees and groups on campus that have experience and/or feedback on the SET process. We invite anyone to meet with us or collaborate on this- please join us at one of our weekly Tuesday meetings or contact Tim (tim.miller@humboldt.edu).

Integrated Curriculum Committee:

Submitted by Jill Anderson, ICC Chair

Members: Ramesh Adhikari, Jill Anderson (ICC Chair), Brad Ballinger, Carmen Bustos-Works, Christine Cass, Eden Donahue (CDC Chair), Cameron Allison Govier, Bella Gray, Sara Jaye Hart, Heather Madar, Bori Mazzag, Cindy Moyer, Marissa Ramsier, Joshua Smith, Cyril Oberlander, Justus Ortega, Cutcha Risling-Baldy (GEAR Chair), Jenni Robinson, Sheila Rocker-Heppe, Melissa Tafoya, Carly Marino, Mary Watson, Mark Wicklund

Standing Contributor: Anna Thaler

Current Vacancies: Graduate Council representative, Student representatives (2), CAHSS Chair, CAHSS GEAR Rep, APC Chair, At-large Faculty Member CDC

Meeting Date: 9/20/2022

Regular meeting times are Tuesdays from 9-11am with the Full ICC and ICC Subcommittee meeting on alternate weeks. Full Committee meetings are hyflex in FH 235 or Zoom:

<https://humboldtstate.zoom.us/j/83865346349?pwd=c3Vvb2J4d3FvYlRwTVAvT1piT053Zz09>

Resources available for curricular proposal development and submission: [Asynchronous Curriculog Training](#), [Curriculum Guidelines, Policies and Procedures](#), and [Associated Curricular Forms](#)

Subcommittee Reports

Course and Degree Change (CDC)- CDC is working through the proposals in Curriculog to meet the deadlines for the 23/24 catalog.

General Education and All University Requirements (GEAR) Curriculum and Assessment Committee- Preparations to move through the GEAR course proposals is underway and a clear organizational process is being developed to track proposal submission and approval. The recertification process proposed in the spring of 22 to align GEAR recertifications with program review is moving forward and an updated GEAR Policy reflecting those changes is forthcoming.

Academic Program and Planning (APPC)- Several new programs are being reviewed and work continues on revamped new program proposal guidelines, updating the course numbering policy to account for GEAR courses, and a policy on differentiating degree types.

Maritime Archeology Certificate

The committee reviewed updates to the proposal based on the feedback last meeting and approved the certificate to move to the senate.

Anthropology Program Change

The committee reviewed the Anthropology program change proposal that moves the major from a BA to a BS. The program change is responsive to shifts in the field of Anthropology, aligns with Cal Poly curriculum, and meets all the requirements from Title 5 and EO 1071. Dr. Risling-Baldy shared that the faculty of the Native American Studies Department were working on a statement of feedback inquiring about the effects changing to a BS would have on the work done with Tribal Nations and cultural artifacts. Points for discussion were on housing artifacts and remains, especially in an area that is shared with the Food Sovereignty Lab and other locations where Elders visit and ceremonies are performed. Additionally, the potential to include an NAS course in the core of the Anthropology BS was discussed in order to purposefully integrate knowledge on working on Tribal lands and recognizing and respecting the processes of working with Tribal Nations on Anthropological projects. Dr. Ramsier responded that the Anthropology department had been in communication with NAS about including coursework and appropriate knowledge into the program and were open to doing so. She also indicated that the program changes would not result in changes to the amount or types of fieldwork done and that the practices of not housing any artifacts or remains of unknown lineage or known lineage to a Tribal Nation would continue. Conversations with NAS and Anthropology will continue on these matters.

ICC Bylaws

The committee reviewed a proposed set of updates to the ICC bylaws. Highlights of the suggestions include:

- Student representation has been minimal in the past few years and the need to explore how to support students participation and/or allow for AS elected staff representation on the ICC was noted.
- Clear communication and expectations about who reviews and makes curricular decisions based on resource limitations.
- Discussion on voting membership ended up recommending keeping the voting the same, where all members except the AVP of AP votes.
- Discussion on an appeals process for any curricular proposal that did not make it out of the Senate was discussed and the need to have something in place was highlighted. This is something the ICC will continue to work on.
- The ICC communicates reasoning for decisions if a proposal is currently unable to move to the next step in the ICC process to proposing faculty already but that language is not explicitly in the Bylaws. It was noted that that language should be added to ensure that practice is preserved.

University Resources and Planning Committee:

Submitted by Jim Woglom, URPC Co-Chair

Members: Jenn Capps, Jim Woglom, Amy Sprowles, Jaime Lancaster, Nicole Jean Hill, Arlene Wynn, Shawna Young, Peggy Metzger, Frank Whitlatch, Giovanni Guerrero

Meeting Date(s): Bi weekly Fridays 1:00-2:30pm

The University Resources and Planning Committee met once since the September 13th Senate Meeting, on Saturday, September 23rd from 1-2:30. During this meeting, which was held remotely because of scheduling concerns on behalf of the co-chairs, we first worked at ironing out the details of the first in our series of Open Fora, which will be held in two repeated sessions at 9 am and 2pm on Tuesday, October 4th. This first session will cover “Budget 101”, and will be sort of a precursor to the rest of the series’ content. Following this planning session, we received a robust enrollment update from IRAR Lead Mike Le, who will be presenting a similar set of slides and data during the September 27th Senate Meeting. We touched on the President’s charge, which is still in development but should be coming soon. University Budget Director Amber Blakeslee then ran us through an overview of the [OpenBook dashboard](#), a public-facing means of digging into the university budget. We then discussed the CSU Budget Request, which is the first major action in the budget planning cycle for the state. We very briefly previewed the questions of whether we, as a University should move the Summer Schedule to Stateside, and how we might outline an annual schedule of budget information sessions. Thank you for engaging in shared governance around the resources of our shared University.

Office of Equity, Diversity, and Inclusion:

Submitted by Rosamel Benevides-Garb, Interim AVP and Campus Diversity Officer

Meeting Date(s): Month of September 2022

As we advance toward the end of our second month of transition, the Office of Diversity, Equity, and Inclusion has identified the need for creating sustainability and year-to-year long-range continuity of its programming. To this end, we have made significant progress in developing foundational programmatic frameworks that enable clear pathways of cross-departmental collaboration for the successful implementation, sustainability, and assessment of ODEI initiatives for years to come.

1. **ODEI Faculty Diversity and Equity Fellows:** Key to building this foundational framework is our cohort of four Faculty Diversity and Equity Fellows who have made considerable progress toward developing the foundational lanes of multi-year initiatives in alignment with the vision and mission of the ODEI. These projects and programming will make a collective institutional impact at Cal Poly Humboldt and through the equity arcata initiative. The Equity Fellows have dedicated areas of engagement, as follows:
 - **Campus Pride Index:** Dr. Benjamin Graham (Department of Psychology, 2nd year Equity Fellow, representing LGBTQIA+ and the College of Arts, Humanities, and Social Sciences) is working on two ongoing projects that will positively impact the recognition, achievements, and visibility of our LGBTQ+ community.
 - The first is the development of an ongoing commitment to commemorating LGBTQ+ History Month annually in October by inviting faculty to integrate spotlight achievements of the LGBTQ+ community into their classrooms. If Senate members would like to bring this opportunity to the classrooms of your department, please contact Dr. Graham directly (bcg214@humboldt.edu).
 - The second project is pursuing the completion of the Campus Pride Index in which matters of the diversity, equity, and inclusion of our institutional LGBTQ+ community are assessed. The results of this assessment will reveal areas of campus success in creating safe, welcoming, and inclusive spaces, as well as the areas in which we can improve LGBTQ+ policies, programs, and practices. Dr. Graham's project has been met with an enthusiastic agreement by the Transgender, Gender Non-binary & Gender Non-conforming Task Force to collaborate. Cal Poly Humboldt has not conducted a Campus Pride Index since 2015 and it has the potential to elevate Cal Poly Humboldt into national recognition as a LGBTQ+-friendly university. Currently, only one CSU campus is recognized in the Campus Pride Index (CSU San Diego) and Cal Poly Humboldt will be the second CSU institution to complete this index.

- **Equity Arcata:** Dr. Lisa Bond-Maupin (Department of Sociology, 1st year Equity Fellow, representing *equity arcata*, a shared initiative between Cal Poly Humboldt and the City of Arcata) has assumed the role of equity arcata's Network Manager, in which she is assessing the bigger picture of the network, its overarching aspects of commitment to the purpose and support of the network of volunteers who comprise equity arcata. As with all things, the pandemic caused significant disruption of the joint initiative. Dr. Bond-Maupin's work is to honor what has been created and sustained, while exploring what equity arcata means today and how to grow to engage change in a manner that is BIPOC-centric (Black, Indigenous, and Persons of Color) and student-centric. The work of equity arcata reinforces the collective impact model and what it means to work under a shared agenda with shared accountability for impact.
 - equity arcata's Home Away From Home working group recently held an event that was very successful in meeting its purpose and impacting our students. There was high participation by the volunteer working group and donations received. Students who attended the event received a free package of everyday items to assist them in meeting their basic needs. The giveaway ran out of packages within a half hour of opening: 160 packages in total, attesting to the high-volume of need by students. Those students who did not receive a care package were offered a hot meal.

 - **Student Achievement Gap:** Dr. Jianmin Zhong, (Department of Biological Sciences, 1st year Equity Fellow, representing the College of Natural Resources and Sciences) is exploring the development of a framework for how to utilize institutional data to recognize and address academic achievement gaps. Dr. Zhong has enrolled in the CSU Student Success Analytics Certificate Program to gain expertise in how the available data can be disaggregated to account for the achievement gaps experienced by underrepresented groups, Pell Grant recipients, and first-generation students. By assessing this disaggregated data, Dr. Zhong will develop a framework for how our institution collaborates to ask the relevant questions that seek to address inequities in the classroom, create equity in learning outcomes and pedagogical practices, and decrease the number of Cal Poly Humboldt students on academic probation.

 - **ODEI Assessment and WASC Follow up Report:** Dr. Humnath Panta (School of Business, representing the College of Professional Studies) is examining the integration of the Six Pillars of Inclusive Excellence (developed by Dr. Elavie Ndura) into the Cal Poly Humboldt Strategic Plan and non-academic program level. In collaboration with the Director of Non-Academic Assessment, Dr. Amy Moffat, Dr. Panta will prepare a report for the Western Association of Schools and Colleges institutional diversity, equity, and inclusion assessment. In further outlining this lane of engagement, Dr. Panta will focus on the development and implementation of a Six Pillars of Inclusive Excellence assessment tool by which non-academic units will measure their objectives. This data will be an ongoing tool used to inform our campus and WASC of the university's commitment to diversity, equity, and inclusion.
2. **ODEI Equity Advocates:** In collaboration with Academic Personnel Services (APS), the ODEI's Leadership Team has redesigned the duties and responsibilities of the Equity Advocate. The

redesigned role of the Equity Advocate will have a strategic impact in the search process to ensure the most equitable outcomes. We have been able to confirm 24 faculty available to take this role this semester.

3. **Equity and Diversity Grant Program:** The ODEI will issue the Call for Proposals by October 15th for the Equity and Diversity Grant Program. We are building the administrative grant infrastructure in the InfoReady platform. We will be reactivating the grant award committee, per the established directives of the University Senate.

This year, ODEI will grant up to \$42,000 to our campus community's pursuit of advancing programs offered on campus to the university community that raise awareness, deepen understanding, and/or engage the campus community in dialogue about one or more of the multiple dimensions of diversity and equity.

4. **ODEI Welcome to Humboldt Initiative:** The ODEI Welcome to Humboldt Initiative Working Group has been merged with leaders from the Office of Admissions, the College of Professional Studies, Human Resources. This merger will allow for deep collaboration, networking, and resource sharing for the best comprehensive institutional outcomes to support the arrival of new students, faculty, and staff.

The Office of Diversity, Equity, and Inclusion is assisting in establishing the foundational framework for the greater effort that is the Welcome to Humboldt Initiative, while also developing and refining our office mission to support the welcome and retention of underrepresented students, faculty, and staff.

5. **ODEI Newsletter:** The ODEI newsletter, ODEI Pathways, will be published and made available to the campus community in the first week of October. The newsletter documents and celebrates the advancement of the ODEI mission, and networking and collaborative efforts on campus and within the greater community.
6. **ODEI and STARS Collaboration:** The Office of Sustainability has called upon the ODEI to contribute to the STARS Sustainability Report, assessing dimensions of diversity, equity, and inclusion at Cal Poly Humboldt. This report will be completed by March 2023. ODEI will be working on this project for the rest of the fall 2022 semester. The STARS report includes over 1,000 universities across the globe. The STARS Sustainability Rating is a CSU-wide initiative, and Cal Poly Humboldt is rated in the top 2nd position in overall sustainability in the CSU system. Cal Poly Humboldt is currently Gold-rated, and is seeking to become Platinum-rated by 2026.

Staff Council:

Submitted by Senator Sulaina Banks

Staff Council is planning multiple connect events throughout the academic year. At this time, the following dates have been confirmed:

(In-Person) Monday, September 26th

(In-Person) Tuesday, January 24, 2023

(Virtual) Monday, February 27, 2023

The Homecoming Committee would like to invite you to participate in the Homecoming Door Decorating Contest during Homecoming Week (October 3 - 7, 2022).

This year's theme is **Cal Poly Humboldt Spirit (Green & Gold)!**

Judging will take place from October 3rd to October 5th.

Submit a picture of your door through this [GoogleForm](#) by **October 5th** to enter the contest!

The winner will be announced on October 7th. Winners will also receive cupcakes for everyone involved from Mia Bella's cupcakes!

Need materials? Stop by the Gutsurrak Student Activities Center in room 240 to pick up materials from September 26th - 30th.

President and President's Administrative Team Report to University Senate

Tom Jackson, Jr., President

Timothy Downs, Chief of Staff, Interim

Sherie Gordon, CFO/VP Administration and Finance

Jenn Capps, Provost and VPAA

Cooper Jones, Executive Director of Athletics and Recreational Sports

Frank Whitlatch, VP Advancement

Adrienne Colegrove-Raymond, Special Assistant to the President for Tribal & Community Engagement
and Interim Dean of Students

People

The search for the Vice President for Enrollment Management & Student Success continues, and candidate semi-finalists are being interviewed this week.

Inclusive Student Experience

Latinx Heritage Month September 15-October 15 [Schedule](#)

Indigenous Peoples Week October 10-14

Community

Homecoming & Family Weekend October 1-9, [Homecoming Schedule](#)

Campus & Community Dialogue on Race October 24-28 [CDOR Schedule](#)

Campus Culture and Operations

The campus is moving to a Day One in Human Resources (HR) model for new employees to ensure timely completion of onboarding documentation.

The 2022 Annual Security Report (*Jeanne Clery Disclosure of Campus Security Policies & Campus Crime Statistics Act*) has been published, in compliance with the Clery Act. [The report can be accessed here:](#)

https://clery.humboldt.edu/sites/default/files/cal_poly_humboldt_2022_annual_security_report.pdf

Innovation

SimpsonScarborough presented their Brand Activation report, and the process is moving forward.

Academic Program Excellence

The Humboldt/CR Partnership Virtual Summit Meeting is scheduled for Friday, September 30th to continue and advance the partnership of College of the Redwoods and Cal Poly Humboldt.

Global and Tribal Outreach and Education

Native student enrollment is over 2%

Sustainability

The STARS (Sustainability Tracking and Assessment & Rating System) reporting process has begun; the report will be submitted for 2023.