

## **CAL POLY HUMBOLDT**

**University Senate Written Reports, December 13, 2022**

**Standing Committees, Statewide Senators and Ex-officio Members**

---

### **Academic Policies Committee:**

Submitted by Marissa Ramsier, APC Chair

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

Meeting Date(s): November 30 via Zoom, December 7 independently

We completed revisions to the Course Numbering Policy and prepared it for a senate reading. The proposed revisions correspond with recent revisions to GE Areas E and F, offer the first formal definition of Supplemental Instruction at Cal Poly Humboldt, facilitate the identification of writing intensive courses as per GEAR requirements, and streamline/clarify policy language. We also worked on the Credit Hour Policy - we made revisions based on feedback from outside of the committee and anticipate it being ready for a senate first reading at the beginning of the Spring 2023 semester. We continued gathering feedback on the Credit for Prior Learning policy draft. We also set our Spring 2023 meeting time - Fridays 2:00-3:00.

---

### **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, Amy Sprowles, Anna Thaler, Cyril Oberlander, Justus Ortega, Cutcha Risling-Baldy (GEAR Chair), Jenni Robinson, Sheila Rocker-Heppe, Melissa Tafoya, Carly Marino, Mary Watson, Mark Wicklund

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

Meeting Dates: December 6th 2022

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

### **ICC Consent and Voting Action Calendar**

The ICC consent calendar was approved without discussion with the exception of one proposal, ENGR 215 (to be renumbered ENGR 205). This proposal was discussed at length at the request of Dr. Maxwell Schnurer, who was a guest at the meeting, and our colleagues in Communication. While the CS 251 (to be renumbered CS 201) was also part of the discussion, it was not on the calendar for approval as it was at the Course and Degree Change subcommittee step still. These two proposals were under discussion as they were on the agenda for approval in GE Area A1 Oral Communication.

In the 22/23 AY, the new Engineering and Computer Science programs went through the shared governance process, part of which was submitting proposals for meeting GE requirements in the same way that the existing Environmental resource Engineering Program was. This proposal included a waiver for A1 “We are proposing that this requirement is met once students have completed ENGR 115, 215, 322 and 326 as outlined in Appendix 1.” The CO, having approved the rest of the proposal, indicated that, in part due to the ICAS process on the common transfer pathway (AB 928), a singular course would need to be identified for A1 in order for the programs to be approved for their fall 23 launch. In response to this message in consultation with the GEAR chair at the time, Dr. Lisa Tremain, and AVP Works, it was decided that the programs prepare a GE proposal to designate one course for A1 instead of meeting A1 across four courses. The ENGR 215 proposal was the culmination of that work and was on the ICC agenda after approval by the GEAR committee.

Dr. Schnurer communicated concerns over the criteria used to approve the course and desire to ensure that students were receiving the best possible education in A1 as a golden 4 area and area that has historically been met by COMM 100 exclusively. Dr. Schnurer asked 1) that GEAR establish criteria for the A1 classes that include discussion with disciplinary experts and look at models from other CSUs, 2) a pause on these two proposals so the standards for this area can be established, 3) more communication with impacted departments when issues come up. Dr. Schnurer offered collegiality in collaboration with the programs in the creation of a course to meet their needs and possibilities of co-teaching.

During the discussion that followed, multiple suggestions and concerns were raised including discontent with the timeline of approving these proposals, which are needed to launch the fall 23 programs and thus must meet the catalog deadlines. It has also been noted that more

explicit translation of the contents on the GEAR certification form to the syllabus for courses would be a noted improvement that could be made.

The ICC ultimately approved the proposal to go forward to the senate with the stipulation that a) The bigger picture of the GE program/courses will carry on, b) with a connection between communication and engineering faculty and c) Area A1 will be on the ICC agenda in January with a specific time and invitations to all parties. While there are no current parameters or guidelines for requiring collaboration between programs/departments nor criteria for what a “successful” collaboration would look like in order to have collaboration be a stipulation that holds the approval of a proposal, the ICC has and will continue to connect faculty in support of curricular evolution. As a result of this meeting, a message was sent to the faculty leads on the Engineering proposals, Dr. Eileen Cashman, and Computer Science proposal, Dr. Mark Rizzardi, as well as Dr. Schnurer and all parties in collaborative discussions on curriculum as well as the exploration of team teaching. Additionally, further discussion of A1, including the evolution of the criteria for A1 proposals, is on the agenda for the first ICC meeting of Spring on January 17th 2023. As the discussion on A1 criteria continues, it is anticipated that this will need to be responsive to the final decision from AB 928 (deadline of December 2023 for that decision) and note that, in alignment with the spirit of the GEAR recertification process developed in 20/21 and refined in 21/22, the A1 courses would recertify based on any new criteria.

On the point Dr. Schnurer raised about the committee communicating out more with departments; more campus wide communication on the proposals under review has been a goal of this year's committee. That work began with sending out emails to department chairs and program leads linking the new programs under review and meeting agendas and will continue to evolve with the valuable feedback of our colleagues like Dr. Schnurer.

### **New Program Proposals**

The process for new program proposals was briefly mentioned, noting the topics that the Academic programs and Planning (APP) subcommittee had discussed in the previous meeting and a reminder that the divisional meeting in January would focus on this topic.

APP discussion noted that while the process for moving a proposal through the shared governance process and CO is set (one stop shop resources coming spring 23), the process for identifying the proposals to bring forward to the approval process was not. Area for consideration included:

- Revisiting the prospectus
  - How are we doing as far as the “buckets” for polytech
  - Were the 2026 and 2029 ideas proposed programs going to be maintained

- Improved communication between:
  - Faculty across programs/departments/and colleges
  - The polytech curricular working groups and other faculty
  - The administration and faculty
- Capacity and sustainability including
  - Being cognizant of curricular duplication
  - Staff hires to support the work
  - Longer lead time on formal program proposal development
    - Facilitated collaboration and communication
    - Time for recruitment and catalog updates for advertisements
    - Support for TT hires
- Evolution of curriculum
  - Being responsive to enrollment and industry needs
  - Considering what makes more sense as a degree program, concentration, minor and certificate
  - Faculty collaboration between the new ideas and existing curriculum
  - Looking beyond the prospectus to all new humboldt programs

Additionally, the process for program suspension and deletion and possible need to update the policies governing those processes was noted.

---

## **University Policies Committee:**

Submitted by Chris Harmon, UPC Chair

Members: Chris Harmon, Adrienne Colegrove-Raymond, Troy Lescher, Sara Sterner, Michelle Williams, Sulaina Banks

Meeting Date(s): 12.02.22

Mike Le and Amy Moffat presented the newly written on-line survey coordination policy. The committee discussed this policy and we will take a second look at our last meeting of the semester. We expect to bring this to the Senate/SenEx at the start of next semester.

---

## **Staff Council:**

Submitted by Senator Sulaina Banks

Meeting Date(s): Thursday, December 15, 2022 from 1:00 pm - 2:00 pm

Meeting Zoom Information: <https://humboldtstate.zoom.us/j/4691064340>, Meeting ID: 469 106 4340

The End of the Year event will be taking place on Thursday, May 25, 2023 from 4:00 pm - 7:00 pm at the Arcata Community Center. Staff Council is working with the President's Office to invite faculty for the first time ever to the End of the Year event.

---

### **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

#### **Pride**

Congratulations to the Cal Poly Humboldt Men's Rugby Team for winning the 2022 Small College National Championship over the weekend in the National Collegiate Rugby (NCR) Final Four Tournament in Houston!

#### **Global and Tribal Outreach and Education**

- Cal Poly Humboldt hosted a **Yurok Tribal Education** meeting on December 9, 2022 to discuss bringing Native American language into the university curriculum, and to focus on Native American teachers and increasing Native American student enrollment numbers.
- Cal Poly Humboldt students, along with faculty and staff, will travel to Cebu, Philippines for a newly launched [International Service Learning Program](#) this spring to explore Philippine history and culture, work with peers, and engage in hands-on learning experiences with local high schools.

#### **People**

Dr. Cornelius "Kip" Darcy has been appointed Cal Poly Humboldt Interim Director of Admissions, beginning December 12th. Dr. Darcy has extensive experience in enrollment management, revenue generation, communication, marketing and brand management.