

CAL POLY HUMBOLDT

University Senate Written Reports, February 7, 2023

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): January 27 offline & Feb 3, 2023 via Zoom

We completed revisions to the [Credit Hour Policy](#) in preparation for the second reading on Feb 7. We made the following changes in response to feedback given at and after the first reading on January 27:

1. We made **slight revisions** to the following note: *Courses that include extensive informal/joint activities (e.g. social events, travel) should pay special attention to ensuring that credit hours are reasonably based on **course content-related** direct faculty instruction and out-of-class work consistent with those definitions.*
2. We added the following statement: ***When planned direct faculty instruction time is interrupted, for example by holidays and class cancellations, faculty should consider, within reason, mitigations to ensure that student learning is not compromised.***

This statement stemmed from important points raised regarding when holidays fall on instructional days and thus reduce planned instructional time. We kept this above statement general and student-centered given the many implications (beyond the scope of this policy). Also, finals week accounts for missed faculty contact time in most cases. We anticipate that having this statement in the policy will lead to future important discussions that may inform revisions to this and related policies. We also note that direction on this issue may need to be CSU system-wide.

3. We developed a [credit hour calculator](#) to help folks make calculations. This is not officially part of the policy but was developed in response to feedback. It can be linked and updated/revised without changing the policy, as it is not policy itself, just a help tool.

At our Feb 3 meeting we discussed issues surrounding instructors assigning work for students to complete/submit on holidays. We added this as an APC task to look into - we need to check if there are any existing policies on this matter and consider drafting a resolution to address it. Finally, we continued to discuss the Credit for Prior Learning policy, to which we will now turn our focus.

Appointments and Elections Committee:

Submitted by Jayne McGuire, AEC Chair

Members:

Meeting Date(s):

Meeting Details:

January 30, 2023

To: Cal Poly Humboldt General Faculty

From: University Senate Appointments and Elections Committee

Subject: Reminder: Call for Nominations for General Faculty Elections and Appointments

Faculty members are needed to serve on the following campus committees. Committee work will begin with the start of the Fall 2023 semester, unless otherwise noted with an asterisk (*).

You may self-nominate by emailing your nomination to the University Senate Office (senate@humboldt.edu) or to mary.watson@humboldt.edu.

Nominations are due by February 13, 2023

Please visit the Committee Directory <http://www2.humboldt.edu/senate/committees> for more information about each committee. For general information on committees, see section 800 of the *HSU Faculty Handbook* via the following link:

<http://www2.humboldt.edu/aavp/sites/default/files/facultyhandbook/Section800.pdf>

Elected Position Openings:

GENERAL FACULTY / UNIVERSITY SENATE

- General Faculty President / University Senate Chair, 2 year term
- General Faculty Treasurer / Secretary, 3 year term
- General Faculty Representative to the ASCSU (Statewide Senate), 3 year term
- Lecturer Faculty Delegate (Colleges, Library, Counseling, Coaches), 3 year term

The position is open to Lecturers, Coaches and non-tenure line Counselors and Librarians with a time base of .40 or greater.

- Tenure Line At-Large Faculty Delegate, 3 year term
- Tenure Line Non-Instructional Faculty Delegate, 3 year term
- Tenure Line **CPS** Instructional Faculty Delegate, 3 year term

UNIVERSITY FACULTY PERSONNEL COMMITTEE (UFPC)

Faculty serving as UFPC Chair will receive 9 units of Assigned Time in AY 22-23; faculty serving on the UFPC will receive 6 units of Assigned Time per year, workload varies and additional WTU or a stipend may be awarded at the Provost's discretion; the committee meets MWF 9am to 11am. Please note: faculty participating in the Faculty Early Retirement Program are eligible for nomination with the Provost's approval.

- Faculty Member (At-Large), 2 year term
- Faculty Member (CAHSS), 2 year term

Please refer to the following page for information regarding the duties of the UFPC:

<http://www2.humboldt.edu/senate/ufpc>

Appointed Position Openings:

APPOINTMENTS AND ELECTIONS COMMITTEE

- Faculty Member (CPS), 2 year term
- Faculty Member (CAHSS), 2 year term

Duties: Oversees the appointments and elections for the University Senate, General Faculty, Senate Standing Committees, Faculty positions on University committees and other duties as outlined in the [Senate Bylaws](#), Section 11.5.

ACADEMIC POLICIES COMMITTEE (APC)

- Faculty Member, 3 year term

Duties: Develops and maintains the academic policies of California State Polytechnic University Humboldt.

ALCOHOL, TOBACCO AND OTHER DRUG PREVENTION COMMITTEE

- Faculty Member, 2 year term

Duties: The Committee is advisory to the President through the Vice President for Student Affairs for policy issues related to alcohol, marijuana, and other drug use within the University community.

CENTER FOR COMMUNITY BASED LEARNING

- Faculty Member (CAHSS), 2 year term
- Faculty Member (CPS), 1 year term
- Faculty Member (CNRS), 1 year term

Duties: The Advisory Committee members provide feedback and guidance on the Center's activities and strategic direction.

COMMITTEE ON FACULTY RTP CRITERIA AND STANDARDS

Candidates are appointed in consult with the membership of the UFPC.

- Tenured or Tenure Line Faculty Member (CAHSS), 3 year term
- Tenured or Tenure Line Faculty Member (CPS), 3 year term

Duties: To provide a mechanism for approval of department/unit criteria and standards and to provide a mechanism for the revision of existing approved standards. To ensure department/unit criteria and standards are in alignment with university standards and criteria as specified in Appendix J and that criteria and standards are not overly complex or prone to misinterpretation.

CONSTITUTION AND BYLAWS COMMITTEE

- TWO Faculty Members, 2 year terms

Please refer to [Senate Bylaws](#), Section 11.6 for committee description.

DISABILITY, ACCESS, AND COMPLIANCE COMMITTEE

- Faculty Member, 2 year term

Duties: To assist in the evaluation of current campus policies and procedures relating to students with disabilities; develop prioritized plans relating to programs and services for students with disabilities; review barrier removal priorities as specified in the State University Administrator’s Manual (SUAM); and to develop timelines. (See [EM P03-07](#))

FACULTY AFFAIRS COMMITTEE

- Faculty Member, 3 year term

Please refer to [Senate Bylaws](#), Section 11.4 for committee description.

FACULTY AWARDS COMMITTEE

- Faculty Member (Co-Chair), 1 year term
- THREE Faculty Members, 1 year terms

Duties: The committee is appointed to select the nominees for the following Humboldt awards: Excellence in Teaching, Scholar of the Year, Outstanding Service Award, and Outstanding Professor.

GRADE APPEAL COMMITTEE

- THREE Faculty Members, 1 year terms

Duties: Consistent with other campus and system policies, and in accordance with Grade Appeal Policy, provide a fair, equitable, and timely process by which students may formally appeal assigned course grades (See Grade Appeal Policy [[VPAA 22-01](#)]).

HUMBOLDT SPONSORED PROGRAMS FOUNDATION BOARD

Faculty members are elected by the General Faculty and recommended to the President for approval

- Faculty Member, 4 year term

Duties: The SPF Board of Directors govern the Humboldt Sponsored Programs Foundation, a non-profit corporation formed to advance the welfare of Humboldt through the development, encouragement, and management of sponsored programs and other special campus programs and their related trusts.

HONORARY DEGREE NOMINATING COMMITTEE

Faculty members are appointed by the President of the University after appropriate consultation

- Faculty Member, 2 year term

Duties: Serve as the campus review committee to invite, receive and evaluate campus recommendations for honorary degrees. (See Executive Memorandum P06-04)

INTEGRATED CURRICULUM COMMITTEE (ICC)

Subcommittee on Academic Planning and Programs (formerly AMP)

- Faculty Member (At-Large), 3 year term

Subcommittee on General Education and All University Requirements (GEAR)

- Faculty Member (CPS), 1 year term

Please refer to the [ICC Bylaws and Rules of Procedure](#) for detailed information regarding the charge to subcommittees of the ICC.

INTERCOLLEGIATE ATHLETICS ADVISORY COMMITTEE (IAAC)

Faculty members are selected in consult with the Senate Executive Committee and appointed by the President

- Faculty Member, 1 year term
- Faculty Member, 2 year term

Duties: Serve as a forum for the President and Athletic Director to seek advice and refine ideas and develop or revised policies of the Athletic Department on such subjects as equity compliance, annual budget and the direction and balance of sports that constitute the program. The IAAC has the authority to review all proposed athletic policies and budgets and to make

recommendations to the President and Athletic Director. The committee will also review the Athletics Grant-in-Aid and Compliance Handbooks and update them as needed. [revised by IAAC, AY 10/11)

INTERNATIONAL ADVISORY COMMITTEE

Faculty members are appointed by the President of the University after appropriate consultation

- Faculty Member (CPS), 3 year term
- Faculty Member (CAHSS), 3 year term

Duties: Provides advisory support for, and promotes programs and initiatives that foster international educational opportunities for the campus community.

INSTRUCTIONALLY RELATED ACTIVITIES COMMITTEE (IRA)

Faculty members are appointed by the President of the University after appropriate consultation

- THREE Faculty Members, 3 year terms

Duties: Advise the President regarding both level of fee and allocation of fee revenue. Additionally, this committee reviews the intercollegiate athletics budget proposal from the Intercollegiate Athletic Advisory Committee prior to its submission to the President. The committee shall work within the confines of the Chancellor's Executive Order relating to instructionally related activities fee and BA letters of instruction from the Chancellor's Office.

PARKING AND TRANSPORTATION COMMITTEE

- TWO Faculty Members, 1 year terms

Duties: The Committee serves as a forum for parking and transportation issues. The Committee receives input, evaluates parking and transportation strategies, develops and recommends policies and procedures for adoption, makes other recommendations for action to the President, and implements strategies as directed by the President.

PLANNING COMMITTEE FOR RESEARCH, SCHOLARSHIP AND CREATIVE ACTIVITIES (PCRSC)

- Faculty Member (CPS), 2 year term
- Faculty Member (CAHSS), 2 year term

Duties: Reviews and selects proposals/applications submitted by faculty and students for various research related competitions on campus. This committee is primarily responsible for reviewing and awarding applications for three main awards:

- Research Scholarship Creative Activity Awards (RSCA)
- CSU Student Research Competition
- McCrone Graduate Student Fellowship & Faculty Scholars Award

Performs other duties when above listed funds are not available or alternative funds are allocated for disbursement. *Please note, faculty elected to this committee are not eligible to submit applications (during their two year term) for competitions which they are responsible for reviewing.

PROFESSIONAL LEAVE COMMITTEE

- THREE Tenured Faculty Members, 2 year terms

Duties: The committee reviews sabbatical leave applications and considers questions related to the quality of the proposed sabbatical project.

UNIVERSITY CENTER BOARD

Faculty members nominated by the Appointments and Elections Committee and approved by the Board, for two-year terms

- Faculty Member, 2 year term

Duties: Formulate and administer the policies for the development, financing, and operation of the University Center subject to the final approval of the University President. The Board shall see that net earnings will be used for the benefit of the students of Humboldt.

UNIVERSITY RESOURCES AND PLANNING COMMITTEE

- Faculty Senator (Co-Chair), 2 year term
- Faculty Member, 2 year term

Duties: See [Senate Bylaws](#), Section 11.3

UNIVERSITY SPACE AND FACILITIES ADVISORY COMMITTEE (USFAC)

- Faculty Representative from the URPC, 2 year term
- Faculty Member, 2 year term
- Faculty Member, 1 year term

Duties: See [Senate Bylaws](#), Section 11.37

Faculty Affairs Committee:

Submitted by Tim Miller, FAC Chair

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

Meeting Date(s): 1/24 & 1/31

Starting 2/15, standing meetings are held Wednesdays 11:00-12:50 in BSS 508, Zoom hyflex link:

<https://humboldtstate.zoom.us/j/81769198379?pwd=aWhCSmYxRlpReU1jdHVrSGNiL2VaZz09>.

This week we are bringing forward a resolution on updating the Emeritus status nomination process to include input from the Provost/HR/VPAA to deny a nominee based on confidential information that is not privy to the nomination review team. This resolution also changes the mechanism to revoke Emeritus status.

During the creation of this resolution we have met with ERFSA and consulted with them on various draft changes to the faculty handbook and vetting process document. We have also consulted with the Provost and have discussed it within the committee. I do not believe that the proposed changes are satisfactory to all of the individuals and groups involved in the process and likely not with any senators. We have been careful to define the criteria for denying or revoking emeritus status in such a way that is clear and sets a high bar, but that also allows for confidential information that is known by the Provost/HR. It is anticipated that very few individuals will be denied emeritus status and that few will be revoked, under the criteria we are proposing. The current policy allows for the revoking of emeritus status under more vague language ('disrepute to the university') and there have been no revocations. It's important to note that other CSUs generally handle the entire emeritus nomination process within the Provost's or President's office with no input from senate or ERFSA.

The proposed changes include:

- The creation of the Emeritus Committee, which is made up of the Senate President, Cal Poly Humboldt ERFSA President, and the VPAA or designee.
- Nominations will be gathered by the Provost's office and evaluated for the requirements.

- The Provost/HR/VPAA will also determine if any nominations should be denied.
 - All denials will be sent to the nominees, who have the opportunity to appeal to the president.
 - All other applications will move forward to the Emeritus Committee for review and the process will continue as it is currently.
-

Academic Senate CSU (ASCSU):

Submitted by Stephanie Burkhalter, ASCSU Representative

Members:

Meeting Date(s):

Meeting Details:

Search for the next CSU Chancellor: You may have seen the MyHumboldt announcement, but here is the information again: [Chancellor Search website](#). . In-person and virtual opportunity for community members of the northern campuses to give initial thoughts about what they want in a Chancellor: February 9, 2023, noon – 2:00 p.m. San Francisco State University, McKenna Theatre (Creative Arts Building) 1600 Holloway Avenue, San Francisco. Register [here](#) for virtual public comment (no registration required for in-person attendance or comment)

During the January ASCSU plenary, interim Chancellor Koester recommended that ASCSU senators observe the CSU Board of Trustees January 24, 2023, meeting live stream to hear the reports from the Joint Committee on Educational Policy and Finance. Below is a summary of the presentation from that meeting. This is the plan to which the Provost referred in the Academic Affairs opening meeting on January 11 and in subsequent campus communications. You may have seen [this CalMatters article](#) linked in both the North Coast Journal and Lost Coast Outpost.

The state of California is facing a \$20 billion budget deficit in fiscal year 2024. The Governor has provided additional funding to the CSU system but expects the system to meet enrollment targets as well as increasing opportunity and equity, which is laid out in the [Governor's Compact with the CSU](#). The staff analyst to the Board of Trustees Joint Committee on Educational Policy and Finance presented to the Board the plan for realignment of funds across the 23 CSU campuses beginning in AY24-25. The CSU is currently down in its enrollment from 2020 by 7%. The system has also lost the equivalent of 8000 FTES because students took less than full-time loads between 2020 and 2022. There are seven campuses that are currently below their enrollment target set by the Chancellor's Office: San Francisco, Channel Islands, East Bay, Chico, Sonoma, Maritime, and Humboldt. Of these seven campuses Humboldt is much further below other campuses in meeting its target enrollment. The realignment plan is meant to shift funds within the system to campuses who can demonstrate student demand and have a capacity and ability to meet enrollment targets.

In the realignment plan, only campuses that meet or exceed their Chancellor's Office enrollment targets will receive funds from the Governor's additional funding for the CSU. In addition, campuses that are underenrolled can expect budget cuts. In Year 1 (2024-2025), campuses that are 10% or more underenrolled will face a permanent 5% cut in their stateside budget. In Year 2 (2025-2026), campuses that are 7% or more underenrolled will face a 5% cut in their stateside budget. In Year 3 (2026-2027), campuses that are 5% or more underenrolled from their target will face a 5% cut in their stateside budget. Underenrolled campuses have AY23-24 without penalty in their budget to grow their enrollment to get closer to their targets. The committee stressed that this is not set in stone in the sense that if the entire system grows its enrollment to meet its target, underenrolled campuses may be allowed more of a grace period to meet their enrollment targets.

To help underenrolled campuses grow their enrollment, the Chancellor's Office has created a strategic enrollment group, which is already working with campus leadership. Demographic shifts in which the population of graduating high school students is declining, as well as the fact that 2/3 of California's population live in the southern 1/3 of the state will make it difficult for campuses in underpopulated areas to radically grow enrollment. The strategic enrollment group is emphasizing that campuses should think about growing their enrollment by:

- Retaining students and reengaging students who may have stopped out during the COVID-19 pandemic
- Shifting summer session to stateside and using summer session to retain students and improve graduation rates
- Fostering PK-14 partnerships to recruit students
- Expanding outreach to recruit prospective students, and focusing outreach on non-traditional students.

Office of Equity, Diversity, and Inclusion:

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

Members: N/A

Meeting Date(s): N/A

Meeting Details:

BIPOC Faculty and Staff Affinity Circles: The Office of Diversity, Equity, and Inclusion, Academic Personnel Services, and Human Resources recognize that there is a need in our institution to cultivate safe spaces for BIPOC faculty to explore, unpack, and engage in conversations related to the various lived experiences, interpersonal relationships, perspectives, and beliefs that shape the BIPOC experiences as members of the larger Cal Poly Humboldt community. Our hope is that, together, we can

form a distinct group committed to finding ways of cultivating a deeper sense of belonging that is situated within an ethics of care.

- **BIPOC Faculty Affinity Circle** - In partnership with Academic Personnel Service, the first meeting of the Spring 2023 semester will occur on February 15, 2023.
- **BIPOC Staff Affinity Circle** - In partnership with Human Resources, the inaugural meeting of the BIPOC Staff Affinity Circle will be held on February 21, 2023.

Affirmative Action Plan 2022-2023: In partnership with the offices of Human Resources and Title IX, Cal Poly Humboldt's Affirmative Action Plan has been updated and submitted to the CSU Chancellor's Office. The updated AAP will soon be posted on the Human Resources & Academic Personnel Services webpage.

National Association of Diversity Officers in Higher Education (NADOHE): Cal Poly Humboldt is an institutional member of NADOHE and looks forward to sending a delegation to its annual conference in Baltimore, MD, this April 12th - 15th. The ODEI Leadership Team, the Director of the Center for Teaching and Learning, the Director and Coordinators of the Cultural Centers for Academic Excellence (ITEPP, Umoja, and El Centro), and the Coordinator for the Social Justice, Equity, and Inclusion Center will attend. This year's NADOHE Conference will highlight the policies, programs, practices, and processes that should be examined and enacted in order to create lasting change on college campuses to focus on implementing policies that advance anti-racism and cultivate racial equity. The conference title is *Delivering on the Promise: Enhancing Structural Equity to Promote Justice for All*.

Hispanic Association of Colleges and Universities (HACU): Cal Poly Humboldt is an institutional member of HACU and the Interim Associate Vice President and Campus Diversity Officer, Dr. Rosamel Benavides-Garb, has been named as the primary contact to drive this relationship forward. The purpose of HACU is to "Champion Hispanic Success in Higher Education."

Inclusive Student Success/GI 2025 Committee (ISS/GI 2025): The Interim Associate Vice President and Campus Diversity Officer, Dr. Rosamel Benavides-Garb, is co-chairing a Commitment to Access and Diversity subcommittee with Sulaina Banks, Visit Experience Coordinator with the Office of Admissions. The purpose of the subcommittee is to explore the development of a collaborative framework for understanding multiple areas of Cal Poly Humboldt student success through the lens of access and diversity.

Campus and Community Development Coordinator: ODEI will begin its search process for the new position of Campus and Community Development Coordinator. This full-time, exempt incumbent will be an instrumental member of the ODEI Leadership Team and will strategically engage our campus and community through diversity, equity, inclusion, and accessibility programming. We expect to complete the search within this spring semester.

Staff Council:

Submitted by Senator Sulaina Banks

Staff Council is selling Dick Taylor chocolate bars, especially for the Cal Poly Humboldt Community. Choose between two fantastic flavors of Fleur de Sel or Belize, or both. Orders are open now through February 22nd. They have a limited supply of each and it is first come-first serve. All purchases are to support the events put on by Staff Council to celebrate Staff members and bring the campus closer together. Events like the Connect with Co-workers and the End of the Year Appreciation Event in May.

Order through this link: <https://host.nxt.blackbaud.com/registration-form/?formId=39649d0c-3fd7-4d76-a9e4-fce3bf4faae9&envId=p-kYh76efQwk2lvjMidehRmA>

Meeting Date(s): February 16, 2023 via Zoom

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

The Cal Poly Humboldt Men's Rugby Team was recognized by the State Legislature at the State Capitol, February 6, 2023, for winning the 2022 Men's National Collegiate Rugby Small College National Championship.

Campus Culture and Operations

Cal Poly Humboldt's five-year [Strategic Enrollment Management Plan](#) submitted to the Chancellor's Office by Feb. 1 deadline. Many thanks to the cross-functional campus team that developed this plan (members acknowledged in the document), led by Interim Executive Director of Enrollment Management Peggy Metzger. The document includes goals and strategies for enrollment growth via both new student enrollment and retention, and will serve as a guide for the next stages of this important work.

Innovation

The Student Housing project at craftsman's mall, a 964 bed student community, received approval from the CSU board of trustees on January 25th. This is a major milestone for the project and the university. The project was celebrated for its innovation in design leading to project cost control and best value to the campus and our students.