

CAL POLY HUMBOLDT

University Senate Written Reports, May 9, 2023

Standing Committees, Statewide Senators and Ex-officio Members

Academic Policies Committee:

Regular Report

Submitted by Marissa Ramsier, APC Chair

Members: Julie Alderson, Frank Cappuccio, Michele Miyamoto, Humnath Pantta, Li Qu, Marissa Ramsier, Jenni Robinson Reisinger, Mark Wicklund. Vacant: AS Student Reps.

Meeting Date(s): April 25 & May 5, 2023

The APC finalized the Syllabus Policy revision after receiving comments from the second senate reading. Also, we continue to make progress on the Credit for Prior Learning Policy, and we are preparing to work on a revision to the Priority Registration Policy. We anticipate having both of the latter ready for feedback by early Fall.

Final Report for Academic Year 2022-23

Submitted by Marissa Ramsier, APC Chair

Members: Julie Alderson (Faculty-Art), Frank Cappuccio (Faculty-Chem), Michele Miyamoto (Non-MPP Staff-Learning Center), Humnath Pantta (Faculty-Bus), Li Qu (Faculty-Bus), Marissa Ramsier (Faculty-Anth, APC Chair), Jenni Robinson Reisinger (Registrar), Mark Wicklund
Vacant: AS Student 1st and 2nd Reps

Completed Business in AY 2022-23:

1. Review of priority registration requests: APC reviewed one priority registration request and addressed one issue of noncompliance with the policy. In doing so, discussions ensued regarding the need to make policy revisions, planned for AY 2023/24.
2. Resolution on assessment and program review policy P22-02 (first) - Passed 12/01/2022
 - a. This joint APC/UPC policy was spearheaded by campus assessment personnel.
 - b. Purpose of the policy: To promote continuous, evidence-based improvement in support of the university's statement of purpose, this policy document outlines the requirements for assessment and program review at Cal Poly Humboldt. All academic programs, co-curricular programs, and operational units are included

in this policy in order to maintain a comprehensive institutional effectiveness program.

3. [Resolution on course numbering policy, VPAA 22-13](#) (revision) - Passed 12/13/2022
 - a. Purpose of the policy: Establishes numbering and lettering conventions for courses of various designations.
4. [Resolution on credit hour policy, P23-02](#) (first) - Passed 2/7/2023
 - a. Purpose of the policy: This policy establishes that the student credit hour definition at Cal Poly Humboldt is consistent with the CSU and federal credit hour definition. Further, this policy establishes practices for ensuring compliance with the student credit hour definition, in compliance with federal law (Title 34, Code of Federal Regulations, sections 600.2 and 600.4, revised July 1, 2020), WSCUC guidelines and CSU policy. This policy pertains to all Cal Poly Humboldt degree programs and courses bearing academic credit.
5. [Resolution on syllabus policy](#) (revision) - Second reading on 5/9/2023
 - a. Purpose of the policy: Syllabi at Cal Poly Humboldt are the anchor for intellectual work in the classroom and must showcase learning outcomes, clearly communicate course expectations, and help students to successfully navigate the courses in which they enroll. This policy provides guidelines for required and recommended aspects of syllabi for all credit-bearing courses.

Work in Progress / Priority Items for AY 2023-24:

1. Credit for prior learning policy (first)
2. Priority registration policy (revision)
3. Minors, certificates & concentrations policy (revision)

Additional Items to Consider/Update in AY 2023-24:

APC did not broach these items in AY 2022-23, but they were either designated to or brought to APC attention in AY 2022-23 or previous years. These items may need to be addressed by APC, other committees/offices, or a combination thereof:

1. Revisit add-drop date to address dates that fall on a holidays, etc...
2. Address student work being assigned as due on campus holidays
3. Advising policy (APC & UPC) (first)
4. Advising assessment plan (first)
5. Learning communities policy (first)
6. Co-listing of graduate and undergraduate courses policy (revision)
7. Revisit program proposal policy to address requirements for certificate & minor learning outcomes and assessment.

Appointments and Elections Committee:

Submitted by Jayne McGuire, AEC Chair

Spring 2023 General Faculty Elections Results

May 5, 2023

Cycle 1: February 20, 2023 - February 27, 2023

Cycle 2: March 24, 2023 - March 31, 2023

Cycle 3: April 28, 2023 - May 5, 2023

Faculty votes on Senate Resolutions:

09-22/23-CBC - Resolution to Amend the University Senate Constitution and the Faculty Handbook to Eliminate the Senate Faculty's Approval of Candidates for Graduation

- **Passed** (132 votes to approve, 7 votes not to approve)

29-22/23-FAC - Resolution to Clarify Working Personnel Action File Requirements

- **Passed** (113 votes to approve, 3 votes not to approve)

Faculty Elected Positions:

UNIVERSITY SENATE

General Faculty President / University Senate Chair, 2 year term

Jim Woglom

General Faculty Secretary / Treasurer, 2 year term

William Fisher

General Faculty Representative to the ASCSU (Statewide Senate) 3 year term

Mary Virnoche

Tenure Line At-Large Faculty Delegate, 3 year term

Jaime Lancaster

Tenure Line Non-Instructional Faculty Delegate, 3 year term

Kimberly Stelter

Tenure Line CPS Instructional Faculty Delegate, 3 year term

Rouhollah Aghasaleh

Tenure Line CPS Instructional Faculty Delegate, 2 year term

Ara Pachmayer

Lecturer Faculty Delegate, 3 year term

Shelbi Schroeder

INTEGRATED CURRICULUM COMMITTEE (ICC)

At-large Faculty Representative serving on the ICC's subcommittee on Academic Planning and Programs

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

PROFESSIONAL LEAVE COMMITTEE

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

Cindy Moyer

Laurie Richmond

Joshua Smith

UNIVERSITY FACULTY PERSONNEL COMMITTEE (UFPC)

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

Benjamin Marschke

- Faculty Member (CAHSS), 2 year term

Nikola Hobbel

Appointment and Elections Committee Appointed Positions:

ACADEMIC POLICIES COMMITTEE

- Faculty Member, 3 year term

Tyler Evans

CENTER FOR COMMUNITY BASED LEARNING (formerly CSLAI)

- Faculty Member, CAHSS 2 year term

Armeda Reitzel

- Faculty Member, CPS 2 year term

Beth Wilson

- Faculty Member, CNRS 2 year term

Rosanna Overholser

COMMITTEE ON FACULTY RTP CRITERIA AND STANDARDS

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

- Faculty Member, CAHSS 3 year term

Benjamin Marschke

DISABILITY, ACCESS, AND COMPLIANCE COMMITTEE

- Faculty Member, 2 year term

Mari Sanchez

FACULTY AWARDS COMMITTEE

Two of the three members should be previous recipients of the Outstanding Professor Award.

- Faculty Member, 1 year term

Cindy Moyer

- Faculty Member, 1 year term

Carrie Aigner

GRADE APPEAL COMMITTEE

- Faculty Member, 1 year term

Carrie Aigner

HONORARY DEGREE NOMINATING COMMITTEE

- Faculty Member, 2 year term

Jayne McGuire

INSTRUCTIONALLY RELATED ACTIVITIES COMMITTEE

- Faculty Member (At-Large), 1 year term

Diedre Pike

PARKING AND TRANSPORTATION COMMITTEE

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

Rosanna Overholser

UNIVERSITY CENTER BOARD

- Faculty Member, 2 year term

Diedre Pike

Faculty Affairs Committee:

Submitted by Tim Miller, FAC Chair

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

Meeting Date(s): 4/26

Standing meetings have concluded for the 2022-23 AY.

Year in Review

FAC has had a busy year- as chair I want to thank all of the people on the committee who actively helped to discuss these important issues and work to create solutions: Ramona Bell, Kim Perris, Cesar Abarca, Loren Cannon and Kim White. And thank you to everyone who we worked with this past year and who provided feedback and suggestions to us!

Recognizing Bias in Student Evaluations

In fall, we focused on how to support faculty who are experiencing bias in their student evaluations. Faculty on our campus have been affected this and it has been recognized as global phenomenon where bias (often in the form of unconscious bias) disproportionately impacts faculty of color and faculty who identify as femme, trans, women, or non-binary, making it more difficult for them to move through the retention, tenure and promotion process, and can lead to these faculty leaving the university. Though campus largely recognizes the negative and disproportionate impact of this bias, there previously was no mention of the role of bias in the faculty handbook and it also lacked clear instructions on how faculty can address bias when and if they experience it.

Emeritus Status Nomination Process

An update to the emeritus nomination process was passed the previous year, but did not include a process for review of the nominees by the Provost/VPAA so that confidential information could be used in the selection process. While this was a difficult process, we found a sort of balance between providing a way for this level of review without giving too much power to that portion of the overall review process. However, this is a change that bears monitoring to ensure that is working as intended and FAC appreciates the work of ERFSA (thank you, ERFSA!) to help ensure that we are celebrating our retired faculty and are not discouraging them from becoming emeritus faculty at Cal Poly Humboldt.

Department Chair Compensation

Although it was almost entirely the work of the Department Chair Compensation Task Force, FAC worked with the task force and reviewed the work, providing feedback as necessary. The task force met throughout the year and presented to and gathered feedback from various areas of campus that helped to inform the new compensation allocation model and the policy. While some details are still being worked out through a CFA meet-and-confer process, this policy helps to establish a more transparent and equitable system for determining department chair compensation.

WPAF 'Lost Year'

FAC's final resolution of the year was to update the faculty handbook to clarify the requirements for faculty files when going up for promotion to ensure completeness of their file. Though a small change,

this has been an issue that UFPC has seen over the past few years and required some attention in order to ensure a better promotion review process. Thanks to UFPC for bringing this to our attention and working with us to create a solution!

Priorities for 2023-24

FAC has met with various individuals and groups over the year and has identified a few different priorities to focus on for next year. The following list is certainly not all-inclusive of that feedback (or what we may be working on next year) but represents a few of the more pressing and/or impactful issues:

1. Updating the student feedback questionnaire to reduce bias and increase response rates.
2. Establishing a university-wide policy regarding early tenure.
3. Updates to departmental RTP standards and criteria.
4. University-wide faculty office hours policy.

If you have any questions, suggestions or other feedback, please 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, John Meyer, 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 GEAR Rep, APC Chair, At-large Faculty Member CDC

Meeting Date(s): May 2nd

Meeting Details: Resources available for curricular proposal development and submission:

[Asynchronous Curriculog Training](#), [Curriculum Guidelines, Policies and Procedures](#), and [Associated Curricular Forms](#)

ASCSU and GE Pathway

Dr. Monty Mola joined the ICC to provide an update on ASCSUs response to making the AB 928 transfer pathway the only lower division GE pathway. The following discussion included viewpoints shared on the perceived drawbacks and utility in any changes to Title 5 to create one set of GE requirements for everyone. Concerns included: the fairness of creating different expectations for transfer compared to first time freshmen students (the example of AI/Area D differences that exist already was brought up and it was noted that just because there is that difference does not mean having different requirements is a good thing), confusion for students about their requirements, and the difficulty students would have who transfer in from or out to another four year institution. It was also brought up that if the goal is to maintain the knowledge and skills in the GE areas being reduced/cut, a change to the all university requirements so that all students maintain these courses may be an approach. These discussions will continue on campus and across the system as the implementation of AB 928 unfolds.

GEAR Program Review

A proposal for the GE program review and a report out was provided by GEAR Chair Dr. Cutcha Risling-Baldy. The slides shared as part of the report are included [here](#). Committee comments and questions included:

- Bringing PBLC development to the table for consideration and a need to consider how GE proposals will fit into the freeze. It was noted that GEAR proposals that connect to PBLC/program review/accreditation and other critical needs will need to provide a justification but can be reviewed.
- The need for a GEAR chair to be found asap as the seat was recently vacated. We will also have an opening on GEAR for a CPS representative.
- Discussion of previous efforts to pilot GEAR assessment under previous AVPs which resulted in a lot of lessons learned that shape the current path forward was held.
- GE culture on campus from a faculty and student perspective. General feedback from folks on the committee indicated students seem to have varied ideas/enjoyment of the GE curriculum with some liking to step away from their major and explore and some see it as a checkbox.

Leadership Studies Concentration Elevation Proposal

Some clarifying questions were posed for how the program is organized as a non-stateside degree completion program which were satisfied by reviewing the current requirements. This proposal was approved to move forward to the Senate with abstentions.

Health Advocacy BA Proposal

Dr. Cutcha Risling-Baldy provided a recommendation to link advising/information for the Health Advocacy BA to medical school perspectives in an effort to support students from diverse life experiences into medical school. This proposal was approved to move forward to the Senate with abstentions.

Academic Senate CSU (ASCSU):

Submitted by Stephanie Burkhalter, ASCSU Representative

You can access ASCSU resolutions and other documents at this site:

<https://www.calstate.edu/csu-system/faculty-staff/academic-senate>

On May 2, 2023, Stephanie attended the CSU General Education Informational Webinar offered by the Chancellor's Office via zoom. The Webinar began with a message from EVC of Academic and Student Affairs, Sylvia Alva, and was moderated by Laura Massa, Interim AVC for Academic and Faculty programs. ASCSU President Beth Steffel participated, as well a student representative from CSU-Channel Islands who spoke about his personal journey as a student attending three different community colleges and then transferring to the CSU.

EVC Alva made it clear that she thinks AB928 “triggers a misalignment” between a GE pathway for transfers and a GE pathway for students who begin at the CSU (“freshmen”). In particular students might face “confusing” choices about which GE pathway to follow (Cal-GETC or campus-based GE breadth), which will be particularly “burdensome” for these types of students:

- Students who have credits from being dually enrolled in high school and community college (“dual enrollment students”)
- Students who participate in a new program in which they begin their academic careers co-enrolled at a community college and at a CSU (“dual admission students”)
- Students who begin at a CSU but then go to a community college to take some of their courses, which they then attempt to transfer back to the CSU (“Reverse transfer” students)

Despite what she indicated in previous interactions with the ASCSU, EVC Alva is convinced that a “unified” approach to GE in which all students (transfer and first-year) follow the Cal-GETC pathway will foster increased student success, particularly students from traditionally underrepresented minorities (“URM”).

Interim AVC Laura Massa stressed that the Board of Trustees ultimately has control over what changes are made to Title V General Education Code. She suggested that if a “unified” approach were adopted that campuses could choose to use the 5-units cut from GE in the Cal-GETC pathway on courses that served their students, such as a “signature” university course requirement (second language, health and physical education, first year learning-community) and/or a course focused on student success in college. Alternatively, the reduction in lower-division GE units reflected in the Cal-GETC pathway could be used to reduce “pressure” on high-unit majors. This timeline for the AB928 process was introduced

- Spring 2023: ICAS finalizes Cal-GETC standards by May 31, 2023. As of May 1, all three systems have now agreed on the current proposed pathway
- Summer 2023: CSU will roll out the AB928 Website to inform discussions about unifying GE and implementation Cal-GETC
- Fall 2023: Conversations with “key stakeholders” will take place across 23 campuses on the “Future Direction of GE” in which the key question will be whether or not to take the “unified” approach to GE
- November 2023: Informed by campus conversations, GE reform will be an informational item at the Board of Trustees meeting
- January 2024: GE changes will be an action item at the Board of Trustees meeting
- Spring 2024: Based on what the Board of Trustees decides, campuses will begin implementation for Fall 2025
- Fall 2025: Cal-GETC implemented for transfer students

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

Chrissy Holliday, VP Enrollment Management and Student Success

Frank Whitlatch, VP Advancement

Adrienne Colegrove-Raymond, Special Assistant to the President for Tribal & Community Engagement

People

As part of strategic reorganization to ensure the campus is positioned to achieve enrollment growth, Financial Aid Director **Peggy Metzger** was recently promoted to Executive Director of Enrollment Management and Financial Aid. She has served in a similar interim capacity since 2022, during which time she led the development of the new Strategic Enrollment Management Plan prior to VP Holliday's arrival. In this permanent role, she will maintain direct oversight of Financial Aid, while providing additional administrative oversight for other EM departments, including Admissions, Registrar, and EOP.

She will work alongside the VP EMSS to operationalize enrollment strategies across the units and improve the student enrollment experience.

Effective May 1, **Dr. Jennifer Sanford** has been named Executive Director of Student Health & Well-being, a role in which she has served in an interim capacity since September 2020. During that time, she has overseen campus efforts related to Student Health Services, Counseling & Psychological Services (CAPS), and Health Education, and also served as the Campus COVID Coordinator. Dr. Sanford brings a wealth of clinical and professional experience, ranging from direct client therapy to serving as director of Cal Poly Humboldt's CAPS unit since 2003. In this new role, she is excited to work with the Student Health & Well-being Services team in expanding and enriching our services to keep pace with our growing campus community, with an emphasis on providing culturally appropriate, trauma informed, holistic health education and patient care services.

Dr. Mitch Mitchell, AVP and Dean of Students, arrived on campus this week to begin his new role, [welcomed by Student Success team members and students](#) during activities throughout the week. He is already becoming integrated into the campus and attending many of the end-of-year activities.

Effective May 29th, **Dr. Anthony Casas** will join the university as the Associate Vice President and Chief Human Resources Officer (CHRO). Anthony has extensive experience in both government and private sectors, in dispersed, centralized and matrixed environments. In addition, he served as an adjunct faculty member at Arizona State University and still serves as contributing faculty at Walden University. During his career journey, Anthony has earned his doctorate in Industrial/Organizational (Personnel) Psychology, a master's degree in Human Resources and Organizational Development and attained multiple Human Resource certifications. Anthony will be joining campus with his wife, Lisa, and family.

I would like to thank Dr. Deborah Doel-Hammond for her collaborative and transformational leadership during her tenure at Humboldt. I appreciate her willingness to relocate and support us during our time of need. We will celebrate Deb's contributions as well as welcome Anthony to campus in the near future.

Campus Culture and Operations

The **Strategic Enrollment Management Implementation Team**, which will guide the implementation of the [SEM Plan](#) adopted this semester, will begin meeting in the fall semester. VP EMSS Chrissy Holliday will chair the committee and is currently reaching out to members of the SEM Planning committee to solicit continued participation from those who steered the plan's development. In addition, she is working with the Senate, through the chair and the Appointment and Elections committee, to identify two faculty members for service. Members will assist in tracking and assessing progress towards the plan goals, as well as reporting out to campus on that progress and helping to create a broader campus understanding of our strategic enrollment work.

Academic Program Excellence

Six Cal Poly Humboldt Student teams traveled to SDSU with the Office of Research and Sponsored Programs Foundation to compete in the CSU Student Research Competition, held at San Diego State. **Claire Rogers**, an undergraduate student working with **C.D. Hoyle**, took home 1st Place in the Physical and Mathematical Sciences (Undergraduate) category. Her research presentation was on, "Numerical Modeling of an Active Leveling Scheme for Short-Range Tests of Gravity." Photos are available [here](#).

