

Tuesday, October 17, 2017, 3:03pm, Goodwin Forum (NHE 102)

Chair Julie Alderson called the meeting to order at 3:03pm on Tuesday, October 17, 2017 Goodwin Forum, Nelson Hall East, Room 102; a quorum was present

**Members Present**

Alderson, Bacio, Black-Lanouette, Brumfield, Creadon, Dunk, Enyedi, Frye, Gold, Johnson, Le, K. Malloy, N. Malloy, Mola, Moyer, Mularky, Oliver, Ortega, Rizzardi, Rossbacher, Thobaben, Wrenn, Virnoche

**Members Absent**

Byrd, Dawes, Eschker, Guillen, Karadjova, Maguire, Michalak

**Guests**

Alison Kleaver, Rock Braithwaite, Amber Blakeslee, Lisa Bond-Maupin, Duncan Robins, Kim Comet, Susan Brater, Richard Boone, Rick Zechman

**Announcement of Proxies**

Amber Blakeslee for Dawes, Wrenn for Karadjova, Gold for Maguire and Eschker, Mola for Michalak

**Approval of and Adoption of Agenda**

Senator Wrenn motioned to strike item #12, Resolution on Faculty Awards (06-17/18-FAC – October 17, 2017) as a First Reading, instead labeling it a Discussion Item, citing significant issues with language in the current version.

M/S (Dunk/K. Malloy) to approve the agenda as amended

Motion to approve agenda as amended carried unanimously

**Approval of Minutes from the October 3, 2017 Meeting**

M/S (Ortega/Dunk) to approve the Minutes of October 3, 2017

Motion carried unanimously

**Reports, Announcements, and Communications of the Chair**

- Written report attached

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

**Academic Policies:**

- Written report attached

**Appointment and Elections:**

- Written report attached

**Constitutions and Bylaws:**

CBC Chair Le reported that the committee will meet in November.

**Faculty Affairs:**

- Written report attached

**University Policies:**

- Written report attached

**University Resources and Planning Committee**

- Written report attached

In addition to the written report submitted by URPC Co-Chair Rizzardi, Provost Enyedi stated that the URPC continues to collect information from colleges and unions to determine what will be considered in phase II budget cuts.

Senator Dunk noted that although he did not attend the Budget Planning Open Forum on October 5, he studied the PowerPoint presentation from the Forum, and registered his concern that allocating 38% of HSU's budget to faculty and academic is too low a percentage.

Senator Gold rose to a point of order, citing that the time for comments on budget planning is at the Budget Planning Open Forums, not during the Senate meeting.

Chair Alderson declared the point of order well taken.

**Statewide Senate (ASCSU):**

- Written report attached

**Associated Students (AS):**

Senator Black-Lanouette reported that Associated Students is hosting a fire relief supply drive for victims of the Sonoma County wildfires, and requested senators tell faculty, staff, and students that the drive will continue through the end of this week.

**California Faculty Association (CFA):**

Chair Alderson reported that Senator Byrd's teaching schedule conflicts with the Senate meetings this semester, but she will join the meetings next semester. Senator Byrd will attend a future meeting during the fall 2017 semester and give a report.

**HSU Labor Council:**

Chair Alderson reported that she is in the process of determining if Senator Guillen will continue to serve as the Labor Council Delegate, or if another person will be appointed.

**Administrative Affairs:**

- Written report attached

In addition to the written report, Budget Director Blakeslee noted there are dashboards available for reference on the University Budget website that detail more information on University allocations, and highlighted increased funding of \$23 million for the Library and Theater Arts seismic projects.

**Provost's Report:**

Provost Enyedi gave a brief report of the October 12 WSCUC/WASC off site review team meeting, and highlighted that the review team commended HSU for a well written report and for addressing points of concern from previous reviews.

Provost Enyedi also reported the College Deans have received an allocation of hiring funds for 9 additional tenure track faculty members. Provost Enyedi reported that there are 255 FTE tenure track faculty members at HSU as of fall 2017, an increase from fall 2015 when there were 225 FTE tenure track faculty members, which indicates increasing tenure track density.

**President's Report:**

- Written report attached

In addition to the written report, President Rossbacher noted that the CSU Office has issued a Preliminary Progress report for each campus, to help the institutions understand their progress toward the Graduation Initiative 2025 goals, and encouraged everyone to take a look at HSU's report online at [calstate.edu/dashboard](http://calstate.edu/dashboard). President Rossbacher then introduced Alison Kleaver, HSU General Counsel, and invited her to speak to her role at HSU and in the CSU Office.

**Guest: Alison Kleaver, HSU General Counsel**

Counsel Kleaver introduced herself and stated she is on campus once per month for a week, based out of Seiman's Hall, and is available to assist the University community there, or via email when she is off campus. Kay Libolt is in charge of Counsel Kleaver's on campus schedule and Kim Comet is the legal liaison, in addition to her duties as Director of Risk Management.

**Consent Calendar from the Integrated Curriculum Committee**

The attached ICC Consent Calendar was unanimously approved

**It was noted that there were no guests signed up to speak during the Open Forum for the Campus Community**

**TIME CERTAIN 3:30-3:40pm: Rock Braithwaite, WSCUC Update**

Rock Braithwaite, Chair of the Steering and Self-Study Committee (SSSC), summarized information about the recent off-site review by the Evaluation Team.

SSSC Chair Braithwaite reported that the Evaluation Team commended HSU for a well written

and honest Self-Study Report that included information on progress toward implementing changes from last review cycle, as well as a discussion of barriers to progress where appropriate. The Evaluation Team reportedly listed community partnerships, research, and student leadership as strengths for the University; commended HSU for showing the highest financial indications since 2006; and highlighted the Critical Race and Gender Studies (CRGS) program and their efforts to address opportunity gaps for students.

SSSC Chair Braithwaite reported the lines of inquiry the Evaluation Team have identified, all of which fall under the relative “umbrella” of a review of HSU’s assessment process and how we use it to collect evidence to ensure that we have sustainability. Other lines are:

- Program review process across campus
- How we use evidence to make decisions
- Campus initiatives relating to student success and sustainability
- Budgeting processes as it relates to sustainability

SSSC Chair Braithwaite reported information HSU must submit in January includes:

- Core Competency Assessment Plan
- Strategic Enrollment Plan
- Advising Assessment Plan
- Graduate programs and assessment of those programs
- Faculty Development Program
- Current and prior budgeting information

SSSC Chair Braithwaite reported that the Evaluation Team will be interviewing students, staff, and faculty regarding their lines of inquiry, and will conduct program reviews from selected programs on campus. Kinesiology (specifically their integrated core competency assessment) and Theater Arts will be reviewed. In the next few weeks the SSSC will develop a communication plan with groups across campus that can expect to be interviewed, and the University community as a whole is encouraged to review the WSCUC Report, the Self Study Report, and the Off Site Campus Review Report, all of which are available online.

**Resolution on Posthumous Degrees and Certificates of Achievement (03-17/18-APC – October 17, 2017) Second Reading**

Senate vote to approve the Resolution on Posthumous Degrees and Certificates of Achievement **passed**

Ayes: Bacio, Creadon, Brumfield, Dunk, Enyedi, Eschker, Frye, Gold, Karadjova, Le, Maguire, K. Malloy, N. Malloy, Michalak, Mola, Moyer, Mularky, Oliver, Ortega, Pence, Rizzardi, Thobaben, Virnoche, Wrenn

Nays: none

Abstentions: Dawes

**Resolution on Curricular Guidelines for General Education Area E (04-17/18-ICC – October 17, 2017) First Reading**

M/S (Oliver/Virnoche) to move the resolution

Motion carried unanimously

Senator Oliver reported that the ICC, GEAR, and Academic Master Plan (AMP) committees continue to work on the curricular guidelines, and that some questions they are considering have to do with implementation of curriculum and not with guidelines themselves. They are also considering whether the guidelines should stipulate class size regulations, class prefixes, etc. while holding as an overall goal to set campus content guidelines that meet CSU EO requirements. The GEAR committee do not want the guidelines to be too prescriptive. Senator Oliver then requested the Senate give feedback and share any questions on this draft of the guidelines. A long discussion ensued.

The resolution was referred back to committee for further revision, most likely to return as a Second Reading.

**Resolution on Faculty Awards (06-17/18-FAC – October 17, 2017) First Reading Discussion Item**

This item struck as First Reading, moved to a Discussion Item

FAC Chair Wrenn reported that, since its initial formation, the resolution morphed into something to do with the Faculty Awards Committee as a whole, and not just the awards presentation. Some changes and thoughts include an acknowledgement that ERFA members could serve on the Faculty Awards Committee. There were also some concerns about student membership on the committee, specifically whether students should be allowed to see confidential teacher evaluations, which are a part of what the committee reviews in consideration of nominated faculty members.

Senator Thobaben reported that the committees on which she serves feel that the Outstanding Professor Award should be reserved for faculty who have attained the status of Full Professor.

FAC Chair Wrenn noted that since changes to Section 800 of the Faculty Handbook it would need to go to the General Faculty for a vote, which means that any changes would most likely go into effect next year.

Discussion ensued, and recommendations of Senators are summarized below:

- Senator Dunk: all awards be given equal, increased cash awards
- Senator Creadon: students should not see confidential FTPs of Faculty members
- Senator Mola: the current nomination and filing process too arduous, which may contribute to the small number of nominations and awardees this campus usually sees.

The processes as a whole should be easier, should not include review of student evaluations of professors, the committee should include student representation, the monetary award amounts should decrease while the number of awards increase, and the Outstanding Professor Award should not be reserved for Full Professors.

- Senator Moyer: Retention Tenure and Promotion (RTP) reviewers who are already examining faculty files could nominate faculty members for awards as they review
- Senator Gold: the Outstanding Professor Award should consider student evaluations
- Senator Mularky: before including student representation on yet another committee, focus should be on fulling current committee student vacancies (though he is in favor of more student representation in general)

The resolution as currently written was referred back to committee for further review

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M/S (Eschker/Virnoche) motion to adjourn

**Meeting adjourned at 4:16pm**

**HUMBOLDT STATE UNIVERSITY**  
**Senate Chair's Report**  
**Senate Meeting, October 17, 2017**

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I attended GI 2025 events in Long Beach last week. Lots of inspiring speakers! Several were livestreamed. We've posted links on the CTL website:

<http://ctl.humboldt.edu/content/graduation-initiative-2025>

Last week was also the first meeting of the CSU Senate Chairs. Much of our discussion centered around responses to the EOs. We are drafting an Open Letter regarding general dissatisfaction with the lack of meaningful consultation with the Orders, as well as the extreme shortness of the timelines for their implementation.

We had an extended discussion at SenEx last week re: library resources and the most recent notification of journals that are slated for subscription cancellation. SenEx discussed bringing forward a Sense of the Senate resolution indicating the critical need for robust Library resources to support coursework and research across campus. In the end, SenEx determined that the appropriate location for detailed budget conversations is in the individual units – how the Library expends its budget is determined by leadership in the Library. Fortunately, the Library has recently announced upcoming open forums to discuss this issue. Please consider attending these events in order to have your voice heard. The open forums are slated to be held this Thursday, October 19<sup>th</sup> from 12:30-2:00 and Friday, October 20<sup>th</sup> 8-9:30 in the Library Fishbowl.

Our ASCSU representatives were encouraged to reinvigorate our campus discussion of IP, now that the most recent contract has been successfully negotiated. ASCSU Chair Miller believes that this opens up an opportunity for presidents to reconsider their stance against signing recently approved campus IP policies across the system (including our Spring 2016 policy). I have communicated with President Rossbacher regarding this issue. Here is her response, which is the formal CSU message on the issue:

"Based upon requests and feedback from the campuses, the CSU has been working to establish a systemwide IP policy that would provide guidance and clarity, while still providing flexibility at the campus level regarding specific IP issues. Because such a policy is within the scope of bargaining under the Higher Education Employer-Employee Relations Act or HEERA, the CSU is required to bargain any IP policy – systemwide or campus-based -- with the California Faculty Association (CFA). The CSU and CFA have specifically acknowledged this mutual bargaining obligation in writing and, as part of the recently negotiated agreement between the CSU and CFA extending the existing collective bargaining agreement, the CSU and CFA expressly agreed to continue to negotiate regarding the proposed systemwide IP policy. Entering into a campus IP policy at HSU would violate the law, thwart the current agreement between the CSU and CFA and complicate both sides' ability to reach a negotiated IP policy."

# HUMBOLDT STATE UNIVERSITY

University Senate Written Reports, October 17, 2017

Standing Committees, Statewide Senators and Ex-officio Members

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## Academic Policies Committee:

Submitted by Kerri Malloy, APC Chair

October 12, 2017

**Members:** Michael Goodman, Stephanie Burkhalter, Ramesh Adhikari, Heather Madar, Michael Le, Mary Glenn, Mary Virnoche, Clint Rebik, Kerri Malloy, (recruiting for student members).

**Meeting Dates for Fall 2017:**

**Meeting time:** 2PM-2:50 PM

**Meeting Place:** BSS 508

August: ~~30~~

September: ~~13~~ and ~~27~~

October: ~~11~~ and 25

November: 8

December 6

### October 11:

- Committee reviewed the Course Numbering Policy via email and forwarded it on the ICC for reviews.
- Committee will be discussion revisions to:
  - Academic Honesty Policy proposed by the Dean of Students
  - Syllabus Policy as part of bringing the campus into compliance with the Accessible Technologies Initiative

### September 27:

- Committee provided feedback and questions on the proposed Advising Policy.
- Committee will be sending forward revisions to the Course Numbering Policy to reflect the elimination of remedial course.

### September 13:

- Committee completed the review and edited the Posthumous Degree Policy and will be sending it forward to the Senate for a first reading.
- Committee reviewed the draft of the Advising Policy. This item took up the bulk of the meeting and will be the main item at the September 17 meeting.

### August 30:

- Committee reviewed and discussed the Posthumous Degree Policy

### Inquiries:

### **Add/Drop Date Report:**

The Committee is gathering the necessary information to prepare and send to the University Senate the first annual report on the impacts of the decoupling of the Add/Drop from the Census date.

### **Add/Drop Date**

Inquiry on the Add/Drop date being on holiday. Internal discussion on the number of exceptional add/drops that may be a result of this, the date not always being on holiday, and that students have access to their Student Center 24/7. Registrar indicates there has not been an uptick since due to the Add/Drop date landing on holiday.

Discussion with the Academic Technology Faculty Contributors (formerly known as the Canvas Faculty Contributors) to have global messages to students posted on dashboards that indicate upcoming academic deadlines:

- Add/Drop
- Credit/No Credit
- Final Day to Withdraw

Students would see the notice when they log into Canvas and would be posted a week before the deadline.

Also, there was a discussion with Academic Technology Faculty Contributors on integrating the academic calendar into the Canvas calendar for students and faculty.

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## **Appointments and Elections Committee:**

Submitted by Katia Karadjova, AEC Chair

October 11, 2017

The vast majority of current committee vacancies are for students. There are only two unfilled for faculty: CPS Faculty on both the RTP C&S Committee and the International Advisory Committee. AEC will continue to solicit for nominations for any unfilled positions.

Please let me know should you have any questions.

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## **Faculty Affairs Committee:**

Submitted by George Wrenn, FAC Chair

October 16, 2017

Meetings are open to the campus community. The Committee currently meets every other Thursday at 2 p.m. in BSS 508.

The Faculty Affairs Committee addresses matters involving the individual or collective relationship of faculty to the University. The Committee can be reached through the Senate's Faculty Affairs web page: <https://www2.humboldt.edu/senate/faculty-affairs-committee>.

October 12 Agenda and Meeting Notes

Present: Renée Byrd, Monty Mola, Colleen Mullery, George Wrenn (chair)

Absent: Marissa O'Neill, Mark Wilson

Agenda:

1. Changes to Faculty Award lecture requirement (Review resolution for first reading)
  2. Providing assistance to international faculty in obtaining legal resident status (green card) (Mola)
  3. Tenure track density (Wilson)
  4. Review ongoing business:
    - o Advising Policy
    - o Faculty Presence on Campus
    - o Assigned Time
  5. Appendix J review/revision
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1. Resolution on Faculty Award lecture requirement (first reading)

This resolution provides alternatives to the lecture "opportunity" provided for in the Faculty Awards Resolution that passed in 2009 (#16-08/09-FA (Revised)). The 2009 resolution includes this resolve:

*That the Academic Senate of Humboldt State University recommends that each of the faculty awards shall include a stipend of \$1000 for Outstanding Professor and \$500 for other awards, and an opportunity to present a lecture or performance open to the University and Community, thereby forming an awards lecture series free of charge to attendees. The Humboldt Medal will be conferred on all awardees*

The Committee reviewed and approved the new resolution for first reading. If possible, a 2nd reading will be waived because this year's call for nominations is imminent.

2. Providing assistance to international faculty in obtaining legal resident status (green card) (Mola)

Mola discussed the importance of finding ways to assist international faculty who face uncertainties in immigration status and obtaining green cards. Options for legal counsel and payment of legal fees were discussed. Mullery noted that the CSU cannot provide legal fees. HSU does, however, pay all of the fee obligations it has as an employer, including expedited processing fees when they are necessary in hiring. HR maintains a list of attorneys who can be consulted regarding immigration issues.

The Committee discussed how legal fees might be picked up, including auxiliaries. It was noted that CFA, unlike the CSU, can pay legal fees. Mola and Byrd will continue to research options for assistance; advice will be sought from the California Teachers Association and Sponsored Programs. It was noted that the Center for International Programs now manages all visas.

3. Tenure track density (Wilson)

Wilson reported to the Committee via email:

“The lack of TT faculty is causing major problems in several ways. First, there are not enough TT faculty to take on the work associated with shared governance, and fewer TT faculty means fewer grants and student opportunities. Second, an increasingly large portion of TT faculty time is spent finding, hiring, training and evaluating lecturers. Third, the quality of our lecturer pools is usually very limited, and this has a significant effect on quality of our programs. Students can go through many degree programs with very little interaction with TT faculty.

“In 2001, the California State Legislature adopted ACR73 which urged the CSU to maintain the TT faculty density at a minimum of 75% tenured and tenure-track faculty. Nine months later, leaders of the CSU and the CFA signed a memo committing to achieve the goals of ACR 73. In 2007 the legislature passed AB1343 which again expressed the intent of the legislature that at least 75% of the FTEF faculty of each campus of the CSU and the CCC be tenured or tenure-track. In 2009/2010, the CSU stated that its goal was to "achieve a proportion of 75 percent full-time tenured and tenure-track faculty over eight years.”

The Committee reviewed and discussed data on tenure track density provided by Mullery. Byrd noted that a CFA working group and the CO plan to meet to address the issue of tenure track density. Wrenn requested data on TT density by department. Discussion and analysis of data will continue.

#### 4. Review ongoing business:

##### Advising Policy

APC is revising policy and FAC will see again before it goes to chairs for feedback.

##### Faculty Presence on Campus

The issue of faculty presence was discussed and tabled at the September 21 Faculty Affairs meeting.

##### Assigned Time

Chair updated Committee on status of formal request to College Deans for SPA data on Assigned Time for Department Chairs and Program Leaders. This went out on September 27 with an October 17 deadline for submission; CPS data received September 29; CNRS data received October 12.

Mola reviewed issues with assignment of department chair WTUs, including whether they are being taken at an inordinately high level from collateral duties. He noted that FAC would need to review appointment letters to accurately determine how overload is occurring. Excess WTU data in the FAD (Faculty Assignments by Department) reports is difficult to interpret. Variability, inequities, and lack of transparency in chair assigned time need to be addressed.

Mola will research WTU formulas that might be adopted at HSU. The Committee will continue its review of department chair assigned time at future meetings.

5. Appendix J review/revision

Areas previously or prospectively identified for review:

RTP: early tenure; evaluation criteria (Boyer); advising evaluation; language of diversity and inclusion; addressing “achievement gap.” Other: personnel action calendar under Interfolio; outdated position titles

Due to time constraints, this topic was postponed until the next meeting.

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## **University Policies Committee:**

Submitted by Justus Ortega, UPC Chair

October 12, 2017

### Oct. 3<sup>rd</sup> Meeting

UPC Attendees: Justus Ortega, John Meyer, Troy Lescher, Douglas Dawes, Randi Darnall Burke, Kay Libolt, Michelle Anderson (Vacancy for staff member and student representative)

- 1) Discussed results of University Sports Facilities Scheduling Advisory Committee (USFSAC) discussion
  - a. USFSAC will develop prioritization policy for indoor and outdoor physical activity spaces
  - b. USFSAC will identify all physical activity spaces to be included in their charge
  - c. USFSAC will revise “USFSAC Committee document” to more clearly indicate charge, facilities under/subject to that charge, and appropriate and balanced membership
    - i. Will be vetted and by USFAC and URPC before bringing it to University senate floor.
  - d. Discussed whether USFSAC should be a committee or a working group that gives recommendations to the University Space and Facilities Committee.
- 2) Review and Discuss Draft Animal Policy – appears to be same as the original Animal policy approved by Senate but split into two separate animal policies- one for employee and one for non-employees. Some small changes were recommended and further recommend that it be pulled from the Senate agenda for Oct. 3, 2017. Returned to Risk management for revision.
- 3) Review and Discuss Draft Food Policy –it was noted that more definitions were added. There was a lengthy discussion about the fact that students cannot sell foods that they have prepared outside of a commercial kitchen. The risk and liability associated with food prepared outside of a commercial kitchen was discussed. Committee member

cited cottage food operation as a possible solution. “The California Homemade Food Act (AB 1616) created a new category of food enterprise in California called a cottage food operation, which is the only type of food business that can use a home kitchen for *processing* food for sale to the public in California. The types of foods that a cottage food operation can sell are limited to “non-potentially hazardous foods,” which are foods that are unlikely to grow harmful bacteria or other toxic microorganisms at room temperature.” –Sustainable Economies Law Center

[http://www.theselc.org/cottage\\_food\\_law\\_summary](http://www.theselc.org/cottage_food_law_summary). It was suggested that the Food policy be congruent with animal policy...for example food policy prohibits animals around food preparation, yet it appears that service dogs would be allowed according to animal policy.

Review and discuss Draft Flag Policy – the President of the United States determines when a flag can be at half-mast. Discussed how Flag policy may be redundant with federal law, thus may just need a procedure stating HSU complies with federal law. Discussed goal of keeping procedures separate from policy.

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## University Resources and Planning Committee:

Submitted by Mark Rizzardi, URPC Co-Chair

October 16, 2017

On Thursday, October 5, the URPC hosted an Open Forum to give a recap on the budget and provide a planned timeline for discussion of the upcoming Phase 2 budget reduction proposals. The slides are available via the budget planning link ( <http://www2.humboldt.edu/budget/budgetplanning> ) found on the Budget Office's website. The interactive Questica budget exploratory tool (<http://hsu.openbook.questica.com/> ) was also demonstrated during the forum. Phase 2 proposals will be delivered to the URPC by October 31 and made available to the University community shortly after. There will be iterative rounds of discussions to evaluate the proposals. Three more dates have been reserved for Open Forums on the budget: December 8, February 2, and April 13.

Budget planning feedback and suggestions can be sent, anonymously or named, to the Budget Office and the URPC via <https://www2.humboldt.edu/budget/node/65>.

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## **Academic Senate CSU (ASCSU):**

Submitted by Mary Ann Creadon, ASCSU Representative

October 16, 2017

- Interim meetings of ASCSU committees were held on Friday, October 13. The next plenary session will be held on November 2 and 3.
- ASCSU last spring nominated two senators to fill the position of faculty trustee when the term of the current trustee, Professor Steven Stepanek, ends. We nominated Professor Steven Filling of CSU Stanislaus and Professor Romey Sabalius of San Jose State University. Governor Brown announced his appointment of Professor Sabalius as faculty trustee.
- EVC Blanchard distributed two memos on October 12, one to campus presidents and one to the Chancellor's General Education Advisory Committee (GEAC), modifying the possibilities for extending the timeline for implementation of EO 1100 Revised and EO 1110. Those memos are attached. At this time twelve campuses, including Humboldt, have passed resolutions about the executive orders, concerned both with shared governance and the implementation timeline. Nine more campuses have resolutions under consideration.
- The Chancellor's Office provided responses to the resolutions passed by the Academic Senate at the September plenary. That memo is also attached to this report.

October 12, 2017

Dr. Christine Miller, Chair  
Academic Senate, CSU  
The California State University  
401 Golden Shore  
Long Beach, California 90802-4210

**RE: September 14-15, 2017, Senate Resolutions**

Dear Dr. Miller:

Thank you for forwarding the packet of resolutions adopted by the Academic Senate of the California State University at its September 14-15, 2017 meeting. We are pleased to provide the responses below.

**1) AS-3303-17/FGA: In Support of the Preservation and Extension of the Deferred Action for Childhood Arrivals (DACA) Program**

Chancellor White continues to express his support of this group of students and we are pleased to see continuing support from ASCSU. His most recent statement is included on our website.

<https://www2.calstate.edu/csu-system/news/pages/chancellor-white's-message-to-csu-community-on-daca.aspx>.

It is critical that while we acknowledge, address and comfort the concerns of those most impacted by these federal steps, that we also re-enforce what has not changed – AB540 nonresident tuition waivers, access to Cal Grants, State University Grants, and Dream loans, and the support our campuses provide through Dream Centers and similar support networks.

2) **AS-3304-17/FGA/AA/APEP: On the Development and Implementation of Executive Orders 1100 (revised) and 1110**

**Developmental Education**

From our own CSU institutional research, we have observed that 31 percent of students taking developmental math courses at the CSU did not pass. We also know that developmental mathematics requirements disproportionately (65%) affect students from historically underserved communities. While that failure rate represents a systemwide average, there are campuses where a much higher percentage of students do not pass. We know that this affects their opportunities for academic progress and degree completion.

When we look at the experience of other institutions and systems, we see that several states have transitioned to alternative instructional approaches in mathematics. Fairmont State University in West Virginia, a public comprehensive university of 4,000 students of which half receive Pell grants, the number of students completing entry-level math courses increased from 28 percent to 82 percent after the university moved to providing co-requisite based courses. Similarly, pass rates in English courses at West Liberty University, also in West Virginia, moved from 46 percent to 91 percent. The City University of New York (CUNY) also adopted co-requisite approaches to developmental mathematics. The CUNY experience is the basis for the article “Should Students Assessed as Needing Remedial Mathematics Take College-Level Quantitative Courses Instead? A Randomized Controlled Trial” in the September 2016 issue of the journal *Educational Evaluation and Policy Analysis* (<http://journals.sagepub.com/doi/pdf/10.3102/0162373716649056>). Additional information publications are available at the Graduation Initiative 2025 website (<https://www2.calstate.edu/csu-system/why-the-csu-matters/graduation-initiative-2025/academic-preparation/Pages/resources.aspx>).

The Chancellor’s Office recognizes that this commitment to supporting student academic achievement has costs. To help with this, each campus was given a funding allocation, described in [Coded Memo B 2017-04](#) to assist with the expenses related to the transition. In addition, we will be providing support and ongoing professional development opportunities related to these efforts.

**Quantitative Reasoning**

As indicated in the Executive Vice Chancellor’s letter of October 6, 2017 to Chair Miller, the *Quantitative Reasoning Task Force Report* “recommended ‘foundational’ and ‘baccalaureate’ quantitative reasoning definitions were not adopted because they are not appropriate for GE policy.” He further clarified that “Student proficiencies upon high school

graduation are addressed in CSU admission policy, not in GE policy. Similarly, GE policy does not address college graduation-level proficiencies.”

### **Ethnic Studies**

The CSU is the most diverse four-year university in the nation. Diversity is a part of our academic mission, which includes preparing students to live in a multicultural, global society. All but one of our campuses have cultural diversity course requirements and EO 1100-Revised does not prohibit those requirements.

This revision of EO 1100 was intended to provide clarity, increase equity, and facilitate academic progress and did not consider expanding GE distribution areas. The revision does not prohibit or limit cultural diversity course requirements. Regarding cultural diversity courses, campuses may employ curricular design strategies such as double counting cultural diversity courses with other requirements, designation as a campus graduation requirement, or requiring cultural diversity courses as an Area A – E requirement.

In his July 13, 2016 letter to the CSU community regarding the recommendations of the Ethnic Studies Task Force Report, Chancellor White asked “that campuses implement, as appropriate, specific recommendations to strengthen the institution in the context of the mission, priorities and campus culture.” Further, he counseled, “the ethnic studies report should not constrain the regular academic planning process of each campus, rather it should be one factor that informs the planning.” There is no aspect of EO 1100 that prohibits a campus from requiring ethnic studies or cultural diversity courses within the policy parameters for GE programs or as a campus requirement.

### **Meeting Students’ Needs**

In his meeting with the Executive Committee of the ASCSU, Chancellor White acknowledged that as some campuses engaged in these discussions, particular elements have emerged as challenging. At the same time, we do not want to undercut the work that has already been done or interrupt the progress that has already been made by imposing a delay. A delay also assumes that there is no cost to the status quo and as indicated above, we believe there is a very real cost to students if we delay.

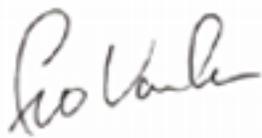
Following on these discussions, in his message to Presidents on October 12, 2017, Executive Vice Chancellor Loren Blanchard recognizes “the distinctive academic environments of each CSU campus. As such, there may be situations that warrant consideration of a narrowly defined request for extension of the implementation date of a specific element of EO 1100.” He continues that, “A request to delay implementation for a particular element of EO 1100-Revised may be submitted by the provost on behalf of the faculty and campus community, with endorsement by the president.”

Dr. Christine Miller  
October 12, 2017  
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3) **AS-3306-17/APEP/FGA: Support for AB-19 (2017) Community Colleges: California College Promise**

The CSU is committed to encouraging student success in their pursuit of higher education. This support for success at community colleges is welcome.

Sincerely,



Leo Van Cleve  
Assistant Vice Chancellor  
International, Off-Campus Programs, and Liaison to the ASCSU

- c: Dr. Timothy P. White, Chancellor  
Dr. Loren J. Blanchard, Executive Vice Chancellor, Academic and Student Affairs  
Mr. Steve Relyea, Executive Vice Chancellor & Chief Financial Officer  
Mr. Garrett P. Ashley, Vice Chancellor, University Relations and Advancement  
Ms. Melissa Bard, Vice Chancellor, Human Resources

October 12, 2017

If applicable, respond no  
later than  
**November 15, 2017**

**MEMORANDUM**

TO: CSU Presidents

FROM: Loren J. Blanchard, Ph.D.  
Executive Vice Chancellor



SUBJECT: Implementation Timelines for Executive Orders 1100-Revised and 1110

The Chancellor's Office has received questions regarding implementation of recently issued Executive Order 1100-Revised, [General Education Breadth Requirements](#) and Executive Order 1110, [Assessment of Academic Preparation and Placement in First-Year General Education Written Communication and Mathematics/Quantitative Reasoning Courses](#).

As a reminder, Executive Order 1100-Revised updates the existing CSU general education (GE) framework, clarifying requirements, affording equity in the application of general education policy and facilitating more efficient graduation.

The intent of Executive Order 1110 is to expand the use of multiple measures of assessment for readiness in English and mathematics for new students, strengthen the Early Start Program by focusing on baccalaureate credit-bearing experiences and provide the opportunity for faculty innovation in general education courses with appropriate academic and student support.

We understand that faculty on most campuses have already begun work on the curricular updates necessary under these policies. As they have engaged in this work, some have expressed concern regarding the ability to achieve a particular element of the updated policy by fall 2018, based upon unique campus constraints.

We recognize the distinctive academic environments of each CSU campus. As such, there may be situations that warrant consideration of a narrowly defined request for extension of the implementation date of a specific element of EO 1100. In these cases, the CSU Office of the Chancellor will consider extension requests. No extensions will be considered regarding

**CSU Campuses**

Bakersfield  
Channel Islands  
Chico  
Dominguez Hills  
East Bay

Fresno  
Fullerton  
Humboldt  
Long Beach  
Los Angeles  
Maritime Academy

Monterey Bay  
Northridge  
Pomona  
Sacramento  
San Bernardino  
San Diego

San Francisco  
San José  
San Luis Obispo  
San Marcos  
Sonoma  
Stanislaus

Executive Order 1110 or elements of Executive Order 1100-Revised that align with EO 1110, such as updates to GE Subarea B4, Mathematics/Quantitative Reasoning.

A request to delay implementation for a particular element of EO 1100-Revised may be submitted by the provost on behalf of the faculty and campus community, with endorsement by the president. Requests shall include:

- The specific, narrowly defined request for delay, identifying the policy section affected and explaining why more time is needed;
- A clear and compelling rationale to support the request for the benefit of students;
- A timeline detailing the work to be accomplished by specific dates;
- The term and year by which specific policy areas will achieve compliance with the EO; and
- Confirmation that efforts to address all other elements of the EO are continuing.

Two campuses, CSU Monterey Bay and Sonoma State University, have already been granted extensions until fall 2019, allowing delay of the minimum/maximum 3-unit general education course format requirement. Nearly all general education courses at these two campuses will require conversion from four units to three units. Based on informal inquiries received, it is anticipated that the number of additional extensions granted will be limited.

### **Requests**

Requests addressing the above elements may be submitted to my attention by the campus provost no later than November 15, 2017. Requests will be carefully considered and will receive an expedited response.

c: Timothy P. White, Chancellor  
Christine Miller, Chair, Academic Senate of the California State University  
Provosts and Vice Presidents of Academic Affairs  
Vice Presidents of Student Affairs

October 13, 2017

**MEMORANDUM**

TO: Dr. Kevin Baaske  
Chair, Chancellor's General Education Advisory Committee

FROM: Loren J. Blanchard, Ph.D.   
Executive Vice Chancellor

SUBJECT: Implementation of Executive Orders 1100 and 1110

Chancellor White has asked me to respond to your September 18, 2017 letter that requested a delay in implementing Executive Orders (EOs) 1100 and 1110. To address stated concerns about the policies from the committee and other constituents, we hosted a live, two-hour "Policy Q&A Webcast" on September 29, 2017. Campus community members raised questions during the webcast, with my staff providing responses in real time. The webcast is posted online and can be viewed at any time at: <http://www.calstate.edu/app/policywebcast/index.shtml>. Also featured on that Web page are EOs 1100 and 1110 FAQ documents containing information shared during the webcast. You will also find posted a summary of campus feedback to our systemwide March 2017 EO 1100 revision survey, a summary of the EO 1100 revision consultation timeline and links to scholarship on co-requisite course models.

To support faculty engaged in the work of revising courses, we began offering faculty development opportunities this past summer and held a mathematics faculty-development focus group event, during which participating faculty offered guidance about the professional development programming needed in order for CSU faculty to respond to the EOs. Based on the advice given, events are being planned and are listed on the Math/QR Faculty Development Calendar at: <https://www2.calstate.edu/csu-system/why-the-csu-matters/graduation-initiative-2025/academic-preparation/professional-development>. Following the August Co-Requisite Mathematics Summit, the University of Austin, Texas Dana Center will return in November to facilitate a two-day Mathematics/Quantitative Reasoning Course Development Workshop, and CSU faculty-led "how-to" workshops are in development. Additionally, the CSU Math & Quantitative Reasoning website features teaching resources, information on outcomes assessment, and a CSU campus-by-campus list of currently offered mathematics/quantitative reasoning GE courses. That website is available at: <http://www.calstate.edu/app/mathqr/>. For

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Sacramento  
San Bernardino  
San Diego

San Francisco  
San José  
San Luis Obispo  
San Marcos  
Sonoma  
Stanislaus

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faculty interested in learning more about other state and national developmental education efforts, various articles appear on this Web page:

<https://www2.calstate.edu/csu-system/why-the-csu-matters/graduation-initiative-2025/academic-preparation/Pages/resources.aspx>.

Regarding your concern about our community college partners, please note that the EO 1110 elimination of stand-alone pre-baccalaureate courses applies only to the California State University (CSU) and does not extend to the courses offered at California Community College (CCC) campuses.

In recognition of varying campus circumstances across the system, I have issued the enclosed memorandum to presidents, allowing submission of a “narrowly defined request for extension of the implementation date for a specific element of EO 1100.” With support of the campus president, a provost—on behalf of the faculty and campus community—may submit such a request to my office. There will be no exceptions considered for EO 1110, including general education (GE) mathematics/quantitative reasoning or written composition courses, which are also addressed in EO 1100.

We understand that the CSU is moving at an accelerated pace to do what is right for students. In fall 2018, we will welcome 25,000 freshmen into courses offering the support they need to succeed in baccalaureate-level GE courses that count toward their degrees. While most courses will not change, we are relying on the entire CSU community to continue to collaborate and work together to create an empowering university education for our students.

LJB

Enclosure

c: Dr. Timothy P. White, Chancellor  
Dr. Christine Miller, Chair, Academic Senate, CSU

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## Administrative Affairs:

Submitted by Doug Dawes, Interim Vice President of Administrative Affairs

October 16, 2017

### Facilities:

- Library and Theatre Arts seismic projects received the additional \$23 million in funding to make the projects viable after the revised scope of design was estimated for final costs of \$36.66 million. Full design and relocation plans are underway; more information in mid-Spring 2018.
- Jenkins Hall is undergoing the same seismic design reevaluation that the Library and Theatre Arts projects did and will likely need additional funding and scope of work as a result.
- Switchgear replacement project is progressing, but the next planned electrical outages previously scheduled for Fall and early winter break are delayed due to equipment arrival.
- A custodial level of services assessment is currently underway, which is a key component of the Facilities Management budget reductions in custodial positions. The assessment should be completed by the end of the year at which time the campus will hear what changes may be forthcoming in services provided to the campus, given the number of custodial positions currently authorized.
- A parking operations and demand analysis study is currently underway to establish data on physical parking resources and user behavior and demands. This study will be completed by early February, 2018 and will contain recommendations for meeting demand and lessening impacts to the campus community.
- On 10/18 at BSS 162, there will be a presentation on the results of the 2017 Sustainability Tracking, Assessment and Rating System results. This will include constant improvement recommendations and the results for this year.

### Payroll:

- Involved with the Human Resources/Campus Solutions split which is scheduled to go live in March. Testing will begin in a couple of weeks.
- Currently involved with the new Common Human Resource System (CHRS) for the CSU. The first review session in early December. It will be rolled out in phases beginning in July 2020. All campuses will be on the new system by December 2022.
- The news CHRS and its lack of initial support for auxiliaries will adversely affect how we process Sponsored Programs Foundation payroll, which may require an upgrade to a new system.

### Procurement:

- ProCards will soon be allowed to be used to pay for services.
- ProCard training will be ready shortly for all cardholders and approvers.
- Concur travel and expense reimbursement implementation, which will allow for online authorization and reimbursement is moving forward and an implementation timeframe should be known in early Spring.

- In conjunction with IT, building ATI review/regulations into the IT (electronic hardware and software) procurement process.

Budget:

- Working with URPC on Campus budget reduction planning (Phase 2)
  - New CSU budget policy will require regular reports and projections for areas
  - A portion of the new budgeting and reporting tool, Questica, is available at <http://hsu.openbook.questica.com/>
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## President's Office:

Submitted by Lisa Rossbacher, President, Humboldt State University

October 16, 2017

Dear colleagues –

HSU had a contingent of people who attended the Graduation Initiative 2025 Summit last week, which was also held in Long Beach. The CSU has issued a Preliminary Progress report for each campus, to help the institutions understand their progress toward the 2025 goals. HSU is identified as making good progress in every category except eliminating the gap between the percentage of Pell-eligible and Non-Pell students who graduate within 6 years, which is noted as only moderate progress. This report is available on-line at [calstate.edu/dashboard](http://calstate.edu/dashboard).

Important progress is being made with the Common Human Resources System for the CSU, on which a number of HSU staff have been working. The implementation time is lengthy, but HSU will benefit from have a standardized system that is compatible with the PeopleSoft database.

HSU's interest in a revised intellectual property policy was noted at last week's Council of Presidents' meeting in Long Beach. As has been shared with the University Senate Executive Committee, the new CFA agreement links the development of a system-wide policy on intellectual property with one on academic freedom. Thus, a campus-based policy on intellectual property would be in violation of the collective bargaining agreement.

I also want to acknowledge the many activities associated with Indigenous Peoples' Week (last week and continuing this week). The speakers, films, discussions, radio programs, gatherings, and guest lectures have offered powerful perspectives on the indigenous experience, and they weave together both historical and contemporary perspectives. The many people who planned these events have the appreciation of the entire HSU community.

I am always available to answer any questions.

## ICC Consent Calendar for 10/17/17 University Senate Meeting

16-145

International Studies, PROGRAM CHANGE FORM

The International Studies program proposes a 19-unit (5 course) minor to allow students to add an international perspective to their major program of study. Based on a careful review of the submitted curricular forms and discussions with the International Studies Program Leader, the ICC verifies that the program meets the standards for Vision and Benefit, Coherent Curriculum, Departmental and Administrative Support, and potential viability for new minor programs.

16-219

Environmental Science and Management - Ecological Restoration Minor PROGRAM CHANGE

ESM proposes to shorten a list of restrictive electives to just two courses: FOR 315 or RRS 306 which are each pre-requisites for the restricted electives FOR 431 or RRS 430, respectively, one of which is required for the Ecological Restoration minor. This change helps students and advisers ensure the prerequisite course is taken before the 400-level forest/rangeland restoration course, and the pre-requisite course counts towards the minor.

16-221

Environmental Science and Management - Ecological Restoration Major PROGRAM CHANGE

ESM proposes to shorten a list of restrictive electives to just two courses: FOR 315 or RRS 306 which are each pre-requisites for the restricted electives FOR 431 or RRS 430, respectively, one of which is required for Environmental Science (Ecological Restoration conc.) major. Like Program Change 16-219 above, these are useful changes that will benefit the students and instructors. The 300-level prerequisites ensure that all students taking the subsequent courses will now be well prepared, rather than ESM students lagging behind the other majors; this will allow the 400-level restoration course instructors to go further and make it a better learning experience for all the students, and the pre-requisite course counts towards the major. Double counting classes keep major below 120 units.

17-006

MUS 112 Piano I COURSE CHANGE FORM

Registration will be open to music majors only to expedite timely registration for first-time-freshman, who must take this course early in their music program. The current practice is to completely restrict registration so that students may only enroll with a permission number.

### **Elevation of the Child Development Option in Liberal Studies to a Bachelors of Arts in Child Development and Family Relationships**

*The ICC received the associated template for option elevations during the Summer of 2017 (The template does not appear in Nolij.)*

The ICC recommends that the existing option in Liberal Studies, Child Development, be elevated to a Bachelors of Arts in Child Development and Family Relationships degree program. There are no proposed curricular changes to the degree program. The Liberal Studies, Child Development Option has resided in the Child

Development Department for the past 25 years. A recent program review, along with the CSU Chancellor's Office Executive Order 1071, motivated a long-overdue elevation of this option in the Liberal Studies program to a stand-alone Baccalaureate program.