

HUMBOLDT STATE UNIVERSITY

University Senate Written Reports Standing Committees, Statewide Senators and Ex-officio Members

October 13, 2015

Enrollment Management and Student Affairs

The Division of Enrollment Management and Student Affairs is actively engaged in providing programs and services that support student success. We collaborate with others across the University in these efforts, and work to improve the student experience in all aspects of their lives. We seek out best practices by networking with colleagues across the country and work to improve by adopting those practices that are appropriate for our students and this university.

Division Highlights from 2014-15:

- Formalized the university-wide Behavior Intervention Team (BIT). The BIT is a multi-disciplinary team designed to identify troubling behaviors in individuals before they become major issues, identify trends/patterns, and deploy resources on- and off-campus when needed.
- Heavily invested in making space/time for difficult conversations around race, community, and social justice.
- Successful on-boarding of a new Director of Housing & Residence Life, a critical leadership position within the Division and the University.
- Expanded collaboration on student success initiatives across the university, and worked closely with Institutional Research to learn more about who our students are and what kinds of programs and services will help them be successful.
- With partners across the university, awarded a \$3M Department of Finance Innovation Award (in conjunction with the Humboldt County Office of Education and the College of the Redwoods). With this money we will be able to expand our collaborations to improve accessibility and student success in postsecondary education for students in our service area.

Snapshots of the work done in the Division by our various organizing units:

Enrollment Management Highlights:

- Created online dashboards with key enrollment data, making the information accessible across the campus.
- Awarded \$3M GEAR UP Grant; program is designed to increase the number of low-income students who are prepared to enter and succeed in postsecondary education.
- Began a systematic and thorough study of all communication to prospective students, and used the information to begin to create an annual communication calendar (that goes across departments) so that we are more strategic in our outreach efforts. Also working to ensure that our 'themes' and messages are consistent and appropriate. When this project is finished, we will next look at all communication to matriculated students and follow the same process with that group.

Dean of Students Highlights:

- Continued efforts to enhance and coordinate student involvement and leadership opportunities across departments, and assess and address gaps.
- Completed facilities/technology upgrades in the Testing Center to automate processes and expand services, better meeting the testing/certification needs on- and off-campus.
- Created and conducted an expanded series of education and training opportunities to support leadership development among our students.
- Conducted Title IX and Anti-Hazing training for all students in club/organization leadership positions, all students involved in Greek organizations and Intercollegiate Athletics, and others.

Health and Counseling Highlights:

- Expanded service capacity at both the Student Health Center (SHC) and the Counseling and Psychological Services Center (CAPS) through increased use of technology, extended hours, and development of self-help offerings, enabling both operations to see higher volumes of clients.
- Collaborating with the Social Work Dept., began providing food to students via an on-campus food pantry, assistance in applying for CalFresh, and cooking classes for healthy living. Continuing expansion includes purchase of CSA shares, so that students will have fresh produce available.
- In coordination with Risk Management & Safety, a Campus Pandemic Committee was gathered and oriented, a big step forward in campus preparation.
- Collaborating with staff in Housing & Residence Life and others across the University, effectively managed a case of meningitis in the residence halls and the subsequent communication and emotional reactions.

Housing and Residence Life Highlights:

- Launched the Faculty-in-Residence Program; primary goals are to increase student retention through engaging freshman residents with faculty outside of the classroom, and help students develop positive study habits. Planned expansion for a new Staff-in-Residence for 2015-16.
- In collaboration with the Learning Center and the Klamath Connection, expanded tutoring available in the residence halls to target gateway courses that our students have historically struggled to succeed in.
- Survived a landslide that destroyed a shed, equipment and an office, and a Redwood tree falling onto Campus Apartments, without any injuries!

University Center Highlights:

- Brought in a food services consultant to assess our Dining Services operation and help to develop a strategic plan for improvement in that operation.
- Managed an increase in the participation numbers in the Recreation Center, Recreational Sports and Intramurals, and Center Activities offerings.

Children's Center Highlights:

- Achieved re-accreditation by the National Association for Education of Young Children (NAEYC), ensuring continued quality childcare for the children of students, faculty, staff and community members.

Looking forward to 2015-16:

- Support the implementation of the Strategic Plan and the Strategic Budgeting model, providing leadership and direction where appropriate.
- Reorganize the Enrollment Management Working Group to become a more strategic and engaged entity. This will include updating/re-writing the Enrollment Management Plan to reflect the goals and objectives of the Strategic Plan.
- Work with many across the University to create, implement and assess policies to ensure that they support student progress toward degree completion in a timely and efficient manner. (SP, Obj. 1.1)
- Clarify and assess the relationships among all student support programs and to all academic units to increase effectiveness and collaboration. (SP, Obj. 1.2)
- Expand and enhance the impact and value of professional development offerings around inclusive student success. Provide cohesive, ongoing professional development for faculty, staff and administrators. (SP, Obj. 2.2)
- Prepare for the reaccreditation of the Student Health Center (AAAHHC); report due in Spring '16; accreditation team visit scheduled for Fall '16.

- Develop reporting metrics for our student success and completion initiatives that will inform the Chancellor's Office of our efforts to meet the strategic goals of the University.
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Academic Policies Committee

The APC met this week and continued work on the syllabi policy and discussion about the issue of impacted programs in CNRS. We anticipate bringing the syllabi policy to the Senate on October 27th.

Faculty Affairs Committee

The Faculty Affairs Committee met on Friday, 9 October at 8:00 in NHE 119.

Members of the RTP Criteria and Standards Committee joined us to discuss potential changes to Appendix J.

Revisions to the IP policy are under discussion and we expect to bring this forward to the Senate for the October 27th meeting.

Integrated Curriculum Committee

The ICC has been working on:

- Curriculum Proposals.
 - Revisions to the PREP process and reports. The goal is to make the reports more meaningful – and to have them lead to action.
 - Offering Feedback to the Academic Policies Committee on Proposals.
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California Faculty Association

CFA is holding weekly meetings to discuss campus strategies in the Fight-for-Five campaign. Meetings are on Mondays from 12:00-12:30 PM. Locations vary depending upon availability—

please contact CFA if you want to attend these planning sessions, or look for weekly email announcements that list that week's meeting room. All faculty are invited, and lunch is provided for attendees.

Departments that would like a CFA representative to visit faculty meetings to discuss bargaining and upcoming events should contact the CFA office at union@humboldt.edu. An executive board officer will arrange to visit your meeting and will answer questions.

CSU and CFA bargaining teams meet with a state appointed mediator for the final mediation session on Thursday, 8 October 2015, but were unable to reach an agreement. The mediator certified the parties to fact finding, the final step in the statutory process for labor negotiations in California.

While we wait for a fact finding date, CFA will conduct a membership strike authorization vote from 19 October 2015 through 28 October 2015, and will send faculty representatives from all 23 campuses to the CSU Board of Trustees meeting in Long Beach on 17 November 2015 to take our message directly to the Board. Faculty wishing to join us in Long Beach should contact the CFA office at the email address above. Transportation and any necessary accommodation in Long Beach will be provided.

This concludes the CFA report for the 13 October 2015 University Senate meeting.

Appointments and Elections Committee

The call for nominations to fill open Senate and vacant Committee positions went out to Faculty the last week of September with most of the open seats receiving nominations. Elections were open October 5-9th; results will be available by the next Senate meeting on October 13th. The Appointments and Elections Committee also received a number of interested nominees for the vacant committee positions by appointment. AEC will be reviewing those nominations this week and should have an update on appointed positions by the October 27th meeting.

At the September 29th meeting, AEC was tasked to reach out to Associated Students to see if we could help with the challenge of filling vacant student representative seats on University committees. I contacted Juan Cervantes (AS) and we discussed a number of the challenges AS faces with student appointments. AS has the responsibility of appointing student representatives to approximately 40 different committees. There are some minimum qualifications students must meet to serve on a campus committee (GPA, number of units,

etc.), but there are a few major issues students are faced with, primarily related to committee scheduling.

Many student representatives are unable to attend campus committee meetings, as they often meet during the work day when they have conflicts with their class schedules. Students are then faced with the choice of skipping class or not attending at all. Juan emphasized the need for campus committees to take student schedules into consideration when arranging meetings, or possibly look at alternative scheduling structures.

For instance, some colleges are in the practice of establishing “College Hours,” which devote 1-2 free hours in the work week in which classes are not scheduled. This creates an open time frame in which students and faculty can leverage mutually accessible time for campus business.

In lieu of making any major changes, all University Senators can encourage their students to take part in university governance, in addition to the outreach AS is currently doing to involve students.

Constitution and Bylaws Committee

Membership: Jeffrey Abell (Chair), Jennifer Corgiat, Kathryn Guzman, Brian Kyte, Jeremy Shellhase

Meeting Time and Location: Wednesday from 09:00-10:00 in NHE 113.

- Met 09/16/15 with Abell (Chair), Corgiat, Kyte, Shellhase
- Added Associate Student member Kathryn Guzman to committee on 09/23/15
- Met 10/07/15 with Abell (Chair), Guzman, Kyte, Shellhase
- Update on past agenda items:
 - As per University Senate discussion on 09/29/15, we will not pursue any revision to General Faculty or University Senate Constitution as they relate to the GF executive structure or the shared GF President / University Senate Chair position.
 - We are finalizing revisions to the University Senate Bylaws to allow “designees” of ex-officio members to attend meetings as proxies. Will bring forward as first reading at October 27 Senate meeting.
 - We have made no progress on reviewing Faculty Handbook Section 800: Committees, Councils, Associations and Boards for consistency with latest University Senate governing documents.

- We have made no progress on assisting Staff Council with aligning their bylaws with the University Senate bylaws.
- New agenda items:
 - Propose minor edits to the General Faculty Constitution to clarify its structure and make this structure more consistent with the University Senate Constitution
 - Propose edits to the membership language in the General Faculty Constitution to clarify who has voting rights in general faculty elections
 - Assist the ICC in transferring certain elements of the ICC Constitution into ICC Bylaws which could be modified directly by the ICC itself

Next CBC Meeting: October 14, 2015