

# HUMBOLDT STATE UNIVERSITY

University Senate Written Reports, February 21, 2017

Standing Committees, Statewide Senators and Ex-officio Members

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## Constitutions and Bylaws Committee:

Submitted by Jeff Abell, CBC Chair

- I. This semester the CBC will be meeting every other Thursday from 3-4 pm in NHE 120. Our next meeting is Thursday Feb 23.
- II. Report from Thursday Feb 9, 2017 Meeting
  - A. Meeting called to order at 16:00 in NHE 120 with Abell (Chair), Chang, Guzman, and Shellhase. Watson was absent. Quorum was met with 4 out of 5 members present including 3 faculty reps and 1 student rep.
  - B. Committee reviewed Resolution 16-16/17-CBC (amendment to the Senate Constitution which transfers CBC's "interpretational power" from the Senate Bylaws to the Senate Constitution). No suggestions were provided from Senate after the first reading on Feb 7, 2017. CBC has made no further edits. The item comes to Senate today as a second reading.
  - C. Committee reviewed Resolution 15-16/17-CBC (amendment to the Senate Bylaws which alters stipulations for notifying the President of Senate actions). This item comes to Senate today as a first reading.
  - D. Committee continued discussion on whether temporary faculty who meet General Faculty eligibility requirements should be guaranteed voting rights in college and departmental decision making processes.
    1. Committee agreed that in the interest of fairness and inclusive governance, temporary faculty who meet the requirements for membership in the general faculty should have vote in college level and departmental decision making processes. Exception is always in place for personnel decisions which are reserved for tenure/tenure track faculty.
    2. Colleges bylaws are inconsistent on who can participate in college shared governance and department shared governance.
      - CAHSS uses 0.4 WTU with one semester appointment as a condition for voting membership. Individual departments cannot enact rules that conflict with college bylaws.
      - CNRS allows tenure, tenure-track and full-time lecturers plus adjunct but no specific inclusion of temporary lecturers. CNRS departments are apparently not restricted by college bylaws in terms of who can participate in departmental decision making.

- CPS allows 0.4 WTU with one semester for college level elections. Tenure/tenure track faculty in individual departments can decide who has voting privileges in departmental elections.
3. Committee discussed whether conditions for voting rights in the GF faculty should supersede conditions for voting rights in college bylaws, department bylaws or department traditions. CBC is reluctant to make a “top-down” recommendation at this point and would rather see changes in the College bylaws initiated from the respective College’s faculty and Deans. To this end, CBC will contact College Deans and department chairs to see if there is willingness to alter college bylaws to improve lecturer participation in shared governance.

III. Agenda for next meeting on Thursday Feb 23, 2017 from 3-4 pm in NHE 120

- A. Edit Senate Bylaws amendment based on first-reading discussion at today’s Senate meeting.
- B. Develop college bylaws edits to improve lecturer participation in shared governance at college and department level.
- C. Continue discussion of whether committees should have agenda notification and document posting deadlines. Propose bylaws amendments if necessary.
- D. Initiate discussion on whether posting of vote tallies with election results is mandated by our governing docs. Recommend appropriate practice to AEC or Senate Office or propose bylaws amendments if necessary.

## Faculty Affairs Committee:

Submitted by George Wrenn, FAC Chair

The Committee held its thirteenth meeting of 2016-17 on Wednesday, February 15, 2017.

Meetings will occur in spring on March 1, 15, 29, April 12, 26, May 10. Meetings are open to the campus community. The Committee currently meets in Library 118 at 8 a.m.

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>.

Unless otherwise noted, all members were present.

February 15:

Agenda:

- 1) Updates
  - a. Class scheduling data

- 2) Assigned time for chairs (with guest Monty Mola)
  - 3) Lecturer faculty and shared governance
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1) Updates

- a. Class scheduling data
  - i. The Chair shared a report produced by IRP showing class meeting distributions. This will be reviewed again at an upcoming meeting.

2) Assigned time for chairs (with guest Monty Mola)

- a. Monty Mola was invited to discuss assigned time for chairs.
  - i. Areas addressed included:
    1. The need for greater transparency in policy for assigning units.
    2. Workload: what is an appropriate assignment of units?
    3. Workload differences in large and small departments.
    4. The lack of established metrics and the need to set a minimum threshold for assigned time.
    5. The practice of pulling units from collateral duties.
    6. Calculating an appropriate reduction in teaching assignment.
    7. The evolution of policy for summer pay and summer absences.
    8. The amount of summer activities and assignments.
    9. Value of WTUs in tight budget and relative control of budget.
    10. Factors influencing department chair workload.
    11. Difficulty in finding faculty to take on chair duties.
    12. Need for comparison of HSU practices with practices at other CSUs.

ACTION: To continue the discussion, the Committee will ask Volga Koval to share data on departmental assigned time. The Committee will also consider:

- a. The various models that have been developed by departments for assigned time.
- b. Assigned time formulas that could be used in analyzing current practices.

3) Lecturers and shared governance – surveying departments

- a. The Committee briefly reviewed a draft questionnaire for department chairs that will solicit information on the extent and types of service that lecturers are engaged in.

ACTION: The questionnaire will be retooled for distribution to lecturers through department chairs.

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## University Policies Committee:

Submitted by John Meyer, UPC Chair

University Policies Committee Report from meeting on 2/15/17

- Animals on Campus policy: Two guests were invited to meet with the UPC to discuss the draft policy: Kim Comet, Risk Management and Kevin O'Brien, SDRC.
    - o Extended discussion with committee members raised many questions regarding legal requirements, definitions, and challenges of implementation.
    - o The Ad Hoc group, led by VP Joyce Lopes, who drafted the policy will make revisions to address these issues and return to the committee.
  - Guidance on implementation of University Policies on Policies, Procedures, and Guidelines: The implementation of this new policy requires several significant tasks, including the updating and organization of the university's policy website. The committee reviewed a draft memo summarizing these tasks and seeking to estimate the workload involved. We will return to this task at the next meeting, with the goal of finalizing a set of suggestions to be shared with the Senate Chair and President.
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## **University Resources and Planning Committee:**

Submitted by Mark Rizzardi and Alex Enyedi, URPC Co-Chairs

URPC written report for the University Senate's February 21, 2017 meeting

The URPC met for an hour on Friday, February 17, 2017. The first of two main topics, was the initial drafting of a letter to President Rossbacher regarding the URPC's acceptance of the Cabinet's two-phased approach towards achieving a 5% reduction in the University's budget. (Please see URPC's 1/24/2017 written report for description.) The URPC is requesting permission from the President to move forward with sharing Phase 1 details with the immediate stakeholders and the general campus before they are implemented.

The meeting's second topic, presumptive of the President's permission, covered issues of two-way communication with the University regarding Phase 1 reductions. Divisional leadership will obviously be instrumental in the execution of the Phase 1 reductions and thus will need to be closely consulted. With regards to the broader campus community, the URPC is tentatively planning on direct communication with the Senate, electronic forum-like communication with general campus members, and some "town hall" meetings.

The URPC will meet again on Friday, March 3.

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## **Statewide Senate (ASCSU):**

Submitted by Mary Ann Creadon, Statewide Senate Representative

ASCSU held its Academic Conference on February 9 and 10 in San Diego, attended by Board of Trustees members, the Chancellor and Chancellor's Office representatives, and presidents, provosts, AVPs, staff, and faculty from the 23 campuses. The plenary speakers were Diane Ravitch, one of the nation's leading advocates for public education, and Tia Brown McNair, Vice President in the Office of Diversity, Equity, and Student Success at AAC&U. The theme of the conference was "Closing the Achievement Gap." The conference was informative and productive, and either Senator Creadon or interim Senator Malloy will be happy to share the insights and information gleaned from the speakers and from the workshops.

Interim meetings of the ASCSU Committees will be held on February 24. The next plenary meeting is March 16 and 17.