

HUMBOLDT STATE UNIVERSITY

University Senate Written Reports, February 6, 2018

Standing Committees, Statewide Senators and Ex-officio Members

Academic Policies Committee:

Submitted by Kerri Malloy, APC Chair

Committee Members:

Michael Goodman, Stephanie Burkhalter, Ramesh Adhikari, Heather Madar, Michael Le, Rock Braithwaite, Mary Virnoche, Clint Rebik, Kerri Malloy, (recruiting for student members).

Meeting Dates for Spring 2018: Meeting time: 11AM-11:50AM

Meeting Place: BSS 402

January	24
February	7, 21
March	7, 21
April	4, 18
May	2

Committee Meetings Reports:

January 14

- Committee reviewed a request from the College of Professional Studies to change the Department of Social Work to the School of Social Work. Further information was requested before the recommendation is forwarded to the University Senate.
- Committee reviewed draft changes to the Disruptive Behavior Policy.

December 6:

- Committee reviewed changes to the Syllabus Policy to incorporate accessible technology initiative requirements for accessible syllabi.
- Initiated discussion on a request to review Appendix R – Student Grievance for possible updates.

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, 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 student 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.

Appointments and Elections Committee:

Submitted by Katia Karadjova, AEC Chair

Spring 2018 General Faculty Election Results and AEC Appointments:

GENERAL FACULTY / UNIVERSITY SENATE

- General Faculty President / University Senate Chair, 2 year term
 - Stephanie Burkhalter
- Tenure Line At-Large Faculty Delegate, 3 year term
 - Ara Pachmayer

- Tenure Line **CAHSS** Instructional Faculty Delegate, 3 year term
 - James Woglom
- Tenure Line **CNRS** Instructional Faculty Delegate, 3 year term
 - Lucy Kerhoulas

PLANNING COMMITTEE FOR RESEARCH, SCHOLARSHIP AND CREATIVE ACTIVITIES – 2 year terms

- Claire Till
- George Wrenn

SPONSORED PROGRAMS FOUNDATION BOARD – 4 year terms

- Carly Marino
- Harold Zald

UNIVERSITY FACULTY PERSONNEL COMMITTEE (UFPC) – 2 year terms

- Joshua Meisel
- Chris Aberson

ALCOHOL, TOBACCO AND OTHER DRUG PREVENTION COMMITTEE – 2 year term

- Troy Lescher

APPOINTMENTS AND ELECTIONS COMMITTEE (AEC) – 1 year term

- Brandice Gonzalez-Guerra

CENTER FOR COMMUNITY BASED LEARNING (formerly CSLAI) – 2 year term

- Meenal Rana

COMMITTEE ON FACULTY RTP CRITERIA AND STANDARDS – 3 year terms

- Sondra Schwetman
- Yvonne Everett
- Whitney Ogle

CONSTITUTION AND BYLAWS COMMITTEE – 2 year term

- Jeff Abell

DISABILITY, ACCESS, AND COMPLIANCE COMMITTEE – 2 year term

- Jill Pawlowski

FACULTY AFFAIRS COMMITTEE – 3 year terms

- Katia Karadjova
- Abeer Hasan

FACULTY AWARDS COMMITTEE – 1 year term

- Eugene Novotney
- Whitney Ogle

INTERCOLLEGIATE ATHLETICS ADVISORY COMMITTEE (IAAC) – 2 year term

- Shelia Alcea (sabbatical in Fall 2018)

INTERNATIONAL ADVISORY COMMITTEE – 3 year term

- Tony Silvaggio

INTERNATIONAL PROGRAMS SCREENING COMMITTEE – 3 year terms

- Ramesh Adhikari
- Katia Karadjova
- Meenal Rana

PARKING AND TRANSPORTATION COMMITTEE – 1 year term

- Eugene Novotney
- Bo Burrus

STUDENT GRIEVANCE COMMITTEE – 3 year term

- Taylor Bloedon

UNIVERSITY RESOURCES AND PLANNING COMMITTEE – 2 year term

- Mark Rizzardi (Senator)

UNIVERSITY POLICIES COMMITTEE – 1 year term

- Troy Lescher

UNIVERSITY SPORTS FACILITIES SCHEDULING ADVISORY GROUP – 1 year term

- Tony Silvaggio

The AEC has recommended that President Rossbacher appoint **Ramesh Adhikari** to the **Instructionally Related Activities Committee (IRA)** for a 1-year term.

The AEC has recommended that the University Center Board approve the following individuals' appointments to the **University Center Board** for 2-year terms:

- Mark Rizzardi
- Jayne McGuire
- Armeda Reitzel

Positions that require a runoff election: the ballots were open on Friday, Feb 2, and will close on Thursday, Feb 8 at 12:00pm. Please, do not forget to vote.

UNIVERSITY SENATE LECTURER FACULTY REPRESENTATIVE

- Jeff Dunk
- Lorie Cortez-Regan

GENERAL FACULTY REPRESENTATIVE TO THE ASCSU

- Jeff Abell
- Noah Zerbe

CPS FACULTY REPRESENTATIVE SERVING ON THE ICC'S SUBCOMMITTEE ON COURSE & DEGREE CHANGES (CDC)

- Ramesh Adhikari
- Gregg Gold

We still have open positions on the Professional Leave Committee and the UFPC (CNRS faculty representative). AEC will continue to solicit for nominations for the unfilled positions.

Please let me know should you have any questions.

Constitution and Bylaws Committee:

Submitted by Michael Le, CBC Chair

Wednesday, January 24, 1:00pm – 1:50pm; Nelson Hall 119

Members Present:

- Joice Chang, Faculty (2016-2018)
- Mary Watson, Parliamentarian, Staff (2016-2018)
- Michael Le, Staff Senator, Chair (2017-2018)
- Leena Dallasheh, Faculty (2017-2019)

Members Absent:

- Jeremy Shellhase, Faculty (2016-2018)
- Joseph McDonald, Student (2017-2018)

Quorum: Yes: majority of committee members with at least one representative from the faculty and at least one representative from either staff or students.

Votes:

- None

Business Items

- CBC was asked to review Constitution and Bylaws for gendered language. Mary Watson is happy to report that none was found.
- CBC was asked for a Constitution and Bylaws Interpretation of who is included in the campus community and should be allowed to attend Senate Meetings. After discussing this rationale, it was determined that CBC should review “sunshine” and “open meeting” laws (Ralph M. Brown Act and the Bagley-Keene Act).
 - CBC exchanged emails with Alison N. Kleaver, University Counsel for Humboldt State University who provided the following interpretation:
 - Summarized from the original emails: *“The short answer is that the meetings are not subject to the open meeting laws. The longer explanation is that the Bagley-Keene Act applies to: (1) state bodies; (2) boards, commissions, or committees that exercise the state body’s authority by delegation of the state body; (3) boards, commissions, or committees that advise the state body, if created by formal action of the state body; and (4) boards, commissions, or committees on*

which a member of a state body serves in his or her official capacity as a state body representative and that is supported by state body funds. At the CSU, the state body is the Board of Trustees (BOT), so the open meeting law applies to the BOT and to committees to whom the BOT has delegated its authority, or committees created by the BOT to advise the BOT. The University Senate, based upon its creating documents, does not appear to fall within the above definition of a state body. That being said, there is no prohibition on the Senate deciding to hold open meetings and voluntarily complying with Bagley-Keene, but the meetings are not open as a matter of law. The CSU isn't subject to the Brown Act; it applies to legislative bodies of local agencies. The CSU is the State of CA acting in its higher education capacity, so is not subject to the Brown Act."

- CBC will discuss this email at the next meeting.
- CBC began a discussion regarding missing university policy and a lack of an official repository of policy prior to the Policy on Policies, Procedures, and Guidelines. CBC recognizes that the University, Colleges, and even Departments create policy; however, colleges and Departments do not have a common repository. CBC will continue to discuss this issue and collect information.

Faculty Affairs Committee:

Submitted by George Wrenn, FAC Chair

Meetings are open to the campus community. The Committee meets every other Thursday at 9 a.m. in Library 118.

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>.

February 1 Agenda and Meeting Notes

Members Present: Monty Mola, Marissa O'Neill, Mark Wilson, George Wrenn (chair)

Absences: Renée Byrd, Colleen Mullery

Agenda:

1. Review of goals for spring semester
2. Update on lab evaluation implementation (Chair's meeting with Julie Tucker)
3. Chair assigned time formula
4. Immigration Support for International Faculty
5. Faculty awards

Meeting Notes:

1. Review of goals for spring semester

- a. The Committee reviewed goals for the spring. These include resolutions on department chair assigned time, faculty awards, and tenure-track density. Other items under discussion or review include early grade release, lab evaluation implementation, use of Canvas for teaching evaluation, and review of Appendices J, K, and R.
2. Update on lab evaluation implementation (Chair's meeting with Julie Tucker)
 - a. Chair reported on meeting with Julie Tucker in CNRS and the status of testing: fall semester test included 4 CNRS departments (Biology, Chemistry, Geology, Physics) and 26 faculty. It was successful although post-test adjustments to the Likert scale were necessary. Optional testing will continue in spring. Committee members recommended that Faculty Affairs seek feedback and solicit volunteers for further testing at an upcoming Department Chairs meeting.
3. Chair assigned time formula
 - a. Mola presented a new formula for chair assigned time and the group compared this to the Sacramento State formula developed earlier. Mola reported that the Sacramento State model, developed more than a decade ago, is still in use. Discussion focused on the value of modeling headcount vs. FTEF; how to model departmental complexity; scores under both models; and whether the formula should normalize scores to the largest department (Biology) or use an alternative averaging method. The Committee also discussed how to support 12-month appointments. The Committee will seek the input of department chairs prior to putting forward a Senate resolution.
4. Immigration Support for International Faculty
 - a. Discussion was postponed.
5. Faculty awards

The Committee continues to review options for streamlining the application process. A resolution is likely to recommend changes to nomination guidelines. Under discussion: requiring fewer letters of support and an abbreviated CV; imposing word limits to letters and/or statements of teaching/scholarship; and reducing or eliminating the requirement for six semesters of teaching evaluations. The Chair has sought information on numbers of applicants in previous years; this may not be available. Chair also reached out to the President's Office for suggestions on how to improve the awards process; additional input will be sought from the Faculty Awards Committee.

University Policies Committee:

Submitted by Justus Ortega, UPC Chair

February 3rd Agenda and Meeting Notes

Agenda:

1. Review of status Campus Policy on Naming Facilities
2. Discussion: status of Campus Policy website and review of existing policies

Meeting Notes:

1. Review of status Campus Policy on Naming Facilities

The UPC determined that this policy was already approved by University Senate on April 25, 2017 (https://www2.humboldt.edu/senate/sites/default/files/SenateMeetingMinutesApproved_4-25-17.pdf) and does not require any further review, but rather implementation.

2. Discussion: status of HSU policy website and review of existing policies.

The UPC met with Kay Liboldt of the President's office. She explained that a new Policy Website was created (<https://policy.humboldt.edu/>) and that the president's office was in the process of reviewing the existing policies on that website. The UPC will work with the President's office on the review of the existing policies and provide feedback on the new Policy website.

Academic Senate CSU (ASCSU):

Submitted by Erick Eschker and Mary Ann Creadon, ASCSU Representatives

Abridged Report from ASCSU January 25-26, 2018 (see full comments in attachment)

The ASCSU Chair reported on developments related to Executive Committee discussions with the administration dealing with shared governance. She believes the meetings have been productive and is optimistic about the eventual outcome of these meetings

GE Advisory Committee received a report on implementation of EO 1100. 9 campuses were granted implementation extensions. There were no extensions for implementation of EO 1110. For more information see: <https://www2.calstate.edu/csu-system/why-the-csu-matters/graduation-initiative-2025/academic-preparation/pages/eo-1100-and-1110-policy-changes.aspx>

Admissions Advisory Council reports that the most recent eligibility report indicated that our admission standards result in 40.8% of CA HS graduates being eligible for admission to the CSU. The Master Plan for Higher Education in California sets the target eligibility percentage at 33.3%.

Brad Well (AVC, Business & Finance) and Kata Perkins (Executive Budget Director) presented an overview of the Governor's budget. California's fiscal outlook is positive. The state rainy day fund has reached \$13.5b, the statutory maximum. The \$92m increase for the CSU is less than a 3% increase. The proposal for the CSU would result in a \$171m shortfall for the CSU. Even backing off of the graduation initiative, cancelling enrollment growth and not funding emergency maintenance, we will still have to cut an additional \$61m.

ASCSU passed the following resolution upon second reading.

<http://www.calstate.edu/AcadSen/Records/Resolutions/>

Project Rebound Program: Support and Expansion advocates for this program which supports formerly incarcerated individuals who are attending the CSU, encourages expansion of the program, argues for more coordination of programs across the state and argues for permanency of Second Chance Pell Grant funding.

We introduced the following resolutions that will be considered for adoption at our March plenary.

- **Resolution Opposing the Governor’s Proposal for a State Mandated Online Learning Lab** is in response to a \$10m ongoing appropriation to develop a vaguely defined organization dealing with on-line state supported higher education. The proposal would likely result in significant redundancy with current initiatives and programs and appears to support a “one size fits all” approach to online education which would be inappropriate. The resolution argues for a thorough analysis of the potential impact of the Governor’s proposal. Note: It is likely more information will be available on this proposal prior to our March meeting.
 - **Revisions to Faculty Trustee Recommendation Criteria and Procedures** is in response to suggestions regarding criteria and procedures from prior ASCSU Trustee recommending committees and commends a set of “best practices” to future committees.
 - **Tuition Increases in the California State University** opposes tuition increases in principle and argues that any tuition increases be based upon a long term strategy and be predictable.
 - **Counseling Support Services and Student Success** asserts a strong relationship between mental health and student success. It also argues for adequate funding for counseling support.
 - **2018 Legislative Advocacy Positions of the Academic Senate of the California State University** proposes positions on a number of bills which might include support, support in concept, no position, oppose, oppose unless amended, watch closely, etc. NOTE: the body was informally polled to develop a sense of Senate on each bill to facilitate lobbying efforts between now and our March plenary.
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President’s Office:

Submitted by Lisa Rossbacher, President, Humboldt State University

The meeting of the CSU Board of Trustees at the beginning of last week provided some interesting foreshadowing of our campus budget discussions last Friday. Common themes included the concern over inadequate state funding to cover mandatory cost increases (including employee compensation), the importance of ensuring the budget reflects important institutional values, and deep concern about the annual issue of not knowing about the next fiscal year’s budget until June (which creates a major challenge for timing of decision making).

In both settings, important points were made about the “different colors” of money, and how the CSU and campuses often cannot shift money between fund categories. For example, capital [construction] funds cannot be used for salaries or operating expenses, and so we find

ourselves planning to spend millions of dollars on the seismic retrofits of the Library and Theatre Arts buildings at the same time we must reduce expenditures from the General Fund budget.

Chancellor White's annual "State of the California State University" speech, which he presented to the Board of Trustees on 30 January 2018, is available on-line at <https://www2.calstate.edu/csu-system/chancellor/the-chancellors-communications/Pages/1-30-2018-state-of-the-csu.aspx>. (In it, he mentions HSU's commencement ceremonies in the Redwood Bowl.)

My message to campus, following last Friday's open forum on budget, is posted on HSU's website here: <http://www2.humboldt.edu/pmc/portal/update-campus-budget-challenges>. This letter also includes links to multiple other sources of information, including previous budget messages, Governor Brown's proposed budget for 2018-19, and HSU's budget office website, which has many additional tools and sources of information.

The budgets for the State of California, the CSU, and HSU will continue to be works in progress as we plan and gather additional information. Thank you all for your engagement, support, and patience as we work through this planning process together.

As always, I am available to answer questions.