

HUMBOLDT STATE UNIVERSITY
University Senate Written Reports
Standing Committees, Statewide Senators and Ex-officio Members
September 20, 2016 Meeting

Academic Policies Committee:

Submitted by Mary Virnoche, APC Chair

Members:

<http://www2.humboldt.edu/senate/academic-policies-committee>

Present: Joice Chang, Mary Glenn, Michael Goodman, Michael Le, Mary Virnoche (chair)

Absent: Paul Cummings, Heather Madar, Clint Rebik

Outcomes/Decisions

1. We have rescheduled our meeting time to (some) **Tuesdays, Noon-1 in BSS 508**. Most everyone currently assigned to the committee is available at that time: Heather Madar will join us occasionally and will provide Mary with the specific dates she can meet.
2. **Early tenure:** Mary shared the information that she had with Faculty Affairs and the item is off the APC docket.
3. **Thesis embargo** policy/language: Resources: Justus Ortega & George Wrenn. On the question of whether Digital Scholar, soon to be B Press, is a publication or not, all APC members concurred that regardless of what HSU says, any journal can decide content is a publication and deny consideration of student/alumni/faculty work. Therefore, the embargo policy remains a concern. Mary Glenn said that Graduate Council would take up the issue, prepare a revised policy that allowed for embargo extension beyond the current 2 year option policy, align forms with the policy and send the revised policy to the Senate for review and approval. This item will be considered off the APC docket unless Graduate Council cannot move a resolution to the Senate by late October.
4. **ADA furniture.** The SDRC is concerned about the existence/maintenance of ADA furniture in each classroom and its availability to students who need it. The SDRC sent a request to the Vice Provost to require language in the syllabus to this effect. All committee members concurred that furniture availability is important. Most, but not all, APC committee members felt the syllabus was neither the appropriate nor the best mechanism to accomplish this goal. The APC asked Mary Glenn to investigate: 1) Is all the furniture appropriately tagged (ADA furniture and room number); 2) Who should

faculty members contact when furniture is missing and needed? Mary Glenn will likely send out an email reminding faculty to note the presence of furniture and make it available to students who need it. Mary V. asked that this type of announcement be part of the regular announcements to faculty members as we kick off each new term. We will return to discuss the outcomes of this item at a later date.

Agenda Items, September 20, 2016 Meeting

1. ADA Furniture Update (Mary Glenn)
2. Discussion: Potential APC actions/items needed to support strategic plan (Mary V.)

Please review and have available resources from:

<http://strategicplan.humboldt.edu/>

And the “BluePrint” linked to that page

Possible Future Agenda Items

1. Changes to the Common Rule (IRB) - (Mary Virnoche)
2. Thesis Embargo (If not resolved by Graduate Council)

Appointments and Elections Committee:

Submitted by Jennifer Corgiat, AEC Chair

The Appointments and Elections Committee received nominations for the following vacant faculty positions and made the following appointments:

Committee on Faculty RTP Criteria and Standards - *Michelle Lane*

GEAR Curriculum and Assessment - *John Steele*

International Advisory Committee - *Paola Rodriguez Hidalgo*

International Programs Screening Committee - *Tyler Stumpf*

University Naming Committee - *Eugene Novotney*

University Policies Committee - *Andrea Achilli and Justus Ortega*

There are still the following vacant faculty seats:

University Resources and Planning Committee (URPC) - 1 faculty member, 1 year term ending Spring 17 (Preference given to faculty delegates serving on the Senate)

Duties:

The Committee shall make recommendations to the Senate and, within the policy guidelines established by the Senate, advise the President and appropriate administrative officers concerning the allocation of university resources and general budget policy.

ICC Subcommittee on Academic Master Planning (AMP) – 1 At-large faculty member, 3 year term ending Spring 19

Scope of Work:

- Evaluate and respond to assigned course and degree change proposals, including GEAR (General Education and All-University Requirements) course approval requests, using specific decision making criteria (i.e. 120 unit limit; plans for appropriate course rotation; and comparative data on similar programs)
- Develop and update as needed a template for reporting out of Subcommittee to the ICC the evaluation criteria and related recommendations on a proposal Subcommittee on Academic Master Planning (AMP) Membership

Upcoming AEC Business:

Spring General Faculty Elections will take place near the beginning of the Spring term.

Constitutions and Bylaws Committee:

Submitted by Jeff Abell, CBC Chair

- I. Report from Mon August 29, 2016 Meeting
 - A. Meeting called to order at 16:00 in NHE 116 with Abell (Chair), Chang, Guzman, Watson. Shellhase was absent. Guzman was proxy for Shellhase.
 - B. Prioritized the following list of business items for the upcoming semester
 1. Develop an amendment to the Senate Constitution which specifies deadline for electorates to ratify Senate Constitution amendments.
 2. Discuss whether committees should have agenda notification and document posting deadlines. Propose bylaws amendments if necessary.
 3. Discuss whether CBC is appropriate body to interpret constitutionality of Senate actions. Propose constitution/bylaws amendments if necessary.
 4. Determine 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.
 - C. Discussed and drafted amendments to Senate Bylaws Section **10.7 Committee Operation** as they relate to quorum requirements for standing committees. CBC unanimously agreed that quorum requirements should not include vacancies, that committee members should be allowed to appoint one proxy (or a designee in the case of ex-officio members), and that at least two electorates should be represented at any meeting.
 - D. Meeting adjourned at 16:45.
- II. Report from Mon September 6, 2016 Meeting

- A. Meeting called to order at 16:10 in NHE 116 with Abell (Chair), Chang, Shellhase. Absent: Guzman, Watson. Proxies: Shellhase for Guzman; Abell for Watson.
 - B. Edited amendments to Senate Bylaws Section **10.7 Committee Operation** as they relate to quorum requirements for standing committees. This resolution comes to the Senate as a first-reading at today's meeting.
 - C. Discussed amendments to Senate Constitution Section **9.0 Amendments** which relate to a timeline for electorates to vote on ratification of Constitution amendments. CBC unanimously agreed that a timeline should specify that: 1) ratification votes must take place before the end of each semester; 2) if an electorate does not vote on ratification by the end of the semester, that electorate will have abstained; 3) Senate recommended amendments must be brought to Associated Students and Staff Council so that they will have at least two meetings to deliberate and vote to ratify; 4) a "hard" deadline be established for the Senate each semester for recommending proposed amendments. These points will be incorporated into a first reading resolution for deliberation at the next Senate meeting on October 4.
 - D. Meeting adjourned at 17:10.
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Faculty Affairs Committee:

Submitted by George Wrenn, FAC Chair

The Committee held its second bi-weekly meeting on Wednesday, September 14 at 8 a.m.

Meetings this semester are scheduled for: September 21 (extra), 28, October 12, 26, November 9, 30 and December 14. Meetings are open to the campus community. The Committee currently meets 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>.

Agenda for September 14:

- 1) Lab Evaluations (with guest Bob Zoellner)
 - 2) I.P. updates: Canvas contract and President's response to Sept. 6 Senate Resolution
 - 3) Early Tenure and Promotion (brought to committee by Mary Virnoche)
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- 1) Lab Evaluations (with guest Bob Zoellner)

Professor Zoellner outlined his concerns with the current lab evaluation process. In his department (Chemistry), a lab is not automatically evaluated if the professor also

teaches the associated lecture, although it can be evaluated upon request. Lab evaluation occurs automatically if the lab instructor is not also the lecturer. Thus, in some cases, the full teaching portfolio is not being evaluated. CBA 15.15 requires all classes to have student evaluations. This would include labs, which have distinct course numbers (CRNs). Zoellner also indicated that the current instrument is not adequate for labs. It lacks questions addressing lab-specific aspects of teaching, such as lab safety and one-on-one assistance to students. Administration of the same instrument for a lecture and lab taught by the same professor has the potential to confuse students.

The Committee concurred with Zoellner's assessment that lab evaluation ought to occur in all cases (the exception being cases where small class size does not protect student anonymity, per CBA 15.17).

The Committee also agreed that a separate instrument would improve the evaluation process and prevent some of the confusion that now exists when the same instrument is used for lectures and labs.

The Committee plans to propose and support the development of a separate lab instrument within CNRS, to be vetted by Faculty Affairs. Lab evaluation practices elsewhere in the CSU will be researched. The 2008 CSU [Academic Report on Student Evaluation of Teaching](#) notes that "some campuses have developed several variant evaluation forms designed to be used in classes with specific modes of instruction (laboratories, fieldwork, etc.)" (p. 7). These campuses will be identified and contacted for information.

2) I.P. Updates

Canvas: Michael Camann reported on his meeting with Anna Kircher regarding Canvas and shared information on the Internet2 Service Agreement with Instructure, which indicates that all rights to data remain the exclusive property of the Enterprise Customer. The terms of this agreement differ dramatically from those in the Terms of Use proposed in the Canvas license. CFA has requested a meet and confer with the CO at the end of the month.

I.P. Policy: committee discussion focused on options for moving forward following the Sense of the Senate Resolution passed on September 6. Wrenn reported that President Rossbacher (in a letter the Senate Chair Alderson on September 13) considers the current I.P. policy to remain in effect. On September 13, Senate Executive asked Faculty Affairs to consider the possibility of developing "guidelines" on the rights and protections governing the intellectual property of HSU faculty. After discussion, the Committee deemed it best to consult with the President prior to taking any further action on I.P. policy. Therefore, Faculty Affairs has asked for a meeting with the President to seek a mutual way forward on I.P. policy at the campus level [this has been scheduled for October 12th].

3) Early Tenure and Promotion

Professor Virnoche has asked the Committee to develop clarifying language on Early Tenure and Promotion, for inclusion in Appendix J.

Due to time constraints, discussion of this item was deferred until the next meeting.

University Policies Committee:

Submitted by John Meyer, UPC Chair

Committee met on Wednesday, September 7th. Next meeting scheduled for Monday, September 26th.

- Made revisions to proposed “Policy on Policies”; will hold for committee quorum review on 26th and then bring to Senate.
- Reviewed 2010 committee chair survey; preparing to revise instrument and update survey in October
- Received and reviewed letter signed by 19 faculty requesting an Academic Information Technology Committee; currently gathering further information.
- Agreed to create an updated committee inventory based upon existing, partial resources.
- Received and began initial review of proposed elearning policy. [Note: this has subsequently been re-directed to the Academic Policies Committee]

At our next meeting we will welcome two new faculty appointees, Justus Ortega and Andrea Achilli. John will meet with them in advance to bring them up to date on committee’s charge and work.

University Resources and Planning Committee:

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

The University Resources and Planning Committee (URPC) met on Friday, September 16. Primary discussion concerned implementation of the following charge from the President to the URPC: *“Asking all divisions to develop a budget scenario and describe the impact of a 5% increase in the budget and a 5% decrease in 2017-18, as a tool for understanding strategic priorities and planning.”* A subgroup of the URPC is drafting a template that will be used by the divisions when presenting their ±5% budget decisions. The template will almost certainly include how the ±5% budget decisions will be connected to the general strategic plan, student success, WASC, and the Graduation Initiative 2025, in addition to the timeline for implementing the budgetary decisions.

The URPC also discussed the importance of having a strategic enrollment plan. Vice President Blake is currently leading a working group that is developing a model/template for such a plan. URPC members agreed that the recruitment process should be double-checked to ensure that we maximize the number of qualified incoming students for the spring 2017 and fall 2017 semesters; Provost Enyedi agreed to communicate with appropriate campus staff.

ASCSU Statewide Senator Report:

Submitted by ASCSU representatives, Mary Ann Creadon and Erick Eschker

The ASCSU held its first plenary meetings of the 2016-17 academic year on Sept. 15 and 16. Two prominent topics were general education, and the status of both the intellectual property policy and the academic freedom policy. The latter two policies are analogous, in that the CSU administration says they are governed by the collective bargaining agreement, and therefore can't be developed outside of that context. The Senate Executive Committee met with Executive Vice Chancellor Loren Blanchard on Wednesday of last week, and he said that the conversation about IP policy is complicated because of the involvement of both the administration and CFA. He was then asked why a tripartite task force model of CSU administration, ASCSU representatives, and CFA representatives, used quite recently for developing a tenure-density policy, could not be used for IP policy. EVC Blanchard said that the administration would only meet in that way if CFA was willing to waive its bargaining rights, which CFA refused to do. Jennifer Eagan, CFA President, visited the plenary, and said that the task force model can work without CFA having to waive its bargaining rights. She said, "People should be able to talk. Task forces are what they are. They produce reports. Sometimes they produce interesting reports, sometimes not." The implication is that any task force report can be useful or not useful, and does not bind any party to its conclusions. However, ASCSU was told, as has been President Rossbacher and President Conoley at CSU Long Beach, where they also have a recently passed policy that is unsigned, that the administration is drafting a policy itself. When asked why, if the policy is part of collective bargaining, a policy is being drafted at all, President Eagan said she did not know why. President Eagan emphasized repeatedly that because both academic freedom and intellectual property are issues of shared governance, those policies should be developed by the administration and ASCSU jointly. CFA, she said, could review the policy after it is developed, and say what they thought about it.

Three possible solutions emerged: if the Chancellor's office won't meet with all three groups on these two policies, then the ASCSU and CFA should meet to discuss the policies and develop some informal principles or goals for each policy; or, we could have AAUP conduct workshops on academic freedom and intellectual property policies hosted by the ASCSU and CFA; or, we can find out if the Chancellor's office is willing to have a tripartite meeting if we said we were discussing *goals* rather than *policies*. The Executive Committee will consider these possibilities, and try to move the Chancellor's office in some way. If nothing happens, we learned to our dismay that we may have to wait until the end of this calendar year for an IP policy to emerge from the Chancellor's office, which the ASCSU can then review. This was told to us by Leo Van

Cleve, the Chancellor's office representative to the ASCSU plenary meetings. Finally, Senator Eschker asked Chancellor White directly, when he visited us, if he could tell General Counsel to allow us to use our newly passed policy to stand as the interim policy until the new system-wide policy is approved. He said we should send him the details of our issue here at HSU, and he would respond as soon as he could.

General education is an issue that is emerging as a result of pressure from a number of fronts. Some of this is WASC-driven on campuses, some of it comes from the Board of Trustees, and some of it comes from the legislature. The Chancellor's office is encouraging ASCSU and faculty in general to take the lead in making sure that campus GE programs are rational and easily comprehensible by students, and in explaining the goals and function of general education in the undergraduate degree. To this end, two first reading resolutions were drafted and should be passed at our November plenary: one responds to a concurrent resolution passed last spring in the legislature, ACR 158, which asked higher education systems in California to make GE transfer seamless across the three segments. Our response will detail the ways in which GE transferability is already highly efficient in ways that the legislature appears not to be aware. The other resolution is to establish an ASCSU Faculty Workgroup to study general education, and develop ways to make its processes more clear on campuses, its purpose better articulated to the public, the BOT, and to faculty and students themselves, and to re-emphasize its necessity to the undergraduate education of CSU students.

The ASCSU unanimously passed a resolution endorsing the recommendations of the Quantitative Reasoning Task Force, which, when implemented, will alter substantially the vision of the CSU with regard to the teaching of quantitative reasoning in our system. The report is available for review in the last written reports section from the University Senate's Sept. 6 meeting.

Finally, we passed unanimously a resolution in support of Prop 55 on the November 2016 ballot, which proposes a tax extension to fund education and healthcare.