

Chair Noah Zerbe called the meeting to order at 3:05 pm on Tuesday, September 3, 2013, in Nelson Hall East, Room 102 (Goodwin Forum). A quorum was present.

Members present: Abell, Alderson, Blake, Bloom, Bruce, Creadon, Dye, Eschker, Fulgham, Geck, Gold, Karl, Lopes, Mola, Moyer, Pierce, Shaeffer, Shellhase, Snyder, Stubblefield, Thobaben, Tillinghast, Virnoche, Wrenn, Young, Zerbe.

Members absent: Johnson, Richmond.

Guests: Cheyne, Mullery, Zechman, S. Smith, Burges, Ayoob, Grenot.

1. Announcement of Proxies

Proxies: Gold for Ortega.

2. Approval of and Adoption of Agenda

M/S/U (Abell/Bruce) to approve the agenda.

Senators introduced themselves around the table.

3. Approval of Minutes from the Meeting of May 7, 2013

M/S (Fulgham/Gold) to approve with minutes as written, with the correction of typos. Motion PASSED with 3 Abstentions.

4. Reports, Announcements, and Communications of the Chair

Chair Zerbe announced faculty vacancies on the following committees:

- Diversity and Inclusion Campus Advisory Council – the Council’s membership includes a “faculty liaison from the Campus Climate Committee.” Gregg Gold, chair of the 2012/2013 Campus Climate Committee served as the liaison last year. Since the Committee has been suspended, a new faculty liaison, preferably from the Senate, needs to be appointed. Senator Gold shared that service on the Advisory Council is an opportunity to participate in making changes and a difference on campus and he encouraged senators to volunteer.
- Faculty Affairs Committee (senator), 3-yr term
- Academic Policies Committee, 3-yr term
- Constitution and Bylaws Committee (3), 1- or 2-yr terms.

The following senators volunteered:

Faculty Affairs Committee – George Wrenn

Academic Policies Committee – Andy Stubblefield

Constitution and Bylaws Committee – Ken Fulgham, Jeremy Shellhase (for 1-yr term), Jeff Abell, and Steve Tillinghast.

[The names of the above volunteers were forwarded to the Appointments and Elections Committee and Staff Council, and appointments confirmed.]

5. Reports of Standing Committees, Statewide Senators, and Ex-officio Members (Written reports included in packet)

Appointments and Elections Committee (AEC) (Alderson): The committee will be reviewing the nominations from the call for faculty vacancies on committees. Senators were asked to encourage colleagues to submit nominations for service.

Constitution and Bylaws Committee (CBC) (Bruce): The Committee has lots on its “to do” list once it has enough members to begin working.

Faculty Affairs Committee (FAC) (Zerbe for Virnoche): The Committee has several items on its agenda, including implementation of electronic WPAFs, the committee to review department/unit RTP criteria and standards, evaluation of the current standardized core evaluation form, and review of the Faculty Awards process along with consideration of a new award.

Integrated Curriculum Committee (ICC) (Moyer): The ICC has met twice and is finishing up work from last semester. *Guidelines for Approving New Certificate Programs* were shared with the Senate Executive Committee last week and the ICC was advised to vet these with department chairs before bringing them to the Senate. The ICC reviewed the First Year Experience Task Force’s course proposal from spring 2013 and recommends that the proposal be forwarded to the GEAR committee to consider as it continues to work on a complete GE reform package.

Campus Senate Chairs (Zerbe): The listserv has been quiet – the only issue that has come up was a question about courses on Sikhism (eg, its availability in campus curriculums).

Academic Senate CSU (ASCSU) (Eschker): The first meeting will be in two weeks. The Governor has not yet appointed a faculty trustee, so the Board of Trustees is currently meeting without a faculty trustee.

Associated Students (AS) (Bloom): Associated Students Council positions are almost filled. AS leaders are looking forward to working with faculty this year and creating stronger connections between students and faculty.

HSU Labor Council (Tillinghast): The Council's first meeting is tomorrow. CSUEU is getting closer to a bargaining agreement and it looks hopeful that the proposed changes to healthcare requirements will be withdrawn and that it will include a salary increase.

California Faculty Association (CFA) (Shaeffer): Faculty salary increases that were funded will appear shortly and be retroactive to July. A successor bargaining survey will be coming out. It provides an opportunity for faculty to say what is important to them in the next round of bargaining.

Student Affairs and Enrollment Management (Blake): VP Blake reported on enrollment numbers (still tentative). The numbers are strong and as of today there are record numbers of total students, of FTE and California FTE. There are ca. 8,319 students compared to last year's total headcount of 8,155.

The RAMP mentoring program is in its second year. After the census date, the outcomes from the first year will be reported. VP Blake expressed appreciation to everyone who has continued to be involved with the program. This Fall, the Early Alert System will be implemented, focusing on first-time freshmen. More information will be coming out about these major initiatives.

Standing committee chairs and others were encouraged to submit written reports to be included in the Senate packet when possible, in order to save time at future meetings.

6. **Consent Calendar from the Integrated Curriculum Committee (ICC)** – There were no items.
7. **TIME CERTAIN: 3:15-3:30 PM – Open Forum for the Campus Community** – There were no speakers.
8. **TIME CERTAIN: 3:30 – Discussion with Elisabeth Harrington (Chair, GEAR Curriculum and Assessment Committee)**

Two documents were shared with the Senate for discussion: 1) a shortened version of the GEAR Committee's Action Plan Proposal and 2) a draft of HSU Baccalaureate Outcomes. The GEAR Committee would like feedback from the Senate on these documents as it makes plans to go forward.

Versions of these documents have been shared with the Senate Executive Committee, the ICC, and vetted with President Richmond, Provost Snyder, and Vice Provost Burges this summer.

Discussion:

Q: Why is Phase I, 1) "draft baccalaureate learning outcomes ..."? A: The committee members who attended a workshop in Vermont over the summer learned that it is important to start with the 'big picture' outcomes first and that they should not be exclusive, e.g., the GE outcomes will map to the baccalaureate learning outcomes.

Q: Phase I, 5) – how is this going to be transformed, as they currently exist within departments, to meet the GEAR learning outcomes? A: It is too early to say how this will be done or what it will resemble – there are many possibilities.

Q: How will existing frameworks be transformed? A: It depends upon the department. The committee doesn't have an exact picture of what it will look like for every student. The goal is to create several possibilities and the work is still in the beginning stages.

Q: Would the six baccalaureate outcomes replace the 30-plus GE outcomes that are in place now? A: The six baccalaureate outcomes would be overall HSU outcomes; there will still be GE outcomes that exist. There are two different set of outcomes feeding into the baccalaureate outcomes (the bigger picture). One of the first tasks is to try and reduce the number (37) of GE learning outcomes.

Q: There is concern/fear among the science departments that some of the units in higher division courses will be co-opted (stolen) for GE; is there a possibility that existing capstone courses may already meet the GE requirements? A: The committee recognizes that it's not a matter of getting rid of GE units. The goal is to incorporate them without adding on units.

Q: Are the six baccalaureate outcomes a re-working of the seven university-wide outcomes? A: Yes. Concern was expressed that so many of them are weighted towards GE.

Q: Has the role or function been established for the position named in Phase I, 6)? A: Yes, a proposal has been drawn up and will be shared with the Senate.

Q: Will it be an administrative or a faculty position? A: It will be a faculty position, with part-time teaching.

Q: Who is paying for the position? A? Academic Affairs will fund it, once it is well-defined and necessary. The earliest it will be needed is next spring. It will not be an MPP position.

HSU provides baccalaureate degrees; together GE and the Major provide a BA degree. Too much time is spent trying to co-opt each other. The question to ask is how can GE and the Major combine together to provide successful outcomes for students. Serious consideration needs to be given to how to alter courses on both the GE and the Major sides. There also needs to be more integration into the six baccalaureate outcomes, for example, writing across the curriculum.

Q: It would be helpful to see a picture of where GE is now and where it will be going – what is the vision? What is happening to the old parts of GE? A: The campus is still bound by the Executive Order and cannot change the content of the areas of GE. But the outcomes are developed locally. The goal is to integrate and augment, not to break down the old system.

Everyone was asked to keep in mind that this work is in the early stages and no one knows exactly what it is going to look like. Input is needed and senators were encouraged to share major concerns with the committee.

A suggestion was made to consider having courses that are part GE and part Major; otherwise departments will be up against the unit issue every time.

Professor Harrington invited continued comment from senators, which may be sent to her at eh15@humboldt.edu. The two documents just discussed will be shared with departments and the committee intends to vet everything it is proposing as widely as possible.

Chair Zerbe thanked Professor Harrington and the committee for all of the work that has been done so far.

It was suggested that the GEAR Committee be invited to report on its work and progress to the Senate on a regular basis.

9. Review of Senate Parliamentary Rules (Greg Young, Parliamentarian)

Senator Young provided some parliamentary highlights and reviewed some questions from last year.

Role of the parliamentarian:

- The parliamentarian should be someone you don't want to hear from. The role is to advise the chair, when asked by the chair. The parliamentarian does not issue rulings; the position advises chair and the chair makes the ruling
- Helps to keep track of motions, etc. for the minutes
- Is available to anyone for procedural questions, e.g., how to present something at a meeting, etc.

The Senate has two governing documents: a Constitution and the Bylaws and Rules of Procedure. Copies will be available as handouts at the next Senate meeting.

The Bylaws were revised last year and a revision of the Constitution was drafted and will be coming out for review.

The Bylaws include a Glossary the end. Senators were encouraged to take a look at the glossary and recommend additions to the Glossary to the Chair of the Constitution and Bylaws Committee (Richard Bruce).

The Senate can amend its own Bylaws. The requested change must be presented to the Senate at the first of two meetings, to be voted on at the second meeting.

The Senate may also have Standing Rules – which are codified and voted on. These can be overridden by a motion to suspend the rules.

The Senate's parliamentary authority is *The Standard Code of Parliamentary Procedure*, by Alice Sturgis, or commonly referred to as "Sturgis." The Senate Bylaws or standing rules trump Sturgis if there is disagreement among the documents.

Sturgis is designed to ensure that everyone has an equal voice and that everyone has an opportunity to participate freely. It is useful to read or peruse Sturgis. It is available online and there are copies in the Library. A brief summary of rules from Sturgis will be provided at the next Senate meeting.

Sturgis and the formerly used Robert's Rules of Order both provide rules of order, or a sequence for making motions. There are some differences between the two. For example, Robert's Rules allow for "calling the question" in order to end debate. Sturgis eliminates this practice and requires a motion "to end debate and vote immediately." Another motion commonly used in the past, "to postpone indefinitely," is also no longer used.

A motion "to suspend the rules" may apply only to the standing rules or to Sturgis. It may not apply to the Bylaws.

Resolutions come to the Senate via the Senate Executive Committee and will usually have two readings. The motion is brought to the floor, usually by the committee chair, discussed but not acted upon (no amendments) and returned back to the committee. The second reading discussion is limited to 3 pro and 3 con statements and/or questions/clarifications. Amendments may be made to the motion (i.e., the resolution), but not to attached documents (policies, etc.). If the committee has made changes to a second reading, the changes need to be approved as an amendment.

It was clarified that a resolution is considered a motion.

M (Fulgham) to adjourn. The meeting adjourned at 4:05 pm.