Humboldt State University
University Senate Meeting Minutes
16/17:09 2/7/2017

Tuesday, February 7, 2017, 3:00-5:00pm, Goodwin Forum (NHE 102)

Chair Julie Alderson called the meeting to order at 3:03pm on Tuesday, February 7, 2017
Goodwin Forum, Nelson Hall East, Room 102; a quorum was present.

Members Present
Abell, Alderson, Avitia, Blake, Camann, Creadon, Cortez-Regan, Dunk, Enyedi, Flynn, Frye, Gold,
Guillen, Karadjova, Le, Maguire, K. Malloy, N. Malloy, Meyer, Oliver, Ortega, Pence, Platt,
Rizzardi, Rossbacher, Thobaben, Virnoche, Wrenn

Members Absent
Lopes, Sadeghzadeh, Wilson

Guests
Rock Braithwaite, Jennifer Eichstedt, Mary Glenn, Carl Hansen, Alex Hwu, Anna Kircher, Volga
Koval, Sarah Fay Philips, Kim Vincent-Layton, Craig Wruck, Rick Zechman, Noah Zerbe

Announcement of Proxies
Wrenn for Wilson

Approval of and Adoption of Agenda
M/S (Dunk/Ortega) to approve the agenda with item 6, *Reports of Standing Committees,
Statewide Senators, and Ex-officio Members*, moved to be the last item on the agenda
Motion carried unanimously

Approval of Minutes from the January 24, 2017 Meeting
M/S (Dunk/Avitia) to approve the Minutes of the January 24, 2017
Motion carried unanimously

**Sense of the Senate Resolution to Appoint an Interim Lecturer Faculty Delegate to the
University Senate (17-16/17-AEC – February 7, 2017)**
M/S (Alderson/Virnoche) to move the resolution

With Senator Kerri Malloy having vacated his lecturer faculty seat to fill the Interim Ex-Officio
seat as General Faculty Representative to the ASCSU, the Appointments and Elections
Committee (AEC) solicited nominations to fill the Spring 2017 lecturer faculty vacancy, and is
recommending Lori Cortez-Regan to the Senate for approval.

Senators voted: Resolution to Appoint an Interim Lecturer Faculty Delegate to the University
Senate (17-16/17-AEC – February 7, 2017) **passed unanimously**

Ayes: Abell, Avitia, Blake, Creadon, Dunk, Flynn, Frye, Gold, Karadjova, Le, Maguire, K. Malloy, N.
Malloy, Meyer, Oliver, Ortega, Pence, Thobaben, Virnoche, Wilson, Wrenn

Reports, Announcements and Communications of the Chair

In addition to her written report, Chair Alderson recognized Professor Rock Braithwaite who provided the following brief update on the WASC Self-Study Report:

With the final Town Hall event having taken place on Friday, February 3rd, Professor Braithwaite reported that the campus community open comment period is now closed. The report will be evaluated and prepped for submission in July 2017, an off-site evaluation team will respond in October 2017 with any questions, and an evaluative on campus visit will take place in March 2018.

Consent Calendar from the Integrated Curriculum Committee: 2/7/17 ICC Consent Calendar
The attached ICC Consent Calendar items were unanimously approved.

General Consent Calendar Item: Decommissioning HSU's Web Accessibility Policy
The attached General Consent item was unanimously approved.

TIME CERTAIN: 3:15-3:30 PM - Open Forum for the Campus Community
There were no open forum submissions for the February 7, 2017 Senate meeting.

Resolution on Adopting a University Policy on eLearning (09-16/17-APC - February 7, 2017) Second Reading

Senator Virnoche, Chair of the Academic Policies Committee, provided updates on key changes that were made since the first reading.

M/S (N. Malloy/Abell) to postpone voting on the item until the next Senate meeting

Suggested amendments to the policy and the option of making the amendments on the Senate floor were discussed.

Senator Gold Called the Question to vote on postponing the item and bringing it back for a first reading

M/S (N. Malloy/Thobaben) to withdraw the motion to postpone voting on the item until the next Senate meeting
Motion carried unanimously

M/S (N. Malloy/Pence) to amend the eLearning Quality Assurance Policy striking Section I-B and striking the last sentence in Section II-B

M/S (Abell/Meyer) to split the motion
Motion carried unanimously

Discussion regarding Section I-B of the eLearning Quality Assurance Policy ensued.

Senators voted: Motion to amend the eLearning Quality Assurance Policy striking Section I-B **passed**

Ayes: Abell, Blake, Creadon, Dunk, Maguire, K. Malloy, N. Malloy, Meyer, Ortega, Platt, Rizzardi, Thobaben, Virnoche, Wilson, Wrenn

Nays: Avitia, Cortez-Regan, Gold, Le, Oliver

Abstentions: Enyedi, Flynn, Frye, Karadjova, Pence

M/S (N. Malloy/Avitia) to amend the eLearning Quality Assurance Policy striking the last sentence in Section II-B

A brief discussion ensued.

Senator Rizzardi Called the Question to vote on amending the eLearning Quality Assurance Policy striking the last sentence in Section II-B

Senators voted: Motion to amend the eLearning Quality Assurance Policy striking the last sentence in Section II-B **did not pass**

Ayes: Abell, Creadon, Dunk, Maguire, K. Malloy, N. Malloy, Thobaben, Wilson, Wrenn

Nays: Alderson, Cortez-Regan, Flynn, Frye, Gold, Le, Oliver, Pence, Rizzardi, Virnoche

Abstentions: Avitia, Blake, Enyedi, Karadjova, Meyer, Ortega

Senator Nick Malloy spoke in favor of the resolution with the amendments that were made.

Senators voted: Resolution on Adopting a University Policy on eLearning (09-16/17-APC - February 7, 2017) **passed without dissent**

Ayes: Abell, Avitia, Blake, Cortez-Regan, Creadon, Dunk, Flynn, Frye, Gold, Le, Maguire, K. Malloy, N. Malloy, Meyer, Oliver, Ortega, Pence, Platt, Rizzardi, Thobaben, Virnoche, Wilson, Wrenn

Abstentions: Enyedi, Karadjova

M/S (Abell/Avitia) to move agenda item 13, *Resolution to Add Section 10.0 Interpretation to the Constitution of the University Senate*

Motion carried unanimously

Resolution to Add Section 10.0 Interpretation to the Constitution of the University Senate (16-16/17-CBC – February 7, 2017) First Reading

The amendment would move interpretation language from the Senate Bylaws to the Senate Constitution thus allowing CBC to continue making Constitutional interpretations as it has been done in the past.

Resolution 16-16/17-CBC will return for a second reading.

TIME CERTAIN: 4:30 PM: Resolution on Approving Über Student Learning Outcome for General Education and All-University Requirement (13-16/17-GEAR – February 7, 2017) First Reading
M/S (Oliver/ K. Malloy) to move the resolution

Professor Harmon, Chair of the GEAR Committee, explained that the committee's main task was to establish program level outcomes for general education and all-university requirements. In an effort to provide meaningful ongoing assessment, the committee is striving to universally streamline student learning outcomes while also satisfying EO 1061 and 1100.

Senator Oliver, ICC Chair, noted that the ICC has reviewed and approves of the program level outcomes.

Senators asked questions and provided feedback for the committee to consider as they prepare for the resolution to return for its second reading.

TIME CERTAIN: 4:45 PM Resolution on Approving Area Specific Student Learning Outcomes for General Education and All-University Requirement (14-16/17-GEAR – February 7, 2017) First Reading
M/S (Oliver/Karadjova) to move the resolution

As a companion to Resolution 13-16/17, *Approving Über Student Learning Outcome for General Education and All-University Requirement*, Resolution 14-16/17 would approve area specific student learning outcomes as recommended in EO 1061 and 1100.

Senators provided a few suggestions and feedback for the committee's consideration.

The resolution will return to Senate for a second reading.

M/S (Thobaben/Abell) that agenda item 11, *Resolution on Adoption of Guidelines on Intellectual Property Agreements Resulting from Extraordinary University Support*, and agenda item 12,

Resolution to Amend the Bylaws of the University Senate to Alter Requirements for Notifying the President of Senate Actions, each be given a Time Certain on the next Senate meeting agenda.

Reports of Standing Committees, Statewide Senators, and Ex-officio Members

The following written reports were provided prior to the meeting and are attached:

- Academic Policies Committee Report
- Appointments and Elections Committee Report
- Faculty Affairs Committee Report
- Integrated Curriculum Committee Report
- University Policies Committee Report
- University Resources and Planning Committee Report
- Statewide Senate (ASCSU) Summary of January Resolutions

Meeting adjourned at 4:58pm

HUMBOLDT STATE UNIVERSITY
University Senate

Resolution to Appoint Interim Lecturer Faculty Delegate to University Senate

17-16/17-AEC – February 7, 2017

RESOLVED: That the University Senate approve the recommendation to appoint Lori Cortez-Regan as an interim Lecturer Faculty delegate to the University Senate for the Spring 2017 semester.

RATIONALE: The Lecturer Faculty delegate position held by Senator Kerri Malloy has been temporarily vacated as Senator Malloy assumed an Interim Ex-Officio role as General Faculty Representative to the ASCSU. In accordance with section 4.52 of the Senate Constitution, the Appointments and Election Committee (AEC) has solicited nominations from the lecture delegates to temporarily fill the vacancy and have recommended Lori Cortez-Regan. The Senate must vote to approve this recommendation.

HUMBOLDT STATE UNIVERSITY
Senate Chair's Report
Senate Meeting, February 7, 2017

Over the last two weeks I have continued to receive notifications of various resolutions being passed on other campuses, specifically ones supporting undocumented students and opposing to the proposed tuition increase. Other conversations on the Senate Chairs' listserve have included discussions regarding campus responses to the Quantitative Reasoning Task Force Report and the ways in which Enrollment Management is organized on campuses across the system.

For the 7 February meeting, SenEx has decided to remove the "Proposal for Calendar Change" discussion from the agenda (this item has been listed for the last several Senate meetings). In researching this issue, it has become clear that making such a change would be an extremely complex undertaking. During the development of the current perpetual calendar system (instituted in 2013/14) these many difficulties became clear. No alteration to Fall Break was made at that time. I will continue to research this concern, in consultation with Beth Wilson, who brought this to the Senate's attention, and we will determine together any possible future steps regarding this issue.

ICC Consent Calendar for 2/7/17 Senate

16-072
PSYCHOLOGY BA PROGRAM CHANGE
Add PSYC 304 (Business Psychology) to the list of list of breath requirements for students in the Graduate Study Preparation Pathway (students select one course from the list).

16-109
MUS 320 Composition: Electronic Music COURSE CHANGE
Reactivate the course, which was suspended because qualified faculty were not available. This course will now be added to the course rotation of "specialized" composition courses. The course is anticipated to be offered every third year.

16-111
ENGL 102 Composition and Rhetoric A COURSE CHANGE
Update the course description to reflect the emphasis on developing transferable writing knowledge in the first-year writing course.

16-112
ENGL 103 Composition and Rhetoric B COURSE CHANGE
Update course description to reflect the emphasis on developing transferable writing knowledge in the first-year writing course.

16-113
ENGL 104 Accelerated Composition and Rhetoric COURSE CHANGE
Update course description to reflect the emphasis on developing transferable writing knowledge in the first-year writing course.

Senate General Consent Calendar Item, 2/7/17
Decommissioning of HSU Web Accessibility Policy
University Policies Committee

EM:P07-02 Humboldt State University Policy on Web Accessibility was formulated in the first year after the CSU launched its Accessible Technology Initiative (ATI). Its primary policy statement is that all official HSU web pages shall be made accessible to users with disabilities. The guidelines referenced in the policy statement are no longer kept current; everything else in this document describes procedures that the university does not, and never has, followed.

In researching other CSU campuses, a similar policy was not found. One campus has a draft policy written in 2006, but not a final or published version of that policy. On other campuses, web sites that describe their ATI program simply refer to the Executive Order(s) issued by the Chancellor's Office as context for campus efforts.

Ideally, procedures and guidelines don't belong in a policy document. At minimum, this policy needs to be re-crafted as a simple confirmation of HSU's commitment to follow the Executive orders.

The CO Audit and Advisory Services office has announced that it will conduct audits regarding the status of Accessible Technology on all 23 CSU campuses, and has thus far conducted those audits on six campuses with HSU's audit in either 2017/18 or 2018/19. Experience with audits in general tells us that having a policy that isn't followed is likely to result in an audit finding. This request to remove a policy is the first of many steps being taken to prepare HSU for its inevitable audit.

EM:P07-02 Humboldt State University Policy on Web Accessibility

2007-09
Policy Number: EM:P07-02 - Humboldt State University Policy on Web Accessibility

The Purpose
The California State University (CSU) has an ongoing commitment to provide access to information resources and technologies to individuals with disabilities. This commitment is articulated in the January 2005 Executive Order 926, the CSU Board of Trustees Policy on Disability Support and Accommodations (see http://www.calstate.edu/eo/EO-926.html [1]).

The purpose of the Humboldt State University Policy on Web Accessibility is to affirm our commitment to accessibility.

Scope
This policy applies to all official University web pages. Web pages published by students, employees, or non-university organizations that are hosted by the University but do not conduct University related business are encouraged to adopt the University's policy and standards.

Policy
All official Humboldt State University web sites shall conform to the HSU Guidelines for a Reasonably Accessible Web Site (see http://www.humboldt.edu/~wag/guidelines.html [2]). The guidelines will be maintained by the Advisory Committee on Services to Students with Disabilities (ACSSD) in collaboration with the campus web manager. Each work unit responsible for web page design and publication shall ensure that

its web pages are in compliance with this policy. The University shall support and enforce this policy in accordance with the specific timelines stated in the Chancellor's coded memo AA-2007-04 (see http://www.calstate.edu/AcadAff/CodedMemos/AA-2007-04.pdf [3]).

Implementation and Enforcement
The vice presidents shall identify an individual from their division who will be responsible for implementation and enforcement of this policy and provide these names to the web manager. In cases of divisional overlap regarding accountability for a specific web page, questions about which division is responsible should be referred to the ACSSD.

Requests for Exceptions
All requests for exceptions to this policy must be made to the divisional representative in their area. The divisional representative will review the request and if he/she endorses the request, it must be submitted to the web manager for authorization. Biannual reports of exceptions granted shall be submitted by the web manager to the ACSSD. Appeals concerning the web manager's decision shall be made to this committee for a final decision. An annual report of exceptions granted shall be submitted by the web manager to the Executive Committee.

Policy Violations
The web manager will notify the divisional representative, the web page owner and the web page owner's supervisor of all policy violations.

The web page owner will be given six weeks to correct the policy violation or request from the web manager a formal extension that includes a completion date. If neither of these steps is completed in this time frame, the web manager has the authority to remove from service web pages that do not meet accessibility guidelines.

Exceptions
Web sites and pages that are no longer actively linked to the campus web site but are records that must be retained are considered to be in archive status and are not subject to this policy unless specifically requested by the ACSSD.

Where compliance is not technically possible or may require extraordinary measures due to the nature of the information and the intent of the web page, exceptions to this policy may be granted. Requests for such exceptions must be based on issues other than cost or time alone, and they must provide an equally effective alternate form of access as defined in Coded Memo AA-2007-04.

Reporting
An annual status report summarizing the progress toward accessibility of HSU's official web pages including identification of goals for the upcoming year (as specified in the Chancellor's coded memo AA-2006-41) shall be submitted at the end of each spring semester by the web manager to the Executive Committee, with a copy to the ACSSD.

Review
The ACSSD will review this policy and the associated guidelines and will recommend necessary revisions at least once every three years.

HUMBOLDT STATE UNIVERSITY
University Senate

Resolution on Adopting a University Policy on eLearning

09-16/17-APC - February 7, 2017 – Second Reading

RESOLVED: That the University Senate adopts the eLearning Quality Assurance policy and appendices.

RESOLVED: That the University Senate via the Provost will direct the College of eLearning and Extended Education to develop with faculty and administrative consultation standardized rates for eLearning course development and deliver the standardized rate schedule to the University Senate by March 30, 2017.

RATIONALE
The eLearning functions and services have substantially expanded without formal University Senate approved policy in place. On September 29, 2015, the Senate received for a first reading an eLearning policy and voted to "postpone" the supporting resolution and related documents. The Senate minutes reflect concerns about definitions of intellectual property, appropriate instructor compensation, clear review guidelines, advisory committee membership and language around "right of first refusal."

Since that time, the College of eLearning and Extended Education (CEEE) modified the policy documents to address Senate concerns. On October 4, 2016, APC began review of the latest eLearning policy documents provided by CEEE. APC further and substantially changed the eLearning policy documents to address University Senate concerns of September 2015 and additional concerns brought forward by APC members during the course of deliberations. This policy reflects the outcomes of those discussions, as well as input from the Integrated Curriculum Committee (11-15-16) and the University Senate upon first reading (12-6-15). The APC also reviewed the recommendations for "campus policies related to online education" from the Commission of Online Education to the CSU Executive Vice Chancellor of Academic and Student Affairs (6-22-16). The APC found that the eLearning Quality Assurance policy and this resolution address the recommendations in that memo.

POLICY LIMITATIONS AND POSSIBLE FUTURE AMENDMENTS
During the course of soliciting feedback on the proposed eLearning policy, the APC received many requests for changes. The below issues were among the requests that remain unaddressed in the current policy. Without further substantial delay of an eLearning policy, we could not fully address the below concerns. The APC recommends continued work on amending the policy and related practices assuming some version of the currently proposed policy receives University Senate approval.

Budget: The APC notes with concern the self support (self contained) revenue stream of the CEEE, while the provision of services and some support for CEEE functions (e.g. student services, program assessment data and reporting) is financed through the stateside budget of the University. The budgetary framework and related agreements for financing those services are outside of the policy reach of the APC. By default or renegotiation, the University administration will set the budgetary policy that guides the future fiscal relationship between CEEE and state-side support units.

Student Conduct: Faculty members expressed interest in an eLearning policy clause that permits an instructor to temporarily block a disruptive student from participating in an online forum. Given concerns about freedom of speech, this topic will be further discussed later this term by the CEEE, the Dean of Students office and the APC.

Restricting Online and Hybrid Course Taking: Faculty members expressed interest in restricting access to online and hybrid course taking based on student readiness (total units earned threshold and academic standing) for the independent work structure of these modes of instruction. The APC decided that any such restrictions should be informed by student success empirical data and deliberated through the Department Chairs and the ICC given the broad-reaching impact of any such amendment to this policy. At present, individual departments may impose unit minimums for their courses across mode of instruction. The APC decided at this time not to further address this issue.

Academic Honesty: Faculty members expressed concern about the particular challenges for academic honesty in online and hybrid courses. One suggestion was to require F2F finals. Yet others suggested this requirement could be a substantial barrier for those at geographic distance. The APC decided at this time not to further address this issue leaving departments to decide on the structures of their own courses.

HUMBOLDT STATE UNIVERSITY
University Senate Written Reports, February 7, 2017
Standing Committees, Statewide Senators and Ex-officio Members

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Academic Policies Committee:

Submitted by Mary Virnoche, APC Chair

January 24 & 31, 2017

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

> **Present January 24**: Brandon Dolfi, Joice Chang, Paul Cummings, Alex Gradine for Mary Glenn, Michael Goodman, Zach Kihm, Michael Le, Clint Rebik, Mary Virnoche (Chair)
> **Absent January 24:** Heather Madar (schedule conflict)
>
> **Present January 31**: Joice Chang, Paul Cummings, Mary Glenn, Michael Goodman, Zach Kihm, Michael Le, Clint Rebik, Mary Virnoche (Chair)
> **Absent January 31:** Brandon Dolfi, Heather Madar (schedule conflict)

eLearning Quality Assurance Policy - Prepare for 2nd Reading by the University Senate

January 24, 2017: The APC agreed to add to the amended resolution an indication that we had reviewed the memo from the Commission on Online Education to the Chancellor's Office. No other changes were requested. Motion to send the eLearning resolution, policy and three appendices forward to the Senate for a 2nd reading (Michael Goodman). Motion seconded (Michael Le). No discussion. Consensus.

Excess Enrollment Policy

January 24, 2017: The committee discussed feedback from Dean Noah Zerbe, FAC and APS. APC agreed on the FAC and APS recommendation on the shift to "will" language for the most part -- eliminating Dean/Chair discretion on the award of excess enrollment support. There was discussion about real workloads for at least some CR/NC courses that are linked to things like Dialogue on Race, the Social Justice Summit and weekend workshops that do not require grading intensity that high enrollment 3-4 unit courses carry as they grow. The APC agreed to a clause about required WTU allocation only for low unit "graded" courses - leaving allocation for those units under Chair/Dean discretion. APC also agreed to align student support options with actual job classification titles (Teaching Associate and Instructional Student Assistant). The committee directed Mary to rework the clauses to better balance the alternatives for additional support for high enrolled classes. Michael Le agreed to pull data on 1 and 2 units courses for the next meeting so that the Committee can look at the range of courses offered at this unit level.

January 31, 2017. The APC directed Mary V. to correspond with the Deans, the Provost, Colleen Mullery in Academic Personnel, Lisa Tremain, English (writing intensive courses), Chris Harmon (GE Learning

Outcomes and Writing Expectations on GE) and Dale Oliver. She will share with them an outline of concerns and ask them to find out how other CSU campuses are handling excess enrollment. Substantial changes in compensation that we are discussing need to be negotiated between the union and the administration.

January 31, 2017: Mary V. reported January 24, 2107 Senator input on this policy: There was a request to consider lower thresholds for initiating excess enrollment units. The Committee discussed the balance/use of excess WTU and c-classification on courses…. ???

Golden 4 Action Item Update (Action Items in APC Report November 29, 2016)

January 24, 2017:

1. Target Current Sophomores: Clint reported this will begin in April 2017.

2. Stronger Messaging: Alex will let Mary Glenn know we would like a report on this.

3. HOP: Brandon reported that he communicated with Steve Ladwig and Nick, but did not know about their plans. Mary V. agreed to follow up with Steve again to see if there would be Moodle/Canvas changes for the incoming 2017 1st year cohort -- better directing them to enroll in golden 4.

4. New Faculty Development Meeting Time: Mary V. reported that all chairs received email from Provost Enyedi asking them to hold Fridays from 11-1 for new faculty development meetings. As we bring on a new faculty development coordinator, Mary V. will communicate interest in plans for training around advising.

5. Block Enrolling 1st Year Students: Mary and Mary have not worked on this action item.

Meeting Time Review: January 24, 2017: The APC could not find a common meeting time that included Heather Madar. Mary Virnoche communicated with Heather after the meeting. Heather may continue to send feedback to the committee through Mary Virnoche or through a proxy that she designates.

CCAT Priority Registration Request. The committee received a similar request last year regarding resident assistants and denied the request. The APC wants to be consistent in these decisions. There was some confusion about how the CCAT decision is any different than many student employee work/class juggling. Clint Rebik agreed to talk to Sarah Ray, the ES Program Advisor, one more time to try to figure out if there is something that the APC is missing about the particular circumstances of CCAT student teachers. APC is schedule to make a decision on this request at the February 7, Meeting.

February 7 Meeting Agenda:
- Time Certain - Noon: U-Direct Goal Setting and Accountability (Guest – Andy Stubblefield)
- Decision on CCAT Student Priority Registration Request

Appointments and Elections Committee:

Submitted by Jennifer Corgiat, AEC Chair

Ballots are currently out for the elected faculty positions and voting will close at noon on Wednesday, February 8th.

Faculty Affairs Committee:

Submitted by George Wrenn, FAC Chair

The Committee held its twelfth meetings of 2016-17 on Wednesday, February 1, 2017.

Meetings will occur in spring on February 15, 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 though the Senate's Faculty Affairs web page: https://www2.humboldt.edu/senate/faculty-affairs-committee.

Unless otherwise noted, all members were present.

February 1:

Absent: Mike Camann, Rob Cliver

Agenda:

1) Review of Ongoing Business
    a. Excess Enrollment Resolution (APC/FAC joint resolution)
    b. Lab Evaluation Instrument and resolution
    c. CFA President voting resolution
    d. Review APC eLearning Policy related to Extraordinary Support (see below)
2) Planning and prioritizing for remainder of semester
    a. Assigned time for chairs (invite Monty Mola for discussion)
    b. Lecturers and shared governance – Survey departments about Policy
    c. Cultural Competency in RTP
    d. Class scheduling
    e. Faculty Handbook clean-up
    f. Faculty voting on curriculum issues

1) Review of Ongoing Business
    a. Excess Enrollment Resolution (APC/FAC joint resolution)
        i. Update: Mary Virnoche had asked for FAC input on a joint Resolution on Excess Enrollment Policy. FAC emailed suggested revisions to Mary Virnoche; at SenEx, Mary noted that there are implications for workload and compensation in the resolution and that it will remain in committee so that APC can consult more widely about the issues at play. Faculty Affairs is concerned about ambiguous,

poorly worded language in 1993 policy and the fact that the policy as drafted allows graduate or student assistants to be substituted for WTUs, which is not an equitable solution. FAC believes very important workload and compensation issues are addressed in the resolution and may want to take the resolution up.

b. Lab Evaluation Instrument and resolution
   i. The instrument is currently out for review by CNRS faculty
c. CFA President voting resolution
   i. The Committee is debating a resolution on giving the CFA President voting rights. Discussion focused on issues of shared governance and the roles that faculty and bargaining unit representatives have on an Academic Senate. It was noted that the purview of the faculty is curriculum, RTP, and issues of resource allocation while bargaining unit representatives are responsible for addressing the terms and conditions of employment. It was suggested that those separations should be reflected in Senate voting rights. Colleen Mullery shared readings on academic senate shared governance for committee review: *The Principles and Policies: Papers of the Academic Senate* – specifically "Responsibilities of Academic Senates Within a Collective Bargaining Context" and "Higher Education Employer-Employee Relations Act (HEERA): A Memorandum to Senate Members and Others". And: *AAUP Policy Documents and Reports*. Discussion of the resolution and its implications for shared governance will be reviewed again at a later meeting.
d. Review APC eLearning Policy related to Extraordinary Support (see below)
   i. The Committee reviewed the eLearning policy language related to Extraordinary Support and did not see any conflict with the Extraordinary Support Guidelines submitted for a first reading.

2) Planning and prioritizing for remainder of semester
   a. Assigned time for chairs (invite Monty Mola for discussion)
      i. Monty Mola will be invited to the March 1 meeting
   b. Lecturers and shared governance – Survey departments about Policy
      i. Faculty Affairs will develop a survey of department chairs that will solicit information on the extent and types of service and shared governance that lecturers engage in. The intent is to better understand how lecturers are involved in shared governance at HSU.
   c. Cultural competency in RTP (SenEx)
      i. Following up on discussion at January 18th meeting, FAC Chair will review topic with Julie Alderson, for possible future discussion at FAC and/or SenEx.
   d. Class scheduling
      i. This topic was carried over from 2015/16: Faculty Affairs has been charged with asking the Scheduling Working Group to report on the current scheduling process, including how many classes have been scheduled successfully and unsuccessfully across departments since the implementation of the rules in 2013. The Committee will ask former members of the Scheduling Working Group (it was suggested to contact Marschke and Oliver) about previous survey efforts for possible re-use in surveying department chairs about the current state of class scheduling.
   e. Faculty Handbook clean-up

i.   The Handbook will be checked for non-existent positions.
            f.   Faculty voting on curriculum issues
                    i.   Discussion of this topic will be continued at future meetings, addressing issues
                         of shared governance and voting as they relate to curriculum decisions.

The Committee reviewed language in the draft eLearning policy related to I.P. and extraordinary support in Appendix C:

Instructor Compensation for Development of eLearning
Course Compensation will be based on standardized rates published by CEEE. Fifty percent of cash compensation will be paid within 30 days of notice of the availability of the course for initial review. The remainder will be paid within 30 days of course approval. Assigned time may be granted in lieu of cash compensation as noted in the published standardized rates schedule. Assigned time must be approved by the Associate Vice President for College of eLearning and Extended Education and in consultation with the Department/Program Chair and the academic college dean. Neither monetary compensation nor assigned time, without further contractual specifications, are considered "extraordinary support."

Monetary Compensation Amount: Term of assigned time: __ Spring __ Summer __ Fall of 20 __ College Funding Source: __ CEEE __ CNRS __ CPS __ CAHSS

CEEE Support for eLearning Course Development
CEEE will assign an instructional designer to support the instructor in creating the appropriate technological architecture for a given course. The instructor/instructional designer will schedule and meet ___ hours per _____ (time period) during the development time period noted above. Instructional design support is not considered "extraordinary support."

Intellectual Property
Unless explicitly released below, the instructor will retain control of their intellectual property and the copyright to all the original academic materials developed for the eLearning course. CEEE will retain the right to use the technological architecture for future instruction purposes.

Integrated Curriculum Committee:

Submitted by Dale Oliver, ICC Chair

The Integrated Curriculum Committee continues to work with the Vice Provost on improvements of the academic program review process. In its **January 24** meeting, the ICC decided to pilot a faculty-review committee for six selected programs that are submitting their five-year program review documents. The purpose of the faculty review committee is to provide feedback on past and future modification in program curriculum, and on the use of evidence to motivate and evaluate these modifications. If true to its purpose, the committee will encourage faculty to establish and maintain a process of continuous improvement of the program.

At its **February 7** meeting, the ICC will have discussed the University Senate's rejection of the ICC resolution to approve the proposed revision to the Liberal Studies Elementary Education curriculum (moving from the current curriculum (4-year baccalaureate program) to a clinically-based curriculum (4-

year baccalaureate + teaching credential). The ICC seeks constructive advice on next steps, including recommendations from individual senators for the School of Education on its curriculum, and for the ICC on facilitating decision-making processes which involve sweeping curricular change.

Also at its **February 7** meeting, the ICC will have begun initial discussions on the question of double-counting all 6 units of the second American Institutions requirement in Area D.

University Policies Committee:

Submitted by John Meyer, UPC Chair

Updates from the University Policies Committee from 12/13/16 and 1/24/17 meetings

- Recommended that a new Academic IT Advisory Committee be formed, but within OAA, rather than University Senate. The following UPC conclusions and recommendations were shared with Provost Enyedi, concerned faculty, ITS staff, and interested others:

    Following our review of the information provided to us by faculty and ITS, our committee's meeting with many of you, and our subsequent deliberation, we arrived at the following conclusions and recommendations:

    1) there are strong reasons to form such an academic advisory committee, and substantial agreement among the stakeholders involved about both the value and general contours of such a committee.

    2) the committee must have robust participation by members of the faculty and should be co-chaired or chaired by a faculty member.

    3) the NCSU advisory committee is a model that can serve as an appropriate starting point for identifying the membership and charge for such a committee at HSU: https://oit.ncsu.edu/governance-strategy/it-governance/committees/itsac-academic-technology/.

    4) the functions of existing user groups, disappearing task forces, and other mechanisms for consultation regarding academic IT should -- wherever possible and appropriate -- be incorporated into the charge of this new committee. This point is important to members of the UPC, as we are convinced that there is much value in streamlining the overall number of committees meeting on campus, while ensuring meaningful consultation, oversight, and shared governance.

    5) the charge of this committee should focus upon ensuring effective communication among all stakeholders, clear procedures and guidelines for software and hardware choices, and transparent processes of prioritization.

    6) because the needs for this committee are in the areas detailed in the previous point, and not primarily focused on broad university policy, it would not be appropriate for this to be a

committee of the University Senate (which is a policy-recommending body), but instead should be housed within the Office of Academic Affairs.

- Reviewed and recommended decommissioning HSU Web Accessibility policy, b/c it is pre-empted by CSU Executive Order. Recommended by UPC and to be included on general consent calendar for 2/7/17 Senate Meeting
- Reviewed and met with Josh Callahan from ITS (1/24/17) about proposed changes to campus email policy, which would affect retiring staff. Consultation with ITS, HR, and staff council is ongoing.
- Reviewed documents related to physical access to designated "secure spaces," including those used for storage of information assets, criminal evidence, or regulated medication. Discussion ongoing to determine if a campus policy is needed or simply procedures related to a CSU EO.
- Discussed recommendations to be drafted for the President's office regarding workload and system for cataloging policies as per recently approved Policy on Policies, Procedures, and Guidelines.
- Initiated conversation and data collection about proposed "Animals on Campus" policy. This will be a primary subject of discussion at our 2/15/17 meeting (SBS 345 2-3pm)

Statewide Senate (ASCSU):

Executive Summary of Resolutions from the ASCSU January Plenary, provided by Mary Ann Creadon is attached.

EXECUTIVE SUMMARY OF RESOLUTIONS
ACADEMIC SENATE CSU PLENARY – JANUARY 26-27, 2017

The Academic Senate CSU (ASCSU) met at the Chancellor's Office in Long Beach on January 26-27, 2017 and approved the following resolutions. All can be accessed at the ASCSU website.

Support for the CSU Institute of Teaching and Learning (ITL) Institute
AS-3274-16/AA (Rev) – *Approved Unanimously*
The Academic Senate of the California State University (ASCSU) commends EVC Loren Blanchard for providing financial support for the Center for Teaching and Learning (CTL) Summer Institute, acknowledges the efforts of CTL personnel for successfully planning and implementing Institute, and applauds the various campus participants for their contributions. The resolution further urges that attention be given to proven strategies and tools that can enhance student success, and urges that adequate funding be provided for – and that there be broad-based participation in --similar ITL offerings in the future.

Academic Freedom Policy
AS-3276-16/FA (Rev) – *Approved Unanimously*
The ASCSU reaffirms its strong commitment to the principles of academic freedom and freedom of inquiry, approves the draft policy on academic freedom prepared by the ASCSU Faculty Affairs Committee, and urges the California State University (CSU) to adopt the draft as its official policy on academic freedom.

Lactation Resource Policy and Practices in the California State University
AS-3277-16/FA (Rev) – *Approved Unanimously*
The ASCSU urges all campuses to review their existing lactation resource policies and develop and implement such a policy if none exists. It urges that such policies comply with state and federal law regarding the number of lactation stations on each campus, and that the policies offer additional recommendations regarding the location, and features of these facilities, and public information available about them.

Opposition to the Proposed Tuition Increase in the California State University
AS-3282-16/Floor -- *Approved*

The ASCSU urges the California Legislature to provide adequate funding necessary to support CSU operations and deliver quality education to its students. The ASCSU states it opposition to the currently proposed tuition increase as a mechanism for funding the CSU and resolves that the ASCSU and CSSA continue to work with partners across the system to engage in sustained joint advocacy to secure adequate state funding.

Support for the Letter to President Trump from the Leaders of California's Systems of Higher Education about the Continuance of DACA.
AS-3279-16/FGA   -- *Approved Unanimously*

The ASCSU supports the letter to President Trump written by the leadership of California's three public higher education segments imploring President Trump and his Administration to continue the DACA (Deferred Action for Childhood Arrivals) program and to "allow these young people to continue to pursue a college education and contribute to their communities and the nation."

Opposition to the Appointment of Betsy DeVos as US Secretary of Education.
AS-3280-16/APEP – *Approved Without Dissent*

The ASCSU opposes the confirmation of Betsy DeVos as U.S. Secretary of Education, and calls upon the US Senate Committee on Health, Education, Labor and Pensions to reject her appointment.

Advice to the CSU Tenure Density Task Force
AS-3281-16/AA – *Approved Unanimously*

The ASCSU encourages the CSU Tenure Density Task Force to recommend that the CSU and its individual campuses set medium- and long-range targets for tenure density; it also recommends specific strategies for meeting these targets. The resolution also urges the Chancellor's Office, on an annual basis, to collect and make available to the CSU community data on metrics related to tenure density.

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The following were introduced for First Reading consideration:

Employment Security for Contingent Faculty, Librarians, Coaches, and Counselors.
AS-3283-17/FA – *First Reading*
The resolution urges the CSU, in conjunction with the Academic Senate and the California Faculty Association, to establish a task force to investigate models of employment that would provide greater employment security for contingent faculty, librarians, coaches and counselors.

Cessation of General Education Area B4 (Mathematics/Quantitative Reasoning) for ELM-Exemption
AS-3284-17/APEP – *First Reading*
The ASCSU seeks cessation of the practice of granting ELM-exemptions on the basis of completion of General Education Area B4 (Mathematics/Quantitative Reasoning), since recent pilot projects authorized to award Area B4 credit (statistics pathways curriculum) appear unlikely to yield complete coverage of those elements tested by the ELM exam.

Saving California's Master Plan Through Tax Reform
AS-3285-17/FA – *First Reading*
The ASCSU endorses the findings in *The $48 Fix: Reclaiming California's Master Plan for Higher Education*, which lays out a strategy for making higher education free to eligible California residents through tax reform. The resolution also urges the leadership of California's three public higher education segments, along with faculty, staff, students, and alumni, to undertake a campaign to promote such a plan.

Support for Graduate Education in the California State University (CSU)
AS-3286-17/AA – *First Reading*
The ASCSU acknowledges the findings of the April 2016 CSU *Masters' Degree Program Quantitative Characteristics* report that reiterates previous ASCSU recommendations on graduate education. The ASCSU also recognizes the need for further study addressing issues related to the role of graduate education in the CSU and, to this end, urges the formation of an ASCSU/CSU Task Force on Graduate Education.

Resolution in Support of Students Admitted to the CSU Under (DACA).
AS-3287-76/FA – *First Reading*
The ASCSU stands in solidarity with our DACA students and will work to ensure the preservation of DACA, and if it is repealed, to advocate for resources to ensure that the rights of DACA and DACA-eligible students are preserved.

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Additional Actions:

A Call for Increased Funding to the California State University (CSU)
AS-3278-16/AA – *Tabled*

The full text of ASCSU resolutions is available at:
http://calstate.edu/AcadSen/Records/Resolutions/