

Tuesday, April 11, 2017, 3:00-5:00pm, Goodwin Forum (NHE 102)

Chair Julie Alderson called the meeting to order at 3:03pm on Tuesday, April 11, 2017 Goodwin Forum, Nelson Hall East, Room 102; a quorum was present.

**Members Present**

Abell, Alderson, Avitia, Blake, Camann, Cortez-Regan, Creadon, Dunk, Enyedi, Frye, Gold, Guillen, Karadjova, Le, K. Malloy, Oliver, Ortega, Platt, Rizzardi, Rossbacher, Sadeghzadeh, Thobaben, Virnoche, Wilson, Wrenn

**Members Absent**

Flynn, Lopes, Maguire, N. Malloy, Meyer, Pence

**Guests**

Sarah Bacio, Aisha Cissna, Meredith Garrett, Mary Hackett, Volga Koval, Tessa Lance, Christine Miller, Cyril Oberlander, Kevin O'Brien, Philip Santos, Madi Whaley, Keelye Wilson, Craig Wruck, Rick Zechman, numerous students

**Announcement of Proxies**

Le for Flynn, Blakeslee for Lopes, Gold for Maguire, K. Malloy for N. Malloy, Ortega for Meyer, Cortez-Regan for Pence

**Approval of and Adoption of Agenda**

M/S (Avitia/Gold) to add to the agenda *Resolution on Opposing Pouring Rights Exclusivity Contracts at Humboldt State University* in position ahead of item 10

M/S (Wrenn/Avitia) to add to the agenda *Resolution on Adoption of a Laboratory Teaching Evaluation Instrument* in position following newly proposed item 10

M/S (Dunk/Abell) to move items 4 and 5, *Reports, Announcements, and Communications of the Chair and Reports of Standing Committees, Statewide Senators, and Ex-officio Members*, to be the last items on the agenda

Motion to approve the agenda as amended carried unanimously

**Approval of Minutes from the March 28, 2017 Meeting**

M/S (Dunk/Ortega) to approve the Minutes of March 28, 2017  
Motion carried unanimously

**Consent Calendar from the Integrated Curriculum Committee**

The attached list of ICC Curriculum Proposals, dated 4/11/17, were unanimously approved.

**General Consent Calendar: Decommissioning Secure Space Physical Access Policy**

Decommissioning of the attached policy was unanimously approved.

**Open Forum for the Campus Community**

A statement sent in from Marguerite Powers with comments addressing the proposed Animals on Campus Policy was read by Chair Alderson. A copy of Marguerite's statement is attached.

On behalf of the Redwood Coast Energy Authority, Aisha Cissna shared information regarding the Community Choice Energy Program. A copy of the information that was shared as well as a follow-up letter to the Senate office with contact information is attached.

Keelye Wilson spoke in support of approving the proposed Animals on Campus Policy. A copy of Keelye's statement is attached.

Tessa Lance spoke in support of the proposed Resolution on Opposing Pouring Rights Exclusivity Contracts at Humboldt State University. A copy of Tessa's statement is attached.

On behalf of herself and other students, Meredith Garrett spoke in support of the proposed Resolution on Opposing Pouring Rights Exclusivity Contracts at Humboldt State University. Meredith shared her concerns that the contract would not be in alignment with the values of the University. A copy of Meredith's notes are attached.

Philip Santos spoke to his concerns about the overall tone and exclusiveness of the proposed Animals on Campus Policy particularly relating to the use of emotional support animals. He asked that consideration be given to an alternative policy that would be drafted with a student led coalition.

Madi Whaley spoke in support of the proposed Resolution on Opposing Pouring Rights Exclusivity Contracts at Humboldt State University. She stated concern about the administration's motivating factors to renew the current contract and concern with regard to continuing a partnership with Pepsi Corporation in light of their most recent ad campaign.

**Resolution on Adopting an HSU Animals on Campus Policy (23-16/17-UPC – April 11, 2017)**

**First Reading**

M/S (Ortega/Avitia) to move the resolution

Kevin O'Brien, Director of the Student Disability Resource Center, was available to answer questions, provide clarification, and give examples for Senators and guests regarding the laws, purpose, and role of service and emotional support animals on campus.

Discussion regarding the growing number of concerns related to animals on campus and the enforceability of a campus policy ensued.

M/S (Wrenn/Abell) to end discussion  
Motion unanimously approved

The resolution will return to Senate for a Second Reading.

**Resolution on Opposing Pouring Rights Exclusivity Contracts at Humboldt State University (26-16/17-Avitia/Lance – April 11, 2017) First Reading**

M/S (Avitia/Platt) to move the resolution  
Motion approved

M/S (Avitia/Platt) to waive the First Reading  
Motion withdrawn

Senator Avitia pointed out that a Town Hall meeting has been scheduled for Monday, April 17 at 3:15pm in the UC Banquet Room.

Senator Avitia explained that the motivating factors for the resolution are due to opinions that a contract with soft drink manufacturers such as Coca Cola or Pepsi would not be suitable due to such a contract being in violation of HSU's core values and visions of environmental responsibility, social justice, good health, local empowerment, and shared governance.

Discussion ensued.

M/S (Wrenn/Wilson) to end discussion  
Motion unanimously approved

The resolution will return to Senate for a Second Reading.

**TIME CERTAIN: 4:30-5:00 PM – Discussion with ASCSU Statewide Senate Chair, Christine Miller**

Statewide Academic Senate Chair and Sac State Communication Studies Professor, Dr. Christine Miller is on a personal campaign to visit all of the twenty-three CSU campuses sometime during her time serving as the statewide Senate Chair; HSU marks her seventeenth campus visit. She shared a brief overview of the current activities of the ASCSU, work going on at the statewide level, and committee work with which she is involved. Chair Miller addressed the ongoing Intellectual Property issue and her hope for an all-encompassing system wide response to the draft policy proposed by the CSU.

**Resolution on Adoption of a Laboratory Teaching Evaluation Instrument (26-16/17-Avitia/Lance – April 11, 2017) First Reading**

M/S (Wrenn/Avitia) to move the resolution

FAC Chair Wrenn explained that the basic principle for creating a separate lab evaluation instrument is due to the fundamental difference of lab instruction. The current teaching evaluation instrument does not provide adequate feedback on lab instruction and lacks questions on the lab-specific environment. Students had stopped evaluating labs due to confusion that arises when students are asked to evaluate an instructor's lecture and lab with the same instrument. Chair Wrenn also noted that the lab evaluation instrument being proposed has been vetted with the CNRS Chairs.

Some feedback was provided.

The resolution will return to Senate for a Second Reading.

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**Meeting adjourned at 5:03pm**

*The following Written Reports submitted prior to the meeting are attached*

**Reports, Announcements and Communications of the Chair**

Written Report Attached

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

**Academic Policies:**

- Written Report Attached

**Constitutions and Bylaws:**

- Written Report Attached

**Faculty Affairs:**

- Written Report Attached

**Integrated Curriculum:**

- Written Report Attached

**Statewide Senate (ASCSU):**

- Written Report Attached

## ICC Consent Calendar for 4/11/17 Senate

16-125

PHYX 110 General Physics II: Electricity & Heat COURSE CHANGE

Change title to General Physics II: Electricity and Magnetism, to reflect course content.

16-126

SOC 345 New Media and Society COURSE CHANGE

Suspend course because of unavailability of qualified faculty. The course was one of five courses, at least one of which must be taken for the major.

16-127

Sociology BA PROGRAM CHANGE

Remove SOC 345 (New Media and Society) from a "take at least one" category of five courses, and add a choice for the capstone course, CRIM 487 (Community Action Research). The additional option is being added based on conversations with faculty and students and the common learning outcomes between CRIM 487 and the two existing capstone options for Sociology majors.

16-128

ENGR 548 River Hydraulics COURSE CHANGE

A prerequisite adjustment is proposed so that students have the knowledge and the experience to succeed in the course, and so that current practice is reflected more faithfully. (Old: ENGR 351, ENTR 440; New: ENGR 415(C), ENGR 440(C))

16-129

ENGR 448 River Hydraulics COURSE CHANGE

A prerequisite adjustment is proposed so that students have the knowledge and the experience to succeed in the course, and so that current practice is reflected more faithfully. (Old: ENGR 351, ENTR 440; New: ENGR 415(C), ENGR 440(C))

16-130

STAT 108 Elementary Statistics COURSE CHANGE

A new option for prerequisite preparation is the co-requisite of MATH 43 (See 16-131).

16-131

MATH 43 Skills for Quantitative Literacy COURSE CHANGE

The course description is being changed to allow for co-requisite remediation for students who have one semester of mathematics remediation to complete. The new description reads, "Quantitative and algebraic methods at the level of intermediate algebra that supports the development of quantitative reasoning: Completes mandated remediation in the context of a general education course. Requires concurrent enrollment in either MATH 103i, MATH 104, MATH 108, MATH 113, or STAT 108.

16-132

MATH 104 Finite Mathematics COURSE CHANGE

A new option for prerequisite preparation is the co-requisite of MATH 43 (See 16-131).

16-133

MATH 108 Critical Thinking in Mathematics COURSE CHANGE

A new option for prerequisite preparation is the co-requisite of MATH 43 (See 16-131).

16-134

MATH 113 College Algebra COURSE CHANGE

A new option for prerequisite preparation is the co-requisite of MATH 43 (See 16-131).

16-136

GEOL 486 Research Methods COURSE CHANGE

A mode change from C-5 to C-78, with an approved memorandum of understanding with the CNRS Dean, to bring the WTU assignment for faculty in alignment with workload.

University Senate Meeting, 04/11/2017

General Consent Item: Decommissioning HSU's Secure Space Physical Access Policy

The existing HSU policy on secure spaces, with limits on physical access for ITS equipment, is proposed for decommissioning. The relevant policy is at the CSU level; the campus is assigned responsibility for designating the relevant rooms and other spaces where this equipment is maintained. As such, it doesn't rise to the level of policy. Moreover, in its current form, the spaces designated are not up to date. With the decommissioning of this policy, it will be clearer that the CSU policy is operative and ITS will maintain the relevant list of spaces and procedures used at HSU to implement this policy.

*A copy of HSU's policy which is being recommended for decommissioning is attached.*

Published on *HSU Policies* (<http://www2.humboldt.edu/policy>)

[Home](#) > EM:P11-11 HSU Data Center and Telecommunications Physical Access Policy

# EM:P11-11 HSU Data Center and Telecommunications Physical Access Policy

**Month/Year Posted:** 2011-11

**Policy Number:** EM:P11-11

HSU Data Center and Telecommunications Physical Access Policy

## Background

The California State University Information Security Policy is published at <http://www.calstate.edu/icsuam/sections/8000/> [1]. Section 8080 titled "Physical Security" requires that physical areas such as Data Centers must be protected from unauthorized physical access while ensuring that authorized users have appropriate access.

The following Humboldt State University facilities are high security technical areas:

### **Data Center: VMH211, SH005A**

The HSU Data Center (VMH211) is a consolidated server room designed to provide 24/7 operations with redundant environmental, power, physical and network controls for HSU servers which deliver enterprise-wide, mission critical applications, and to protect electronic stores of institutional data which are subject to privacy regulation by CSU, state and federal policies/laws (FERPA, HIPAA, PCI, Graham-Leach-Bliley, et al.).

The Secondary Data Center located in SH005 is equipped with security and environmental controls appropriate for its function as the first backup site for mission critical services.

### **Core Distribution Rooms: VMH211A, SH005B, NR001B**

Core distribution rooms are located in Van Matre Hall, Siemens Hall and the Natural Resources Building. Core distribution rooms may contain campus information technology infrastructure systems, firewalls, campus backbone core switching routers, and telephony equipment including 911 emergency and voice switch systems.

### **Telecommunications Rooms:**

Telecommunications rooms are delimited and are protected areas where data and phone



cables within a building or a portion of a building are connected to campus networking equipment. Telecommunications rooms exist in all buildings on campus.

## **Policy**

All requests for access to the HSU Data Center and telecommunications areas must be approved by the Chief Information Officer (CIO) or designee. Access will be restricted to specific individuals with job functions related to operating mission critical equipment in the Data Center, core distribution rooms and telecommunications rooms. Job functions eligible for approval are:

- ITS System Administrators
- ITS Network Analysts
- Public Safety personnel
- Plant Operations Electricians
- Plant Operations Heating and Ventilation Engineers

The CIO or designee must approve all changes to physical controls such as locks and alarm codes.

The Information Security Officer (ISO) will maintain procedures related to physical security and access to the Data Center, core distribution rooms and telecommunications rooms. Compliance with the following Data Center procedures is required:

- HSU Data Center Physical Access Procedure
- HSU Network Spaces Physical Access Procedure
- Data Center Physical Access Training Procedure

Prior to being granted any unrestricted or unescorted physical access, individuals must:

- Have a signed confidentiality agreement on file
- Complete a "Live Scan" background check
- Complete Data Center Access Training as defined by the Information Security Officer (ISO)

## **Compliance**

Unauthorized access to locations defined in this policy must be reported to University Police and the Information Security Office.

Violators of this policy are subject to disciplinary action up to and including dismissal from employment, expulsion from the University, and civil or criminal prosecution, as appropriate. Disciplinary action shall be conducted in accordance with applicable collective bargaining agreements or other appropriate University policies.

**Source URL (retrieved on 2017-03-29 20:18):** <http://www2.humboldt.edu/policy/PEMP11-11HSU-Data-Center-and-Telecommunications-Physical-Access-Policy>

**Links:**

[1] <http://www.calstate.edu/icsuam/sections/8000/>

April 11, 2017

Dear Senate:

I am glad to see that a policy for Animals on Campus is in the works. Thank you.

I do have a major concern about the overall weakness of the policy in regards to dog, cats and other domestic animals. It reads as if it is an invitation to bring your pet to campus: "*The University recognizes that owners of domestic and Service animals may bring their animals to campus.....*" Are we a college campus or a dog park?

The policy does not address the needs of campus community members who are adversely affected by a dog friendly environment due to allergies, anxiety or emotional distress from a previous dog attack.

There is no mention that clear signage regarding the policy will be displayed on all campus buildings.

Finally, do we have the resources to enforce the policy?

Thank you for your consideration.

Sincerely,

*Marguerite Powers*

## What is Community Choice Energy?

**Redwood Coast Energy Authority (RCEA) is bringing Humboldt County a Community Choice Energy program designed by your city councils and county supervisors. Its purpose is to offer you lower rates on electricity, and to keep the benefits and control right here in the County.**

Simply put, we're buying greener, more locally produced electricity and feeding it into the grid. And we're working in partnership with PG&E, who will continue to deliver electricity and maintain the lines as they always have, so there's absolutely no risk to you.

Community Choice Energy, sometimes known as Community Choice Aggregation, is a great way to take a bite out of climate change while actually costing you less. And it's a proven model: there are already four successful programs operating in California, with dozens more in planning stages statewide.



## You Have a Choice with Community Energy!

**REpower**

In May 2017, you will automatically be transitioned to our **REpower service**—35% renewable energy (higher renewable content than PG&E's energy, at a lower cost).

**REpower+**  
100% renewable

If you want to max out on renewable energy, you can sign up for **REpower+**. This option is 100% renewable, with even lower carbon emissions than our standard REpower service, at a slightly higher price.

You may choose not to participate in Community Choice Energy, and continue with PG&E as a "bundled customer." Before the program begins, we will provide all Humboldt County electricity customers with information on how to opt out at any time if they wish.

Connect with us!

Call us at (800) 931-RCEA  
or email us at [info@RedwoodEnergy.org](mailto:info@RedwoodEnergy.org)

[www.RedwoodEnergy.org](http://www.RedwoodEnergy.org)

[facebook.com/redwoodcoastenergyauthority](https://www.facebook.com/redwoodcoastenergyauthority)



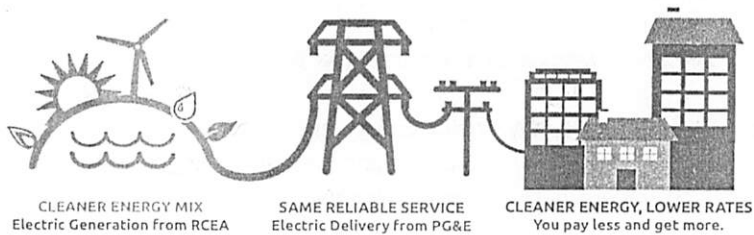
**REDWOOD COAST  
Energy Authority**

# How it Works

Participating city councils and the County Board of Supervisors voted to establish Community Choice Energy, to benefit our population and the environment. By state law, it's designed as an "opt out" program, which means you'll be automatically transitioned from the start. You can simply notify us if you don't wish to participate.

- **RCEA buys cleaner electricity** and feeds it into the grid.
- **PG&E delivers it to you as it always has**, maintaining the wires and handling billing.
- **If you do nothing at all**, you'll automatically start receiving cleaner, less costly electricity when the program is launched in May 2017, and will probably never even notice—except for your utility bills getting slightly lower on average.

## HOW IT WORKS



You'll receive a single bill every month that includes RCEA's generation charges (replacing PG&E's), along with PG&E's maintenance and delivery fees. They pass along the appropriate fees to us, so you don't have to bother with two bills.

**It's old-school reliability and simplicity, together with cutting-edge clean energy—what a combination!**

# What are the Benefits?

## Economics

Humboldt County and participating cities are designing the Community Energy program to cost a little less than what you currently pay. And all of PG&E's current rate discount options (such as CARE and FERA) will remain in place for income-qualifying households. If you're a solar customer, we'll buy back your excess energy at a better rate.

## Choice

With Community Choice Energy, the local community has a say in where our electricity comes from. Our base product will be somewhat higher in renewables than PG&E. And, if you want to go all-in, our upgrade product will be 100% renewable.

## Environment

Community Choice Energy has proven to be the fastest and most effective way to reduce greenhouse gas emissions from household and business energy use. California is taking bold steps towards addressing climate change, and Community Choice Energy will be one of Humboldt County's most powerful tools in that effort.

## Community

Revenues from Community Choice Energy programs are reinvested into the local communities that participate, rather than going to utility company shareholders. That means lower rates, local jobs, and local projects and programs. Communities in Marin, Sonoma, Lancaster, and San Francisco are already using Community Energy revenues to build local solar arrays, creating jobs and keeping their energy dollars local.



# REDWOOD COAST Energy Authority

County of Humboldt • Arcata • Blue Lake • Eureka • Ferndale • Fortuna • Rio Dell • Trinidad • Humboldt Bay Municipal Water District

4/12/17

Attn: Julia Alderson and Paula Petersen  
Humboldt State University  
University Senate Office  
1 Harpst Street  
Arcata, CA 95521

Dear Julia and Paula,

On behalf of the Redwood Coast Energy Authority, I want to thank you for helping us in our efforts to provide information about the Community Choice Energy program during the April 11<sup>th</sup> University Senate meeting.

Having the support of community members—especially HSU students, professors, staff, and administrators—is key to launching and maintaining a successful CCE. We find if folks don't understand the program completely, they are at higher-risk of opting-out, so we really appreciate your help in scheduling the announcement.

With this said, the Redwood Coast Energy Authority is in the process of scheduling more in-depth presentations to community groups to deepen Humboldt County citizens' understanding of this new way of providing electricity. We are in the process of contacting faculty, staff, and administrative groups on-campus to determine interest in having an RCEA staff member attend and present at standing meetings of various departments, staffs, and other campus organizations. If you or any other campus member you know might be interested in a brief presentation, it would be great if you could let me know!

Additionally, we would be more than happy to provide you with brochures, rate sheets, enrollment notices, or any other resources to provide to Senate representatives at the next meeting. Feel free to give me a call at the number in the footer below if you are interested.

As the cornerstone of Community Choice Energy is local control and input, please do not hesitate to share my contact information with anyone who has further questions, suggestions, or other feedback.

Sincerely,

A handwritten signature in blue ink that reads "Aisha Cissna".

Aisha Cissna  
acissna@redwoodenergy.org  
CivicSpark Fellow  
Community Choice Energy Program

4/11/17

Good Afternoon,

I am here today to speak in support of approving the Animals on Campus Policy. I work at the University Library and in the past two years we have seen a dramatic increase in the number of non-assistive animals who accompany students and non-students to the Library. The Library is fully in support of patrons who require an assistive animal to use the Library but the majority of these animals are dogs not trained to assist the handler with specific tasks but are simply pets. Many of these dogs are untrained, unbathed and not house broken. Some are not even on a leash. While the patron is in the Library, sometimes for many hours at a time, the dog is allowed to lie on the furniture and urinate on the carpet. Just recently a dog defecated in the Café and another patron unwittingly tracked it throughout the Library. Our Custodian is already too busy to have to deal with unnecessary emergencies like this.

We would like to have a clear policy that can be enforced the minute the animal enters the Library through the front Lobby and would like to know that we will have the support needed to enforce the policy. It is time to put the needs of the many above the wishes of the few.

Additionally, we would like to see more specific language regarding the prohibition of reptiles and amphibians in Academic buildings such as the Library.

Thank you,

Keelye Wilson  
kw4@humboldt.edu

Comments on Resolution regarding pouring rights contract - Tessa Lance, CNRS rep. AS Council

Hello everyone,

Thank you for this opportunity to speak. First, I would like to clarify a few things... My colleague Jessie will be moving to strike out a line from this resolution that says there was no communication to the students. That statement fails to recognize efforts from Vice-President Lopes and the Office of Contracts/ Procurements to seek student input, which I very much do appreciate. When a group of students first caught wind of this contract in the Fall, a "Pepsi Task Force" was assembled to meet and work through the contract negotiations. Myself and another student were invited to participate in these meetings. I attempted to seek input from other students, gave reports at AS Council meetings, but as many of you know from working on this campus, it is often times quite difficult to engage with students on any issue, let alone one that they didn't know existed.

The few students that did engage with initial efforts, voiced concern about having a pouring rights contract with Pepsi, (or Coca Cola), for environmental, social, and privatization reasons. I did bring these concerns back to the "Pepsi Task Force"; we had conversation around not re-entering the contract, but there was great concern about losing the financial kickback from the contract that supports student-athlete scholarships.

I attended a conference over spring break with other student governments from across the CSU system, and learned about efforts, specifically one that was successful, to oppose pouring rights at other campuses and I felt inspired and obligated to reach out to our students again. These past few weeks, students from multiple groups have been voicing concern about the contract, with conversation escalating last week as Pepsi released an advertisement trivializing Black Lives Matter and resistance efforts. As an A.S. representative, I believe it is my duty to represent the students and provide a platform for folks to share their views. The resolution we passed yesterday through the AS Council is quite similar to the one before you today. Our ask for a town hall meeting was already addressed this morning at the "Pepsi Task Force" meeting. There will be an open forum next monday from 3:15 - 4:15 in the UC Banquet Room, during the AS Council meeting. We are here today in attempt to foster support, and to include you in this conversation as we move forward together.

Thank you.



Members of the senate, thank you for letting me speak to you today about this pouring rights contract at HSU

- My name is Meredith and I am speaking on behalf of a lot of students when I say that I came to HSU because I was told that it was a university which stood for PROGRESS in environmental and social causes.
- This is the reason that I came to HSU
- And to find out that this university, that I love and respect so much has been taking part in a contract that is contrary to these values, is very very upsetting to me and a lot of other students as well.
  
- Through this contract we are neglecting our local economy and we are promoting unsustainable resource use.
  
- And it is because of pouring rights contracts like this one,
- that nearly one third of this country's younger generations are expected to have diabetes during their lifetime.
- And nearly ONE HALF of latinx children are expected to experience diabetes.
  
- Life expectancies, are shortening, due to rising rates of diabetes and heart disease in this country which profit large corporations like Pepsi.
  
- It is through these pouring rights contracts, with, not just universities, but also high schools and even elementary schools, that these corporations are able to target young children, especially children of color, for selling their sugary and addictive products.
  
- This is why we are here today. We come to you as students concerned for, not just our environment and our local economy, but also the well-being of our younger generations.
  
- We come before you today, because you, our professors, the people that we look up to, have inspired us to stand up for social and environmental justice, you have taught us the importance of maintaining the local economy, and the importance of protecting future generations.
  
- Members of the senate,
- you are in a very important position today. you can help HSU take a stand against corporate greed in this public institution.
  
- The students have shown that they care, and now it's your chance to prove to us that you care too.

Thank you

**HUMBOLDT STATE UNIVERSITY**  
**Senate Chair's Report**  
**Senate Meeting, April 11, 2017**

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The 4/4/17 URPC Campus Budget Open Forum was well attended. Clearly, there is much interest on campus about budget issues! Expect to see more of these activities in the future, as we work to make budget actions more transparent and legible to the campus community. In that spirit, we will have an abbreviated version of the Open Forum presentation at Senate, for the benefit of those who weren't able to attend last week.

In communicating with other Senate Chairs re: the IP draft, it seems as if campuses are responding in a variety of ways. At the request of ASCSU Chair Christine Miller, I forwarded along our current IP policy, as well as the new version we passed last year. ASCSU asks that campuses provide them with information on what we believe a systemwide IP policy should (and should not) include. Our IP group will work to formulate suggestions for forwarding. I'm looking forward to conversation on the topic at the 4/20 Senate Chairs meeting, where I hope we can determine the best way for the campuses to respond beyond ASCSU's activity.

# HUMBOLDT STATE UNIVERSITY

University Senate Written Reports, April 11, 2017

Standing Committees, Statewide Senators and Ex-officio Members

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## Academic Policies Committee:

Submitted by Mary Virnoche, APC Chair

March 28, 2017

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

**Present:** Paul Cummings, Michael Goodman, Alex Gradine (For Mary Glenn), Zach Kihm, Michael Le, Clint Rebik, Mary Virnoche (chair)

**Absent:** Joice Chang, Brandon Dolfi, Heather Madar (schedule conflict)

**Guests:** Steve Ladwig, Director, Admissions, Nicholas Conlin, Coordinator, HOP, Kathy Thornhill, Director, ACAC

### Golden 4 and New Student Orientation

Process for first-time first-year student orientation and registration: Each student completes online tutorial. Once they complete the orientation they are released to register. Between June 19-30 new students may also call the advising staff. In addition, a professional advisor reviews all first-year student schedules. Professional advisors contact all students whose schedules suggest they need to make some changes. Advisors confirm that each schedule has at least 1 golden four, no upper division courses and reaches 15 units.

Lower Division Transfers: There are few (30-40) lower division transfers and only some of those lack one Golden 4. (The idea here is that we should not spend too much time trying to address this particular group.)

Concerns with Past Tutorials: Too much information was pushed into this initial training. There are some pieces that legally need to be included (e.g. Title IX and the alcohol policy). Students have asked for more purposeful and gradual delivery of information as it is needed, which the orientation program is trying to do.

Golden 4 Messaging: We talked about positive messaging about Golden 4 completion, rather than negative consequences. For example: "Students who complete their Golden 4 during their first two years (or before 60 units) and take 15 units each term are more likely to maintain good academic standing and graduate in 4 years." (Kathy/Steve/Nicholas to consult on this messaging in tutorial?). Mary Glenn to incorporate into marketing campaign out of her office, as discussed at APC meeting earlier in the year.

Meeting Outcome on Tutorial: Orientation will test its new and improved Canvas Tutorial with a group of incoming first year first time students. They may request consultation with Mary Virnoche on carrying out that pilot test.

U-Direct Warning System on Golden 4: Can we automate a Golden 4 drop warning? “You are dropping a class that is one of the Golden 4. Students who complete these classes in their first two years are more successful in school.” (Clint checking into this.)

#### Prerequisite Setting

We discussed setting an across the board prereq in upper division GE for Golden 4 completion. There was concern that this takes the decisions about curriculum out of the hands of faculty/departments and that all Golden 4 are not “true” prereqs for success in upper division GE courses.

#### **Faculty Advising In General and Probation**

Faculty Affairs needs to take up training on advising. We need protocols on advising and particularly on probation advising. We need data on advising loads across programs and departments and strategies to mitigate high loads. We will continue this discussion at the next meeting and decide if a resolution is needed or would be helpful.

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## **Constitutions and Bylaws Committee:**

Submitted by Jeff Abell, CBC Chair

- I. This semester the CBC meeting is scheduled for every other Thursday from 3-4 pm in NHE 120. Our next meeting is Thursday Apr 13. Agenda for that meeting is in Item III below.
- II. The CBC meeting scheduled for Thursday Apr 6 was re-scheduled for Thursday Apr 13.
- III. Agenda for next meeting:
  - A. CBC will discuss and edit the following draft amendment to Bylaws 12.61. The goal of the amendment is to: 1) allow outgoing Senators to vote for future Senate officers if their replacement for the following year has not been chosen, or is not present in person or by proxy; 2) create more flexibility for the Senate to schedule the election of Senate officers

12. 61 The annual election of Senate officers, Standing Committee chairs, and members of the Appointments and Elections Committee shall be conducted at ~~the first a~~ Senate meeting within one month following the election of new Senators. ~~Incoming and continuing Senators may vote in person or by proxy. Nominations shall be made in accordance with the provisions for eligibility outlined in the Constitution.~~

12.61.i. Nominations shall be made in accordance with the provisions for eligibility outlined in the Constitution.

[12.61.ii. Incoming and continuing Senators may vote in person or by proxy. Senators who are not continuing may vote if the incoming Senator who will replace them has not yet been determined or is absent from the meeting and has not delegated a proxy.](#)

*(Remaining items in this section will be renumbered accordingly.)*

- B. Refine ideas for improved communication of committee meeting times and agenda items. Present ideas as discussion items at future Senate meeting.
- C. Develop interpretation of “member of the University community” as it relates to Bylaws 10.75 (pending Senate or SenEx approval to proceed.)

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## Faculty Affairs Committee:

Submitted by George Wrenn, FAC Chair

### Faculty Affairs Committee Report – March 29, 2017

The next meetings will occur on April 12 and April 26. Meetings are open to the campus community. The Committee currently meets in Library 118 at 8 a.m.

The Faculty Affairs Committee addresses matters involving the individual or collective relationship of faculty to the University. The Committee can be reached through the Senate’s Faculty Affairs web page: <https://www2.humboldt.edu/senate/faculty-affairs-committee>.

March 29 Meeting Notes

Absent: Colleen Mullery

Agenda:

1. Updates: Lecturer survey, CFA President voting rights, class scheduling, lab evaluation, RTP Criteria and Standards Committee
2. Review of Assigned Time data (with guest Monty Mola)

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1. Updates: Lecturer survey, CFA President voting rights, class scheduling, lab evaluation, RTP Standards and Criteria

Lecturer survey: will be administered by OIE beginning April 24 and closing on May 8. A draft of the survey will be provided by April 13.

CFA President voting rights: Mark Wilson and Mike Camann summarized Senate discussion.

Class scheduling: The Committee has requested data on classes that could not be scheduled in Schedule 25. Bella Gray has reported that there will be a delay in providing this information. The Chair has asked that information be provided by the end of the semester.

Lab evaluation instrument: a Resolution and final draft of the new instrument are being prepared for Senate in April.

RTP Criteria and Standards Committee: following a request to change this to a standing committee, the Chair is researching the history of this committee and its description in the Senate's Constitution and Bylaws and the Faculty Handbook. The Committee very briefly discussed alternatives to the standing committee designation. Additional research and consultation are needed.

## 2. Review of Assigned Time data (with guest Monty Mola)

The Committee reviewed Department Chair assigned time data and considered next steps. It was agreed that a Senate resolution is warranted to address key issues: assigned time should be proportional to unit load, assigned time should not come out of collateral duties, and a formula should be established that takes into account FTES, number of majors in department, FTEF and percentage of lecturers and tenure-track in department, and what is being done at other CSUs. It was noted that detailed data on WTUs can be obtained in the Faculty Assignments by Department (FAD) Reports. Given the additional work to be done, this topic will carry over into 2017/18.

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## **Integrated Curriculum Committee:**

Submitted by Dale Oliver, ICC Chair

### **Double-Counting**

The Integrated Curriculum Committee (ICC) has had two discussions this spring regarding double-counting of the American Institutions (AI) courses. The current academic policy is to allow one AI course to double-count as a lower division Area D requirement. After the first discussion, the ICC asked the General Education and All University Requirements (GEAR) committee to investigate practices across the CSU and to prepare a recommendation for the ICC Committee about the possibility of double-counting the second AI course. At the second ICC discussion, the GEAR committee recommended consideration of course proposals that are written to purposefully to address student learning outcomes from AI and from one of the GE areas (other than area D). The ICC then directed the Academic Master Planning (AMP) subcommittee to gather input from the campus - particular from academic department chairs.

AMP met for discussion on April 4. That meeting was predicated by a call for input from academic department chairs from across campus. Twelve chairs and one dean provided input via email, and three department chairs attend the AMP meeting. Based on the input and subsequent discussion, the Academic Master Planning subcommittee will recommend to the ICC that there be no change to the current allowance for double-counting American Institutions courses. However, the AMP will

recommend to the ICC that course proposals which address student learning outcomes from AI and from another GE area would be reviewed in good faith. Thus, it is possible that in the future, a modified existing AI course or GE course, or a new course, may be recommended for double-count for both AI and a GE area (other than area D) should the course demonstrate sufficient treatment of student learning outcomes from both areas.

### **Co-requisite Math Remediation**

Included in the consent calendar for the ICC are modest modifications to a handful of Math courses so that co-requisite math remediation may be extended to all first-time freshman. If an incoming student requires two semesters of remediation, the goal is for them to finish remediation and a baccalaureate-level math course by the end of their first year. If an incoming student requires one semester, then the same goal can be accomplished by the end of their first semester. The expansion is being made because of the documented success of co-requisite math remediation at other institutions. The new co-requisite experiences are being aligned with the CSU report on Quantitative Reasoning.

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## **Statewide Senate:**

Submitted by Mary Ann Creadon and Kerri Malloy, Faculty ASCSU Representatives

As representatives to the ASCSU, Kerri Malloy and I welcome the Chair of the Academic Senate of the CSU to our meeting: Christine Miller, Professor of Communication Studies at Sacramento State University.

Interim meetings of the standing committees of the ASCSU will be held next Friday, April 21. The next plenary is May 19-20.

Added to this report is an attached memo from Gerry Hanley, AVC of Academic Technology Services for the CSU, regarding a one-day workshop on Supplemental Instruction to be held at the Chancellor's Office on April 21. The memo announcing this opportunity was also sent to Presidents, Provosts, and Vice Provosts; thus, some faculty may already know about it. This is a reminder of the importance of SI for student success, and for retention and graduation, and so of the potential usefulness of the workshop for faculty and staff.

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March 13, 2017

Campuses sharing best practices in  
supplemental instruction  
**Attn: Provosts and VP Student  
Affairs**

**MEMORANDUM**

To: CSU Presidents

From: Gerry Hanley   
Assistant Vice Chancellor, Academic Technology Services

RE: CSU Supplemental Instruction Strategies: Sharing and Adopting Proven Practices

California State University Fullerton and Fresno have received national and international recognition for their implementation of specific methodologies of Supplemental Instruction (SI), administration of SI services and evidence of increasing student success and closing achievement gaps. Many campuses are developing their supplemental instruction strategy and have requested a face-to-face meeting for sharing exemplary practices that are producing excellent outcomes on CSU campuses.

In response to campus requests, the CSU Academic Technology Services department has organized a free one-day SI demonstration, workshop and planning meeting for any CSU campus wishing to send representatives to the Chancellor's Office on Friday April 21, 2017. Campuses are implementing their SI strategy in different ways and campuses are welcome to send representatives that meet their campus needs. Travel to the SI meeting will be subsidized. Campuses within driving distance will receive funding of \$50 for each representative attending (maximum of 4 per campus). Campuses not within driving distance will receive funding of \$500 for each representative attending (maximum of 4 per campus). Campuses are responsible for reimbursing the participants' travel expense claims in accordance with the CSU travel policy.

**WHAT IS SI?** SI/Supplemental Instruction is a high-impact practice for student success, proven to increase student retention, mitigate student risk factors, minimize achievement gaps and improve time to degree. SI is an inclusive, non-remedial approach that provides regular review sessions outside of class in which students work collaboratively by discussing readings, comparing notes, working together to predict test items and sharing ideas for improving course material. Out-of-class review sessions are led by SI Leaders, students who took the course previously and excelled. SI Leaders receive extensive training and then attend all class lectures, take notes and act as models to those currently taking the course. Courses selected for SI tend to be those with significantly higher-than-average number of students receiving grades of D, F, or W.

**CSU SI PROGRAM:** The Chancellor's Office (CO) has supported a Supplemental Instruction Community since the summer of 2015, with campus representatives and CO personnel meeting monthly



to discuss best practices and progress within and across campuses. A majority of campuses included Supplemental Instruction (SI) as part of their Student Success Plans submitted in September 2016, yet many were in early stages of development and implementation.

The spring SI workshop will:

- Provide a framework of successful Supplemental Instruction as a significant learning support program;
- Support campuses in their planning, implementation and assessment of SI effectiveness;
- Showcase data and impact of mature CSU SI programs;
- Feature several SI Leaders in a student panel session sharing their stories of success; and
- Provide networking with other campuses to leverage the success already in action.

Please have your campus representatives **register by March 24, 2017** at <http://regonline.com/si-summit>. Below is an overview of the SI workshop agenda. If you have questions regarding this event, please contact Brett Christie ([bchristie@calstate.edu](mailto:bchristie@calstate.edu), 707-486-6519). For further information regarding Supplemental Instruction in the CSU, see <http://si.csuprojects.org>

***DRAFT***

<b>Friday April 21, 2017</b>	<b>Supplemental Instruction Schedule</b>
8:00-9:00 am	Continental breakfast and coffee in the lobby Check-in outside of Dumke Auditorium
9:00 - 9:15 am	Welcome and Introductions (Dumke)
9:15 - 10:00 am	Opening Address: Supplemental Instruction as a Significant Strategy for Student Success and Inclusive Excellence (Dumke) *
10:00 - 10:30 am	Center of Excellence for SI at CSU Fullerton (Dumke) *
10:30 - 10:45 am	BREAK
10:45 - 11:15 am	Success of the Fresno State SI Program (Dumke) *
11:15 - 11:45 am	San Diego State: SI Program on the Rise (Dumke) *
11:45 am - 1:15 pm	Lunch break from 11:45 am-12:30 pm (Lobby/Foyer/Breakout Rooms/Patio) <ul style="list-style-type: none"> <li>• SI Student Leader Panel from 12:30 - 1:00 pm (Dumke) *</li> <li>• Describe afternoon concurrent sessions and logistics</li> </ul>
1:15 - 2:30 pm	Keys to a Successful SI program – 4 concurrent sessions: <ul style="list-style-type: none"> <li>• Successfully Administering SI at Your Campus (Munitz)</li> <li>• Recruiting and Training Faculty and SI Leaders for Success (Anacapa)</li> </ul>

	<ul style="list-style-type: none"> <li>• Getting Quality Data to Demonstrate the Impact of SI (Coronado)</li> <li>• Supplemental Instruction Demonstration Session (Wallace)</li> </ul>
2:30 - 2:45 pm	BREAK
2:45 - 4:10 pm	Keys to a Successful SI program – 4 concurrent sessions: <ul style="list-style-type: none"> <li>• Same sessions and locations as above</li> <li>• Attendees rotate to next choice</li> </ul>
4:15 - 4:45 pm	Wrap-Up; Feedback; Next Steps (Dumke)

\*These sessions will be streamed live and recorded for ongoing access. The afternoon concurrent sessions will not be live streamed.

- c: CSU Provosts and Vice Presidents of Academic Affairs  
CSU Vice Presidents for Student Affairs