

Chair Zerbe called the meeting to order at 3:02 pm on Tuesday, March 11, 2014, in Nelson Hall East, Room 102 (Goodwin Forum). A quorum was present.

Members present: Abell, Blake, Braithwaite, Bruce, Creadon, Ercole, Fulgham, Geck, Gold, Karl, Meyer, Mola, Moyer, Ortega, Pierce, Shellhase, Stubblefield, Virnoche, Wrenn, Zerbe.

Members absent: Cervantes, Lopes, Richmond, Shaeffer, Thobaben, Tillinghast.

Guests: Paynton, Budig-Markin, Zechman.

1. Announcement of Proxies

Moyer for Alderson, Burges for Snyder, Abell for Fulgham, Virnoche for Dye, Creadon for Eschker.

2. Approval of and Adoption of Agenda

M/S/U (Ortega/Abell) to approve and adopt the agenda without changes.

3. Approval of Minutes from the Meeting of February 25, 2014

M/S/P (Bruce/Mola) to approve the minutes from the meeting of February 25, 2014 as written. Motion Passed with one Abstention.

4. Reports, Announcements, and Communications of the Chair

The Enrollment Management Working Group met and discussed moving toward impaction for science programs. CAHSS Dean Ayoob will provide a report to chairs this coming Thursday.

The Advisory Committee to the Trustees' Selection Committee for President of Humboldt State University in San Francisco on Friday to interview candidates and forwarded names to the Board of Trustees (BOT). The new president will be announced at the BOT meeting on Thursday, March 26.

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

In addition to the written reports included in the packet, the following reports were made.

Academic Policies Committee (APC) (Mola): In addition to the two resolutions on today's agenda, the APC is preparing two more resolutions for the next Senate meeting.

Appointments and Elections Committee (AEC) (Ortega): A General Faculty election is currently underway; senators were asked to help get the word out to vote.

Integrated Curriculum Committee (ICC) (Moyer): The ICC continues to work on curriculum proposals, and several other 'big picture' items such as developing guidelines for defining an option and dealing with the logistics of DARS as an alternative to requiring major contracts.

University Resources and Planning Committee (URPC) (Blake): The URPC had a lively conversation at the last meeting, but no decisions were made regarding budget requests for 2014/2015. The committee may not meet the end of March deadline for its recommendation to the President.

The committee is struggling with how to deal with ca. \$2 million dollars in requests for new initiatives or ongoing funding for previously one-time funded initiatives as well as a benefits shortfall in the OAA budget of ca. \$600,000. The shortfall has been funded with one-time monies in the past, but the campus cannot continue to do that.

Associated Students (AS) (Ercole): Both CSU Student Trustees are on campus today soliciting input for the presidential search. HSU students attended the recent lobby day in Sacramento. The colleges are planning Spring mixers.

6. Consent Calendar from the Integrated Curriculum Committee (ICC)

13-261 – GSP 570: Geospatial Modeling – approved without objection.

11-466 – GEOG 309 C "Social Justice [and the Environment] in Africa" – pulled from the Consent Calendar and put at the end of the current business agenda for further discussion.

7. TIME CERTAIN: 3:15-3:30 PM – Open Forum for the Campus Community

There were no speakers for the Open Forum.

8. Resolution on Special Cases of Administrative-Academic Probation and Disqualification (#12-13/14-APC) – Second Reading

Resolution on Administrative-Academic Probation and Disqualification
12-13/14-APC – March 11, 2014 – Second Reading

Resolved: That the University Senate of Humboldt State University recommends to the President that the attached document, *Policy on Administrative-Academic Probation and Disqualification*, be approved for inclusion in the 2014-2015 HSU catalog.

Rationale: On September 15, 2008 CSU Chancellor Charles Reed issued, "Executive Order No. 1038 relating to minimum requirements for probation and disqualification" (see attached). As noted in the document, "In accordance with policy of the California State University, the campus president has the responsibility for implementing executive orders..." In accordance with the order, the language of EO 1038 has been incorporated into the proposed catalog language regarding administrative-academic probation and disqualification. Since policies in the HSU catalog already exist for academic probation

and disqualification, these sections in EO 1038 are not addressed. Please note that in the proposed policy document, language adding additional student safeguards has been added. This language requires that decisions regarding administrative-academic probation and disqualification must be made in consultation with other relevant parties. Also, as directed by EO 1038, appeal processes for any student subject to this policy, have been developed.

It was noted that the text regarding notification of students has been added back in to the policy and appeal processes for both undergraduate and graduate students have been added.

Second Reading Discussion (three pros and three cons):

Q: On page 3, it is not clear under what conditions a graduate student would be disqualified.

A: The statement on disqualification applies to both undergraduate and graduate students.

Q: It is not clear what the conditions are for disqualification. A: If the student doesn't meet the criteria for having probation removed, the student is disqualified. On page one it states that "the student shall be notified in writing and shall be provided with the conditions for removal from probation and the circumstances that would lead to disqualification, should probation not be removed."

Q: Why is failure of a thesis defense in this section rather than under academic probation/disqualification? A: Academic probation is strictly based on GPA.

Voting on Resolution #12-13/14-APC occurred and Passed unanimously.

9. Resolution on Course Substitutions to Create Articulation Agreements (#32-13/14-APC) – Second Reading

Resolution on Course Substitutions to Initiate Articulation Agreements
#32-13/14-APC – March 4, 2014 – Second Reading

Resolved: That the University Senate of Humboldt State University (the Senate) recommends to the President that our current process, known as the *Petition to Substitute*, be modified such that when agreed upon by the student's advisor, the chair of the department whose course is the subject of the substitution and the Dean or designee in the appropriate college, the approved petition *by default* gives the HSU Registrar's Office the authority to initiate an articulation agreement between HSU and the other institution ; and be it further

Resolved: That there also be a mechanism on the petition such that the department whose course is the subject of the substitution may make an exception to the above default, thereby allowing only for the one-time substitution for a particular student.

Rationale: *Our students arrive on the HSU campus from a myriad of locations and prior institutions. Many of them have completed coursework that should articulate with our courses but we may not yet have an articulation agreement with their prior institution. The Petition to Substitute allows for such students to substitute a course from another institution to be used as a degree requirement in place of an HSU course, upon approval by the student's advisor, the chair of the department whose course is the subject of the substitution and the Dean or designee in the appropriate college. This resolution would allow the Registrar's Office to automatically initiate articulation agreements with the students' prior*

intuitions based on the curricular review required for the agreed upon substitution(s), requiring signatures from the appropriate parties. In cases where the substitution is approved by the appropriate stakeholders but an articulation agreement should not be made, there will be an exception to allow the substitution to count only for that individual student rather than initiate the articulation agreement process.

The resolution is unchanged from the first reading. There was no discussion on the second reading.

Voting on Resolution #32-13/14-APC occurred and Passed unanimously.

10. Resolution on “Guidelines for Approving New Certificate Programs” (#29-13/14-ICC – Second Reading

Resolution on “Guidelines for Approving New Certificate Programs”
#29-13/14-ICC – March 11, 2014 – Second Reading

RESOLVED: That the University Senate of Humboldt State University recommends to the Provost the attached “Guidelines for Proposing New Certificate Programs” (Integrated Curriculum Committee, March 2014) be approved, and be it further

RESOLVED: That use of the Guidelines shall begin in Spring 2014.

RATIONALE: Part of the ICC’s initial charge was to develop Guidelines for faculty proposing new programs. The Senate has already approved guidelines for New Degree Programs, New Minors, and Adding Online Versions of Existing Programs. In recent years, we have begun receiving proposals for new Certificate programs, so some Guidelines are clearly needed.

There was no discussion on the second reading. Voting on Resolution #29-13/14-ICC occurred and Passed unanimously.

11. Approval of the Draft (March 4, 2014) Academic Calendar for 2015/2016

There was no discussion of the draft Academic Calendar for 2015/2016. Voting occurred and the draft calendar Passed unanimously.

M/S/P (Abell/Ortega) to make this an emergency item for immediate transmittal to the President.

12. Resolution on Amendments to Appendix J Regarding Election of University Faculty Personnel Committee (UFPC) Members (#34-13/14-AEC) – First Reading

M/S (Ortega/Virnoche) to place the resolution on the floor.

Resolution on University Faculty Personnel Committee (UFPC) Composition
#34-13/14-AEC – March 11, 2014 – First Reading

RESOLVED: That the University Senate of Humboldt State University (Senate) recommends that Appendix J, Section VIII.D.2(b) be eliminated from the HSU Faculty Handbook:

b) The University Senate Appointments and Elections Committee shall nominate a minimum of two candidates for each vacancy. The General Faculty President will notify the faculty of the nominees and request further nominations. No candidate shall be nominated for more than one vacancy.

; and be it further

RESOLVED: That the Senate recommends that Appendix J, Section VIII.D.2(c) of the HSU Faculty Handbook be amended to read:

c) The University Senate Appointments and Elections Committee shall hold elections in the spring before teaching schedules for the following fall term are determined. Electors may vote for one candidate for each vacancy according to the rules governing the General Faculty Elections. All electors may vote for any vacancy. 15.40

; and be it further

RESOLVED: That the Senate recommends that these proposed changes be put to a vote of the General Faculty in Spring 2014; and be it further

RESOLVED: That, subject to approval by a vote of the General Faculty, these changes become effective for the 2014-15 academic year.

RATIONALE: The current requirement for the election of UFPC positions is that there must be two candidates for each vacancy. Because some UFPC vacancies have been unable to get more than one nominee, the existing Appendix J rules have delayed or prohibited the election of some positions on the UFPC. This amendment will help to ensure that there will be at least one faculty member from each college on the UFPC by permitting a yes/no vote for any UFPC election in which there is a single candidate. Members of the UFPC will continue to be elected by the probationary and tenured members of the General Faculty.

Discussion:

The resolution aims to facilitate the election of faculty to the University Faculty Personnel Committee by eliminating the requirement for a minimum of two candidates for each position and using the current election rules which provide for a Yes/No vote for a single candidate and require a simple majority of those voting for a candidate to be elected.

It was suggested that wording be added to the resolution's Rationale regarding the requirement of a simple majority for election.

13. Resolution to Amend the University Senate Bylaws and Eliminate the Campus Climate Committee (CCC) as a University Senate Standing Committee (#36-13/14-EX) – First Reading

M/S (Bruce/Ortega) to place the resolution on the floor.

Resolution to Amend the Senate Bylaws and Eliminate Campus Climate Committee (CCC) as a University Senate Standing Committee

#36-13/14-EX – March 11, 2014 – First Reading

RESOLVED: That the University Senate of Humboldt State University approves the elimination of the Campus Climate Committee (CCC) as a Standing Committee of the University Senate and amending the Senate Bylaws by having the following section, and all other references to the Committee, removed:

Strike from University Senate Bylaws:

~~11.8 Campus Climate Committee (CCC)~~

~~11.81 Chair: The Chair of the Committee shall be a senator, elected during the regular annual election within the Senate.~~

~~11.82 Membership: The membership of the Campus Climate Committee shall be as follows:~~

- ~~• Two (2) Senators (at least one of whom is a faculty senator) appointed by the Appointments and Elections Committee~~
- ~~• One (1) At-Large Faculty member, appointed by the Appointments and Elections Committee~~
- ~~• One (1) At-Large Staff member, elected by Staff Council~~
- ~~• One (1) Student, appointed by Associated Students~~
- ~~• One (1) Representative of the Office of Diversity and Inclusion~~
- ~~• One (1) Representative of the Office of Human Resources.~~

~~11.83 Terms: Elected and appointed members of the Committee shall serve two years.~~

~~11.84 Duties:~~

- ~~i. Support and promote a collegial, respectful, and responsive campus community;~~
- ~~ii. Review and recommend policy to the Senate that encourages and promotes opportunities for faculty, staff, students, and administrators to interact and exchange ideas, within the context of a shared campus community; and~~
- ~~iii. Identify issues and recommend policy or other actions regarding diversity, equity, and access in order to promote a more inclusive campus community.~~

Rationale: The CCC was suspended for AY2013/2014 by the University Senate (Resolution 31-12/13-Gold) because the CCC's charge duplicated duties performed by other groups in supporting diversity, collegiality, and inclusivity.

Senator Bruce introduced the resolution. Last year, the Senate suspended the Campus Climate Committee (CCC) via a resolution stipulating that it be reviewed this year. Both the Constitution and Bylaws Committee (CBC) and the Senate Executive Committee have had discussions and come to a consensus to eliminate the committee. Its assigned tasks are either unclear or overlap with work done by other committees on campus.

Discussion:

The idea of the Committee originated from the recommendations of the Cabinet for Institutional Change (CIC) as a way to address concerns expressed by WASC. The campus needs to provide evidence to WASC that concerns are being addressed. If the Committee is

eliminated, will that evidence be provided other ways, for example, through the Office of Diversity?

The Change Steering Committee process, which followed the CIC report, was intended to set priorities for the campus and monitor the progress toward goals. The Committee passed on those responsibilities to the Senate [Spring 2012].

Q: How is the collegiality piece of the CCC's duties being addressed? A: The college deans have taken on some of that by hosting faculty get-togethers every month. It is not clear what else the CCC could do.

Currently, there isn't a need for the CCC as a standing committee. If it is needed in the future, it can be reinstated.

The campus will need to re-visit its strategic plan. The CCC could be used to identify campus priorities, track activities across campus, identify responsibilities for implementation, and monitor progress towards prioritized goals.

Progress on improving campus governance and collegiality has been made, but with a new administration, there may be different opportunities consider the duties described for the CCC.

The final assessment of the CBC was that the committee shouldn't be eliminated just because it hasn't been active. Even if the charge regarding diversity issues is removed, there are the other two other duties that could be valuable for the CCC to address.

Committees are not necessarily the best way to get things done. It would be better to eliminate the committee.

It was noted that standing committees of the Senate exist, to carry out assigned tasks as needed. Suspending the committee ensures that no tasks will be assigned to it. The committee should either be eliminated or left in the Bylaws, if necessary, restructured.

M/S/P (Virnoche/Bruce) to table Resolution #35 (the next agenda item) and address the pulled ICC Consent Calendar item from earlier in the meeting.

Pulled Consent Calendar Item:

11-466 – GEOG 309 C "Social Justice [and the Environment] in Africa" – pulled from the Consent Calendar and put at the end of the current business agenda for further discussion.

[Note: Part of the title, "and the Environment," was left off the summary but appeared in the ICC materials]

Discussion:

It is not clear how this course satisfies Area B. There are quite a few courses being taught in the Social Sciences that would do as good a job of meeting Area B requirements as this course.

The course adheres to the scientific method; testing of a hypothesis, etc. Measurements being taken are of environmental conditions and areas – temperature, salinity, etc. The course also considers the ethical implications of science, involves pre-testing and post-testing, observation of natural phenomenon, etc.

It was observed that if this course is approved, there may be other courses in the social sciences that would meet Area B requirements.

Q: Why does the course not meet Area C and D as well? A: It is part of a summer program that already has Area C and Area D courses.

M/S (Moyer/Braithwaite) to approve the curriculum item. Voting occurred and Passed with three abstentions

14. Resolution of Commendation to be presented from the floor (#35-13/14-EX)

M/S (Virnoche/Mola) to place the resolution on the floor. Chair Zerbe read the resolution.

Commendation for Merry Phillips for Outstanding Service to the Humboldt State University
#35-13/14-EX – March 11, 2014

WHEREAS, Merry Phillips has since 2003 served with distinction both Humboldt State University's Academic Senate and its University Senate; and

WHEREAS, through her wisdom, institutional knowledge and understanding of parliamentary procedure, Merry has kept the Senate functioning despite our best effort to create confusion and uncertainty; and

WHEREAS, Merry has provided invaluable support to the Academic and University Senates, as well as the University Faculty Personnel Committee and the Emeritus and Retired Faculty Association of Humboldt State University; and

WHEREAS, Merry provided invaluable guidance and assistance to faculty and staff leaders across campus; and;

WHEREAS, Merry's generous spirit and goodwill always helped to brighten often cloudy days in Humboldt County; and

WHEREAS, Merry was a steadfast supporter of shared governance across campus; and

WHEREAS, Merry's departure will create a hole in the University Senate that will not be easily filled; now therefore be it

RESOLVED that the University Senate extends its deepest thanks and appreciation for Merry's eleven years of outstanding service to the Senate, the UFPC and ERFA; and be it further

RESOLVED that the University Senate commends Merry Phillips for her commitment to Humboldt State University; and be it further

RESOLVED that the University Senate extend its sincere congratulations and best wishes to Merry on the occasion of her retirement.

[Thank you all! ~Merry]

M/S/P (Bruce/Meyer) to adjourn. Meeting adjourned at 4:16 pm for refreshments.