

Tuesday, April 10, 2018, 3:00pm, Goodwin Forum (NHE 102)

Chair Julie Alderson called the meeting to order at 3:05pm on Tuesday, April 10, 2018 Goodwin Forum, Nelson Hall East, Room 102; a quorum was present

**Members Present**

Alderson, Bacio, Black-Lanouette, Brumfield, Creadon, Dawes, Dunk, Enyedi, Eschker, Frye, Karadjova, Maguire, K. Malloy, N. Malloy, Mola, Moyer, Oliver, Ortega, Rizzardi, Rossbacher, Pence, Thobaben, Wrenn

**Members Absent**

Byrd, Gold, Michalak, Le, Mularky, Johnson, Virnoche, Parker,

**Guests**

Emily Bushta, Daniel Evans, Lisa Castellino, Shelia Rockar-Heppe, Susan Glassett-Farrelly, Holly Martel, Amber Blakeslee, Rick Zechman, Stephanie Lane, Lisa Bond-Maupin, Manohar Singh, Frank Whitlatch, Maxwell Schnurer, Rick Zechman, Mary Hackett, Stephanie Burkhalter, Carl Hansen

**Announcement of Proxies**

Mola for Michalak, Pence for Le, Wrenn for Virnoche, Maguire for Gold

**Approval of and Adoption of Agenda**

M/S (Ortega/Black-Lanouette) to approve the agenda

Motion carried unanimously

**Approval of Minutes from the March 27, 2018 Meeting**

M/S (Black-Lanouette/Dunk) to approve the Minutes of March 27, 2018

Motion carried unanimously

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

Chair Alderson reported that she will be attending a Senate Chairs meeting on Thurs, April 12

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

**Academic Policies:**

- Written report attached

**Appointments and Elections:**

- Written report attached

**Faculty Affairs:**

- Written report attached

**University Policies:**

- Written report attached

**Statewide Senate (ASCSU):**

Senators Creadon and Eschker reported they will attend virtual meetings Friday, April 13

**Associated Students:**

Senator Black-Lanouette reported AS is currently holding elections, but important positions are vacant, such as the second CPS representative, and the Administrative VP (which is charged to service on budget committees and other important work). She encouraged faculty to think about students who may be interested in serving. Senator Black-Lanouette reported that yesterday AS passed a resolution creating an Elections Commission Officer, which will be working with other AS organizations to promote and raise awareness. AS also will form a public relations committee, which will serve to create collective ideas of how to promote and support each other.

**Provost's Report:**

Provost Enyedi first commended the CHECK IT program, and offered his congratulations on their successful 4 year anniversary party. He noted that sexualized violence is a factor of student success and is a powerful component of student support programs, and emphasized the need for CHECK IT to be an important component of budget planning in 2018-19, especially in light of the fact their current grant could expire this year. He recognized guest Maxwell Schnurer, Co-Chair of the Sexual Assault Prevention Committee, in attendance to answer any Senate questions. Dr. Schnurer shared they will learn about the next grant cycle in Sept, 2018.

Provost Enyedi reported the Student Success Alliance, Retention Council, and Recruitment Council's draft Strategic Enrollment Management plan will be sent through the myHumboldt Portal and available for review, input, and commentary. He encouraged faculty, students, and staff to provide comments between today and April 27, and to attend the Open Forum (to be scheduled during the week of April 23) to provide in-person feedback.

**President's Report:**

President Rossbacher reported she'd spent two days in Sacramento as part of budget advocacy efforts to persuade the legislature to approve CSU funding, which is still a work in progress.

**Consent Calendar from the Integrated Curriculum Committee**

The attached ICC Consent Calendar was unanimously approved

**General Consent Calendar**

It was noted there were no items for approval on the General Consent Calendar

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

Student Daniel Evans read the attached letter on behalf of Alumnus Lauren Carman, then spoke in favor of keeping the HSU Children’s Center in its current form. He noted Lauren Carman’s letter covered most of what he wanted to say, but wished to reiterate the point that all families at the Children’s Center support saving money, but not reducing services or quality of service. He then read some of the testimonials from the attached document *Children’s Center Stories*.

Student Emily Bushta spoke in favor of keeping the Children’s Center in its current form, and read from written remarks. She shared her experience as a graduate student and new mother; the support she receives now her baby attends the Center allows her to delve into research and be a better student.

**TIME CERTAIN: 3:30-3:50 PM – Stephanie Lane, Int. Dir. of Admissions: Presentation and Q&A**

Interim Director of Admissions Stephanie Lane shared information from the attached presentation. She noted she will be unable to attend the upcoming Strategic Enrollment Management Plan presentation, but urged Senators to contact her with any further questions.

**Resolution on Department Chair Compensation Equity Policy (15-17/18-FAC – April 10, 2018)**

**First Reading**

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

Motion carried unanimously

Senator Wrenn briefly introduced changes made to the resolution since its referral back to committee, stating the FAC believes fair compensation for chairs should be a priority in any budget climate; that this policy contributes to HSU’s efforts to engage in data driven decision making; and that the revised version allows for flexible implementation and periodic assessment through OIE.

Senator Mola detailed the following changes to the policy: the amount of composite score contribution from staff was reduced, and a section was added to allow depts. to work with deans to reduce the amount of assigned time predicted by the model if the dept. receives money from stateside/grant sources.

Senator Mola shared his belief that the first discussion of the resolution did not clearly communicate the idea that the policy is meant to address time demands on dept chairs, not offer extra monetary compensation. Senator Mola discussed an exemplar case of Chair Borri Mazzag, detailing her many responsibilities as Chair of both the Mathematics and Computer Science depts. Senator Mola guessed many chairs would forego extra monies in order to be able to fulfill all their duties and provide usual exemplary teaching.

Discussion ensued and is summarized below:

- Senator K. Malloy shared his opinion that the optics of passing a policy to bring forward more WTUs in a budget crisis like now would be detrimental, and shared that since this came before Senate the first time, he's found himself more and more bothered by the use of the word "equity" with respect to the policy, especially since the policy specifically references "compensation." He concluded stating if the Senate is going to use the language of equity to justify the increasing of WTUs, they need to be honest: that this policy is not about equity, rather, a process to be put in place to compensate.
- Senator Eschker offered friendly amendments to the policy: removal of the word "equity," and adding that the amount should be "agreed upon," not "decided," as it is currently written in section III of Policy Details. He also advised inclusion of language ensuring the policy should not be used to justify reorganization or elimination of depts.
- Senator Rizzardi cautioned, regarding section IV of Policy Details, that the difference between 12 month and Academic Year positions was instituted from a budgetary standpoint to address summer pay and pension implications. Inclusion of this point would needle into budget issues. He requested clarification about the implementation schedule, and suggested another approach may be to focus on reducing chair duties.
- Senator Mola noted he'd be in favor of getting chairs together to decide duties they'd like to drop, and offered an apology to Senator K. Malloy for the use of the word "equity," and clarified the implementation schedule is meant to address those currently furthest from what the model would predict, but it should be fully implemented by Fall 2019.
- Senator K. Malloy opined an apology should come to students from the whole Senate, and expressed disappointment that it seems the only time there's a rush to achieve equity, discussions have been around budget, instead of serving students, and noted the micro-aggression trainings for dept. chairs were poorly attended.
- Senator Ortega expressed general approval for the spirit of the policy, in that it is attempting to acknowledge the perpetuated teaching culture of working more than allotted payment.

The resolution will return as a Second Reading

**Action Item: Approval of the 2017/2018 Commencement Lists**

Senator Oliver thanked Senator Le for his work with the ICC/GEAR to show misalignment between the ICC constitution and the University Senate Constitution.

M/S (Oliver/Dunk) to move the item

Motion carried unanimously

Senate vote to approve the 2017/2018 Commencement Lists **passed unanimously**

Ayes: Enyedi, Dunk, Brumfield, Wrenn, Virnoche, N. Malloy, Moyer, Bacio, Creadon, Rizzardi, Karadjova, Black-Lanouette, Eschker, K. Malloy, Michalak, Ortega, Frye, Dawes, Mola,

Thobaben

Nays: None

Vote not recorded: Gold

**Discussion Item: Shared Governance Survey Results**

*Item undiscussed; it will return as a discussion item at the next meeting*

**TIME CERTAIN: 4:30-5:00 PM – Budget Discussion Item: President’s Letter to the URPC**

Chair Alderson began the discussion by noting that the rollout of 2018/19 budget plan is an opportunity to talk about communication, because the information was shared through myHumboldt portal, but unless certain sharing options are enabled in the Portal, messages shared there will not be emailed to users. She encouraged recognition that the Portal is the main platform for university level communication. She apologized for not sending the plan in a separate email, and conceded that some Senators may not have read the budget plan.

Chair Alderson then invited Budget Director Amber Blakeslee to share broad takeaways from the plan, then open the floor up to discussion and questions.

Budget Director Amber Blakeslee informed Senate that the plan is available on the Budget website, and in various publications. She spoke to her optimism for the budget process combined with SEM planning moving forward, and noted that next year HSU is moving forward with \$9 million reductions, and to date, is already progressing on over \$4.5 million in reductions.

Senator Ortega requested clarification on anticipated cuts to KHSU

Director Blakeslee clarified that listener support makes up most of KHSU’s funding, and HSU contributes about \$240,000 in general fund support. Since budget reduction decisions are made by looking at spending by FIRMS codes, and KHSU is considered public service (and the main component of that FIRMS code) there’s to be no reduction in that area.

Student Affairs VP Brumfield spoke about the plan for the Children’s Center; that there will be about a 6 to 9 month budget/grant/expenditure evaluation process, with the help of a project manager to find alternative ways to fund the Children’s Center without stressing the campus budget. He mentioned that the project manager will be someone currently on campus, and will be looking at possibilities for grant funding with salaries and benefits written into the budget.

Senator Maguire requested clarification on the membership of the committee to evaluate the children’s center, and shared that she believes HSU should not outsource or change it. She noted that while she is against increasing student fees, she guessed if it were put to a vote,

students would vote to increase fees in order to keep the center functioning as it currently does.

Provost Enyedi pointed out #4 on the new Budget Plan, and noted he is currently reviewing a fundraising initiative, similar to the Georgia State Panther Grant Program, which provides funds for students with financial needs via donations from community members.

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M/S (Black-Lanouette/K. Malloy) motion to adjourn

**Meeting adjourned at 5:01 pm**

# HUMBOLDT STATE UNIVERSITY

University Senate Written Reports, April 10, 2018

Standing Committees, Statewide Senators and Ex-officio Members

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## Academic Policies Committee:

Submitted by Kerri Malloy, APC Chair

### Committee Members:

Michael Goodman, Stephanie Burkhalter, Ramesh Adhikari, Heather Madar, Michael Le, Rock Braithwaite, Mary Virnoche, Clint Rebik, Kerri Malloy, (recruiting for student members).

**Meeting Dates for Spring 2018: Meeting time: 11AM-11:50 AM Meeting Place: BSS 402**

|          |                  |
|----------|------------------|
| January  | <del>24</del>    |
| February | <del>7, 21</del> |
| March    | <del>7, 21</del> |
| April    | 4, 18            |
| May      | 2                |

### Committee Meetings Reports:

#### **April 4**

- Continued review and discussion of the Classroom Disruptive Student Behavior Policy.
- Will be asking representatives from the Office of Student Rights and Responsibilities to clarify a few issues.
- Reviewed recommended changes to the Academic Honesty and Integrity Policy.

#### **March 21**

- Committee reviewed and requested clarifications on changes to the Classroom Disruptive Behavior Policy. Will be bringing to the full Senate at the next meeting.
- Committee started discussion on updates to the Academic Honesty Policy requested by the Office of Students Rights and Responsibilities.

#### **March 7**

- APC did not meet.

#### **February 21**

- Initiated work on the definitions and guidelines for department and schools. Will continue this work at the next meet.
- Discussion on class attendance in response to an inquiry from faculty to the Office of Student Rights and Responsibilities. Discussion will continue.
- Work on the Classroom Disruptive Behavior Policy and the Academic Integrity Policy continues with the Office of Student Rights and Responsibilities.

#### **February 7**

- Committee reviewed responses of to inquiries regarding the request from the College of Professional Studies to change the Department of Social Work to the School of Social Work. The committee forwarded the request to SenEx for placement on the University Senate agenda.
- Christine Mata from the Office of Student Rights and Responsibilities presented and took questions on recommended changes to the Classroom Disruptive Behavior Policy and the Academic Integrity Policy. Additional information and draft language will be forth coming.
- Discussion on informational item regarding a change in the TOFEL score from the Office of the Provost that will be on a future University Senate agenda.

#### **January 14**

- Committee reviewed a request from the College of Professional Studies to change the Department of Social Work to the School of Social Work. Further information was requested before the recommendation is forwarded to the University Senate.
- Committee reviewed draft changes to the Disruptive Behavior Policy.

#### **December 6**

- Committee reviewed changes to the Syllabus Policy to incorporate accessible technology initiative requirements for accessible syllabi.
- Initiated discussion on a request to review Appendix R – Student Grievance for possible updates.

#### **October 11:**

- Committee reviewed the Course Numbering Policy via email and forwarded it on the ICC for reviews.
- Committee will be discussion revisions to:
  - Academic Honesty Policy proposed by the Dean of Students
  - Syllabus Policy as part of bringing the campus into compliance with the Accessible Technologies Initiative

#### **September 27:**

- Committee provided feedback and questions on the proposed Advising Policy.
- Committee will be sending forward revisions to the Course Numbering Policy to reflect the elimination of remedial course.

#### **September 13:**

- Committee completed the review, edited the Posthumous Degree Policy, and will be sending it forward to the Senate for a first reading.
- Committee reviewed the draft of the Advising Policy. This item took up the bulk of the meeting and will be the main item at the September 17 meeting.

#### **August 30:**

- Committee reviewed and discussed the Posthumous Degree Policy

#### **Inquiries:**

#### **Add/Drop Date Report:**

The Committee is gathering the necessary information to prepare and send to the University Senate the first annual report on the impacts of the decoupling of the Add/Drop from the Census date.

### **Add/Drop Date**

Inquiry on the Add/Drop date being on holiday. Internal discussion on the number of exceptional add/drops that may be a result of this, the date not always being on holiday, and that students have access to their Student Center 24/7. Registrar indicates there has not been an uptick since due to the Add/Drop date landing on holiday.

Discussion with the Academic Technology Faculty Contributors (formerly known as the Canvas Faculty Contributors) to have global messages to students posted on dashboards that indicate upcoming academic deadlines:

- Add/Drop
- Credit/No Credit
- Final Day to Withdraw

Students would see the notice when they log into Canvas and would be posted a week before the deadline.

Also, there was a discussion with Academic Technology Faculty Contributors on integrating the academic calendar into the Canvas calendar for students and faculty.

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## **Appointments and Elections Committee:**

Submitted by Katia Karadjova, AEC Chair

Updated Spring 2018 General Faculty Election Results and AEC Appointments

### **Senate Elected Positions:**

General Faculty Vice President, University Senate Vice Chair, and Chair of the Faculty Affairs Committee

### **Monty Mola**

University Senate Third Officer and Chair of the Academic Policies Committee

### **Kerri Malloy**

Chair of the Constitution and Bylaws Committee

### **Michael Le**

Chair of the University Policies Committee

### **Jennifer Maguire**

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### **Faculty Elected Positions:**

GENERAL FACULTY President, 2 year term

## **Stephanie Burkhalter**

GENERAL FACULTY Representative to the ASCSU, 3 year term

## **Noah Zerbe**

INTEGRATED CURRICULUM COMMITTEE (ICC) Chair, 3 year term

## **Julia Alderson**

Subcommittee on Course and Degree Changes (CDC)

**Ramesh Adhikari** - Faculty Member (CNRS), 3 year term

PLANNING COMMITTEE FOR RESEARCH, SCHOLARSHIP AND CREATIVE ACTIVITIES (PCRSC)

**Claire Till** - Faculty Member from CNRS, 2 year term

**George Wrenn** - Faculty Member from the University Library, 2 year term

PROFESSIONAL LEAVE COMMITTEE

- Tenured Faculty Member, 1 year term

## **Rae Robison**

## **Matthew Derrick**

SPONSORED PROGRAMS FOUNDATION BOARD

*Candidates are elected by faculty and recommended to the President for final appointment.*

- Two Faculty Members, 4 year terms

## **Carly Marino**

## **Harold Zald**

UNIVERSITY FACULTY PERSONNEL COMMITTEE (UFPC)

- Faculty Member (At-Large), 2 year term

## **Joshua Meisel**

- Faculty Member CPS, 2 year term

## **Christopher Aberson**

- Faculty Member CNRS, 2 year term

## **Robert Zoellner**

UNIVERSITY SENATE

Lecturer Faculty Delegate (Colleges, Library, Counseling, Coaches), 3 year term

## **Jeff Dunk**

Tenure Line At-Large Faculty Delegate, 3 year term

## **Ara Pachmayer**

Tenure Line CNRS Instructional Faculty Delegate, 3 year term

## **Lucy Kerhoulas**

Tenure Line CAHSS Instructional Faculty Delegate, 3 year term

## **James Woglom**

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### **Appointment and Elections Committee Appointed Positions:**

#### ACADEMIC POLICIES COMMITTEE

- Two Faculty Members, 3 year terms

### **Kayla Begay**

### **Michael Goodman**

#### ALCOHOL, TOBACCO AND OTHER DRUG PREVENTION COMMITTEE

- Faculty Member, 2 year term

### **Troy Lescher**

#### APPOINTMENTS AND ELECTIONS COMMITTEE (AEC)

- Two Faculty Members, 1 year terms

### **Brandice Gonzalez-Guerra**

### **Julia Alderson**

#### CENTER FOR COMMUNITY BASED LEARNING (formerly CSLAI)

- Faculty Member from CPS, 1 year term

### **Meenal Rana**

- Faculty Member from CNRS, 1 year term

### **Sherrene Bogle**

#### COMMITTEE ON FACULTY RTP CRITERIA AND STANDARDS

- Faculty Member from CAHSS, 3 year term

### **Sondra Schwetman**

- Faculty Member from CNRS, 3 year term

## **Yvonne Everett**

- Faculty Member from CPS, 3 year term

## **Whitney Ogle**

### CONSTITUTIONS AND BYLAWS COMMITTEE

- Two Faculty Members, 2 year terms

## **Jeffrey Abell**

## **Joice Chang**

### DISABILITY, ACCESS, AND COMPLIANCE COMMITTEE

- Faculty Member, 2 year terms

## **Jill Pawlowski**

### FACULTY AFFAIRS COMMITTEE

- Faculty Senator, 3 year term

## **Katia Karadjova**

- Faculty Member (At-Large), 3 year term

## **Abeer Hasan**

- Faculty Member (At-Large), 3 year term

## **George Wrenn**

### FACULTY AWARDS COMMITTEE

- Three Faculty Members, 1 year terms

## **Eugene Novotney**

## **Whitney Ogle**

## **Alexandru Tomescu**

### GEAR (General Ed & All-University Requirements) CURRICULUM & ASSESSMENT COMMITTEE

- Faculty Member from CAHSS, 3 year term

## **Cutchu Risling-Baldy**

- Faculty Member from CPS, 3 year term

## **Francis DeMatteo**

### INSTRUCTIONALLY RELATED ACTIVITIES COMMITTEE (IRA)

*The Appointments and Elections Committee recommend candidates to the President for final appointment.*

- Three Faculty Members, 1 year terms

## **Ramesh Adhikari**

## **Jamey Harris**

## **Aaron Donaldson**

### **INTERCOLLEGIATE ATHLETICS ADVISORY COMMITTEE (IAAC)**

- Faculty Member, 2 year term

**Shelia Alcea**

### **INTERNATIONAL ADVISORY COMMITTEE**

- Two Faculty Members from CAHSS, 3 year terms

**Tony Silvaggio**

**Garrick Woods**

- Faculty Member from University Library, 3 year term

**Katia Karadjova**

- Faculty Member from CPS, 3 year term

**Jayne McGuire**

### **INTERNATIONAL PROGRAMS SCREENING COMMITTEE**

- Three Faculty Members, 3 year terms

**Meenal Rana**

**Katia Karadjova**

**Ramesh Adhikari**

- Faculty Counselor, 3 year terms

**Joseph Diémé**

### **PARKING AND TRANSPORTATION COMMITTEE**

- Two Faculty Members, 1 year terms

**Eugene Novotney**

**Bo Burrus**

### **STUDENT GRIEVANCE COMMITTEE**

- Faculty Member from CPS, 3 year term

**Taylor Bloedon**

### **UNIVERSITY CENTER BOARD**

*Candidates are recommended by the Appointments and Elections Committee for final approval from the UC Board.*

- Two Faculty Members, 2 year terms

**Mark Rizzardi**

## **Armeda Reitzel**

### **UNIVERSITY RESOURCES AND PLANNING COMMITTEE**

- Two Faculty Members, 2 year terms

**Mark Rizzardi**

**Kerri Malloy**

### **UNIVERSITY POLICIES COMMITTEE**

- Faculty Member, 1 year

**Troy Lescher**

### **UNIVERSITY SPORTS FACILITIES SCHEDULING ADVISORY GROUP**

- Faculty Member, 1 year term

**Tony Silvaggio**

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AEC Continues to solicit nominations for the following position:

## **Elected Position Opening:**

### **GEAR (General Ed & All-University Requirements) CURRICULUM COMMITTEE**

- **GEAR Committee Chair**, 3 year term

Duties: Provide ongoing review & improvement of GEAR learning outcomes in conjunction with GEAR faculty; provide guidance and coordination for the GEAR assessment of those outcomes; collate and interpret aggregate GEAR assessment data and report results to the ICC; provide recommendations for GEAR curricular and instructional changes based on assessment results

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## **Constitution and Bylaws Committee:**

Submitted by [CHAIR], CBC Chair

[MONTH DAY, YEAR SUBMITTED]

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## **Faculty Affairs Committee:**

Submitted by George Wrenn, FAC Chair

**Faculty Affairs Committee Reports – March 29 and April 5, 2018**

Meetings are open to the campus community. The Committee meets every other Thursday at 9 a.m. in Library 118.

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

### **April 5 Agenda and Meeting Notes**

Members Present: Monty Mola, Colleen Mullery, Marissa O'Neill, Mark Wilson, George Wrenn (chair)

Absent: Renée Byrd

Guests: Clint Rebik, Travis Brunner

#### **Agenda:**

1. Early grade release (Guests: Clint Rebik, Travis Brunner)
2. Chair Compensation Policy – next steps
3. Diversity and inclusion in the Faculty Handbook (continue conversation)
4. Student course evaluations (continue conversation)

#### **Meeting Notes:**

1. Early grade release (Guests: Clint Rebik, Travis Brunner)

Rebik and Brunner solicited information from other CSU registrars regarding early grade release for completion of student course evaluations. Only SFSU responded. They use a late release system, in which grades are held beyond the normal release date for those who have not complete evaluations. Discussion focused on: how the hold would work in general; when and how it would be communicated; how long holds would be applied (48 hours was suggested); whether to do a dry run; impact on DARS; how holds would be triggered (e.g., should there be a threshold for number of evaluations completed?); and timing of a Senate policy proposal to bring about implementation in fall 2018.

Committee members agreed that SFSU's late release system would be a workable solution for HSU. Rebik and Brunner were supportive and indicated that implementation would require less than 20 hours of IT support and have no budget impacts other than people's time. The Committee's goal will be to bring a first reading to Senate early in the 2018-19 academic year; Rebik and Brunner indicated that approval by late September would provide sufficient time to implement for fall 2018. They will obtain data from SFSU to share with Faculty Affairs.

2. Chair Compensation Policy – next steps

The Committee discussed feedback at Senate and SenEx and agreed to put forward a revised policy for a first reading on April 10. Committee members rejected delaying the resolution or proposing guidelines instead of policy. The formula has been adjusted to better reflect workload related to tenure-track/lecturer faculty, and staff. Implementation steps have been clarified to better address departmental complexity

and to allow for phased implementation if necessitated by budgetary constraints. The Committee discussed departments that utilize program leads and/or special funding sources; past use of chairs and associate chairs; and how issues of compensation and equity are being reflected in feedback.

Committee members continue to consider equitable chair compensation to be a pressing issue that will be effectively addressed through the policy being put forward. The formula has been well-received by faculty, including those who may be tapped to chair in future. Budget implications of the policy are a reflection of existing inequities that are likely to persist should the policy fail to be implemented.

3. Diversity and inclusion in the Faculty Handbook (continue conversation)  
Postponed due to lack of time
4. Student course evaluations (continue conversation)  
Postponed due to lack of time

### **March 29 Agenda and Meeting Notes**

Members Present: Renée Byrd, Monty Mola, Colleen Mullery, Marissa O'Neill, Mark Wilson, George Wrenn (chair)

Guest: Steve Martin

#### **Agenda:**

5. Student course evaluation review (Guest: Steve Martin)
6. Department Chair Compensation Policy – prep for next reading

#### **Meeting Notes:**

1. Student course evaluation review (Guest: Steve Martin)

Guest Steve Martin (ESM Department Chair) reviewed his department's recent experience with evaluations. Low response rates are a continuing problem, and faculty continue to experience egregious comments, including racially motivated and gender-specific comments. Martin noted that two faculty in his department have been permitted to use paper evaluations; he recommends that all probationary faculty be provided this option, with the goal of increasing response rates, encouraging more thoughtful responses, and reducing the number of offensive comments that anonymity may encourage. Wrenn will consult with CNRS Administrative Analyst Julie Tucker regarding the feasibility of a hybrid paper/electronic system of evaluation. Faculty Affairs will review the proposal; discussion and analysis will likely continue into the coming academic year.

2. Department Chair Compensation Policy – prep for next reading

The Committee reviewed the resolution and policy in light of comments received at Senate. After discussion, it was agreed that the resolution should include language recommending a phased-in approach (to address concerns about the budget). The Committee will recommend that SenEx form a task force to address the staff workload concerns raised by Senator Michael Le. Committee members noted that the Chair Compensation Policy was carefully designed to address inequities in department chair assigned time; staff workload issues are outside of its scope. The policy should be judged on its own merits and not rejected because it does not seek to resolve other inequities that may exist.

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## **University Policies Committee:**

Submitted by Justus Ortega, UPC Chair

1. Discussed HSU Policy Website (<https://policy.humboldt.edu/>) and policies for revision or removal.
    - a. The UPC and Senate Office reviewed several policies that were determined to have been superseded and Academic Affairs Memos that could be deleted. Thus far, none of these policies or memo required the Senate approval for removal or deletion. We will continue to review existing policies as needed.
  2. The UPC worked on revisions to the Efficacy Report of the Policy on Policies. The Efficacy Report evaluates the effectiveness and challenges of implementing the processes outlined in the Policy on Policies. An efficacy report will be submitted to the Senate for review and comments next week.
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**ICC Consent Calendar for 4/10/18 University Senate Meeting**

17-237

MUS 370 F Woodwind Techniques I COURSE CHANGE

Restrict enrollment to allow music majors to enroll without a permission number.  
Enrollment will still be allowed for non-music majors with a permission number.

17-238

MUS 370T String Techniques I COURSE CHANGE

Restrict enrollment to allow music majors to enroll without a permission number.  
Enrollment will still be allowed for non-music majors with a permission number.

17-239

MUS 371F Woodwind Techniques II COURSE CHANGE

Restrict enrollment to allow music majors to enroll without a permission number.  
Enrollment will still be allowed for non-music majors with a permission number.

17-240

MUS 371T String Techniques II COURSE CHANGE

Restrict enrollment to allow music majors to enroll without a permission number.  
Enrollment will still be allowed for non-music majors with a permission number.

17-241

MUS 372B Brass Techniques I COURSE CHANGE

Restrict enrollment to allow music majors to enroll without a permission number.  
Enrollment will still be allowed for non-music majors with a permission number.

17-242

MUS 372P Percussion Techniques I COURSE CHANGE

Restrict enrollment to allow music majors to enroll without a permission number.  
Enrollment will still be allowed for non-music majors with a permission number.

17-243

MUS 373B Brass Techniques II COURSE CHANGE

Restrict enrollment to allow music majors to enroll without a permission number.  
Enrollment will still be allowed for non-music majors with a permission number.

17-244

MUS 373P Percussion Techniques II COURSE CHANGE

Restrict enrollment to allow music majors to enroll without a permission number.  
Enrollment will still be allowed for non-music majors with a permission number.

Hello Members of the University Senate,

I regret that I am unable to attend the University Senate Meeting today and I want to thank all of you for hearing my words and the voices of so many of us concerned about the future of the Children's Center. I greatly appreciate the time you take to be here, your dedication, and your service to our HSU Community. Thank you.

I'd like my husband Daniel to share a small sample from a collection of testimonials that span decades, from HSU students past and present, staff, and other community members. While he will not have time to read all nine pages of comments, I wanted to be sure that every member of the Senate had a copy available to read at a time you find convenient. They are moving, unique stories chronicling the great importance of the Children's Center and the truly life-changing opportunities it provides.

I read Dr. Rossbacher's statement about the budget, as well as the more specific statement regarding the Children's Center. I very much appreciate that you use words such as "important" and "vital" to describe the important work the Center does, however, when the ideas suggested include "potential partnerships, alternative funding structure, [and] location", I am left with the sinking feeling that the "important" and "vital" descriptors may only be lip service. The Children's Center will inevitably be changed, whether this means reduced funding, staff changes, privatization, relocation, or a combination of the aforementioned. Once again, I am requesting that you do better than that.

President Rossbacher, we have some things in common. I know you value quality education, as I do. I know you love Humboldt State University, as I do. I know you love and want to support quality programs that support our local community, as I do. In fact, as I was driving Charlie and Clementine home the other day from their beloved school, I heard your voice come on the radio. KHSU was doing a fund drive at the time and I heard you say in your own words that you were a supporter of KHSU's programming; that you were a financial supporter because you believed in the great benefit KHSU serves our community. I realize that is your personal income to spend, but you have a choice to make about our Children's Center and it certainly speaks to the same concept. Are you going to decide to fully fund *this program, being the Children's Center*, that benefits our community in so many ways? It is not too late to take it off the table for cuts.

I'd love for you to meet my daughter and son, Charlie and Clementine, and tell them that you personally did everything you could to support them and their family, to grow and learn to their *greatest* potential. I ask you again, will you come through for us?

With Gratitude,

Lauren Carman

[Lauren Carman](#): As of March 28, 2018:... there is a petition being shared in support of the Children's Center that includes 700 signatures and counting. We reached this number in a matter of a few days. Additionally, there is a group that has grown to more than 400 people who are working together to give hands-on support to the Center in whatever way possible.

[Kim Bateman](#)

In the early 90s. I worked at the center and my son attended. ***I remember one moment when a boy who routinely bit other children took a chunk out of my son's arm. My first instinct was to backhand him. Before I moved, one of the teachers—a latina woman with a generous heart (Carla?), picked up that boy and held him in her arms. She rocked him back and forth in such a loving way and she said, "Soon, you will not need to bite....soon you will not need to bite." That moment changed my life.*** The center ***allowed me to finish my degree***, knowing my one year old son was well cared for. I now have a Ph.D in Clinical Psychology, and try to believe the best of others and hold that vision for them when they can't hold it themselves. The Children's Center is a treasure.

***...There was a sign over the door that said, "Separation begins at birth and continues throughout life." I thought of that sign when I dropped my son off at college.***

[Lisa Rob](#)

***The program helped lift me out of poverty, and as such, ended a familial cycle of poverty.***

[Elizabeth Mackay](#)

As a single mother of two young children, I graduated from HSU in 1987. Both of my children attended HSU daycare. ***I've been employed now for 30 years due to the HSU daycare being there.***

I felt so good about having my children on the same campus, and the care they received was phenomenal. ***The thought of cutting this resource, and lessening the amount of people who can attend HSU and become educated professionals seems discriminatory and shortsighted.***

Daycare is not the "fat" of the workings of HSU. I'm sure there are much more appropriate places to reduce spending... ***This is a resource that has withstood generations of time because it's important! Even considering taking this center away is a lack of vision***

[Beth Heavilin](#)

***The HSU Children's Center has been foundational for me as a student, parent and professional!*** All three of my children were blessed to attend the HSU Children's Center which has been a nationally recognized high quality child care program. ***This program launched my career*** by employing me as a student while I achieved my bachelor's degree. ***It became my home*** after graduation when I became a lead teacher in a permanent position. Again the program cared for my child while I received my Masters Degree and had the opportunity to teach in the Child Development Department. ***I could not have accomplished my goals (without leaving the area) if not for this program! It is essential to the health of our children, families and workforce!***

[Tifanie Garner](#)

I got my BA in child development from HSU in 2010. I had to take supervised work with children and my professor was able to watch me and advise me because I was able to work with the children in the HSU children's center. ***Having worked in multiple preschools I can safely say that HSU children's center is the most developmentally appropriate school I have ever worked in, not only that, it is accredited by the NAEYC (National Association for the Education of Young Children) which I have found to be pretty rare.*** Not only is this site a treasure to parents and children lucky enough to go HSU Children's Center it is an amazing place for students to learn and practice their chosen career path. I wasn't a parent myself at the time, but I convinced my friends with kids to send their children there and had I lived in the area when I had my son he definitely would have attended as well. It saddens me to hear that such an amazing site might disappear.

[Carol West](#)

Thirty five years ago, I was able to work toward my Child Development degree because my child was cared for at the HSU Children's Center. ***This resource supports the retention of student parents and directly contributes to the success of student parents as well as the many students who gain work experience at the Children's Center. This is an essential resource for student parents that should not be passed off to the highest bidder.***

[Rachael Whitney](#) I know a lot of people have covered their success with school, future employment, overall parenting support, examples of teaching, but for me....***I was able to attend professional growth workshops*** at HSU with Helen Love before she retired. While I have not attended HSU, I did work study at CR CDC and observed a very web link system that supports our up and coming educators with access to a wide pool of mentors. ***I have lived in Colorado for 4 yrs now, and in my experience as a mother advocating for my children here, some of the more seasoned teachers are really surprised I have the perspectives about the whole child, emergent curriculum etc that I do for being so young. I share this light that I have found in myself because I want to make ripples to improve our educational and community systems, but I would not have the quality perspective if not for the passion of these educators and others like them. HSU Children's Center is a fundamental strand in this web.***

[Jen Foesig](#)

I am so thankful for the HSU Children's Center... It was ***the best experience for my child and afforded me the opportunity to become a nurse.***

[Jillian Kelley](#)

When I was 20, I reluctantly took a job at the HSU Children's Center 10th Street campus. I was reluctant because I had never been around children in my life, let alone worked with them. Much to my surprise, this hesitant decision ***led to my lifetime career and passion.*** I was welcomed by ***genuine, loving educators who led me through a journey of growth and self discovery*** as I learned how to run a classroom and properly support the development of all children. ***Today, I am a Preschool and Pre-K Robotics teacher working to expand STEAM integration in Early Childhood Education and making a huge impact on my community.*** Without the HSU Children's Center, and more importantly the amazingly ***dedicated, kind, and loving staff,*** I would have never discovered my passion for education and started along my dream career path. I am ***forever grateful*** to the teachers who continue to inspire me, and I know that the loss of this amazing center would be a loss for families, children, and the Humboldt community alike.

[Bonnie Rutherford](#)

I worked at the HSU Children's Center for 4+ years as a student majoring in Early Childhood Education. My experience there was ***one of the most valuable aspects of my education,*** and really built my passion for working with young children. I learned from some amazing women about ***developmentally appropriate care*** and ***play based learning.*** The HSU Children's Center is ***one of the most important resources for children and families on the campus.*** It would be an incredible shame to lose it.

### Sathya Bush

***Because of my experience working in the Children's Center at HSU, I am able to discern quality programs and have high and appropriate expectations of what my child deserves when he goes to school and what kind of environment I deserve to work in as a teacher.*** The Children's Center is a gem.

### Angelica Rose Belmont

I transferred to Humboldt State for the Early childhood education program but the main reason was for the on campus children's center. I will forever be thankful for the ***opportunities, support and encouragement.*** While attending HSU I was able to work at the center between classes and know that ***my child was close and getting the best possible care in the county. It became part of our family. I credit the program for our continued success.*** I've seen the center improve many families lives over the years. I know it would be a huge loss to HSU and the community.

### Louisa Shelby

I attended HSU for nursing school and graduated in 1994. My daughter went to the Children's Center for all 4 years. ***I am now 50 and have never been involved with another daycare as amazing as HSU Children's Center. I don't know if I would have gotten through school without them!!*** I work with young parents, at least 60% of them are in school. Students with children have increased since the 90s. It has to benefit the community to ***support young families in completing their education.*** Without all the support at HSU ***I wouldn't have the financial security and amazing career I have now. My daughter also was able to start her young life right, leading her to be a successful and healthy human. I was able to attend full time intensive school, still breastfeed, visit her and be really involved at the school. It was my second family!*** This service is precious beyond words.

### Ana Alvarez

My spouse and I had our daughter At 10th street children's center before it closed down. ***We were both able to attend Humboldt State and graduate thanks to all her wonderful teachers.*** They were (and still are) ***caring and loving individuals*** that made sure we knew all about our daughter's endeavors in school. ***From potty training to learning how to write her name; they were vital to the development of our little one. It's tough being a parent while going to school at the same time and without the center, it may even be impossible for some.*** We have immense gratitude for the staff at the children's center and it's heartbreaking to think that Humboldt State would want to take this resource away from ***students that need help the most.***

### [Launa Peeters-Graehl](#)

My husband and I used the Children's Center while he was in graduate school. ***Having our son there allowed me to teach part-time (we were in the state subsidized program)- something we really needed during a time in our life when we were struggling to make ends meet.***

It was the best place for my son! ***Warm teachers who really bonded with him in a loving and enriching environment.*** I have visited many other child care centers since then (particularly those for low income families) and none are as thoughtfully put together, have as many educated caregivers, or have a positive/ peaceful caregiving approach.

***What I loved most: the calm and respectful way teachers interacted with children. The teachers who really loved my kids. The children having meals together and sharing responsibilities. And the free parenting classes-- these classes really shaped our parenting and I am so incredibly grateful.***

The children's center is a ***very special place for children***, and a ***great resource for parents trying to get an education.*** This amazing center and the staff I knew will always hold a special place in my heart

### [Jessr Otlisamo](#)

The Children's Center was an ***incredible resource for me as a student studying to become a teacher at HSU.*** I used my experience there as one of the student teachers working there for some of my undergraduate class observations. ***It was an excellent way of working so I could attend classes more easily since my job was on campus. I gained experience at a reputable childcare facility that I could put on a resume. The care provided there is essential to so many parents who are students attending HSU. I know many could not without that support. The Children's Center is an important resource to the campus community and beyond.***

### [Marché Hines](#)

I am one of those student parents!

***Being able to give my daughter the blessing of positive early education is something I cherish deeply! And something she looks forward to each and every day!***

#PLEASEDONTTAKEMYRESOURCE

### [Sarah Marnick](#)

***There's no way I could've finished my degree without the help of the Children's Center!*** Being a ***single parent with no family for thousands of miles, the Children's Center was the key for me to obtain my degree. I would have had to drop out and probably never finish. I'm not an isolated case.*** It's such an important program. I really hope it stays so others are able to accomplish their goals.

[Janelle Nicole](#)

My first job working with young children was at the hsu children's center while I was a student and it was such a great opportunity to see how a **quality program** is run. The experience I gained working there **allowed me to get my first full time job as a preschool teacher** after I graduated. After working in the early childhood education field for 9 years now, I look back on my time there **I am still impressed with what a great program they had and I wish I lived in the area still because it would be my first choice of a preschool for my own children.**

[Christina Kesterson Hazzouk](#)

I have taken my son there for the past 2 years **without this as an option it would make it difficult to continue my schooling.**

[Daniel Albert George](#)

When I was a student there we did puppet shows for the kids. Such an **amazing** memory.

[Selicia Maria](#)

My child currently attends the children center. **Cutting these services would be a huge blow to so many students and staff.**

[Alice Abler](#)

**I absolutely love working at the HSU children's center!** I've met so many people and the experience is amazing.

[Maria Pimentel](#)

Yikes! I worked there for several years such an **amazing** place! It needs to **stay off the chopping block families and children need it!**

[Jyll Jackson](#)

My son attended the HSU Children's Center while I was a student at HSU. It was an amazing place for him to be. I also worked for Trudi Walker, the Director of HSU Children's Center for the 4 years I was a student. **The Children's Center not only is crucial for student parents, it also employs many HSU students. It is a place where community is built and a source of strength & resources for all who have used their services.**

[Sue Carman](#) I am a grandparent to two year old twins who attend the Toddler Program at The Children's Center. **I am an educator and have spent time observing the program and the staff. They are professional and loving.** In my son-in-law and daughter's ( a HSU graduate) case, the Center has been **the only way that my son-in-law could get his education at HSU.** This family's life was put on hold in 2016-2017. All education was delayed, my daughter's teaching was delayed due to an aggressive

cancer diagnosis. I had to relocate them down here in the Bay area for treatment at UCSF. The knowledge that this **superior education/childcare** was waiting for the babies when they returned to Eureka was what **helped us get through this trying time. The kids have thrived in this environment. We felt nothing but security and happiness that HSU had the Children's Center.** The combination of HSU educating my son-in-law, being able to drop off the kids everyday has been **invaluable. The world will get an educated college graduate and two wonderful kids because of the availability of The Children's Center.**

[Mary I. Bockover](#)

**All my children received the BEST of care there!** Keep the HSU Children's Center alive!

[JaNeva Marshall](#)

My two children went to the HSU Children's Center. One while I was a student, the other while I was a teacher and then Assistant Director under Trudi Walker for many years. The Children's Center is **critical for student parents working toward their degree.** It is **critical for staff and faculty parents on the HSU campus.** This Center must remain open!

I am Emily Bushta, a current student at HSU. My partner, Christopher Johnstone, attends the university as well. Here at HSU, I have earned my Bachelor's of Arts degree in English: Teaching the Language Arts, and my Single Subject Preliminary Credential for Secondary Education: English. I am presently in my fourth semester of the Master's of Arts Program in English: Rhetoric and Composition with the intention to graduate this upcoming Fall. I am here today because of my growing concern surrounding the university's budget and how its deficits may impact university programs, particularly the Children's Center.

My time at HSU has been so positive, due to a dedicated and caring faculty, helpful and knowledgeable classified staff, and an engaged student populace. My experiences helped me decide that I should continue my education once I my daughter was born in May 2016. Rather than entering my career field and figuring out care for a three month old infant, I applied and was admitted to the M.A. in English program where I could care for my child during the day and attend classes in the evening. While my particular situation did present many challenges, the support of my partner, teachers, and peers made the first year of my program possible, as well as successful.

After being on a waitlist for the Children's Center for a year, a spot opened up, and my child was enrolled to attend the program for Younger Toddlers in Fall 2017. Since then, my child has grown more than physically. The intellectual, social, cultural stimulation, and interactions she's received is irreplaceable. The quality of care she receives is encouraging her to develop into a wonderful little person and she has bonded extensively with her peers and teachers. Being able to attend a program that suits my needs while my child experiences wonderful childcare is a blessing and an unparalleled opportunity.

The loss of this crucial service impacts more than the families using this service. Removing or privatizing care impacts employees of the Children's Center, students who gain experience from working within this system and/or are a part of work-study programs, and the larger Humboldt community, who benefits from workshops and events sponsored and/or promoted by the Children's Center and its affiliates. Most importantly, these changes would impact the children attending the Children's Center, whose ages range between 3 months of age to 5 years old, The quality of care they receive, as many can and have testified, is exceptional. Each child receives an IEP (individualized education program) based on their needs, what the child's caregiver/s need/s are, and what the educational staff recommend. The Children's Center promises to provide quality care that is affordable and convenient, which they accomplish, and further extend by actively engaging every person, no matter their age, in the developmental and educational process of being a human being

I am asking you to please consider how the budget cuts affect the Children's Center. Our community, both on and off campus, rely on this essential resource. Thank you for listening to us. Thank you for all your time and efforts.

## Admissions Update for University Senate

April 9, 2018

### 2018/19 Admissions Profile (to date) *\*Final Yield rates for Fall 2018 won't be available until after Fall 2018 census.*

| Application Type        | Applied       | Admitted      | Admit Rate   | Yield%      | Enrolled | Projected    |
|-------------------------|---------------|---------------|--------------|-------------|----------|--------------|
| First Time Undergrad    | 10,934        | 8,198         | 75.0%        | 0.0%        | 0        | 1,170        |
| Lower Division Transfer | 477           | 174           | 36.5%        | 0.0%        | 0        | 143          |
| Upper Division Transfer | 3,733         | 3,117         | 83.5%        | 0.0%        | 0        | 892          |
| <b>TOTAL</b>            | <b>15,144</b> | <b>11,489</b> | <b>75.9%</b> | <b>0.0%</b> | <b>0</b> | <b>2,205</b> |

\*Freshmen admission evaluations are current and transfer evaluations are currently 5 weeks out but expect to only be 3 weeks out by the end of this work week.

### 2017/18 Admissions Profile (post census)

| Application Type        | Applied       | Admitted      | Admit Rate   | Yield%       | Enrolled     | Projected    |
|-------------------------|---------------|---------------|--------------|--------------|--------------|--------------|
| First Time Undergrad    | 11,453        | 9,321         | 81.4%        | 13.0%        | 1,210        | 1,210        |
| Lower Division Transfer | 229           | 101           | 44.1%        | 47.5%        | 48           | 48           |
| Upper Division Transfer | 3,809         | 3,200         | 84.0%        | 28.1%        | 898          | 898          |
| <b>TOTAL</b>            | <b>15,491</b> | <b>12,622</b> | <b>81.5%</b> | <b>17.1%</b> | <b>2,156</b> | <b>2,156</b> |

### Spring Yield efforts for Fall 2018 applicants:

- Jan. 2<sup>nd</sup> - 7<sup>th</sup> - HSU Information Receptions in six locations throughout California and a local one on Jan. 20<sup>th</sup>.
- Jan. - Closed social media sites (Ning) for freshman and for transfers so admitted students can get to know each other.
- Feb. - Department Chair emails to applicants of each major.
- Feb. - Phone campaign by counselors to reach out to applicants who need to send in a document/test score to complete their application and obtain an admissions decision.
- Feb. & Mar. - Hand written birthday cards from each admissions counselor to all applicants with birthdays in March and April.
- Mar. & Apr. - Phone campaigns with academic departments' current students to admitted students.
- March 23 and April 6 – Spring Preview
- March 22-24 - Preview Plus Bus Trip for First Gen Students
- Apr. – May – Spring Recruitment season for the start of the 2019 applicant pool.

### Financial Aid:

Financial Aid awards have posted for students who submitted a FAFSA for 2018/19.

### Confirmed Applicants:

Confirmed numbers for Fall 2018 (2,308) are down from this time last year (2,690). However, 335 students accepted their admissions last week alone. We anticipate an increase of confirms over the next few weeks now that students have their financial aid award information, have attended Spring Preview and need to make their decision to attend by May 1<sup>st</sup>.

### Fall 2019 Impaction:

Final documents for the removal of impaction for overall freshmen and for all Environmental Resources Engineering freshmen and transfer students have been submitted to the Chancellor's Office. Public hearings were completed in March to gather community comment. One person provided comment and they were pleased to know we are making admission to the university more accessible.