

Chair VerLinden called the meeting to order at 4:05 pm on Tuesday, October 5, 2010, Nelson Hall East, Room 102 (Goodwin Forum). A quorum was not present.

Members present: Altschul, August, Cheyne, Crowder-Fiore, Ellerd, Flashman, Harper-McPike, Heise, Kelly, Knox, Madar, Mola, Mortazavi, Moyer, Powell, Reiss, Richmond, Rizzardi, Rodriguez, Shaeffer, Snyder, Thobaben, Van Duzer, VerLinden, Webb, Whitlatch, Yarnall.

Members absent: Berman, Faulk, Nordstrom, Tripp.

Proxies: Reiss for Craig, Shaeffer for Goodman.

Guests: Ayoob, Oliver, Lee, Mann, Mullery.

### **1. Reports, Announcements, and Communications of the Chair**

Proxies were announced.

The Provost approved the new interdisciplinary studies major option, "Critical Race, Gender and Sexuality Studies" as recommended by the ICC and passed by the Senate (Resolution #01-20/11-ICC).

Up to eight senators or ICC members are needed to participate in a focus group that will be conducted during a visit from the Chancellor's Office. To date, three faculty have volunteered. The focus group meeting will be on November 2, from 2:15-3:00 pm. The Provost has requested more information on the exact purpose of the visit.

Chair VerLinden announced that a quorum was present for the meeting.

### **2. Approval of Minutes from the Meeting of September 21, 2010**

M/S/P (Van Duzer/Mortazavi) to approve the minutes from the meeting of September 21, 2010 as written.

### **3. Consent Calendar**

The following items on the Consent Calendar were approved without objection:

**09-363 & -364 MUS 340-Junior Recital and MUS 440-Senior Recital**

**09-454: International Studies: Pacific Basin Studies** – eliminate this concentration

**09-455: International Studies: Islamic Culture Studies** – eliminate this concentration

**10-007: NRPI 450: Advanced Environmental Education and Interpretation** – name change to “Applied Environmental Education and Interpretation” to better describe course content.

**10-009: NRPI 350: Introduction to Environmental Education and Interpretation** – name change to “Fundamentals of Environmental Education and Interpretation” to better describe course content.

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

Reports were given after the open forum.

#### **5. TIME CERTAIN: 4:15-4:30 – Open forum for the campus community**

Senator Van Duzer spoke during the open forum. He shared a PowerPoint presentation titled “Looking Back as We Move Forward.” The presentation contained data he had compiled on HSU’s student faculty ratio between 2005/2006 and 2009/2010 in comparison to other CSU campuses, as well as data on expenditures on classroom teaching (as a percent of the budget), loss of faculty positions between 2005/2006 and 2007/2008, and faculty workload.

Senator Van Duzer responded to questions about the data and offered to follow up on requested verification of data from the FAD. He was thanked for his tenacity in pursuing this line of inquiry.

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

Academic Policies Committee (Van Duzer): The service learning and CR/NC policies will appear as first readings at the next Senate meeting. The Committee desperately needs additional faculty members; there currently only two faculty members on the committee. It meets from noon-1 on Tuesdays.

Faculty Affairs Committee (Knox): A presentation of information from the committee will be made later in the meeting.

Integrated Curriculum Committee (Moyer): The ICC has been continuing to do substantial amounts of work in its subcommittees.

Associated Students (Rodriguez): A new student representative to the Senate was introduced: Sidonie Harper-McPike. She is serving as the design for AS Legislative Vice President Aaron Wylie who has a scheduling conflict with the Senate meeting time. AS is working on several projects, including voter registration, creating a book exchange for students as an alternative to the Bookstore, and campus unity. AS is also discussing issues of smoking on campus, and enforcement of biking and skateboarding rules on campus.

Senator Mortazavi raised questions about textbook pricing and legal issues and suggested that students might consider the possibility of filing a lawsuit, as some campuses have.

Student Affairs (Vice President Webb): The accreditation report for the Health Center was received and the Center passed with flying colors. Another Pertussis vaccine clinic is being planned. Another twenty people have been diagnosed with Pertussis.

President's Office (President Richmond): The President recently sent an email encouraging campus community members to participate in a special fundraising effort for CASA which involves a number of HSU student interns.

The Hearst CSU Trustee's Awards were presented at the recent Trustees meeting. HSU student Elise Haas was recognized and congratulated for receiving a Hearst award. She is getting a Master's degree in Psychology at HSU.

A special task force has been set up to investigate the auxiliaries that exist in the CSU. CFA was invited to join the task force and declined.

Information, as known at the time, was shared regarding the State Budget and the CSU's budget requests for 2011/2012. The CSU is requesting budget increases to cover anticipated substantial increases in benefits and other areas.

President Richmond conveyed that the Chair of the Board of Trustees congratulated HSU on the re-opening of the Natural History Museum. This has happened in large part due to the efforts of HSU Professor Jeffry White.

Congratulations were offered to Coach Smith – HSU is now the number one football team in the Northwest Athletic Conference.

Staff Council (Crowder-Fiore): Staff Council has put out call for nomination for staff recognition awards. Information regarding procedures is available on the President's web site.

## **6. TIME CERTAIN: 4:30 – Resolution on Policy for a Minimum Passing Grade Requirement for Graduate Degrees (#02-10/11-APC) (Second Reading)**

Resolution on Policy for A Minimum Passing Grade Requirement for Graduate Degrees  
#02-10/11-APC – October 5, 2010 (Second Reading)

**Resolved:** That the Academic Senate of Humboldt State University recommends to the President that the minimum passing grade requirement for courses used to satisfy the requirements of a Master's Degree at HSU will be a B-; and be it further

**Resolved:** That current students may elect to complete their program with the minimum grade requirements as stated in the HSU Catalog published the year that they were admitted. Where there are conflicts in the catalogs through 2010/2011, with two or more different standards, a student will be required to meet the standard set by the program; and be it further

**Resolved:** That a higher grade standard than the campus minimum (B-) may be specified by a graduate degree program.

**Rationale:** *In examining the CSU campuses requirements for minimum grades, it becomes apparent that each campus has established their own standards ranging from a minimum grade of C- to B for graduate*

*students. There is little commonality amongst campuses beyond the system requirement of maintaining a 3.0 overall GPA. A standard of B- as the minimum acceptable grade for courses applying to the degree program is within the range of other CSU Campus Policies. At its meeting on August 30, 2010, the Graduate Council affirmed the B- minimum grade policy as currently stated in both the HSU Catalog and the HSU Policy Handbook.*

Senator Van Duzer reviewed the background of the resolution. There was no further discussion.

Voting occurred and the resolution PASSED Unanimously.

## **7. Resolution on HSU Internship Policy (#03-10/11-APC) (Second Reading)**

Resolution on HSU Internship Policy  
#03-10/11-APC – October 5, 2010 (Second Reading)

**Resolved:** That the Academic Senate of Humboldt State University recommends to the President the adoption of the attached HSU Internship Policy dated 9/14/10.

*Rationale: The CSU has developed a number of required processes to reduce risk to the university system. A recent audit made clear that HSU was out of compliance with these processes. HSU is required to bring Internship practice into alignment with CSU procedures. This policy also aligns the process of developing and offering internships with the recent changes in governance structures. Failure to align HSU policy and procedures with the CSU requirements represents an unacceptable level of financial risk for HSU.*

Senator Van Duzer noted that the two main issues of concern from the last meeting were addressed: the “100 mile radius” has been eliminated and the requirement that a faculty member do a site checklist has been replaced with the option that the site supervisor may do the checklist in lieu of the faculty member.

There was no further discussion.

Voting occurred and the resolution **PASSED** with 1 no vote.

M/S (Van Duzer/Heise) to make this an emergency item for immediate transmittal to the President.

## **8. Resolution on Guidelines for Approving Minors (#04-10/11-ICC) – FIRST READING**

M/S (Moyer/Van Duzer) to put the resolution on the floor.

The guidelines are a draft document which is being circulated to other places on campus as well. The ICC has not received much feedback yet, except for requests to include more exceptions of minors within a major. The resolution may not be ready to come back to the next Senate meeting due to other more pressing business that the ICC has. Feedback and suggestions on the draft document were invited.

Discussion:

Q: Is there anything in the policy that will prevent students from finishing minor? The question is in reference to the last bullet of the resolution. A: No.

It was clarified that the guidelines are for approving new minors. Existing minors will be grandfathered in for now. They may need to be reviewed later on the future. It was suggested that the resolved clause specifically state that the guidelines apply to new minors.

The guidelines need to address interdisciplinary majors and whether or not minors can be taken in related interdisciplinary areas.

Q: How does this apply to minors that are in the process of being re-defined or re-organized as part of the prioritization process? A: There is only one minor left as a post-prioritization issue. It was suggested that the ICC clear up the status of any programs involved in the prioritization process.

Q: Is there data available on the number of completions per year? A: Data is available on the Analytical Studies web site. The committee reviewed the data and used it to come up with the numbers in the guidelines.

It was noted that it is difficult to estimate additional costs. For students who add minors, additional costs will depend upon what the major is and when the minor started,

Q: Did the committee look at the impact of this on student athletes? A: No – what should the committee consider? It was suggested that the committee talk with coaches and find out how the guidelines fit with NCAA requirements for student athletes, especially how minor units are counted for student athletes.

Q: Does the committee see this document being used in the future in terms of housekeeping for minors on campus? A: Not immediately, but perhaps in the future if there is a re-certification of minors.

Q: Some may argue that minors don't cost anything because they are made up of already existing courses. To what extent is the ICC looking at resource issues? Or does it expect that resource issues will be dealt with by the Provost? A: The ICC is thinking about resources issues, but in a piecemeal manner. It has not had the time to think more about the "big picture." The ICC will need to sit back and look at real academic master planning at some point.

It was suggested that as an ad hoc measure, the ICC could have the associate deans go back to their colleges and discuss resource issues with the deans. It was noted that the dean has to sign off on a proposal before it goes to the ICC and supposedly resources issues would have been taken into account already.

**9. TIME CERTAIN: 5:00 PM – Discussion of draft University Senate constitution and bylaws: proposed membership alternatives (Claire Knox, Chair, Faculty Affairs Committee)**

Senator Knox discussed the work that the expanded Faculty Affairs Committee has done to date on developing a constitution for a university senate. The committee was charged with using the university senate model from San Diego State University and it also has been reviewing the current HSU general faculty constitution and senate bylaws, in order to come up with a proposal for the Senate to discuss and forward to the general faculty for a ratification vote.

The committee would like to solicit feedback on three specific issues today:

- 1) Possible configuration of the senate
- 2) Possible configuration of the senate exec
- 3) Language about meetings of the faculty portion of the senate and for bringing the general faculty together as needed.

Handouts were provided of drafts from the committee. The committee has made an effort to maintain a strong faculty voice on the senate and at the same time create a forum at which all members of the university have a voice, and so the number of non-voting members has been reduced. It is also attempting to create an efficient working environment and to facilitate work being done in committees. Expanded representation on the senate executive committee reflects the change in representation on the senate.

Senator Knox reviewed each handout, asked for input, and collected the information. Additional comments were invited via email. After the Senate has an opportunity to review drafts of segments of the proposed constitution, they will be forwarded more broadly for feedback.

Discussion:

- 1) Possible configuration of the senate:

Two possible configurations were presented alongside the current configuration. Proposal A is the closest version to the San Diego model. Proposal B is a variation. An alternate configuration of Proposal was also presented.

Discussion:

SENATE CHAIR:

- The election process will need to take into account that a faculty member may be running for the chair of the senate and for a senate position at the same time.
- It was clarified that the chair of the senate is also the chief executive of the faculty.
- The fact that the general faculty would not exist as a separately constituted body needs to be debated elsewhere.

#### FACULTY COMPOSITION:

- Given that faculty will represent the university, not individual colleges, should they be nominated by the colleges and voted on by the general faculty?
- Q: Would smaller colleges have adequate representation in that situation?
- Regarding the size of the faculty membership – there are problems with finding people to serve, both on the current senate and with other committees. The CIC recommended reducing the number of university committees. Having a mandate to serve on a committee will make serving on the senate less attractive to junior faculty who have research agendas and teaching loads. And there are fewer senior faculty to fill positions. The number of senators should be based on the number of committees
- The number of positions on the senate should be related to the number of committees and the committees should be chaired by senators.
- Proposal B provides more flexibility, especially for smaller colleges.
- The proposed involvement of lecturers was questioned. They are not given assigned time and should not be expected to do this work. It may be difficult to find enough lecturers.

#### NON-MPP STAFF:

- Concern was expressed about have a representative from the Office of Diversity and Inclusion (ODI) on the senate rather than associated with a particular committee.
- Since there may be changes in the ODI, perhaps it shouldn't be included in the constitution at this point. There is a proposal to reorganize the office on the Senate SharePoint site.
- It is unclear why the ODI representative would represent an office; while other staff positions would represent staff.

#### STUDENT REPRESENTATION:

- The San Diego model has a graduate student; concern was expressed about being able to fill this position. If there is a graduate student position, it should be elected by students, not chosen by a dean.
- With both proposals the student representation drops from the current 10%. The current number of positions should be at least maintained, if not increased.
- It was noted that it is very rare in the Senate for decisions to come down to one or two votes; so numbers of positions isn't that important. It was noted that if you have only one or two votes, then your constituency is basically powerless. The Senate is a deliberative body and should be concerned more with persuasion by good deliberators rather than

numbers of votes.

- The Associated Students president should be kept as a voting or non-voting, ex-officio member. This position is elected by students and is a face known to the students.

#### ADMINISTRATORS:

- The Vice President for Student Affairs should be added.
- The AVP for Faculty Affairs should be added. Or have the AVP for Faculty Affairs instead of the Vice Provost.
- It is not necessary to have all three deans on the senate.
- The Vice Provost sits on the ICC and has a voice through the ICC. If the chair of the ICC is on the senate, having the Vice Provost on the senate is duplicative.
- Would administrators be able to have designees? Could deans have designees?

#### CHAIR OF THE ICC:

- Concern was expressed about decreasing the faculty voice by having one individual hold two positions on the Senate.
- It was suggested that the ICC might need to be re-thought in terms of the new senate. It was recommended that the chair of the ICC should not be a senator.

#### CFA PRESIDENT:

- Q: Why are there differences in the two proposals? A: In part, to facilitate the conversation. SDSU does not have voting CFA representative on their senate. However, it has been determined that it is okay to have one.
- Collective bargaining deals with issues of conditions of work. The Senate is involved with issues of academic policy. San Diego has kept those separate and they should be kept separate.
- The CFA chapter president represents ca. 70% of the faculty on campus and is involved with faculty issues. The position would not have any deciding power over senate recommendations.
- Concern was expressed about having the position be a voting member. In the event of a grievance or workplace problem, the CFA President needs to be as neutral as possible. There are enough grey areas on senate issues that there could be conflicts of interest. There are two different divisions of consultation; it is important to keep them separate.



- The CFA President should be at the senate to track issues that belong to the contract versus the senate. This expertise is needed at the meeting, but it is best not to have a vote.
- There are other bargaining units on campus and the senate can't have all of the represented.
- Senate business should be kept separate from CFA business; this is how it is handled at the ASCSU.

M/S (Yarnall/Flashman) to adjourn.

Senator Knox asked that senators send her additional feedback via email.

Meeting adjourned at 5:50 pm.