

Chair VerLinden called the meeting to order at 4:03 pm on Tuesday, October 19, 2010, Nelson Hall East, Room 102 (Goodwin Forum). A quorum was not present. A quorum was present by 4:10 pm.

Members present: August, Berman, Cheyne, Craig (2nd half), Crowder-Fiore, Faulk, Flashman, Heise, Kelly, Knox, Madar, Mola, Mortazavi, Moyer, Nordstrom, Powell, Reiss, Rizzardi, Rodriguez, Snyder, Thobaben (2nd half), Van Duzer, Webb, Yarnall, Yzaguirre.

Members absent: Altschul, Harper-McPike, Richmond, Shaeffer, Tripp, Whitlatch.

Proxies: Reiss for Craig (1st half), Van Duzer for Ellerd.

Guests: Collen, Lindsey, Burges, Dewey, Marnell, Ayoob, Crawford, Smith, Simon, Lee, Souza, and others, including several student athletes.

1. Reports, Announcements, and Communications of the Chair

In addition to the items on his written report (included in packet), Chair VerLinden reminded the Senate of the new meeting schedule. Beginning on October 26, the Senate will meet weekly. It will meet for two hours on the regularly scheduled dates. On alternate weeks, it will meet for one hour only (4:00-5:00 pm). The one hour meetings will be followed by Senate Executive Committee meetings. During the one hour meetings, there will be no reports or open forums.

Senator Reiss shared a concern from a colleague in CNRS regarding the distribution of the ARRA (Stimulus) Funds which President Richmond notified the campus about in a recent email. The concern was the lack of faculty input in the distribution process. A proposal was developed and presented to the University Executive Committee (UEC) for decision. There is only one faculty member on the UEC (the Senate Chair) who was absent for the discussion.

The Provost noted that HSU received ca. \$2.5 million dollars, and that over \$2 million went to Academic Affairs.

The following motion was made from the floor:

M/S/F (Van Duzer/Powell) to table the work of the Academic Senate and its subcommittees and adjourn until such time as the administration brings the issue of the disbursement of stimulus funds to the University Budget Committee and the Academic Senate for consultation and reconsideration.

Discussion of the motion:

- This distribution of funds is an example of a continuing shift in resources out of teaching. The stimulus money was earmarked to offer additional classes for students this spring. The original memo from the Chancellor's Office (CO) indicated the funds were to be used to strengthen programs that have been damaged by cuts. It doesn't sound like any of the HSU funds are going towards reinstating lab classes, providing additional staff support for departments, etc. This is a regrettable step to have to take, but at some point, there needs to be a conversation about expenses on campus. Everything that has been discussed in the past years has been a waste.
- Q: Does the motion include the "Time Certain" presentations on today's agenda? A: Yes, everything would be tabled.
- The University Budget Committee (UBC) was revised with the goal of making it more transparent and consultative. Yet in the midst of large changes in the budget over the past five months, the UBC has not met nor has it been consulted. The UBC just received notice of its meeting schedule for the year. It seems to indicate that the UBC's role in consultation is not being taken seriously.
- The Provost indicated his disappointment with the motion. The stimulus money is one-time money. The charge of the UBC is clear that it does not deal with one-time monies. The idea that shared governance is being bypassed is out of line and is part of an ongoing and long-term dispute which much of recent history does not support. Consultation and shared governance for the past two years has been good. 80% of the stimulus money is going to Academic Affairs. The Provost has a \$1.4 million dollar shortfall in the base budget and is short on bridge funding, among other needs. Some SFRs may be too high – and those are being looked into. However, HSU will have to maintain a higher SFR than in the past, even though many do not like this.
- Shared governance has not been effective in the past two years. There has not been a single decision where the faculty voice had any influence. HSU continues to operate on the myth that it is under-administered. The data does not support that, and data is not being collected in order to analyze that. No data is being collected to see if class size is affecting students. The Provost and the President may be well-intentioned, but they are missing the big picture for the university. The Provost has opted out of the conversation. The conversation can be non-confrontational – put all of the data on the board and discuss it together. Shared governance seems to be effective only when the faculty does what the President and the Provost want them to.
- These are difficult and contentious issues and they need to be dealt with. However, getting up and walking out of the room does not help. We need a commitment to a dialogue that will lead to some kind of 'meeting of the minds' and not let this conflict tear us apart.

Chair VerLinden reminded speakers to address the motion on the floor, and not other matters.

- The Provost expressed his hope that the Senate would not pass this motion. This conversation was raised at the Senate Executive Committee's retreat in August, and the committee chose not to pursue it. It should be ascertained whether or not everyone wants to have this conversation.
- The Senate spent three years on shared governance issues and as dramatic as those were, including a vote of no confidence, the Senate was not shut down. The timing of this motion is not appropriate; it is a first volley of a new round on shared governance. It is not the right time to discuss it as the proposal for a university senate and other governance changes is being developed and discussed.
- The Senate has lacked a place to have these types of conversation. Mechanisms for this kind of discussion and decision are being considered as part of the new structure. Shutting the Senate down now will not help move it forward.
- We need to move forward. Shutting down the senate will not be productive. This is an opportunity to remind ourselves that these issues need to be addressed for the future.
- If Senators agree that efforts to have a conversation about budget and data have been successful, then they should vote "No" on the motion. If Senators feel that the voice of the faculty has not had any influence on the outcomes of past decisions, then vote "Yes" on the motion.

Voting occurred and the motion **FAILED** with some Abstentions.

2. Approval of Minutes from the Meeting of October 5, 2010

M/S

3. Consent Calendar

The following three items were removed from the Consent Calendar:

09-020: ENGR 492: Capstone Design Project – Add pre-requisites: ENG 313, 322, 326, 330, 331, 333, and 351 to ensure that students in the course are prepared for Senior-level Engineering work.

09-022: ENGR 690: Thesis – delete all prerequisites - rather than requiring specific prerequisite courses, the faculty plan to assess individual student preparation and advise students regarding graduate thesis units.

09-023: ENGR 699 – Independent Study in Environmental Systems - delete all prerequisites - rather than requiring specific prerequisite courses, the faculty plan to assess individual student preparation and advise students regarding graduate independent study units.

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

09-284 SPAN 110 Spanish Language Lab

10-010: BOT 556: Phycology

10-011: BOT 572: Evolutionary Morphology of Plants

09-014: ENGR 210: Solid Mechanics: Statics

09-015: ENGR 225: Comp Methds for Evn Engrng I

09-016: ENGR 211: Solid Mechanics: Dynamics –

09-017: ENGR 325: Comp Mthds for Env Engrng II

09-018: ENGR 326: Comp Mthds for Env Engrng III

09-019: ENGR 451: Water and Wastewater Treatment Engineering

09-021: ENGR 498: Directed Design Project

10-025: JMC 326: Interpreting Contemporary Affairs

10-024: Art Studio Minor changes

10-062 WLC 120 Elementary Language

10-063 CHIN 110 Chinese Language Laboratory

10-064 FREN 110 French Language Laboratory

10-065 GERM 110 German Language Laboratory

10-066 WLC 110 Language Laboratory

10-068 ANTH 492 CCF: Field Projects in Anthropology

10-070 ANTH 394 Archeology of North America

10-071 ANTH 350 Method and Theory in Archeology

10-072 ANTH 338 Biological Anth Lab

10-078 NURS 260 Holistic Health Assessment .

4. Report on Proposed IRA Fee Increase – Vice President Webb

Vice President Webb was asked to begin the consultation process for a proposed increase in the IRA fee. The fee increase was proposed last year and Associated Students expressed concern about the lack of consultation. As a result, it was delayed to this year. The proposed increase is \$32, bringing the current fee of \$278.00 per semester to \$310.00 per semester. The two primary reasons for the proposed fee increase are to cover costs for Athletics and the Jack Pass.

The Jack Pass is in the hole by about \$70,000 because the fee was not increased last year and ridership has increased this year. Athletics has had to dip into the money it uses for scholarships and travel to make its budget this year. Other groups that receive money from the fees include Humboldt Energy Independence Fund (HEIF), the Marching Lumberjacks, the Lumberjack newspaper, and instructionally related programs such as debate teams, etc.

Members of the Senate were provided with several handouts:

- IRA Fee Proposal Feedback Form – with detailed plan (including schedule) for consultation across campus and data and breakdown of fees and distribution of fees (how it is being spent this year and how it will be spent next year)
- Spreadsheet with CSU-wide comparative data on full-time student fees

- Jack Pass – current and proposed rates
- FAQ: Athletics & IRA Fee Increase
- FAQ: Jack Pass and IRA Fee Increase.

The consultation process has begun. Vice President Webb met with the Student Fee Advisory Committee. A series of meetings for students have been scheduled. Students may opt to have a referendum. Feedback and comments from the Senate are welcome.

Due to changes in past years, HSU now has higher fees – it is the fourth highest in the CSU. However, with tuition and fees combined, HSU is still a good bargain. The fee is about 30% of a student's cost for education.

Discussion:

Q: An alternative consultation strategy is being proposed because it has been said that student referendums have a low turnout. Is there any evidence that this is true? A: Right now an effort is being made to get people informed and have people respond. No information about past student referendums was immediately available.

It was suggested that there should be both consultation and a student referendum.

Q: Why does the level of ridership and the increase in costs for the Jack Pass diverge further down the line, when they appear to be equal early on? A: While the cost of the pass has not increased, the bus company has provided notification that there will be price increases (gas, etc.) down the line. The last price increase was three years ago.

Q: Are there alternative sources of funds, other than student fees, to pay for the increased expenses? A: The University is already using alternative sources. For example, Athletics has had to make up its deficit with increased fundraising. HSU raises more money than any other CSU, thanks to the support of many individuals and the local community. Athletics also fundraises 100% of the scholarship money it grants to students. As operating funds are used to cover increasing expenses (travel, insurance, mandated salary and benefit costs for faculty and staff), there is less for scholarships.

It was noted that having the proposal explained clearly is a big improvement in the process.

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

(Urgent reports will be given as time allows; written reports will be included in the packet)

There were no verbal reports.

AS President Rodriguez introduced a new student senator, Paul Yzaguirre.

6. TIME CERTAIN: 4:15-4:30 – Open forum for the campus community

An open forum was not held.

7. TIME CERTAIN: 4:30-4:50 – Presentation on “The Great California ShakeOut: Annual Statewide Earthquake Drill” (Tom Dewey, Mark Hemphill-Haley, Jan Marnell)

Tom Dewey, Chief of University Police and Jan Marnell, Emergency Services Coordinator, University Police provided handouts and information on the upcoming “ShakeOut.” There will be participation across the State of California in the “ShakeOut” on Thursday, October 21, at 10:21 am. In his convocation address, President Richmond recognized the importance of earthquake preparedness and of faculty and staff serving as leaders in earthquake readiness on campus. The “ShakeOut” is an opportunity to provide lifelong education to students about earthquake readiness and emergency procedures. Faculty were asked to take the drill on October 21 seriously and use it as an effective teaching tool – asking students to fully participate. Set a watch or cell phone as an alarm, or assign a student to watch the time, and at 10:21 am, everyone should “Drop, Cover, and Hold On” for sixty seconds. If faculty take this seriously, students will take it seriously.

If there is time, use the opportunity to provide additional information to students and talk about rally points and emergency centers on campus. In the event that a building cannot be occupied after an earthquake, everyone must go to an emergency center. It is helpful to go over these concepts with students.

Feedback on the “ShakeOut” is welcome. More information is available on the HSU Emergency Management web page, including videos by Professor Lori Dengler.

Questions:

- Q: What is the procedure for a room such as Founder’s Hall 118 where there are no desks for students to get under? A: Students should get as low as they can in the space where they are, and cover their heads; or get near an interior wall. The main thing is protect the head and the neck. For theatre seating, getting lower than the back rest will help. There is a video on the web page that shows a demonstration of what to do in a room with theatre seating.
- It was noted that some of the emergency points have been changed due to construction on campus and signage is outdated and needs to be replaced.
- Q: Can anything be done for offices that are earthquake hazards, i.e. are there any funds for making offices safer? A: Plant Ops will secure bookshelves and files to the wall. Beyond that, individuals and/or departments are responsible for costs needed to secure items. Putting a bungee cord across rows of books on bookshelves was one recommendation.

It was noted that the duration of the shaking during an earthquake is an indication of its magnitude.

8. TIME CERTAIN: 4:50-5:00 pm – Resolution on Service Learning (SL) Designated Courses Policy (#06-10/11-APC) – FIRST READING

Chair VerLinden stated the resolution was placed on the floor by the committee.

Resolution on Service Learning (SL) Designated Courses Policy
#06-10/11-APC – October 19, 2010
FIRST READING

RESOLVED: That the Academic Senate of Humboldt State University recommends to the President the adoption of the attached policy – “Service Learning (SL) Designated Courses Policy” – for designating Service Learning courses in the HSU Catalog.

RATIONALE: Currently HSU is out of compliance with CSU policies related to Service Learning. In response to a recent CSU audit, a number of steps must be taken with alacrity to ensure that MOU’s with community partners and risk management procedures are in place prior to having students engage in any form of off-campus service learning. These are required by CSU policy and the attached HSU Policy is intended to satisfy these requirements while aligning the process with the HSU curriculum review system.

Discussion:

Question from the floor: There is no context for this policy in the resolution; where did it come from, etc.? A: The Service Learning policy has been presented to the Senate at least twice in the past and it has been a contentious issues. As a consequence of not making a decision, a recent audit showed that HSU failed to take necessary steps regarding risk management, etc. The proposed policy has been reviewed by the Integrated Curriculum Committee, the Academic Policies Committee, the Service Learning Committee, and others. It is intended to ensure that appropriate paperwork is in place.

Comment from the floor: A subcommittee of the Service Learning Committee worked on this document, but it has been changed substantially since then and the subcommittee has not seen this version. Concern was expressed that if the intent of the policy is to meet compliance, it might meet that goal. However, if the intent is to have faculty members implement this type of pedagogy in a thoughtful and meaningful way, it will fail. There is no incentive included for faculty members to provide this type of pedagogy. Faculty need support for the increased amount of time it takes.

After further discussion, it was agreed to add a statement to the policy under “Course Development” indicating that S-designated courses may have different WTU or SCU than courses without the S-designation.

M/S/P (Powell/Van Duzer) to waive the 2nd reading of the resolution. Motion **PASSED** with 2 Abstentions.

M/S/P (Van Duzer/Thobaben) to amend the policy by adding the following as the last item under "Course Development":

S-designated courses may have different WTU or SCU than courses without the S-designation.

Discussion:

- Q: Should the amendment clarify that it is the same course with different unit values? A: It doesn't seem necessary; the amendment covers the same course and other course comparisons.

Voting on the amendment occurred and **PASSED** with 3 Abstentions.

Voting on the resolution as amended occurred and **PASSED** with 4 Abstentions.

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

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

Senator Knox provided two handouts on committees and committee membership for review and discussion. Senate members were asked to keep in mind that all members of the proposed senate will be voting members, except for a few specific cases. Unless specified as "non-voting" all members are voting. And a "senator" may be a faculty, staff, or administrative member, unless it is explicitly stated as a "faculty senator."

Discussion:

6. University Resources and Planning Committee (URPC)

The proposed "Resources and Planning Committee" would be co-chaired by a faculty senator (elected by the senate) and the Provost. There was discussion of having the Senate Finance Officer (who is appointed by the Senate Appointments Committee) chair the committee, but it was decided that the co-chair should be elected by the senate.

- Q: In what environment is this new senate (and this committee) operating in? A: The proposed committee would be a replacement for the UBC. Most of the university senate models being considered have a committee like this. Both the Long Beach and San Diego university senates have such a committee. On both of these campuses, there is another budget committee created by the president. But the language in their constitutions identifies the senate committee as the primary committee for budget matters.

- Q: What is the reason for including the Director of Athletics and the Dean of the Library on the committee? A: The reason for adding the Director of Athletics is that the charge to the committee includes Athletics. Currently, Athletics is reporting directly to the President.
- Concern was expressed that the Director of Athletics would be voting on a number of issues not related to Athletics.
- Concern was expressed about having two deans on the committee, i.e., including the Library Dean separately. It was suggested that the Director of Athletics and the Dean of the Library be brought in for consultation specific to issues related to their areas, rather than put on the committee.
- Q: What is the role of the vice presidents on the committee? In the past, the VPs have proposed budgets which were brought to the UBC for review and recommendation. The proposed committee seems to merge people who are making proposals with people who are voting on budget issues.
- Concern was expressed that the proposed committee's charge indicates that it is not responsible for making recommendations to the President. It was noted that the language was taken from other documents and can be changed.

7. Constitution and Bylaws Committee

New committees are being suggested, including this one. This committee would be charged to annually review the committee structure and workflow of the senate and proposed changes as needed. This committee would help continue the process of committee review that is being initiated, and will likely not be completed by the time the new university senate is in place.

- Q: How does this affect the Academic Senate and Provost's offices which keep track of changes and update the handbook, etc. A: This committee would initiate and make proposals for changes.
- Q: What committees in the university will now become committees of the senate and what committees will exist separately? For example, what will happen to personnel committees, or committees like the Student Grievance Committee? How will this be decided? A: A basic committee structure will be created, with a process built in for ongoing work to address these kinds of questions and issues. For now, focus needs to be on getting the structure of the university senate developed and to the faculty for a vote.
- Part of the charge implies that this committee will help raise issues and make recommendations to the senate regarding problems with the bylaws, etc. Is the workload for this committee large enough to be a standing committee? The workload might become less in the future.

8. Community Committee

The proposed committee is a work in progress. It would pick up some of the responsibilities of the general faculty, i.e. it would collaborate with CFA on social events and be responsible for awards and recognition. The Cabinet for Institutional Change made recommendations regarding the quality of community life on campus. It was thought that having someone from the Office of Diversity on this committee might be a way to help address what makes for good community, including issues of diversity in campus life.

Further discussion will be continued at the next Senate meeting.

Additional comments on IRA Fee Increase Proposal:

- Q: Does the Senate want to make a recommendation or provide Vice President Webb with advice on the proposal? A: Unless someone has a motion to make, senators should feel free to send VP Webb feedback on the proposal.
- It was noted that HSU has a large number of students involved with Athletics, with good GPAs, better graduation rates than the average, and representative of campus diversity.
- A good presentation on the proposed fee increase was given to the Associated Students. It was noted that while there was some opposition to the fee, there was also strong support expressed for the Jack Pass. A lot of students rely on the bus service. It is also important to consider whether or not the fee increase will be able to satisfy the expenses and costs over the long run.
- There seems to be a lot of confusion as to where the money is coming from - students are not fully aware that the fee is coming from them. Faculty can help students be better informed and be clear that it is not coming from academic affairs.
- In the past, a compromise was worked out that IRA fees would not go to Athletics. Concern was expressed about the mass redistribution of wealth from one group of students to another group. Why does HSU keep putting fees on students to support the policy direction of the administration? Consultation by administration in the past has been extremely self-serving. Students should not be a last resource to fund administrative goals and policies.

Chair VerLinden announced the call for nominations for faculty awards. Flyers have been sent out via email and distributed to department offices. More information is available on the Senate web site.

Meeting adjourned at 5:55 pm