

Chair Fulgham called the meeting to order at 4:05 p.m. on Tuesday, September 14, 2004, in Nelson Hall East, Room 102 (Goodwin Forum).

Members Present: Borgeld, Butler, Cheyne, Coffey, Cranston, Dixon, Eichstedt, Farley, Farrar, Fulgham, Green, Knox, Kornreich, MacConnie, Meiggs, Mortazavi, Moyer, Muller, O'Rourke-Andrews, Paynton, Roberts, Sanford, Schwab, Shellhase, Snyder, Varkey, Vellanoweth, Wieand, Williams-Gray, Zeck.

Members Absent: Dunk, Richmond, Thobaben, Vrem.

Proxies: Powell for Derden, Fonseca for Williams-Gray.

Guests: Joseph Freeman, student; Susan Higgins, College of Professional Studies; Burt Nordstrom, University Advancement; Rick Paselk, Chemistry; Donna Schafer, Research and Graduate Studies; Bob Schulz, Facilities Management; Greg Simmons, Kinesiology; Andrea Tyler, student.

Chair Fulgham began the meeting with introductions of new senate members and guests.

1. Approval of the Agenda

M/S/P (Meiggs/Varkey) to approve.

2. Approval of minutes from the meeting of May 11, 2004

M/S/P (Meiggs/MacConnie) to approve as submitted, with 1 abstention.

3. Announcements and Communications

Chair Fulgham reported on campus activities occurring since the last Academic Senate meeting on May 11, 2004 (blue handout).

The Senate Executive Committee is establishing an *ad hoc* Committee to Review Campus Committee Structure and Function. The Committee will be co-chaired by Sue MacConnie and Ron Fritzsche.

Nominations for the 2004-2005 Outstanding Professor Award are due to the Senate Office by Friday, October 8, 2004.

A sample ballot for the General Faculty Election has been distributed. The election will be September 21 and 22, 2004.

4. Committee Reports

General Faculty (GF President Wieand): Faculty dues are \$10; if you haven't paid them yet, you may still do so. Send them to the Senate Office, GH 101. The HSU Faculty Handbook is available on CD-ROM for \$4.00 in the Senate Office. Beginning this year, the General Faculty Association will be sending plaques to retired faculty to thank and recognize them for their service to the University.

Three more Election Committee members are needed a.s.a.p. If you are interested in serving, contact President Wieand.

Educational Policies Committee (Chair Kornreich): Resolutions are being developed on Time to Completion of Basic GE Subjects, Additional Flexibility for High Unit Majors, Double Counting Institutions, and Proposal of New Committee for Reinstatement of Students who Have Been Academically Disqualified (to replace the current *ad hoc* committee). Other items on the Committee's agenda for the year include: Schedule 25, Program Review Policy, Distance Learning Policies (currently in discussion in UCC), and Testing for Class Credit (CLEP, etc.).

Student Affairs Committee (Chair Knox): The committee will be meeting soon.

Faculty Affairs Committee (Chair Cheyne): The committee will meet for the first time next week. Immediate issues that to be considered are Appendix J and specific issues surrounding the Retention, Tenure and Promotion (RTP) process as well as Appendix U (Professional Conduct).

Senate Finance Committee (Chair Mortazavi): The OAA Budget Committee is continuing to work on the development of the budget policy for the Academic Affairs Office to be presented to the Provost's Council. The University Budget Committee met and developed recommendations for ranking of funding initiatives for FY 04-05.

University Curriculum Committee (Chair Eichstedt): UCC will be looking at the resolution on Additional Flexibility for High Unit Majors (from Ed Policies). GE reform continues to be an agenda item.

California Faculty Association (Chapter President Meiggs): The state budget was not signed on time, primarily due to state legislators who brought into debate the Master Plan for Higher Education, and challenged the governor's budget. Ultimately, \$40 million was restored to the CSU; HSU received ca. \$2.2 million. The Coalition will continue its work on behalf of the CSU as the budget outlook for the next two years does not look good. CFA's primary goal is to continue to protect classes and library services. CFA feels that administration should share in all potential layoffs; cuts to faculty and staff should not be disproportionate. CFA is negotiating a new collective bargaining agreement this year and will begin talking with the CSU administration in early 2005. In October a bargaining survey will be sent to all Unit 3 employees to get a sense of what faculty feel are the most important issues to bargain for.

Associated Students (Kyle Zeck, student rep): A retreat was held, and students are being appointed to committees. A barbeque was held on the quad to promote voter registration.

Administrative Affairs (VP Coffey): There is a lot of construction happening on campus and VP Coffey is happy to answer questions on any of the projects.

University Advancement (VP Nordstrom): The Advancement Foundation is under development and goals are being set for fundraising. Advancement is looking at possible capital campaigns in the near future. VP Nordstrom welcomed questions and/or suggestions.

5. Systemwide Lower-Division Transfer Patterns by Major presentation

Chair Fulgham introduced the initiative. The memorandum is a result of discussions during the past year regarding a movement between the CSU and California community colleges to facilitate transfer of students. HSU is in the process of identifying campus representatives for each department/major listed in the memorandums. College deans are to provide names to the Provost by October 1 and they will be forwarded to the Chancellor's Office by mid-October. The HSU representatives selected will meet with Bob Snyder for orientation. The level of work that is needed to accomplish this will vary by major.

Senator Snyder gave a brief overview of the topic. The issue has been around for a long time and is partially motivated by threatened legislation. One concern is for transfer students coming in with courses that don't count toward their degree objective. A second concern is transfer students graduating with many more units than they need for their degree objective. Historically there have been several efforts to deal with these issues, including the IMPAC projects involving the UC, CSU, and community colleges and the CSU project on core alignment. There was agreement reached at the statewide senate last spring to implement the systemwide lower-division transfer patterns.

When campus representatives for majors are chosen, they will first attend a systemwide meeting to discuss the common curriculum; then return to HSU and consult; and then attend a second systemwide meeting where it will be signed off on. This is a department/System negotiation, e.g., the college curriculum committee, university curriculum committee, and academic senate are not included in the process.

Need to look at 45 units, systemwide, that will be accepted in to any major, i.e., that are common to all majors. Most majors are looking at 39 units being in GE, because all of the community colleges allow double counting of institutions. So transfer students will have 39 units. There will be six additional units in the major that everyone will agree on. More complicated sequence majors will need to specify particular GE courses.

The last 15 units are specified by the campus, so there is a fair amount of flexibility.

Note and pay attention to the Title 5 language that says “each unit that a student completes in a systemwide lower-division transfer pattern by major reduces by one unit the total number of units that the student must complete to earn that degree with that major.” Adding together all GE courses, all pre-requisites, major units, and general university graduation requirements totals 120 units (for most majors) for a native student. Majors that have a lot of units at the upper division level will be most affected.

While the discussion is about transfer students, the primary interest is in lowering the number of units to graduation.

Case studies of work that has been completed or is in progress were presented by the following faculty members:

Greg Simmons, Kinesiology
Deborah Roberts, Nursing
Scott Paynton, Communication
Rich Paselk, Chemistry.

Discussion:

- The community colleges will not be a part of the negotiation. The CSU will present recommendations to the community colleges.
- In order for this initiative to succeed, there needs to be some kind of agreement from the community colleges. Community colleges are fundamentally opposed to this. The enticement is in the latter part of Title 5, giving students who meet the requirements the highest priority in transfer. This will be more of an incentive in the larger urban areas where access is an issue.
- Are departments supposed to accept lower level courses from community colleges to fill upper division required courses? Or re-write curriculum?
- Potential impact to the budget looks like it could be harmful to HSU, since the campus does not have the access issues of larger urban campuses. This initiative would, in effect, lower FTES.
- This initiative is the same as the package previously discussed as 45/15. Is the idea that a student would be required to commit to a campus still included? The intent still is that students would have to commit to a major and a particular campus, to be eligible for highest priority.
- This is going to make changing your major almost impossible, in essence, going against the idea of shortening the time to degree.
- Making changes for a particular major may create a domino effect across disciplines. Need to investigate and think about different possibilities. This could cause

problems for CSU students who want to transfer.

- Changing financial aid packages for students may also have impact.
- Forward suggestions of names for faculty representatives to the Provost.

6. Resolution on University Space and Facilities Committee (#01-04/05-EX)

M/S (Eichstedt/MacConnie) to place the resolution on the floor.

Resolution on University Space and Facilities Committee
#01-04/05-EX - September 14, 2004

RESOLVED: That the Academic Senate of Humboldt State University recommends the establishment of a University Space and Facilities Committee and recommends that the proposed revisions to the committee membership and charge be forwarded to the President for implementation Spring Semester 2005.

University Space and Facilities Committee

Duties: Develop and coordinate recommendations for review through the University Executive Committee to the University President regarding all physical aspects of the campus. This includes, but may not be limited to, the assignment of space, building and renovation plans, alteration of the campus grounds, campus planning and design standards, and the prioritization of minor and major capital requests.

Chair: Director, Facilities Management
Type: University
Meetings: As needed

Membership: Provost/Vice President of Academic Affairs (or designee)
Vice President of Student Affairs (or designee)
Vice President of Advancement (or designee)
Auxiliary member appointed by the President
One staff representative appointed by the Staff Council
Chair, Academic Senate
Two faculty representatives, elected by the General Faculty,
serving 2 year, staggered terms
One student representative, appointed by the Associated Students
President
One student representative, recommended by the Resident Hall
Association and appointed by the Associated Students President

Nonvoting: Vice President, Administrative Affairs (*ex officio*)
Director, University Budget Office (*ex officio*)
Director, Information Technology Services (*ex officio*)
Arcata City Manager
Arcata City Council Liaison
Consultants and staff as needed.

RATIONALE: *The former Standing Committee on Space and Facilities existed as a subcommittee of the University Resource, Policy, and Budget Committee (URPBC) which no longer exists. During the summer of 2004, President Rollin Richmond issued University Executive Order P04-03 that determined the duties and membership of an Interim Space and Facilities Committee until the Academic Senate could pass a resolution on the establishment of a permanent University Space and Facilities Committee.*

The rationale in the resolution provides the background.

It was suggested by Chair Fulgham to add the Director of Plant Operations as a nonvoting member.

It was suggested by Chair Fulgham to add VP for Administrative Affairs as a voting member.

M/S/P (Coffey/Cheyne) to amend the resolution by adding the VP for Administrative Affairs to the committee membership as a voting member.

A friendly amendment was proposed to allow the Chair of the Academic Senate to designate an individual in his/her place, to read on membership roster as: Chair, Academic Senate (or designee). An additional friendly amendment was made to qualify the designee as a member of the Senate. There were no objections; motion was amended by general consent.

Correction to membership roster was requested: "One student representative, recommended by the Resident Hall Association ..." should read "One student representative, recommended by the Resident Halls Association ..."

It was clarified that members of the Resident Halls Association (RHA) must live in the Resident Halls. If the intent is to have a representative member of the RHA, then the statement should be to the effect that one student member of RHA, to be elected by RHA.

Original intent was to have two appointments from Associated Students. Need became clear that one should represent campus residents. As the official student voice, the Associated Students appoints all student representatives.

It was suggested that the type of committee should be changed to Administrative. Senate committees recommend policy to the Senate, Administrative committees make administrative recommendations to a particular administrator, and University committees do both functions. If this is meant to be a University committee, the language in the first sentence needs to be changed to: "Develops and recommends policy to the Academic Senate and coordinates administrative recommendations for review through the ..." It depends upon what the committee is supposed to do.

It was noted that if it is changed to an Administrative committee, the Senate would not

vote on the change.

M/S (Snyder/MacConnie) to amend the first sentence of the "Duties" to:

Develops and recommends policy to the Academic Senate and coordinates administrative (or implementation) recommendations for review through the University Executive Committee to the University President regarding all physical aspects of the campus.

It was suggested that the President be asked how he envisions the committee will function.

M/S (Cheyne/Dixon) to postpone the main motion to the next Senate meeting on September 28, 2004, in order to clarify the questions that have been raised. Motion passed with one No vote and three Abstentions.

The amended resolution reads:

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Vice President of Administrative Affairs (or designee)
Auxiliary member appointed by the President
One staff representative appointed by the Staff Council
Chair, Academic Senate (or designee from Academic Senate)
Two faculty representatives, elected by the General Faculty, serving 2 year, staggered terms
One student representative, appointed by the Associated Students

President

One student representative, recommended by the Resident Halls Association and appointed by the Associated Students President

Nonvoting:

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7. Diversity Plan discussion

Senator Eichstedt gave background information on the draft plan that the planning group has been working on for the past 2 ½ years. There was concern that the Academic Senate had not provided input, and that there was little faculty participation in the focus groups and other activities to collect campus input.

The plan includes eight goals with recommendations for specific action. There are certain pieces of the plan that directly faculty and attention needs to be paid to these areas.

In the context of the charts at the beginning of the report it was noted that HSU is the “whitest” campus, with the fewest students of color of any of the CSUs. The charts put HSU very closely in line with Sonoma and Chico, which are also rural campuses. There is a tendency for the rural campuses to have many have fewer students of color.

The expectation of Goal 3 is not to match the CSU system as a whole in terms of demographics; but to meet a reasonable expectation for our geographic area.

It was noted that Goals 6 and 7 might be of particular interest to the Senate.

Goal 1. Section C. Part of this came out of the work done with students on campus (focus groups and interviews across all of the colleges). Students expressed a desire to have such a course towards the beginning of their academic career; they are not feeling adequately prepared to go out into diverse workplaces.

Discussion:

- Did the committee discuss some of the traditional programs used by other campuses, such as Talent Search, Upward Bound, etc.? There is no mention in the draft plan of these kinds of programs. Given current budget cuts, the planning committee didn't include new programs that would require additional funding.
- It was noted that Talent Search is a federal grant and others are state grants with different grant-writing processes. Perhaps writing a grant is a goal that will need to be implemented. The campus lost its federal grant for Upward Bound, but other grants are in place on campus.
- Goal 7. Section D. requires a diversity plan to be submitted by units/departments. Guidance at a higher level is needed for this, as well as support. It was noted that earlier in the draft Plan an oversight committee is recommended that would train and provide models for departments to use in writing their plans. Funding support needs to be included as well.
- Implementation by Spring 2005 is a very short time frame. It was noted that since the plan was intended to be issued earlier than the current timeline, dates may need to be adjusted.
- Certain realities, such as the nature of different majors in terms of underrepresented groups, should be addressed in department plans.
- Clarification was made that the Diversity Plan is a discussion item and no action from the Senate is expected. The Plan will be part of the Strategic Plan; this discussion was to focus on it separately in hopes of moving forward with the finalization of the plan.

M/S/P (MacConnie/Paynton) to adjourn.

Meeting adjourned at 5:50 p.m.