

Chair Mortazavi called the meeting to order at 4:05 pm on Tuesday, May 5, 2009, Nelson Hall East, Room 201 (Goodwin Forum). A quorum was present.

Members Present: Arizzi, Bond, Cannon, Craig, Faulk, Flashman, Gleason, Goodman, Gunsalus, Haynes, Holschuh, Knox, Kornreich, Larson, Lether, Marshall, McElwain, Mortazavi, Moyer, Nordstrom, Perryman, Powell, Reiss, Richmond, Schwetman, Snyder, Virnoche, Zoellner.

Members Absent: Bolick-Floss, Butler, Cheyne, Rizzardi, Shaeffer, Pereira, DeBoer.

Proxies: Moyer for Harrington, Mortazavi for Thobaben, Reiss for Yarnall.

Guests: MacConnie, Burges, Mann, Schwab, Ryerson, Burkhalter, Souza, Glenn, Rouse.

Approval of Minutes from the Meeting of April 21, 2009

M/S (Zoellner/Bond) to approve the minutes of April 21, 2009 as written. Voting occurred and motion **PASSED** with 2 Abstentions.

Reports, Announcements, and Communications of the Chair

Chair Mortazavi distributed copies of a memo from the University Executive Committee containing a list of proposed agenda items for the Senate to consider for AY 2009/2010.

Senator Zoellner shared concerns regarding reports received from the ad hoc committee assigned to review department/unit RTP criteria and standards. As a chair of two departments, he submitted two documents which use essentially the same criteria and standards. One department document was accepted and one was rejected by the ad hoc committee. The ad hoc committee took six months to respond and has given departments only a week and a half (with a possible extension to the end of May) to respond. The Academic Senate needs to do something about this. The ad hoc committee has abrogated its responsibilities for properly judging these criteria and standards. The committee's exceptional inconsistency needs to be addressed.

Reports of Standing Committees, Statewide Senators, and Ex-officio members

President's Office (President Richmond): The President reported on recent activities. He attended an Executive Council meeting last week in Long Beach. The Chancellor has appointed a Dr. Jeri Echeverria to replace Gary Reichard, effective July 1. She was formerly the provost at Fresno State. Everyone was reminded of the special election on May 19 and encouraged to vote. The President has provided the deans with information about opportunities under the federal stimulus package. There are a number of opportunities and if anyone is interested in pursuing them, Dr. Elizabeth Ambose, in the Chancellor's Office has more information. A report was given on the development of an online education system for the CSU. If interested in

becoming involved in online programs that will be offered by multiple campuses, the deans have been given information to share.

The President attended a meeting of the Council on Ocean Affairs, Science and Technology and was pleased to see two HSU faculty members there also – Professors Hankin and Crawford. Both are involved in the coast initiative, which is a beginning effort to bring together the resources in marine sciences across the CSU.

The President spent yesterday in Sacramento with other CSU Presidents, the Chancellor and his staff, lobbying the legislators in regard to funding for the CSU system. There does not appear to be a Plan B if the May 19 propositions are not funded.

1. TIME CERTAIN: 4:10 – Presentation of Nomination for Outstanding Scholar of the Year

M/S/P (Zoellner/Larson) to go into executive session.

The Senate returned to open session.

M/S (Powell/Haynes) that we [the Senate] endorse the committee's [Advisory Board for Research and Creative Projects] nomination for Outstanding Scholar of the Year and that we thank them for their work.

Voting occurred and the motion **PASSED** Unanimously.

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

2. TIME CERTAIN: 4:15-4:30 – Open forum for the campus community (see Procedures for HSU Academic Senate Open Forum at www.humboldt.edu/~acadsen)

Senator Marshall shared a nine-minute long DVD, titled "Hope on the Range." Her stated query of the week is "why is range management important to HSU's vision and mission, especially in regard to environmental issues?"

According to the natural resources inventory, performed by the Natural Resources Conservation Service, 24% of the land area of California is classified as private grazing land. In addition, 40% of California's land area is federal land, and part of that is also grazing land.

There is significant funding available from extramural sources for which the department will be applying to for support. While on sabbatical, Senator Marshall will be pursuing a higher education challenge grant with colleagues at several other universities, for funding up to \$500,000, in hopes of being able to share educational resources among the dwindling range programs in the western United States. Another grant program is the Conservation Effect Assessment Program, funding up to \$650,000, to study the effect of different management practices on ecosystem function.

3. TIME CERTAIN: 4:30-4:45 – Update on Faculty Development and Center for Excellence in Learning & Teaching (CELT) – Professor Tasha Souza

Professors Tasha Souza (Communication/Faculty Development Coordinator) and Stephanie Burkhalter (Politics) shared information on the Center for Excellence in Learning & Teaching (CELT). The former Courseware Development Center and the Faculty Development Office have combined to establish CELT. The Faculty Development Committee, which works with CELT, is an ad hoc Senate committee. A handout was provided.

In addition to the 2-day new faculty orientation, a new faculty orientation seminar was developed this year. New faculty were expected, as part of their collateral duties, to participate in seminars throughout the year, enabling them to learn things as they needed them, rather than all at once in the beginning of the year.

CELT has offered over 50 events during the past year, with over 500 participants. For events that were evaluated, over 90% indicated that they found them valuable. Individual consultation for faculty on a variety of issues is provided and workshops are provided, both face to face and online. CELT is in the process of developing web resources and will be launching a larger web page presence before the Teaching and Learning Institute. The Teaching and Learning Institute, a one-day event, provides faculty with an opportunity to hear experts locally, without having to travel.

Currently, the Vice Provost is the administrator for CELT. However, a search for a Director of learning and assessment is underway and that this position will oversee all assessment and the staff at CELT.

Professor Burkhalter spoke about the changes in the Faculty Development Committee and the new enhanced faculty orientation and other activities for new faculty members. The centralization of support services for faculty and consistency of support has been extremely helpful. An online course for new faculty to help get them started before they come to campus is under development. It will be a 4-week course on Moodle that new faculty will have access to.

4. Approval of the Spring 2009 Graduation List [distributed electronically]

M/S (Moyer/Virnoche) that the Academic Senate of Humboldt State University accept the final graduation list for Spring 2009 and recommend the graduation of all persons whose names are on that list subject to the provision that any student whose name is on the list and who has not fulfilled the requirements for graduation, will have her or his name removed from the list and that student shall not graduate. Voting occurred and the motion **PASSED** Unanimously.

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

Reports of Standing Committees, Statewide Senators, and Ex-officio members cont.

University Advancement (Vice President Gunsalus): KHSU just finished a pledge drive, with an all time record of \$95,000. Underwriting is also up for the year, which is remarkable given the downturn in the economy. Those who are members of KHSU were thanked for their support. The campus received its 2nd charitable gift annuity. This is a planned gift, which is usually how the largest gifts to the university come in.

University Curriculum Committee (Chair Flashman): The UCC is continuing work on assessment issues and dealing with the liberal studies non-teaching program. Something will be coming out from the Vice Provost's office, requesting participation in a different liberal studies teaching scheme.

California Faculty Association (Chris Haynes): Senators were urged to vote in the special election on May 19. It was noted that the CSU administration and the CFA are on different sides of the issue.

Associated Students (Andrew Bond): Elections have been held and the new president will be Brandon Chapin and the new legislative vice president will be Beth Weissbart. It was noted that there was a good turnout for the election.

General Faculty (John Powell): A written report is included in the packet. Everyone was reminded to vote in the general faculty election on the ICC proposal and for ICC members.

Senator Schwetman gave a report as the chair of the Academic Planning Committee (APC). A memo was sent to area coordinators and department chairs regarding the post-prioritization document. A copy of the memo is included in the packet.

Senator Marshall expressed appreciation for Paul Mann's discussion series [on KHSU].

Chair Mortazavi suggested that the Senate take a five minutes recess, since the speakers for the next agenda item had not arrived.

It was suggested that it might be appropriate for the Senate to develop a statement regarding the ad hoc committee reviewing department/unit RTP criteria and standards.

- Several questions came up: who is on the committee, why are they taking so long, what role does the Senate have in this committee, i.e., who does the committee answer to, should the process be re-thought, and if/or, what would it take to re-think the process?
- The process was well-designed. The committee was supposed to ensure that the criteria and standards were not out of line with reality for those departments. The committee has overstepped its bounds. To deny programs their criteria and standards for reasons that are either inconsistent or trivial, and to say that criteria and standards are were insufficiently uniform, goes against the reasoning behind the development of department documents,

i.e., to have them tailored to the specific needs of the discipline. The committee overstepped its bounds and failed in its job and to get the job done on time.

- It would be good to have both sides in the room to discuss this. The committee should be reporting to the Senate on its activity.
 - What are the consequences, if any, of not meeting the deadline?
 - If the deadline is not met, then departments have to go through a fairly onerous three or four step process through a number of committees, to have their criteria and standards approved. It is unclear how the committee came to the conclusion that departments had only a week and a half to respond, especially when the reasons for rejection were so poorly described.
 - The committee was reminded by the Senate in the fall that their job was to simply review the criteria submitted by departments, not to write criteria and standards. From the beginning, the committee has exceeded its authority.
 - At the very least, the consequence of being rejected is that a shadow is cast over the criteria a department will be using for RTP. That is very serious.
 - According to information from two recent RTP workshops, even if documents are not officially approved, they may be included in candidate's RTP files as draft versions. The reason the committee is late in getting their comments back is that committee is comprised of members who are heavily involved in other campus activities. Since many of the comments were fairly minor, the committee felt they could be turned around in two weeks, and if not, they could be easily addressed in the fall. Rather than go back to the ad hoc committee in the fall, documents will go to the UFPC and the Provost for approval. It shouldn't be an onerous process.
 - It was stated that it is not correct to have the documents used in the RTP process before they are approved.
 - The Provost will discuss with the AVP for Faculty Affairs to clarify.
 - Concern was expressed because that the ad hoc committee is late in returning its feedback, there may be possible grievances. Other than prepare for the possibility of grievances, there isn't much that can be done at this point.
- 5. TIME CERTAIN: 4:50-5:10 pm – Cabinet for Institutional Change (CIC) – Mary Glenn, Phil Rouse, Dave Kornreich**

[CIC Governance Approach](#) (in packet)

[HSU Strategic Plan \(pp 205-206\)](#) (in packet)

["Report and Recommendations" from Task Group on Review of Campus Committees \(4/28/06\)](#) (online)

Senator Kornreich introduced Mary Glenn and Phil Rouse, members of the Cabinet for Institutional Change (CIC), who spoke about the work being done by the committee in the area of governance.

To date, they have been gathering information from individuals and groups on campus involved in the governance process. Based on feedback received, the CIC will make recommendations in the fall. The handout in the packet outlines the goals and the approach the CIC is taking. One of the main areas to be reviewed is committee structure. A survey will be sent out to committee chairs tomorrow. The committee is also reviewing the recommendations from the Task Group which reviewed campus committees and pp 205-206 of the HSU Strategic Plan.

If senators have additional feedback, it can be forwarded via email to Mary or Phil, or on the web page for Change at: <http://change.humboldt.edu/>. They will continue to meet with individuals and groups regarding concerns about governance.

Senators were asked, in an ideal world, is there anything you would change about the way governance happens on this campus. All suggestions and comments will be helpful, either now or via the web page later.

Discussion/Comments:

- How many groups have you met with so far, and will you continue meeting with groups next year? Most of the groups on the list have been met, and the rest have meetings scheduled. It will be continued in the fall, but the committee wants to wrap things up and have some recommendations by November 2010 at the latest.
- Where will the suggestions and recommendations for change be made, i.e., where will the questions be addressed? Will there be some kind of shared, collaborative means that change will occur under? Once a process has been developed, it will be vetted by the campus community and stakeholders. The CIC is working with existing governance groups and will not be invoking any change without going through those bodies. Changes will have to come through the governance bodies as they currently exist, just like any other policy. Proposed changes will be vetted campus-wide at a university level. Recommendations will be implemented; this won't be another exercise of just talking about change.
- It was suggested that the specific strategies in the HSU Strategic Plan be arranged in groups rather than individually and that the CIC analyze why all of the strategies in the Strategic Plan have not been implemented. There are few that have been implemented, and the time frame is now 5-6 years past. The analysis will illuminate the problems about shared governance. The analysis could include whether or not a strategy has an individual or group assigned as responsible for implementation or whether some strategies are too idealistic.
- Ideas will be put up on the web site for people who have not been able to attend sessions, etc. and so people can see which ideas are rising to the top, i.e., more frequently cited.

6. TIME CERTAIN: 5:10 pm – Seating of New Senators and Election of 2009/2010 Senate Officers and Two Members of the Senate Appointments Committee. Nominations will be taken from the floor.

Chair Mortazavi thanked the outgoing senators: Sondra Schwetman (CAHSS), Mary Virnoche (CAHSS), David Kornreich (CNRS), Susan Marshall (CNRS), Jane Holschuh (CPS), Mark Larson (Past Senate Chair), Val Arizzi (Staff Council), Andrew Bond (AS), Jennifer DeBoer (AS), Dominic Lether (AS), Sofia Pereira (AS).

Chair Mortazavi welcomed new senators for 2009-2010 and asked them to join the others at the table: David Heise (CAHSS), Jay Verlinden (CAHSS), Brandon Schwab (CNRS), Martin Flashman (CNRS), Eric Van Duzer (CPS), David Ellerd (CPS), and Debra Ryerson-Replogle.

Chair Mortazavi began the election process for Senate officers and members of the Senate Appointments Committee.

Chair Mortazavi called for nominations from the floor for the Chair of the Academic Senate.

M/S (Powell/Goodman) to nominate Saeed Mortazavi.

M (Reiss) to nominate Martin Flashman.

Chair Mortazavi declared the nominations closed. A vote was taken by secret ballot and Saeed Mortazavi was elected to serve as chair of the Academic Senate.

Re-elected Chair Mortazavi called for nominations for Vice Chair of the Academic Senate/Chair of the Faculty Affairs Committee.

M (Moyer) to nominate Bob Zoellner.

There were no other nominations. Bob Zoellner was declared the Vice Chair of the Academic Senate.

Chair Mortazavi called for nominations for the Secretary of the Senate/Chair of the Educational Policies Committee.

- If the Integrated Curriculum Committee (ICC) is approved, Senator Moyer will be the chair. If the ICC doesn't pass, Senator Moyer stated she would be happy to continue as the Chair of the Educational Policies Committee.
- There are some senators who are not here who have a great deal of experience in curriculum. It was suggested that senator Moyer be nominated and elected for now, so that there are senate officers in place. New members of the senate could be conferred with later to see if anyone would be interested in the position.

- The position needs to be filled before the summer, so the individual can participate in the formation and deliberations of the ICC over the summer.

M (Goodman) to nominate Cindy Moyer.

Chair Mortazavi declared the nominations closed and Cindy Moyer was declared the Secretary of the Senate.

Chair Mortazavi called for nominations for two members of the Senate Appointments Committee.

M (Moyer) to nominate Elisabeth Harrington.

M (Haynes) to nominate Dan Faulk.

There were no other nominations and Elisabeth Harrington and Dan Faulk were declared members of the Senate Appointments Committee.

The meeting was adjourned at 5:20 p.m.