

Chair VerLinden called the meeting to order at 4:03 pm on Tuesday, September 7, 2010, Nelson Hall East, Room 102 (Goodwin Forum). A quorum was present.

Members present: August, Altschul, Berman, Cheyne, Craig, Crowder-Fiore, Ellerd, Faulk, Flashman, Heise, Knox, Mortazavi, Moyer, Nordstrom, Powell, Reiss, Richmond, Shaeffer, Snyder, Van Duzer, VerLinden, Webb.

Members absent: Rizzardi, Tripp, Whitlatch.

Proxies: Reiss for Craig (1st half), Shaeffer for Goodman, Cheyne for Thobaben, Craig for Yarnall, Powell for Mola.

Guests: Hildreth, Kircher, Burges, Borgeld, Ayoob, Smith, Lee.

1. Approval of Minutes from the Meeting of August 24, 2010

M/S (Cheyne/Mortazavi) to approve the minutes from the meeting of August 24, 2010 as written. Voting occurred and **PASSED** with 1 no vote.

2. Reports, Announcements, and Communications of the Chair

Chair VerLinden announced proxies for the meeting and introduced Charlotte August, the new representative from Student Affairs. He shared the following announcements:

- There are still several faculty vacancies on committees, including additional senators needed on both the Faculty Affairs and Academic Policies committees. If the faculty values its representation on committees, then individuals need to be willing to serve.
- The Senate Executive Committee appointed Saeed Mortazavi to the position of Senate Finance Officer. It also appointed Bernadette Cheyne to serve on the Change Steering Committee.
- There will be an earthquake drill on October 21 at 10:21 am.

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

Academic Policies Committee (Van Duzer): The committee should have a resolution on the Service Learning Policy as a first reading for the next Senate meeting.

Faculty Affairs Committee (Knox): The committee has set up two different weekly meeting times, since not all members are available at the same time. It will post documents on the Senate SharePoint site. Another senator is needed to serve on the committee.

Statewide Senate (Cheyne): The first plenary is next week.

4. Consent Calendar – There were no consent calendar items.

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

The first speaker, Senator Van Duzer, shared the following via PowerPoint:

- PREMISE, HSU's primary mission is the provision of education; and
- PREMISE, the available research concludes that the quality of education is one of the two most important attributes in attracting students and their parents; and
- PREMISE, HSU currently lacks an analysis of how recent changes in GE have affected the pedagogy, rigor and student experiences therein; and
- PREMISE, the Academic Senate is charged with advising the president & promoting academic excellence; and
- PREMISE, WASC has specifically called for ongoing assessment of academic programs including GE; and
- PREMISE, HSU has a low cost, readymade and validated instrument to collect comparative data on the effects of recent changes to the common GE curricular core; therefore

CONCLUSION: the Academic Senate should request that the Institutional Research staff work with the senate to conduct a follow up study using the existing GE instrument in ways that produce data that can be validly compared with the data from 2006 to illuminate some of the consequences of changes in GE.

The GE survey which was done in the spring and fall of 2006 is an instrument that gets at core issues around academic rigor. He concluded that the university has an obligation to use this data and this is a unique opportunity to run the survey again and have comparative data.

Discussion:

- There needs to be a control for variables and changes not related to the budget.
- In the past, NSSE results had suggested that HSU courses were less-rigorous than some of HSU cohorts in the CSU system and this was the context of the original survey. Rigor was an issue before the budget problems.
- It was suggested that the proposal be placed in resolution form and brought back to the Senate.
- Rigor is a means to an end; measuring rigor is not the same thing as measuring outcomes. This would not move HSU forward on assessing learning outcomes for students. A site rigor survey was done and WASC agreed it was not outcomes assessment.
- If HSU had good outcomes data, it could be used in conjunction with this data; but the outcomes data does not exist.

The second speaker, Senator Flashman, spoke on diversity at HSU and the academic calendar. The academic calendar has traditionally ignored different religious beliefs and traditions in

terms of scheduling. He reminded the members of the senate, the faculty, and the administration that the campus has a diverse religious population. The coming week is an important holiday in the Jewish faith and faculty were asked to be cognizant of this and allow students to make up any work they may miss due to religious observances.

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

Integrated Curriculum Committee (ICC) (Moyer): A number of items will be on the Consent Calendar for the next Senate meeting. The ICC is creating a task force to complete the new program planning process document. A draft will be circulated for revision and feedback.

Associated Students (A.S.) (Rodriguez): The A.S. is holding an emergency meeting tomorrow; it is still having trouble filling positions on the council. It will hold a retreat this weekend which will include orientation, etc.

6. TIME CERTAIN: 4:30-4:45 – Update on Faculty Development (CELT) and Assessment Activities (Sonya Hildreth, Director of Learning Assessment)

Sonya Hildreth, HSU's new Director of Learning Assessment introduced herself and described some of the reorganization activities in the Center for Excellence in Learning and Teaching (CELT). She will be overseeing the expanded CELT group which now includes the Service Learning Center, the Office of Assessment, and the Faculty Development Office.

She has been listening and learning about HSU. Efforts are underway to implement many of the strategies and tactics outlined by the recent WASC accreditation process. There is a need to set up structures to make the assessment process less-arduous and more transparent. She is taking a 'targeted' approach, i.e., working with departments and faculty rather than setting up broader and generalized workshops. Assessment is a tool to support the larger purpose of educating students. Assessment is "intentionally paying attention to what we're doing."

On September 21, 10-11 am in Nelson Hall West, Room 244, a Webinar on "Embedded Assessment" will be presented. It is sponsored by the Chancellor's Office. Information will be sent out via UNotices.

Questions and comments:

- Assuming that assessment will be done this semester, faculty need some direction – there is confusion about what templates to use, etc.

Response: There are different levels of assessment. The Learning Assessment office Course doesn't need to be involved with assessment done by the individual faculty member. For program-level or GE assessment, there are templates in place that academic departments have used in the past. Those templates should continue to be used. Existing structures need to be reviewed and changed as necessary; but the process doesn't stop, it will keep going. A structure for the flow of information and reporting of data will be developed. Departments are encouraged to send their templates to: sonya.hildreth@humboldt.edu.

7. TIME CERTAIN: 4:45 – News and Updates from ITS (Anna Kircher, Chief Information Officer)

Anna Kircher, CIO, gave an overview of a number of projects currently underway. The projects were selected based on current university priorities:

- 1) A pilot test on a Virtualized Lab (VLab) was successful last spring and funding has been secured to start a small-scale VLab: a system that allows access to software through the web. The VLab will allow students to work with software (previously available only on campus through the computer labs) on their own time and in their own space.
- 2) Web conferencing tool package – a pilot test will be run using an IP based version of face to face synchronous meeting software. Students like the fact that the meeting can be archived. Once hardware is in place for archiving and streaming, the campus will be halfway to having the ability to provide captioning.
- 3) ITS is working with the committee on time to graduation and early intervention to help select the software component.
- 4) There are thirteen new smart classrooms on campus this year.
- 5) ITS is doing a small project with Financial Aid with “Document Management,” a software that tracks forms electronically and is designed to make business processes more efficient and user-friendly.
- 6) In January a new front end to the data warehouse will be introduced to replace Hyperion. The new package is called “Business Intelligence.” Both systems will be in place until everyone is ready to move over to the new software. The new software can create ‘dashboards’ for monitoring data on a daily basis.
- 7) The wireless bandwidth on campus has been increased.
- 8) ITS has been reorganized to put more emphasis on the HELP desk, which is now called User Services, and more resources are being put into that area.
- 9) The Cabinet for Institutional Change (CIC) has asked ITS to look at a campus-wide event calendar and it has been narrowed down to a couple of choices. It is hoped it will be available by next spring.
- 10) Google Apps (email and calendaring) will be brought up in January, 2011.

Questions/Comments:

- Will there be a restriction on the number of people using software at the same time in the VLab? Answer: It will depend upon the terms of the different software licenses.

- Will there be electronic signatures with the new document management software?
Answer: There could be. There is a difference between an electronic signature and a digital signature. A determination needs to be made as to which one is required for different circumstances. Digital signatures require extra work.

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

Staff Council (Crowder-Fiore): There is a vacancy on the Staff Council; faculty were asked to forward names and/or encourage staff to consider serving. Staff Council is also looking for someone to serve on the expanded Faculty Affairs Committee. The Council meets on the second Tuesday of the month, from 10:30-noon. An election process was set up last spring; but unless there are a lot of nominations, the Council will approve a nomination to fill the vacancy.

Senate Finance Officer (Mortazavi): At the Provost's Council meeting, it was reported that \$75,000 of unrestricted money was given to the Provost by University Advancement. The money will be distributed to the three colleges. There was also a discussion of restructuring the Provost's Council, which might change the faculty membership on the Council.

Academic Affairs (Snyder): Provost Snyder shared information on the recent changes in the Sponsored Programs Foundation (SPF) which were necessitated by problems with cash flow. Indirect costs are not enough to offset the Foundation's need for cash flow. In addition, there is a need to move the bulk of the trust accounts into state-wide accounts. There is a question of whether or not the Foundation, as an auxiliary, should be self-supporting. Consideration is being given to moving SPF over to the state-side so it can be better supported. The Provost will be talking with the SPF Board and others over the next few weeks.

Questions/Comments:

- Will University Advancement go back into SPF? No, the funds have to be separated and what has been done in the past is no longer allowed.
- SPF is also struggling with a number of compliance issues and workforce and personnel will have to be shifted as a result.
- What is the hit to university's budget? Personnel costs and reimbursed services will be ca. \$8-9,000.
- What are downsides of making SPF state-side? It is a financial investment for the campus and there are huge Human Resources issues and considerations.
- It was noted there have been a number of customer-service challenges which need to be fixed.
- Will other auxiliaries be going state-side as well? It will be looked into; this is working through the CSU system. There are no other specific changes on the horizon right now.

The Provost provided a handout with enrollment data for “Undergrads” (p.1) and “All Students” (p. 2). The data was discussed and it was noted that enrollment is up this Fall, despite the fact that there were no admissions last Spring.

Questions:

- How will impaction be managed? VP Webb responded that it will be a combination of raising the standard and determining how many students HSU wants. Students from the local areas (Mendocino, Del Norte, Trinity, and Humboldt) will not be affected. VP Snyder stated that preliminary data shows impaction will not affect diversity.
- There is a desire to increase the number of transfers to around 1,000. A decision hasn't been made yet on whether or not applications will be open for Spring. Currently, applications are being accepted and held.
- The CSU left the IMPACT project and set up its own project for matriculating transfer students. Are campuses providing feedback to the Chancellor's Office (CO) or waiting for the CO to take action?
- SB 1140 will probably pass and it is hoped that the faculties in the CSU and Community College systems can work it out together. It needs to be worked out at the system-level. The ASCSU will be working on the implementation.

Student Affairs (Webb): A free pertussis vaccine clinic will be held next week in the Kate Buchanan Room for students, staff, faculty, and community members. The Tdap vaccine includes tetanus, diphtheria, and pertussis (whooping cough).

President's Office (Richmond): A group of students has enrolled HSU in a national energy-saving contest. As of the end of August, there was still \$365 million dollars in the State budget for higher education. Campuses have been told that the State has been given federal stimulus money which will come to the CSU. This is \$1.6 million dollars and is one-time money. It is likely the State will be without a budget until after the election and will be issuing IOU's.

In terms of consequences of the budget on enrollment – the Chancellor has said he will penalize campuses for exceeding enrollment targets. It is likely that the CSU will be admitting additional students, but the situation is still ambiguous.

The CSU is working with the UC to coordinate budget requests for 2011/2012 that focus on: restoring the base (a priority), mandatory cost increases, compensation increases (ca. 3%), and enrollment growth (2.5%). The total request is ca. \$400 million dollars for 2011/2012.

The President called the Senate's attention to reports on “Trends in College Spending.” The reports on spending in higher education are available online at: http://www.deltacostproject.org/analyses/delta_reports.asp . Data can be downloaded from the web site. Senate members were encouraged to look at the reports.

M/S/P (Van Duzer/Powell) to have a straw poll of senators to determine if Van Duzer should bring a resolution to the senate on whether or not to move forward with the GE survey.

After some discussion, voting occurred and motion **PASSED** with 1 Abstention.

After various comments and discussion on the GE survey and the purpose of the resolution, a straw poll on the question of whether or not Van Duzer should draft a resolution for the senate was taken.

A majority of senators voted yes (no vote count was taken).

Chair VerLinden adjourned the meeting at 6:00 pm.