

Chair VerLinden called the meeting to order at 4:04 pm on Tuesday, April 26, 2011, Nelson Hall East, Room 102 (Goodwin Forum). A quorum was present.

Members Present: Altschul, Berman, Blake, Cheyne, Ellerd, Faulk, Flashman, Goodman, Heise, Knox, Madar, Mortazavi, Moyer, Powell, Rizzardi, Snyder, Tripp, Van Duzer, Yarnall.

Members Absent: August, Craig, Crowder-Fiore, Nordstrom, Richmond, Rodriguez, Shaeffer, Whitlatch.

Proxies: Powell for Mola, Cheyne for Thobaben, Moyer for Reiss, Powell for Heise, Wilyer for Kelly.

Guests: Burges, Mullery.

1. Approval of Minutes from the Meeting of April 12, 2011

M/S/P (Cheyne/Powell) to approve the minutes of the meeting of April 12, 2011 as written. Motion **PASSED** with 1 Abstention.

2. Reports, Announcements, and Communications of the Chair

Proxies were announced. Chair VerLinden gave the following announcements:

- President Richmond is out of town today.
- The final Academic Senate meeting will be next Tuesday, May 3, from 4-5 pm in Goodwin Forum. Following the meeting there will be a reception hosted by President Richmond to which members of the Senate have been invited.
- The Senate needs to elect a Senate Vice-Chair/Chair of the Faculty Affairs Committee for Fall 2011. The election will be held at the last Senate meeting next week. Senators were encouraged to consider self-nominating or nominating a colleague. The position carries 3 WTUs for the semester.
- Sean Craig has been appointed to the Enrollment Management Committee.

Chair VerLinden also reported on a one-day conference he attended at Northridge on "CSU: the Next 50 years."

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

Academic Policies Committee (Van Duzer): The Committee has begun reviewing the Distance Education Policy and will be soliciting feedback from the campus. It is finishing its work on the policy on minors and should have something for the next Senate meeting.

Faculty Affairs Committee (Knox): The Committee is working on getting the word out about the upcoming General Faculty vote on the University Senate proposals.

Chair VerLinden recommended that at least one senate representative from each college send a message to constituents encouraging colleagues to vote.

There was brief discussion about the document produced by the Faculty Affairs Committee, titled "Voters' Guide." It was clarified that it is an informational guide produced by the Committee, providing a list of strengths and weaknesses for consideration of the proposed governance changes. There was agreement to change the name and call it an "Analysis" rather than a voters' guide.

Statewide Senate (Cheyne): There are two resolutions on the agenda from the Statewide Senate. There will be a referendum on the statewide senate constitution; an amendment has been proposed to include a charge to oversee academic freedom. It will be included on the the next HSU General Faculty election ballot.

General Faculty (Powell): There is an election for the University Faculty Personnel Committee underway. Faculty were encouraged to vote and to remind colleagues to vote. The General Faculty election to be held next week will be done electronically.

Integrated Curriculum Committee (Moyer): In the process of following up on the Guidelines for Minors approved by the Senate, it was discovered that there are some minors listed in the HSU Catalog that are termed 'options' under another minor. These are being corrected and will be forwarded via the Consent Calendar. The Committee has begun discussing criteria for co-scheduled courses (UG/Grad) and has received a draft proposal on GE assessment from the Subcommittee on Program Planning and Assessment for review.

Q: Does changing the option under a minor to a minor change the calculation of minors at HSU? A: The various ways of counting minors was explained.

Q: How well does the ICC think it is doing in terms of improving communications with departments? A: When a proposal is sent to the ICC, it is scanned as soon as possible and the department is sent a form email with the OAA number assigned to the proposal. The number can be used for future inquiries. When the Academic Senate approves curriculum items, an email is sent to department chairs notifying them of the approved items.

Associated Students (Wilyer): Only 962 students voted in last week's election; it was a very weak voter turnout. A run-off for the AS President will be held next week. Faculty were asked to encourage students to vote. The AS passed two resolutions at its last meeting; they will be forwarded to the Senate.

4. Consent Calendar (ICC items)

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

10-332: BA 250: Financial Accounting: Change C-class from 3 units C-4 and one unit of C-13 to 4 units C-4 because class is currently taught as 4 contact hours of discussion/lecture/participation. This change reduces the WTU from 4.3 to 4.0.

10-333: ENGR 333: Fluid Mechanics add Math 210 as a pre-requisite (to correct the earlier error in which Math 210 was removed from the pre-requisite chain by the removal of ENG 333 as a pre-req.)

10-334: ENGR 299: Directed Study – new course proposal creating a directed study course appropriate for lower-division students

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

There were no speakers for the open forum.

6. Continued Discussion of Motion on the floor:

M/S (Powell/Goodman) that the Senate approve and adopt the “Humboldt State University Academic Senate Statement of Principles and Priorities Regarding Budget Allocations and Reductions.”

Humboldt State University Academic Senate
Statement of Principles and Priorities
Regarding Budget Allocations and Reductions

The Humboldt State Senate endorses the following values which should guide decisions in the face of looming budget reductions and re-allocations. Our primary goal over the next several years should be to maintain as stable an environment as possible in order to assure that the fundamental academic mission and goals of the University can be sustained. These values are offered in hopes that their incorporation in policymaking will contribute toward harmonious processes and widely-accepted decisions. We should maintain academic quality, conserve our human resources, and scrupulously follow an open and consultative budget process.

ACADEMIC QUALITY

- Give priority to maintaining educational quality and to sustaining the best possible educational experience for students.
- Protect the capacity of the university community to engage in original scholarship and creative activity.
- Preserve strategic planning and consider long-term implications of all decisions.
- Clearly articulate relationships and costs when balancing among quality, access, and resources.
- Serve student needs with particular attention to those currently enrolled.
- Ensure that enrollment is consistent with available resources.

HUMAN RESOURCES

- Affirm that the University *is* its faculty, staff, and students.
- Give careful consideration to the human cost of budget reductions, and ensure that people are valued and treated with respect.
- Ensure that effective efforts are made to maintain the diversity of students, faculty and staff.
- In the event of substantial budgetary reductions, and after all other avenues have been exhausted, if faculty and staff reductions become necessary, make use of attrition through retirement and resignation rather than layoffs as much as possible.

BUDGETARY PROCESS

- Keep the University budgetary process open and inclusive of all constituencies. Regularly communicate budget news before on-campus decisions are made, with increasing details as the budget year approaches. Draw upon the widest range of expertise the campus community has to offer. Given that making budgetary reductions in response to system directives may be particularly difficult and may have to be done quickly, plans should be agreed for consultation on short notice. Meet with all available Senate members during summers before making decisions if those decisions cannot wait for the beginning of the academic year.
- Maintain multi-year budgeting, including suspending but not eliminating programs if necessary until better budgetary times.
- Proposals for new programs, offices, administrators, or new configurations of existing programs should be brought to the Senate for full discussion.

The Senate recognizes and appreciates the efforts taken to educate and inform the campus, to consult with various constituencies, and to plan for future contingencies. We encourage continuation of these efforts.

Discussion:

Third (and final) bullet under “Budgetary Process”: “Proposals for new programs, offices, administrators, or new configurations of existing programs should be brought to the Senate for full discussion.”

- Q: What does this mean exactly? Is it only within a budget reduction process? A: The language was taken from a CSU Long Beach document; it may need additional language to clarify that proposals should be of a minimum size before being brought to the Senate.
- The statement comes across as partisan; for example, it doesn’t include adding new staff or faculty. It doesn’t seem to be in the spirit of the proposed university senate.
- Often the Senate does not have information on new positions that are added to other parts of campus which have an effect, in terms of budgetary consequences, on Academic Affairs.
- If a vice president wanted to change the reporting relationship of a staff member in an office within the division, would something that minor need to come to the Senate? This would not be very manageable.

M/S/P (Cheyne/Powell) to remove the third bullet under “Budgetary Process.”

Discussion:

- The first bullet includes all that is needed; it covers the big picture. The last bullet is not needed.
- The entire document could use some finer work; it might be better coming from a committee.
- The bullet was added based on feedback and concerns expressed, but it should be removed.

- The loss of faculty positions and increase in staff positions on campus is an example of why the language should not be removed. If the Senate is going to be asked to make decisions due to financial constraints, it is important to recognize that those financial constraints are being felt equally in different places.
- Reallocations don't need to come to the Senate. Additions and proposed new budget lines should come to the Senate. The wording needs to be more precise.
- It was suggested that only the wording "or new configurations of existing programs" be deleted.

M/S/P (Powell/Yarnall) to end debate and vote immediately. Motion **PASSED** with 13 Yes votes, 3 No votes, and 3 Abstentions.

Voting on the amendment to strike the third bullet under "Budgetary Process" occurred and **PASSED** with 2 Abstentions.

Discussion continued on the main motion:

One of the concerns that prompted this document was to have something in place from the Senate before the summer break begins. It would be a mistake to put this off until the Fall.

It was clarified that the document is not a policy – it is a statement of principles. It is an expression of the view of the Senate and will not be forwarded to the President as a policy.

Last bullet under "Human Resources": In the event of substantial budgetary reductions, and after all other avenues have been exhausted, if faculty and staff reductions become necessary, make use of attrition through retirement and resignation rather than layoffs as much as possible.

The bullet deals with contract issues which are outside the purview of the Senate.

M/S/P (Flashman/Cheyne) to strike the fourth and final bullet under "Human Resources."

Discussion:

- The motion is not needed; it does not interfere with contractual matters.
- The campus already makes use of "attrition through retirement and resignation" – does this mean people will be encouraged to retire?
- The floor was yielded to AVP Mullery who responded to questions about bargaining language and layoff. There are two separate reasons for layoffs: program discontinuation and budget. The language does not belong in a Senate document.

Voting on the amendment occurred and it **PASSED** with 1 No Vote and 3 Abstentions.

Voting on the main motion, as amended, occurred and **PASSED** with 2 Abstentions. The amended statement reads:

Statement of Principles and Priorities
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- Maintain multi-year budgeting, including suspending but not eliminating programs if necessary until better budgetary times.

The Senate recognizes and appreciates the efforts taken to educate and inform the campus, to consult with various constituencies, and to plan for future contingencies. We encourage continuation of these efforts.

7. Resolution on Prerequisite Grade List (#24-10/11-APC) – Second Reading

Resolution on Prerequisite Grade List

#24-10/11-APC (Second Reading) – April 26, 2011

RESOLVED: That the Academic Senate of Humboldt State University recommends to the President that the Registrar (or designee) generate a list of students' grades earned in prerequisite courses each semester and make that list available to the Department

Coordinators by the first week of each semester's classes for faculty teaching the subsequent courses; and be it further

RESOLVED: That the Academic Senate of Humboldt State University recommends that faculty will have the authority to drop students from their course prior to the posted census date if the students have not successfully completed the prerequisite courses with the required grade. Any student dropped by the instructor during this period will be notified. A student who wishes to be reenrolled in a course from which they have been dropped must receive a permission number from the instructor and reenroll in the course prior to the semester census date.

***RATIONALE:** Faculty need to have a list indicating whether students have earned a grade exceeding the published standards in prerequisite courses in order to manage their classes appropriately. Enforcement of published minimum grade requirements in prerequisite courses should improve overall student performance by preventing students from enrolling in courses where they lack adequate preparation.*

There was no discussion. Voting occurred and Resolution #24 **PASSED** with 1 No vote.

8. Resolution on Establishing Program Currency Requirements Policy (#26-10/11-APC) – Second Reading [distributed electronically]

Resolution on Establishing Program Currency Requirements Policy

#26-10/11-APC – April 26, 2011 – Second Reading

RESOLVED: That the Academic Senate of Humboldt State University recommends to the President that academic programs be allowed to establish currency requirements for their major's courses limiting the number of years that a course can be counted towards the degree. In accordance with Title 5, all courses taken within seven academic years of the date of graduation will be considered current for purposes of the major. Programs may identify specific courses that will not be considered current if they were completed eight or more academic years from the date of graduation. Year limits may be waived by the department with documentation of currency using established methods (e.g., exam, portfolio, review of resume and work experience, etc.). Currency requirements must be published in the HSU Catalog to be applied.

***RATIONALE:** Currently, there are no limits on how long an undergraduate course can count for graduation in a major. Today, a student can complete a course in a major, leave for twenty years and return with the right to count the course in meeting the requirements of the major. While this may be reasonable for particular courses, it may not be appropriate to award a degree in a fast changing field when such courses are out of date.*

This policy is permissive: it allows programs to establish appropriate time limits that a major's course can be counted towards the degree, but does not require programs to do so. In addition, programs are allowed to establish criteria and procedures for establishing currency, allowing otherwise out of date courses to satisfy major requirements. The policy will be implemented by the Office of the Registrar.

Discussion:

There was confusion as to what the resolution addresses, i.e., courses versus individual students, etc. It was clarified that it addresses courses that are required by the major and that it is permissive, not required.

M/S/P (Mortazavi/Knox) to waive the rules so that new agenda items may be taken up after 5:29 pm.

M/S/F (Moyer/Mortazavi) to send the resolution back to the Academic Policies Committee.

Discussion:

- The Senate can complete this today if everyone will just consider that the resolved clause is talking about courses, not individuals, and that it is permissive, not required.
- This is just giving departments the opportunity to provide guidelines to students; it is not anticipated that many departments will use it.
- The initial request about this matter was in regard to setting time limits for students who leave the university and come back after several years and want to graduate.

Voting on the motion to send the resolution back to committee occurred and **FAILED** with 1 Yes vote.

Voting on Resolution #26 occurred and **PASSED** unanimously.

9. **Approval of the Spring 2011 Graduation List** [electronically]

M/S/U (Yarnall/Faulk) that the Academic Senate of Humboldt State University accept the final graduation list for Spring 2011 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 (Yarnall/Faulk) to make this an emergency item for immediate transmittal to the President.

10. **Support of Academic Senate of the California State University (ASCSU) Resolution AS-3010-11/FA/FGA/AA: Condemnation of the Suspension of the Faculty Senate at Idaho State University (#30-10/11-EX) – First Reading**

M/S (Cheyne/Faulk) to place the resolution on the floor. Senator Cheyne provided background information. The ASCSU resolution was passed unanimously.

**Support of Academic Senate of the California State University (ASCSU) Resolution
AS-3010-11/FA/FGA/AA: Condemnation of the Suspension of the Faculty Senate at
Idaho State University**

#30-10/11-EX – April 26, 2011 – First Reading

RESOLVED: That the Academic Senate of Humboldt State University (HSU) offers its strong and unequivocal support of the attached ASCSU Resolution AS-3010-11/FA/FGA/AA: Condemnation of the Suspension of the Faculty Senate at Idaho State University; and be it further

RESOLVED: That the Academic Senate of HSU add its voice to that of the ASCSU in expressing its solidarity with the faculty of Idaho State University in challenging administrative actions that it believes will compromise its academic mission and responsibility to its students; and be it further

RESOLVED: That copies of this resolution be transmitted to the Idaho State Board of Education; the Idaho State Legislature; the faculty at Idaho State University; the CSU Board of Trustees; the CSU Chancellor's Office; CSU Campus presidents; CSU Campus provosts/Vice Presidents of Academic Affairs; the CSU campus senate chairs; and the ASCSU.

***RATIONALE:** In responding to the February 17, 2011 suspension of the Faculty Senate at Idaho State University by the Idaho State Board of Education, the ASCSU makes a strong and compelling stand for faculty rights and shared governance, and against retaliatory acts intended to limit and stifle the faculty voice. The HSU Academic Senate adds its voice to that of the ASCSU in condemning such acts and in supporting the faculty at Idaho State University.*

M/S/P (Faulk/Yarnall) to waive the 2nd reading, with 1 No vote.

Voting on Resolution #30 occurred and **PASSED Unanimously.**

**11. Endorsement of Academic Senate of the California State University (ASCSU) Resolution
AS-3021-11/FA/FGA: Support for Public Employees and Collective Bargaining (#31-10/11-
EX) – First Reading**

M/S (Cheyne/Goodman) to place the resolution on the floor.

**Endorsement of Academic Senate of the California State University (ASCSU) Resolution
AS-3021-11/FA/FGA: Support for Public Employees and Collective Bargaining**

#31-10/11-EX – April 26, 2011 – First Reading

RESOLVED: That the Academic Senate of Humboldt State University (HSU) offers its strong endorsement of the attached ASCSU Resolution AS-3021-11/FA/FGA: Support for Public Employees and Collective Bargaining; and be it further

RESOLVED: That copies of this resolution be distributed to the Governors of Wisconsin, Ohio and Indiana; the Wisconsin State Legislature; the Faculty Senates of the University of Wisconsin; Office of the Governor of the State of California; the CSU Board of Trustees; the CSU Chancellor's Office; California Faculty Association; and the ASCSU.

***RATIONALE:** The HSU Academic Senate adds its voice to that of the ASCSU in supporting the college and university faculty whose collective bargaining rights have been threatened by the legislatures in Wisconsin, Ohio, Indiana and other states. In addition, it reaffirms the ASCSU rationale which offers compelling arguments regarding the importance of collective bargaining in preserving academic freedom and shared governance.*

Senator Cheyne provided background on the resolution. While the statewide senate resolution did not expressly request campus senate to take action, Senator Cheyne felt it worthwhile to bring before the HSU Senate. It did not pass unanimously at the statewide senate. There were concerns that it is a union matter not a senate matter. But many felt that because of the role of collective bargaining in preserving academic freedom and shared governance, it is also a senate matter.

M/S/P (Powell/Faulk) to waive the 2nd reading. Motion **PASSED** with 1 No vote.

Voting on Resolution #31 occurred and **PASSED unanimously**.

M/S/P (Mortazavi/Faulk) to make the final two resolutions emergency items for immediate transmittal to the President. Voting occurred and **PASSED** with 1 Abstention.

Chair VerLinden reminded everyone about the 1-hour Senate meeting next Tuesday and the reception following at Baywood.

Meeting adjourned at 5:38 pm.