

Chair Van Duzer called the meeting to order at 4:03 pm on Tuesday, February 12, 2013, in Nelson Hall East, Room 102 (Goodwin Forum). A quorum was present.

Members present: Abell, Alderson, Aronoff, Blake, Bruce, Dye, Ercole, Eschenbach, Eschker, Fulgham, Gold, Lapiz, McElwain, Marschke, Moyer, Ortega, Pierce, Saner, Shaeffer, Snyder, Thobaben, Van Duzer, Virnoche, Yarnall, Zerbe.

Members absent: Johnson, Lopes, Richmond, Shellhase, Young.

Proxies: Lutwen for Henderson, Bruce for August.

Guests: Goodman, S. Smith, Burges, Webley, Ayoob, Mullery, Grenot.

1. Announcement of Proxies

2. Approval of and Adoption of Agenda

M/S/P (Gold/Marschke) to approve and adopt the agenda.

3. Approval of Minutes from the Meeting of January 29, 2013

M/S/U (Gold/Dye) to approve the minutes from the meeting of January 29, 2013, as written.

4. Reports, Announcements, and Communications of the Chair

Chair Van Duzer invited everyone to another theatre night sponsored by the General Faculty and the Department of Theatre, Film and Dance. It will be a sneak preview of a translation of Moliere's *Misanthrope*, directed by guest director Michael Fields from Dell'Arte. Following the performance, Michael Fields will lead a discussion for those who wish to stay.

5. Reports of Standing Committees, Statewide Senators, and Ex-officio Members ([Written reports](#) are included in the e-packet)

Appointments and Elections Committee (Alderson): Discussion is underway regarding election of senate officers as well as next year's general senate elections. There is a need to move elections forward, especially for those who get release time, and also to accommodate changing course scheduling deadlines.

Campus Climate Committee (Gold): The Committee meets the 2nd and 4th weeks of the month, as needed. Phil Rouse will follow-up on the CSU system-wide climate survey to find out what the planned dates are and whether or not individual campuses may add campus specific

questions to the system-wide survey. The idea of planning one or more parties was discussed and committee members did not support the idea of the committee taking on this task.

University Resource and Planning Committee (Snyder): The Committee will need to decide on a process for setting priorities for funding. It will be considering whether or not to propose a flat budget for next year (e.g., minimizing base budget augmentations and using one-time funding for special requests).

Associated Students (Lutwen): Associated Students (AS) passed a resolution supporting a student-led initiative to implement the carpooling service “ZimRide” at HSU. Work has begun on the upcoming elections. Three projects underway include a training website, a food pantry for students on campus, and videos to help make the upcoming elections more accessible for students.

HSU Labor Council (Saner): Plant Operations staff have been meeting with new Associate Vice President for Facilities, Traci Ferdolage, to discuss developing better communications among staff and plans for changes in the organization that are underway.

6. Consent Calendar from the Integrated Curriculum Committee (ICC)

The following Consent Calendar item was approved without objection:

12-219: MUS 107M: Intermediate Orchestra – Delete course.

7. TIME CERTAIN: 4:15-4:30 PM – Open Forum for the campus community

There were no speakers for the Open Forum.

8. TIME CERTAIN: 4:30-4:45 PM – Question and Answer Session with the Vice President Peg Blake

Vice President Blake provided a handout and reported on areas of current focus in the division. She noted several key personnel changes, including four vacant positions (staffed with “acting” personnel) for which searches will be underway. The positions are Associate Vice President for Enrollment Management, University Registrar, Director of Financial Aid, and Director of Admissions. She has hired a search firm to help with the hiring of the next AVP for Enrollment Management and hopes to have candidates on campus for interviews by mid-March. When the new AVP is in place, searches for the positions that report to the AVP will begin. It is hoped that all positions will be filled and personnel in place by Fall 2013. In addition, the Director of Housing is retiring.

The university is purchasing a product called MAP-Works to be used with the Early Alert System. The software uses predictive analytics to provide indicators of a student’s potential success, etc. and provides a way to communicate with students and other multiple entities

across campus. The system will be implemented this summer for all freshmen and will be rolled out for advisors for Fall 2013. Protocols will be established through extensive consultation and process imagining. The product has been proven to be a very successful retention tool on other campuses.

- It was noted that lecturer faculty have not had access to DARS and it would be nice to make sure this system was available to lecturer faculty.

The first year cost is \$67,000 (for implementation, consultation, and training) and the ongoing annual cost is \$35,000 (for all freshmen and sophomores).

Student Affairs is undertaking a Marketing Demand study, which is the formal process to satisfy the Chancellor's Office (CO) that additional student housing is needed. It is expected that there will be a 2nd phase of the College Creek apartments built in 4-5 years (to be located where Plant Ops currently is).

- There will be a Grand Opening of the Recreation and Wellness Center on Friday, February 22. A comment was passed along that students have noted a lack of signage on the building.

The Children's Center has expanded and is now managing the Arcata children's center (an additional 24 pre-school age children). There are 160 children on the waiting list.

- Two suggestions were made: 1) the campus needs to be considering child care for faculty as well as for students and staff, and 2) thought might be given to having observation areas for Child Development students.

Improvements have been made to MyHumboldt and it is getting closer to where it needs to be for students. Development for the faculty and staff MyHumboldt is beginning under the direction of MarCom.

The DARS upgrade is scheduled to go 'live' in mid-April. The system is improved.

Student Affairs continues to see an increase in the need for counseling services and other services for students of concern. A half-time case manager has been hired. Notification from faculty when students are observed to be crisis or close to crisis is appreciated. It seems to be a national issue.

9. TIME CERTAIN: 4:45-5:15 PM – Discussion Item: Provide Input on the Foundational Goals of HSU Campus Diversity Plan 2013+ (w/Radha Webley, Director, Office of Diversity & Inclusion) ; [Attachment: Goals](#)

The Office of Diversity & Inclusion has been charged with overseeing the creation of a comprehensive, campus-wide diversity plan that will bring together all efforts underway into one coordinated, campus-wide plan. A campus-wide committee has developed a set of

foundational goals, as a first step, and would like the University Senate's feedback on the goals. The four broad foundational goals are: Access to Excellence, Inclusive Excellence, Faculty & Staff Diversity, and Community Collaboration.

Discussion:

Q: What has happened to the Bias Response Process? A: Policy changes at the Federal level have caused policy changes at the CSU Chancellor's Office (CO). Efforts are being made to preserve the Bias Response Process at HSU as much as possible, while staying within the legal guidelines from the CO.

Q: The HSU Bias Response Process was based on something similar in Oregon; have they changed their process? A: No, but Federal guidelines are being interpreted differently in each state.

Q: In terms of Goal #3 and staff diversity, how would you address this at the custodial staff level? How do you get individuals to come to HSU for \$25,000 a year? How are you going to go about doing this? A: There has been an effort over the last few years to create a plan on the faculty side (with Academic Personnel Services). It is a more complicated process on the staff side. Development of a plan has begun (with Human Resources). It will differ for various categories/classifications of staff positions and will differ in terms of looking at local pools of applicants versus national pools. Planning is in process.

Q: What about developing a goal to expand the understanding of what "underrepresented" means on this campus, as well as understanding what inequalities exist among groups? A: Goal #2f addresses some of those issues.

Q: What is the definition of diversity? How will these goals be measured? A: Diversity will be defined in future iterations. The measurement questions are problematic and thorny. The committee has begun work on outlining benchmarks.

It was suggested that the definition of "underrepresented" be broadened to include first-generation students and socio-economic status to see if there are also retention gaps. Even if there are no gaps, it would be helpful to include these groups as targets so the data can be seen.

Regardless of how broadly (or narrowly) diversity is being defined and considered, it needs to be communicated clearly.

As part of the CSU system, HSU needs to be using the same yardstick as everyone else. Retention and graduation rates are measured for everyone. Senators were encouraged to look at the Institutional Research web site to see how things are broken down.

Director Webley noted that the second document under development spells out benchmarks and much of this will be included in that document.

M/S (Gold/Eschenbach) that the University Senate support the document [the foundational goals for the HSU Campus Diversity Plan 2013+].

Discussion:

- Would a more appropriate motion be to support the initiative?

Director Webley noted that the vice presidents have provided feedback and endorsed the document and it will be presented to the University Executive Committee shortly; it is a near final document.

- Supporting the document means supporting the goals.

Voting occurred and the motion PASSED unanimously.

**10. Resolution of Appreciation for and Commendation of Dr. John Travis ([#20-12/13-EX](#)) –
Passed Unanimously by the Senate Executive Committee (02/05/12) and presented for
endorsement by the University Senate**

M/S (Thobaben/Fulgham) to place the resolution on the floor.

Resolution of Appreciation for and Commendation of Dr. John Travis
#20-12/13-EX – February 5, 2013

WHEREAS, John Travis spent a significant portion of his professional career at Humboldt State University (HSU)—from 1970 to 2007—as a valued and respected teacher in the Department of Political Science, including serving as a highly effective Department Chair from 1997 through 2000; and

WHEREAS, John has made significant contributions to faculty governance, including multiple terms as a member of the HSU Academic Senate, including outstanding service as Senate Chair—from 1993/94 through 1996/97—where his performance went above and beyond the ordinary demands of the job; and

WHEREAS, John served with distinction as HSU’s California Faculty Association (CFA) Chapter President from 1999 through 2002 and on the CFA’s Board in several capacities, including President from 2003 to 2007, Chair of the Bargaining Team, Chair of the Political Action-Legislation Committee and Liaison to the Academic Senate of the California State University (ASCSU); and

WHEREAS, The HSU and the CFA faculty, administrators, students, and staff who have worked with John have greatly benefited from his knowledge, diligence and deep commitment to higher education and the role of shared governance; and

WHEREAS, By consistently emulating the highest standards of professionalism, dignity and integrity, while fiercely defending faculty rights, John has proven a powerful and effective standard-bearer for the principles of shared governance during exceedingly challenging times for the CSU and higher education as a whole; and

WHEREAS, through his exceptional communication and leadership skills, John has served as an example and inspiration to numerous fledgling colleagues who acknowledge and appreciate his important contributions to their professional careers, including many HSU current and former Academic Senators, HSU Chapter & CFA Board Members, ASCSU senators, and the current Faculty Trustee of the CSU; therefore be it

RESOLVED: That the University Senate of Humboldt State University (USHSU) offers its deepest appreciation to and commends Dr. John Travis for his extraordinary contributions to Humboldt State University, the California State University and the cause of higher education; and further be it

RESOLVED: That the USHSU expresses its heartfelt gratitude and respect to John Travis for his tireless labor and devotion to the role of shared governance within Humboldt State University, the California Faculty Association, and the California State University.

The Senate Executive Committee approved the resolution at last week's meeting on Tuesday, February 5, and it was presented, along with the Humboldt Medal (awarded by President Richmond and Provost Snyder), to Professor Travis on Wednesday by Christopher Haynes. Professor Travis passed away later that evening.

Chair Van Duzer asked senators to observe a period of silence in honor of Professor Travis and take the opportunity to read the resolution.

Senator Thobaben spoke to Professor Travis' extraordinary service to the campus and to the CSU system – as a faculty member and department chair, president of CFA, and chair of the CFA bargaining team, among others.

Senator Fulgham spoke of Professor Travis as a mentor, leader and friend and noted that students and the educational process were always very important to him.

Voting occurred and the resolution was endorsed unanimously.

11. Resolution on Revision of Policy on Declaration of Major (#18-12/13-APC) – Second Reading ; [Attachment](#)

Resolution on Revision of Policy on Declaration of Major
#18-12/13-APC – 12 February 2013 – Second Reading

RESOLVED: That the University Senate of Humboldt State University (USHSU) recommends that students be encouraged to declare a major at the time of application for admission to the institution; and be it further

RESOLVED: That the USHSU recommends that students be required to declare a major prior to or upon their earning 45 units; and be it further

RESOLVED: That the USHSU recommends that students be required to file a Major Contract/Application for Graduation prior to or upon their earning 75-90 units.

RATIONALE: *By midway through their sophomore year, students will have had sufficient experience in a range of disciplines to select a direction to take. If they choose a major at 45 units and find, after a semester or two, that they have chosen unwisely, then they can still select a new major while under the 90-unit limit for changes (#27-09/10-APC, attached).*

This resolution revises the second "Resolved" clause of the existing policy which states that students be required to declare a major prior to or upon their earning 60 units, and it deletes the fourth "Resolved," which is now redundant (Senate Resolution #11-05/06-EP).

The resolution is basically the same, but has been re-formatted to include parts of the resolution from the original policy. The only new part is the second resolved clause.

A question was asked at the last Senate meeting regarding how many students this would impact. It seems to be a low number, ranging from 15-18 on the low end to 30-35 on the high end.

Discussion:

There were general comments about the resolution, but no specific statements for or against.

M/S (Bruce/Marschke) to amend the third resolved clause as follows:

| That the USHSU recommends that students be required to file a Major Contract/Application for Graduation prior to or upon their earning ~~75~~-90 units.

Discussion of the amendment:

- The Major Contract and the Application for Graduation are two different things.
- Students are required to apply for graduation by the first semester of the junior year. Concern was expressed about moving it up.
- The Registrar's Office has the technical ability to enforce holds (it was previously a workload issue) and is currently enforcing it at 150 units. It is implementable. There is a movement on the national level to charge the fee for graduation at the time of matriculation, so there would no longer be an application for graduation. All of these things are moving parts.

M/S (Marschke/Lutwen) to end debate and vote immediately. Voting occurred and motion PASSED with 15 Yes votes and 5 No votes.

Voting on the amendment occurred and PASSED with 3 No votes and 1 Abstention.

A friendly amendment was made and accepted to change the third resolved clause as follows:

RESOLVED: That the USHSU recommends that students be required to file a Major Contract and Application for Graduation prior to or upon their earning 90 units.

Voting occurred on Resolution #18-12/13-APC, as amended, and PASSED with 1 No vote and 1 Abstention.

The amended resolution reads:

#18-12/13-APC – 12 February 2013 – Second Reading

RESOLVED: That the University Senate of Humboldt State University (USHSU) recommends that students be encouraged to declare a major at the time of application for admission to the institution; and be it further

RESOLVED: That the USHSU recommends that students be required to declare a major prior to or upon their earning 45 units; and be it further

RESOLVED: That the USHSU recommends that students be required to file a Major Contract and Application for Graduation prior to or upon their earning 90 units.

RATIONALE: *By midway through their sophomore year, students will have had sufficient experience in a range of disciplines to select a direction to take. If they choose a major at 45 units and find, after a semester or two, that they have chosen unwisely, then they can still select a new major while under the 90-unit limit for changes (#27-09/10-APC, attached).*

This resolution revises the second "Resolved" clause of the existing policy which states that students be required to declare a major prior to or upon their earning 60 units, and it deletes the fourth "Resolved," which is now redundant (Senate Resolution #11-05/06-EP).

12. Presentation of Report to the Senate from the Integrated Curriculum Committee's (ICC) Evaluation Committee
[Attachment](#)

Senator Moyer presented the ICC report to the Senate and asked for questions or feedback.

Q: When is Nolij [pronounced 'knowledge'] going to be implemented? A: Testing has begun and next week the subcommittee that deals with the forms will be trained on how it works.

Chair Van Duzer asked that if anyone has additional feedback, to email it to Senator Moyer.

13. Resolution on Addendum to Existing Policy on Academic Probation ([#21-12/13-APC](#)) – First Reading ; [Attachment](#)

M/S (Marschke/Zerbe) to place the resolution on the floor.

Resolution on Addendum to Existing Policy on Academic Probation
#21-12/13-APC – 12 February 2013 - First Reading

RESOLVED: That the University Senate of Humboldt State University recommends that students be allowed to remain on academic probation for no more than two sequential semesters. After two semesters on academic probation, students must either return to good academic standing or be disqualified. Exceptions can be made for students whose term GPA is 2.0 or above, even though their cumulative GPA does not reach 2.0.

RATIONALE: *Students must have a 2.0 GPA to graduate. Allowing students to remain on academic probation indefinitely makes it less and less likely that they will be able to graduate.*

This policy would allow students two chances to redeem themselves after being placed on academic probation.

This policy is an addendum to existing policies on academic standing, probation, and disqualification (see page 37 of the 2012-2013 catalog, and VPAA 11-04, attached).

Students cannot graduate with under a 2.0 GPA. However, the current system allows them to stay on probation indefinitely. The goal is to give students a better chance to get off of academic probation and graduate.

Discussion:

- Q: Is the 2.0 GPA a Humboldt GPA or a cumulative GPA? A: It's the lower of either. According to the HSU Catalog, all majors require a 2.0 to graduate. Senator Marschke said he would talk with the Registrar.
- It seems like too long for students to be on probation.
- A problem with this is that students can't repeat classes because they can't get a place in a class they need because they are on probation.

Senators were asked to send any further comments by email to Senator Marschke.

The meeting adjourned at 5:51 pm.