



HUMBOLDT STATE UNIVERSITY

Office of the President

University Executive Committee Meeting Notes January 19, 2012

Rollin Richmond
Ken Ayoob
Peg Blake
Brooke Fiore
Denice Helwig
Bryan Kelly
John Lee
Burt Nordstrom
Steve Smith
Bob Snyder
Carol Terry
Eric Van Duzer
Frank Whitlatch
Rhea Williamson
Patty Lindley, Staff Support

Guests:

Gretchen Keer
Kevin O'Brien
Jay VerLinden

President's Report

President Richmond welcomed Brooke Fiore, staff representative serving on the University Executive Committee.

He commended AS President, Bryan Kelly, who organized a first meeting of the Presidential Scholars group on January 18, which included several presentations and a panel discussion.

President Richmond attended the CSUPERB (Program for Education and Research in Biotechnology) symposium in early January, along with several HSU faculty and students.

He and others from HSU recently toured facility space at College of the Redwoods that will become available upon completion of new construction currently underway.



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Amir Dabirian, Vice President for Information Technology/CIO at CSU Fullerton, visited HSU recently to discuss some of their initiatives and how they may be beneficial to HSU.

President Richmond acknowledged Vice President Nordstrom's 35 years of service at HSU.

Other Reports

Vice President Blake reported:

- * Occupy Humboldt has returned to the HSU campus.

Vice President Whitlatch reported:

- he will review HSU's prior year fundraising results at an upcoming University Executive Committee meeting.
- a mobile accessible website for HSU has been created and is currently being tested (m.humboldt.edu).

Dean Williamson reported:

- their website includes a link to student funding opportunities (<http://humboldt.edu/hsuf/studentfunding.php>) which is accessed from the Sponsored Programs Foundation "Funding Resources" link.

University Senate Chair Van Duzer reported:

- the University Senate will meet on Tuesday, January 24. Two new committees, the Budget and Climate Committees, will be clarifying their charges. The Senate is contemplating the best method(s) for keeping the campus community informed and engaged in their work.

Vice President Nordstrom reported:

- a cost recovery audit will be taking place at HSU starting on February 20.
- he has solicited information from the VP's (January 31 deadline) summarizing synergy items that HSU is participating in (both internal and external projects) to be included in a report to the Chancellor's office (who will compile the information into a systemwide report of improved efficiency and cost-saving measures).



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Staff Representative on University Executive Committee – Selection Process

Brooke Fiore reported that Staff Council will conduct an election this semester to identify a staff representative who will attend the University Executive Committee meetings (3-year term). She also requested input for improving their newsletter, the “Staff Spotlight.”

Formalized Charge for the University Executive Committee

Following suggested changes, the Charge for the University Executive Committee was approved and will be posted on the President’s website. It was also recommended that it be added to the Faculty Handbook.

Enrollment Update

Vice President Blake provided a spring semester enrollment update (as of January 18): undergraduate headcount 7,007 (compared to 6,086 last spring); graduate headcount 364 (compared to 429 last spring); transfer headcount 316 (compared to 241 last spring); total 7,521. FTE is 6,984 (16 more than last spring).

Enrollment Management Plan Update

It was reported that the draft plan (which includes targets through 2016) is being finalized and will be distributed for input in the coming weeks. It is anticipated that the plan will be finalized by the end of the 2012 spring semester.

Affordable Learning Solutions

Following up on Gerry Hanly’s (CSU Academic Technology Services) visit to HSU last year, Kevin O’Brien and others have explored affordable learning options. He and Gretchen Keer, HSU Librarian, presented a model which has been developed for proposed use at HSU. The interactive website, <http://libguides.humboldt.edu/als>, provides “one-stop shopping” for faculty who wish to explore alternatives to textbooks and the ability to locate, rate, and recommend affordable learning solutions. It was noted that additional considerations include: marketing of its availability; training; someone to manage the site; development of an advisory group; and coordination with existing materials and services to prevent overlap and duplication.



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ATI-IM Committee Recommendations

Jay VerLinden, Kevin O'Brien and University Executive Committee members discussed suggested changes that they believe could improve the functioning of the ATI-IM (Accessible Technology Initiative – Instructional Materials) Committee: 1) delegate the chair responsibilities to someone with expertise and who could provide continuity [currently is chaired by Senate Chair]; consider including associate deans in the committee membership; review committee structure and charge; include in diversity training [possibly add to the May 2012 Institute for Student Success agenda]. It was agreed that the reassignment of CELT staff to the colleges, with 20% of their time designated to ATI efforts, should provide an improved support structure for faculty. An evaluation of its effectiveness will be made to determine if further changes are needed to meet ATI requirements. Eric Van Duzer will present a recommendation to the University Executive Committee of a more suitable Chair for the ATI-IM Committee at a future meeting.