



University Executive Committee Meeting Notes February 3, 2011

Rollin Richmond
Ken Ayoob
Peg Blake
Denice Helwig
Anna Kircher
John Lee
Burt Nordstrom
Wayne Perryman
Steve Smith
Bob Snyder
Carol Terry
Frank Whitlatch
Patty Lindley, Staff Support

Guests:

Dan Collen
Guru Ghosh

President's Report

President Richmond reported that he is serving on the San Diego State University President Search Committee.

Report of the January 25-26 CSU Board of Trustees' Meeting, Special Budget Meeting with Chancellor, and Meeting of the Technology Steering Committee

Provost Snyder provided a brief report of the meetings he recently attended in Long Beach. Budget was discussed, including informative charts available at:
<http://blogs.calstate.edu/budgetcentral/>

Report of January 31 Special Meeting of the Chief Financial Officers

Vice President Nordstrom attended a special budget meeting on January 31. The CSU's FTE generated this year is 328,000, less than the 339,000 projected, which will require a pay-back to the State. (HSU met its target) It is anticipated that HSU will be informed of its enrollment target in the upcoming weeks which will aid in 2011-12 budget planning. Vice President Nordstrom stressed the importance of identifying new revenue sources for HSU to offset reductions.

Other Reports

Dean Ayoob reported:

- the Northern California Honor Band and Choir will be at HSU February 3-5

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- the Native American Arts Gallery will run an exhibit from February 3-April 29

Senate Chair Verlinden reported:

- the Academic Senate continues to make progress in the creation of a new University Senate, with the draft constitution and bylaws currently being reviewed. To permit adequate time for discussion, it has been decided to delay new senator elections until next Fall (to be effective Spring 2012).

Vice President Nordstrom reported:

- a second presentation was held with California State Parks representatives to discuss a \$7M grant proposal.
- new parking permit dispensers have been installed on campus, <http://now.humboldt.edu/news/new-parking-permit-dispensers-coming-to-campus/>. Vice President Nordstrom welcomes comments about this new system.

Vice President Blake reported:

- a fire of a local apartment complex displaced a number of HSU students and steps are being taken to assist them. An account has been arranged in the Sponsored Programs Foundation and donations should be sent to the Gift Processing Center (for the "Student Life Trust" fund).

Associate Vice President Terry reported:

- the new Connexus CSU Travel program will become effective on February 9, with training taking place on campus. Not only could it save money for business travel, personal travel may also take advantage of reduced airfare, rental car, and hotel rates.
- a credit card policy will be issued on campus which addresses the use of a third party to secure our websites in accepting credit cards for payment (i.e. fundraising or retail sales). The campus community is encouraged to contact Carol Terry if considering the use of credit cards for payment.

Dean Smith reported:

- a dedication ceremony naming the Mammal Collection of the HSU Vertebrate Museum in honor of the late Dr. Timothy Lawlor, former Curator and faculty member in the Department of Biological Sciences, will take place on Friday, February 11, 2:30 in the Atrium, Science B.
- plans are being made for the April 19 visit to HSU by Rick Rosenthal, HSU alum and acclaimed underwater cinematographer.

Dean Lee reported:

- a new online, self-support, Masters in Social Work program will be implemented effective Spring Semester 2012 through Extended Education.



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CIO Kircher reported:

- the pay-for-print system which requires students to pay per piece of paper has resulted in a 66% savings during the Fall 2009 to Fall 2010 time period, with over one million pieces of paper being saved.

Vice President Whitlatch reported:

- two alumni events are planned in Southern California – a Climbing Redwood Giants Film Screening in San Diego on February 2, and an Alumni Social in San Bernardino on February 3 which is being attended by Dr. Scott Paynton, Associate Dean for the College of Arts, Humanities and Social Sciences.
- Advancement has received a \$30,000 CSU grant for a student-alumni outreach project.

Dean Perryman reported:

- he recently distributed copies of the Library's annual report and encouraged others to review it http://library.humboldt.edu/administration/Annual_Reports/2009-10/20092010AnnualReportwithhyperlinks02072011final.pdf

Use of Campus Technology to Solicit Donations

Anna Kircher shared reminders about the appropriate use of the campus technology to solicit support:

- Make sure the e-mail sender is known to recipients and “trusted”
- Limit e-mail audience to those interested in receiving such a solicitation
- Provide contact information for those who are interested in contributing

Carol Terry asked that she be contacted so that proper procedures can be clarified, particularly if collecting cash donations.

Nursing Update – Review of January 20 Meeting with Local Health Care Representatives

Dean Lee distributed a summary of the key points discussed at a recent meeting with local health care providers. HSU will continue to consider how best to manage its Nursing program, taking the needs of the community, the students, as well as existing redundancy with College of the Redwoods into consideration. It is believed that a decision will be shared in the upcoming weeks.

Project Submission Guidelines: Humboldt Loyalty, Parent & Family Funds 2011-2012

Vice President Whitlatch discussed the changes made to the guidelines as a result of discussions held after the last University Executive Committee meeting. The committee approved the guidelines and President Richmond will distribute them to the vice presidents and deans.



Discount Hotel Rates

Dan Collen, Athletic Director, shared information about discount lodging rates that have been negotiated by Athletics. The discounted rates are available not only to coaches and student athletes, but also others traveling on HSU business. The Travel Office will post this information on HSU's travel website, under the "Book Your Travel" page.

Update – International Programs

Guru Ghosh, Director of the International Center, discussed international education in general as well as HSU's program specifically. The number of HSU students studying abroad is twice the national average. HSU anticipates the arrival of 30-50 students (and their families) from Saudi Arabia who will be studying English before moving on to their Graduate level education. Steps are being taken to initiate a new program in Ecuador which will involve study there by our science majors. Plans are also underway to develop a program abroad for our Wildlife majors. Restructuring of the Center's staff and resources, as well as that in Xi'an, is taking place and will strengthen that program and expand our presence there. Other universities in China have expressed interest in HSU's 2+2 program. He suggests that HSU consider offering a global executive MBA program.