

HUMBOLDT STATE UNIVERSITY

Office of the President

University Executive Committee Meeting Notes

June 7, 2012

Rollin Richmond
Ken Ayoob
Peg Blake
Jená Burges (for Bob Snyder)
Brooke Fiore
Teresa Grenot
John Lee
Carol Lorentzen
Burt Nordstrom
Steve Smith
Frank Whitlatch
Patty Lindley, Staff Support

Guest:

Michael Bruner
Scott Paynton

President's Report

President Richmond reported that the CSU has scheduled a second webcast session regarding budget and possible cost cutting strategies for the CSU. This will take place on Monday, June 11, 9:00-11:00 in Founders Hall 111.

Cal State Online is progressing, with the top three RFP finalists being identified and interviewed: Pearson, Blackboard and Academic Partnerships. He was particularly impressed by Academic Partnerships' learning management system, Canvas. A question was raised as to whether services would also support stateside online course development.

Other Reports

Dean Lee reported:

- a new Chair of the School of Business has been hired, Dr. Hari Singh, who is coming from Grand Valley State University.

Dean Smith reported:

- property (900+ acres) located in upper Jacoby Creek may become available to HSU through a donation which would provide many opportunities.

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Vice President Whitlatch reported:

- an increased number of public record requests have been received by the CSU as a result of the inclusion of auxiliary organizations. He reminded areas that Paul Mann is HSU's contact for such requests.

Dean Grenot reported:

- the Library 1st floor refresh project is ahead of schedule.
- the Digital Resources/Collection Development Librarian vacancy interviews will take place in the upcoming week.

Staff Council President Fiore reported:

- effective July 1, the new Staff Council President is Gay Hylton who works in HSU's Institutional Research office. Brooke Fiore was selected to continue as the Staff Council representative at the University Executive Committee meetings for the upcoming two years.

Dean Ayoob reported:

- the Fulkerson Recital Hall is being refurbished.

Vice President Nordstrom reported:

- HSU's Bookstore is undergoing renovations by Follett Corporation.

Vice President Blake reported:

- candidates have been interviewed for the Associate Dean for Student Engagement and Leadership position and an offer is anticipated.
- applications for the Financial Aid Director position are being reviewed.
- Grace Dempsey is leaving HSU; a search for a Registrar will be initiated.
- she is planning to hire former Associated Students President, Bryan Kelly, to serve as a temporary employee in a one-year position to assist with various projects. Other areas who wish to utilize Bryan's expertise should contact Peg.
- "My Humboldt" portal is set to "go live" on July 9. Content is focused on current HSU students; information for faculty and staff will be developed during the upcoming year.

Vice Provost Burges reported:

- Early Start courses begin on July 9 with over 115 students registered for math courses and approximately 20 students registered for writing courses.

China Trip

Vice President Blake shared details of her recent trip to China where she attended the commencement ceremony at Xi'an International Studies University of the dual degree graduates. She met with President Hu and others to discuss increased collaboration between HSU and XISU and spent time with CEI recruiters who are actively recruiting students to attend HSU.

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Focus Groups on Campus Communications

One of HSU's priorities for 2011/12 is improved campus communications. As part of that initiative, an online survey was done in Fall Semester 2011 followed by research conducted via seven focus groups during the Spring Semester 2012. Scott Paynton, Frank Whitlatch and Michael Bruner reviewed those findings which will be shared campus-wide during the Fall 2012 semester.

Some of the areas noted and recommended for further discussion during 2012/13 included:

- An improved system for distributing information in an effort to alleviate "information overload" (a central location with easy access and organized topics). The status of the development of a campus guideline for sending e-mail messages will be discussed by the University Executive Committee at an early November 2012 meeting.
- Increased face-to-face communication and opportunities to be engaged and to provide feedback.
- Increased collaboration and awareness of projects between and among units ("campus conventions" and/or "project fairs"); a rotating open house may be beneficial.
- Increased transparency such as involving stakeholders in decision-making at an early stage of discussions.
- It was suggested and agreed upon that starting in Fall 2012 a staff member and a faculty member will be invited to each University Executive Committee meeting in an effort to be inclusive and transparent.
- In an effort to provide opportunities for open discussion, it was suggested that a monthly brown bag session to include the president, vice presidents, college/library deans, and University Senate Chair be initiated, with the agenda being planned by the hosting unit (which will rotate). This will be discussed further at a subsequent University Executive Committee meeting.
- Gender issues were also noted as a concern and it was recommended that "solutions should be applied to bridging the gap between genders and maintaining equality and fairness."
- Development of a master campus calendar combining events with a scheduling system.