



University Executive Committee Meeting Notes

September 1, 2011

Rollin Richmond
Ken Ayoob
Peg Blake
Teresa Grenot
Denice Helwig
Bryan Kelly
Anna Kircher
John Lee
Steve Smith
Bob Snyder
Carol Terry
Jay Verlinden
Frank Whitlatch
Rhea Williamson
Patty Lindley, Staff Support

Guest:

TK Koesterer

President's Report

President Richmond reported that he attended a meeting of the CSU Executive Council on August 30 where some of the topics discussed included:

- 2011-12 budget – the CSU may face an additional \$100M budget reduction (which would result in an approximate \$2.5M HSU budget reduction)
- Assembly Bill 670 which involves appeal procedures for a denial of admission
- Audit plan -- proposed CSU Compliance Program – which includes the designation of a campus compliance officer and a campus compliance committee
- Senate Bill 8 which was recently passed requiring universities to respond to public records act requests of auxiliary organizations
- Recommended Title 5 changes to residency requirements
- Early Start program which is anticipated to begin in Summer 2012 (impacting approximately 24,000 students systemwide)
- Out-of- the-country travel restrictions for faculty and students – HSU will begin coordinating these requests through its office of International Programs
- WASC - issues relating to costs/benefits for public vs. private universities

He attended an Education Summit on August 31 at Camp Pendleton where issues relating to our student veterans were discussed. President Richmond will meet with Vice President Blake and HSU's Veterans Coordinator, Kim Hall, to share information and review the findings of the CSU

1 Harpst Street • Arcata, California 95521-8299 • 707.826.3311 • fax 707.826.3505 • www.humboldt.edu



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Student Veteran Research Project. Associated Student President, Bryan Kelly, noted that he is working with Kim Hall and Kevin O'Brien, Director of Student Disability Resource Center, in focusing on student Veteran inclusiveness and education on campus. Vice President Blake reported there are other outreach efforts underway.

Other Reports

Dean Grenot reported:

- The HSU Library will be the first library in the CSU system to partner with the Open Library project, In-Library lending program of *the Internet Archive* for borrowing access to 100,000+ e-books. As a partner library, we are currently contributing unique and local interest titles including *A View from the Hill: A History of Humboldt State University*.

CIO Kircher reported:

- data has been compiled, which she distributed, showing the number of unique devices connecting to the HSU wireless network during the first week of the Fall 2011 semester, compared to Fall 2009 and 2010. As an example, handheld devices (iPad, iPhone, Android, Blackberry) increased from 855 devices in 2010 to 2801 devices in 2011; pc's totaled 2951 in 2010 compared to 1004 in 2011.

Dean Williamson reported:

- she continues her outreach with the campus community, meeting with departments, making presentations to faculty, as well as various off-campus contacts being made (Rotary, government officials, etc.).
- the online directory has been updated to include "Research" in the "R" section
- the Sponsored Programs Foundation website has been updated to include internal and external funding opportunities, including links to the specified sites <http://humboldt.edu/hsuf/fedfundresources.php>
- faculty profiles are being started; faculty will be encouraged to re-submit non-funded proposals.

Dean Smith reported:

- the dedication of the new Schatz Energy Resource Center building is taking place on Friday, September 2, 11:00.

Dean Lee reported:

- the Distributed Learning Social Work Programs ribbon cutting event is taking place on Friday, September 9, 4:30-6:30, Behavioral and Social Sciences Building walkway.

Associated Vice President Terry reported:

- a new risk-based audit, Academic Personnel, is taking place on campus in October.



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Dean Ayoob reported:

- a new exhibit will be on display in the Reese Bullen Gallery from September 2-October 8 which includes photographic portraits and personal stories of Holocaust survivors, <http://humboldt.edu/events/2011/09/01/357/>.

Senate Chair Verlinden reported:

- the Academic Senate plans to meet on Tuesday, September 6, to discuss the proposed University Senate proposal.

AS President Kelly reported:

- a pep rally is planned on the Quad on September 7, 8:00-10:00, for students, faculty and staff
- the AS Council retreat is scheduled during the September 10 weekend.
- he is pleased with the recent appointment of one of HSU's Chinese students to serve on AS's International Advisory Committee.

Vice President Whitlatch reported:

- the campus community is reminded to post their events on HSU's new Events calendar (select "Events" on HSU's home page, <http://humboldt.edu/events/>)
- the campus community is reminded to submit stories of achievement via HSU Now (select "News" on HSU's home page <http://now.humboldt.edu/>)
- HSU's Homecoming Weekend is taking place on September 30-October 1, with many activities planned. Four new Board members will be joining the HSU Advancement Foundation at that time. A 4:00 reception on Friday, September 30, is scheduled to recognize donors and student scholarship recipients.
- there is a flickr site featuring HSU's photographs, <http://www.flickr.com/photos/humboldtstate>. The link is located on the lower right-hand corner of the HSU homepage.

Vice President Blake reported:

- the final "Welcome Home to Humboldt" event is taking place on Friday, September 2, the MultiCultural Center Convocation, 4:00-6:00. The two-week "Welcome Home" period of student activities may be extended to six weeks next year.

2012 Commencement Speaker

The potential commencement speakers list was reviewed, noting that it is a "running" list of past suggestions and individuals not included will be considered. This item will be placed on the September 15 agenda for further discussion.

Revised Information Security Incident Response Procedures

Anna Kircher advised that the Information Security Incident Response Procedures have been revised to include more specific notification guidelines.



Library Hours

Bryan Kelly shared that students would like the Library hours extended. Dean Grenot reported that the Library explored this possibility and determined there is insufficient budget and staffing to make this possible. Vice President Blake will discuss other options with Bryan Kelly, Teresa Grenot, Dave Nakamura, Volga Koval, Anna Kircher, Traci Ferdolage, and a Housing representative. This item will be placed on the September 15 agenda.

Institutional Review Board (IRB) Policy Revisions & Update

Rhea Williamson and TK Koesterer discussed the draft Policy for the Protection of Human Subjects in Research, which brings the current Executive Memorandum (P98-3) into compliance with federal regulations and CSU Executive Order 890. Plans are underway to consolidate the IRB activities under the oversight of Dean Williamson. TK noted that more detail will be outlined in a separate manual. Dean Williamson emphasized the importance of educating the campus community on the compliance issues. The draft will be modified based on input received from the University Executive Committee. This item will be shared with faculty (via deans) and the Council of Chairs for input and placed on the September 15 agenda.

Campus Priorities

HSU priorities for 2011/12 were discussed, with updates being provided. Vice President Blake reported that the Enrollment Management item is progressing and a draft is anticipated by the end of the Fall Semester. Vice President Whitlatch reported that the Communication item has been discussed and improvements should be in place by Fall 2012. Anna Kircher reported that the Campus Portal priority is being reviewed and should be available for next HOP. Jay Verlinden reported that the Academic Senate is discussing Shared Governance and believes earlier consultation by the administration, as well as providing rationale for decisions being made, would be beneficial. A faculty election to vote on the proposed University Senate will take place September 12-15. Provost Snyder stressed the importance of the University Senate concept to provide the campus with the opportunity to move forward and work more cooperatively. Provost Snyder reported that the Sustainability and Curriculum item is progressing and should be in place by the end of the year. The college deans have been meeting to discuss Course Transformation. Denice Helwig commended Bethany Rizzardi and Josh Callahan who have taken steps, along with others, to begin the implementation of an online Policy File. This project will "go live" at the beginning of the 2012 Spring Semester. Rhea Williamson will be working with the deans regarding interdisciplinary grants. She has been meeting various stakeholders in the community. The Restructuring Campus Committee priority will be discussed after it is determined if the campus is implementing a University Senate. The HSU Priorities for 2011/12 will be posted to the HSU website.