**University Executive Committee Meeting Notes**

**January 31, 2013**

Rollin Richmond Ken Ayoob Peg Blake

Brooke Fiore Teresa Grenot Denice Helwig

Anna Kircher John Lee Joyce Lopes

Steve Smith Bob Snyder Eric Van Duzer

Frank Whitlatch Rhea Williamson Craig Wruck

Patty Lindley, Staff Support

**Guests:**

Mike Burghart

Sarita Ray Chaudhury

Bernadette Cheyne

Steve Karp

Kris Patzlaff

**President’s Report**

President Richmond reported on some of the topics discussed at the January 22-23 CSU Board of Trustees meeting:

* 120 unit maximum on baccalaureate degree programs (with exceptions possible)
* CSUEU bargaining group expressed concern regarding San Jose State University’s contract with Udacity (<https://www.udacity.com/>) for online courses and the impact on university staffing levels.

He shared that HSU administrators and faculty are discussing the possibility of scheduling a campus forum to answer questions about online education. Eric Van Duzer stressed the importance of the availability of a 24/7 help desk for online education assistance.

* Budget – President Richmond and Vice President Lopes briefly discussed the Governor’s budget proposal.
* Pell Grants – and the percentage that is provided to private and for-profit institutions
* Philanthropic Annual Report – HSU is doing well
* Early Assessment Program update – results indicate that student readiness in Math and English has doubled since the program started.
* Trustee Linscheid introduced Robert Strasorino (Chico State College) who has developed scheduling software that is being used by some of the other campuses.

Other meetings that President Richmond has attended recently include:

* CSUPERB (CSU Program for Education and Research in Biotechnology)

The annual symposium was also attended by a number of impressive HSU faculty and students.

* NCAA (National Collegiate Athletic Association) annual meeting

**Other Reports**

Staff Council Representative, Brook Fiore, reported:

* Staff Council is hosting a Mardi Gras themed Mixer on Thursday,

February 7, 5:00-6:30 in the Kate Buchanan Room.

Dean Rhea Williamson reported:

* Richard Dunfee, Executive Director, AASCU Grants Resource Center, will be visiting campus on March 8 where he will meet with various groups to discuss proposal development, funding options and collaborations.
* a summary of pre-awards comparing 2011/12 to 2012/13 was distributed and discussed. Year-to-date proposals reflect a $7 million increase over the previous year. The Sponsored Programs Foundation is on track with their 3-year-goal of building their cash reserves (enabling them to provide advance funding of proposals).

Dean John Lee reported:

* a School of Business Entrepreneurship Summit is planned on Friday,

April 13 (7:30 AM until 1:30 PM in the Great Hall).

University Senate Chair Eric Van Duzer reported:

* the University Senate is working on a first year experience proposal that will satisfy Area E requirements for incoming freshmen.

Vice President Joyce Lopes reported:

* she will be meeting with the Facilities Advisory group (established by the University Senate) regarding summer 2013 projects, space planning needs, master plan review, space inventory development guidelines, etc.

Vice President Craig Wruck reported:

* he is in the process of evaluating the needs of his area and will plan to fill vacancies shortly.
* he shared that year-end giving reports indicate that $3.1 million was raised (which exceeds the previous year).

Associate Vice President Frank Whitlatch reported:

* a link will be added to the home page to a virtual campus tour
* HSU is partnering with the Northern California Community Blood Bank for a spring blood drive for faculty and staff (in front of SBS the first and third Monday of the month).

Professor Sarita Ray Chaudhury reported:

* she is concerned about the renovation of classroom space into theatre-style seating which limits the methods of teaching.

Dean Teresa Grenot reported:

* the Library continues with three position searches

Vice President Peg Blake reported:

* progress is being made in the selection of an early alert software package that will serve as an important retention tool

**Business Continuity Planning**

Mike Burghart and Steve Karp shared an update on HSU’s progress in developing a Business Continuity Plan which will be finalized and forwarded to the Chancellor’s Office. Mike Burghart will oversee the ongoing maintenance and annual recertification of the plan and it will be incorporated into the campus emergency drill planned for Winter 2013.

**Mace Project Update**

Professor Kris Patzlaff shared a sketch of her plan for a new HSU mace, its stand, and a storage chest, explaining the various materials and why they were selected to represent HSU. The project has involved many others and will be ready for Commencement 2014.

**myHumboldt Update**

Vice President Blake, in Robin Jones’ absence, shared that a new, more personalized, evolution of myHumboldt has been developed for students. It was suggested that Robin share the updates with the University Senate. She will be invited to a future University Executive Committee meeting to provide additional information.

**Course Scheduling Changes**

Bob Snyder and Ken Ayoob shared the Course Scheduling Working Group’s draft recommendations which are being discussed widely with the campus community.

It was noted that this plan will evolve over time.

**Future of Higher Education**

A group discussion was held about the future of high education, how it may evolve, and how we can be prepared as steps are taken to educate more students with reduced funding. The importance of aligning higher education with preschool-grade 12, as well as the job market, was among the discussion points.