

## University Senate

### **Meeting Minutes for Tuesday, September 3, 2024**

Native Forum and Zoom, Meeting ID 818 1954 9462

Chair Woglom called the meeting to order at 3:08 pm. A quorum was present.

#### **Members Present**

Banks, Benavides-Garb, Capps, Cappuccio, Cruz, Deshazier, Evans, Gordon, Harmon, Holliday, Lancaster, McGuire, Miller, Miyamoto, Pachmayer, Perris, Ramsier, Silvaggio, Spagna, Sterner, A. Thobaben, M. Thobaben, Tillinghast, Virnoche, Woglom

#### **Members Absent**

Aghasaleh, Burkhalter, Hill, Singleton, Stelter

#### **Guests**

Greg Allen, Joice Chang, Adrienne Colegrove-Raymond, Crystal Coombes, Michael Fisher, Thadeus Greenson, Kendra Higgins, Pam Kirschner, Cris Koczera, Dusty Larrazolo, Lauren Lynch, Heather Madar, Cyril Oberlander, Raven Palomera, Sasheen Raymond, Jenni Robinson Reisinger, Cassandra Tex, Nicki Viso, Kimberly White, Carmen Works

#### **Announcement of Proxies**

Lancaster for Aghasaleh, Cruz for Singleton, Miller for Stelter

#### **Land Acknowledgement**

Chair Woglom read the following land acknowledgement:

We acknowledge that Cal Poly Humboldt is located on the unceded lands of the Wiyot people. We honor them and all neighboring tribes by our ongoing commitment to developing trusting, reciprocal, and long-lasting partnerships.

#### **CFA Interruption Statement**

Chair Woglom read the Interruption Statement from the California Faculty Association.

#### **Approval and Adoption of Agenda**

M/S (Perris/Virnoche) to adopt the agenda.

Motion to adopt the agenda passed without dissent.

#### **Approval of Minutes from May 7, 2024**

The meeting minutes were not submitted for approval.

### **Consent Calendar from the Integrated Curriculum Committee**

It was noted that there were no items on the ICC Consent Calendar.

### **General Consent Calendar**

It was noted that there were no items on the General Consent Calendar.

### **Reports of Standing Committees, Statewide Senators, and Ex-officio Members**

#### **Academic Policies Committee (APC)**

Written report attached

#### **Appointments and Elections Committee (AEC)**

Written report attached

There was a conversation about the Disability Access and Compliance Committee and the requirement of “experience with disabilities” and how to interpret it.

#### **Constitution and Bylaws Committee (CBC)**

No report

#### **Faculty Affairs Committee (FAC)**

FAC will have their first meeting this week.

#### **Integrated Curriculum Committee (ICC)**

There are about 275 proposals ICC is working through and there will be items on the consent calendar for the next meeting.

#### **University Policies Committee (UPC)**

Written report attached

#### **University Resources and Planning Committee (URPC)**

Written report attached

#### **Academic Senate of the California State University (ASCSU)**

Written report attached

#### **Associated Students (AS)**

AS is working on getting students appointed to committees and planning out their goals for the year.

#### **California Faculty Association (CFA)**

No report

#### **Office of Diversity, Equity, and Inclusion (ODEI)**

Written report attached

## **Emeritus and Retired Faculty and Staff Association (ERFSA)**

Written report attached

## **Labor Council**

No report

## **Staff Council**

Written report attached

## **President's Administrative Team (PAT)**

Provost Capps reported that the postponed Senate Reception is being combined with the Promoted Faculty Reception on September 18. She also announced the Distinguished Faculty Award winners:

Sara Sterner, Excellence in Teaching - Tenure Line

Andrea Juarez, Excellence in Teaching - Lecturer

Loren Cannon, Outstanding Service Award

Humnath Panta, Scholar of the Year Award

Vice President Gordon reported that the Free Speech Response Team has a report due to the CO on September 15, and would have a Lunch & Learn event on September 19.

Vice President Holiday reported that Orientation and Welcome Week was successful. Information will be going out soon about the Strategic Enrollment Management Plan.

President Spagna introduced himself and shared his impressions of the university so far.

## **Reports, Announcements, and Communications of the Chair**

Written report attached

### **TIME CERTAIN: 3:15-3:30 PM – Open Forum for the Campus Community**

Professor Cindy Moyer made the attached statement.

Professor Jim Graham made the attached statement and handed out the attached map.

### **TIME CERTAIN: 4:00 PM – Student Grievance Policy**

Pam Kirschner and Nicki Viso gave the attached presentation.

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M/S (Harmon/A. Thobaben) to adjourn

**Meeting adjourned at 4:41 PM**

Hey Cal Poly Humboldt,

Welcome back. I missed y'all.

The last one of these I wrote was like 15 pages long and deeply flawed on like a million levels, so this time I'm going to try to keep it kind of brief and light.

There is so much vital stuff on our plate for the year ahead (much of which will be covered in committee reports and the Senate meeting itself) but our fledgling annual agenda is begging for y'all's input and engagement, so I'm going to avoid sweeping policy commitments or action plans as yet. I'd like to instead wait until I hear from more of you about what we should try to accomplish in the coming months. I have a bunch of ideas, sure, but I think it's important that we decentralize the direction of this platform as expansively as we can. Please, tell me/us what needs doing, and reports like this can be more reflective of those asks and feedback, and less about what I can scrape together from the handful of people I get to talk to each week.

In order to actualize that intention, I'm going to need your help; when you think of something that needs attention, please email us at [senate@humboldt.edu](mailto:senate@humboldt.edu) or directly to me at [jw2311@humboldt.edu](mailto:jw2311@humboldt.edu) and we will work with you to have your concern included in our workflow. Send us everything; we will strive to accommodate all of it.

In lieu of the meat and potatoes of actual policy stuff in this document, I'd like to instead convey a couple of shared commitments that I hope to pursue for myself this year, and that I would like to invite all of us as a community to consider and potentially collaborate on. Let me know if I'm way off base, and/or if there is anything else y'all would like to pursue as a University community. Ok, here goes nothing:

### **Let's aspire to radical transparency!**

Let's just all try to get in the habit of telling each other everything we know about this institution. Let's not keep unnecessary secrets from each other. When people feel like they are not informed about what is going on in their community, it is discomfiting to them and that community. When people ask for missing information and get no response, or incomplete or confusing responses, the anxieties that come with that discomfort expand. When people find out about decisions that affect their day-to-day professional lives after those decisions are made and implemented, they rightfully feel disenfranchised and marginalized from their own workplace's decision making practices, from the shared stewardship of their professional home. They can begin to question the efficacy and worth of shared governance as a practice.

I know and fully concede that there are legal limitations on what we are allowed to share about things like personnel stuff, student records, and other protected information, and there is always a need to maintain a deep level of respect for folx' personal privacy. Those constraints should be acknowledged and upheld. But if the questions that are asked by our community don't

transgress those ethical constraints, we should all try to be on the same page about as much content as possible, as often as possible.

Let's overshare. Let's talk to each other about everything. Let's take interview requests, even when they're scary, because a free press is ideally designed to get information to the community so that we all have what we need to expand our knowledge. Further, let's teach each other everything we need to know to make this place healthy and happy and successful in all the ways we hope it to be. Let's not only show the numbers and plans and data and oblique policy text in raw forms that are incomprehensible without expansive context knowledge, but further help to lead each other by the hand through the stuff we need assistance figuring out. In order to have a meaningfully democratic campus, we need the participants in that democracy to know enough to make their own decisions and contribute thoughtfully to the way forward. Which leads me to my next proposed commitment:

### **Let's take democracy really, super seriously!**

The University Senate and its subcommittees are a thoughtfully structured venue for affecting shared governance on our campus across a variety of important issues and representative constituencies. We should consistently utilize this tool to make sure that all of our voices are heard, to pursue deeper understanding of our University on myriad levels, and to leverage our representatives' votes towards decision making that is reflective of a collaborative whole, and that undermines siloed decision making that excludes parts of that whole. While there are certainly other venues on our campus (and beyond it) that are seemingly more appropriate or desirable for certain issues, I would love to advocate that we still try to bring as much as humanly possible through the Senate agenda. For instance, our agenda is very light this week; let's make sure that SenEx has a hard time deciding what to cram into the next meeting.

In keeping with a desire to reinvigorate this structure, I would also like to ask that folx who haven't participated in the Senate or its subcommittees to come check it out, and that those who have stepped away for some time come back home and give us another shot. I know that these committees are just one of a slew of options to fulfill our respective service requirements to the University, for faculty, and additional un-or-undercompensated work for others, but I would contend that making a good faith effort with them is an important bulwark against default authoritarianism. If we all take our structure of shared governance really seriously, it is harder to ignore the structure as an esoteric body that is questionably representative of its constituents. If we all insist that this body could be a space for asserting and determining who we want to be and what we want to accomplish, it could be a conceptual shield holding off the specter of institutional facism.

I can't, in good conscience, make the pitch for heightened engagement with this shared governance structure without pointing to a tacit but widely understood truth: the meetings of the Senate and many of its subcommittees have historically oscillated (at their furthest and absolute worst extremities), between inane tedium and toxic, ad hominem vitriol. I have at turns left

Senate meetings where I have felt like I lost meaningless hours of my life, and escaped other meetings so emotionally beaten up that I've cried in parking lots or on my office floor.

I know, this is not a huge selling point for the prospect of future membership, but it's something I think we need to be real about as an organization. Most of our meetings are at worst benign and at best replete with moments of interpersonal care and growth, but the outliers feel really bad. Let's try to do our best to fix this dynamic this year, to work towards a space where dissensus is respected and valued, and coming generations of students, staff, faculty, and administrators, are excited to enter and serve. To that end:

**Let's be excellent to each other!**

Let's try to get through this academic year without hurting each other. Let's practice loving kindness, speaking to each other better than we wish to be spoken to, even when we are furious, even when we are sure we are right. Let's be compassionate to each other, listening to each other's perspectives and honoring the plurality of thought and multiplicity of lived experience that each of us bring to the table. Let's watch out for the silent baggage that each of us carry, and try to be gentle, just in case our colleagues are going through more than we can see. Let's make an effort to experience joy together, so that we don't solely carry memories of work conflict into our ongoing interactions with each other. Let's just try our absolute best to be good to each other.

I know that I have failed at this on numerous occasions in the last year. I forgot about other folk's inherent humanity in the heat of the moment. I said stuff and did stuff that did not move the needle towards a more just, inclusive, or equitable space. I'm going to try to commit to doing better this year. I'd love to have some help, if y'all are down.

Shared Governance!

jim

# CAL POLY HUMBOLDT

University Senate Written Reports, September 3, 2024

Standing Committees, Statewide Senators and Ex-officio Members

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## Academic Policies Committee:

Submitted by Tyler Evans, APC Chair

Members: Julie Alderson (Faculty-Art), Frank Cappuccio (Faculty-Chem), Harrelle Deshazier (Coordinator-Umoja Center), Tyler Evans (APC Chair), Marissa O'Neill (Faculty-Social Work), Jenni Robinson Reisinger (Registrar), Mark Wicklund (Director-Assessment). *Vacant: One Faculty Rep; AS Student 1st and 2nd Reps*

Meeting Date(s): 8/28/24

Meeting Details: The Committee met to discuss the draft [Minor/Certificate Policy](#). Based on feedback from the ICC and subsequent discussion, the Committee decided to allow new minor proposals exceeding 24 units, provided justification for the higher unit count is included. Other revisions based on ICC feedback are still pending. The policy document is expected to be ready for introduction and discussion at the September 10 SenEx meeting. Additionally, the Committee addressed committee vacancies and outlined agenda items for the fall.

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## Appointments and Elections Committee:

Submitted by Jorge Monteiro, AEC Chair

Members: Ara Pachmayer, Jorge Monteiro, Michihiro Sugata

Meeting Date(s): 08/22/2024

Meeting Details: The Committee met before the start of the semester to talk about the vacancies that were not filled in the Spring and possible fits for each vacancy. The committee recognized that filling up the APC vacant Faculty seats and University Senate vacant Lecturer seat is a high priority. The committee also discussed the requirements to occupy a seat in the Disability Committee and was a bit confused and concerned that the requirements will make it difficult to recruit people for this committee after a couple cycles. The AEC Chair asked people involved in the Disability Committee for clarifications that were promptly answered.

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## University Policies Committee:

Submitted by Chris Harmon, UPC Chair

Members: Sulaina Banks, Kijung Ryu, Tawny Fleming, Heather Honig, Michelle Williams, Eduardo Cruz

Meeting Date(s):

Meeting Details: Welcome new committee members: Kijun Ryu, Heather Honig, and Eduardo Cruz, thanks so much for joining us. We still need a CAHSS representative and a Staff representative. We have been working on a draft policy defining Centers, Institutes, and Campus Interest Groups and working with SPF to create new chartering and recertification procedures.

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## University Resources and Planning Committee:

Submitted by Jaime Lancaster, URPC Co-Chair

Members:

Meeting Date(s): September 6, 2024; 1:00 - 3:00; SBS 405 or [Zoom](#)

Upcoming Meeting Agenda:

1. Welcome and review and approval of the minutes from May 3, 2024 (Jenn Capps and Jaime Lancaster)
  2. Welcome new members (Jenn Capps and Jaime Lancaster)
  3. Brief of recap of late spring activities until now (Jenn Capps and Jaime Lancaster)
  4. Discussion and planning of once a semester Budget 101 sessions for the campus (Jenn Capps and Jaime Lancaster)
  5. Discussion and planning of Division updates to URPC for Fall 2024 (Jenn Capps and Jaime Lancaster)
  6. Brief enrollment update (Chrissy Holliday)
  7. Budget Update (Sherie Gordon, Sarah Long, and Patrick Orona)
    - Governor's Budget
    - CSU
    - Humboldt
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## **Academic Senate CSU (ASCSU):**

Submitted by Stephanie Burkhalter and Mary Virnoche, ASCSU Senators

The first plenary of the academic year will be held September 19-20 at the Chancellor's Office in Long Beach. This year, Senator Burkhalter has a seat on the Academic Affairs Committee and Senator Virnoche is serving as secretary for the Justice, Equity, Diversity and Inclusion (JEDI) committee.

During its May 16-17, 2024, plenary meeting, the ASCSU approved the following resolutions.

Copies of these and other resolutions can be found at

<https://www.calstate.edu/csu-system/faculty-staff/academic-senate/Pages/Resolutions.aspx>.

### 1. AS-3679-24/AA/FA Artificial Intelligence: Empowering CSU Faculty Colleagues

This resolution commends the Chancellor's Office for providing funding and engagement regarding the implications of artificial intelligence in teaching and learning and urges further support and broader engagement in this area.

### 2. AS-3680-24/APEP Review of Standardized Test Use for Undergraduate Admissions

This resolution does NOT call for a return to the use of the SAT/ACT. In AS-3532-22/APEP, the ASCSU endorsed the recommendation of the Admissions Advisory Council (AAC) to discontinue the use of the SAT and ACT in first-year admissions decisions. That resolution specifically called on the CO to engage in shared governance processes to assess the consequences of the discontinuation of the use of these exams. Recent articles have highlighted possible inequities that have been created by the elimination of these exams. This resolution calls for the AAC to review the elimination of standardized test use for first-time undergraduate admission.

### 3. AS-3681-24/JEDI/FA Building Racial Equity in CSU International Program Participation

The resolution commends the leadership of CSU International Affairs and International Programs (CSUIP) during COVID-19, highlights the underrepresentation of Black and Native American students in study abroad experiences, and requests funding from the Chancellor's Office to support recruitment and advising of these underserved students, along with identifying resources for scholarships and grants to mitigate financial barriers to participate in CSUIP.

### 4. AS-3688-24/FGA/JEDI Equity Data Regarding Student Enrollment, Cost of Instruction, and CSU Equity in Budget Allocation and Reallocation Plans

This resolution asks the Chancellor's Office to develop an equity-based calculation for the per student cost of instruction, an assessment of the impacts on equity, retention, and achievement gaps of any reallocation of enrollment targets and budgets, and explore equity-driven funding models to address CSU systemic funding inequities that

disadvantage already underserved and non-traditional students.

5. AS-3691-24/FA Continuing Support of Faculty Research, Scholarship, and Creative Activities (RSCA), and Request for Increased RSCA Funding

This resolution expresses continuing support for faculty Research, Scholarship and Creative Activities (RSCA) and asks that, given the demonstrated benefit of RSCA to CSU and the system, the CSU increase annual RSCA funding to \$3.3 million from \$2.5 million a year. (The \$3.3 million is adjusted for inflation from 2015-2016 which was the first year that RSCA was funded at \$2.5 million).

6. AS-3685-24/JEDI/FA Affirming Commitment to Accessibility in All Course- and Instruction-Related Software

This resolution reaffirms the ASCSU's commitment to accessibility in all course- and instruction-related software because of this growing and under-served problem in higher education. The ASCSU urge the Chancellor's Office and local campus decision-makers to consult with campus disability services to implement accessibility requirements for the acquisition of software necessary to complete course assignments in compliance with the Americans with Disabilities Act and other regulations.

7. AS-3696-24/AA Support for a Survey of GE Exemptions and Transfer Admission Waivers in Campus Catalogs

This resolution encourages the Office of the Chancellor to gather information and share a report with GEAC and the ASCSU regarding General Education exemptions and transfer admission waivers as they currently exist in CSU campus catalogs.

8. AS-3690-24/FA/JEDI Fortifying and Supporting CSU Deferred Action for Childhood Arrivals (DACA) Through Employment by Advancing Their Inclusion and Equity in the CSU

This resolution asks the CSU to support its current employees who have DACA status in a variety of ways, including helping such employees find a pathway to permanent employment and providing training to Human Resources employees and others about how to employ and assist people with DACA status.

9. AS-3677-24/Exec Academic Senate of the CSU 2024-2025 Meeting Schedule

The resolution defines the schedule for meetings of the Academic Senate of the CSU for the upcoming 2024-2025 academic year.

10. AS-3644-23/JEDI/AA/FA Strengthening California's Inclusive, Multicultural Democracy by Eliminating Legislation and Policies that Ban Books and Block Citizens' Rights and Engagement

This resolution strongly supports the Governor and the Legislature of the State of California's AB 1078 Instructional Materials and Curriculum: Diversity that prohibits the governing board of a school district, a county board of education, or the governing body of a charter school from refusing to approve or prohibiting the use of any textbook, instructional material, or other curriculum or any book or other resource in a school library on the basis that it includes a study of the role and contributions of any individual or group

consistent with requirements relating to instruction in social sciences and the adoption of instructional materials that accurately portray the cultural and racial diversity of our society. The resolution encourages the creation of bills that promote the “freedom of public libraries, library systems, and educational institutions to acquire materials without external limitation and to be protected against attempts to ban, remove, or otherwise restrict access to books or other materials.

11. AS-3683-24/JEDI/FA Academic Senate of the CSU Support for Reparations Task Force Report and Plan for African Americans

This resolution, in alignment with the CSU Black Student Excellence Initiative, commends the California Reparations Report from the Task Force to Study and Develop Reparations Proposals for African Americans.

12. AS-3684-24/JEDI/FA Academic Senate of the CSU Commends Pell Grant Eligible B.A. Program at Pelican Bay State Prison

This resolution commends the partnership between Cal Poly Humboldt, the College of the Redwoods, and the California Department of Corrections and Rehabilitation for developing and implementing the B.A. Program at Pelican Bay State Prison, the first program of its kind to be taught in person at a high-security facility in the State of California and encourages other CSU Campuses to develop similar programs.

13. AS-3694/AA/FA Loss of Confidence in the California State University (CSU) Board of Trustees, Chancellor, and Administration’s Commitment to Consultation on Internal CSU General Education Modification

This resolution states that the ASCSU has lost confidence in the Chancellor, Board of Trustees and Chancellor’s Office administrators and condemns the wholesale replacement of CSU GE Breadth with the Cal-GETC pathway without robust consultation and systemwide faculty feedback. The resolution also urges the Chancellor to put into abeyance changes to CSU GE Breadth, and requests that the California Public Employment Relations Board (PERB) review the process and circumstances that led to the decision to align CSU GE Breadth with Cal-GETC in relation to HEERA.

14. AS-3687-24/JEDI/FA ASCSU JEDI Committee Bylaw Revisions

The ASCSU JEDI Committee has been in existence for almost two years. These bylaw changes clarify the committee’s role and responsibilities in the ASCSU, including the development and implementation of a regularly assessed Strategic Justice Equity and Inclusion Plan that focuses on the recruitment and retention of diverse senators, support for campus senates strategic diversity plans, the development of a leadership pipeline, and addressing justice, equity, diversity and inclusion issues impacting society and CSU campuses.

15. AS-3695-24/AA Student Intellectual Property and Determination as to the Possible

## Use of Generative Artificial Intelligence Detection Tools in Student Course Assignment Submissions

This resolution calls for the ASCSU Executive Committee to seek clarification from the Chancellor's Office General Counsel and the California Faculty Association on a number of legal questions regarding the intellectual property rights of student work and they relate to artificial intelligence, and plagiarism detection tools.

### 16. AS-3697-24/AA Request for Additional Faculty Membership on the Chancellor's Office CSU Generative AI Committee

This resolution requests that the CSU Office of the Chancellor add additional faculty members from different disciplines to the CSU Generative AI Committee subcommittee on teaching and learning.

### 17. AS-3698-24/FA/Exec Call for CSU Administration to Engage in Shared Governance in Responses to Student-Led Protests On CSU Campuses

The resolution objects to the lack of shared governance in decision-making during the Cal Poly Humboldt administration's response to the student-led protest in support of Palestinian lives, April 22-April 30, 2024. It calls for an independent investigation to identify commonly understood facts, outcomes, and impacts, and share lessons learned. Moving forward, it asks for the CSU administration to invest in shared governance when campuses develop responses to protests, which at a minimum should include consultation with faculty, staff, and student leaders, as well as with experts in student activism and protest action response.

### 18. AS-3672-24/FGA/FA Defining the Position of Legislative Specialist for the Academic Senate of the CSU

In the current form, this resolution expresses the will of the ASCSU to define the role of the Legislative Specialist position to conform with past practice, and previous resolutions about this position.

### 19. AS-3699-24/JEDI Socially Responsible Investment Strategies

This resolution reaffirms AS-3659-23: "Condemning Acts of Terrorism, War Crimes, Crimes Against Humanity, and Genocide Against all People, and Support for the California State University Community and Conversations" and contends that evidence-based critiques of policies and military strategies enacted by the Israeli government must not be construed as a priori Anti-Semitism. It urges the Chancellor's Office to reconsider the statement indicating that the CSU does not intend to alter existing investment policies related to Israel or the Israel-Hamas conflict. Further, it urges the Chancellor's Office and campus Presidents to enter into good-faith conversations with students, faculty, and staff calling for socially responsible investment strategies. It requests that the CSU develop a policy and implement a plan for divesting from corporations that profit from genocide, ethnic cleansing, and activities that violate fundamental human rights and cites policies and best

practices examples developed and implemented by Sacramento State President J. Luke Wood and San Francisco State University President Lynn Mahoney.

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## **Office of Equity, Diversity, and Inclusion:**

Submitted by Rosamel Benavides-Garb, Campus Diversity Officer

The Office of Diversity, Equity, and Inclusion closed the 2023/24 year having led, collaborated with, or sponsored 52 different campus diversity, equity, and inclusion initiatives.

This report is not exhaustive, as it only focuses on main events and activities, not regular committee work, etc. For details contact the ODEI at (707) 826-4503 or [diversity@humboldt.edu](mailto:diversity@humboldt.edu).

### **Personnel**

#### **Associate Director**

Michele Miyamoto, MA, Ed. will join ODEI as its inaugural Associate Director on 10/1/24. Michele has spent 27 years on college campuses serving first-generation, low-income, and students with disabilities through Educational Opportunity Program Student Support Services (EOP/SSS) and academic support services programs, which provided her entryway into diversity, equity, and inclusion work. In addition to over two decades of direct student support, Michele's professional experience includes academic support program management, tutor training, culturally relevant faculty development in association with ESCALA Educational Services, curriculum development including Equity-Minded action research projects for instructional student assistants within the Cal Poly Humboldt Learning Center, teaching support courses for Sociology, CRGS, and General Studies, equity advocacy in the hiring process, membership on the Institutional Anti-Racism Action Plan Task Force, and serves as Staff Senator on the University Senate. Michele's commitment to institutional innovation and transformation is driven by a deep sense of social justice.

#### **Diversity and Equity Fellows**

- **Student Success Equity Fellow: Jianmin Zhong, Ph.D., Professor in the Department of Biological Sciences in the College of Natural Resources and Sciences.**

Jianmin has been an advocate for Diversity, Equity, and Inclusion since assuming the role of Pre-med faculty advisor in 2019. Understanding the urgent need to address disparities in healthcare, he developed the BIO482 course, which includes a supervised internship specifically designed to provide equitable access to clinical experiences for students

from underrepresented backgrounds. He actively serves on the National Academic Advising Association (NACADA) DEI sub-Committee, contributing to a guided self-study of advising practices on campus. In his role as an ODEI representative, Jianmin collaborates with committee members to compile data and evidence, aiming to make recommendations that will enhance advising practices, with a particular focus on improving the advising of URM students.

- **Black Student Success Equity Fellow, Kirby Moss, Ph.D., Associate Professor and Chair in the Department of Journalism and Mass Communication at Cal Poly Humboldt.** Kirby is from Omaha, Nebraska, graduated college in Omaha and worked for several years as a professional newspaper journalist before returning to graduate school in Austin, Texas and pursuing a career as a college professor. Kirby is also author of the book 'The Color of Class: Poor Whites and the Paradox of Privilege', which explores social class dynamics in America.

### **Initiatives**

**ODEI leads the development and implementation of the following initiatives:**

#### **DEIA Grant Program**

In partnership with the office of the Provost, the Diversity, Equity, Inclusion, and Accessibility (DEIA) Grant Program announces nine 2024/25 awardees, including:

- 26th Annual International Latino Film Festival, proposal submitted by Matthew Dean, Professor of World Languages and Cultures (WLC), and Alyssa Hughlett, WLC Administrative Support Coordinator
- Cal Poly Humboldt 2024 National First Generation College Celebration Week, proposal submitted by Gema Quiroz-Torres, Academic Services Coordinator, Elizabeth Silver, Educational Opportunity Program, Melanie Michalak, Geology, Brian Kyte, TRIO McNair Scholars
- Athletics Social Equity and Accountability Committee (SEA) Inclusive Leadership, proposal submitted by Ashley Donnell and the Athletics SEA Committee
- BIPOC Student Workshops with Leonard Geddes, proposal submitted by Michele Miyamoto, Tutoring and Academic Coaching Coordinator, and Su Karl, Learning Center Director
- Cultural Diversity Materials for Preschool, proposal submitted by Pollyanna Ramos, Preschool Teacher
- Cultural Fire and Preservation, proposal submitted by Sasheen Raymond, Coordinator of the Indian Tribal & Educational Personnel Program & ELITE Scholars
- Environmental Sciences and Management (ESM) Justice, Equity, Diversity, and Inclusion (JEDI) Retreat Program, proposal submitted by Jennifer Marlow, Assistant Professor,

Department of ESM, Daniel Lipe, Assistant Professor, Department of ESM

- The Latinx Student Psychological Association: Uplifting and Celebrating our Latinx Student, proposal submitted by Brandilynn Villarreal, Associate Professor, Department of Psychology
- International Education Week, proposal submitted by Beth Wilson, Professor of Economics

The annual DEIA Grant Program request for proposals will launch again in spring '25 to fund programs implemented in academic year '25/26. All campus constituents, including students, staff, faculty, and student organizations are eligible to submit a grant proposal to the DEIA Grant Program Funding Committee for review. Awards are made up to \$5,000 per project or program.

### **DEI in the Hiring Process**

In partnership with the Departments of Human Resources and Academic Personnel Services, the ODEI plays a role in the hiring process by ensuring that diversity and equity considerations are embedded at every stage. ODEI provides three areas of support: Demographic review of all faculty applicant pools; trains all members of search committees in the area of unconscious bias, and trains Equity Advocates to support search committees in the hiring process. Equity Advocates in the hiring process are volunteer faculty or staff members who participate in search committees to promote equitable candidate evaluation across various identity markers. If you are interested in becoming a Staff or Faculty Equity Advocate in the Hiring Process, please contact Pearl Podgorniak, ODEI Strategic Initiatives Coordinator, at [pip5@humboldt.edu](mailto:pip5@humboldt.edu).

### **DEI Incubation Initiatives**

ODEI's incubation initiatives promote and advocate for programs that respond to demonstrable need for greater representation and are not permanent ODEI initiatives. The incubation period facilitated by ODEI is one to two years until a permanent home unit is identified to sustain the initiative.

- Professional Pathways in Pre-Law
- Disability and Accessibility Listening Circles (DALC) for students with disabilities

### **DEI Workshop Series**

ODEI offers three workshops available for all faculty and staff:

1. Ethics of Care, available to departments upon request by contacting Fernando Paz, Campus and Community Development Coordinator at [ffp1@humboldt.edu](mailto:ffp1@humboldt.edu).
2. Addressing Unconscious Bias in the Hiring Process, offered monthly on the first Friday of the month to campus members of search committees.

3. Equity Advocacy in the Hiring Process, offered monthly on the last Friday of the month to campus members interested in serving on search committees as a non-voting advocate to encourage equitable consideration of all candidates across identity markers.

### **Equity Arcata**

Equity Arcata is a partnership between the City of Arcata, Cal Poly Humboldt, local businesses and members of the community working to make Arcata a more inclusive and welcoming environment for People of Color. Its purpose is to create a welcoming, safe and racially equitable community. We envision an Arcata that believes we are a better community because of our growing racial diversity, where new residents and students are successful and feel supported within the community.

As of July 1, 2024, a renewed agreement on this joint effort between Cal Poly Humboldt and the City of Arcata for Equity Arcata has taken effect. The agreement is in place for three more years, until July 2027.

### **Ethics of Care**

ODEI is embedding an ethics of care into the institutional culture, aiming to foster a supportive, holistic environment for students, faculty, and staff. This approach focuses on nurturing interpersonal relationships and moving beyond transactional interactions by prioritizing humble inquiry, inclusive connection, and responsive action. By actively listening to diverse experiences, empathizing with individual contexts, and providing thoughtful, responsive support, ODEI seeks to humanize and integrate care into all aspects of campus life. This commitment to care ensures that every member of the university is valued as a whole person, fostering a more compassionate and cohesive community.

### **Oaxacan Authors Visit**

ODEI is excited to announce a special literary event, *Oaxaca and Beyond*, taking place from 9/17 through 9/19, 2024 during the first week of Hispanic Heritage Month. This bilingual celebration will feature readings, discussions, and community events that highlight the rich cultural tapestry of Oaxaca and its literary contributions. Three esteemed authors from Oaxaca will be in attendance: Cuauhtémoc Peña Vásquez, Gayne Rodríguez, and Manuel Matus Manzo. Joining them will be Lamberto Roque-Hernandez, an author from Oakland, and Professor Emeritus of World Language and Cultures, James Gaasch. Cal Poly Humboldt will also be proudly represented by our own Lilianet Brintrup, and Rosamel Benavides-Garb, Associate Vice President of DEI and Campus Diversity Officer. This event is a reaffirmation of Humboldt's dedication to its Hispanic-Serving Institution designation and our connection to our local and global Latinx communities.



ODEI cordially invites all campus members and the wider community to join us for this unique opportunity to engage with the celebrated authors of *Oaxaca and Beyond*. The event will include bilingual readings from the acclaimed work *Oaxaca and Beyond*, as well as a community celebration, *tardeada*, held in collaboration with Equity Arcata and Comunidad Unida de Norte. Contact Angelina Ramirez Peirano, Logistics and Implementation Coordinator, at [amr225@humboldt.edu](mailto:amr225@humboldt.edu).

### **Collaborations**

**ODEI is a partner in the development and implementation of the following collaborative initiatives:**

#### **Affirmative Action Plan**

The 2023/24 Affirmative Action Plan (AAP) for equal opportunity employment practices was updated last year in partnership with Human Resources (HR) and Academic Personnel Services (APS). The update was in accordance with CSU policy that each campus review and update their AAP annually. HR, APS, and ODEI are planning a dissemination campaign to leadership teams this fall semester to promulgate the importance of this foundational institutional document.

#### **CSU Black Student Success Initiative and AANHPI Initiative**

Sponsored by the CSU Chancellor's Office, and in collaboration with VP Chrissy Holiday and her EMSS Leadership Team, ODEI plays a role in advancing the Black Student Success Initiative and the Asian American, Native Hawaiian, and Pacific Islander (AANHPI) Initiative. This partnership ensures that targeted strategies and resources are effectively aligned with institutional goals, leveraging the combined expertise and support of these leadership teams to drive meaningful progress and achievement in BIPOC student success. ODEI welcomes Professor of Journalism & Mass Communication, Dr. Kirby Moss, as the inaugural Black Student Success Diversity and Equity Fellow.

#### **CSU Juneteenth Symposium**

In partnership with the Office of the President, ODEI organized a group of 20 campus members consisting of faculty, staff, students, and administration to attend the 2nd Biennial CSU Juneteenth Symposium, *Let Freedom Ring: Breaking Chains and Elevating to New Heights*, which was hosted by Sacramento State University on 6/13 to 6/14.

#### **ODEI Exchange Groups**

A professional exchange group is a network of individuals from various organizations or units who come together to share knowledge and best practices in their field. These groups facilitate collaboration, professional development, and the exchange of ideas to enhance collective expertise and problem-solving.

- **Community Safety Exchange Group:** ODEI has regular once per month working lunches with campus and Arcata police leadership for the purposes of information exchange, relationship building, collaboration for mutual growth, and a fluid communication process.  
University Police Department: Gregory Allen, AVP for Safety and Wellbeing  
City of Arcata Police Department: Chris Ortega, Lieutenant
- **Professional Development Workshop Exchange Group,** monthly  
Center for Teaching & Learning: Enoch Hale  
Human Resources: Anthony Baker Ortiz, Alfredo Corral  
Library: Tim Miller, Kim Stelter  
Campus Disability Response Center: Cassandra Tex  
Office of Student Life: Ravin Craig  
ODEI: Fernando Paz  
Title IX: David Hickox
- **Disability/Accessibility Exchange Group,** monthly  
Committee for Accessibility and Accommodation Compliance (CAAC)  
American with Disability Act (ADA) Transition Plan  
Office of Diversity, Equity, and Inclusion (ODEI)  
Campus Disability Resource Center (CDRC)  
ITS Accessibility Fellows
- **Human Resources, Academic Personnel Services, and ODEI Exchange Group,** monthly  
Human Resources: Anthony Casas, Michelle Caisse, Anthony Baker Ortiz  
Academic Personnel Services: Kim White, Samm Sanchez, Megan Siems, Breanna Gossi  
ODEI: Rosamel Benavides-Garb, Fernando Paz, Pearl Podgorniak

### **Faculty and Staff Listening Circles**

In partnership with Human Resources, Counseling and Psychological Services (CAPS) Academic Personnel Services (APS), and Staff Council, ODEI will host listening circles for faculty and staff on the first Thursday of each month from 11 am to 12 pm throughout the academic year, beginning on September 5th. The listening circles will be provided in-person and virtually.

The intention of offering monthly listening circles is to provide a consistent forum for faculty and staff to engage in open dialogue, deep listening, and constructive rapport, where each voice is respected and valued. The listening circles are offered from 11 am - 12 pm to embed the opportunity into the workday as a symbol of institutional support for employee participation and well-being. Group conversations will be facilitated by staff from the partnering organizations.

## **Institutional Anti-Racism Action Plan**

In partnership with the University Senate, the Center for Teaching and Learning, and the 15-member Institutional Anti-Racism Action Plan Task Force, the ODEI will continue to advance Cal Poly Humboldt's Institutional Anti-Racism Action Plan (IARAP), which is embedded within the university's strategic plan as a commitment to cultural transformation. The IARAP task force has been instrumental in the review and update process of the IARAP, which involved extensive consultation with the campus community throughout the 2023/24 academic year. This plan embodies the university's dedication to creating an equitable, just, and inclusive environment, striving to enhance the experiences and success of BIPOC students and employees. The task force, led by two co-chairs, ODEI's Dr. Rosamel Benavides Garb, Associate Vice President of Diversity, Equity, and Inclusion and Campus Diversity Officer, and Dr. Ramona Bell, Professor of Critical Race, Gender, and Sexuality Studies (CRGS) is currently writing a draft IARAP and will engage campus constituents over the course of this academic year. The goal this year is to finalize a living document that aligns with Cal Poly Humboldt's overarching goals of social justice and institutional excellence.

## **Events**

**ODEI has recently participated in the following events:**

### **CSU Senior Diversity Officers Retreat**

Dr. Rosamel Benavides-Garb, Campus Diversity Officer attended a CSU Senior Diversity Officers retreat in Long Beach on 8/5 to 8/7. Topics of discussion included the new Time, Place, and Manner policy, Other Conduct of Concern (OCC), and freedom of speech (first amendment). The ODEI team attended virtual discussion sessions on 8/6 and 8/7.

### **Professional Development Day "Fostering Collegial Conversations"**

ODEI hosted a concurrent session open to all faculty and staff on 9/23/2, Professional Development Day, Fall 2024. The session offered a discussion on common values and techniques for promoting respectful and constructive dialogue among colleagues.

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## **Emeritus & Retired Faculty & Staff Association**

Submitted by Marshelle Thobaben, Senate Representative for ERFSA

Members:

Meeting Date(s):

Meeting Details:

### **Humboldt-ERFSA Report**

Humboldt-ERFSA's Fall Presenters are listed below. The meetings take place at Baywood Golf and Country Club, 3600 Buttermilk Ln, Arcata. The Luncheon Program begins at noon and those wanting lunch should arrive by 11:30pm. You are welcome to attend.

**9/12/24 Cyril Oberlander, Dean of the University Library, Cal Poly Humboldt *The University Library SimTable & Hall of Simulation*. Cyril Oberlander, Dean of the University Library**, will highlight the SimTable, an augmented reality 3D interactive simulator in the library showing wildland fires, emergency management, evacuation and floods. Dean Oberlander will also provide updates on the Hall of Simulation, which includes the new FAA Flight Simulator, digital wall, and 3D Digital Herbarium - which won the American Library Association's Best Emerging Technology Award 2024.

<https://library.humboldt.edu/3d-digital-herbarium>;

<https://now.humboldt.edu/news/3d-digital-herbarium-recognized-innovation>

*Introduction by Susan Dobie*

**10/10/24: Jennifer Marlow, Environmental Science and Management. *Managing Risk from Sea-Level Rise and Coastal Hazards to Humboldt Bay's Spent Nuclear Fuel Site***. In this talk, Associate Professor Jennifer Marlow (JD) will discuss plausible future scenarios for Humboldt Bay's spent nuclear fuel site and share recommendations for assuring public and environmental safety. Read [Jennifer's faculty profile](#) and learn more about her work on [Humboldt Now](#). Project information is available at [44feetproject.com](http://44feetproject.com). Also see Brown, A., Marlow, J., and Sorfleet, J. (2024). [Crafting Effective Oversight for the Long-Term Storage of Spent Nuclear Fuel on Sites at Risk of Climate and Coastal Hazards](#). *Frontiers in Climate: Climate Law and Policy*. Vol. 6. [doi.org/10.3389/fclim.2024.1356724](https://doi.org/10.3389/fclim.2024.1356724)

*Introduction by Jeffrey Borgeld*

**11/14/24 Cliff VanCott, McKinleyville Emergency Response Team Leader** will discuss the *Community Emergency Response Team (CERT)* that is based on a foundation of modules that educate individuals about disaster preparedness for hazards that impact their area and trains them in basic disaster response skills.

*Introduction by Lou Ann Wieand*

**12/12/24 Jacqueline Dandeneau, Executive/Artistic Director-Playhouse Arts**, will discuss the Playhouse Arts's building community through the arts, working to create a society that is inspired and empowered to work together for the common good in meaningful and effective ways.

*Introduction by James Floss*

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## **Staff Council:**

Submitted by Staff Councilor, Pearl Podgorniak

Members:

- Kathy Hudson, Chair
- Alex Thorne
- Erica Lucarotti
- Erin Scofield
- Janeth Serrano
- Pearl Podgorniak
- Scott Harris
- Stephanie Souter
- Tianna Nourot
- Xelha Puc

Meeting Date(s): 8/28/24

Meeting Details:

Welcome Back:

Cal Poly Humboldt's Staff Council welcomes everyone back for the 24/25 academic year.

Staff Council's Purpose:

Advocate for staff, enhance communication with university administration, and build campus connections to promote inclusivity and collaboration.

Business Meeting Report:

Time: 12:00 - 12:45 pm

Platform: Zoom

Presiding Officer: Kathy Hudson, Staff Council Chair

Highlights:

- Welcome and Introductions
- Approval of Previous Minutes

2024-2025 Initiatives:

- Elevate Staff Voice
- Increase Staff Connection
- Alignment with University Senators

- Inclusive Representation
- Approved By-Law Amendments:
  - Title change from "President" to "Chair."
  - Added roles: Communications Chair, Treasurer, Secretary, and Committee Chairs.
  - Clarified "permanent employee" definition (excluding temporary employees).
  - MPP staff without direct reports (excluding student staff) now eligible for membership.

#### Committees:

- Governance Committee
- Staff Service Committee
- Recognition Committee
- Ad-Hoc Committees: Planning end-of-year events.

#### Filling Positions:

- Council Chair: Kathy to remain; planning succession by mid-2025.
- Treasurer: Pearl to finish 3rd term in 8/2025.
- Communications Chair: Erin Scofield elected for 1-year term.
- Secretary & Chair-elect: Positions open.

#### Event Planning for 2024-2025:

- Staff Connect Events: Trivia, Halloween, Valentine's, and May Staff Appreciation.
- Recognition Events: March - Staff Recognition Award; May - Years of Service.

#### Adjournment:

Meeting adjourned at 1:00 pm.

I'm here today to talk about the lack of an inclusive process for decision-making on our campus, as I think the lack of effective collaboration is at the root of all nearly our problems at Cal Poly Humboldt. It's easy to find numerous examples of non-collaborative decision-making. Over a decade ago, Botany faculty were surprised when the grounds crew removed a number of their favorite teaching plants from the university gardens. More recently, all community-volunteer-led programming on KHSU was eliminated, the University Center was moved to stateside funding, and control of campus spaces was assigned to Conference and Events Services - all decisions made without any collaboration with faculty or students. In the past three months, a new campus locking plan and the campus addendum to the CSU Time, Place, and Manner Policy have been implemented with no shared governance. A new rodeo club has been announced despite an absence of any students who have expressed a desire to do the paperwork needed to establish such a student club. Administrators have been pushing for completion of a new Strategic Plan, even though there's been so little consultation that most faculty are unaware that the University is even working on a Strategic Plan. All of these decisions have had negative consequences for students, faculty, staff, and our relationships with the community.

The emotional experience of repeatedly being on the receiving end of these non-consultative decisions is terrible. The message that students and faculty take from this experience is that the University doesn't value their contributions and doesn't care about their needs. We feel frustrated, unappreciated, disheartened, cynical, and angry. No amount of administrators saying they value our work can counterbalance the negative messaging created by the actions of those who implement policies without consultation. Faculty care about this institution, and our students, and their learning, so each time another ill-advised non-consultative policy is announced, we launch again into crisis mode to try to head off the new mess that has been inflicted upon us. It's exhausting. It destroys any trust faculty or students have in campus leadership. If, instead, stakeholders could be invited to be part of decision-making, the needs of all stakeholders could be identified, most or all of those needs could be addressed, and

constituents would support the new policy - and would feel like valued members of the campus community.

At Professional Development Day, Provost Jenn Capps used her experience as a rower as a metaphor for the University's need to move forward together. However, it's impossible for us to row together if faculty and students are not invited into the boat. Healing on this campus will require a sustained culture shift, such that the actions of campus leadership make it clear to faculty and students that their input is an essential part of decision-making at Cal Poly Humboldt.

Thank you for considering my viewpoint.



# Comments to the University Senate on September 3<sup>rd</sup>, 2024

From: Jim Graham

Greetings and thank you for allowing me to speak today.

Almost two years ago, we had two individuals with physical disabilities speak at the open forum about the barriers to access they experienced on campus. In speaking with them and others I found there was consistent frustration in the university's slow progress addressing these issues. Since then, I have been asking individuals to try and work within the university to resolve these issues.

After a year of almost no progress, we created and passed a Sense of the Senate last spring. We made progress on some issues in the Sense of the Senate but not on wheelchair access to Natural Resources 101, access to the Communications Department, and the problems with the Disability Access Map on the campus website, all of which involve Facilities Management. These were only a few issues from a list of almost 50 issues we have collected.

In multiple interactions with the AVP in charge of Facilities Management, I found that his approach to accessibility was to adhere to the American Disabilities Act (ADA) Title I and the California Building Code (CBC) which only apply to new construction or major alterations. It does appear that our new buildings meet the ADA requirements. However, ADA Title II passed in 2011 requires that state organizations provide access to all programs and activities for individuals with disabilities.

In my new role as interim Co-Chair of the Committee on Accessibility and Accommodation Compliance (CAAC) and working with Cris Koczera, we brought together a group of responsible administrators over the summer to work on our first ADA Transition Plan. Something that was required 30 years ago. We made some progress on the plan but then facilities stopped attending the meetings and we need their expertise to estimate the cost of projects. For funding, we have heard that we have \$400,000 for changes and other organizations I have spoken with have found that donors are relatively easy to find for accessibility projects.

In the last two years I have seen three students who were full-time wheelchair users on our campus. One of them had their wheelchair fall over. This person was injured and bleeding from the fall. Another was so frustrated with our campus that she sued the university and left. Just last week I saw a new student in a wheelchair who had to lean to one side and slowly move their wheelchair around a corner to keep from falling over.

Over the summer, I surveyed most of the exterior paths on campus. I have attached a flier showing the area around the Natural Resources (NR) building. You'll see that there are errors in the campus Disability Access Map and the building is not accessible. Inside NR is a lecture hall for about 100 students that is not accessible for individuals using mobility devices. There is what appears to be a wheelchair accessible desk, but it is only accessible from one of two flights of stairs.

Also, our existing Disability Access Map does not include accessible bathrooms which are not available in most buildings and the Accessible Path of Travel goes down slopes at over 3 times the ADA limit. Most concerning is that the path goes down a flight of stairs in front of the Natural Resources building. I raised issues about the map almost 1 ½ years ago but it has not changed.

I have been disabled since birth and I grew up in a community of individuals with disabilities which is why it is difficult for me to work in the Natural Resources building knowing that individuals I grew up with cannot not safely get into the building.

I feel that anyone should be able to safely navigate our campus and be able to find a bathroom. I have created maps to try and address this and I had the maps reviewed by our ADA Coordinator and two students with physical mobility issues. I offered to work with Facilities Management on the maps but my emails were not returned. I then created a personal website with access to the maps at [AccessCPH.org](http://AccessCPH.org) and I let the administrators I have been working with know that the site is available. I was then surprised to receive a veiled threat of potential legal action against me. I decided to speak here today because the senate is the only way I know of to share my perspective to a broad group of our leaders. Last Friday I did receive an email where VP Gordon invited me to a meeting with other administrators.

To summarize, our university is and has been dangerous to individuals with physical disabilities and especially those using mobility devices. This is made worse by having an online map that shows them an accessible path that goes down stairs and over slopes that are far too steep. We can address this by changing the map to the one I have provided. To complete the ADA Transition Plan, we also need to have a representative from Facilities Management that can provide costs of projects so we can pursue funding.

I need to say that when folks raise issues, if we listen and then work collaboratively together to resolve the issues, most of the issues will go away and the university will be more successful. However, if we retaliate against folks that raise issues, the issues do not go away and folks may feel forced to contact the media, have protests, and pursue legal action against the university.

Thanks again and feel free to contact me if you have questions or want to talk about this or other issues.

# Access Issues Around the Natural Resources Building at Cal Poly Humboldt.

By: Jim Graham, PhD

Date: 9/3/2024

The American Disabilities Act (ADA) Title II requires “all federal and state agencies to provide access to their programs and activities”. This is regardless of whether the programs and activities are in buildings constructed before or after the ADA Title II was passed in 2011.

One of the areas with a number of access issues is around and within the Natural Resources (NR) building. Taken together these issues appear to make the NR building inaccessible to individuals with physical mobility issues.

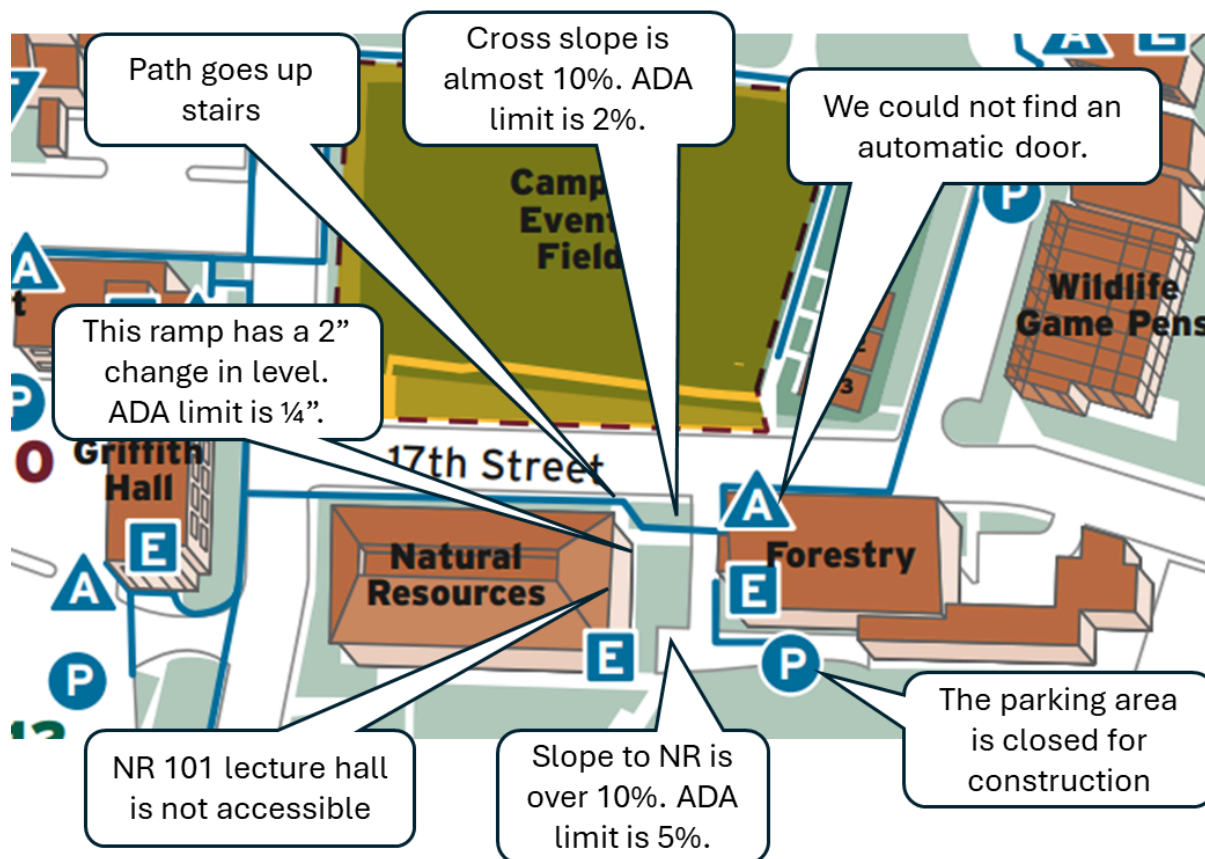


Figure 1. The map is from the “Printable Disability Access Map” on the Cal Poly Humboldt website (<https://www.humboldt.edu/sites/default/files/2023-01/campusaccessmap.pdf>) as of the 21<sup>st</sup> of August, 2024. The blue line shows the accessibility path provided to the public.

Some details on the issues include:

1. The currently defined Accessible Path of Travel does not connect with the NR building. The path that comes the closest to the building goes up a flight of stairs (Figure 1).
2. The path then goes across to the Forestry building. This path might be able to be used in the opposite direction to reach NR but the maximum slope across the path is almost 10% and the American Disability Act (ADA) limits cross slopes to 2% (1:48).
3. The map also includes an “A” symbol for an automatic door, but we could not find one anywhere on the Forestry building.
4. There is an accessible parking space next to the Forestry building but the slope of the path to the NR building is over 10%. The ADA limit is 5% (1:20).
5. The parking area is closed for construction until August 2026 and there was no indication of an alternate parking or accessible route.
6. The lecture hall within NR, 101, seats about 100 students. There does appear to be a wheelchair accessible desk at the bottom of the room, but it is only accessible by one of two flights of stairs (Figure 2). We could not find any other accommodation for mobility devices such as wheelchairs.

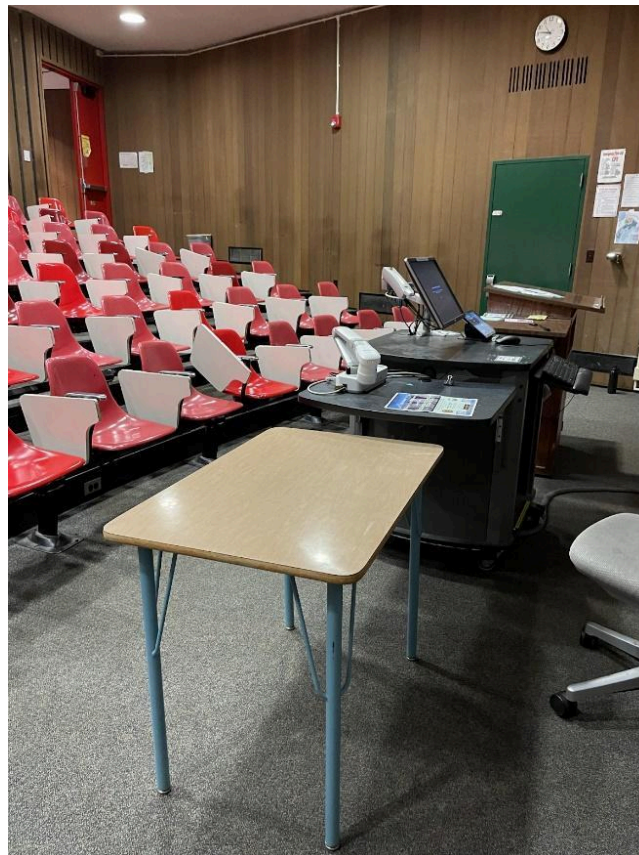


Figure 2. Photo showing what appears to be a wheelchair accessible desk with one of the sets of stairs in the distance. There is another set of stairs to the left and these are the only visible ways of reaching the desk (photo by Jim Graham, 6/21/2024).

For questions, please contact Jim Graham at [james.graham@humboldt.edu](mailto:james.graham@humboldt.edu).

# Reporting Issues and Other Conduct of Concern



# ➤ History & Context

- Summer of 2023:
  - “Behavior or actions demonstrated by a member of the campus community or a department that greatly impacts an individual’s overall well-being to the point where it impairs their ability to fully participate in their educational or work environment” - Cozen O’Connor
  - Associate Deans and ADOS Molly Kresl - consistency in resolving issues
- Complaint Process Development Committee - representation from HR, APS, DOS, Ombuds, Title IX/DHR, Associate Deans

# ➤ Committee Goals

- What is the University's response to unwelcomed behavior that does not fall under existing laws/policies/EOs?
  - Nondiscrimination Policy (Title IX/DHR)
  - EO 1098 (Student Conduct procedures)
  - Employee Relations
  - Collective Bargaining Disputes
- Proactive approach - will adjust to align with additional CSU guidance (forthcoming)
- Reporting website
  - edits/suggestions - [complaints@humboldt.edu](mailto:complaints@humboldt.edu)



# Addressing Other Conduct of Concern

- First steps:
  - Work directly with the other party
  - Seek assistance from their supervisor if they are an employee
  - Consider using Ombuds
- If these are not possible or if efforts have failed or if the behavior is:
  - Severe
  - Pervasive
  - Persistent
- Submitting a report is warranted





# ➤ **Examples of Concerns**

- Acts of intolerance
- Bias (non-discrimination)
- Disregards safety standards
- Does not fulfill professional obligations
- Microaggressions
- Misgendering (single instance)
- Questionable behavior (those occurring off campus)
- Rude Behavior



# ➤ **When to Report**

- No reporting obligations
- Judgment call - Could it be covered under an existing policy?
- Finding the correct form - central reporting website
- Best practices assisting someone:
  - Consider completing the IR for them
  - Personally connect them if referring them to another office

# > Centralized Reporting Website

- [reporting.humboldt.edu](https://reporting.humboldt.edu)
- pick the appropriate tab
  - student
  - employee (including student employees)
  - everyone else (vendor, contractor, visitor)
- pick the appropriate drop down option
  - forms and links
  - contact information
  - websites with more information
- Emergencies, threats, immediate safety concerns: 911



# ➤ General Process Overview

1

- Report Submitted:**
- Review
  - Assess
  - Open a case
  - Assign to administrator
  - Outreach to affected party

2

- Triage:**
- Initiates Action Plan OR
  - Refers to appropriate administrator

3

- Working the case:**
- Connects with parties
  - Creates plan of action
  - Referrals & resources
  - Resolution / conclusion

4

- Weekly monitoring:**
- Sufficient progress
  - Notes shared with Assigned Administrator
  - Check in with affected party, if needed

5

- End of Case:**
- Closing letter
  - Notes in files complete
  - Complaint Process Coordinator closes the loop

H.

## **Key Notes**

- The OCC procedure is for anyone - students, employees, student employees, third parties (vendors, contractors)
- Campus partners have been addressing these issues already, but had limited oversight and tracking after the referral
- New process allows for more efficient way to track, document, and share information
- OCC is leveraging existing case management system, with special attention to case/report access within the system

# ➤ Looking Ahead

- Syllabus language
- Aligning Student Grievance Policy (Policy Number: UML 00-01)
  - Policy link
- Assessment
  - recurring themes in certain areas, around certain policies, or about certain people



# **Questions/Comments:**

**Pam Kirschner**  
**Complaint Process Coordinator**  
**707-826-3387**  
**[complaints@humboldt.edu](mailto:complaints@humboldt.edu)**