

## University Senate

### **Meeting Minutes for Tuesday, April 15, 2025**

Goodwin Forum and Zoom, Meeting ID 818 1954 9462

Chair Woglom called the meeting to order at 3:03 pm. A quorum was present.

#### **Members Present**

Aghasaleh, Banks, Benavides-Garb, Burkhalter, Capps, Cappuccio, Cruz, Evans, Fisher, Geck, Harmon, Holliday, Jannetta, Lepphaille, McGuire, McKindley, Miller, Pachmayer, Perris, Ramsier, Spagna, Stelter, Sterner, A. Thobaben, M. Thobaben, Tillinghast, Virnoche, Woglom

#### **Members Absent**

Deshazier, Lancaster, Silvaggio, Tello-Linares

#### **Guests**

Chelsea Belden, Kacie Borquez-Hall, Cindy Bumgarner, Carmen Bustos-Works, Joice Chang, Adrienne Colegrove-Raymond, Jeff Crane, Thomas Elliott, Bethany Gilden, Bella Gray, Nikola Hobbel, Todd Larsen, Mike Le, Sarah Long, Peggy Metzger, Cyril Oberlander, Raven Palomera, Chris Palomo, Garrett Purchio, Meenal Rana, Annalisa Rush, Brigid Wall, Cade Webb, Carla Wharton, Kimberly White, Mark Wicklund, Jeanne Wielgus, Hyun-Kyung You, and 3 other guests

#### **Announcement of Proxies**

Lepphaille for Deshazier, Aghasaleh for Lancaster

#### **CFA Interruption Statement**

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

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

M/S (Fisher/Harmon) to adopt the agenda.

Motion to adopt the agenda passed without dissent.

#### **Approval of Minutes from March 11, 2025**

M/S (Virnoche/Evans) to approve the minute from April 1, 2025.

Motion to approve the minutes passed without dissent.

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

The attached Consent Calendar from the ICC was approved by general consent.

### **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

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

No report

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

We were intending to do the second reading of the Periodic Evaluation resolution, but received some feedback that the committee is working to incorporate into it.

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

Written report attached

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

Written report attached

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

No report

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

Written report attached

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

No report

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

No report

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

No report

#### **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)**

Written report attached

Vice President Holliday reported that the next Spring Preview is this Saturday and they have more than 860 people attending.

President Spagna reported that he was in Washington, DC in the last week and met with Congressman Huffman, who will be here this Friday to ride the new research vessel the North Wind. Our elected officials are very proud of our university and they realize the situation we're in.

Senator Geck asked for an update about the OCR complaint. President Spagna reported that there is one complaint against the university that was for the PhD project. We've submitted a report that we didn't have anyone involved in it, so it's unclear why we're even a target. The Brandeis Institute had a complaint that was given to the Office of Civil Rights, but nothing has come of that so far.

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

Written report attached

The Senate Reception will be Tuesday, May 13th from 5:00 to 7:00 pm in the Great Hall. It will recognize incoming and outgoing Senators, the Distinguished Faculty Award winner, and the ERFSA grant winners.

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

Senator Harmon made the attached comments.

Chris Palomo made the following comments:

I'm a senior field rep for the NorCal Carpenters Union at a local 751. I'd like to thank you guys for allowing me to speak today.

I'm here today to express my concerns for the bidders on the science renovation building coming up. Allowing Sundt Construction to be able to bid on that is very concerning to me. Sundt Construction across multiple projects in California and beyond has developed a reputation for bypassing local labor wage violations, as well as utilizing subcontractors with questionable safety and labor practices.

Cal Poly Humboldt has a chance to invest in a project that reflects not only academic excellence, but also ethical construction practices. To allow a contractor to bid that has failed to respect workers rights and community standards contradicts the mission of this institution.

This project is an opportunity to uplift local workers, support responsible contractors, and ensure public dollars are spent with intention and care. Sundt Construction does not meet that standard. I respectfully urge you to reconsider them as a bidder. Thank you.

## **Resolution on 2025-2026 URPC Budget Recommendations (22-24/25-URPC – April 15, 2025 – Second Reading)**

Provost Capps discussed the resolution, saying it is largely unchanged from the first reading.

Senators Jannetta and Benavides-Garb spoke in favor of the resolution. Senator Tillinghast spoke in favor, saying that with more budget cuts to come, it's important that we're more strategic with our cuts, particularly looking at the number of MPP positions on campus.

Senate vote to approve the Resolution on 2025-2026 URPC Budget Recommendations ***passed without dissent.***

*Ayes:* Benavides-Garb, Burkhalter, Capps, Cappuccio, Cruz, Deshazier, Evans, Fisher, Geck, Harmon, Holliday, Jannetta, Lepphaille, McGuire, McKindley, Miller, Pachmayer, Perris, Ramsier, Stelter, Sterner, A. Thobaben, M. Thobaben, Virnoche, Woglom

*Nays:* none

*Abstentions:* Aghasaleh, Banks, Lancaster, Silvaggio, Tello-Linares, Tillinghast

### **Information Item: University Hosting Agreement for Internal Events**

Vice President Holliday spoke about the campus announcement on March 12th. Events that the public are invited to will need to go through a risk assessment process, which is now part of 25Live. There are some automatic exceptions for regular events.

### **Information Item: Immediate Textbook Access**

Todd Larsen gave the attached presentation.

### **Information Item: KBR Event Space**

The KBR offers several spaces that are actively used by students, faculty, and staff. The Commuter Kitchen provides essential amenities such as a refrigerator, air fryer, microwave, coffee station, and food prep area. It's a comfortable space for meal prep, eating, and accessing resource materials, with approximately 40 lockers available for rent at \$10 per semester.

The KBR, currently known as the SAC Student/Commuter/Movie Lounge is a popular spot for relaxation and small group study sessions. You'll often find several students at any given time either sleeping in bean bags, studying individually, or gathering in small groups for study sessions, exam prep, board games, puzzle building, or simply relaxing and watching TV. This space features oversized bean bags, large TVs showing news and movies, and whiteboards for collaboration. It's open 88 hours a week, with an average of 28 students using it during peak hours (11 am to 5 pm, Monday to Friday), indicating strong and consistent demand.

The KBR Room is frequently used by SAC Student Programming for events like sports viewings, wellness activities, and film screenings. In Fall 2024, 12 events were held here, attracting 501 students (average attendance: 84, with some larger events like DIY Dorm Decor drawing up to 154 students). More recently, the Spring Clubs Fair was held in the KBR and was a major success.

**Information Item: CEEGE Name Change**

Dean Cindy Bumgarner discussed the attached report.

**TIME CERTAIN: 4:15-4:45 PM - Discussion Item: Feedback for WASC Essays**

Chair Woglom led the Senate in an exercise to give feedback on the WASC essays.

**TIME CERTAIN: 4:45-5:00 PM - Faculty Executive Session: Reading and Ratification of the Distinguished Faculty Awards Nomination Letters**

M/S (Harmon/Jannetta) to move the Senate into Executive Session.

Motion to move to Executive Session passed without dissent.

In accordance with University Senate Bylaws section 7.3, minutes were not recorded.

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**Meeting adjourned at 5:05 PM**

**University Senate**  
**Integrated Curriculum Committee approved 1/21/25**  
Consent Calendar

April 15, 2025

Page 1 of 1

**Consent Calendar**

**Chemistry Changes**

[Chemistry Minor - Change Minor Requirements - 24-2687](#) - Proposed Changes: Change the minimum units from 25 to 21. Require only a year long sequence plus one more CHEM course from the list of approved courses; remove non-discipline list of approved electives. Change the description to include teachers and pre-professional students.

[Chemistry B.A. - Change Core Requirements - 24-2709](#). Requesting to meet Upper Division GE Area 2/5 through program requirements. Approved by GEAR on 4/1/25.

# **CAL POLY HUMBOLDT**

**University Senate Written Reports, April 15, 2025**

**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), Jacob Garcia (AS-External Affairs Rep.), Marissa O'Neill (Faculty-Social Work), Jenni Robinson Reisinger (Registrar), Mark Wicklund (Director-Assessment, AVP Academic Programs designee). Vacant: One Faculty Rep; AS Student 2nd Rep

Meeting Date(s): 4/3/25

Meeting Details: The committee continued work on the ABC/NC grade mode policy, reviewing feedback from the CAHSS Council of Chairs, who appeared receptive to adopting this grading option. The committee identified next steps: gathering input from the CPS Council of Chairs on April 10 and compiling information about programs where grades below C- are credited toward the major. Questions about financial aid implications will also be addressed as policy development continues.

Next meeting: 4/17/25

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## **Appointments and Elections Committee**

Submitted by Jorge Monteiro, AEC Chair

Members: Ara Pachmayer, Jorge Monteiro, Michihiro Sugata

Meeting Date(s):

Meeting Details: We completed the 2nd call for nominations. The ballot for the elected positions will be sent out to the Faculty in the coming week. The committee wants to highlight the hard task of finding Faculty interested in participating in the ICC subcommittees. We are unsure if a more proactive approach is needed to get the Faculty interested in participating in the University-wide committees.

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## Constitution and Bylaws Committee

Submitted by Rouhollah Aghasaleh, CBC Chair

Members:

Meeting Date(s):

Meeting Details: No report

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## Faculty Affairs Committee

Submitted by Jayne McGuire, FAC Chair

Members:

Meeting Date(s):

Meeting Details: No report

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## Integrated Curriculum Committee

Submitted by Sara Sterner, ICC Chair

**Members:** Ramesh Adhikari, Paul Michael Atienza, Morgan Barker, Sei Hee Hwang in for Cindy Bumgarner, Carmen Bustos-Works\*, Christine Cass, Eduardo Cruz, William Fisher, Chris Guillen, Sara Hart, Alison Hodges, Jose Marin Jarrin, Jamie Jenson, JuEun Lee, Heather Madar, Bori Mazzag, Cindy Moyer, Justus Ortega, Meenal Rana, Jenni Robinson Reisinger, Joshua Smith, Sara Sterner (Chair), Anna Thaler, Melissa Tafoya, Lisa Tremain, Mark Wicklund | GEAR Chair: Sara Hart | CDC Chair: Lucy Kerhoulas | APC Chair: Tyler Evans | Student Representative: Tadd Sexton, AS Legislative Vice President | Curriculum and Catalog Specialist: Cameron Allison Govier | Curriculum and Assessment Analyst: Khristan Lamb

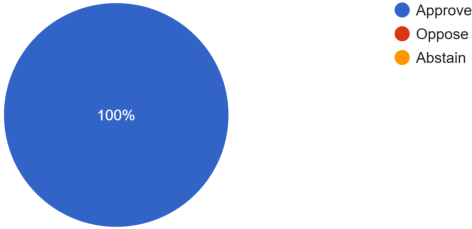
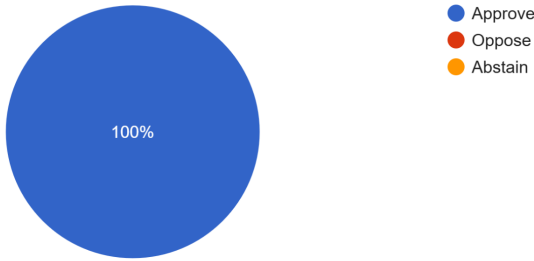
**Meeting Date:** 4/8/25

**Meeting Agenda:**

Time	Agenda Item	Items to Note
9:00	A. Approval of the minutes from the <a href="#">meeting of March 25, 2025</a>	
	B. Approval of Meeting Agenda for 04/08/25	
	C. <b>Information Items:</b>	



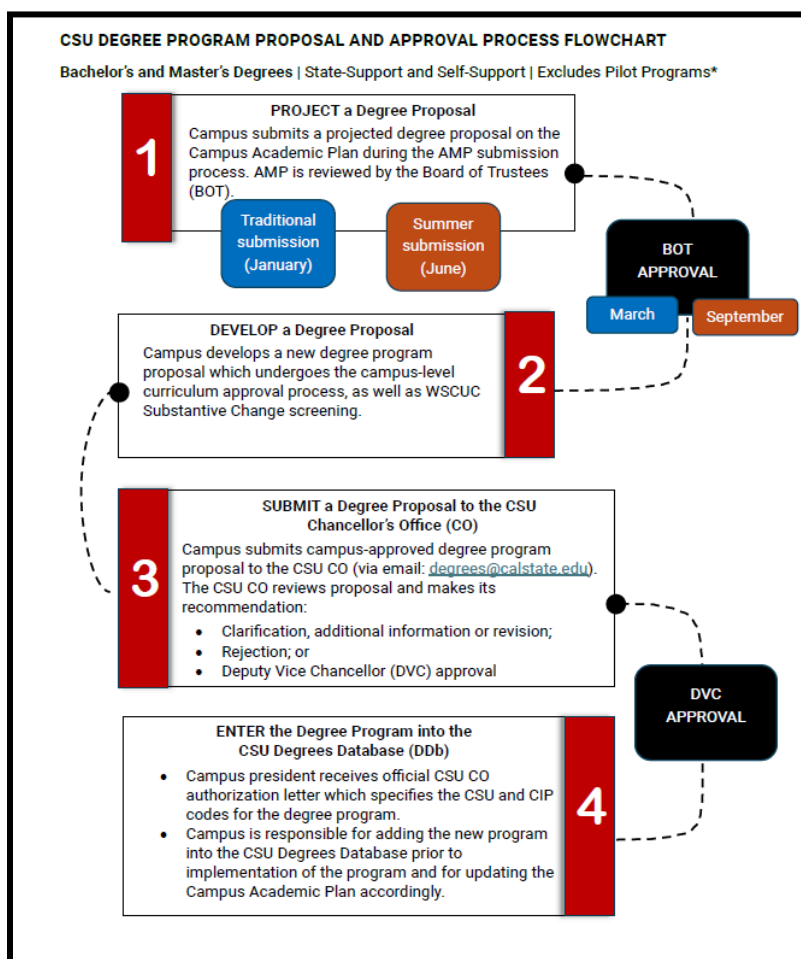
Time	Agenda Item	Items to Note
	<p>a. <b>Proposal Submission:</b> PLEASE encourage the proposers you know to come to Curriculum Office Hours: Every Friday during Green Days, 1:00-3:00 PM, <a href="#">zoom</a>, or by appointment (email <a href="mailto:curriculum@humboldt.edu">curriculum@humboldt.edu</a>). 🍷 #CLEANPROPOSALS is our goal moving forward</p> <p>i. <b>April 15 Deadline</b></p> <p>b. <b>Share Your Wisdom:</b> What tips would you share with proposers when they are drafting? Please add your tips below (<a href="#">Proposer Tips Sharing</a>)</p>	
9:10	<p>D. ICC Meeting Guidelines - Procedural Review and Discussion</p> <p>a. Guiding Documents:</p> <ol style="list-style-type: none"> <li><a href="#">ICC Bylaws</a></li> <li><a href="#">Policy on GEAR Program and Course Certification Requirements</a></li> </ol> <hr/> <p><u>Suggested Process for Proposal Review Moving Forward</u></p> <p>b. <b>Consent Calendar Vote (Bylaws Section 9.1 p. 7):</b></p> <ol style="list-style-type: none"> <li>Whole group approval <ol style="list-style-type: none"> <li></li> </ol> </li> </ol> <p>c. <b>First Reading of the Voting Action Calendar (Bylaws 9.220-25 Minutes)</b></p> <ol style="list-style-type: none"> <li>3-5 minute overview/sharing from shepherd (and/or proposer, if desired)</li> <li>5-7 minutes of Q&amp;A</li> <li>10 minutes of discussion; sign up in advance via email, 2 minutes allotted for each speaker <ol style="list-style-type: none"> <li>If additional documentation is requested, ICC Chair will follow up with shepherd or proposer, as needed</li> </ol> </li> <li>If no further discussion is needed, the vote will be called and Vote via online ballot, google form <ol style="list-style-type: none"> <li>Votes will be anonymous, but will be sent to all voting members when the vote is called.</li> <li>If more discussion is needed, second reading will be requested for the following meeting <ol style="list-style-type: none"> <li>ICC Chair will coordinate further communication, collaboration between concerned parties, and/ or responses to committee questions, as needed between meetings <ol style="list-style-type: none"> <li>All questions about GE will defer to and follow the GEAR Policy Guidelines</li> </ol> </li> </ol> </li> </ol> </li> </ol> <p>d. <b>Second Reading: 10 Minutes</b></p> <ol style="list-style-type: none"> <li>2 Minute Introduction and Update by ICC Chair/Shepherd</li> <li>8 minutes of discussion; sign up in advance via email, 2 minutes allotted for each speaker</li> <li>Call for a vote, vote is binding</li> </ol>	<p>Information gathering space: <a href="#">ICC Shared Guideline Development - SP25</a></p> <p>Review and Discuss Operationalizing the Bylaws</p>
9:20	E. <a href="#">Consent and Voting Action Calendar</a> - Voting Items Discussion + Voting	
	<b>Consent Calendar: None</b>	
	<a href="#">Voting Action Calendar Direct Link</a> - Discussion + Voting	

Time	Agenda Item	Items to Note
First Reading	<ul style="list-style-type: none"> <li><a href="#">Chemistry Minor - Change Minor Requirements - 24-2687</a> - Proposed Changes: Change the minimum units from 25 to 21. Require only a year long sequence plus one more CHEM course from the list of approved courses; remove non-discipline list of approved electives. Change the description to include teachers and pre-professional students.</li> </ul>	<b>Voting Form:</b> <a href="https://forms.gle/hr8uxGRgzFrD8VKH9">https://forms.gle/hr8uxGRgzFrD8VKH9</a> <i>(only active for voting members after call for the vote)</i>
Voting Results	<div> <p>Chemistry Minor - Change Minor Requirements - 24-2687 - Proposed Changes: Change the minimum units from 25 to 21. Require only a year l...to include teachers and pre-professional students.</p> <p>15 responses</p>  </div>	
First Reading	<ul style="list-style-type: none"> <li><a href="#">Chemistry, B.A. - Change Core Requirements - 24-2709</a>. Requesting to meet Upper Division GE Area 2/5 through program requirements. Approved by GEAR on 4/1/25.</li> </ul>	<b>Voting Form:</b> <a href="https://forms.gle/PQYybSkJaLvYg9Yu5">https://forms.gle/PQYybSkJaLvYg9Yu5</a> <i>(only active for voting members after call for the vote)</i>
Voting Results	<div> <p>Chemistry, B.A. - Change Core Requirements - 24-2709. Requesting to meet Upper Division GE Area 2/5 through program requirements. Approved by GEAR on 4/1/25.</p> <p>17 responses</p>  </div>	
	<b>Proposal Information Item:</b> <ul style="list-style-type: none"> <li>The following degree projections were reviewed and are moving forward from APP to be included on the Summer AMP (will move forward to Senate for the last Senate meeting of the year). <ul style="list-style-type: none"> <li><a href="#">Critical Agriculture Studies - Bachelor of Arts - 25-2676</a> - PROGRAM: Projected Degree Proposal Form (Chancellor's Office)</li> </ul> </li> </ul>	

Time	Agenda Item	Items to Note
	<ul style="list-style-type: none"> <li>○ <a href="#">Health and Medical Science - Bachelor of Science - 24-2714</a> - PROGRAM: Projected Degree Proposal Form (Chancellor's Office)</li> <li>○ Both are part of the Poly Build out for 2026</li> </ul>	
9:35	F. <b>GEAR Information Item:</b> Course Certification Form Updates <ul style="list-style-type: none"> <li>a. <a href="#">GEAR Course Certification Form (Rev. 4-2025)</a></li> </ul>	
9:45	G. Reports & Updates - 5 Minutes Each: <ul style="list-style-type: none"> <li>a. AP/Curriculum               <ul style="list-style-type: none"> <li>i. <a href="#">Polytechnic Prospectus</a></li> <li>ii. <a href="#">CSU DEGREE PROGRAM PROPOSAL AND APPROVAL PROCESS FLOWCHART</a> (See image below) + <a href="#">pdf document link</a></li> </ul> </li> <li>b. CDC (<a href="#">CDC Assignments 2024 2025</a>)</li> <li>c. GEAR (<a href="#">GEAR Tracking 24-25</a> + <a href="#">GEAR Agenda &amp; Minutes 24-25</a>)</li> <li>d. APP (<a href="#">APP Assignments 2024 2025</a> + Notes Folder: <a href="#">AY 24/25</a>)</li> <li>e. APC</li> </ul>	CDC Update: Worked on CHEM Minor proposal and working on SOC/CJS Package.
10:00	H. Quantitative Reasoning: Disciplinary Statistics + EO 1110 Discussion <ul style="list-style-type: none"> <li>a. Framing this information Sharing (Sara S.)               <ul style="list-style-type: none"> <li>i. Focus: Model for Student Support                   <ul style="list-style-type: none"> <li>1. Campus is in compliance with EO1110</li> </ul> </li> <li>ii. Stakeholder meeting held on 4/2/25</li> </ul> </li> <li>b. PSYC 109 Presentation by Dr. Maria Iturbide               <ul style="list-style-type: none"> <li>i. <a href="#">Supporting Guidelines</a></li> <li>ii. Present for this conversation: Stephanie Souter (coming after 10:30), instructor of PSYC 109; Kat Goldenberg, PBLC Director; Arianna Thobaben, Supplemental Instruction Coordinator; Josh Meisel, Chair of Sociology</li> </ul> </li> <li>c. Plan for Supplemental Instruction/Developmental mathematics supports</li> </ul>	
	I. Proposer Tips Sharing - Add yours here! <ul style="list-style-type: none"> <li>a. Discuss <u>new courses</u>, <u>program changes</u> and <u>new programs</u> with ADs, chairs and program leads as appropriate <i>before</i> submitting proposals.</li> <li>b. The deadline for program change and new program proposals is April 15.</li> <li>c. Run and attach an Impact Report and communicate with impacted departments as appropriate.</li> <li>d. Go to Curriculum office hours on Friday 1-3</li> <li>e. Use the syllabus template.</li> <li>f. If proposing a GEAR course, prep your signature assignment and rubric so that they're ready for MCC submission</li> </ul>	
<b>Next Up:</b> <ul style="list-style-type: none"> <li>● <b>Subcommittee Meetings:</b> April 15, April 29, May 13</li> <li>● <b>Full ICC Meetings:</b> April 22, May 6</li> </ul>		
<b>Tabled Items: Keeping Tabs</b>		

Time	Agenda Item	Items to Note
	<ul style="list-style-type: none"> <li>• <b>From 4/30/24 Meeting:</b> Appeals process for ICC Decisions: <a href="#">Draft of ICC Appeals process</a> Please feel free to add comments and suggestions.</li> <li>• <b>From 9/10/24 Meeting:</b> Membership/Service Commitments both on ICC and across campus; Key Points from Discussion: larger context of university; need for release time for lecturers; service workload requirements/levels for RTP/Range Elevation; need for student representation. (<a href="#">09.10.24-ICC Meeting Minutes</a>)</li> </ul>	

## CSU DEGREE PROGRAM PROPOSAL AND APPROVAL PROCESS FLOWCHART



## Senate Guidelines/ICC Consent Calendar Details for PSYC 109

- From the Senate:  
One notable change that has been exhaustively discussed at ICC is the proposal to make PSYC 109 (Introduction to Psychological Statistics, 4 units) count as LD GE B4 Math. We feel that by requiring PSYC 198 (Supplemental Instruction, 1 unit) to be taken

concurrently with PSYC 109 for Category III/IV students, the EO 1110 requirements are met such that PSYC 109 can serve as a B4 course.

In Fall 2024, the Psychology Department will present to ICC summary data on Category III/IV student success in PSYC109; if success is a problem, CDC recommends that PSYC 198 co-requisite be replaced with a new faculty-taught course PSYC 9 (1 unit, 2 hours per week)

- From ICC:

**Integrated Curriculum Committee Consent Calendar**  
**February 8, 2022**

[PSYC - 241 - 18-228](#). Change course number of PSYC 241 "Introduction to Psychological Statistics" (4) to PSYC 109. This 100-level course will fulfill GE B4 requirements for Psychology majors. To meet EO 1110, Category I and II students will be able to take this course in their second semester. Category III/IV students will take PSYC 109 with a co-requisite PSYC 198. This will be tried for two years and then success assessed. The department is also creating a new Supplemental Instruction class (PSYC 198, 1 unit) that will be taught via students at the Learning Center, and will encourage students to take this course concurrently.

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## Consent and Voting Action Calendar

[ICC Consent and Voting Action Calendar - 04.08.2025](#)

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## University Policies Committee

Submitted by Chris Harmon, UPC Chair

Members: Heather Honig, Bethany Rapp, Michelle Williams, Kijung Ryu, Sulaina Banks, William Cook, Stephanie McKindley

Meeting Date(s): 04.08.25

Meeting Details: UPC will introduce a first reading of our draft revision of the Policy on Policies, Procedures, and Guidelines. We will host an open forum via Zoom at our next UPC meeting, April 22nd, at 10 AM, to engage in meaningful discussion on our draft. We hope you can make it and provide feedback. Please invite your constituents or anyone you think will be interested.

Here is a link for the meeting:

<https://humboldtstate.zoom.us/j/88213995050?pwd=oLYQizvFMftoHvmxZ2U4J6mS8pFegD.1>

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## University Resources and Planning Committee

Submitted by Jaime Lancaster, URPC Co-Chair

Members:

Meeting Date(s):

Meeting Details: No report

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## Academic Senate of the CSU

Submitted by Stephanie Burkhalter and Mary Virnoche, ASCSU Senators

The next ASCSU plenary meeting will take place on May 7-May 9. This will be the last meeting of this academic year. If you have any feedback on the first reading resolutions that we included links to in our last report, please provide that feedback via email no later than **Monday, May 5**.

### A few announcements

- **CSU Resource Pages** to help us navigate the current national political climate:
  - 1) [Federal Updates](#) page that provides resources, position statements and, wherever possible, responses to questions and concerns from CSU faculty, students and staff on federal issues. The page provides the latest information on issues such as immigration, religious freedom, research funding, international travel and more. It also contains weekly updates on the latest developments from Washington that relate to the work of the CSU.
  - 2) [Immigration Enforcement Concerns Resources for Faculty and Staff](#) provides links to many resources to understand and report any immigration enforcement action that happens on CSU campuses or targeting CSU faculty, staff and students. There is a recently updated associated page: [Resources for Undocumented Students](#)
- **Revoking Student Visas Update:** More than 40 students across 15 campuses and seems to be growing. F1 and J1 focus. Seems like most students have finished their degrees and are in the 1-year period where they are allowed to stay to gain “practicum” experience. Sometimes there is a reason (parking tickets) and sometimes no reason provided. Sometimes students do not know until campuses contact them. CSU is seeking support

from legal defense organizations. This is not an expert area for CHIRLA. No appeals are being granted.

- **Visa Actions with Employees** - At this point, no knowledge of action against any CSU employees on work visas.
  - **Faculty Survey:** The ASCSU has launched a “student success” survey for faculty. We strongly encourage you to fill out this survey. You should have received an email with a link to the survey in the first week of April. This survey is meaningful because the CSU is dedicating system resources to gather your understanding of what student success is in the classroom, which will ultimately inform the CSU’s definition of student success. If you have been frustrated with past initiatives that define student success mainly by 4-year and 6-year graduation rates, now’s the time to add your two cents and have an impact!
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## **Associated Students**

Submitted by Eduardo Cruz, AS President

Members:

Meeting Date(s):

Meeting Details: No report

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## **California Faculty Association**

Submitted by Anthony Silvaggio, CFA/Humboldt Chapter President

Members:

Meeting Date(s):

Meeting Details: No report

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

Submitted by Rosamel Benavides-Garb, Campus Diversity Officer

Members:

Meeting Date(s):

Meeting Details: No report

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

Submitted by Marshelle Thobaben, Senate Representative for ERFSA

Members:

Meeting Date(s):

Meeting Details: If you do not plan to submit a written report, please write "no report" in the meeting details space of this document, just so I know not to wait on your committee/division

### **2025 ERFSA Grant Recipients**

The Humboldt-Emeritus and Retired Faculty and Staff Association (ERFSA) Executive Committee is pleased to announce the recipients of the 2025 ERFSA Grant Awards. The ERFSA grant awards are designed to support the tenure-track faculty, lecturers, and staff with less than five years of employment at Cal Poly Humboldt. The goal of the grants is to assist recipients in expanding their professional qualifications. Thanks to generous donations, ERFSA continues its long-standing tradition of providing these grants to junior faculty and staff.

### **Grant Recipients**

**Benjamin Anjewierden**, Lecturer, Psychology Department, Project: Knowing Who Are and We Are Not: Impacts of (Inter) Group Composition on Deriving Epistemic Fulfillment from Groups

**Jason Hockaday**, Lecturer, Native American Studies Department, Project: Designing a Tribal Funeral Home for Northwest California

**Nicole Kita**, Lecturer, Art + Film Department, Project: Participant in the Stone Lithography Workshop at the Grafik House Print Studio & Maker Goods Studio Letterpress Printmaking Workshop in Kansas City, Missouri

**Roberto Mónico**, Assistant Professor, Critical Race, Gender and Sexuality Studies Department, Project: Teaching Research Methods in Pelican Bay

**Pedro Peloso**, Lecturer & Research Associate, Biological Sciences Department, Project: Determining the Identity of Cryptic Salamander Species in the California Floristic Province



**Tess Weathers**, Assistant Professor, Environmental Resources Engineering Program, School of Engineering, Project: Impacts on Soil Microbial and Fungal Communities and Biofilm Formation during Meadow Restoration using Beaver Dams Analogs

**In-person Humboldt-ERFSA Meeting at Baywood Golf and Country Club**, 3600 Buttermilk Ln, Arcata , CA From Hwy 101 North: Take exit 713 and Continue on Old Arcata Rd, Right on Buttermilk and the Country Club is 2.5 miles up on the left. From Hwy 101 South: Take Bayside Cutoff exit and continue straight until you see Golf Course Rd. on the right-hand side.

**May 8, 2025: Maxwell Schnurer, Communication Department Chair and Transformative Restorative Education Center (TREC); Mark Taylor, MSW, Project Rebound; Steve Ladwig, TREC; Sidney Asfrzadeh, TREC. “Cal Poly Humboldt BA at Pelican Bay State Prison”.** Cal Poly Humboldt currently offers a Bachelor of Arts degree in Communications at Pelican Bay State Prison. The presenters will discuss what it is like to teach university level courses to students at California highest security prison.  
<https://www.ijpr.org/show/the-jefferson-exchange/2024-11-25/tues-9-25-california-colleges-provide-pathways-for-inmates-to-earn-college-degrees>

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## Labor Council

Submitted by Steve Tillinghast, Labor Council Delegate

Members:

Meeting Date(s):

Meeting Details: No report

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## Staff Council

Submitted by Senator Sulaina Banks

The Staff Council meeting that was scheduled for Thursday, April 3, 2025, was moved to Thursday, April 17, 2025. During this meeting, various Staff representatives will be presenting on the work they are doing. Staff Senators will be presenting their [presentation](#) on Senate Overview and Parliamentary Procedure Explained. They will also be announcing their University Senate - Staff Senators Feedback [form](#).

Staff Council's EOY Staff Appreciation Event will be held on Thursday, June 5, 2025, from 4:00 – 7:00 p.m. at the Arcata Community Center. There will be food, fun raffle prizes, and recognition of our staff who have been with the university for 5, 10, 20, 30, and 30+ years! DJ Goldilocks will also be performing.

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### **President and President's Administrative Team Report to University Senate**

Michael Spagna, President

Bethany Gilden, Chief of Staff

Jenn Capps, Provost and VP for Academic Affairs

Michael Fisher, VP for Administration & Finance and CFO

Chrissy Holliday, VP for Enrollment Management & Student Success

Mark Johnson, VP for University Advancement

Nick Pettit, Executive Director of Intercollegiate Athletics and Recreational Sports

Adrienne Colegrove-Raymond, Special Assistant to the President for Tribal & Community Engagement

Connie Stewart - Executive Director of Initiatives

### **MOMENTS OF PRIDE**

#### **2025 ERFSA Grant Awards**

A shout out to the 2025 ERFSA Grant Award Winner and The Humboldt-Emeritus and Retired Faculty and Staff Association (ERFSA) Executive Committee for their work on this important program. The grant awardees are:

- **Benjamin Anjewierden**, Lecturer, Psychology Department, Project: Knowing Who Are and We Are Not: Impacts of (Inter) Group Composition on Deriving Epistemic Fulfillment from Groups
- **Jason Hockaday**, Lecturer, Native American Studies Department, Project: Designing a Tribal Funeral Home for Northwest California
- **Nicole Kita**, Lecturer, Art + Film Department, Project: Participant in the Stone Lithography Workshop at the Grafik House Print Studio & Maker Goods Studio Letterpress Printmaking Workshop in Kansas City, Missouri
- **Roberto Mónico**, Assistant Professor, Critical Race, Gender and Sexuality Studies Department, Project: Teaching Research Methods in Pelican Bay
- **Pedro Peloso**, Lecturer & Research Associate, Biological Sciences Department, Project: Determining the Identity of Cryptic Salamander Species in the California Floristic Province
- **Tess Weathers**, Assistant Professor, Environmental Resources Engineering Program, School of Engineering, Project: Impacts on Soil Microbial and Fungal Communities and Biofilm Formation during Meadow Restoration using Beaver Dams Analogs

The ERFSA grant awards are designed to support tenured-track faculty, lecturers, and staff with less than five years of employment at Cal Poly Humboldt. The goal of the grants is to assist recipients in expanding their professional qualifications.

## **ACADEMICS**

The Individualized Degree Program (IDP) is Hiring a New Director

As you may remember, the inaugural IDP Director Rebecca Robertson is moving into a Dean position at College of the Redwoods this summer so we are conducting an internal search for our next director. The Director of the Individualized Degree Program (IDP) will lead the Interdisciplinary Studies - Individualized Degree Plan (IDP), a program that provides students with a flexible and customized degree pathway. Students in the program develop a unique, interdisciplinary degree plan that incorporates courses from multiple disciplines, preparing them for diverse academic, career, and lifelong learning goals.

The IDP curriculum includes a sequence of required core courses that introduce students to interdisciplinary thinking and approaches to inquiry, equipping them with the skills to integrate knowledge across fields and apply it to complex, real-world challenges. The program fosters a culture of interdisciplinarity, innovation, and student empowerment, supporting students as they take an active role in designing their education.

## **INCLUSIVE EXPERIENCE**

### **Connect with prospective and current students**

Do you need help communicating with either prospective or our currently enrolled students? Have an event you want to promote or information you think might sway students to pick Humboldt as their top college? Don't forget that our Strategic Student Communications team is here to help, combining enrollment-focused communications with the design and outreach efforts of the Student Marketing Center and the Humbot text and chat platform. With a new request form, you can now request any service that the department offers all in one place. Visit <https://www.humboldt.edu/smc> and click on "Submit a request" to leverage this resource!

## **INNOVATION AND SUSTAINABILITY**

### **Strategic Enrollment Growth**

We are continuing our work to build the polytechnic future envisioned by our campus, including the growth in student population that is required to meet the workforce needs of our state, the funding expectations of the state and the CSU, and to provide a sustainable funding level for our campus. The [most recent Enrollment to Target Update report](#) was released April 1 by the Enrollment Target Progress Team, and provides insight into our progress towards the headcount target of 6,347 (which would be a 4.9% increase over last year, if achieved). Strong progress is

being made towards that goal, and deposits are trending higher than last year. However, April and May are among the most essential months in the student college decision process, when a large number of deposits for fall are made, and is one of the most volatile times for year-to-date comparisons.

Campus partners can best support fall enrollment by continuing to engage with the collaborative yield efforts with Enrollment Management, and continuing the campus' legacy of responsiveness to student questions, need for advisement support, and general outreach. **Be sure to follow up with current students you interact with regularly to ensure they are registering for summer and fall courses,** to continue their path to success.

### **On-Campus Mobile Food Delivery Supports Student Employment**

Did you know we have a mobile food delivery service on campus that employs Cal Poly Humboldt students? Try Byppo mobile ordering the next time work has you tied to your office during lunch. Order online food from the College Creek Marketplace, including wings, personal pizzas and build your own sandwiches. Order from the Depot for Obento, Cocina, Los Bagels, Obento and smoothies. And order your favorite burger and fries from Bigfoot Burgers. Download the mobile app from Apple or Google stores. Not only does it provide convenient food delivery on campus from our dining partners, but it supports our students economically. (Mobile app link page: <https://www.byppo.com/eatnow>)

Hey Cal Poly Humboldt!

I don't know if it is because of the string of sunny days or a mental defense mechanism in response to the apocalyptic bleakness of national news, but I've found myself daydreaming about the future over the last couple days.

Following the last round of Senate ballots through the Appointments and Elections Committee (thank you, Jorge and Patrick!), we now have a new Senate Chair/General Faculty President Elect in Dr. Chris Harmon of the Chemistry Department and University Policies Committee. Congratulations, Dr. Harmon, and "thank you" in advance of your service. I look forward to Chris' tenure, not only because I'm 100% sure he is a more prepared and appropriate fit for the position, but also because I think it gives us an opportunity as a campus to reset our engagement with the Senate Chair role. Let's all make sure to think through how we can prepare and guide Chris through how we want to engage and be engaged by the Senate and shared governance on campus. Let's communicate our desires and expectations for change in our democratic context, such that it reflects what we want it to look like.

Similarly, we will be electing committee leadership and welcoming new Senators at our April 29th meeting (not tomorrow, but two weeks from now). Again, we will have some fresh faces joining our representative shared governance, as well as familiar folx in new roles. As we move toward those new terms and new work, we should, I think, pause to reflect on what those committees do, and how we can most effectively welcome and inform folx of their roles in those contexts, such that we can hit the ground running in the coming year and work towards a more perfect educational institution.

Democracy seems like such a fragile thing right now. I pick up the newspaper every morning and despair for the deterioration of what I had always assumed were unassailable norms. I feel helpless to confront them in a meaningful way. The thought that the work we do to prepare our students for their role as world-changing agents and leaders might eventually return us to even the horribly imperfect model of just last year, and hopefully something better, is a comfort to me, but it is also an abstraction that pushes the responsibility for change onto our students. The University Senate, as flawed and sometimes ineffectual as it seems, is one space in which we have the opportunity to bolster and reaffirm democratic stewardship of a public University, and that feels like another important space for us to make sure we are doing our best.

Allen Ginsberg had a line in his "Fall of America" Poems from 1969:

"Well, while I'm here I'll do the work — and what's the work? To ease the pain of living.  
Everything else, drunken dumbshow."

Let's do this work for each other.

jim

Dear Campus Community,

It has come to our attention that students have been asked to move out of housing by 10 AM on Saturday, May 17<sup>th</sup>, the same day as commencement. The students who brought this to our attention have final exams on Friday, May 16<sup>th</sup>, giving them very little time to prepare for their move, commencement, and, of course, studying for their final exams. This is daunting even for those students who are not participating in commencement. The stress of having less than a day to move out of their housing assignment can affect their ability to prepare for their final exam(s) successfully. We are not supporting their success with such a quick turnaround time. Additionally, the campus is quite busy during that day with commencement, exacerbating the already busy schedule students and families will have. We understand this schedule and contract with Housing Life is already set and likely cannot be changed; however, we ask that Housing consider extending the move-out by one or two days or giving lenience to students with final exams on Friday. If this cannot be accomplished this semester, then we ask that Housing consider this issue in the coming terms and allow students ample time to move out as well as prepare for their final exams.

Best regards,

Chris Harmon, Ph.D. Department of Chemistry & Biochemistry

Monty Mola, Ph.D., Department of Physics & Astronomy

**CAL POLY HUMBOLDT**  
**University Senate**

**Resolution on the URPC Budget Recommendation 2025-2026**

22-24/25-URPC — April 15, 2025 — Second Reading

**RESOLVED:** That the University Senate of Cal Poly Humboldt recommends that Chair Woglom forward the University Resource and Planning Committee's Budget Recommendation to Interim President Spagna in keeping with the CBC Guidance that outlines URPC Recommendations.

**RATIONALE:** The URPC has developed a budget recommendation based on existing budget assumptions and ask that this recommendation be forwarded to the President in order to inform budget decisions for the 2025-2026 fiscal year.



## University Resources and Planning Committee

**Date:** 04/15/25

**TO:** Senate Chair and General Faculty President Jim Woglom,  
Cal Poly Humboldt

**FROM:** Jenn Capps and Jaime Lancaster – Co-Chairs of the University Resources and Planning  
Committee (URPC)

**CC:** Committee Members

**RE:** 2025-26 Budget Recommendation to the President

*Chair Woglom,*

*Below, please find the University Resources and Planning Committee's (URPC) Budget Recommendation for FY 2025-26. After review and input from the Senate, we ask that you forward its contents to President Spagna in order to inform his decisions regarding budgeting for next year, in accordance with the [CBC Guidance on Senate Ratification of URPC Recommendations](#).*

### Executive Summary

As we enter another year of budget reductions in 2025-26, it's important to take a moment to recognize the significant work accomplished in 2023-24. Thanks to the highly collaborative, strategic, and transparent efforts of the URPC, the University was able to begin 2024-25 with a balanced budget. Overall, the University projected a net \$11.4 million increase to the operating budget, bringing the total to \$178 million. This growth was largely driven by increased state appropriations for Polytechnic funding, Chancellor's Office program earmarks, partial funding for compensation and benefit cost increases, and commitments to the State University Grant (SUG). Additionally, for the third consecutive year, the university achieved enrollment growth of +1%, a modest but meaningful step forward.

It is important to recognize that this increase in the operating budget came despite an overall \$8.3 million reduction that the campus implemented in order to start 2024-25 without a structural deficit. This reduction, applied across all divisions, was primarily driven by enrollment reallocation and rising costs that were projected to outpace revenue growth. A significant portion of these cost increases resulted from much-needed systemwide pay raises, negotiated at the CSU level, with only partial funding anticipated from the state, and increased utility costs.

As we navigate the challenges ahead, we remain committed to balancing the University's strategic and transformative Polytechnic growth with responsible fiscal stewardship. While 2025-26 and beyond will



bring continued financial pressures, our focus on sustainability, innovation, and collaboration will ensure that we adapt and thrive.

Each year, the URPC provides a recommendation, directed to the President through the Senate Chair, regarding changes in allocations and reductions from the University to the Divisions. The funds addressed in this recommendation are limited to new or reduced resources applied to [the HM500 or “General Fund”](#) (GF) from state allocations and tuition-based revenue. The URPC, per practice and bylaw, does not recommend distribution of resources in (A) self-support entities (Housing, Parking, Extended Education, etc.) as their respective resources are derived from payments for services they provide, (B) entities funded by student fees (Associated Students, Health Services, etc.), as the application of those fee-based resources are limited and mandated by ed code and student referenda, (C) funds derived through philanthropy or grant funding by the division of Advancement or the Sponsored Programs Foundation (as these resources are largely defined by fundors and applicants through contractual agreements), or (D) the allocation of resources within divisions. That being said, the URPC will at times speak to these entities as they relate to the recommendation and concerns raised by the campus community during our engagement efforts throughout the academic year.

The URPC has had a complex task in preparing this recommendation, balancing forthcoming reductions with identifying modest strategic investments, all while prioritizing transparency and communication to the campus community.

The CSU is facing a harmful \$375 million (7.95%) ongoing cut to base funding from the state for 2025-26. Additionally, the state has indicated plans to defer the year-four (2025-26) new ongoing compact funding of \$252 million to 2027-28. Compounding these state impacts on the budget, is the fact that the University is currently 26% below our system-funded enrollment target of 7,375 annual resident full-time equivalent students (rFTES) and as such the CSU will pull back 3% of our enrollment target and associated funding in 2025-26. While growth is anticipated, we are considered overfunded until we meet and exceed our annual rFTES target. Lastly, increased campus-funded mandatory costs including utilities, insurance premiums and previously negotiated compensation step placements are currently projected for 2025-26. These combined impacts result in a total budget deficit of \$11.6 million for the University.

Through a strategic and collaborative approach to ensure a clear understanding of which reductions could be implemented without compromising the URPC's budget priorities and which would have a significant impact, the URPC recommends a total divisional reduction of \$7.7 million, allocated as follows: University Advancement, \$219 thousand (5.63%); Academic Affairs, \$5.1 million (6%); Administrative Affairs, \$1 million (5.21%); Enrollment Management & Student Success, \$656 thousand (5%); Athletics & Recreation, \$232 thousand (7%); University Wide, \$425 thousand (5%); and the President's Office, \$0 (0%). In lieu of reductions, the President's office will assume responsibilities from at least two divisions to help offset costs, reflecting a collaborative effort to manage budget challenges.

To bridge the total \$11.6 million budget deficit, the remaining \$3.8 million will be supported through the use of one-time funds, which were set aside from the 2023-24 roll-forward in anticipation of the 2025-26 budget challenges.

Although the state budget situation remains uncertain and will not be finalized until June 2025, advocacy efforts are ongoing, and there is cautious optimism that the fiscal outlook may improve. The URPC recommends that the campus continue moving forward with the proposed \$7.7 million in reductions, regardless of the eventual outcome of the state budget or its impact on CSU funding. If the state budget does improve, it could provide the University with a valuable opportunity to get ahead of projected budget deficits in future years. These reductions represent only the first phase of a broader, multi-year budget management strategy, as outlined in the [UBO's multi-year budget scenarios](#). To further strengthen long-term fiscal stability, the URPC also recommends identifying additional reductions beyond the initial \$7.7 million. The [2025 Voluntary Separation Incentive Program \(VSIP\)](#) may create opportunities for thoughtful restructuring and reorganization, positioning the University to realize additional sustainable, long-term savings.

## FY 2025-2026 Budget Recommendation

This year's submission will outline the guiding principles, and process, current financial milieu of the University, including enrollment assumptions, revenue assumptions, expenditure assumptions, and reserve assumptions. While navigating these budgetary financial hurdles, the University is simultaneously benefiting from state investments to support new polytechnic initiatives and is also experiencing moderate enrollment growth from a combination of incoming students and increased student retention. All of these factors combined require a careful balance between fiscal constraints and strategic growth.

### Guiding Principles and Parameters

As the University moves to adopt a budget that:

- is sustainable and aligns with our [Strategic Plan](#) priorities,
- proceeds conservatively and builds a larger Contingency to support campus efforts to move beyond continuous reduction cycles of the past, and
- distributes allocations contingent on available funding,

The URPC adopted the following principles to guide decision making:

These Guiding Principles serve as a recognition that there are components of this University that transcend budgetary concerns and that these components should be prioritized and honored throughout the process of budget reduction or realignment. Resource allocation planning and decisions will be data-informed, incorporate an equity lens, promote efficiency, and align with the Purpose, Vision, Core Values & Beliefs of the University.

- **Students First:** We will prioritize the needs of students and their education. We will provide an equitable environment that ensures the well-being, education, graduation, and future success of our diverse student body.
- **Value Personnel:** We will recognize the impacts budget decisions have on personnel. We will strive to minimize the impacts to existing employees and engage in thoughtful, evidence-driven approaches to strategic workforce planning and process realignment.
- **Financial Resiliency:** The budget should be balanced on an annual basis and be sustainable into future years. Recommendations will balance the need for ongoing resources with the flexibility to adapt to changing circumstances, align resources with strategic objectives, and to thrive in the midst of those changes.
- **Campus Engagement:** We will solicit input from the campus community in order to make informed decisions about resource allocations. We will be transparent and timely in communications with the Campus community regarding the issues being considered.

### Reduction Planning Parameters

In addition to Guiding Principles, the URPC established the following reduction planning parameters to inform reduction planning efforts:

- Approach reductions strategically and not across the board
- No division will be exempt from consideration
- Support units' ability to plan and avoid mid-year reductions unless absolutely necessary
- Commitment to transparency and timely communication

### Budget Priorities



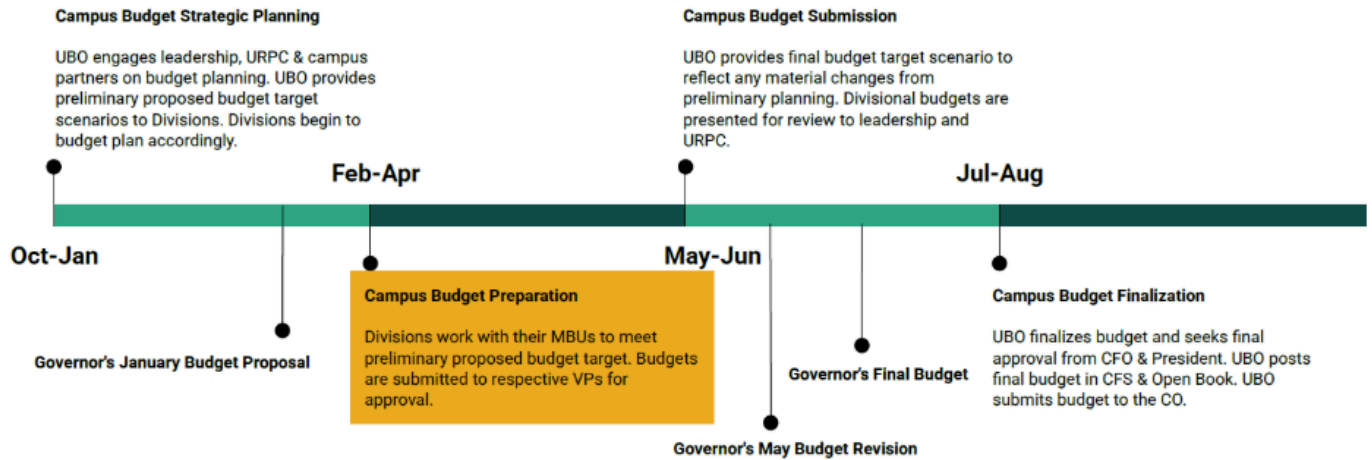
### Budget Transparency and Communication Efforts

Since October, the URPC has engaged in significant communication and engagement activities to bring awareness to the current budget situation and to seek input from the campus community, including:

- URPC Guiding Principles and Reduction Planning Parameters developed
- Campus wide communications
- Provost communications
- FY 2025-26 budget planning scenarios for 5%, 7%, and 9% reductions developed
- Focused budget request process to capture polytechnic needs and ongoing activities funded with one-time resources
- October 23, 2024 - message to campus about pending FY 25-26 budget challenges
- December 17, 2024 - message to campus about budget reduction planning
- Meetings with campus groups during the AY 24-25 including various stakeholders within: University Senate, Staff Council, Associated Students, Council of Chairs, Academic Affairs leadership, Enrollment Management and Student Success (EMSS) leadership, Athletics, Administrative Affairs leadership, Budget Analysts group, Info Exchange, SAAS.
- Division-level presentations at URPC meetings on February 21, 2025 and February 28, 2025

(available online at: [budget.humboldt.edu/urpc](http://budget.humboldt.edu/urpc)) where the 5%, 7% and 9% reduction scenarios were detailed

- University wide Budget 101 and State of the Budget open forums on October 22, 2024 and February 6, 2025



## 2025-26 University Budget Summary

As outlined in this table below, and discussed in more detail in Appendix A: Budget Planning Assumptions, the University anticipates an ongoing budget deficit of approximately \$11.6 million in 2025-26. This year's committee agreed on the importance of maintaining a balanced approach of mitigating the immediate impact of the deficit while ensuring that reductions are made thoughtfully and strategically. By focusing on long-term financial sustainability rather than reducing too much too quickly, we aim to preserve the integrity of our budget priorities: student experience, academic programming, enrollment growth, and essential services. This measured approach allows the university to soften the impact of such a significant shortfall, ensuring that reductions are phased in deliberately and with careful planning to support the long-term stability of our institution.

2025-26	
Incremental Changes	Increase (Decrease)
<b>Prior Year Revenue (Sources) Budget</b>	<b>\$ 178,141,357</b>
State Appropriation	
State Cut to CSU (7.95%)	\$ (7,928,000)
Enrollment Reallocation (3%)	\$ (2,089,000)
Polytechnic Funding	\$ 3,729,000
CSU Mandatory Cost & Program Earmarks	\$ 933,000
State Tuition from Growth	\$ (123,000)
State Tuition from 6% Rate Increase	\$ 1,970,000
Other Tuition & Fees	\$ (8,357)
<b>Total 2025-26 Revenue (Sources) Budget</b>	<b>\$ 174,625,000</b>
<b>Prior Year Expenditure (Uses) Budget</b>	<b>\$ 178,141,357</b>
Compensation Costs	\$ 400,000
Financial Aid	\$ 650,000
CSU Mandatory Costs	\$ 2,253,000
Polytechnic Allocations	\$ 3,729,000
Campus Mandatory Costs & Priorities	\$ 1,007,000
<b>Total 2025-26 Expenditure (Uses) Budget</b>	<b>\$ 186,180,357</b>
<b>2025-26 Base Budget Surplus (Deficit)</b>	<b>\$ (11,555,357)</b>

### 2025-26 University Budget Reductions

As outlined in the Budget Summary section, the University is currently anticipating an ongoing budget deficit of approximately \$11.6 million in 2025-26. To help bridge this gap, up to \$4 million in one-time funding will be utilized, providing the campus with additional time to strategically address the full budget reduction. These one-time funds were reserved from 2023-24 roll forward in anticipation of 2025-26 budget reductions.

To address the projected budget shortfall, following the divisional development of reduction planning scenarios and discussions with each division, the URPC presents last years reductions for 2024-25 and proposes the following reduction distribution by division for 2025-26:

Division	2024-25		2025-26	
	Actual % Reduction	Actual \$ Reduction*	Proposed % Reduction	Proposed \$ Reduction*
President's Office	3.50%	\$ 61,000	0.00%	\$ -
University Advancement	3.00%	\$ 117,000	5.63%	\$ 219,000
Academic Affairs	6.00%	\$ 6,008,000	6.00%	\$ 5,091,000
Administrative Affairs	5.00%	\$ 1,190,000	5.21%	\$ 1,037,000
Enrollment Management & Student Success	3.00%	\$ 466,000	5.00%	\$ 656,000
Athletics & Recreation	3.00%	\$ 116,000	7.00%	\$ 242,000
University Wide	4.00%	\$ 371,000	5.00%	\$ 425,000
<b>Total Proposed Reductions</b>	<b>6.10%</b>	<b>\$ 8,329,000</b>	<b>5.68%</b>	<b>\$ 7,670,000</b>
Remaining Deficit**	0.00%	\$ -	2.88%	\$ 3,885,000
<b>Total Deficit</b>	<b>6.10%</b>	<b>\$ 8,329,000</b>	<b>8.56%</b>	<b>\$ 11,555,000</b>

\* Amounts rounded to the nearest thousand.

\*\* 2025-26 remaining deficit is projected as of March 2025 budget planning.

*Note: Reductions percentages are applied to the adjusted operating budget which is net of restricted programs, financial aid, compensation pool, and prior year Polytechnic funding.*

The proposed reductions reflect the strategic budget planning efforts of each division, guided by the URPC's Guiding Principles and Priorities. These reductions were developed through extensive discussions within the campus community, executive cabinet, presentations by division leads, and in-depth deliberations among URPC members. They demonstrate the University's commitment to the URPC's budget priorities, which include enhancing the student experience, sustaining academic programming, fostering enrollment growth, and maintaining essential services.

Each division conducted a thorough review of its detailed reduction templates to evaluate the impact of potential cuts. This collaborative approach ensured a clear understanding of which reductions could be implemented without compromising the URPC's budget priorities and which would have a significant impact. The URPC utilized this [interactive tool](#) to inform the allocations of the target reduction across Divisions and to determine how much of the \$4 million would need to be utilized in offsetting the 2025-26 reductions. The proposed \$7.7 million in reductions reflect only those cuts that would not undermine these priorities. With its limited budget primarily consisting of personnel costs, the President's Office determined that further reductions would compromise the URPC's budget priorities for 2025-26. In lieu of reductions, the office will assume responsibilities from at least two divisions to help offset costs, reflecting a collaborative effort to managing budget challenges. While the committee acknowledges that this decision does not fully align with its initial reduction planning parameters, it remains consistent with the campus's strategic approach to budget management for the current fiscal year.

Despite these efforts, a \$3.8 million structural deficit remains for 2025-26. This shortfall will be covered by one-time funding that the University proactively set aside, from 2023-24 roll forward, in anticipation of these budget challenges. However, addressing the remaining deficit alongside the anticipated budget shortfall for 2026-27 will require continued strategic planning and collaboration.



## 2025-26 University Budget Allocations

### 2024-25 Roll Forward/One-Time Resource Planning

Currently, the University budgets at 100% employment, with very few exceptions, meaning that most budgeted positions are assumed to be filled for the entire fiscal year for the sake of planning. In actuality, the University does not have 100% of its budgeted positions filled. Additionally, even when employees are hired mid-way through the year to fill an open position, salary and benefits for that person are only spent once they are hired. As a result, salary savings from these unfilled positions contribute to the roll forward balance at year-end, allowing for potential reallocation or one-time sources to cover other expenses. The 2024-25 fiscal year is no exception, and as of the quarter ended December 31, 2024 the University [projects unspent budget](#) that will roll forward as one time funds for next year's budget.

As part of 2025-26 budget reduction planning the University intends to use up to \$3 million of the 2024-25 anticipated roll forward to fund the one time cost of implementing a Voluntary Separation Incentive Program (VSIP). This initiative will be used as a strategic tool to help address the projected budget deficit for 2026-27 which will include the additional \$3.8 million carryover deficit from 2025-26. As each division will be asked to participate in reductions next year, it is important that any remaining available roll forward (following the VSIP investment) be returned to that division. Thus, the URPC recommends that the campus adheres to the [University Operating Fund Roll Forward](#) after the VSIP investment.

The University used \$780,000 of roll forward from 2023-24 to increase the operating reserve to maintain compliance with the CSU Policy on Designated Balances and Reserves issued in April 2024. Due to planned budget reductions for 2025-26 it is anticipated that only a minimal amount if any 2024-25 roll forward would be needed to maintain that reserve at the minimum CSU required level. Please see the Reserve Assumptions section below for additional discussion.

### Polytechnic Funding

As of summer 2024, the University received approval for its accelerated [Polytechnic Year 4 Funding Request](#), securing \$7.8 million in 2024-25, with the final installment of \$3.7 million expected in 2025-26. This funding supports the University's ongoing polytechnic transition, demonstrated through major capital projects, modest enrollment growth, and the successful implementation of new Polytechnic academic programs. While this continued investment is significant, the expansion of polytechnic initiatives must remain aligned with measured growth and long-term sustainability. Ensuring fiscal prudence in transformational efforts will be essential to maintaining momentum while supporting the University's strategic priorities.

### Additional Budget Requests

Despite the need for reductions for the 2025-26 fiscal year, a call was sent to the Divisions for funding requests. Though such a call might seem inadvisable during budget shortfalls, as approved requests that fall outside of the Polytechnic funding will exacerbate the size of the budget deficit, resulting in deeper reductions amongst the divisions, it also ensures that we do not miss strategic opportunities that may be



brought to light in the request process. These requests will be evaluated outside the timeframe of the work of the URPC. As such, the URPC recommends that one-time funds be used as bridge funding for any additional strategic investments for next year whenever possible. Should any long term investments be added to the base budget, thereby increasing the reductions, we ask that the members of the URPC be informed and allowed to provide feedback.

### **URPC Budget Planning Activities, Multi-Year Budget Planning Process**

The University Budget Office (UBO) continues to develop multiple budget-planning scenarios, Tier 1 through Tier 3, over a three-year planning horizon in order to understand the University's multi-year trajectory. The scenarios enable the University to integrate strategic planning with financial projections that consider internal and external factors, including state funding and enrollment trends. They undergo periodic refinements throughout the budget-planning cycle to ensure that resources remain aligned with the state and CSU plans as well as institutional priorities and student-success goals. These scenarios are also shared with leadership, URPC and the broader campus community throughout the budget planning cycle through campus communications, open forums, meetings and are made available on the [URPC](#) and [UBO](#) websites.

For the initial context of the multi-year planning needs, [here](#) is a projection of the Tier 2 (baseline) operating fund changes over the next three years, provided with the caveat that these projections assume that current indications from the state and CSU materialize as expected and that enrollment continues to experience moderate growth.

Given the carryover of approximately \$3.8 million from the 2025-26 budget deficit and the further projected shortfall in 2026-27 and 2027-28, multi-year planning becomes even more critical. With a structural deficit expected to widen, this presents an opportunity to proactively assign preliminary proportional divisional reduction targets for 2026-27. Establishing these targets earlier could guide strategic planning efforts over summer 2025, enabling divisions to explore reduction strategies like reorganization and restructuring, while remaining flexible to adjust as the state budget finalizes in June 2025 and other financial factors evolve.

### **Conclusion**

The University's budget planning assumptions are based on current, known information gathered from campus enrollment planning, projected mandatory cost increases, information from the Chancellor's Office, and the Governor's budget proposal. While we are aware that the State budget is experiencing a significant deficit and proposed funding is subject to change until approved by the Legislature in June, we recognize the importance of moving forward with a 2025-26 budget recommendation prior to that date. In the event of significant changes to the approved State of California budget or allocations from the Chancellor's Office, we request that the URPC be informed timely of the new information.

We appreciate your review of this recommendation and look forward to your feedback and comments.

## APPENDIX A

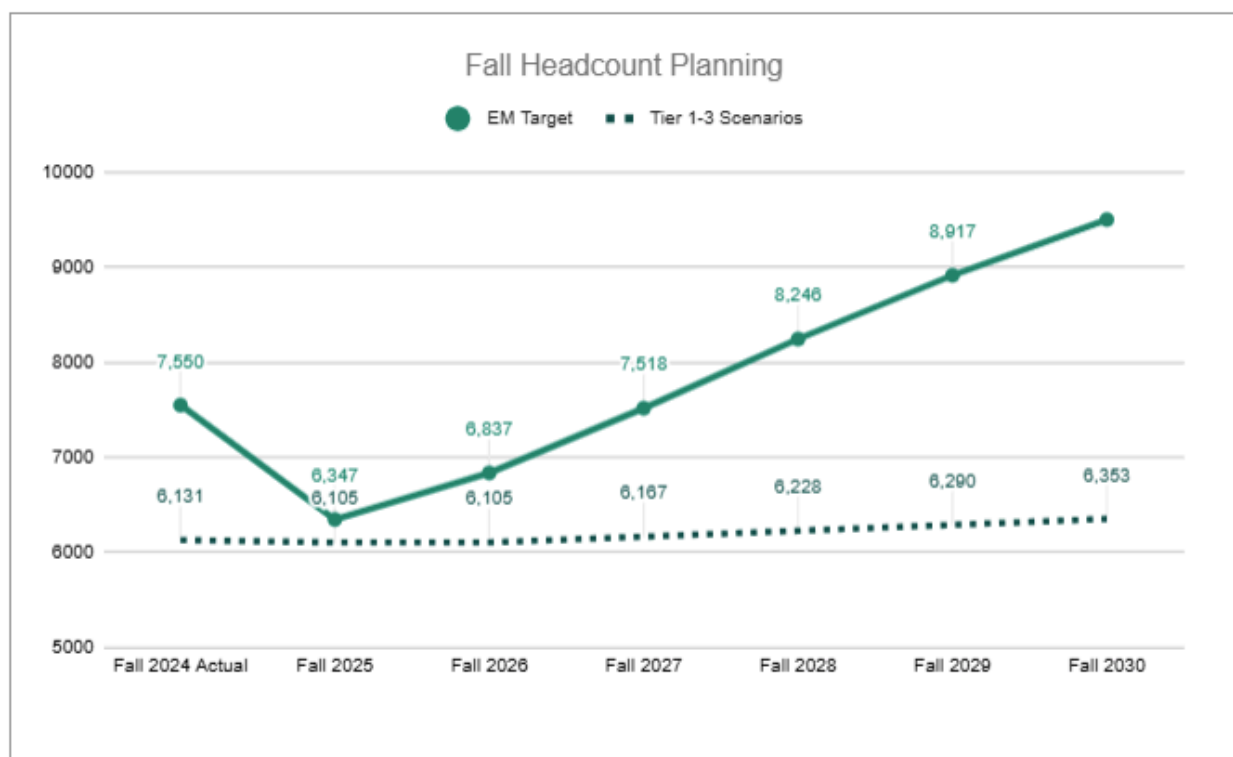
### **Budget Assumptions**

#### **Enrollment Assumptions**

The University continues to strive toward its ambitious enrollment goal to double enrollment, including a drive toward fall 2025 total enrollment of 6,347. The Enrollment Target Progress (ETP) team is tracking progress toward targets and providing monthly updates to campus. A more in depth review of current enrollment trends and variables is available in the most recent [Enrollment to Target Update \(3/04/25\)](#).

Enrollment trends remain positive. As of March 3, 2025 we have more than 17,436 total applications; while lower than this time last year, the University is well on target for achieving the application volume required for its projected higher yield rates. The University is seeing year-over-year growth in applications for lower division transfers and credential students. The biggest success story is deposit trends. As of the March 3, 2025 report, deposits were up by 11%, or 102 students, with the largest growth coming from upper-division transfer students. Significant efforts are underway to both continue driving applications through our April 1, 2025 deadline and to increase yield. Plans to increase enrollment for AY 2025-26 assumed fewer applicants but increased yield of applicants in both first-time undergraduates and upper-division transfer students which we are seeing.

While recruitment trends remain positive, we are proceeding cautiously from a budget planning standpoint, anticipating modest growth next year consistent with the past two years. The total Fall 2025 headcount projection in all three planning scenarios is 6,105 (-0.4% from 2024-25 budget and +1% from Fall 2024 census). The budget office is currently only enrollment planning for three years, through Fall 2027, therefore each year thereafter assumes 1% growth from the previous year. A chart reflecting conservative enrollment budget assumptions in comparison to the enrollment targets we are striving to reach as a campus are shown in the chart below. Even while budgeting conservatively, we are closely monitoring enrollment numbers so we can pivot quickly if growth is trending differently than anticipated.



For budget planning, we use full-time equivalent students (FTES) as the enrollment metric. Those numbers are more conservative than the EM Target, which uses total headcount. In total, we are anticipating overall FTES enrollment to be flat from 2024-25 actuals; however, the FTES student mix will be adjusted as part of final budget planning to reflect the variation noted in the actuals below.

Enrollment Projections	2024-25		2025-26
	Budget	Actuals	Budget
Resident FTES	5,262	5,177	5,240
WUE FTES	200	276	200
Out-of-State FTES	75	69	75
International FTES	20	16	20
<b>Total Academic Year FTES</b>	<b>5,557</b>	<b>5,538</b>	<b>5,535</b>
<b>Total Academic Year Headcount</b>	<b>5,836</b>	<b>6,360</b>	<b>6,357</b>

A key area of focus is our CSU funded annual resident FTES target. In 2024-25 our target was reduced by 3% to 7,375 and our associated funding by approximately \$1.9 million. For 2025-26 the CSU will again reduce our target by 3% to 7,154 and our associated funding by another \$2.1 million.

Strategic efforts to increase annual resident FTES include the Green & Gold affordability initiative for California residents, transfer outreach for targeted academic programs and from potential feeder

community colleges, and new direct admissions programs, with one active for Fall 2025 entry and four others coming online for Fall 2026 and beyond. Additionally, in recent years, the University shifted summer state-side. While the summer session is budgeted separately from this recommendation, the associated FTES will now be counted toward our target, which helps mitigate future enrollment recalibrations.

Resident FTES will be adjusted as part of final budget planning to reflect variation noted in the 2024-25 actuals below.

Annual Resident FTES Projections	2024-25		2025-26
	Budget	Actuals	Budget
Academic Year Resident FTES	5,262	5,177	5,240
Summer Resident FTES	200	188	200
<b>Total Annual Resident FTES</b>	<b>5,462</b>	<b>5,365</b>	<b>5,440</b>

### Revenue Assumptions

The University's 2025-26 revenue budget is projected to be \$174.6 million, reflecting a net decrease of \$3.5 million from 2024-25. The primary factors influencing this decline include reductions in state funding and enrollment-based reallocations, partially offset by Polytechnic funding and tuition increases.

- State Appropriation (-\$5.4 million):
  - State cut to the CSU (-\$7.9 million)
    - The state has indicated plans to cut CSU ongoing base funding by \$375 million. This significantly impacts the CSU and jeopardizes its ability to invest in academic programs, student support services and infrastructure. The University's estimated portion of this cut is expected to be approximately \$7.9 million. The CSU is actively working with state leaders and legislators to advocate against the \$375 million cut to ongoing state funding and the \$252 million deferral of compact funding. These advocacy efforts will continue leading up to the Governor's revised budget proposal in May 2025, and ultimately the final passage of the state budget in June 2025.
  - Enrollment reallocation (-\$2.1 million)
    - The University is also facing a reduction in funding from the CSU due to the *CSU Enrollment Target and Budget Reallocation Plan*. Under this plan, the CSU has modified its approach to enrollment target setting and resource allocation such that resident full-time equivalent students (rFTES) and associated resources will be permanently reallocated from universities that have experienced enrollment declines to universities who can grow and help achieve the CSU's system wide resident student enrollment target. The University is currently 26% below its rFTES target of 7,375 and therefore will have 3% of its target and

associated funding pulled back. This equates to an rFTES target reduction of -221 to 7,154 and approximately -\$2.1 million. While growth is anticipated, we are considered overfunded until we meet and exceed our annual rFTES target.

- Polytechnic Funding (+\$3.7 million)
  - The final \$3.7 million installment of the \$25 million ongoing Polytechnic funding will be received in 2025-26.
- Compact funding deferral
  - Under a multi-year compact with the State of California, the CSU was set to receive 5% annual ongoing general fund increases through 2026-27 to support student success initiatives. However, the state has indicated that \$252 million in 2025-26 compact funding will be deferred until 2027-28. While this deferral does not impact the Tier 2 (baseline) scenario, it presents budgetary constraints under Tiers 1 and 3. If received, the compact funding will be fully allocated to cover essential priorities, but it will only partially offset mandatory cost and compensation increases.
- Tuition Increase (+1.9 million):
  - Tuition revenue is anticipated to increase \$1.9 million. This reflects the implementation of the 6% tuition rate increase system wide.

## Expenditure Assumptions

The 2025-26 Tier 2 (baseline) expenditure budget reflects mandatory cost increases and campus allocations based on priorities identified during the budget planning process. Total expenditures are projected to be \$186.1 million, representing a net increase of \$8 million from 2024-25.

- CSU Mandatory Costs (+2.9 million)
  - State University Grant (SUG) program: The SUG program provides need-based awards to eligible undergraduate and graduate/post-baccalaureate students. Due to increased funding from the 6% tuition rate increase, SUG is expected to rise by \$650 thousand in 2025-26.
  - Utilities, health premiums & insurance premiums are all expected to increase in 2025-26 totaling approximately \$2.3M million.
- Campus Mandatory Costs & Priorities (+\$1.4 million)
  - Utilities are expected to increase 5% in 2025-26 for an estimated \$300 thousand.
  - Insurance is expected to increase 13% in 2025-26 for an estimated \$700 thousand.
  - Contingency funding is projected to increase by \$300 thousand to provide flexibility in the event enrollment assumptions are not met or other unforeseen factors arise.
- Polytechnic Funding (+\$3.7 million)
  - The final \$3.7 million installment of the \$25 million ongoing Polytechnic funding will be received in 2025-26.

For 2025-26, under the Tier 2 (baseline) scenario, the University anticipates a net revenue decrease of \$5.4 million and an expenditure increase of \$8 million, resulting in a projected budget deficit of \$11.6 million. Even with the proposed reductions, the University will not achieve a balanced budget in 2025-26. However, this reflects a conscious and strategic decision by the University to manage the budget shortfall in a way that allows for a more thoughtful, phased approach to necessary reductions. Rather than making abrupt cuts that could disrupt operations and programs, the University intends to utilize up to \$4 million in one-time funding set aside from the 2023-24 roll forward to help bridge the 2025-26 budget gap and provide additional time for careful planning and adjustment.

### Reserves Assumptions

It is the goal of the campus and URPC to work toward establishing reserves at the levels outlined in the [University Operating Fund Reserve Policy](#) in the following categories: Equipment Reserve, Maintenance Reserve, and Operating Reserve. With the exception of the Operating Reserve described below, each campus has authority to determine target levels based on individual need and plans. The current reserve balances for each category are provided below for reference.

Reserve Category	Ending Balance		
	2022-23	2023-24	2024-25
Capital Reserves	\$ 714,974	\$ 1,109,686	\$ 1,109,686
Equipment Reserves	\$ 240,000	\$ 240,000	\$ 240,000
Maintenance Reserves	\$ 446,730	\$ 616,716	\$ 616,716
<b>Operating Reserves - Reserve for Economic Uncertainty</b>	<b>\$ 7,678,135</b>	<b>\$ 8,126,935</b>	<b>\$ 8,907,068</b>
<b># of days supported by Operating Reserves</b>	<b>18</b>	<b>19</b>	<b>18</b>

The 2025-26 Operating Reserve, known as the Reserve for Economic Uncertainty under the CSU Policy on Designated Balances and Reserves (dated April 16, 2024), is projected to start at \$8.9 million, which equates to approximately 5% of the projected 2025-26 Operating Fund Budget. This is in line with the minimum requirement stated in the CSU Policy. However, this balance would cover only 18 days of annual operating expenditures, while the CSU policy recommends accumulating reserves equivalent to at least three months and up to six months of the annual operating budget for each operating activity fund.

The Reserve for Economic Uncertainty provides flexibility to take mission-related risks and to absorb or respond to temporary changes in environment or circumstances. Insufficient reserves can lead to cash flow stress and divert focus from strategic, long-term decision-making. Any spending out of the Operating Reserve must be accompanied by a plan to replenish the reserve fund. The University Operating Fund Reserve Policy is pending update to reflect reference to the updated [CSU Policy on Designated Balances and Reserves](#) which replaced ICSUAM Section 2001.00.

# Cal Poly Humboldt's Immediate Access Success





# ➤ **What is Immediate Access**

Provides students immediate, accessible and affordable access to course materials.

- All students receive their course materials on day one via Canvas
- Students can easily opt out at the course level
- Provides another way to save in addition to OER and textbooks on reserve from the library



# ➤ **What is Immediate Access**

Additionally:

- Opt-in for Faculty by course or department
- I A pricing is lower than what publishers quote online
- Student accounts are charged automatically
- Financial Aid can be applied to the charges

# ➤ **Benefits of Immediate Access**

- Ensures all students have required materials before classes begin, up to 5 days prior
- Improves course material access, portability and affordability
- Increases student success outcomes
- Easy for faculty to launch
- For Faculty who use a direct link to a publisher, we can simplify that via Immediate Access through Follett, often at a lower price

# ➤ **Benefits of Immediate Access**

- For Spring 2025, students saved \$90 – \$170 on average:
  - BA 250 \$90 savings
  - ENGR 417 \$110 savings
  - SOIL 260 \$170 savings

## ➤ Student Feedback

- “Having my course materials included in tuition/ fees was beneficial because I could pay for materials along with fees, and I could use financial aid/ scholarships for materials.”
- “I really liked this because I didn’t order, pay and then go pick up my materials. They were available in my email before classes even started.”
- What did you like most about the program?  
“Affordability at lowest price available, convenience, all materials prepared for you, preparedness and consistency all being on the same digital platform.”

## ➤ Summary

- Immediate Access is a great option for faculty already using courseware or materials from our Campus Store provider, Follett or a publisher
- Faculty have till June to opt-in to Immediate Access
- Chris Leach, our Campus Store Manager, can assist folks with their launch & confirm pricing
- We'll be continually assessing satisfaction each semester for improvements

# **Renaming the College of Extended Education & Global Engagement**

## **Introduction**

Just four years after the Humboldt Normal School was founded in 1913, the school joined universities across the country in creating an extension department. Humboldt's initial goal was to extend the reach of the campus through summer and correspondence courses, and a year later, pioneering field experiences that would aid and improve instruction at rural and village schools. Over the course of these 108 years since that first extension department, the extension arm of the campus has maintained the mission of expanding the reach of university expertise beyond the main Humboldt campus.

The narrow focus on improving rural schools broadened as the Humboldt Normal School became Humboldt State University and then Cal Poly Humboldt (CPH), and as a 21st century education required the now College of Extended Education & Global Engagement (CEEGE) to extend university expertise and engagement locally, statewide, nationally and internationally.

## **Name Change**

As extension departments grew and educational needs changed, so did the names of such units. Often, the name changes sought to reflect the addition of educational focus or ways of reaching students. At Humboldt, the unit has been Summer Session, Extension, Extended Education, the Office of Distance and Extended Education, the College of eLearning & Extended Education, and now the College of Extended Education & Global Engagement. In conversations with the current CEEGE team, Academic Affairs leadership, and campus faculty, the college name is seen as bulky, while its acronym comes with battle imagery that does not match the work of the college nor does it reflect the culture of this campus community.

With a foundational mission unchanged in over 100 years, this proposal will bring the college back to its roots as the College of Extension (COE). This name change also better allows for the creation of an organizational structure recognizable in a college with departments like Global Engagement, Academic Programs and Lifelong Learning. When new programs are added and needs and approaches change again, as they will, the College of Extension can create new units rather than expanding the name of the college to incorporate these new areas in the college name.