

# CAL POLY HUMBOLDT

College of Arts, Humanities and Social Sciences

## Meeting Minutes – CAHSS Council of Chairs

Thursday, February 2, 2023

9:00-10:50a

Gist Hall 225

**College Office:** Jeff Crane, Heather Madar, Megan Siems, Sandra Brekke

**Chairs:** Janelle Adsit, Cutcha Risling Baldy, Ramona Bell, Joice Chang, Nicole Jean Hill, Ben Marschke, John Meyer, Cindy Moyer, Rosemary Sherriff, Tony Silvaggio

**Absent:** Maxwell Schnurer

**Program Leaders:** Sara Hart, Alison Holmes, Linda Maxwell, Kirby Moss, Marissa Ramsier

9:00a      Announcements and Shout Outs

- Alison – The 24th Annual International Education Week will be February 6 - 10

9:03a      Approval of the Minutes

- Approval of Minutes from January 19, 2023 (Jeff)
  - Three corrections were proposed
    - Joice Chang listed as a Chair
    - Alison Holmes listed as a Program Leader
    - Elaborate on the General Education (GE) Courses discussion
  - The minutes will be corrected and approved at following meeting

9:05a      Admissions – Communication Yield Projects

- Chelsea Mooney, Interim Associate Director of Enrollment, Communications and Visit Programs, Office of Admissions led the discussion
  - The Office of Admissions wants to collaborate with the College
  - CAHSS students will not be paid to work on these projects by the Office of Admissions. Students may be paid by CAHSS, the decision is up to the College
  - Writing handwritten cards is too big of an ask
  - There was more contact with potential students through Mongoose, which has been discontinued
  - Potential students would like to receive Cal Poly Humboldt swag, it should not just be sent to incoming students

9:20a:      McKinleyville High School Career and Education Fair

- Tabled for discussion at a future meeting

- 9:25a: New IRAR Course Planning Tool, Course Planning Workbook
- Bella Gray, Senior Curriculum Analyst, Office of Academic Affairs gave a presentation and led the discussion
    - The workbook contains more data flexibility
    - Data is based on the last three years of enrollment so new courses or courses not in rotation are not included
    - PBLC information is not included in the new Workbook
    - Heather will resend the link to the Chairs
    - Bella will create a FAQ to send out after the meeting
- 10:00a: Senate Updates - Marissa, Ramona, Cindy
- Senate Meeting Updates
    - Approved the name change of the Department of Environmental Resources Engineering to the School of Engineering
    - Resolution on the Bachelors of Science in Biochemistry
    - Resolution on the Credit Hour Policy
    - Resolution on the Online Survey Coordination Policy
  - ICC Vacancy for CAHSS representation
    - John Meyer was nominated for the open position
    - The Council approved his nominated and he is willing to serve
- 10:15a: GEAR and other Committee Updates - Cutcha, others
- The next step for GEAR is to do a full program review
  - The Council thanked Cutcha and Sara for all their hard work
  - The Individualized Degree Program (IDP) proposal was discussed
    - There needs to be more structure regarding interdisciplinary requests
    - Rebecca Robertson, Director, Individualized Degree Program (IDP) will be invited to the next meeting to answer questions
- 10:30a: Chairs' Compensation Task Force – Rosemary
- The WTU time base model will be reviewed at the February 9 Provost Council of Chairs meeting
    - Rosemary will follow up on whether the Program Leaders will be able to attend
- 10:40a: Associate Dean's Report – Heather
- The Digital Humanities Projects are on the College webpage
  - Stateside Summer Schedule Considerations
    - There will be a different process in how Summer courses are offered
    - There has been no discussion on free units
    - There was concern regarding the 55% taught by tenure and what does it mean, more clarification is requested
    - Please email Heather concerns and questions for follow up

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## College of Arts, Humanities and Social Sciences

- PBLC check in
  - Tabled for discussion at a future meeting

10:45a: Dean's Report - Jeff

- Instructional Budgets and SFRs
  - Tabled for discussion at a future meeting
- The Student Cohort Building Ideas continue to move forward
  - Field Trips for first year students
    - Asking for two faculty volunteers
  - Partnership with Toyon Launch Party
  - Donuts for Finals Week in both BSS and Founders Hall
  - Event Hosted around "Radium Girls" Theatre Production
  - Department Stickers
    - Requests for approval or redesign will be sent out shortly
- The Council of Chairs Webpage is now live on the College website

10:50a Adjourned

### Upcoming Dates:

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|-----------------------------|----------|
| • Council of Chairs         | March 2  |
| • Provost Council of Chairs | March 23 |
| • Council of Chairs         | April 6  |
| • Provost Council of Chairs | April 20 |
| • Council of Chairs         | May 4    |