### Summary – December 10, 2020

 Announcements

* Dec. 17: First ever, virtual Toast of the Holidays event, 2–4 PM.
* Dec 22: Fall 2020 Grades Due, which is the Tuesday after finals week.
* Dec 23: Staff Recognition Awards 2020-21 [nominations](https://docs.google.com/forms/d/e/1FAIpQLSfHO_Sa7X1tWaz9-j8MufmNc1XUFevJCw1E-VdRUksEYqdZBw/viewform) due.
* Dec 23: [Ideafest Journal](https://digitalcommons.humboldt.edu/ideafest/) submissions due. IdeaFest Joural is an annual, peer-reviewed journal that showcases faculty, staff and student work and is open to all.
* Jan 11: Council of Chairs retreat (ZOOM) 8:30 – 10:00; 10:30 – 12:00.
* Jan 13: Spring 2021 College Welcome via Zoom 10:30 – 12:00.
* Jan 15: Professional Development Day hosted by the Center for Teaching and Learning. More detailed information to come!
* Jan 18: Martin Luther King Holiday – Campus Closed
* Jan 19: Spring 2021 semester begins

## Budget and Resource Planning

A search is underway to replace the biology administrative support coordinator II (ASC II) staff position. The new hire for this position will continue to work closely with all CNRS administrative staff members to provide coverage of administrative duties. Budget reductions strategies include collaborations with University Advancement as we move towards a self-support structure for the Coral Sea. Curriculum and course related efficiencies (reduced WTUs) and additional reductions (10%) in each department’s operating expense budget during this period of decrease enrollment. Future reductions will be based on curriculum related changes accompanied by a few choices for reorganizing administrative personnel. Additional cost savings may also be realized with the reduction of the PBLCs. A newly formed committee to discuss highlighting the marine science major is being discussed. The Provost is supportive of growth in this area. Discussion ensued with the department chair group with some reiterating the importance of departmental level administrative support and its connection to student retention. Some expressed concern about moving away from an effective education model (PBLCs) to something we are unsure will work. Cruise demand for Coral Sea business will increase once COVID lifts; the college is actively recruiting for a captain and engineer to replace retiring employees.

## Preparing for additional COVID restrictions

If COVID-19 cases continue to rise, the University may reach a point of additional restrictions. If additional restrictions are implemented, the priorities list will be faculty, graduate students and then undergraduate student research and course work. EH&S has not released their demands yet, but Dale expects to hear from them soon. There is some potential for a change to the spring schedule as there is a high likelihood to have more virtual instruction at the beginning of the spring semester as well as the potential for moving spring break to an earlier time slot. Some faculty stipends may become available to help facilitate the change.

## Comida Nos Une – Proposed Development of a Minor in Sustainable Food Systems

The proposal invites faculty members to nominate existing courses for the new Sustainable Food Systems minor under our USDA Comida Nos Une grant. In addition to production, processing, distribution, and consumption of food, it encourages the nomination of classes that address food sovereignty, indigenous perspectives, and equitable access to all dimensions of the food system. If you have courses in your department that would work for this initiative, please respond to the survey provided by Susan Marshall.

<https://docs.google.com/forms/d/1qyiLYsP5hLVspfw88CUKkg2dHyoyjK1UguW4EB0TZRk/edit>

We would like to do a first review of nominated classes (across all colleges) by January 19, 2021.

## Polytechnic discussion

To promote discussion Dale shared a handout prepared by faculty member, Matt Johnson. Discussion ensued with the chairs group considering preparing a collective draft statement so there is a clear understanding of who we are and where we want to go. Polytechnic information sessions were good, helpful, but being a polytechnic involves being an applied science (all programs working collaboratively) and what this means to Humboldt. CalPoly is not affordable for many, but HSU would be an attractive option for our local community and elsewhere. Discussion followed with chairs emphasizing the importance of thoughtful and intentional planning and collaboration with our campus community (staff, faculty and students) on what it means to be a minority serving polytechnic serving institution. The idea of developing a lottery system was referenced to ensure we maintain desired levels of diversity. All agree that academic programs in AHSS and CPS are critical to the success of the polytechnic designation to make it a true disciplinary process. Dale will follow up on the polytechnic designation at January’s retreat and talk more about budget.