ACADEMIC SENATE EXECUTIVE COMMITTEE
Minutes
Tuesday, March 10, 2020
10:00 a.m. – 11:30 a.m.
SCI III Rm 100


Visitor: Lynette Zelezny

1. CALL TO ORDER
   D. Boschini called the meeting to order.

2. ANNOUNCEMENTS AND INFORMATION
   President Zelezny – She thanked faculty, staff and leadership for having thoughtful, mission-driven conversations regarding COVID-19, and expressed confidence that we’re handling what’s in front of us. It’s improbable that we will have to face what others are across the nation are facing. Guidance is given, moment to moment. The President and the leadership team were on a call with the CDC, CO, and the Director of the CA Department of Public Health. Non-essential activities (theatre, athletics in no threat zone) and travel i.e. WAC conference – athletes go but the President does not. Any decision has an exception clause that the President vets. Travel to conferences is essential for that tenure-track faculty member. Decisions won’t be made in a vacuum. Commencement is an essential event. She thanked D. Wilson for speaking at ASI to enable them to see alignment of faculty and students. The situation is manageable. J. Millar had one faculty member and three students demanded that they be tested. We don’t test here. If there is a need, the Student Health Center can outsource. Our coughs are more related to the almond dust than viruses. A. Hegde said the communication has been helpful. The Alert website is helpful. The President said in case the campus needs to move to Alternate Delivery, there is money. The President doesn’t know how much money available and we don’t expect the state to be overly generous. The Department of Public Health’s guidance takes us to May. Then, we’ll see. J. Tarjan suggested that Nursing, the Provost and the Health Center put out communication. J. Millar said it’s already posted. The President suggested video updates. D. Boschini said that the anxiety prone people will still go to the Health Center. J. Tarjan suggested that it go on the DCLC agenda. The President said that the Provost Search is going well. Additional candidates are coming in. The vetting of semi-finals is scheduled on March 23. The President expects an announcement before the end of the
semester, according to plan. University Advancement is moving forward on the capital campaign with CCS consultants under a six-month contract using one-time funding that was set aside for the campaign. A CCS member is on campus working on a case statement, project plan, prospect data etc. with the team. The American Council of Education national conference was cancelled. President said that tomorrow is Advocacy Day. She has the whole day to have call with Sacramento. Ethnic Studies (ES) appreciative of A. Rodriguez and knows that implementation will go well. J. Tarjan interjected that there is a companion bill to the AB 3310 for the Community Colleges for ES. D. Boschini spoke with A. Rodriguez at length, yesterday. If the law passes, adjustments will have to be made. As the person who has to pull the campus together, she is in a challenging position. It’s important to have all the conversations and unite over this instead of having the different groups with different agenda be unheard. A. Rodriguez had asked the D. Boschini about the syllabus. At this point, ES is a stand alone course. Can it be given to the Academic Affairs Committee (AAC)? D. Boschini said it raises two questions: 1) If it’s an interdisciplinary course, we’re already struggling with issues of AAC being the Interdisciplinary Curriculum Committee (CC) because it excludes other CC in a way that always raises questions and objections. If we sent syllabus straight to ACC it implies that the syllabus conversation has taken place. We need to invite A. Rodriguez to discuss Area D strategy. D. Boschini would 120 units Nursing. Otherwise it would be 124 hrs. If ES figures a plan Area D already required system-wide. We cannot replace the Area D that Nursing has with an ES course. There are a number of conversations we need to have before AAC receives a syllabus. If we were to give AAC a syllabus, it implies that the conversations have taken place. We need to have a comprehensive strategy before the syllabus is presented to the CC. There is already a conversation that ES implementation through Area D. D. Boschini’s feedback to A. Rodriguez was that the Nursing program has already crept up to 120 units because of other departments’ decisions. This would put the program up to 125 units. The Nursing Department already has Area D courses that are pre-requisites to the Nursing program. We can’t just replace one of the Nursing requirements with ES. There are other instances that need to be discussed: Who is this affecting, in what way, and then figure out a solution. She highly encourage EC to take this up, because it may have to be resolved by Fall 2020. We want to create a path that will give us success. J. Tarjan, as a member of GECCo and the task force committee, echoed D. Boschini’s comments. GECCo’s suggestion was to put ES in Area B or Area C for double-counting. D. Boschini commented that not having ES housed within a school may create problems. We may need to take that on now. If the ES course has no school, and no CC before it gets to AAC, campus will immediately give us the feedback that none of the schools’ faculty have bought into it. Understandably, the structure of the schools may not work for ES.
It may be time to give ES faculty a home and a school that supports them where they can belong. The current structure of Interdisciplinary Studies puts ES on an island that is like a target for everyone who is upset with ES as a GE requirement. EC to take this up. M. Danforth said that the idea to the task force was responding to the AB 1460 material before us and not moving to implementation phase. She prefers the self-model already used in Area E whereby one could take a self in C1, a self in C2, or JDYR class where the double counting is handled in a variety of fashions. The AAC has already had an issue the CC for the Public Health Proposal. It does need to be addressed going forward. What exactly does AAC do when acting as CC? Should it go through all the representative underlying CC first, and then AAC? Logistically, it’s difficult for AAC to handle if there are a lot of issues. (At this point, the President had to leave the meeting.) M. Rees echoed that a three-unit stand-alone seems like the cart before the horse. Adding a three-unit course would be difficult for the GE program and combining it in other places could be the solution. J. Tarjan said the topic needs consultation. If it’s in D there’s only one course available. If it goes into C there is only one Humanities course left. The legislation says three-unit ES course. At least have a broader set of people express their preference for different options (as was done when GE was created) instead of hearing from one small group. V. Harper we don’t want to go too far until we get the Executive Order (EO). Where the course could go may be addressed in the EO. In the meantime, the course could be created. J. Tarjan it could be overlay with learning outcomes, and piggy-back in. The campus should have the opportunity to weigh in. V. Harper said if AB 1460 passes, he doesn’t see any feasible way the program stays in Interdisciplinary Studies. ES needs its own academic department to host the program. D. Boschini respects A. Rodriguez and having her at the EC would help ES adoption go smoothly if it passes.

GECCo Faculty Director Lori Paris to attend the March 24, 2020 EC meeting

3. **APPROVAL OF MINUTES**
   The approval of the February 25, 2020 Minutes to be done electronically.

4. **APPROVAL OF AGENDA**
   D. Wilson moved to approve the agenda. B. Street seconded. Approve.

5. **CONTINUED ITEMS**
   a. AS Log (handout)
      i. AAC (M. Danforth)
- Referral 13 Response to Student Misconduct Task Force Report
- Referral 14 New Course Forms and Process
- Referral 16 Program Review Process Improvement
- Referral 18 Interdisciplinary BS Degree in Public Health Proposal
- Referral 19 Winter Term Courses and Units Policy
- Referral 22 Criteria for Dean’s List and Graduation with Honors

ii. AS&SS (D. Wilson)
- Referral 12– Graduate Student Grievance and Appeals Policy – Reporting Chain
  D. Wilson asked Dr. Jacobsen for the written appeals policy. There is not currently one in place, but they are working on it. Our resolution on this topic is temporarily on hold until we receive this document.
- Referral 13 Response to Student Misconduct Task Force Report

iii. FAC (M. Rees)
- Referral 02 Faculty Workload – One WTU Defined
- Referral 08 Honorary Doctorate-Handbook Change
- Referral 11– New Regulations on Consensual Relationship - Handbook Change

iv. BPC (B. Street)
  b. Interim Provost Update
  i. Mentorship Programs - BPA Academic Certification Program and RAMP
  c. Searches - Update
  i. AVP Faculty Affairs
  ii. AVP Academic Programs
  iii. Dean Antelope Valley
  iv. Dean SS&E
  v. Associate Dean SS&E
  vi. Dean Library
  vii. Faculty Ombudsperson
  viii. Faculty Coordinator for Sustainability
  d. Financial and strategic planning transparency and faculty participation
  e. Handbook Error Log

6. NEW DISCUSSION ITEMS
  a. Academic Continuity – V. Harper (Interim Provost) was called into an emergency meeting on Sunday. CSUB is steady. Some campuses are moving to alternate delivery. Do not say “on-line”. Use Alternate Delivery. It means teleconferencing, video conferencing, email, U.S. Post Service, on-line, BB and Canvas. Whatever we
do it will protect faculty rights. He recommends the faculty consider the first step, to have grades in BB. Dr. Weller has completed the website and will be posting recommendations. We do not anticipate we are in any immediate suspension of operations. CA Department of Public Heath was on call Sunday and gave decision logic for higher education to look at situations that may close the campus. We are going to deploy that. He meets with the Deans today to review. The President is steady and earnest, knowing that shifting to Alternate Delivery is very disruptive and one that we want to avoid. As the faculty consider Alternate Delivery methods, Provost has tool (rubric) made for every school. There are 3,000 sections total. 200 sections are online. There are also Independent Studies, and labs. The tool asks faculty whether the course can or cannot be offered in the Alternate Delivery format. The purpose is to 1) sense the number of sections that can be delivered alternatively. (Alternate location is an option, too.) Consider every option. 2) extent of resources to deploy alternate delivery format. The relevance of the tool is to collect info. Faculty decides what to do. Example: 20% of the sections offered can be alternate delivery and require $150,000, and 5% cannot be delivered alternatively such that a facility is needed to rent so that students can graduate. The meeting with the deans will cover the CA Department of Public Health decision logic, and V. Harper will ask them to meet with their chairs to determine costs. It would be two weeks disruption. Other campuses lopped off last week of quarter, so their disruption was only a week. We will have cases in Kern. The decision logic will be activated. Yet we still may not do alternate delivery. If we have five students we may not activate alternate delivery. Bruce Hartsell has been very good in his knowledge of CBA, contracts etc. and it’s been very helpful. D. Boschini has also been very helpful. We are working collaboratively. None of the meetings are secret. The Study Abroad students’ travel and the Finance students’ trip to NYC have been postponed. D. Boschini has spent a lot of time on this over the weekend. The Chancellor’s Office (CO) and the CA Department of Public Health, etc. are doing the planning. As more people down the chain of command are pulled in, she can’t do all her work and go to the planning meetings. If there are other meetings and projects that can be postponed, it would useful. The information (handout) from CA Department of Public Health regarding higher education is really helpful. There is a decision tree to determine at what point should we consider campus closures. A. Hegde asked if IT has the capacity if 8,000 people go with alternate delivery. V. Harper responded that the major platforms are Zoom, Blackboard (BB), and Canvas. The Zoom contract is scaling up. BB requires amendments to contract. That’s why it’s important to have input for the decision logic tool to inform how many and how much Alternate Delivery will cost. Provost said that Canvas has 24-hour support and
BB does not. Do we encourage use of Canvas for that 24-hour support even though it hasn’t been approved as the official LMS? D. Boschini heard that BB feels they can scale up in a day. She strongly suggests that those currently using BB should continue to use BB. A. Hegde said that there are a lot of faculty on BB and for good reason. D. Boschini found that comments from the Interim AVP FA B. Hartsell were helpful. He reminded others that our guiding principle is to teach, and the conditions are subject to change. Faculty doesn’t get to always control those conditions. Faculty really want to serve the students. The vast majority of faculty are figuring it out as we speak. The outlier should be addressed when they come up. Faculty should be empowered the way they are willing and able to teach. Personnel issues are to be dealt with through the chain. The faculty that says they can’t do something is to go to their department chair for resolution. Potentially, this is a lot of work. B. Hartsell said to start from prospective that we trust each other to do the right thing. M. Rees said that scheduling events and outside groups takes a lot of planning. For example, CSU music ensembles. D. Boschini acknowledged that the campus community is having all the right conversations. It’s not one size fits all. Music will figure it out. Nursing is empowered to solve their own problems. She will not have time to solve Music’s problem. The campus leadership doesn’t want to present solutions that don’t fit. V. Harper is meeting with the Deans today. It’s not going to be easy. Be patient with everyone, because we have time. We have weeks to do planning that we may never deploy. The Provost Office is building a manual. The CO developed guidance for the system. Campuses could use a two-day planning window for limited closure. SF State is closed. The President has the authority to close campus. M. Constantine of the CA Department of Public Health can only by call a quarantine. CSU San Jose is in the second day of planning. They are going to alternate delivery through the end of the semester. D. Boschini DCLC meeting next Wednesday. While it’s important to state at the high level that we’re steady, there are lower levels that have to plan and develop alternative delivery. V. Harper said there will be further communication on academic continuity, the use of the decision logic tool, and Alternate Delivery. Keep it a good pace so people have a good discussion at each layer. D. Boschini sees questions from other campuses on how involved the Senate (not just the Chair) needs to be involved in meetings and the decision-making. She is comfortable with the decisions being made during this emergency period, but is that right? Do we need to have an extra Senate meeting this week? V. Harper will need the Senate’s help toward consideration of a waiver. Quality Matters (QM) to teach online. He would like resolutions to shift to Alternate Delivery. M. Danforth heard concerns from search committee chairs and how this will effect on their work. What if faculty had to go on temporary medical
leave? Should we have FAC consider faculty temporarily agree to have someone else assign grades if faculty can’t? How do we get it through the process quickly enough? V. Harper will impress upon the Deans that department chair meetings are important. J. Tarjan suggested that the Senate Chair and Vice Chair should be involved in discussion whether it needs to be sent to committee. V. Harper asked whether to bring A. Hegde to the emergency planning meetings with Provost and Academic Support? B. Street responded that the Senate’s pace is inadequate for this charge. We don’t want to wait on something with so much importance to faculty. We can begin discussion in the standing committees this Thursday. D. Boschini requested that when everyone is in emergency mode, people pause criticism. When we are having faculty do certain things in an emergency, when the emergency goes away, there could be a shift in the power structure. How far do we set actions (alternate delivery) down the path under emergency circumstances that puts evidence that online can be done, which have an lasting impact on how courses are delivered in the future. How many things are we agreeing to, and we don’t want to set a precedent for business-as-usual. B. Street suggested to charge the sub-committees with developing questions. V. Harper responded that he trusts the Senate with broad stroke conversations about planning. He supports the sub committees introducing how to flex with QM, allow faculty to proxy for certain grades, and alternate delivery. That way the Senate is involved. D. Boschini summarized the conversations about alternate delivery implementation of courses (to online) are practical. The shared governance conversations are more difficult. Consider what are the mistakes we’re doing now in shared governance we wish we could do better. M. Danforth said that the Senate moves slowly. The traditional process does not work well in an emergency. J. Tarjan referred to Constitution 3. b. that provides policy for when faculty meet when classes are not in session. D. Boschini stated that the Summer Senate doesn’t make radical decisions. There will be no extra Senate meeting this Thursday. Tuesday’s EC agenda to include “shared governance in emergencies”.

b. Prison Baccalaureate - CA Department of Corrections and Rehab (CDCR) and Legislative Analyst’s Office (LAO) (handout)
c. MS Computer Science Proposal (handout)
d. IRPA Strategic Review
e. FHAC/Nominations feedback from Senate Open Forum, March 5, 2020

7. **AGENDA ITEMS FOR SENATE MEETING MARCH 19, 2020** (Time Certain 11:00 a.m.)

   - Announcements
   - Consent Agenda
New Business
Old Business
RES 192011 Learning Management System Recommendation – the conversations about implementation has already occurred in sub-committees.
RES 192012 Proposal for Energy and Power Engineering Emphasis within the B.S. degree in Electrical Engineering

8. COMMENTS FROM THE FLOOR
   • CPR is charged with an annual report to the Senate. CPR did not have issues to address. They did not meet this year. There will not be a report.
   • Invite the President to update the Senate March 19 on Alternate Delivery
   • If we need to have Senate meeting remotely, there will be instructions on how to video conference. The EC should be hearing more that we have been. The EC can pilot Zoom as an extra EC meeting next Tuesday. V. Harper said that some campuses have asked that faculty and students not come to campus. Faculty could come if there is staff on campus. If campus is closed whereby there would be no administrators and staff, the facility would be locked. D. Boschini would look for the campus to give direction. If the campus was being deep cleaned and people are moving in and out, that would be problematic. Shared governance is important; we will continue Senate meetings. M. Danforth suggested that for those calling in by phone, use a key word to be added to the speaker’s list. An EC emergency phone list to be created so members can text, when necessary.

9. ADJOURNMENT
   The meeting was adjourned at 11:33.