

Executive Committee Minutes

Tuesday, March 24, 2020

3:00 – 5:00 pm, Zoom

Approved: April 7, 2020

Call to Order:

Executive Session: Convened at 3:01 pm. Adjourned at 3:09 pm.

Regular Meeting: Convened at 3:10 pm

Roll Call:

Adam Rechs, Amber Gonzalez, Andrew Hertzoff, Anne Lindsay, De-Laine Cyrenne, Harvey Stark, Israel Flores, Jeff Dym, Kitty Kelly, Philip Flickinger, Rafael Diaz, Sue Holl, Tracy Hamilton

Guests:

Academic Affairs: Provost Perez, AVP Wallace, Dean German, Interim Vice Provosts DeGraffenreid and Miller

California Faculty Association: CFA Chapter President Berta-Avila

College of Arts and Letters: Associate Dean Wilson Ramey

College of Continuing Education: Dean Murphy and Associate Dean Winbush

College of Engineering and Computer Science: Associate Dean Shafizadeh

College of Health and Human Services: Senator Sheppard (RPTA)

College of Social Sciences and Interdisciplinary Studies: Associate Dean Mosupyoe

Faculty Senate Parliamentarian: Professor Krabacher

President's Office: President Nelsen and Director Peigahi

Student Affairs: VP Mills

Executive Session: Administrative matter.

Open Forum:

- **Food Pantry:** Help is needed unloading food trucks:
Hours: Tuesdays 10 am – 1 pm, Wednesdays 1-4 pm and Thursdays 10 am – 1 pm
- **Spring Break Assignments - Students:** ASI VP for Academic Affairs Flores reported that some professors are asking students to submit assignments during Spring Break. There have been no changes to the Academic Calendar and so academic assignments should not be done that are not reflected as listed on the Academic Calendar.
- **Students who could not graduate or need one semester to finish:** Questions were raised if there was a way to help students who cannot graduate on time or will need one more semester to finish, if incompletes will affect Financial Aid. VP Mills stated that Student Affairs (SA) has a list of students who could not graduate in Fall and will not in the Spring. SA is reaching out to those students. It will take a few more weeks to complete this process. He is waiting on information from the Department of Education regarding Financial Aid. The Provost stated that students will receive a clear description of what needs to be completed to finish. There will not be a fee impact but will have an opportunity impact and expect more incompletes this semester than next semester.

- **Credit/No Credit:** The item was placed on the agenda for discussion.
- **Summer Session:** Questions were raised about Summer Session and when a decision will be made. At the time of the meeting, no answers could be given due to the uncertainty of the pandemic.

Agenda: The agenda was amended to add as a new #9, Credit/No Credit discussion. The agenda, as amended, was approved.

Minutes:

- EX 19/20-145: March 3 - Approved
- EX 19/20-146: March 17 - Approved

From the Chair:

- A reminder that everyone (students, staff, faculty, and administrators) are all very stressed, so effort should be made to be extra patient, flexible, and kind to others.
- **Senate Subcommittees & Non-Senate University Committees Vacancies:** The Preference Poll results for these committees still needs faculty to be identified for contacting regarding serving. A motion was made and carried, that due to the move to Zoom meetings, the review this year will be conducted by the At-Large members of the Executive Committee and the Senate Chair and Analyst, instead of the Executive Committee as a whole.
- **2020/21 Senator/Alternate Elections Update:** The Senate Analyst reported that approximately ten Departments are still in the process of holding elections. The meeting dates for the 2020/21 Senate's Organizational Meetings for the nomination and election of Officers will be held April 16 and April 30. Next year's Senators will be advised.
- **Senate Committees and Subcommittees: Guidelines and Procedures for Zoom Meetings Spring 2020.** The Chair shared the document and stated that it will be sent to all Senate Committee Chairs. Due to the extra challenges of this semester that faculty are dealing with, the Committee Chairs, in discussion with their members, will be asked to consider which items of business is before their committee that are time-sensitive and must be completed this semester and which items can be pushed off to the Fall semester.

From the Provost: There is very little traffic in buildings and so facilities will be stopping custodial services for those buildings. An announcement will be sent out identifying the buildings and contact information if any issues arise.

From the President: A hiring pause has been instituted due to the expected financial shortfalls next year due to the effect of the pandemic on the economy. A SacSend message has been sent out to notify faculty and administrators.

Use of Professional Development Funds for on-line course development: Items can still be shipped to campus, Receiving will notify the department contact person or faculty member when the item arrives for pick-up. Faculty may also use their personal funds to purchase items and get reimbursed.

Prioritization of Senate Business

- **Senate Policies Status Report:** The report was reviewed and feedback was provided by the Standing Policy Committee Chairs. Those items that are ready for Senate Review will be put forward.
- **Referral - Credit for Prior Learning:** The item will be discussed at the April 7 meeting.

Faculty Senate Meeting Schedule remainder of Spring Semester: The Senate will meet on the following dates: April 9, 16, 23, and 30, May 7 and tentatively May 14. The Senate will be advised

Credit/No Credit Discussion: A Systemwide discussion has been going on and a draft document is being working on. Concerns and questions raised:

- Where are department policies for Credit/No Credit policies posted?
- Does this qualify as an incomplete with a fully justified reason (student is affected by COVID-19 or other reasons they are not able to complete a course)?
- Concern was expressed about losing students between psychological, anxiety, technology, and slipping through the crack and failure rates.
- The need for flexible policies is causing confusion with the students. Each professor has different requirements. Consider a campus wide policy instead of leaving it to the faculty member to have Pass/No Pass. This is time sensitive.
- Interested in a conversation for Undergrad and Graduate. Could a note be added to transcripts?

The discussion will continue at a future meeting of the Executive Committee.

CFA/OFA Update on MOUs: CFA/OFA MOU on Student Evaluations: The Chair reported that some faculty have expressed concerns about the MOU, in particular what to do with the student evaluations from this semester-- who gets to decide which negative student evaluations are related to the unexpected changes in course delivery as a result of moving to virtual instruction and an instructor's effectiveness due to the effects of COVID-19.

In addition to the work of the CFA and OFA, the UARTP Committee was also asked for review and feedback for compliance with the CBA and the UARTP Policy. There is some urgency for making a decision about student evaluations because IRT needs time to implement the proposed changes. The Senate Chair felt due to the scope of any decision involving the use of student evaluations and its impact on faculty, the larger voice of the faculty is needed.

The MOU will be placed on the March 26 Senate agenda as an Information Item. Senate will be advised that their feedback is being solicited, however amendments to the document will not be permitted. Margarita Berta-Avila, CFA Chapter President and Bill DeGraffenreid, Vice Provost (Interim), Faculty Affairs will be available to address questions.

Adjourned: 4:55 pm