Senate Executive Meeting 3/16/2020

Senate Meeting Logistics: March 23, 2020
Questions to consider:
1. Move to completed zoom? Or have a hybrid option?
2. Operations of the senate: minutes, presentations, voting system

Urgent Items:
1. Status of mini-review calendaring (chairs are upset about individual exceptions and no blanket exception for March 20th deadline)-Ravisha/UCCD
2. Question: Status of ventilation systems in campus buildings; HEPA filters, etc. (Ken)
3. Equity/Privacy issues/access to online modes of instruction
4. Clarity regarding SOTEs, additional messaging

Reports (place urgent items above):

Senate Chair Updates:
● Current chair, past chair, and vice chair went through calendaring of senate reports and will be creating a posted document for these reports.
● Senate chair edits to recent policy recommendation sent to the president: retitled to "Amendment K to S78-7, Amendment B to S14-3, Amendment C to S15-10, Amendment A to S19-3 Adding General Unit Seats to the Student Evaluation Review Board, Student Fairness Committee, University Library Board, and University Writing Committee." Also adjusted within the policy. This adjustment is aligned with amendments within our system of policy enumeration.

1. University updates
    a. Provost and Senior Vice President
    b. Statewide Senate
    c. VP Administration and Finance
    d. Associated Students President
    e. VP Student Affairs
    f. Chief Diversity Officer

2. Policy committee updates

a. Organization & Government
   1. We will have an item for the Senate's next meeting rescinding S74-1 (an outdated item related to "Administrative Reorganization of Selected Agencies")
   2. Depending on the progress we make in Monday's O&G meeting we may have a first draft of a Senate Management Resolution to update Bylaws ready for the March Senate meeting.
b. Instruction & Student Affairs
c. Professional Standards
   1) RSCA during the epidemic
   2) Direct (peer) observation during Spring 2020
   3) Thank you for expediting the SOTE exclusion policy!
d. Curriculum & Research
   1. We have completed major curriculum reviews that is required prior to being sent to the chancellor's office.Finishing off numerous minors that are being proposed.
   2. Starting our review of the GE proposed Program Learning outcomes
   3. Updating the accessibility in curriculum policy. Will work with IS&A as they have two accessibility policies that overlap with this policy.

Executive Committee Minutes
March 16, 2020
SH 331,12:00 p.m. to 1:30 p.m.

Present: Curry, Faas, Frazier, Marachi, Mathur, McKee, Peter, Shifflett, Sullivan-Green, White, Wong(Lau), Parent, Del Casino

Absent: Day, Papazian

1. The Executive Committee minutes of March 9, 2020 were approved (13-0-0).

2. There was no dissent to the consent calendar of March 16, 2020 (13-0-0).

3. Discussion about Senate Meeting of March 23, 2020, Zoom and future Senate Meetings:
   - A complete campus closure is possible next week. If so, there is a possibility of going to a hybrid model allowing online and in-person participation with social distancing.
   - No other Senate is completely suspending Senate activity.
   - The University is limited by the state to only permit face-to-face meetings of less than 35 people for the rest of the semester.
   - The Senate meetings may need to go totally online for the rest of the semester.
   - The Senate Agenda needs to be reduced to only the most essential resolutions.
   - The Senate should only discuss the most urgent matters such as grades/RTP.
   - I&SA as well as C&R could postpone most resolutions until Fall.
   - PS can delay RSCA and the Lecturer policy until Fall.
   - President Papazian would prefer a Sense of the Senate regarding RSCA. This would be revisited by PS and administration in Fall 2021.
   - The committee discussed postponing all presentations until Fall including the Athletics Board and FAR as well as the Exceptional Admissions and Faculty Diversity presentations scheduled this month and next. However, the committee decided it would be a good idea to have Bob Lim give a presentation about emergency efforts going on right now to fix some of the IT problems and have a question and answer session where Senators can address what needs to be done better, and what they need as well as IT-related tips.
   - Should the Senate suspend sending out the Committee Preference Form? The committee discussed the issues and problems if we totally suspend Senate activity. No other campus Senate is totally suspending this activity. This form was supposed to be already sent out and faculty need to make decisions for next year. This has impact on staffing committees and getting this done before our last senate meeting.
   - The committee discussed the Executive Committee stepping in for the entire Senate if necessary.

4. Concerns about students (Network Access, Grading)
   - The committee discussed what students who cannot afford internet service and don't have access next week, what will they be able to do?
   - Committee members would like more information on what the grading policy will be during this trying time from the Chancellor's Office
   - The committee discussed going to only credit or non-credit grading, or having the flexibility to go there. Can we offer Credit/No Credit as an option for students?
   - One student suggested rounding up grades for GPA. We need to be extremely flexible with grading options this semester.

5. Other Updates
   - The President's cabinet meets daily and is in contact with the city and state daily.
   - The President has been advised that there is the possibility that six counties including Santa Clara will be told to shelter in place later this afternoon.
   - Some people are still confused about SOTES. Departments still need to sign up and administer SOTES, but individual faculty will have the option of whether a SOTE goes into their file for evaluation.

6. Questions:
   Q: Comcast is offering $10 internet and laptops for $150, would it be possible to have scholarships for students?
   A: The university is assisting on a case-by-case basis.

   Q: There are serious issues with Zoom bypassing security and accessing people's cameras. If people are concerned with participating can they opt out?
   A: Faculty can record Zoom lectures and make that available for students.

   Q: What is the vetting process we are using for companies to provide Zoom type services?
   A: The contract with Zoom is complicated. They have assured us that the business level is secure.

   Q: If someone has an issue with using the webcam can they just listen in?
   A: They can use the chat feature to ask questions.

   C: The minute you get on the internet, you create/open issues.

7. Senator White presented a motion to suspend the rules regarding holding the Senate meetings for the rest of the semester in person and to move to online meetings. The motion was seconded. The Executive Committee voted and the motion was approved (11-0-0).

8. The Executive Committee meeting of April 6, 2020 will be by Zoom as well.

9. The meeting adjourned at 1:15 p.m.

These minutes were taken by the Senate Administrator Eva Joice on March 16, 2020. The minutes were transcribed by Senate Administrator Eva Joice on March 19, 2020. The minutes were reviewed by Chair Mathur on March 19, 2020. The minutes were approved by the Executive Committee on April 6, 2020.