SAN JOSE STATE UNIVERSITY ACADEMIC SENATE
2019/2020
Agenda
March 23, 2020, 2:00 pm – 5:00 pm
Via Zoom: https://sjsu.zoom.us/j/469374734

I. Call to Order and Roll Call:

II. Approval of Minutes:
Senate Minutes of March 2, 2020

III. Communications and Questions:
A. From the Chair of the Senate
B. From the President of the University

IV. Executive Committee Report:
A. Minutes of the Executive Committee –
EC Minutes of February 24, 2020
EC Minutes of March 9, 2020

B. Consent Calendar –
Consent Calendar of March 23, 2020

C. Executive Committee Action Items –
Approval of the Senate Election Calendar for 2021

V. Unfinished Business:
A. ***AS 1764, Policy Recommendation, Rescinds F70-12, F70-13, and S73-21 (Final Reading)***

B. ***AS 1765, Policy Recommendation, Instructor Drop Policy (First Reading)***

VI. Policy Committee and University Library Board Action Items (In rotation)
A. Professional Standards Committee (PS):
AS 1767, Sense of the Senate Resolution, Research, Scholarship, and Creative Activities Affected by the COVID-19 Epidemic (Final Reading)

B. Organization and Government Committee (O&G):
AS 1768, Policy Recommendation, Rescinds S74-1 (Final Reading)

C. University Library Board (ULB):

D. Curriculum and Research Committee (C&R):

E. Instruction and Student Affairs Committee (I&SA):

VII. Special Committee Reports:

VIII. New Business:

IX. State of the University Announcements:

A. Statewide Academic Senators
B. Provost
C. Associated Students President
D. Vice President for Administration and Finance
E. Vice President for Student Affairs
F. Chief Diversity Officer
G. CSU Faculty Trustee (by standing invitation)

X. Adjournment

2019-2020 Academic Senate

MINUTES
March 2, 2020

I. The meeting was called to order at 2:00 p.m. and roll call was taken by the Senate Administrator. Forty-Nine Senators were present.

Ex Officio: Present: Van Selst, Frazier Parent, Mathur, Rodan Absent: Curry	**HHS Representatives:** Present: Schultz-Krohn, Shifflett, Grosvenor, Chin, Sen Absent: None
Administrative Representatives: Present: Day, Faas Papazian, Del Casino, Wong(Lau) Absent: None	**COB Representatives:** Present: He, Khavul Absent: None
Deans / AVPs: Present: Lattimer, Ehrman, d'Alarcao Absent: None	**EDUC Representatives**: Present: Marachi Absent: None
Students: Present: Kaur, Gallo, Trang Birrer, Roque, Delgadillo Absent: None	**ENGR Representatives:** Present: Sullivan-Green, Kumar, Okamoto, Ramasubramanian Absent: None
Alumni Representative: Present: Walters	**H&A Representatives:** Present: Riley, Kitajima, McKee, Coelho, Khan Absent: None
Emeritus Representative: Absent: McClory	**SCI Representatives:** Present: Cargill, French, White, Kim Absent: None
Honorary Representative: Present: Lessow-Hurley	**SOS Representatives:** Present: Peter, Hart, Sasikumar, Wilson Absent: Lombardi
General Unit Representatives: Present: Masegian, Monday, Higgins Absent: None	

II. Approval of Academic Senate Minutes– The Senate minutes of February 10, 2020 were approved with 2 abstentions.

III. Communications and Questions –

A. From the Chair of the Senate –

Chair Mathur announced projects and deadlines in the Senate Office including:

- Keywords are being entered for all policies for search purposes
- All microcassette recordings of Senate meetings from before digital recorders were available are being transferred from tape to digital for the archives

- The Senate Administrator is working with the MLK Archivist on transferring the last of the historical materials from the Senate Office that are in hard copy to the archives in preparation for the office's move to the 5th floor of Clark Hall in June 2020

Nominating petitions were due in the Senate Office on February 21, 2020. Elections are being conducted in the Colleges of Science and Engineering. Several colleges still have seats that were not filled. Those seats can now be filled for one year only until May 2021. These colleges include the College of Education, Humanities and the Arts, and the General Unit. Please speak with your colleagues who might be interested in serving for a year to get to know the Senate.

Please provide feedback to the Chancellor for President Papazian's three-year review. An email was sent to the campus on November 15th. Chair Mathur also messaged all the faculty as requested in the last Senate meeting with the link on how to submit a report in terms of feedback.

The Campus Climate Survey was launched on February 25, 2020. Exempt staff are far ahead of faculty and students in terms of response rate. Please encourage your colleagues and students to complete the survey. CDO Wong(Lau) and her staff handed out T-shirts and water bottles to the Senate to promote the survey. Please remind everyone that the information is confidential and that it will be viewed by a third party—Rankin and Associates. You must complete the survey all the way through because once you close the window you will need to restart it as no identifying information is collected. All comments will be read. The survey closes on March 20, 2020. We must get a 30% response rate in each group such as faculty, staff, students, and in each college, etc. to own our data.

Chair Mathur announced at the last Senate meeting that she and the Provost's office were in the process of developing a coordinated joint survey at the request of the Chancellor's Office to provide feedback on the ASCSU resolution, "ASCSU Recommended Implementation of a CSU System-wide GE Requirement". They completed that survey and the survey was sent out to the faculty, deans, associate deans and students. They got a great response rate considering they collected information over one week. They were able to write up the report and submit it to the Chancellor's Office on time. Key points of the survey include:

- 235 faculty and administrators and 800 students responded.
- 51% of faculty and administrators approved, while 49% disapproved the 3-unit lower division requirement.
- Faculty and administrators disapproved of the reflective element in the ASCSU resolution.

- A significant number of faculty and administrators approved a broader system-wide 3-unit diversity or social justice requirement.
- Students disapproved all options.
- When asked if they had to choose one option, both faculty and students overwhelmingly chose the broader 3-unit system-wide requirement.
- There were five learning outcomes developed by the ASCSU. Faculty/administrators and students approved of the learning outcomes, but provided specific feedback for revisions. Some concerns included the length of the outcomes and the wordiness, the divisive/reactionary phrases, the lack of clarity of some of the words and learning outcomes.
- Faculty/administrators and students were in support of a requirement that every ethnic studies course should be evaluated by an ethnic studies faculty member and a subject matter expert, but some concerns were expressed. These concerns included academic freedoms if a department creates their own curriculum, is there an infringement if another group comes in and says you can't offer this course this way. Other concerns were expressed about the burden this service requirement would place on ethnic studies faculty, many of who are already overburdened with service requirements.
- Students were very concerned about backlash and the evaluation component.
- Students felt the better route to go would be to include diversity in all our classes on campus.
- Many faculty and students expressed concerns about delays to graduation.

If you are interested in the full report contact Chair Mathur.

The campus has been notified about a new Title V change regarding the Occupational Therapy Doctorate. that will be discussed at the next Board of Trustees (BOT) meeting.

Senator Schultz-Krohn explained the current degree requirements for our master's students getting a degree in Occupational Therapy. The master's degree is 72 units and takes 2 ½ years. Their students take 15 to 16 units per semester. The profession is looking at going to an entry level doctorate. This is replicating what has been done with Audiology and Physical Therapy. The concern is that right now doctorates are offered only in private institutions in the state of California and it removes access for many students. The UC has no interest in offering this degree. The CSU went forward with AB 829 and it went all the way and was signed by the Governor. After this Senator Schultz-Krohn, Pam Richardson, and Senator Van Selst all went down and worked with their colleagues in Dominguez Hills on the Title V code. The faculty here on campus voted that they would like to keep the master's program at SJSU and add in the

doctorate. At this point, the doctorate, is being developed. The Occupational Therapy program in the United States is only 100 years old and we've had a master's degree at SJSU for 75 of those years. Right now Senator Schultz-Krohn and her team are working on getting it through the Board of Trustees and working on the Executive Order.

B. From the President:

President Papazian gave an update on the Coronavirus.

President Papazian has activated SJSU's Emergency Operations Center (EOC). This group has been meeting for several days over the past couple of weeks to discuss how to prepare the campus and what steps to take when we might need them. SJSU is working in collaboration with the city of San José. This is a complicated question in terms of how the disease is spreading and it is asymptomatic. SJSU cancelled the trip to Asia as well as events that were scheduled in Japan and Korea. There were a number of students scheduled to go to South Korea who have chosen other sites for their study abroad. We have a student in Milan. We also have a student in South Korea. We are in close contact with them.

One thing we can't do is close the university until next January. We do know they are working on a vaccine. However, without a vaccine there really is no way to contain the virus. They have probably already started testing a vaccine in some areas. The President doubts we will see a vaccine until the Fall 2020 at the earliest.

We might want to handle how we treat large groups a little differently such as sporting events. We are also looking at commencement and what we might want to do differently. There is no right decision. The virus is already in Santa Clara County.

VP Day commented that the campus is in constant contact with the Santa Clara County Health Department. Dr. Barbara Fu is our Medical Director and she gets regular information. Should we have a case on campus, the health department will contact us and will take over. There are some areas we would have no control over. We have 4,000 faculty, staff, and students living in our buildings right now. Buildings could be quarantined. We have taken some preventive measures such as having our restrooms, stairwells, and other common areas cleaned several times a day. We are leaving our doors open so handles aren't touched. We are going to put hand sanitizers in the hallways.

We are also thinking about how we handle large events. Next month we have admitted Spartans Day. We typically have 10,000 students and parents on campus for the day. We are trying to decide if we want that or do we go with an alternative scenario. We are also thinking about service delivery such as having more streaming, online classes, etc.

We may see more incompletes than normal this semester and may have to work on ways to allow make-ups. There may be a need to move classes from face-to-face to online. There is a class this week on how to move to an online class. We are also encouraging faculty to upload all their materials into Canvas so that should they get ill someone could take over their course. Without these materials a faculty member would basically end up having to teach a whole new class on their own.

As far as travel, we are asking people not to. Even in the U.S., keep an eye on where you are traveling and reported cases. We are probably underreporting right now. As for internships maybe we can generate some ways those can be completed locally.

You can find updates on the SJSU website in the Newsroom.

Questions:

Q: If a faculty member wants to travel to Vietnam, what do we say? Also one of our faculty members recently had pneumonia and wants to go to completely teaching online, so what do we say to that?
A: As for the Southeast Asia travel, we should avoid it unless it is absolutely essential. Although it may not be a restricted travel country now, it could be one while the faculty member is gone and they would be stranded. About online classes, students might be nervous about that, but if the faculty member is really concerned than maybe we could zoom the faculty member into the classroom and give the students the option of taking the class, and/or we could bring in lecturers to the classroom to assist. If we need to find resources we will (Provost). Do not hesitate to elevate to the Provost level.

Q: I have Rheumatoid Arthritis and that is an immune system disease and this could compromise me in classes, so is the message the same for all students or would you advise something different for students like me?
A: There will be messages going to the whole campus and then messages going out from the Emergency Accommodation Center (EAC) for those students who have specific concerns.
A: All faculty will be getting the message that we have to be flexible. Professors may have to allow students to zoom in. That is the message that is going out (Provost).
Q: Can a faculty member just decide the whole class is going on Zoom and send an email to the class just like that?
A: We are trying to encourage people not to go there right now. We want to avoid mass panic. We aren't at that point yet. We are making decisions on a case-by-case basis.

Q: This morning I got an email from my student in Florence that she was delighted our program hadn't shutdown, but she told me that Syracuse, NYU, Stanford, and Florida State have all shutdown in Florence. I'm curious why they made that decision and why we did not? There are about ½ a dozen SJSU students there.
A: Right now that is up to the Chancellor's Office and we are waiting to hear more. There is a lot of conversation about what happens if we have to bring people back. I imagine the CSU will follow suit but we haven't heard yet. Ruth Huard has been working with everyone on the costs of bringing everyone back.

Q: My program has over 140 students at 91 sites doing internships. What type of graduated communication is recommended? Is it time to say something now, or hold until there is more information?
A: Not every internship site is the same. It is a case-by-case basis. They should talk to their supervisors and see what they are doing with their own employees. What we are hearing at Employee Services is that it is absolutely different at every place. So places are saying continue as usual and some say no more students at all. We are looking at what our other options are for those cases where they can't complete the internship.

Q: We are right in the middle of the faculty recruiting season and are bringing in international faculty, how should we handle bringing them to campus? If the travel restrictions should change is there a way we can change how we interview them?
A: The big question is whether the zoom experience is the equivalent experience or not? As long as the presentation guidelines, the questions, and the format of the meeting are the same and they can't travel to the U.S. then we will have to come up with a mediated way for them to meet with everyone. We might try to find a room we can setup zoom for the whole day during a search.

Q: As someone who also suffers from a disability, is there a message that will go out to faculty and students about the options?
A: For faculty they should use University Personnel and then the EAC. Students should go to the Student Health Center. We will add something to the messaging.

Q: Do we have enough technology should we have to go to massive online instruction?
A: We have enough Zoom licenses and access to Canvas. If we pushed everything through VPN would it crash it, that is a good question for a CIO. I have asked it. We are looking at it. The question about if you close a campus when do you open it is a hard question.

Q: We have students in clinical practice and we are half way through the semester, but if this is the student's final semester and they can't finish the hours we can't award the degree. They have to have that degree to take the national

boards and without taking the boards they can't work. Is there a possibility their degree can be backdated?
A: That is a really, really complicated question. I don't know the answer for that. I think the answer might be no and they have to wait till August for the earliest conferral date. We can ask the CSU the question, can we have mobile conferral dates throughout the summer? The bigger issue is the tuition the students have already paid this semester for internships. We don't want students double paying for internships. If students already have enough units without the internship can we award the degree anyway?
We are having these conversations with the Chancellor's Office all the time.
A: We need to figure this out as it goes along. We have already had this happen in Nursing with internships. Everyone is working to be as flexible as possible without just opening the gates.

C: In terms of communicating there is a fine line between communicating clearly and escalating.
A: Everybody sees that line in a different place. It is a constant balancing act. We are not at the panic level, but we do need to keep people safe.

Q: For those students that had their internships cancelled midway through the semester, and come back here but can't enroll in classes because it is the middle of the semester, what are we going to do for them? How will that impact graduation rates?
A: Some of the campuses have thought about this already and put together classes for these students to come back and enroll in for the semester such as Cal Poly SLO. We don't know what exactly we might be able to do for example with the Florence students, because they are already more than halfway through the semester. We were able to address the students from earlier such as the students in China who were cancelled. It is the students now and in the future that we need to anticipate and look into for the future.

Q: I'm very concerned about the MLK Library. Students with colds and the public sit in there and they sneeze and there are many nooks and crannies. What can be done?
A: This is one of those places we have increased cleaning and disinfecting to many times a day.

Q: Thank you for the updates. It is alleviating some of my concerns to see the amount of concern regarding the virus and hygiene should not be overlooked. What is the kind of metrics that you are tracking that would determine when you decide to close the campus? To what degree might those metrics give us some lead time to make changes?
A: We are in close contact with the County Health Department and those are some of the metrics we are watching. At this point, we have not indication of influenza on the campus.

A: Forty-five million people had the flu this year and up to 46,000 people have died since October 1, 2019. There have been nowhere near that number with the Coronavirus. The campus as a whole is not at a nexus for a higher spread of the virus, the residence halls are. It is recommended that students in the residence halls get vaccinated for meningitis. Residence halls are where these type of things move faster. If you have questions about anything, please send them to the President or any of the members of the administration.

IV. Executive Committee Report:

A. Minutes of the Executive Committee:

Executive Committee Minutes of February 3, 2020- No Questions.
Executive Committee Minutes of February 17, 2020- No Questions.

B. Consent Calendar:

Consent Calendar of March 2, 2020. There was no dissent to the consent calendar as amended by AVC Marachi. AVC Marachi welcomed Senator Karthika Sasikumar from the College of Social Sciences.

C. Executive Committee Action Items:

Approval of the Senate Calendar for 2020-2021
Senator McKee presented a motion to change the Senate Retreat to February 12, 2021. The motion was seconded. The Senate voted and the McKee motion was approved unanimously. T**he Senate voted and the Senate Calendar was approved as amended**.

V. Unfinished Business:

A. Senator Peter presented ***AS 1761, Policy Recommendation, Amendment I to University Policy S15-7, Retention, Tenure, Promotion for Regular Faculty Employees: Procedures Concerning Small Colleges (Final Reading) for the Professional Standards Committee.*** **The Senate voted and AS 1761 was approved unanimously**.

B. *Senator Shifflett presented* ***AS 1763, Senate Management Resolution, Update to Senate Standing Rules (Final Reading) for the Organization and Government Committee.*** **Senator Shifflett presented an amendment that was friendly to the body to change section 7.a.VI. of the standing rules that were not part of the packet, where it reads, "items to be submitted in writing or by email" to read "items to be submitted electronically."** Senator Frazier presented an amendment to strike all changes to Section 12: Minutes. The motion was seconded. Senator Shifflett presented an alternate amendment to the Frazier amendment to strike the first sentence in the strikeout that reads, "Draft minutes of the Academic Senate should be distributed to senators for review within one week of a Senate meeting," but leave the next sentence, "Official minutes of the Academic Senate shall be posted electronically within one week of the Senate meeting during which they were approved." The Shifflett amendment

was seconded. Senator Peter called the question. The Senate voted and the question was called (47-1-1). The Senate voted on the Shifflett amendment and it failed (3-44-2). **The Senate voted on the Frazier amendment and it passed (46-1-2)**. Senator Peter presented an amendment that was friendly to the body to restore the language indicating the votes of the individual members to line 97. **Senator Frazier presented an amendment that was friendly to the body to change Section 18a to read, "shall, prior to the conclusion of the academic year, provide policy committee chairs with feedback on any outstanding items."** Senator Van Selst presented an amendment to change line 70 to read, "CSU Senate Representative or designated CSU Senator." Senator Shifflett presented an amendment to the Van Selst Amendment that was friendly to the body to change "CSU Senate Representative or designated CSU Senator," to read, "CSU Senate Representative." **The Van Selst/Shifflett amendment was friendly to the body**. **The Senate voted and AS 1763 passed as amended unanimously**.

VI. Policy Committee and University Library Board Action Items (In rotation)

A. Organization and Government Committee (O&G):
Senator Shifflett presented ***AS 1748, Policy Recommendation, Adding General Unit Seats to the Student Evaluation Review Board (SERB), Student Fairness Committee (SFC), University Library Board (ULB), and University Writing Committee (Amendment B to F10-2, Amendment B to S14-3, Amendment B to S15-10, Amendment A to S19-3).*** Senator Van Selst presented an amendment to line 58 to change it to, "Provost or designee." The Senate voted and the amendment failed with 1 Yea. Senator Van Selst presented an amendment to extend the meeting for five minutes to finish this resolution. The motion was seconded and approved with 4 Nays. **Senator Del Casino presented an amendment that was friendly to the body to change line 62 to read, "Director of Institutional Research or designee." The Senate voted and AS 1748 passed unanimously (49-0-0).**

B. University Library Board (ULB): Report moved to next meeting.

C. Curriculum and Research Committee (C&R): Report moved to next meeting.

D. Instruction and Student Affairs Committee (I&SA):
AS 1764, Policy Recommendation, Rescinds F70-12, F70-13, and S73-21 (Final Reading) (Moved to Unfinished Business for the next meeting.)

AS 1765, Policy Recommendation, Instructor Drop Policy (First Reading)(Moved to Unfinished Business for the next meeting)

E. Professional Standards Committee (PS): Report moved to next meeting.

VII. Special Committee Reports:

VIII. New Business:

IX. State of the University Announcements:

A. Provost
B. Associated Students President
C. Vice President for Administration and Finance
D. Vice President for Student Affairs
E. Chief Diversity Officer
F. CSU Faculty Trustee (by standing invitation)
G. Statewide Academic Senators

X. Adjournment: The meeting adjourned at 5:05 p.m.

Executive Committee Minutes
February 24, 2020
ADM 167, 12:00 p.m. to 1:30 p.m.

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

Absent: Frazier

1. The Executive Committee minutes of February 17th, 2020 were approved with amendments to include updated current enrollment numbers (13-0-0).

2. The draft 2020-2021 Academic Senate meeting calendar was reviewed and amended to add a Senate retreat date to the calendar and to rearrange a policy/Executive committee meeting date. The amended calendar was approved (13-0-0).

3. President's Update:

   We now have a voting center at the MLK Jr. Library that will be open for 11 straight days until and through voting day March 3rd. When you vote, note that the new Prop 13 is on the ballot – this is not to be confused with the old Prop 13.

   Regarding AB1460, it looks that it will likely pass. The question is if it will be with a supermajority. It may come back this week, but that is not clear yet. Many issues have been raised regarding this bill. WASC standard 1.5 documents a concern about government intruding into the purview of faculty regarding what to teach. What is the role of academic freedom if there is no institutional autonomy?

   Comment: Our campus is moving forward with memo on AB 1460 even though we're not sure what the outcome for 1460 will be.

   Comment: Discussions from Council on Ethnic Studies have been under way. Letters are very strong and there's a huge debate. The irony is that the values are about autonomy and self-determination, and that is counter to what is happening with the legislation.

   Two individuals have joined the President's office – Edwin Tan used to work in Mike Honda's Office and will do the community engagement piece. Ryan Ward used to work with Bureau of Indian Affairs in DC and brings a wealth of experience regarding government relations.

   Some of you may have read about the Ad Council in Inside Higher Ed featuring folks like Tim Cook, Apple, IBM, and the White House moving to promote alternatives to traditional degrees. This approach will transform higher education – will be important not to do it in an exclusionary way. Pathways might look different, and we need to have larger conversations about how we see these intersections. It will be a very data-driven analytic evaluation that looks at workforce trends and the kinds of needs there are. The idea is that there will be tremendous growth for areas with very low college attainment levels. There's going to be a powerful case to make. It's probably not one or the other but important to look at the disparate impacts on communities. We will have to have different conversations about where and how online fits in. We need to think about how the landscape truly is changing and engage in it in ways that are true to the values we represent. Every generation does things a little differently. We need to do things in a way that ensures integrity and quality – may not be a physical space, but can be in a temporal

space with an aim toward closing those opportunity gaps. We have a commitment to students who have taken classes and left.

Comment: Need to be careful about moving courses online. Pedagogy in online teaching is different from face-to-face instruction. Also need to consider the courses themselves and our students. Are they courses that should be moved online? Do alternatives meet and align with the needs of our students?

Comment: Thank you for suggesting the need for larger conversations about these trends. It's important to look at power dynamics involved in the media and these ads. In prior research done on our online dossier platform, we've learned that a key investor of that platform is also part owner of Inside Higher Education. They have stakes also apparent in companies that profit from private/for-profit trends described in the newer models of alternatives to degrees to be promoted in the new ad campaigns. We emphasize importance of critical thinking in our classes and need to continue to do the same with these kinds of initiatives.

Budget update. We are continuing to advocate for a fully funded CSU. In the last budget there was money for a study of a 24th CSU. This additional campus should be evaluated in the context of need and access.

4. The draft Spring 2020 Senate Appointment calendar was reviewed and amended to include a May 1st date to indicate communication to Administrators to request names of appointees to Senate committees. The calendar with amendments was approved.

5. University updates

    a. VP Student Affairs:
    Friday Feb. 21st was Admit Day. We are expecting over 8000 students to be on campus on April 18th. We hope to get a high yield rate of students from this admission cycle. Discussed expectations in regards to yield rate.

    Current enrollment data show that we have 8868 Upper division transfer students. Up by 645 students total. Special sessions are up for graduate students.

    Spartan Speaker Series event will be continuing Wednesday March 11th, 7pm with Ibtihaj Muhammad. It promises to be an exciting event.

    Question: At the last Executive Committee Meeting, it was announced we had an increase of students with a note of concern. Is this a good thing or not?

    Clarification was made that anytime you have large swings of 600+ students we need to look at those and see what's happening. It's great when it goes your way but would be troubling in reverse. As we look at enrollment, we note that there are fluctuations due to a variety of issues (e.g., market conditions). It is not just about enrollment management (institutional concept), but also examining URM gaps and addressing particular programs.

    b. Chief Diversity Officer:
    We will be having our main kick off event Noon to 1 tomorrow for Campus Climate and Belonging survey, which will be open from Feb. 25th to March 20th. The event will have free pizza, presentations, banners, etc. Members of the Senate will join as well as students on campus. We're aiming to have a minimum 30% response rate so that the

results can be generalizable. When results will be shared, the administration will learn about findings along with everyone else at same event. Survey is housed on an independent website owned outside university and the research is IRB protected. There will not be any matching to specific ids, and results will be provided in aggregate. Researchers would be able to get access via IRB.

ODEI is sponsoring a professional development workshop series focused on Intersectional Identities. This series involves women who are also mid-career faculty. Group is facilitated by Senator Soma Sen and Senate Chair Mathur.

There will be an upcoming book seminar co-facilitated by Tanya Bakru and Nico Peck .

Intergroup dialogues, due to campus climate survey activities we will be running three instead of six this year.

External review group of the APIDA task force. Asian Pacific Islander and Desi Students on campus. This review will be happening in late March.

Asked for an update from Vice Chair McKee regarding the Ethical Workplace Expectations Committee. Vice Chair McKee noted that they have set up 7-8, 4-hour working sessions back to back. Had our last meeting last week with each person taking an area to look at and to bring back. The committee wants to develop robust recommendations to start changing the culture regarding how people treat each other. Some of the discussion is that students are being held to a much higher standard than faculty/staff/administrators. We will be doing a deeper dive and doing an analysis/scan of resources for support across the university.

Comment: We do have a related professional standards policy. We look forward to hearing feedback related to that policy as well and if updates are needed.

c. Provost

Op Ed Project had over 50 applicants, so we expanded beyond the original 20. We offered 24 spaces, and it was split evenly between colleges, and across assistant, associate and full. We had a strong number of female applicants and awardees (as required to receive the funding).

Health and Human Sciences Dean search is under way. We will be bringing 3 finalist candidates to campus.

VP of Institutional Review and Analytics search update. We are reviewing the position, committee, and will update more soon.

As you all know the Library Dean stepped down. We will be starting search process soon. We met with the library group last week and discussed the process.

We held the first Strategic Plan Pillar I Task Force meeting. We discussed helping support faculty through Tenure and Promotion Process.

We are reviewing quarterly budgets with the colleges as we're in a robust phase of hiring.

Women's basketball game tonight and we hope to see you there representing Academic Affairs.

We will be looking closely to see how the investments in RSCA are happening. It is important to look at what surveys and feedback are telling us like the COACHE survey. And the lecturer survey that was done by members of the Lecturer's Council.

Question Can you give us an update on internships? What is happening with the policy? Are you hiring to replace the faculty coordinator who really stepped in to help out in fall?

The revision of policy is on currently on hold. By Executive order, Federal Law protects interns in the workplace. The minute you require it, it's our liability. What is a voluntary internship? We need to have consistency in policy.

We have two more finalist interviews for VP University Advancement – Friday and Monday. Please go to the open forums and provide your feedback.

6. The meeting adjourned at 1:33 p.m.

These minutes were taken by the Associate Vice Chair on February 24, 2020. The minutes were transcribed by AVC Roxana Marachi on March 3, 2020. The minutes were reviewed by Chair Mathur on March 9, 2020. The minutes were approved by the Executive Committee on March 9, 2020.

Executive Committee Minutes
March 9, 2020
ADM 167, 12:00 p.m. to 1:30 p.m.

Present: Curry, Day, Faas, Frazier, Marachi, Mathur, McKee, Papazian, Peter, Shifflett, Sullivan-Green, White, Wong(Lau), Frazier

Absent: Parent

1. The Executive Committee minutes of February 24, 2020 were approved as amended to show Senator Frazier absent (14-0-0).

2. There was no dissent to the consent calendar of March 9, 2020.

3. President's Update:

   The President noted that it is important to maintain communication with one another. The President's Leadership Council will be meeting today. The Rapid Response Team is activated. The Chancellor's Office will be providing us with details/guidelines on the larger issues such as travel and large gatherings as a result of the Coronavirus later today. All international travel is suspended. Essential travel was not defined so that the Provost can make determinations. We are building as we go. There has not been a case of the Coronavirus at SJSU. However, we are preparing in case we need to move to online/remote classes. We have the capability with Canvas and Zoom options. Stanford University has moved to online classes. Other universities are also going online. President Papazian and her cabinet are looking at all very large events like the Faculty Service Recognition Luncheon and the Honors Convocation. These events may need to be postponed. We need to be as flexible as possible with faculty, staff, and students. There will be a 24/7 hotline for Information Technology in addition to additional services provided by eCampus and the Center for Faculty Development should we move to online/remote teaching classes. There may be cascading effects for changes in our teaching, so we need to prepare as much as possible. For those travelling and who have paid out-of-pocket expenses, Charlie's office is looking into that situation.

   President Papazian thanked Senator Peter and the PS Committee for continuing to push for staff awards. At the recent Staff Service Recognition Event the honorees and staff council were recognized.

   Questions:
   Q: What if a class can't be taught online?
   A: The campus will still be open and there is the option of zooming out to students.

   Q: Will students who need clinical hours and internships still be able to graduate?
   A: We will be looking at the grade policy. Our goal is that every student scheduled to graduate in May will be able to do so.

   Q: If we do move to online classes, how will we move back?
   A: That will be driven by public health guidance and we will be checking to see what occurs every 2 to 4 weeks.

   Q: Will you be issuing advice regarding faculty hiring and bringing people to campus?

A: We don't want to stop the hiring process, but we want to limit large events. We are looking at substituting things like virtual tours, etc. We are not stopping small meetings and events.

Q: Can our campus close without other CSU campuses closing?
A: Yes, but with guidance from the Chancellor's Office.

Q: What about the staff?
A: If they have health issues they should reach out to University Personnel. Faculty, staff, and students that feel ill should be encouraged to go home. We are in the middle of flu season as well.

Q: If the campus is closed will staff who are non-exempt have to take sick or vacation time?
A: No.

C: Fully online courses come with a price. They have a higher level of invasiveness. It is hard to be sure the person taking the test is the person, and proctoring can be very expensive.

C: The committee discussed that some of the worst effects of a health epidemic are how people treat each other. There are ethnic dimensions that we need to be sensitive to and respond to.

C: Local virologists estimate it could be 18 months before a vaccine is available. SJSU is in constant contact with the Santa Clara County Public Health Department. The campus is instituting a new cleaning schedule and bathrooms and common areas will be cleaned many more times a day. Employees are encouraged to wash their hands frequently under warm water for at least 20 seconds with anti-bacterial soap. Employees should also refrain from touching their face unless they have just washed their hands. Employees are also encouraged not to shake hands and to maintain a distance of 6 feet where possible.

President Papazian found out during the meeting and announced that a 60-year-old woman had just died of the Coronavirus and is the first to die in Santa Clara County.

4. The Executive Committee voted and approved the Election Calendar of 2021 (14-0-0).

5. The Executive Committee discussed rearranging the Senate Agenda for the March 23, 2020 meeting to allow for the University reports first. Chair Mathur noted that several presentations are scheduled for this meeting including a presentation from Athletics and the Faculty Athletics Representative (FAR). In addition, there are two resolutions that were not gotten to during the last meeting in addition to new resolutions. The committee decided to wait to discuss in our next Senate Executive meeting to make a decision on whether to make a motion to suspend the rules or to allow a motion from the floor during the next Senate meeting to see if time would permit this action.

6. Policy Committee Updates:
    a. Curriculum and Research Committee (C&R):
    C&R is focused on approving curriculum and will not be bringing any resolutions to the March 23, 2020 Senate meeting.

    b. Organization and Government Committee (O&G):
    O&G has been splitting their time working on the bylaws and changes to resolutions returned by the President such as adding general unit seats to the Senate.

c. Instruction and Student Affairs Committee (I&SA):
I&SA will be bringing the two resolutions that they were unable to present at the March 2, 2020 Senate meeting to the March 23, 2020 Senate meeting. They are also working on the Advising, Honors, Academic Integrity, and Excused Absences policies.

d. Professional Standards Committee (PS):
PS is working on a Report on Improving Implementation of RTP and the Lecturer policy.

7. Administrator Updates:
   a. Chief Diversity Officer (CDO):
   Update on Campus Climate Survey: 12% of faculty and 19% of staff have taken the Campus Climate Survey. Not as many students have taken it. The CDO has been speaking with Rankin and Associates to see if we should extend the survey given the Coronavirus situation. Rankin and Associates have never encountered this type of situation before.

   There is concern that President Trump may make changes to Title IX. The hearing process for students may become mandatory for employees. The committee discussed possible Senate action. SFSU has already come up with a resolution.

   Questions:
   Q: Is our Title IX coordinator leaving?
   A: Yes, she has resigned, but we are looking into options to extending her work. However, there are no hearings in the pipeline.

   b. Provost:
   We are having discussions about the best ways to deliver instruction and to produce as much flexibility to faculty and students if we need to transition to online/remote teaching. We want to ensure that we maintain our core academic mission. We are looking for ways to expand ProctorU to be available for all. The provost is in contact 24/7 with the deans. We are hiring 20-25 faculty who are deeply exposed and trained with online teaching and providing stipends to them to support faculty as they transition to online teaching.
   Questions:
   Q: What is the strategy for communication with staff in regards to the Coronavirus? Will it be through the staff council?
   A: University Personnel will take the lead in this. Staff don't have the option of leaving when they want like faculty. We will be collecting information and looking at options. Some staff wouldn't be able to work remotely.

   Q: Can you explain your vision for Institutional Research (IR) vs. Institutional Strategic Effectiveness and Analytics (IEA)?
   A: The vision was for an AVP who would absorb IR and also be the Accreditation Liaison Officer. The IR department would report to the AVP of IESA as well as Space Management and Scheduling. Right now Space Management reports to Thalia Anagnos. However, we might go other directions.

   Q: What about student travel is that only essential?
   A: AS usually adopts the same travel policy as the university. However, we can't stop students traveling over spring break.

c. CSU Statewide Senator:
The ASCSU is discussing whether to have the March meeting. Regarding AB 1460, there was protest at CSU Sacramento that the Senate didn't give enough information. Some people in Ethnic Studies are using this as an opportunity to hire more faculty using the concern that students are graduating and know nothing about racism. We have been on a corrective path since 1999, but the data shows blatant racism. Ethnic Studies Departments need to have a conversation about the issues. We should consider a white paper.

8. The meeting adjourned at 1:40 p.m.

These minutes were taken by the Senate Administrator Eva Joice on March 9, 2020. The minutes were transcribed by Senate Administrator Eva Joice on March 12, 2020. The minutes were reviewed by Chair Mathur on March 14, 2020. The minutes were approved by the Executive Committee on March 16, 2020.

Consent Calendar
Academic Senate Meeting
March 23rd, 2020

Add to Committee:	Last/First Name	Zip	Term	Phone	Seat/College
Athletics Board	Ward, Ryan	0002	EXO	41177	Seat A – President's Designee
Alcohol/Drug Abuse Prevention	Belcastro, Frank	0012	EXO	82065	Seat G – Univ. Chief of Police Designee
Undergraduate Studies Committee	Wu, Wencen	0185	2022	44206	Seat E – Engineering

Remove from Committee:	Last/First Name	Zip	Term	Phone	Seat/College
Committee on Committees	Trousdale, Alaric	0221	2020	45916	Seat E – Alaric Trousdale
Institutional Review Board	Khalil, Manaar	0128`	2020	46242	Seat M – Student
Athletics Board	Millora, Lisa	0002	EXO	41177	Seat A – President's Designee
Alcohol/Drug Abuse Prevention	Garcia, Carlos	0012	EXO	42185	Seat G – Univ. Chief of Police Designee
Undergraduate Studies Committee	Eswar, Ishie	0180	2022	44150	Seat E - Engineering

SAN JOSÉ STATE
UNIVERSITY

Academic Senate Office
ADM 176, 0024

GENERAL ELECTIONS

2021 Calendar

Timeline	Election Events
Thursday, January 28	Cover letter with instructions and petitions sent to all faculty. Senate Administrator prepares and posts petitions on line/attached. Senate Administrator notifies Senators with expiring terms.
Friday, February 19	Nominating petitions due in Senate Office (ADM 176).
Monday - Friday February 22 – February 26	Senate Administrator and Senate Chair verify signatures and Senate Administrator prepares ballots.
Monday, March 1	Ballots sent to faculty via the Senate Administrator and Senate Chair.
Friday, March 12	Voting deadline 5 p.m.
Monday - Wednesday March 15 – March 17	Senate Administrator verifies appointment times for faculty that vote with College Deans' Offices.
Thursday - Friday March 18 – March 19	Final ballot count by the Senate Administrator and AVC.
Monday, March 22	Results reported to Academic Senate.

Approved: March 9, 2020
Committee on Committees

Approved: March 9, 2020
Executive Committee

Approved: _____
Academic Senate

San Jose State University
Academic Senate **AS 1764**
Instruction and Student Affairs
March 23, 2020
Final Reading

Policy Recommendation:

Rescinds University Policies: F70-12, F70-13, and S73-21

Effective Date: Immediately

Legislative History: A string of policies, dating back through the 1970s, were related to Priority Registration. Most recently, Policy S18-11 was passed by the Academic Senate on April 9, 2018 and approved by President Papazian on April 27, 2018. Policies F70-12, F70-13, and S73-21 were never rescinded and are no longer relevant.

Whereas:	Priority Registration has changed significantly over the years; and
Whereas:	Numerous policies related to priority registration have been passed, most recently in 2018; therefore be it
Resolved:	That F70-12, F70-13, and S73-21 be rescinded.
Approved:	February 17, 2020.
Vote:	10-0-0.
Present:	Delgadillo, Honda (non-voting), Jackson (non-voting), Khan, Kim, Parent, Roque, Sen, Sullivan-Green, Trang, Wilson, Yao
Absent:	Hill, Kitajima, Rollerson, Sorkhabi, Walters, Wolcott
Financial Impact:	None.
Workload Impact:	None.

San José State University
Academic Senate
Instruction and Student Affairs **AS 1765**
March 23, 2020
First Reading

Policy Recommendation: Instructor Drop Policy

Effective Date: **Fall 2020**

Legislative History: A number of policies, dating back through the 1990s, were related to dropping courses after Advanced Registration. Most recently, F04-2, which was predated by F01-2, S99-12, S99-7, S93-13, and S93-10, focused mainly on the administrative consequences, i.e. refunds, census calendar, and late drops, and not on the circumstances leading to the instructor drop. Policy S93-5 made reference to the rights of an instructor to drop students from a course, though did not clarify the responsibilities of an instructor who does so.

Whereas: Situations have arisen in which questionable decisions were made by faculty who dropped students from courses, including dropping students without their knowledge and without clear rationale; and

Whereas: There exists no dedicated university policy regarding instructor drops; therefore be it

Resolved: That the following policy be adopted.

Approved: February 24, 2020.

Vote: 14-0-0.

Present: Jackson (non-voting), Khan, Kim, Kitajima, Parent, Rollerson, Roque, Sen, Sorkhabi, Sullivan-Green, Trang, Walters, Wilson, Wolcott, Yao.

Absent: Delgadillo, Hill, Honda (non-voting).

Financial Impact: None.

Workload Impact: None.

Instructor Drop Policy

While instructors are not required to drop students, they are permitted to do so if a student:

1. Fails to establish a committed presence in the class, as per F15-3. This policy defines committed presence as:

   • In-person classes. Attending the first class meeting or informing the instructor of the intention to continue in the class within 48 hours after the first official class meeting.
   • Online classes. Logging on to the Learning Management System class shell on the first scheduled day of class or informing the instructor of the intention to continue in the class within 48 hours after the first day of instruction.

Or

2. Does not meet the stated prerequisites.

All instructor drops must be communicated directly to the student in writing by the instructor through MySJSU (student's email on record). Instructors must state the reason for the drop, as defined above. Documentation of the written notification to the student should be kept on file. All Instructor Drop Requests are due by the date posted on the Registrar's Calendar, available at www.sjsu.edu/registrar/calendar.

Students have the responsibility to ensure they establish a committed presence, as defined above and in F15-3, and to meet the stated course prerequisites. If a student does not drop prior to the drop deadline, they must petition to drop a course with a "W" (Withdrawal). Otherwise, the student will receive either a "WU" (Withdrawal Unauthorized) or a "F" at the end of the semester. See the Academic Advising and Retention Services (AARS) website for details, available at: http://www.sjsu.edu/aars/.

SAN JOSE STATE UNIVERSITY
Academic Senate
Professional Standards Committee
March 23, 2020 **AS 1767**
Final Reading

SENSE OF THE SENATE RESOLUTION
Research, Scholarship, and Creative Activities Affected by the COVID-19 Epidemic

Resolved: The Academic Senate recommends that evaluators give consideration to faculty for research, scholarship, and creative activities that were subsequently cancelled or delayed due to the COVID-19 epidemic that disrupted SJSU in Spring 2020, provided that documentation of the acceptance is submitted; be it further

Resolved: The Academic Senate recommends that the University provide a mechanism for probationary faculty whose research, scholarship, or creative activity was substantially interrupted by the COVID-19 epidemic, to apply for an additional year of probation. Applications should be reviewed by the department and appropriate administrators prior to decision by the President. The Senate recommends that faculty present documentation showing 1) a clear link between the disruptions associated with the epidemic upon their RSCA, and 2) a substantial impact on their RSCA that cannot reasonably be mitigated in another way. Be it further

Resolved: The Professional Standards Committee of the Academic Senate will revisit the COVID-19 epidemic's impact on RTP evaluation and Lecturer evaluation when it reconvenes in person in Fall 2020, and will make any necessary policy recommendations at that time.

Rationale: As a result of the COVID*-19 epidemic, numerous scholarly conferences and creative activities around the world were cancelled or delayed. The SJSU Senate believes that faculty who demonstrate that their research, scholarship, or creative activities were accepted for presentation or publication and were subsequently cancelled or delayed due to the epidemic should be given the same consideration they would have received if the work had proceeded.*

Some probationary faculty—e.g., faculty whose primary research programs involve extensive overseas travel or research in foreign archives—may find that their program is substantially delayed due to the epidemic. We believe that they should have the option of applying for an extension to their probationary period. Their applications should clearly explain how the COVID*-19 epidemic impacted their research and should be reviewed by the department and appropriate administrators before a decision by the President.*

At the time of the writing of this resolution, the events associated with the COVID*-19 epidemic are moving too rapidly for the Senate to be able to predict all the necessary adjustments to policy or practices that may be necessary. The Senate views this resolution as a commitment that the Senate will strongly advocate for faculty to be treated*

fairly in their evaluation processes. Rules and policies may need to be interpreted with flexibility to help mitigate for the recent disruptions to their RSCA activity.

Approved:	*March 16, 2020 by electronic meeting.*
Vote:	*10-0-0*
Present:	*Birrer, He, Cargill, Peter, Monday, Kumar, Mahendra, Riley, Chin, Kemnitz*
Financial Impact:	*No known impact.*
Workload Impact:	*No significant impact.*

San José State University
Academic Senate
Organization and Government Committee **AS 1768**
March 23, 2020
Final Reading

Policy Recommendation
Rescind S74-1; Administrative Reorganization of Selected Agencies

Legislative History: S74-1 was a proposal related to Administrative Reorganization.

Whereas: S74-1 is outdated and long superseded by other administrative reorganizations over time, therefore be it

Resolved: That S74-1 be rescinded.

Rationale: Changes in organizational structure have superseded the reorganization specified in S74-1. The principles related to coherence, common purpose, need for close coordination, effective support, and unchanging engagement in relevant committees remain salient. However, the specifics of the reorganization are outdated.

Approved:	3/16/20
Vote:	10-0-0
Present:	Altura, Grosvenor, Okamoto, Shifflett, McClory, Higgins, French, Kao, Skinnell, Sasikumar,
Absent:	Gallo, Millora
Financial Impact:	None
Workload Impact:	None