

AGENDA

Academic Senate – Executive Committee
April 27, 2020 12:00- 1:30 pm, Via Zoom:

<https://sjsu.zoom.us/j/92984610938?pwd=cjNjZTNlbnRDaER4MVh4b0hKUzhxUT09>

Note: Password to meeting sent via email and invite.

1. Approval of meeting minutes of April 13, 2020.
2. Statements for consideration for AY 2020/2021, 1-year senate vacancies for the College of the Humanities & the Arts
 - a. Three statements submitted, two vacancies available for this college
3. President's Update
4. Fall 2020, course instruction, supports for faculty, students, and staff
5. University updates
 - a. Chief Diversity Officer
 - b. Provost and Senior Vice President
 - c. Statewide Senate
 - d. VP Administration and Finance
 - e. Associated Students President
 - f. VP Student Affairs
6. Policy committee updates
 - a. Organization & Government
 - b. Instruction & Student Affairs
 - c. Professional Standards
 - d. Curriculum & Research

Executive Committee Minutes
April 27, 2020
via Zoom, 12:00 p.m. to 1:30 p.m.

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

Absent: None

1. The Executive Committee minutes of April 13, 2020 were approved (15-0-0).
2. The Executive Committee, after consultation with the Senators from the College of Humanities and the Arts, discussed and approved Nicolas Taylor and John Delacruz to fill two vacant Senator seats for one-year terms (in accordance with bylaw 1.6.2.d.).
3. Updates from the President:
The administration is in the planning stages for Summer/Fall and trying to anticipate all possible scenarios moving forward to create the least disruption.

Initially very little money was going to be allocated to higher education by congress in the Cares Act, then it crept up to 6 billion and finally up to 14 billion, which is still much less than we need. SJSU got 28 million. There was a formula they created that had to do with the mix of Pell recipients and the number of students at the university. That's why universities with high numbers of Pell students got more of those funds. SJSU got word that ultimately only Title 4 students were eligible, which meant no international or undocumented students were eligible. These are some of our students that have the greatest need. SJSU is going to make other funds available for those students. We are still waiting for the funds to be transferred and for guidance from the Chancellor's office on how they can be spent. Our goal is to distribute those funds as quickly as possible.

The second part of the Cares Act is money for institutional support. There is a lot more flexibility on where these funds are used. It is intended to support the institution for whatever it needs related to COVID-19. These funds may become dollars we add to the budget for whatever shortfalls we face, such as losses from refunds for housing, parking, and dining, as well as technology and a variety of other things. We are just beginning the process of determining where these funds will best be needed.

President Papazian gave a shout-out to everyone that assisted with turning Admitted Spartans Day into a virtual event in a very short turnaround time. It was a real team effort. The numbers look good. We had just about the same participation rate as last year.

We are trying to give students some idea of what the Fall will look like. The next phase is to talk about housing and how that might work. What we do in the Fall may look different in the Spring. What we do know is that the probability of holding in person large courses is very small, because of the social distancing you must have. As we move into the summer we will try and get clearer and clearer with our students. However, it wouldn't be fair to tell them that we will be able to have large lecture classes like we did. Our decisions will be driven first and foremost by public safety under the guidance of what our public health officials tell us. Then we have to ask ourselves how much testing and tracking is possible in housing and where does that intersect with the residence halls? Are we looking at having to cut the residence halls in half due to social distancing? Also, how is privacy impacted. There is a lot more conversation that must be had.

As far as our budget, we don't know what is going to happen in Sacramento. We are hoping for a flat budget as opposed to reductions.

Questions:

Q: For those students who aren't eligible under the Cares Act, do they follow the same steps as those who are eligible?

A: Everyone follows the same portal initially, so we can protect their privacy through SJSU Cares. Those students who aren't eligible will still be taken care of, but it will be with a different source of funds. We don't want students to have the information they enter used against them at a later date.

Q: If the campus goes back to in-person modality for Fall and large courses are restricted, will help be available for students having a hard time with the online modality?

A: The idea is to ensure that instructional support is there for classes.

A: If you are referring to bottlenecks, our plan is to put together a schedule that meets the needs of the students. Department Chairs and Associate Deans know which courses are the key courses that a student has to take in the prerequisites to move along and those courses have to be prioritized over the elective courses. We will have the dollars from enrollment to offer the sections we need unless something dramatic changes and we get less than base from the state. If that happens, we will go more strategic into the schedule to prioritize the classes that allow students to move from first year to second year as we finalize the schedule.

Q: The NCAA didn't insure the basketball tournament so the leagues are going to have a lot less money. About 1/3rd of our Athletics Budget has been self-support and we have been hoping that would go up, but most of our ticket sales will probably go away next year. What will their budget be given that they will probably take a hit of millions of dollars?

A: We are looking at all SJSU division budgets. We remain committed to our student athletes. A lot of Athletics funding is for scholarships, about 8 million dollars, this goes to the students and comes right back to the campus. A lot of campuses rely on ticket sales more than we do, like San Diego State and Fresno. They have been more successful at that than we have been and will see a greater impact than we do. All our divisions are looking at ways to cut their budget, including Athletics. However, until we know our budget, we won't be able to make any final decisions. We are looking at slowing down hiring everywhere, but there are things we still need to do and we remain committed to our student athletes. We are also committed to staff. We are looking at all of it. We did get \$1.9 million from Georgia for the game we didn't have to play. We also won't have all the travel costs and other costs we normally would have. We are looking at everything carefully and how we can protect the people involved.

Q: Even though the budget is still up in the air, are there indications of what the revenue will be for the state what the implications that has for us? What kind of scenarios are they running at the state level?

A: This is a harder year than many with the extension of the tax date. The good news is California has a rainy day fund. The issues are around state pensions, health care costs and infrastructure. There are some bills coming out of congress. There are going to be some things there around supporting the health care system. California has been a little better than some other states at flattening the curve. Not overwhelming our health care infrastructure will help us, but there will still be significant health care costs. What we are hearing is that we need to be prepared and to look at everything.

A: There is \$18 to \$20 billion in the rainy day fund. That is a good thing. However, that money will get used up relatively quickly for health care and they anticipate a 10% drop in state revenue. The \$199 million that we were expecting is gone. We are now hoping we will get to keep our benefits.

The pension increases and raises are most likely gone. However, that is a union issue. The scenarios are that the budget could be flat or down 5%. A lot depends on how much we get from the federal government on the state side.

Q: Where would money for Deferred Action for Childhood Arrivals (DACA) and international students be funded from, and who will have input into the distribution of the CARES money?

A: We have an SJSU Crisis Fund to use for these students. We anticipate this will not be enough. There may be some funding from the state, however, we haven't heard yet. There is an understanding in Sacramento about supporting these students. On the second question, we haven't even begun the conversation yet about the distribution of the CARES funds. However, it is all part of the big budget. We will be looking at that and the shortfalls we have.

Q: The shelter-in-place for the county is supposed to end next week. Are we coming back to campus?

A: What we are hearing from the county is that there is a high probability that the Shelter-in-Place will be extended with limited lifting in certain areas. However, we haven't been told that yet. We don't expect to be coming back before the end of finals.

Q: When are students going to get clear messaging on whether we will have asynchronous versus synchronous classes given schedules go out tomorrow? Also, what kind of instructional support can faculty expect over the summer?

A: In some ways having a hybrid course gives a lot more flexibility to faculty where they can plan to do more or less online. We will be able to be more flexible for fall. We only had three days to move online this spring and we will have more planning time for fall. However, we anticipate this scenario for at least 18 months or until a vaccine is produced and distributed. We never want faculty to have to face that again, so we need to provide training. We also need to provide training and support for our staff. We should never forget the staff that support us behind the scenes. They are sometimes the unsung heroes. We need to be proactive. We can't anticipate things will go back to exactly the way they were and we need to be prepared.

Q: Do you have any idea when students will be hearing more about the mode?

A: If classes are over 50, let's reflect that in the schedule as online. All other classes have to be managed and discussed at the local level. It really is up to departments to decide right now how they can teach a certain class. Then we have to find out if we have the physical space to do it if social distancing is still in place. Until we make these decisions, students will be dragged out longer. The truth is we will probably be messaging students throughout the summer. The Provost would like students to really know by June 2020. This is when they will really be stuck on the leases. However, we may not hear from the public health department. If we follow the guidelines it will be very hard to do. There are guidelines for testing and cleaning, and how much of this can we do? We are in limbo and unfortunately the students will be in limbo. Departments are still having discussions about this.

Q: Is the fall schedule still going to be released tomorrow?

A: Yes, the Provost decided there was no point in moving the schedule, because the Provost knew that we were going to be messaging students anyway. Moving the schedule is a nightmare. Students are really pressuring the Provost to tell them whether the campus is going online. They want to be safe and stay at home and they don't want to have to rent apartments.

In an ideal world, every department would be planning for a segment of students who are fully online, some hybrid classes, and then a handful of classes that have to come to campus. The Provost has had some students tell him they will not be coming back for fall unless their classes are fully online. Other students have said they won't come back unless their classes are face-to-

face. This is where we are right now. For instance, the College of Science has decided that they will not hold any lower division labs no matter what in fall, because it is too complicated to do and this will allow more space for upper division labs so that students can spread out. We have printed out the entire Fall schedule, just in case someone comes up with a vaccine in July and we can go back to the way we were.

C: Thank you for the additional message you sent out to clarify the options. Many faculty are feeling this unofficial push to have online classes and they feel they are being taken advantage of during this pandemic. We appreciate your message.

Q: A student noted that he got a message during Admitted Spartans Day saying all classes would be online for fall 2020, was that the messaging?

A: That was not a part of the messaging, in fact quite the contrary. We have also sent another clarifying letter to students. VP Day bolded the line that said no decisions had been made at this time. This may have been influenced by the Chronicle newspaper article.

4. Course Instruction and support for faculty, students, and staff including how we will budget for these items:

We are putting together a program for this summer that includes three 3-week sessions that include training for online and hybrid courses from a remote environment. We will offer stipends for this. Then there will be drop in hours. We would like to train two or three key faculty from each college that will become trainers for the college. We are hiring more instructional designers on a part-time basis as well as videographers so people can do this. We will have a core and then modules of options. The training will include things like how to do video matter, or how to do universal design for learning, or integrating Adobe Rush into a class. Our goal is to give people the design set for anything they need and want to do in their classes. We are ramping up e-Campus as well. That will be contingent on what we do with online education. We will put out a call for training for this to start in June with three 3-week cohorts.

Questions:

Q: One of the questions I've been asked is why e-Campus is separate from the Center for Faculty Development (CFD). Can you tell me how CFD is involved in the discussions with e-Campus?

A: We are all together. It is being done collectively and operating as one team. The CDO is coming onboard as well. This also includes Undergraduate and Graduate Studies.

Q: I'm interested in the discussion about training for faculty. In the College of Education, there are people with expertise in Learning Science and related concepts that do transfer into online classes. I'm wondering if there are going to be open positions for hiring and are they going to be announced and can our faculty apply?

A: That is part of a larger conversation about whether we go with part-time staff on a permanent basis, or whether we tap into faculty on a short-term cost saving basis. Tapping into the faculty leadership is the first thing we did this spring, the Senate Chair being one of them. The Provost is all for tapping into our faculty where possible.

Q: Maybe just an open call would be great. An open call was not done for the faculty hired in spring for the Center for Faculty Development and there is some really important work being done. Can we put out a call?

A: Yes, the Provost will talk to them.

C: We typically have a May revise and then the final budget in July. It looks like the May revise will be moved to July and the final budget won't be known until September or October 2020.

C: Remember we have been a campus that has been over-enrolled for years. There are two pieces to the enrollment budget. There is base budgeting that comes with target and there are surplus dollars that come with over-enrollment. Surplus plus dollars come to us in the form of one-time funds. If we hit 100% target and there is no surplus, we will have no surplus funds. We could have 1200 less FTES on campus this fall. That means a reduction in the overall sections we have that were paid for with these one-time funds. That was over 3 million dollars last year. It varies by college how much they are each given. It is important people understand this. The Provost is confident in the base budget, but the surplus money may not be there.

C: A late budget adds to the worries faculty have about their jobs being cut and students who don't know if their classes will be cut.

C: The problem with a late budget is that you have to make all the adjustments for spring, so the cuts are twice as deep because you couldn't absorb some of the cuts in fall. We had many years of that because we guessed wrong in the fall. We are going into a time of great uncertainty and my guess is that it will be a lot worse in October after people learn how badly California has been hit and the rainy day fund has been used up.

C: It does take a keen eye on enrollment management for the fall. We should be a little conservative and backfill classes as they reach their cap. This means that when we hit the cap then we add a section. This is why we are doing things like not hiring the Vice Provost for Institutional Research. We have to give back where we can.

C: If everything is on the table then that includes moving IRA dollars from Athletics to the academic side of the house?

C: Everything is on the table in that there may be cuts everywhere. You shouldn't worry so much about which bucket the money comes from and worry more about whether we have the money to begin with. If you free up money from there you will have to backfill from somewhere else. The question is are the cuts distributed in a way that protects the core mission of the university? Will the Athletics budget be smaller than it is now, yes, it will. The thing you need to understand and realize is that we have commitments to the Mountain West Conference. If we break those commitments, that results in millions of dollars we have to pay them. This is not as simple as don't put it here, put it there. This is done in the best interests overall for the university.

5. Updates:

a. From the Chief Diversity Officer (CDO):

The Campus Climate Survey deadline has been extended to May 8, 2020. We saw a significant bump in the survey numbers last week. Instead of having a fall rollout of findings in early fall that will now happen in November.

The Professional, Productive, and Ethical Expectations in Work Relations Committee had a long meeting recently and have laid out plans this summer for subcommittees such as researching promising practices in terms of what other campuses are doing with regard to anti-bullying. We are also cataloging the vast resources we have on campus for employees, and our plan is to factor in all the different climate surveys back to 2005. We plan on delivering recommendations to the President by the end of the fall semester.

The CDO's Office are concerned about the disproportionate impact that these work changes may have had on our students, staff, and faculty. The CDO's Office is involved in a lot of the messaging that comes out to the campus. The CDO's Office attempts to make sure inclusive statements are included when appropriate as much as they can.

The CDO Office is looking at Anti-Asian Xenophobia that has emerged. They will be hosting a webinar that has over 200 people registered already for May 7, 2020.

The CDO is working with VP Day on DACA and undocumented students' issues. They hope to have regular public forums and places where they can roll out research and practices to support the community.

The CDO also has her eye on the Graduation 2025 Initiative. They want to make sure the achievement gap does not widen as a result of the pandemic.

b. From the Provost:

The Provost has a lot of work to do on Research, Tenure, and Promotion (RTP) over the next two weeks and is committed to meeting the May 12, 2020 deadline for everyone. He is learning a lot. We have a lot of talented faculty. The Provost has also been having open forums and people have been dropping in and the Provost has really enjoyed them.

c. From the CSU Statewide Senator:

The Academic Senate California State University (ASCSU) has been concerned mainly with transfer fall teaching. There was a resolution from Dominguez Hills that addressed gender-equity principles. There was also a letter to the CalPERS Board from the California State University Emeritus Faculty and Staff Association (CSU ERFSA) asking for accountability of investments. There was a memo from Assistant Vice Chancellor Van Cleve regarding guidance on CARES funding. There was some discussion about whether the Chancellor's Office will let the ASCSU know about the language about Ethnic Studies and Title 5, which was on the agenda for the Board of Trustees meeting, but it appears he will provide some informational item for the plenary next week.

d. Associated Students President (AS):

The new Associated Students Board of Directors has been elected. Students are expressing concerns about whether to sign leases for housing near the campus or not. They are concerned we will go to online courses and after they have signed the lease. Students are wondering if we go to hybrid courses will they have the option of taking the course all online. Will there be flexibility with the courses.

AS has realized that they have the answers to many of the student questions, but it appears students need more messaging from the campus. They don't know where to find the information.

C: Undergraduate Education has put together an information page that includes a lot of the information students are looking for. Vice Chair McKee will forward the link to AS President Parent. The webpage is excellent and many faculty are referring their students to it.

There has been some misunderstanding of what credit counts for due to an article in the Spartan Daily. The committee discussed the need for someone to respond to misinformation issues printed in Daily.

6. Updates from the Policy Committees (sent via email and Zoom chat)

a. From the Chair of O&G:

O&G will (1) finalize the proposal to update our bylaws for a final reading at the May meeting and (2) discuss any feedback we get related to the update for the mergers policy which will be on the May meeting agenda under unfinished business.

b. From the Chair of C&R:

C&R still has curriculum that is coming through. We will spend our last two meetings on getting that curriculum done and then remaining time on GE. We had some policy items but have put them off to fall as they were not a high priority and something that could be delayed.

7. The meeting adjourned at 1:30 p.m.

These minutes were taken by the Senate Administrator Eva Joice on April 27, 2020. The minutes were transcribed by Senate Administrator Eva Joice on April 28, 2020. The minutes were reviewed by Chair Mathur on April 30, 2020. The minutes were approved by the Executive Committee on May 4, 2020.