



**ACADEMIC SENATE  
EXECUTIVE COMMITTEE  
MINUTES - Summer  
AUGUST 10, 2021**

*Approved 8-24-21*

**11:30 AM - 1:00 PM**

**LH-702**

Present: Barros, Brusckhe (for Sheehan), Casem, Dabirian, Gradilla, Matz, Milligan, Stambough

Absent: Walsh

## **I. CALL TO ORDER**

Chair Stambough called the meeting to order at 11:30 am.

## **II. URGENT BUSINESS**

Q: I have received emails from faculty asking if they are to lecture in a mask.

A: Yes. IT has ordered 800 speakers that has a mic in front, they will be available next week for faculty to use for the semester.

- In light of the fact that we have a critical race hysteria, we have a recall election, and the anti-vaccine hysteria, I would like to get a working group together with the President so we have a strategy this time. I would like to set up some protocols with the President, in collaboration with faculty to allow us to get ahead of this in terms of when the free speech times will be. I'm sure the President and Cabinet have been working on something, but you need the faculty and students to be involved at this point, in terms of planning out what is our free speech policy. How do we allow people who could be disruptive, give them their space, while at the same time say we have some rules? I would like to get a conversation started so could really protect ourselves and allow free speech and exchange of ideas. I want to make sure the ideas from the faculty and students of color are also given equal weight.
  - I will drop a note to the President so we could get that started.
- In terms of the anti-vaccination, I want to discourage us a group of leaders to broad brush students who have concerns. Some of this could be driven by political partisan ship, but some of it is driven by fear of the unknown. We need to be sensitive to the insecurity that students have.

## **III. ANNOUNCEMENTS**

No announcements.

## **IV. APPROVAL OF MINUTES**

4.1 EC Minutes 7-27-21 - *forthcoming*

## **V. CHAIR'S REPORT**

- I had a meeting with the VP of Finance and Stacy Mallicoat, chair of PRBC and we had a very productive meeting. I debriefed with Stacey afterwards and it seems like there is a window for greater faculty participation in budgetary conversations. UPS 100.201 Planning and Budgeting Process will be an agenda item for the committee this year to re-envision what the process is. The timeline is going to be different, which will allow for PRBC to be involved in some of the after parts as well.
  - (Brusckhe) There's the Provost Report, which is like an internal Academic Affairs budget and there's the UPS document which states what PRBC should be doing. The Senate publishes Senate Forum and whenever we put out stuff about the budget, our interest spikes. The big discussion is the SFR's and the link between the way we budget our instruction and the impact on faculty of color. My idea would be have the Senate Forum Editor report to the PRBC so as they discover what their new mission is they can benefit from that large campus discussion that is sparking interest on the Senate Forum, to make sure PRBC is on the same page.

- (Stambough) Now that we are back, I will get you in connection with Stacy, with the information from the Senate Forum discussions on budgetary issues to be brought onto the agenda.
- (Gradilla) Our adjuncts are going to need a lot of support this year. Community college enrollments are collapsing, so they are going to be in a financial pinch this year. We do need to be aware of the stress and duress that our adjunct faculty will be facing, especially those who teach in both systems.

## VI. PROVOST REPORT - 12:40 PM

- The communication that we are putting together will answer some of the questions that are coming up.
- Until September 30<sup>th</sup> when we have mandatory vaccinations, we have expectations and we will follow protocol. If you are not vaccinated you will be tested weekly. What happens if a student, a faculty or staff doesn't do it? I don't think we will have language for faculty because that is a separate issue that has to be discussed. We will have language for staff that will list the steps. We will have language for students of the steps, and it's not steps for disenrollment, but the steps to suspension.
- There will also be a FAQ page and we will direct everyone to reference that page once a week because as soon as we have things in agreement, we will be putting them there.

Q: (Casem) Is this directed just to faculty or is it for everybody?

A: (Provost) I think we should send it to everybody. It will be addressed to faculty and chairs, but we will share it with all of Academic Affairs so staff are aware of what they need to know.

- The other thing that came up that seems wise is for faculty to see what we are sending to students. So, whatever the link or general message that went out, making sure faculty also have it so they know what was sent out to students and if they are in alignment with that the student has already heard.

Q: (Casem) One thing that occurs to me, and I have already heard, is what language can faculty include in the syllabus relative to public health issues?

A: (Dabirian) Maybe have a link that faculty can include in the syllabus.

Q: (Milligan) This will probably come up, the student in the classroom who refuses to put on a mask and refuses to leave, saying it's their Constitutional right and freedom. What we are seeing on the news, I don't see why that wouldn't carry over into the classroom. We need to put together some protocol on how we are going to handle that student who says I'm not getting vaccinated, I'm not putting on a mask, I paid my tuition, I'm going to class. Are we calling the campus police? How are we as faculty dealing with this?

A: (Provost) VP Oseguera and the Dean of Students is working on that protocol and how it is going to go.

Q: (Bruschke) If you do the self-screening and you have a headache you must leave campus. As an instructor that is going to be havoc. Am I supposed to accept every excuse for an absence now because you self-tested and told me you have a headache? What if it's test day or exam day? Those are the questions as an instructor.

As a chair, my question is, my faculty member wakes up at eight o'clock in the morning does a screen and now they can't teach. Do they have to take a sick day? Do they have to cancel the class? Can it be virtual? Those are the questions I would like answered.

## VII. STAFF REPORT

Q: We have 10 AS committees set up to have their committee meetings in MH-141, will the equipment be replaced or should we look for an alternate meeting places?

A: (Dabirian) Yes the equipment will be replaced, IT is working on that now.

Q: Will MH-141 be zoom capable for committees who will be utilizing that option?

A: (Dabirian) Yes, it will be zoom capable.

## VIII. UNFINISHED BUSINESS

### 8.1 Faculty Committee Assignments for Standing Committees/Misc. Boards/Committee, 2021-2022

Exec continued working on filling AS Standing Committees and Misc. Boards vacancies. An email will be sent out to faculty asking them to serve. Once we receive an acceptance, the faculty member's name will be added to the consent calendar for the August 26, 2021 Academic Senate meeting.

## 8.2 Setting Goals and Priorities for Academic Senate 2021-2022

- (Stambough) I will be sending out the committee charges to the committee chairs this week, if anyone have any additional items that are not on our list that you feel should be considered for this academic year, please let me know. This document will be used to send out the initial charges for the committee to the committee chair.

## 8.3 AA/AS Annual Retreat, Fall 2021 - Date / Topic Re-Imagining General Education

- Topic: Re-Imagining General Education or Re-Entry Reimagining
- (Stambough) The working group will be meeting on August 18<sup>th</sup>.

# IX. NEW BUSINESS

## 9.1 Revisions to UPS 261.000 Faculty Emeriti Status

- (Casem) Line 76: re word the sentence to read: "At least ten years of service and a minimum of 300 WTU's."
- (Stambough) This document will be added to the August 26<sup>th</sup> AS agenda.

## 9.2 Senate Parliamentarian

Ed Fink was approved by acclamation.

## 9.3 Academic Senate Meeting Logistics

(Stambough) We have a couple of questions before us. We have some people who are on committees and have inquired about whether the committee meeting will be virtual, in person, or hyflex. The initial thought was the committee would have the first meeting in person, and for the remaining meetings people would be able to call in when needed, which was done in past years prior to the pandemic. Do we still want to do that?

With the Delta variant and with mask requirements, I have had inquiries about the Senate meetings, do we want them to be virtual or in person.

Some thoughts that were mentioned to me:

- Senate meetings virtual in the beginning and then September 30<sup>th</sup>, when we hit the date where everyone is supposed to be vaccinated, and maybe the mask mandate comes off, Senate meetings come back to in person.
- Senate meetings virtual for the fall semester.
- Senate meetings in person

There are two different types of request for virtual presence, 1) legitimate health concerns, and 2) I am just used to the convenience.

So with that, the two questions are, what do we want to do with the Senate meetings this semester or at the beginning? What do we want to say for the AS committee meetings? We could have a September 30<sup>th</sup> cutoff date where we change policy or we could have a December 30<sup>th</sup> date where we change policy.

- (Milligan) I live in Los Angeles and I catch the train to come to work. My fear wasn't so much the classroom, my fear was the Covid strain and getting on the Amtrak train and coming to work. My classes this semester are all online, and I did that purposely because I was worried about another spike in Covid and I wanted to do my best to protect myself against that. I believe and think people should be able to attend on line through zoom. Those who want to come can come, but those who feel threatened, nervous, or scarred could basically do it virtually. I would say, just because of the way things work, I would wait until the end of December because to start changing things in the middle of the semester could become more confusing and troublesome than the problem we are trying to solve.
- (Matz) The Statewide Academic Senate are allowing either virtual or in person. We will not be in person until November, but that date could change too. I like that we are giving people the choice of virtual or in person, because right now it's just so uncertain with the virus and I think we need to be sensitive to people. The health concerns and travels concern me. My vote would be we give them the option and probably the December date would be a good one.

- (Dabirian) Could we do something permanent? Can we say we are going hyflex and we will have zoom capability in all meetings? The quorum goes up with this option. This a new trend out there and we need to have this mechanism available from now on, I don't think we need a sunset date.
- (Barros) It's very difficult to put people on the committees and I think we lose some good people that could contribute a lot because it's a day they are not planning to come to campus. Keeping this door open gets vested and motivated people to be on committees. At this point, it's in person for those who want it and it's virtual for those who want it. If we find out the hyflex model is too problematic and we run into some challenges, maybe we stop it. But at this point, it's the best way forward.
- (Dabirian) One of the things I think is important is the rooms are set up that way. We are going to put mics in all the conferences and a camera that would focus automatically on the group so you can see them. Logistically it could be hard if you don't do it right. The other advantage is you can record the meetings for the minutes, so you don't have to take notes.
- (Casem) I launched a qualtrix survey for my faculty regarding faculty meetings, and the majority of the responses is for a hyflex hybrid type option, so it looks like it would be favorable. My concern is we talked about the conference rooms, but I don't hold my faculty meetings in a conference room, so how do I meet the hyflex demand that my faculty are asking potentially in a room that is not set up for that? It might be in a classroom.
  - (Dabirian) Seventy of the classroom are designed with this set-up already, they have been converted and have the capability and are available now. We received approval from the HERF fund to replace another 130 room, so all classrooms will be converted within the next two months.
  - (Casem) If we are going in that direction, speaking as a chair, I would want each of the departments have at least one space that could accommodate that kind of activity.
- (Casem) We are talking about giving ourselves the option of doing work in a virtual format, having that choice being in person or not, we are not actually giving that option to all our students.
- (Gradilla) I think if we do some hyflex or all online, that we actually document. We do these things but we don't collect data. If we are experimenting that we gather data to have an assessment of what we actually did. I want us to keep track and figure out if there is some sort of matrix, whether its attendance or productivity.
- (Stambough) For the committees, would this be a Bylaw change? I'm thinking it might be something we charge the Constitution Committee with. They can study it as it goes through and next year have a report on it. Not sure if there is a way to get the level of participation of those virtual and those in the room. You may end up with people who are logging on and turning their cameras off and going elsewhere, so you would effectively have a quorum, but only the three or four people doing everything in the room. So if that's the case, I would like to know that. Does the hybrid part change the dynamics? Maybe we can get a report from the committee chair on that.
  - (Barros) I wonder if there is a way to attach a survey to every zoom recording, so at the end of the meeting people can go online and provide comments about the quality of that meeting. So we would have some quantitative way of looking at how people felt at that moment.
- (Stambough) For the decision for the next couple weeks, we will send out a notification to the AS committees chairs that it will be similar to what it was pre-pandemic. If you need for people to call in or zoom in, the rooms are available, the policy is the same.
- (Stambough) For the AS meetings, are we virtual or in person?
 

(Staff) Working a room in person and virtual simultaneously, for a Senate meeting is going to be difficult. When it comes to voting, the votes in the room are voice votes, the virtual votes a done via poll, that is not going to be easy to do. In person meetings and virtual meetings require different elements in order to make them run smoothly and combining the two will be very complicated for the staff.

  - (Dabirian) If the students are on the campus in person, then the Senate meetings should be in person. To limit the number of people in the room have the Senators in person and the gallery virtual.
  - (Bruschke) So we would need to tell the Senators if they don't come to the meeting they won't get to vote.

Q: (Dabirian) Can we do an amendment to allow a substitute for the AS meetings? So, if a Senator cannot attend a meeting they can send a proxy.

A: (Stambough) Right now there is no provision for a proxy, but there is the provision in the Constitution that we can waive things during a health crisis. So, if we want to create a proxy, we can do that.

- (Bruschke) Before the Provost message of everyone returning to campus, everyone would say for safety and health reasons we don't think you should force anyone to come in, it should be an option. So the only reason we are doing this is to be consistent with the Provost messaging, maybe the right thing for us to do is talk to the Provost and let her know our feeling of everything must be in person is not the right choice with the Covid spike.
- (Provost) Executive Committee can decide the structure of the Senate meetings.
- (Matz) It would be a good idea to have definition for the words that we are using in the communications to campus.

9.4 Revisions to UPS 103.005 - World Wide Web Policy

9.5 Reimagining PRBC: UPS 100.201 - Planning and Budget Process

## **X. ADJOURNMENT**

M/S/P (Dabirian/Casem) Meeting ended at 1:00 pm.