

## EXECUTIVE COMMITTEE MEETING

### Minutes

Tuesday, December 1, 2020, 2:00 – 4:00 pm

<https://csulb.zoom.us/j/793146787?pwd=MU9pakxPbzBWZURldjcvcFhIUldPdZ09>

Zoom password: 841220

Present: J. Pandya, N. Hultgren, P. Hung, M. Aliasgari, C. Kang, N. Meyer-Adams, P. Shankar, N. Schürer, I. Julian, K. Janousek, E. Klink, P. Soni, D. Hamm, K. Bonetati, J. Hamilton, S. Apel, B. Jersky, J. Cormack, A. Kinsey

Guests: Al Colburn, Chair of FPPC, Min Yao, Vice President & Chief Information Officer; Cuc Du, Information Security Officer

1. Call to Order- 2:02 pm
2. Approval of Agenda- MSA
3. Approval of Minutes: Meetings of November 17, 2020 - MSA as amended
4. Announcements and Information
  - 4.1. March 18, 2021 retreat rescheduled 2-4
    - NIXLA event is rescheduled on 3/18 that would have been our legacy lecture.
    - Praveen Shankar to take over as Vice Chair of Academic Senate for Spring 21. JZP will invite Kris Zentgraf (the new member-at-large) to attend the EC meeting on 12/15.
5. Reminders
  - 5.1. Academic Senate Meeting 12/3/20
  - 5.2. Academic Senate Meeting 12/10/20
    - The meeting agenda is approved by EC with minor changes
6. Special Orders
  - 6.1. Report: Provost Jersky
    - ES Policy will be available this week. Some technical adjustments for transfer students. Some upper-division courses can be modified to meet the ES requirements. BJ also indicates that EO is now called “policy”.
    - Application deadline for the CSU has been extended for 2 weeks as most CSUs are down in application numbers. The application deadline is now December 15<sup>th</sup>.
    - COVID-19 updates. City of LB is slightly worse than LA county presently. This week, the campus positive cases include 3 staff and 7 students (one is in the ICU).
      - Self-quarantine is recommended for those who have traveled.

- CSULB will be a POD (point of distribution) for COVID vaccines. We have one freezer currently that could house the vaccine and will order another one.
  - P. Shankar asks about how the new safer-at-home order affects the MAMI courses. No changes as of now.
  - Calendar recommendations have been passed on to the President.
  - No news regarding budget currently, but no President's Awards this year.
  - Serious ransom blackmail threat to one of CSU campuses, which accentuates the need for dual factor authentication.
- 6.2. Campus Repopulation Committee update (BJ and JC present on this topic together)
- FTF Courses. Only 3% of course for Spring 21 are FTF (MAMI), and these courses will begin virtual instruction only in the first two weeks and delay on face-to-face instruction until 2/01/2021.
  - Spring Break. The CO suggests modifying spring break to avoid students traveling and the possible spread of COVID. Currently, no plans to do this at CSULB but other campuses may. Some campuses are changing the way they offer spring break, such as breaking the days up, possibly one day per week as a "resting day".
  - Faculty Offices. Faculty may use their offices for teaching in spring up to a maximum of 25% capacity (per floor, per building). Each visit must be approved by a Dean.
    - ONLY applicable to single occupancy offices
    - New hyflex (ZOOM) classrooms are available in AS, COB and Hall of Science.
  - JC reports that our repopulation plan has been submitted to the CO. We are currently on "purple" level; the next level would be "Safer At Home" order.
    - Buildings currently being flushed and deep cleaning to prepare for Spring 21.
    - Dorms currently have 250 students; 2 students who tested positive have quarantined. Athletics are moving forward as best as possible. Testing for dorms and athletics currently taking place.
    - Several students who are hired with CARES funds as Health Ambassadors to give advice as needed and feedback with regards to problem areas. Campus police also will be assisting with messaging.
    - Campus events cancelled through May 15. Many campus dining areas are closed. Several vendor contracts have been terminated, such as Starbucks.
    - USU has limited operations which is guided by the color rating system. Student Rec Center may possibly reopen in late spring. This will depend on color rating of city/county and must receive public health approval first.
  - No decision yet on Commencement 2021. This will not be the usual type of commencement for sure.

## 7. New Business

### 7.1. RTP Campus Conversation check in, FPPC Chair Al Colburn, TIME CERTAIN 2:30

#### 7.1.1. PowerPoint Slides for the event are [here](#)

- AC reports on updates on RTP policy revision. AC went over slides to be presented during the campus conversation this Thursday.

- Based on the results of a recent faculty survey, FPPC coded the RTP policy with regards to issues brought up.
- The goal of this Thursday's campus conversation is to get more campus input into the revision of the policy. Attendees will have small group discussions in breakout rooms and make notes using OneDrive documents for FPPC to refer to in the future.

7.2. Meet and greet with Student Affairs VP Beth Lesen, TIME CERTAIN 3:00

- Scheduling error, no report by VP Lesen.

7.3. Campus Information Security Plan, CIO Min Yao & Information Security Officer Cuc Du, TIME CERTAIN 3:30

- MY and CD report on campus security and information security plan for the campus.
- Eight information security priorities were presented: IT Security Governance, Information Security Awareness, IT Risk Management, Asset Management, Information Protection, Threat and Vulnerability Management, Compliance, Incident Response Management.
- CD also presents the action plan to address security risks, such as annual mandatory online information security training course, simulating phishing email campaigns, information security training for new employees, etc. Certain parts of the plan will take multiple years to attain.

8. Old Business

8.1. Certificate Policy referral

- This agenda item was not discussed at this meeting.

9. Adjournment- 4:01 pm