

**EXECUTIVE COMMITTEE MEETING**  
**Minutes**

Zoom link: <https://csulb.zoom.us/j/191014751>

Tuesday, March 17, 2020

2:00 – 4:00 pm

Academic Senate Conference Room (AS 125)

J. Pandya, N. Hultgren, M. Aliasgari, N. Meyer-Adams, C. Cummings, D. Stewart, P. Hung, N. Schürer, K. Janousek, E. Klink, P. Soni, ~~J. Phillips~~, D. Hamm, ~~K. Bonetati~~, J. Hamilton, ~~S. Apel~~, B. Jersky, J. Cormack, A. Kinsey

1. Call to Order- 2 pm
2. Approval of Agenda- MSA
3. Approval of Minutes: Meeting of March 10, 2020 – will be approved next week
4. Announcements and Information
5. Reminder
  - 5.1. Academic Senate meeting March 26, 2020- went over agenda with EC. Discussing the format in which Sharlene Sayegh will present her WASC presentation. Online in advance or in person via ZOOM? EC weighed in with various opinions. JZP asks if we should do policies, add new business or not? JC states that at the meeting many senators will wish to speak to Jane, allow as much time as possible for her to answer questions. BJ suggests putting both curriculum proposals on the consent calendar, NH states these are “new” degrees not conversions. EC agrees that new curriculum issues need to be heard by the whole senate. NS suggests eliminating all time certain except the President.
6. Special Orders
  - 6.1. Report: Provost Jersky- BJ reports that we are all in full crisis management mode. This is an extremely fluid situation. He addresses the recent message from President Conoley, several northern California communities are in “shelter in place” mode and medical professionals suggest that can happen here as well. Medical professionals encourage young persons not to go out and do normal activities. The goal is to “flatten the curve” with regards to the virus. US currently does not have enough medical supplies to address the virus. Extreme social distancing is suggested. Transitioning to meet the needs of our new reality to virtual instruction. That is why the rest of the week is set aside for preparing for virtual instruction. All in person instruction is now suspended. Final exams can also NOT be face to face. 03-23 begins virtual instruction through the end of the semester. Students encouraged to leave dorms if possible. Essential persons

on campus are also being minimized. Laboratories will be “hibernating” is the official process to be used. Deans, VP’s are considered essential, unless over 65 or health compromised. Gyms, libraries will be closed soon with their staff working from home or on administrative leave. Some student services to be moved out of the library; will be limited access in Horn Center for students. Administrative leave persons will receive full pay. Some faculty living in dorms will remain. RTP issues are being examined, Deans are making decisions and then go to Provost in a paperless way through current system (interfolio). This year’s process seems to be ok. Senate resolution to NOT administer SPOT evaluations denied by the CO due to CBA regulations. However, these evaluations shall not be used in evaluating faculty with a memo to be placed in each faculty’s Personnel Action File. Memo will say faculty will be held harmless in the evaluations and only be used for reference, signed by BJ and JC. Spring commencement will be postponed. Will continue to sustain essential businesses on campus, financial, etc. This is not “business as usual” but will be as good as we can make it. We all offer our thanks to medical workers who are on the front lines and are helping us to get through this pandemic. Some international students will be returning and will need to be quarantined; will not happen in the empty dorms, however. May be done in hotels which can now be requisitioned. Students that do not have access to WiFi at home, Spectrum and Charter have made non-suitable offers so will not be utilized. The matter is continuing to be negotiated. Have acquired 360 Clorox, to be used for cleaning large areas very quickly, so far only campus to have this. Atomizing viral cleaners is what these machines are and are very effective. PFH asks if this situation will affect admissions. BJ says ES staff is working on completing this semester, then summer, then fall. BJ says we will have to hire emergency workers to facilitate the workflow so as to not affect admissions. At this time, we are not planning virtual classes for fall. EC members proceeded to ask BJ questions. BJ stated that the reason we cannot suspend the SPOT evals is due to the current CBA. MA asked about the academic calendar; and it will remain the same, no changes. Spring break will remain with no instruction. Parking permits question also as to refund. MA asks if faculty may choose to come to campus. Faculty “may” be on campus but are encouraged to social distance. BJ will ask if they will continue to enforce parking restrictions. CC asks about the RTP process with regards to SPOT evals (spring evals will not be used for RTP) and GPA’s. BJ states perhaps a narrative in the file to explain discrepancies in spring 20 due to obvious reasons.

## 7. New Business

- 7.1. Shared governance continuity planning – March 26 Senate meeting (what to do?), zoom chat hours, RTP questions, etc.
- 7.2. Interpretation question on Department Chair policy (distribution [5.3] vs. Voting rights of lecturers [2.2]), <http://www.csulb.edu/academic-senate/policy-statement-11-06-department-chairs-policies-and-procedures-the-appointment-and-> EC discussed this policy for 5 minutes. Section 5.3 needs to be edited to include lecturer faculty, NS says

departmental practice vs. department constitution is the issue. Perhaps bring to attention of K. Fleming.

7.3. Probation & Disqualification (PS 09-06) discussion

7.4. GE SLO implementation discussion, Tiffini Travis, 3:00 TIME CERTAIN—signs in to discuss implementation of GE SLO's at 03/26 AS meeting. NS asks why "copy and paste" is not allowed from the SLO's to SCO's. JC is in favor of copy and paste. JZP asks EC who will make the decision on this. NS will draft an amendment to the policy regarding cutting and pasting the outcomes, then the Senate can discuss and decide. TT suggests relooking at the outcomes to see if they will work with multiple courses. This may not work for some upper division courses.

7.5. Dr. Johnson review Committee Exec interview (Mark Washburn & Timurhan Vengco), voting members only, 3:30 TIME CERTAIN

8. Old Business

8.1. Gender Inclusive Language Resolution

9. Adjournment-3:30 pm for all those except voting members to meet with Johnson review committee members.