

EXECUTIVE COMMITTEE MEETING
Minutes

Tuesday, April 21, 2020

2:00 – 4:00 pm

Zoom link: <https://csulb.zoom.us/j/568355109>

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

1. Call to Order-2:04 pm
2. Approval of Agenda- MSA
3. Approval of Minutes: Meetings of April 21, 2020 – to be approved at next EC meeting
4. Announcements and Information- COTA Dean search committee chair thanked EC for their feedback on search.
 - 4.1. Last Senate Exec of year 5/12/20
5. Reminders
 - 5.1. Academic Senate meeting April 23, 2020
6. Special Orders
 - 6.1. Report: Provost Jersky- BJ reports that the Deans have discussed possible moves for fall. Importance of having a quicker decision on fall, adequate support for faculty, staff, students that are required if we go all online. Possible stipends for professional development might be needed if this happens. Large lectures, any lectures might go online. Labs, clinical, performance may be face to face with modification. Depending on what Governor decides moving forward. Space issues are being considered at this time. Improving scheduling discussed; current system might not work. BJ solicited questions/comments regarding resource needs. 2nd part of CARES fund might be used for that. Faculty and students who are over 65 or in sensitive groups will have to be dealt with and managed. Commencement in fall plans are being discussed, venue problems are the issue. Currently it may have to be on campus, can't be outside; compromise is that it could include smaller ceremonies in the Pyramid with perhaps additional ceremonies so that they can be smaller groups. Virtual ceremonies also being planned. CARES funding- \$42M has been awarded by Federal government, part 1 is \$21M to be used for emergency use by students; will be distributed by FAQ that was released this morning. Modification of existing emergency fund for students, run by DAF and Financial aid. Encourage students to start applying for emergency funds ASAP. Funds will be based on economic burden faced by students. Part 2 is about \$21M is not allowed to be used by the campus for operational needs but for emergencies caused by

COVID. Sabbatical support would not be allowed for those funds. NS asked about online teaching and appropriate pedagogical teaching for each subject. BJ states we are making decisions based on health concerns. If Dept. of Health states no meetings; then we will move forward accordingly. NS asks if any faculty on campus have tested positive for COVID? Only a few staff so far tested positive and they are in good conditions. Do we have a contingency plan if a majority of faculty becomes sick? Question regarding International Education for the fall; at this time decision is scheduled to be made at end of May. The hope is that some will go ahead. BJ may have more to share in early May. Emergency fund for students application can be found online, Ken Kelly is the contact person.

7. New Business

- 7.1. Campus Academic Calendar- received new calendar, 2 versions and are requesting which one EC chooses. CACC prefers version "a". 21-22 and 22-23 calendars offered. Length of the winter session is an issue. 12 days vs. 14 days discussed. Vote on calendar choices 21-22. A lot of voting and non-voting members of EC favored option A.
- 7.2. Question about how to market non-online programs given our Online Policy (PS 20-01) discussed by EC. JC asks about concerns from some marketing teams on how to advertise programs that are not completely online and have some face-to-face components (either in Long Beach or somewhere else). They want to call such programs online for marketing reasons. Can they advertise their program online if not all courses are online? The campus policy is for courses and not how to advertise programs. Degree programs consist of collections of courses but the policy says nothing specific about how degree programs should be designated. If a program has some face-to-face components, we should be transparent about this in our advertising.
- 7.3. Syllabus question for online summer (and fall)- Can EC provide syllabi templates for online classes? There is a policy for syllabus, PS 11-07, (in all modes of instruction) about what to include. NMA says that for accreditation reasons, some programs cannot say they are online, but their courses are in alternative mode of instruction. JC states SCOs do not need to be changed when teaching in online or in this case of emergency, alternative mode of instruction. JZP to send syllabus policy and some other ideas from exec to Don Haviland.
- 7.4. May 13 Faculty Diversity Retreat Follow up: Senate Exec help wanted- JZP asks for feedback on retreat, Exec volunteered to be moderators. Asking for volunteers; NMA, MA, DH volunteer.
- 7.5. Beth Manke, Interim AD for Student Success, TIME CERTAIN 3:30- BM reports on her work on student success. Her work is collaborative including graduate students, Deans, ADs, Career Dev Ctr. All included. Focus on access and equitable participation for all students. She has focused on strengthening partnerships; promoting data culture, develop infrastructures and resources; and attracting funding and raising our institution's profile. Working on an Internship Policy. Virtual experiential learning very

important at this time and being worked on; investigating 3rd party vendors. Coordinated entry point needed for High Impact Practices, service learning and internships. "Photovoice" project currently being implemented. Working on High Impact Practices website detailing the importance of these practices.

8. Old Business= 4:00 pm
 - 8.1. Credit by exam and experience, continued
9. Adjournment