APPROVED Minutes of the Executive Committee - March 24, 2020

Members Present: Paul Carpenter, Chandra Ganesh, Julie Glass, Edward Inch, Michael Lee, Jim Mitchell, Leroy Morishita, Jeff Newcomb, Ian Pollock (joined late), Michelle Rippy, Jason Smith, Meiling Wu

Guests: Nicholas Baham, Mark Karplus, Gretchen Reevy, Maureen Scharberg, Angela Schneider, Mitch Watnik

Members Absent: None

Meeting convened at 1248 hours via Zoom

1.) Approval of the agenda[1]
   a. M/S - Glass/Newcomb
   b. No discussion
   c. /P - No objections
2.) Approval of 3/10/20 minutes
   a. /P - No objections
3.) Reports:
   a. Report of the Chair - SCCH - see briefing notes
      i.) Lee - Posted lengthy report and sent the report via email; main points are that there are many discussions going on at many levels as a response to COVID-19. Thinks we are doing a good job with our response; colleges and deans working to support faculty along with department chairs; Provost and President exceedingly engaged and keeping instruction going at a high level and addressing faculty challenges and concerns moving modalities as well as challenges in society
   b. Report of the President
      i.) Morishita - We are physical distancing, but should not be socially distant. Appreciative of faculty work in the midst of a semester to convert

[1] **Key:** M/S is motion/second | /P is passed | /F is failed

modalities and respond to students. Will continue with online instruction of the rest of the semester; took time to make decisions with consultation of health professionals and others

ii.) Morishita - Made the difficult decision to postpone graduation; thinking about video message to debrief to students that the commencement is postponed but not canceled; may do a video commencement in May; Convened presidential meeting as a time to share the big things happening or not happening on campus; grads are not excited about virtual commencement and want a physical commencement ceremony. Spoke with ASI president yesterday and there were concerns of the lack of physical commencement. Cultural celebrations will have their monies reimbursed; graduation fees do not cover all costs for commencement and will not reimburse; will plan to have a commencement ceremony towards the end of this calendar year or may tie into May 2021 celebrations

iii.) Morishita - Still need people coming to campus; students in housing are receiving reimbursements; some do not want to move out; some were coming and going from campus, some have moved back to their family home; there are a number of students who need to remain on campus. Move out dates set and will be flexible with moving out; checked in with financial aid and other unintended consequences that may affect moving out

iv.) Morishita - Concerning areas is what happens when we move forward; assume affecting enrollment; unknown if state will reduce budget; odds of getting $199M for next fiscal year is in jeopardy; work all we can to get through right now and how we go into the next fiscal year; enrollment is a concern across the nation; students are struggling and we are doing all we can to continue to pay them for the positions they were holding on campus; developing an urgent emergency fund with decisions made by Provost and VP Student Affairs to best support our students and what else is needed on campus by faculty and staff to continue their work; providing headphones, laptops, hotspots, and more to faculty and students for continuity of instruction; addressing food insecurity and working with students about moving out and having Chartwells provide food for those who moved out of the dorms; difficult to determine how to distribute food;

open to ideas as to what would be helpful; fundraising continuing for the emergency funds to support our students as well as our staff and faculty

v.) Morishita - Budget for next year, cabinet looking at searches that have been posted and in process to decide if they are mission critical; need to justify the continued searches; being prudent; concerns of overcommitting of funds when the budget is unknown

(1) Glass - For the unfilled positions and justification, does it include incomplete faculty searches?
(2) Morishita - Yes, all searches are included right now
(3) Glass - If contracts have been done but are unsigned, what will occur?
(4) Morishita - All unsigned contracts will require justification
(5) Glass - With the notification being made of going entirely online, it would have been helpful with the subject line of going entirely online for the rest of the semester
(6) Morishita - Went back and forth with the information shared and the subject line
(7) Glass - Decision on post-spring break return of staff and faculty?
(8) Morishita - Not sure due to county order ending on April 7th or 8th; guess is that we will not be returning on April 8th; interesting conversations about phasing return of personnel; Stanford president discussed slowly returning to labs in an R1, 1/3 return first considering distancing; will likely not ask for all employees to return at once but will develop a sequence for returning to campus; are going to a position where coverage will be available for people to get paid then we need to figure out what will happen after that; it's not a money issue but agreeances; budget is available for payment, but other aspects enter into decisions; unknown return date for staff and faculty – unlikely in April to bring a lot of people back
(9) Glass - Housing: Any contact with Public health and donating rooms, dorms, should people need to be quarantined?
(10) Morishita - Governor has approached EB asking if we would house quarantines; at this point in time it is based on our available

space and how many students end up staying on campus; would need to reserve an entire building; student focus first and at-risk people who would be housed first (no COVID-19). Mills College offered housing to health workers coming from another area to work in Oakland; our commitment is assisting with housing of at-risk, but no symptoms or confirmed COVID-19 diagnosis; other instances is moving people out of hospitals who don't have COVID-19 who still need housing to free up beds in a hospital (EB not approached for this currently)

(11) Glass - Discussion around modifying grade policies

(12) Morishita - Recently saw Cal went to pass/no pass and they have an option for the student to declare by May 6th; took away restriction on Veteran's getting a non-pass grade for their benefits – changed by VA

(13) Lee - Will return to grading questions with the Provost

(14) Baham - Thanked Morishita for work with food and housing insecure students; observing how things are going on in the world with take out orders and unknown if we have infrastructure for deliveries for students who cannot make it to campus or taking mobile orders and having pick-up site on campus; thinking about how he has been able to get his coffee and takeout and still patronize favorite community restaurants

(15) Morishita - Students in housing go and get takeout from dining services to honor social distancing; should look at delivery possibility and other ways to maintain social distance; EB does not have a lot of vehicles but other aspects can be researched for options

(16) Lee - This can be an offline discussion; envisioning CSUEB meals on wheels; agree to return to discuss this later

(17) Morishita - Prez of Harvard and wife are COVID-19; both had chills on Sunday and were tested that came back positive; he has not been on campus or exposed to many people as he would have been otherwise

c. Report of the Provost

i.) Inch - Very tough lift and recognizing change completed; particularly appreciative of senate leadership and good to brainstorm about what is needed to support our staff, faculty and students, and also that we try to take care of one another; Morishita reminded yesterday of the amount of pressure people are under and everyone is trying to do their best; the whole message may not come through, would appreciate stories of good work on campus – please forward; colleges mobilized to support faculty, support and students; ITS getting more equipment to the community and being accommodating; ITS allowing Library Commons; Work done on Emergency Funds has been impressive with 150 grants available at $1500/each; students can apply online. Issues available with grading; governed by Title 5 and executive orders; courses can be graded A-F; A-C and NC, and CR/NC; EB can choose which courses are available to be graded in certain ways; need to consider satisfactory academic progress, financial aid, major requirements, and licensure, prerequisites can be affected; unique grading restrictions with certain student populations; athletes needing graded units, international students, academic probation students, and more, may be affected; two sets of things to be considered: campus policies that need to be changed; Title 5 or system orders cannot be changed this year; cannot allow a "D" grade to count as passing this academic year

ii.) Lee - Grading and finals need clarity and guidance for faculty; many students did not choose an online environment to learn, as well as faculty in the same situation; the combination may lead to the student or faculty not delivering their best work. Need discussions and empowerment as part of being a compassionate and rational university with a broad approach; how to get a rapid action force together to do this

iii.) Glass - Mixed feelings about this and why students would change, possibly alleviating workload activities; possibilities of local decisions as to if the term can be excluded from graduation GPA, similar with the option to exclude evals for faculty; notice on transcript for applying for jobs/grad school

iv.) Inch - Notice can be placed on the transcripts; the CO needs to agree to via Statewide Academic Senate as it's a statewide issue; what is

included/excluded from the campus is a Systemwide choice impacting Title 5

v.) Newcomb - Transactional question: In other schools taught at, not allowed to give out pass/fail grade until the end; so all work up until the final exams was graded, but the grade provided to the student is pass/fail; not much of an alleviation of workload by the faculty member; the choice was made by students toward the end of the academic term; wondering how that would work here?

vi.) Inch- Depends on the policies the senate has on books; choices are present and need to review the rules of how the grades are provided on campus

vii.) Carpenter - Two things to add: Incomplete grade policies; Many students are looking in going to grad school and concerns of a pass/no pass versus a grade; no answer

viii.) Inch - Incomplete policies remain the same; pass/no pass grades based on Senate decisions and systemwide decisions for change in a relatively short period of time

ix.) Glass - Has anyone spoken with associated students and is there a desire for this? Who would want this?

x.) Lee - Going to ASI Board meeting virtually tomorrow and will discuss grading

xi.) Inch - Hearing more from faculty and worried about students who may not fare well who are normally good students

xii.) Lee - Meeting with Provost multiple times this week to address these concerns

xiii.) Pollock - Coming from Art Departmental meeting; concerns of students having a dip in participation from lecture-based to online courses; the pass/fail question arose

xiv.) Inch - Check grades from pre-midterm and post-midterm to reach out to students individually

d. Report of the Statewide Academic Senators

i.) Glass - Refer to the document; met many days and hours via Zoom; a lot of first readings waived and a lot of things postponed; including non-urgent COVID items

4.) Appointment:

a. Campus Sustainability Committee (CSC)
   i.) Current membership
   ii.) Nine nominees - Appoint one
   iii.) Voting done by Zoom poll
      (1) Patty Oikawa selected via anonymous poll
      (2) Lee to reach out for notification of selection

5.) Old Business:

a. Excom to develop BEC re: Annual Chair Reports
   i. Not discussed

6.) New Business:

a. Organization meeting election proposal - link here
   i. Lee - Do away with idea of the organizational meeting in March and org in place during March and will have committee elections elected by April 21st; April 21st before Senate meeting during University Hour; organizational meeting by Zoom to have sequential votes for Chair, Vice Chair, Secretary, and At-Large; would give people a chance ahead of time if they are going to stand in the positions and are higher in priority for voting; can signal that you are standing for each position and post statement ahead of time; what would be different is that we could not allow for decisions on the floor that they wish to stand for a position but needs to request the position run ahead of time but can withdraw during the process
   ii. No discussion; methodology approved
   iii. Lee - Will introduce to Senate at next meeting
   iv. Lee - Subject of discussion at Senate Chairs meeting; we are ahead of the curve at EB and started a while ago with Senate Officer meetings and proposed how to run organizational meetings on Zoom
b. 19-20 FAC 3: 7 year academic calendar 2020-2027
   i. Lee - Non-controversial item; no objections
   ii. /P - Moved to Senate for review without objection
c. 19-20 FAC 16: Revised University Retention Tenure and Promotion Policy and Procedures
   i. Lee - Should be on the Senate agenda for first reading
   ii. /P - No objections

iii. Moving forward as first reading to the Senate agenda

d. 19-20 CR 4: Updates to the Committee on Research Policies and Procedures for Committee Operation
   i. Lee - Forewarned of the changes by IRB and IACUC; should send to first reading of the Senate agenda
   ii. Robinson - Does not need to go forward to Senate agenda
   iii. M/S - Glass/Carpenter
   iv. Discussion
      1. Glass - Changes to committee qualifications
      2. Lee - No
   v. /P - No objections
e. 19-20 CIC 90: Changes to Challenge Exam Policy
   i. Lee - Policy created to align with CSU policies; will be of interest to a majority of faculty and student senators; recommends going to Senate as a first reading
   ii. /P - No objections
f. 19-20 CIC 92: Policy for Instructor Implementation of Final Exams
   i. Lee - Old document mentioned quarters and did not discuss online coursework at all, utilized the word “shall”; suggest moving to Senate as first-reading
   ii. Discussion
      1. Glass - Does not define what a final exam is
      2. Lee - the final exam lists what final exams are not; but does not specifically define; point to raise in the senate; n objections to moving to senate and placing on the Senate agenda as first reading
   iii. /P - No objections
g. 19-20 CIC 93: Finals Exam Schedule
   i. Lee - Working to deal with students taking 3+ exams on the same day; suggesting to add to the Senate agenda as a first reading
   ii. Discussion
      1. Newcomb - Significant challenge to finals where finals are during times that are not normally their class times; can bring up on the floor; needs flexibility for students
      2. Lee - Need to discuss with Associate Provost Dobb; should be part of the Time Module Taskforce chat

3. Dobb - Please send the request in writing

iii. /P - No objections

h. 19-20 CIC 94: Revise existing GE Area C2 for HSC 130 Health Humanities
   i. Lee - Suggests bundling 6h, 6j, 6l, 6p, 6s, 6y, 6u, 6 cc, and 6dd into one item to approve and place on the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections
i. 19-20 CIC 95: New course request for ES 328 Afro-Latinx Cultures, Identities, Histories for GE Area C4 and Social Justice
   i. Lee - Suggests bundling 6i, 6k, 6n, 6q, 6r, and 6y into one item and approve to place onto the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections
j. 19-20 CIC 96: New course request for CS 170 Cyber Security Awareness for Everybody for Area E
   i. Lee - Suggests bundling 6h, 6j, 6l, 6p, 6s, 6y, 6u, 6 cc, and 6dd into one item to approve and place on the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections
k. 19-20 CIC 97: Add GE Area D4 and Diversity to POSC 382 U.S. Immigration Policy and Law
   i. Lee - Suggests bundling 6i, 6k, 6n, 6q, 6r, and 6y into one item and approve to place onto the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections
l. 19-20 CIC 98: New course request for REC 359 Therapeutic Environmental Recreation for Area E
   i. Lee - Suggests bundling 6h, 6j, 6l, 6p, 6s, 6y, 6u, 6 cc, and 6dd into one item to approve and place on the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections
m. 19-20 CIC 99: Add Diversity Overlay for DANC 401 Movement Analysis
   i. Lee - Suggest bundling 6m and 6 aa into one item for approval and placement on the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections

n. 19-20 CIC 100: Add GE Area D4 and Social Justice to POSC 380 Public Policy Analysis
   i. Lee - Suggests bundling 6i, 6k, 6n, 6q, 6r, and 6y into one item and approve to place onto the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections
o. 19-20 CIC 101: New course request for ENGL 344 Literatures of Environmental Justice for D4 and Sustainability
   i. Lee - Suggests bundling 6i, 6k, 6n, 6q, 6r, and 6y into one item and approve to place onto the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections
p. 19-20 CIC 102: Add GE Area C4 credit to ENGL 447 Film Criticism
   i. Lee - Suggests bundling 6h, 6j, 6l, 6p, 6s, 6y, 6u, 6 cc, and 6dd into one item to approve and place on the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections
q. 19-20 CIC 103: Revise HIST 393 Revolutionary Thought in Latin America for D4 and Social Justice
   i. Lee - Suggests bundling 6i, 6k, 6n, 6q, 6r, and 6y into one item and approve to place onto the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections
r. 19-20 CIC 104: Revise HIST 394 US Mexico Relations Since 1810 for D4 and Social Justice
   i. Lee - Suggests bundling 6i, 6k, 6n, 6q, 6r, and 6y into one item and approve to place onto the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections
s. 19-20 CIC 105: Add GE Area A1 for MLL 111 Speaking of Love: Oral Communication in Multicultural Setting
   i. Lee - Suggests bundling 6h, 6j, 6l, 6p, 6s, 6y, 6u, 6 cc, and 6dd into one item to approve and place on the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections
t. 19-20 CIC 106: Add GE Area D1-3 for MLL 242 Intermediate Spanish II

i. Lee - Suggests bundling 6h, 6j, 6l, 6p, 6s, 6y, 6u, 6 cc, and 6dd into one item to approve and place on the Senate Consent Calendar
ii. M/S - Carpenter/Ganesh
iii. /P - No objections

u. 19-20 CIC 107: Add GE Area C4 for TED 420 Art Skills for Teachers outcomes
i. Lee - Suggests bundling 6h, 6j, 6l, 6p, 6s, 6y, 6u, 6 cc, and 6dd into one item to approve and place on the Senate Consent Calendar
ii. M/S - Carpenter/Ganesh
iii. /P - No objections

v. 19-20 CAPR 17: Change in ILO Subcommittee membership
i. Lee - Briefing notes; uncontroversial; temporarily increased membership a few years ago due to workload; restored back to 11; change in membership with 3 reps from co-curricular programs; could go to sendate due to slight change; okay to put on the consent calendar and have a Senator bring to the floor if needed
ii. /P - No objections

w. 19-20 FDEC 2: FDEC Diversity, Equity, and Inclusion Rubric for Department/Program/Unit Five-Year Reviews
i. Lee - FEDC rubric started 6 years ago; shows how CAPR will review; should go to Senate for first reading
ii. /P - No objections

x. 19-20 CIC 115 & 19-20 CAPR 18: Request to change the degree title of "International Studies" to "Global Studies"
i. Lee - Uncontroversial item; should be placed on the Consent Calendar
ii. /P - No objections

y. 19-20 CIC 116: New course request for DANC 333 Cross-Cultural Identity, Creativity, & Social Justice Abroad for C4 and Social Justice
i. Lee - Suggests bundling 6i, 6k, 6n, 6q, 6r, and 6y into one item and approve to place onto the Senate Consent Calendar
ii. M/S - Carpenter/Ganesh
iii. /P - No objections

z. 19-20 CIC 117: New course request for SLHS 306 Multilingualism in the United States for D4
i. Was missed from Chair's listing in bundle with 6h, 6j, 6l, 6p, 6s, 6y, 6u, 6 cc, and 6dd. Senate Chair has placed on the Senate agenda on the consent calendar with others that are approvals for GE area. Will bring

to attention of Senate when referring to consent calendar. Uncontroversial.

aa. 19-20 CIC 118: Request to certify POSC 411 Public Policy and the Environment for Sustainability
   i. Lee - Suggest bundling 6m and 6 aa into one item for approval and placement on the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections

bb. 19-20 CIC 119: Revision to the course description of MUS 121 Music Through the Ages (C1)
   i. ***Was missed from Chair's listing in bundle with 6h, 6j, 6l, 6p, 6s, 6y, 6u, 6 cc, and 6dd. Senate Chair has placed on the Senate agenda on the consent calendar with others that are approvals for GE area. Will bring to attention of Senate when referring to consent calendar. Uncontroversial.***

cc. 19-20 CIC 120: Recertify and revise FIN 230 Personal Finance for Area E
   i. Lee - Suggests bundling 6h, 6j, 6l, 6p, 6s, 6y, 6u, 6 cc, and 6dd into one item to approve and place on the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections

dd. 19-20 CIC 121: Recertify and revise REC 360 Foundations of Recreation Therapy for Area E
   i. Lee - Suggests bundling 6h, 6j, 6l, 6p, 6s, 6y, 6u, 6 cc, and 6dd into one item to approve and place on the Senate Consent Calendar
   ii. M/S - Carpenter/Ganesh
   iii. /P - No objections

ee. 19-20 CIC 122: Request to remove "Kinesiology major" as a prerequisite for KIN 489 Sport, Racism, and Ethnicity D4 and Social Justice
   i. Lee - Request to remove KIN major requirement from KIN 489; uncontroversial and correcting an over site
   ii. /P - No objections

ff. 19-20 CGAAG 1: Changes to the Grade Appeal and Academic Grievance Policy
   i. Lee - Mostly uncontroversial; may be questions of faculty about rulings in favor or senate; should be reviewed by Senate and on agenda for first reading
   ii. /P - No objections

gg. 19-20 DDES 1: Approval of Department of Ethnic Studies Criteria for Evaluating Teaching Policy
   i. Lee - Pro forma to evaluate teaching; recommends going to Senate for first reading
   ii. Glass - DFW grades are being considered as part of the evaluation process for faculty
   iii. Lee - Raised by the Department of Ethnic Studies itself; companion document included by Department Chair Calvo
   iv. Glass - Very controversial; concerns of setting precedence of what should be considered for evaluation
   v. Lee - Requires approval from the Senate and the first-reading should involve a robust discussion
   vi. /P - No objections

7.) Information:

a. 19-20 COBRA 2: 2018-19 Financial Review – Summary of University Revenue and Expense by Fund Group
b. 19-20 COBRA 4: Report to Provost on Budget Allocation Model
c. 19-20 CIC 108: Revise KIN 489 Sport, Racism and Ethnicity (D4) for online delivery
d. 19-20 CIC 109: Revise ANTH 331 Folklore (D4) for removal of hybrid and online delivery
e. 19-20 CIC 110: Revise ANTH 333 Women in Cross-Cultural Perspective (D4 and Social Justice) for fully online delivery only
f. 19-20 CIC 111: Revise ANTH 372 Medical Anthropology (D4 and Diversity) for fully online delivery only
g. 19-20 CIC 112: Recertify PHYS 108 Astronomy of Indigenous Cultures for B1 and Diversity
h. 19-20 CIC 113: Recertify existing GE Area B2 for KIN 162 Nutrition and Performance
i. 19-20 CIC 114: Recertify existing GE Area E for DANC 217 Musical Theater Dance
j. 19-20 FAC 15: Terminal Degree update from Health Sciences
k. 19-20 FAC L 1: Resolution in Support of Protecting Shared Governance Rights for Lecturer Faculty

8.) Discussion:

a. No discussion

9.) Academic Senate 4/7/20 draft agenda ***(2:20 PM time certain)***
   a. Lee - Chair and Secretary will review draft and provide feedback to Senate Office on proper placement of items due to limited time
   b. /P - No objections
   c. Lee - 7a, 7b, and 7k should be placed as information items on Senate Agenda
      i.) Lee -7a and 7b will be of interest as related to budget and allocation and are thus important to acknowledge by Senators;
      ii.) 7k is something that the originators would want explicitly recognized by Senators so should not be on consent calendar
   d. /P - No objections
   e. Lee - Other items, 7c, 7d, 7e, 7f, 7g, 7h, 7i) will be added to the Consent Calendar as they are non-controversial
   f. /P - No objections

10.) Adjournment
   a. Adjourned 1431 hours

Pending updated docs from Committee Chairs:

   a. Letter to CIC re: GEOC procedures (cic 123)
   b. GEOC - instructions on Action v Information for moving though CIC (cic 124)
   c. Temporary suspension of the California State University Graduate Writing Assessment Requirement (GWAR) (cic 125)