

## Executive Committee Minutes

October 1, 2020

Via Zoom

### Abstract

Agenda – Approved. Minutes of 9/17/2020 – Approved. Chair Report. President Report. Provost Report. Statewide Senator Report. Vice President of Administration and Finance Report. Vice President for Student Affairs Report. FSAC Report. CFA Report. From APARC: Revision to the Syllabus Policy – referred back to APARC. Senate Agenda approve. Good of the Order.

**Present:** Jeffrey Reeder, Laura Krier, Carmen Works, Bryan Burton, Wendy Ostroff, Elita Virmani, Emily Asencio, Paula Lane, Sam Brannen, Amal Munayer, Judy Sakaki, Karen Moranski, Joyce Lopes, Erma Jean Sims

**Guests:** Noelia Brambila-Perez, Jerlena Griffin-Desta

**Absent:** Hilary Smith, Wm. Gregory Sawyer

**Approval of Agenda – Approved.**

**Approval of Minutes of 9/17/2020 – Approved** with mention of video defining buttonology.

### Chair Report – J. Reeder

J. Reeder reported on faculty who are having ongoing discussions about AB1460 and its implementation. The Chancellor's Office has now issued FAQs about AB1460 that was authored by staff at the Chancellor's Office and issued by Leo Van Cleve. There is ongoing discussion among the faculty at Sonoma State about how AB1460 will impact our programs. There are also similar discussions at the Statewide Academic Senate. Among the campus Senate chairs, AB1460 continues to be a topic of discussion. It looks as though there will be a fairly compressed timeline.

### President Report – J. Sakaki

J. Sakaki expressed her concerned about the fire impacts and the deteriorating air quality on campus. Right now the Air Quality Index has been at 250 for the last 30 minutes. That's the cutoff for us and due to that will be sending out a notice very shortly to suspend on campus activities and asking everyone to move to remote just for their safety. She reported that there are some staff, faculty and student families who have been evacuated due to the Glass fire. A few have lost their homes. She was evacuated again, and know how that feels. She asked everyone to be sensitive and caring with each other and in our classrooms. People may be experiencing extra stress based on their housing situation. SSU has become a fire evacuee site as well. She reported on the continuity groups that K. Moranski and J. Lopes are co-chairing.

The Chancellor's Office is going to put out what they're calling a simplified process for Spring 2021. The tentative deadline for that plan is on or about November 6th, so we'll hear more. The new Chancellor has been announced, Joseph Castro, from Fresno State. Fresno will announce an interim President soon. She noted that there was a conversation recorded and presented last Friday that's available on YouTube and on the CSU website between the Chancellor-Elect Joseph Castro and Monica Lozano the CEO of College Futures.  
(<https://www.youtube.com/watch?v=n2Y9XRtW03g>).

A member noted one of his department members lost his home. The department is trying to help him cover his classes. He's on his property right now trying to save his neighbor's homes and it's very sad.

The President said it is so difficult. For those of us have gone through it before, just seeing those pictures and seeing people standing in the rubble is heartbreaking. K. Moranski noted she was aware of the situation with the faculty member and they were doing all they could to help.

The Student rep asked what kind of resources are available for students. She knew about Sonoma Cares and has been trying to connect students to that resource. But she wondered if there are any other resources that she could tell students about. She knew 10 students that had to evacuate from their homes which makes it hard to connect with their professors about what they are missing. Is there a policy straight across the board for SSU for when things like this happen? Some students were surprised that the whole week wasn't cancelled and some students didn't want any days to be canceled. Some professors have been lenient, but another thing that she had been hearing is that, because we're online, it seems that the workload has increased. Most students take three to four classes and when the workload is the same for those classes, it feels so overwhelming, especially with what's going on. The President said that is why the campus is surveying people about how they've been affected by the fires. The last look at the people who have responded showed more than 50% said the fires have had no impact on them. K. Moranski noted she sent the Student Rep an email describing the complexities of decision making about closing the campus and her office was preparing an email to go out to students with resources for them. An email about faculty resources has already gone out.

### **Provost Report – K. Moranski**

K. Moranski began by discussing the preliminary survey results so far. Six students and five faculty have either lost their homes or had a home damaged. Please know that we're reaching out with support for faculty, students and staff who have lost or had damaged homes. Forty students have been evacuated and 32 staff and faculty have been evacuated. It's worth keeping in mind that tonight is a really crucial night. Please be very careful tonight and listen to your Nixle alerts (<https://local.nixle.com/register/> and other resources <https://socoemergency.org/>) because we have hot, dry conditions. The survey will continue for a couple more days and then all the data will be released. She noted that she began to release the call for in-person classes for the Spring, but stopped because it just did not feel like the right time to be asking people to think about

spring courses. She said she will send that call today, so folks can start planning. It is a short turnaround time. On the other hand, she thought many faculty and many departments have already been thinking about what can be done in person. She reminded the members that we will not be adding significantly to the percentage of classes that will be offered in-person for the spring. The same conditions still apply because Sonoma County is still in the purple range in the state guidelines which means a widespread risk level for COVID-19 infection. As long as we are on the watch list for the state, then we cannot do things such as having meetings or inside activities unless there is specialized equipment and even then, we can only have 25% of the regular occupancy of those rooms. Those are prescriptions. The planning groups are organized into three sub groups to ensure that we're thinking about student success as we move forward. We added that third layer onto the continuity planning and J. Lopes can talk more about those issues, but the same safety and health protocols are in effect. AB1460 continues to be a topic that we are addressing incredibly creatively. She gave kudos to the faculty in the Ethnic Studies departments and the Women and Gender Studies departments, as well as faculty across the campus who have a real interest in and expertise in teaching racial justice matters for contributing to this very creative conversation. The conversation is not only about how we respond to the implementation of AB1460 but is also about how we integrate across schools, how we think about organizational structures that are going to help us be more able to infuse racial justice throughout the campus and throughout the curriculum and that are going to be good examples of how we think creatively during tough budgetary times. She announced that there is a vacancy for an important position on the campus, which is the AVP for Strategic Enrollment. We will be viewing that position as essential and the AVP for Academic Resources, Elias Lopez, has stepped in to this position for the interim. We were all in this together to make sure that our admittance for spring, our conversion for spring and our application period for fall goes as planned. Today is the first day of the application period for Fall of 2021, so she encouraged members to ask their friends, neighbors, and all others to consider Sonoma State and get the message out that we are taking applications for Fall of 2021. We will have a preview day on October 17<sup>th</sup>.

A member asked who is the group creatively addressing AB1460. The Chair answered that the group didn't have an official formal name. We are a group of faculty in the Ethnic Studies departments and allied departments. Kim Hester-Williams would be the probably the best contact person for the group. A member asked if there was a fund for faculty and staff experience hardship at this time as there is for student. K. Moranski said a fund does exist and the link to it was put in the Zoom chat. (<https://advancement.sonoma.edu/giving-opportunities/ways-give>) As a new faculty member when he thought about enrollment, as a student, maybe SSU's commitment to sustainability and fighting climate change, would be appealing to students. K. Moranski thought that was a good idea. She was meeting with the Student Senate on Monday and wanted to partner with them on our sustainability efforts, because we are doing quite a bit and are going to be doing even more as we move forward with the Presidents Climate Commitment. She had a meeting with the AVP Blanchard this week, and one of the things that she said to him is that we must muster the whole intellectual weight of the CSU to climate change efforts and to figuring out how we help regions like Sonoma County to

better weather and better avoid, if possible, the kinds of fires that we're experiencing, and it's time to put forth mammoth intellectual effort.

A member followed up with the request to know the amount of MPPs on campus since President Sakaki became President. He noted that 18 MPPs were layoff and asked if they were all in culinary services. J. Lopes noted that 13 MPPs were in culinary services, the others were not. Presently all of the non-retention and layoffs are due to lack of work although there were some areas where the 12% reduction each division took resulted in non-retained positions and we are working on that report. It will be reviewed tomorrow with the cabinet. The plan would be to bring it to Academic Senate as soon as President Sakaki thinks it's ready. We will continue to look at those at MPP positions and at positions in general as we as we think about our budgetary issues. For example, she has directed all of her leaders to take a look at all positions.

### **Statewide Senator Report – W. Ostroff**

W. Ostroff noted that the Chancellor's Office sent out the FAQs this week about the AB1460 requirement and there was a lot of concern from senators and from the CSU Council on Ethnic Studies about consultation and the implementation of the new requirement. The Assistant Vice Chancellor Leo Van Cleve responded to some of those concerns and said that what's posted in the FAQ is not what's going to become the Executive Order. Thus, we shouldn't yet be discussing the controversial parts of the FAQ's until the Executive Order comes out. (FAQ: <https://www2.calstate.edu/impact-of-the-csu/diversity/advancement-of-ethnic-studies>) There are a couple of important questions that people have highlighted. One is the idea of Ethnic Studies departments housing all of the approved ethnic studies courses. This is a very different requirement than we have ever seen in GE. There's never been a solitary department that ever owns a particular GE course. Even Math doesn't own area B4 or require cross-listing. This is completely different. The Vice Chancellor Van Cleve did mention that the three unit Ethnic Studies course with an ES designation is specifically called for in the legislation. It becomes even more important for the creative group, being led by Kim Hester-Williams. to respond and give strong solid feedback. She noted the issues in the Hutchins program. The Chancellor's Office asks that channels for feedback be the Academic Senate on campus, the CSU Senate and the Ethnic Studies Council. Dr. Shirley Weber held a town hall last night on Zoom to discuss some of these issues and characterized the Chancellor's Office approach of having this course be a separate GE area and having it be lower division and three units and fulfilled by an ethnic studies courses is a real win. She's very against overlays, which could result in unrelated courses satisfying the requirement. There was a lot of concern about whether the requirement could be fulfilled at the community college level and her response was that it could be satisfied at the community college level. We're all thrilled about getting racial justice into our curriculum, but we all want to make sure that this is done with consultation and that the implementation is as smooth as it can be for our students and for our colleagues.

## **Vice President of Administration and Finance Report – J. Lopes**

J. Lopes noted that Sonoma County has a red flag warning this morning through Saturday. The wind currently is moving from the north to the south. Some of the hot spots on the Glass fire are on the south end, we're keeping a close eye. We did put out the announcement about soft closure today. So people will move indoors. She reported on the situation of COVID-19 on campus as of today. As of today, two employees have tested positive and only one is active, two employees off campus, with one active and two students on campus, one active and one isolating off campus, nine students off campus and two active. One student has been hospitalized. We have one employee who is under investigation for COVID-19 and five students under investigation. Those are still very low numbers relative to the population that we have in the campus. She thanked everyone for staying safe and physically distancing and fill out the wellness surveys. She discussed the campus being used for fire evacuees. The President's Budget Advisory Committee met this morning and looked at our reserve policy and as well as our self supports and auxiliaries, in terms of what their budget picture looks like for the year, and also our fee for service areas such as housing, culinary services and parking. This is a very difficult year for them. So we're keeping a close eye on that and working very collaboratively with them on how to manage the impacts. These areas have anywhere from 60 to 90% revenue reductions. We'll need to work together on how to manage that as we look at reserves on our campus. We started out the year with about \$6 million in reserves. We used a million of that as you recall to fill our deficit and \$3 million of that reserve is for the Stevenson Hall project, which is moving forward. We have a little over \$2 million in reserves left collectively to deal with any deferred maintenance, any equipment needs, or any economic uncertainties. That is a very low amount in our reserves. All the continuity groups are meeting. The Academic and Student sub groups are taking a look at what is working for the fall, what needs to be improved for the fall and once they give us some sense of what we need to improve for the spring, we will see if any changes are needed to our safety plans or any of our assessment plans, but largely, it looks like we'll continue in the spring in a similar manner to where we are in the fall since we're still at the top tier of the counties in terms of COVID. Until Sonoma County is moved down to the bottom tier, we can't really think about moving towards having more people come to campus or opening up any more of the services. If we move into the red from the purple we can look at opening our Rec center or doing some more outdoor activities, particularly for our students who are on campus because humans are social people we've got to engage in some way.

It was noted with great excitement that the last person has moved out of Stevenson Hall in preparation for the remodel. The Chair asked for a definition of "soft closure" and the use of the term "investigation" when talking about COVID cases. J. Lopes responded that soft closure means that we are moving all essential personnel to someplace safe to work. Typically, in this COVID environment that means we're having non-essential personnel go home and we're moving classes to an online or remote format, but essential personnel still stay on ground. The question of who are essential personnel typically comes up. Who are essential personnel depends on

what we're trying to do that day. For instance, today some of our culinary services people are essential personnel, because we have shelters and referral centers open and we have to feed them. Other days, they may not be essential personnel. If it's a day when payrolls are being distributed, then having payroll there to distribute checks is essential. We try to stick with the soft closure versus the hard closure, because, the more days that we are closed, the more the Federal Department of Education feels like maybe we haven't provided all we should and that can put financial aid in jeopardy for our students. We're at the beginning of the fire season and beginning of smoke incidents, and we are trying to be very judicious about being safe, but also providing the necessary instruction. It's a balancing act. The terminology of "under investigation" is used because the CDC language uses that and we are being compliant with the county, who also wants information with from us.

#### **Vice President for Student Affairs Report – given by K. Moranski**

K. Moranski noted that Dr. Sawyer asked her to report that Queer History Month started today. There will be various virtual activities surrounding Queer History Month. We encourage faculty to participate in those events. Latinx heritage month continues until October 15th. There is an overlap and intersectionality and with those months. The census number gives us a total number of students at 7791 and the good news is that is higher than the headcount that we used for our budget projections, which was 7188. That's some help for us in the budget. We will hope for a good spring enrollment as well, and therefore an annualized number that is going to help us with our budget for next year.

#### **FSAC Report – P. Lane**

P. Lane reported that FSAC continues to work on the RTP policy revision. We are still working with URTP after they reported several issues to us at the end of spring. We have some documents and some plans, which we will discuss at our upcoming meeting and bring to you folks late after that. PDS and AFS have brought us the teaching of sensitive materials joint statement. They have asked again for our response in writing one more time with our advice to them to change the document after it was brought to the Ex Com last spring. PDS is working on their new charge and we've enjoyed the help of the Senate Analyst thinking through what other universities do if they have a CTET and other such places. She noted she has worked with Dr. Roberts and others for a year about department chair duties and gathering all the documents that people have and writing a proposal to create an ad hoc committee to work on a handbook that's localized for our issues here.

#### **CFA Report – E. J. Sims**

E. J. Sims noted that she sent out an email to all of the faculty about the fire resources that are available for CFA members. CFA is affiliated with the SEIU and in that email there is a link to the SEIU disaster relief fund website. The application is in there as well. We're really encouraging our members to take advantage of the monies that are available. A member asked how much money is available through the program. E. J. Sims said the amount of money given varies depending on what

the need is, but it's not just money, it's also resources that help people to get other assistance. In terms of dollar amounts, in the past, it's been about \$3,000 from SEIU and from CFA depending on what the need is. She didn't want to quote hard numbers, but the CFA statewide website and those links are in her email. It's just a matter of clicking on those to get more information.

### **From APARC: Revision to the Syllabus Policy – E. Virmani**

E. Virmani said the policy revision was approved in APARC last year and then somehow didn't make it through the full process. So we're starting over again. The idea primarily is that we need to make our syllabi accessible. It's a pretty simple adjustment. Rather than stating that it's recommended for faculty to use the accessible syllabus template, it is stating more actively that the syllabi be posted or built into the learning management system, primarily because now the learning management system is adept at accessibility, if you build your syllabus natively into the system. There are all sorts of ways in which Ally and other programs check to make sure that the headers are there and other aspects of accessibility are guaranteed. This change is being put forward by ATISS.

A member noted that it was her my recollection when this came to APARC the first time there were concerns about requiring people to use the course management system. We can't require people to use the course management system and this revision to the policy essentially does that. She wondered if APARC discuss that again, and if so, what the sentiment of the committee was or what the conclusions were. E. Virmani responded that people did not feel strongly that it needed to be adjusted or changed. We didn't re-open a major discussion around it. But if there are concerns, then we will. A member voiced concern along the same lines, specifically since when she was Chair of the Faculty, Canvas was implemented, and we promised faculty we would never force them to use Canvas. The way this policy reads currently is in alignment with that. Faculty don't have to use the accessible syllabus template, even though it's highly recommended. Faculty could use that template still without having to embed into the learning management systems. She was curious as to why APARC didn't go more in that direction. So for example, she has faculty right now teaching online, and they're not using Canvas. A robust discussion followed regarding academic freedom, needing stand-alone syllabi for other reasons, the need to have all syllabi accessible and difficulty of putting into Canvas a syllabus already created elsewhere or downloading a natively created syllabus in Canvas and separating policy from procedure. **It was referred back to APARC.**

### **Senate Agenda**

#### **AGENDA**

Report of the Chair of the Faculty – J. Reeder  
Special Student report  
Approval of Agenda  
Approval of Minutes

## **Consent Items:**

### **Business**

1. From EPC: New MA in Early Childhood Education – Second Reading – E. Asencio
2. From S&F: Revision to Standing Rule: Faculty Governance Distance Meetings – Second Reading – L. Krier
3. From SAC: Revised Negotiated Cheating and Plagiarism form – H. Smith – Second Reading
4. From FSAC: Resolution Regarding Evaluation of Teaching Performance and RTP Review During the COVID-19 Emergency—Academic Year 2020-2021 – Second Reading continued – P. Lane

### **Approved.**

### **Good of the Order**

The Chair noted he happened to be on a webinar on race and social change with the USA Olympic Committee archery judges. It included a number of prominent individuals that had expertise and or experience on this topic. One of them was Judy Clarke who is the Chief Diversity Officer SUNY Stony Brook. She was a silver medalist at the LA Olympics 1984 and I think it was her comment that is a good message of the day or message of the week, or maybe even message of the whole year - *changing the world can seem overwhelming, but changing your world is doable and possible. And when we all do that or enough of us do it, it changes the whole world.*

### **Adjourned.**

*Minutes prepared by L. Holmstrom-Keyes with help from Zoom transcript*