

**Executive Committee Minutes
February 21, 2022
via Zoom, 12:00 p.m. to 1:30 p.m.**

Present: Karthika Sasikumar (Acting Chair), Stephen Perez, Anoop Kaur, Brandon White, Julia Curry, Kimb Massey, Ravisha Mathur, Vincent Del Casino, Patrick Day, Tabitha Hart, Kathleen Wong(Lau), Winifred Schultz-Krohn, Charlie Faas

Absent: Stefan Frazier

1. There was no dissent to approval of the consent agenda (Executive Committee Agenda of February 21, 2022, Consent Calendar of February 21, 2022) (13-0-0).
2. The committee discussed the minutes of February 14 2022. The minutes were tabled until the next Executive Committee meeting (13-0-0).

3. Updates from the President:

Commencement:

The interim president sent an announcement about the in person Commencement, May 25-27, 2022, in the Event Center.

Chancellor:

The interim president will be sending an announcement to the campus regarding the chancellor's resignation announced at the end of last week.

SJSU Campus:

Every member of this campus should feel welcome and safe, and that will be the gist of the president's message.

COVID:

The positivity rate of our students is less than 1%. This is a very low rate and things are continuing to go well.

University Personnel (UP):

The President's Office will be asking the Chancellor's Office, Advisory and Audit Services, to provide UP advice on where and what they can do to improve services. Lisa Millora will be handling this.

Questions:

Q: Is the 1% COVID rate for our students for COVID overall, or is it just Omnicron or Delta?

A: [President] It is the overall COVID positive. However, the county does have the data by variant.

C: Hopefully part of the UP advisory process will be surveying campus personnel on their experiences with UP. If the advisory personnel only speak to UP personnel, they may not learn how UP interfaces with their customer base. We used to have surveys from UP sent to the campus asking for our evaluation of their services. This was 10 or 12 years ago. Those surveys were very useful.

Q: Why was the decision made to go for an advisory visit rather than an audit?

A: [President] An audit is more about whether we are following the rules, whereas an advisory visit will give us ways we might do things better.

Q: Do we have a timeline for the advisory visit?

A: [President] No, they are busy too.

4. Updates from the Vice President of Student Affairs (VPSA):

Enrollment continues to be strong. The enrollment drop for lack of payment impacted about 650 students. We will be helping students if they want to get back into the institution or follow another path. We are helping students get through these challenges to the extent we can.

Students have developed a petition regarding course delivery. The VPAF met with students and they are very concerned about the potential for getting COVID as they return to the classroom, and the possibility of spreading COVID to their family members. Students were also concerned about the extent to which we can maintain a level of accessibility for students that need or want to access their courses remotely. Students want to be able to access their courses in the way that is best for them, at least during this period of COVID. If they cannot make it to class, they want to know why they can't participate via zoom. Students advocated for a particular number of courses to be offered online. Students also asked for more resources and support for Accessible Education Center (AEC) and those processes.

There are only 35 students that have received notice that they are going to lose their access to campus because they have been non-compliant with COVID testing.

Questions:

Q: About 10% of my class was dropped last week. Do you send notices to the faculty when students are being dropped? Also, several students expressed concern that they were dropped over non-payment, but they were having issues getting their financial aid disbursed properly.

A: [VPSA] The Bursar who engages that process would not notice the faculty however, the student would have received multiple notices. On the financial aid side, it really depends on what the specifics are of their aid circumstance. If the student has an active and pending financial aid, that should keep them from being dropped. Any student that is dropped due to financial aid circumstances should immediately connect with the Bursar's Office. The Financial Aid Office and the Bursar's Office will work together.

Q: Do the Bursar's and Financial Aid Offices work on the weekend, because students were dropped on Friday?

A: [VPSA] We will deal with that over the weekend to the extent that we can. Everybody in the office is not going to be available over the weekend but we will address this on Monday.

Q: I received a notice that several of my students were being dropped and the notice told me what to do if they showed up for class. I contacted these students and they said they had not received any notice there was a problem, and both had uploaded their COVID vaccination information back in October 2021. Also, has anyone thought about having some pop-up testing stations where if you aren't feeling well, you can get tested and then they email you in 10 minutes telling you that you are okay?

A: [VPSA] When students say they have no idea about problems complying with COVID information requirements, send them to Student Conduct and Ethical Development. They will be happy to share the details with them. In terms of pop-ups this is an interesting idea, but it isn't easy to make that happen on campus. It is challenging to contract medical professionals to come do the testing. Some companies won't contract with you unless you can guarantee 250 people will come through the location. However, conditions are changing with COVID and in the future it may become easier for us to do this.

Q: I know we are investing a lot in academic advisers, but I'm wondering if we are investing in financial aid ?

A: [VPSA] We haven't talked about adding more financial aid advisers yet. We need to figure out what the problem is with the Free Application for Federal Student Aid (FAFSA). Applications for FAFSA are down across the state. I do think there is opportunity here for us, but we need to do more assessment to figure out what the issue is and what the additional advisers would do. I'll make a note of it and circle back.

Q: Did I correctly understand that students who are dropped have all their assignments dropped from Canvas?

C: I've had experience in the past where some of the assignments were able to be recovered, but it depends on the assignment.

C: It depends on the assignment but you can email Jennifer Redd, from e-Campus, to see if she can retrieve the assignments.

Q: Would it be financially possible to freeze student data in Canvas when the student is dropped from a course?

A: [Provost] We could look into a lag of 72 or 96 hours before course assignments are deleted in Canvas. Let me ask Jennifer Redd about this question.

C: Jennifer has been a great help. When a student tells me they are being dropped, I contact Jennifer to preserve the data. It would be very helpful if Canvas had a 72 hour delay before deleting student assignments.

5. Updates from the Vice President for Administration and Finance (VPAF):

There have been two recent instances where the University Police Department (UPD) has had some interactions. One was last week outside the Art Building and the other was last night in the South Garage where a student was in a mental health crisis. The UPD team talked the student out of jumping and got the student the needed help. I brought up these incidents because the work that the taskforce and VP Day did last year is starting to payoff including hiring a new Chief of Police, and getting the UPD to understand this is about community policing. We are heading in the right direction. It is UPD's job is to protect the faculty, staff, and students on campus. If you see police, including Chief of Police Carroll on campus, please interact with them and give them your feedback.

Questions:

Q: How was the student from last night followed up with?

A: [VPAF] When something like this happens, I get notified as well as the folks in Student Affairs. VP Day's team jumps in. They know where the student has been taken and take over interacting with the student when they can.

Q: My graduate students and I went over to the MLK Library and they saw all the signs that say no food or drink, do you know if those restrictions are going to be lifted?

A: [VPAF] I will look into that and let you know the next time we meet. These restrictions are partially due to COVID and not having the cleaning system in place.

A: [Provost] The San José Public Library (SJPL) have been very strict with COVID restrictions. The dean of the Library is in contact with them about the food and drink policy. However, the SJPL is pretty committed to maintaining their policy.

Q: There were some police officer vacancies are there still outstanding vacancies?

A: [VPAF] Yes. It is always a challenge to hire police officers. We have 10 openings. Chief Carroll has three people that he knows that are applying.

6. Updates from the Provost and Senior Vice President for Academic Affairs:

We are scheduling for Fall 2022. The Provost has asked the deans to plan on 70% of their classes being in person with the other 30% being hybrid or online.

Dean Walt Jacobs will be leaving at the end of this semester to become Provost at CSU East Bay. Provost Del Casino will be meeting with the chairs of the College of Social Sciences (CoSS) this week. A survey will go out to everyone in the college asking them what they want to see in the qualities of interim leadership. The goal is to identify a search committee in the Spring, so that they can do their work in the fall. The CoSS will probably have interim leadership through next year.

Questions:

Q: In my department in the last enrollment cycle, many of the classes that needed to be cancelled were in person. Students gravitated more to the online classes. To what degree was that sort of data analyzed for the 70%/30% split of in person vs. hybrid/online classes for Fall 2022?

A: [Provost] We take all of it into account. Part of it is what you offer. We are not saying that every department has to have the 70%/30% split. There are some departments and classes that will attract students better with online. However, we have to set some guardrails here. We have to decide what kind of campus we want to be and what kind of residential experience we want to have. This being said, we shouldn't use the last three semesters as a guide of what people want in the future.

Q: A couple of students told me last week they were not allowed to enter the library after hours without a physical ID. I mentioned this concern last semester. I was wondering if students could instead show their One SJSU or Canvas to show proof of enrollment?

A: [Provost] Now that you need an ID to get into every building on campus, I don't know why students aren't carrying their ID with them at all times. I don't know how much flexibility we want to have on this versus having people carry their IDs and recognizing that is how you comport yourself on the campus. We have to also think about the workload of the CSOs. It also increases the safety of the campus as well.

Q: I know in centers across campus there are options to type in your ID, which was also an option in the MLK Library before people began scanning their IDs. Is there a reason why that is not an option any longer?

A: [Provost] I appreciate this issue, but when we look at the larger safety plan of the campus, especially the MLK Library, we can see that 90% of the incidents are from people not affiliated with the campus. The evenings are the one time that we have the library to ourselves as a campus. Maybe we need lanyards for students.

Q: Is the 70%/30% aggregate across the campus, or it is per department or per college?

A: [Provost] It is across the campus. An instructor should plan on 2 out of the 3 classes they teach being in person. That's a general guideline. We are going to have to monitor this because any degree program changes and falls below 50% will need to put forward a substantive change with our accrediting body next year.

Q: Have you thought about what the faculty hires will be like for next year?

A: No.

7. Updates from the AS President:

Election applications for Associated Students are due this Friday.

8. Chief Diversity Officer (CDO):

The Campus Committee on Diversity, Equity, and Inclusion (CCDEI) met with Interim President Perez last Friday. One of the major outcomes of the meeting was that the President committed to having the co-chairs and CDO meet with the cabinet to go over all the different recommendations from the report, setup working groups, and discuss which of the recommendations are already in progress.

The CDO will be hosting 23 Diversifying Academia, Recruiting Excellence (DARE) fellows from Stanford on campus tomorrow. This is the 13th year SJSU has hosted the DARE fellows. We have hired some DARE fellows into our faculty in the past.

9. Updates from the CSU Statewide Senators:

The past week was occupied with the issues surrounding the chancellor and his resignation. Many resolutions were passed at various campuses that asked for an investigation beyond the resignation. The ASCSU had already passed a resolution that called for an investigation.

Other important issues have to do with the Legislative Analyst's Office report on the budget.

On February 16, 2022, the chancellor posted responses to the resolutions passed at the January 2022 plenary. This includes many resolutions that have to do with COVID and continued flexibility.

There continue to be calls for faculty experts for committees including Faculty Discipline Review Group (FDRG). The ASCSU sends out multiple calls for faculty experts to review the transfer curriculum and most recently is looking for faculty with expertise in Geography. FDRG members shall be appointed from the ranks of CSU faculty with broad experience in curriculum/articulation and expertise in the discipline of the potential Transfer Model Curricula and Model Curricula in reference to ASCSU 2018 resolution, AS-3355-18/APEP/AA. It is in our best interests to have participate in these.

10. Policy Committee Updates:

a. From the Curriculum and Research Committee (C&R):

C&R will be working on getting two policy resolutions ready for the Senate next week. They will both be final readings. One of them will be the GE Guidelines and the other one will be Accessibility in Curriculum Materials.

b. From the Professional Standards Committee (PS):

PS will be working on an amendment to University Policy S15-8, Retention, Tenure, and Promotion for Regular Faculty Employees (RTP) that will come as a first reading at the Senate meeting next Monday. We are specifically looking at an amendment to the Scholarly, Artistic, and Professional Achievement section that will come as a first reading at the February 28, 2022 Senate meeting. Then PS will bring an amendment to the Academic Assignments section for a first reading at the March 21, 2022 Senate meeting. The data collected at the Academic Senate Retreat was wonderful and we are trying to infuse the feedback into these amendments.

c. From the Organization and Government Committee (O&G):

Senator Hart expressed her heartfelt thanks to everyone that attended the Senate Retreat.

O&G is working on a possible amendment to the university sabbatical policy that would change the final decision making authority from the President to the President or his designee. It has been customary at SJSU for the President to delegate this authority to the Provost.

11. Acting Chair Sasikumar thanked Interim President Perez for signing the policies from the last Senate meeting so quickly. We are very excited about this. Chair Sasikumar and Interim President Perez thanked everyone for coming to the Senate Retreat last Friday. Special thanks were given to Senator Tabitha Hart and Eva Joice, the Senate Administrator.
12. Acting Chair Sasikumar asked the committee how they would like to proceed with the Executive Committee minutes of February 14, 2022. The committee decided the minutes should be made into a google doc and comments submitted by this Thursday, February 24, 2022.
13. The meeting adjourned at 1:30 p.m.

These minutes were taken by the Senate Administrator, Eva Joice, on February 23, 2022. The minutes were edited by Wynn Schultz-Krohn on February 24, 2022. The minutes were approved by the Executive Committee on March 14, 2022.