Paul Rosenbloom, Academic Senate President, called the meeting to order at 2:03 pm and introduced the guests of the Senate.

Approval of September Senate meeting draft minutes
Mike Lee, Secretary General, presented September draft minutes for discussion and approval.

Rima Jubran moved to approve; Ramandeep Randhawa seconded; 31 in favor; 0 opposed; 0 abstentions.

Nominating Committee election (4 Senators)
2017/2018 Nominating Committee consists of four members from the Executive Board and four members elected by the Academic Senate.

Nominees for the four additional members were presented:
- Sean Curran, Senate Representative from School of Gerontology
- Anita Dashiell-Sparks, Alternate Senate Representative from School of Dramatic Arts
- Rima Jubran, Senate Representative from Keck School
- Sharoni Little, Senate Representative from Marshall
- James Steele, Senate Representative from School of Architecture
- Trisha Tucker, Senate Representative from Dornsife

Secret ballot election was held and four committee members were selected.

2017-2018 Nominating Committee Members are:
- From the Executive Board
  - Paul Rosenbloom, President of the Faculty, Viterbi
  - Yaniv Bar-Cohen (Chair), Academic Vice President, Keck/CHLA
  - Paula Cannon, Immediate Past President, Keck
Ruben Davila, Administrative Vice President, Marshall and Leventhal

From the vote of the Senate (presented at the end of the meeting)

Sean Curran, Senate Representative from School of Gerontology

Anita Dashiell-Sparks, Senate Representative from School of Dramatic Arts

Sharoni Little, Senate Representative from Marshall

Trisha Tucker, Senate Representative from Dornsife

Discuss situation in Keck and university’s response

Paul Rosenbloom facilitated the discussion on the situation at Keck, the university’s response and provided an update on the Task Force on Workplace Standards and Employee Wellness.

“Task Force has also been continuing with its work, having just completed a month of subgroup meetings on Wellness and Organizational Culture. The former concerns the tools and environment needed to help our faculty and staff be well on a daily basis and to overcome those personal challenges that still do arise. The latter concerns the type of organization and community to which, in partnership with the students and patients we serve, we all aspire to belong. Our ultimate goal is to provide both an aspirational view and a path towards it for the future of USC as a model 21st Century University.”

“The subgroup on Wellness has explored the community’s “awareness” in terms of appreciation for, and understanding of, the philosophy promoting the proactive pursuit of a healthy body, mind, and spirit. The group has also identified the need to expand knowledge of, and streamline accessibility to, a menu of available USC resources. It is clear that individuals, supervisors, and the university must increase support to associated efforts and training. The ability to self-help, provide help when concerned for others, and report crises must also be improved. Lastly, discussions have validated that Wellness for the USC community can only exist inside a healthy organization infused with fairness, equity, transparency, respect, and integrity.”

“The subgroup on Organizational Culture has explored what kind of an environment we want to work towards overall at USC – both in terms of healthy traits to be encouraged and problematic ones to be reduced – and what this implies in terms of expectations for our leaders, our community of faculty and staff, and our institutional processes. The group also has explored what modifications to our current practices could enable meeting these expectations. As with the subgroup on Wellness, a big part of this has focused on what the process should be for handling concerns about self and others, but it also has focused on how to work towards a new culture and leadership model.”

“Over the next few months we will meld the results from the two subgroups, develop an initial set of tentative recommendations, and consult broadly before reporting out a first set of official recommendations.”

Dialogue with USC’s Provost, Michael Quick

Michael Quick, USC Provost, provided updates on the university.

Michael has been holding informal conversations with faculty to discuss current topics of interest and to introduce the new strategic plan for the university. He has held about 5-6 of them with about 30 faculty attending each session.

Center of Excellence in Teaching has been moving forward on a number of fronts around 3 areas:
1) train 2) measure and 3) reward. The new course evaluation is an example of this work.

Online Teaching
Michael wants to do a deep dive into online teaching for graduate students. 10% of our tuition revenue is from our graduate online programs. He wants to review of all the basic questions you would have about online programs, including:

- Are students getting jobs?
- What does the debt load look like?
- Can students manage the debt load after they leave the university after they graduate?
- How do faculty feel about the online programs?

For undergraduate students, we believe in residential experiences and do not use online teaching.

Threat and Campus Safety
Active shooter threat at Fertitta Hall was a false alarm. For about 20 minutes, we thought the situation was real. Within 2 minutes, we had DPS in the building to find out what was going on. Within 4 minutes, multiple SWAT teams were deployed. The positives were that we learned a lot about what we did wrong and what did right in preparation and response.

What did not work well: We set up our command center at Exposition and Figueroa, which was too close to the active shooter situation. We learned that a number of faculty have rules that says no computers and cell phones must be off, so some faculty and students were initially unaware of the situation.

What we know: Students have been trained on active shooter. Our students were incredibly good during active shooter. We need to do better training for faculty.

Outside of USC, there was a lot of misinformation. 4 hours after we communicated that the active shooter was a false alarm, external sources were still communicating that there was an active shooter situation.

Leadership Issues
Michael provided his thoughts on the recent leadership issues at Keck and stated that we need to work on showing that we hold leadership to a higher standard. Feedback was provided to Michael on the school’s response so far.

**Continue discussion of situation in Keck and university’s response**
Paul Rosenbloom continued the discussion on the situation at Keck and the university’s response. Members of the USC administration were asked to leave for this portion of the meeting.

**Revising the Student Course Evaluation**
Ginger Clark, Assistant Vice Provost of Academic & Faculty Affairs and Director of Center for Excellence in Teaching, provided an overview of the new student course evaluations that will go in effect for Spring 2018.

“Over the last four years, three faculty committees (2013 Academic Senate Task Force on Teaching Evaluations, 2016 Provost’s Task Force on Teaching Effectiveness, and 2016-2017 Provost/Senate Committee on Teaching and Academic Programs) made recommendations for
changing how teaching is supported, evaluated, and rewarded at USC.”

“We have identified five constructs of student learning experience to be measured: 1) Course design, 2) Instructional practices, 3) Inclusive design and practices, 4) Assessment practices, and 5) Course impact. Open-ended questions as well as items assessing students’ investment in their own learning will be included to give more robust and contextualized information.”

Diversity/inclusion questions are embedded within other sections to minimize response bias. If you put all items on diversity together, respondents typically try to game the system. The measurements will not include an option for a neutral response.

“These items apply to the university-wide student evaluation form; however, schools will continue to have the option to include additional customized items on their forms. The timeline is detailed below, but full implementation of the measure will begin Spring 2018.”

Faculty council’s feedback is requested by Nov 1. Pilots are planned for mid-November and mid-Spring semester.

**Information Risk**

Presentation on information risk/security by Gus Anagnos, USC Chief Information Security Officer, was postponed to a later Senate meeting due to a lack of time.

**Announcements**

Paul Rosenbloom, Academic Senate President

(a) Call of Nominations: 2018 USC Faculty Lifetime Achievement Award; Deadline for Nominations: November 13, 2017 at 5:00pm; See Academic Senate Facebook Page:

https://www.facebook.com/pg/academicsenate/posts/

(b) January 17 meeting will be held at HSC

(c) Remaining Academic Senate meetings in University Club 2nd floor Scriptorium

(d) Please hold February 23-24, 2018 for the Joint Provost/Senate Retreat. Venue: The Westin Bonaventure Hotel & Suites, DTLA; Topic TBD.

(e) The Senate meeting schedule and venues for 2017 - 2018 is posted on the Senate website:

https://academicsenate.usc.edu/

(f) The roster of Senate members and committee chairs is posted on this link:

https://academicsenate.usc.edu/senators/senators/

**New Business**

None stated.

**Adjournment**

Meeting was adjourned at 3:55 pm.

Respectfully submitted,

Mike S. Lee

Secretary General of the Academic Senate