AGENDA

Paul Rosenbloom, Academic Senate President, called the meeting to order at 2:01 pm and introduced the guests of the Senate.

Approval of November Senate meeting draft minutes
Elisa Warford, standing in for Mike Lee, Secretary General, presented the November draft minutes for discussion and approval.

Daniel Pecchenino moved to approve; Stephanie Shroyer seconded; 19 in favor; 0 opposed; 0 abstentions.

Report from the Senate Campus Climate Committee on definition of terms
Ruth Chung, Co-Chair of the Campus Climate Committee, gave an overview of the report produced by the committee.

Lara Louise Bradshaw and Claudia Wiedeman, of the Shoah Foundation, presented the report, which includes a discussion of the origins of the topic of diversity on campus, a literature review on campus diversity, definitions of terms involved in the discussion, and recommendations for next steps. The report recommends a self-study at the faculty, staff, and student levels to determine the baseline climate on campus. Such a report would require resources and support.

Suggestions were made to edit the report before disseminating to the wider University community.

Reference link: https://academicsenate.usc.edu/files/2017/12/CampusClimateReport_FINAL121117.pdf

Interim report from the Senate Faculty Environment and Employment Committee
Guilan Siassi and Douglas Vanderbilt, Co-Chairs of the Faculty Environment and Employee Committee reviewed the committee’s progress on its new charges and reviewed improvements on campus regarding last year’s report.

New charges of the committee include work on sustainable transportation, including inter-campus commutes. The committee is working with the Sustainability Committee and Transportation on these matters. They are anticipating the launch of a University app, RideAmigos, which will help members of the University community figure out the best way to commute to campus, including carpools, bicycle lanes, or transit passes. This app will also provide data that will help the committee make future recommendations. The committee is working with Transportation to publicize the app and incentivize its use.

In a related issue of campus safety, there was discussion about the use of motorized scooters, such as Urb-E’s, on campus. The Cinema school has voted to ban Urb-E’s out of safety concerns; however, the University does have a business relationship with Urb-E. The committee will work on a report to recommend which different types of transportation should be used in which areas of campus in terms of safety.

The committee is also working to understand the needs of virtual faculty, faculty who are not primarily based at one of the USC campuses. They are investigating ways to better connect this faculty with the campus community, to include them in shared governance, and address security concerns such as identity verification.

Siassi and Vanderbilt also reported on progress from last year’s report. They stated that campus child care has improved with a change in providers. Campus safety recommendations from last year have been given to the Provost’s office and are being followed up on. Presently, individual units can schedule training sessions with DPS on topics such as active shooter training.

Paula Cannon thanked the committee for its effective and productive work.

Interim report from the Sustainability Committee
Darren Ruddell, Co-Chair of the Sustainability Committee reported on the work of the committee. He noted that the committee currently has fifteen members and is growing due to great interest in its work. The committee works with three primary student groups, with staff, and with administration.

The committee is working on implementing operations goals based on the Sustainability 2020 plan. One major change is that, beginning in spring, the University will be contracting with a new waste provider to reach the University’s goal of 75% recycling by 2020. The committee is also working to establish a research initiative. The Deans from Price, Dornsife, and Viterbi are contributing money to launch a sustainability solutions lab, which would allow for new academic programs.

It was noted by Senate members that USC lags other peer and aspirational institutions in the area of sustainability.

Update from the Task Force on Workplace Standards and Employee Wellness
Paul Rosenbloom provided an update on the Task Force on Workplace Standards and Employee Wellness. The task force has completed a full draft of a progress report for the fall semester,
which it expects to present to the Executive Board for discussion January 10, 2018 and to the full Senate January 17, 2018. It will then go out to the full faculty.

Some of the main recommendations in the report include:

1. A university-wide process for developing, implementing, and maintaining a new set of core values—both to aspire to and to avoid—for the university.
2. A more streamlined, one-stop system for receiving reports and concerns about individuals and units. There are currently many offices that handle different issues, with confusion and gaps in communication and investigation resulting.
3. Shared governance should be strengthened. There should be better consultation with faculty and reporting back to them, and an increased faculty role in leadership appointments and reappointment.
4. Leaders should undergo enhanced background checks and leadership training.
5. There should be increased focus on individual and organizational wellness. There should be better help for those people who are having problems and better response to those who have been affected by bad behavior.

**Joint Provost/Senate Retreat**

Paul Rosenbloom announced that the main topic for the Joint Provost/Senate Retreat in February will be the topics addressed by the Task Force on Workplace Standards and Employee Wellness. Possible session topics include core values, ways to strengthen shared governance, sharing and handling concerns, and wellness.

**Update on the Breaking Bread Program**

Andrea Hodge, Vice Provost for Undergraduate Programs addressed concerns raised at the November Senate meeting regarding the Breaking Bread program, which allows faculty to be reimbursed for taking students to a meal to foster student-faculty relationships and learning.

When Hodge took over the program, she looked at data from five semesters about who was using the program and found that only a small group of faculty uses the program. While most faculty take 3-5 students out, some faculty were taking 90-100 students, in large groups, which does not serve the goals of the program of having faculty and students get to know each other. Hodge increased the reimbursement limit to $15/student and restricted the number of students to groups of two. She sought feedback from Senate members about how to improve the program. Some Senate members were concerned about the appearance of favoritism if only two students are being taken out, or the potential issue of faculty being one-on-one with students. Other members noted that faculty can be badgered by students to be taken out. Other members discussed their desire to use the funds to buy pizza or picnic foods for a small class.

**Call for Nominations**

Julie Nyquist, Chair of the Senate Awards Committee, provided an overview of the Distinguished Faculty Service and Walter Wolf Awards and encouraged Senate members to nominate their peers.

The Distinguished Faculty Service award is an annual award for long-term service to faculty governance. The Walter Wolf award includes governance but is also intended for faculty who have promoted the voice of the faculty and their right to speak. It is not awarded every year.

**Announcements**
Paul Rosenbloom, Academic Senate President

(a) Call for Proposals: Open Educational Resources Grants for USC Faculty

(b) Next meeting (January 17) meeting will be held at HSC (room TBD)

(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 3:58 pm.

Respectfully submitted,

Elisa Warford
On behalf of the Secretary General