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2 **ACADEMIC SENATE**
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4 **UNIVERSITY OF SOUTHERN CALIFORNIA**
5 Meeting of May 13, 2020
6 Virtual Zoom Meeting (due to COVID-19)
7 2:00 - 4:00 p.m.
8

9 **Present:** P. Adler, S. Ahmadi, M. Apostolos, D. Armstrong, Y. Bar-Cohen, B. Belcher, B. Blair, R. Brown, T.
10 Brun, S. Bucher, A. Cannon, P. Cannon, J. Cantiello, J. Cederbaum, H. Choi, J. Cobb, J.D. Connor (alternate
11 for T. Wattenbarger), D. Crombecque, M. Crowley, G. Davison, A. Elefano, L. Ferguson, E. Fife, R. Filback, M.
12 Finberg, D. Griffiths, L. Gross, S. Gruskin, S. Gupta, S. Helfter, A. Imre, J. Israel, M. Jacobson, D. Kelley, J.
13 Kirschner, K. Konis, G. Kung, R. Labaree, R. Lonergan, A. Mackay, M. Mataric, L. Matchison, T.J. McCarthy
14 (alternate for C. Redfearn), J. Nyquist, D. O'Leary, N. Olmos, J. Parga, C. Park, J. Parr, J. Pascarella, M.
15 Pastor, D. Pecchenino, G. Polidori, M. Press, G. Ragusa, C. Resnik (alternate for J. McLaughlin Gray), A.
16 Samkian, A. Speybroeck, C. Tucker, G. Ulkumen, A. Uyeshiro, J. Walker, E. Warford, S. Wickersheimer, A.
17 Wilcox, A. Wu, G. Zada, A. Zoto,
18

19 **Guests:** S. Altman, M. Ananny, T. Biblarz, B. Carrington, R. Cislowski, G. Clark, G. Condell,
20 S. Dincer, A. Gross, C. Folt, H. Gilbert, R. Goold, N. Govil, J. Gray, A. Green, K. Harrington,
21 P. Jaikumar, M. Levine, A. Lippit, A. Meyer, T. McPherson, J. Moore, C. Neuman, R. Pak, S. Ruszev, A.
22 Sanchez, L. Serna, B. Shuster, T. Tambascia, T. Tucker, B. Turner, J Vallejo, N. Warren, F. Washington, T.
23 Williams, O. Wills, D. Wright, C. Zachary, E. Zimany, C. Zukoski
24

25
26 **AGENDA**
27

28 Rebecca Lonergan, Academic Senate President, called the meeting to order at 2:02 pm.
29

30 **Dialogue with President Folt, Provost Zukoski, and Senior Vice President Jim Staten**

31 President Folt thanked the faculty for their flexibility and hard work during this uncertain time. She stated
32 senior administration reassesses USC's situation frequently to reflect the quickly and constantly changing
33 situation of COVID-19. She stated there are still things to celebrate such as recently conferring 18,500
34 degrees, more students committing to enroll than this time last year, 80% of employees still working with
35 no employees having missed a paycheck, and funding coming in to distribute to students and employees in
36 need. She added working closely with the City has saved the university close to \$50-\$100M from two LA
37 ordinances.
38

39 Folt identified three principles that senior administration has used to guide all decision-making as 1) health
40 & safety first, 2) advance our academic mission, and 3) emerge stronger. She then went on to give
41 examples of decisions that reflect each principle, in total amounting to about \$50M in new expenditures.
42 She stated senior administration is doing their best to listen and engage with the USC community, by
43 responding to every email promptly, meeting with many student groups, and holding regular meetings with
44 school and department leadership. Folt confirmed that many decisions will be made at the school level
45 (such as how to teach classes or run programs), but decisions which affect the entire institution,
46 employment, or other large-scale impacts will be made centrally. She ended by stating dealing with our
47 financial situation and reopening the university is difficult and complex, but she is optimistic about the
48 future.
49

50 Jim Staten, Senior Vice President for Finance and Chief Financial Officer, gave the Senate a brief overview
51 of the current financial status of the university, as well as plans for remediating budget gaps due to COVID-

52 19. The Fiscal Year (FY) 2020 budgeted revenue was \$5.8B, with 34% from tuition and fees and 32% from
53 Keck Medicine. The expense budget for FY 2020 was \$5.6B, with \$3.3B for compensation (\$709M of which
54 is for benefits) and \$2.0B for “Other current expenses” (e.g., materials and supplies, online program
55 partners, utilities, rentals and leases). He estimated the negative impact of COVID on the university to be
56 about \$200-290M for FY 2020 and \$320-520M for FY 2021 (not including federal stimulus funds, insurance
57 recoveries, or corrective actions to the COVID-induced gap), but stated as Restart decisions are made and
58 the pandemic plays out, these numbers will change.

59
60 Staten went on to describe a stepwise approach to closing the FY 2021 budget gap, which was based on a
61 model in which some students were able to return to campus. The five steps included:

- 62 • A salary freeze, hiring pause, and travel pause for one year (\$69-98M in savings)
- 63 • Procurement and benefit changes (\$25-45M in savings)
- 64 • Unit-level additional savings (\$30-40M in savings) which do not include additional salary changes
- 65 • A pause in retirement contributions (\$127-140M in savings)
- 66 • Progressive furloughs (\$24-87M in savings)

67 He stated in addition to these items, they are prioritizing and deprioritizing other areas of savings, and
68 looking at what other universities are considering or choosing to do as well. He addressed questions about
69 whether borrowing funds was possible, how furloughs affect exempt employees, legislative actions to raise
70 support funds, and whether funding directed at advancement or consultant fees can be redirected.

71
72 Provost Chip Zukoski introduced the different phases of Project Restart, which correlate with the California
73 Stages for reopening. He also outlined the various working groups (with over 100 people involved overall)
74 which support and inform the restart decisions, which are ultimately made by the President’s Senior
75 Leadership Team.

76
77 Questions were asked about bulk buying opportunities for cost savings, DACA and international student
78 support due to being excluded from the CARES Act, long-term salary impact mitigation strategies, how
79 priority is determined for in-person classes/programs, student housing, and tuition rebates.

80 81 **Announcements**

82 Lonergan stated end-of-year committee reports will be posted on the Senate website, and encouraged
83 people to read them and bring any questions to the committees.

84 85 **Approval of April Senate Meeting Draft Minutes**

86 Ashley Uyeshiro Simon, Secretary General, presented the April 2020 draft minutes for discussion and
87 approval.

88
89 *Paul Adler moved to approve the minutes; Todd Brun seconded. Motion passed with 44 in favor, 0 opposed,*
90 *and 0 abstentions.*

91 92 **Presentation of CIS Survey Results**

93 John Pascarella and Jennifer Parga, Co-chairs of the Joint Committee on Information Services, presented
94 information gathered from surveys they conducted this year about disaster preparedness and virtual
95 faculty integration. The disaster preparedness survey took place in February, with 36 faculty and 807
96 students from 7 different schools participating. Most faculty concerns were about needing more
97 preparation and practice teaching with online technology, and most student concerns were with the
98 quality of audio/visual connection. The committee identified a list of recommendations moving forward for
99 emergency teaching preparedness, and the results of this survey were shared with ITS as classes were
100 moved online in March due to COVID-19.

101
102 The virtual faculty survey took place in January and February, with 165 faculty participating from 13
103 different schools. The primary concerns identified were inconsistent quality standards between schools for
104 home-based IT equipment (e.g., reimbursement or funding for necessary home equipment or connectivity)

105 and inconsistent quality standards of participation in USC meetings. They also identified a list of
106 recommendations.

107
108 More information on both surveys can be found in the end-of-year [CIS committee report](#).

109
110 **Presentation regarding new Student Health Leave Policy**

111 Olivia Wills, Student Health Leave Coordinator in Campus Support and Intervention, and Rachel Goold,
112 health leave specialist, presented the new [student health leave policy](#) which covers both undergraduate
113 and graduate students. They stated the goal of a health leave is to take a break from school to engage in
114 meaningful treatment, so when the student returns they are ready and able to engage in school. The
115 coordinators check in with the students, and ensure the students are ready for return. They offered
116 suggestions for how faculty can refer students of concern for consultations by emailing Olivia or Rachel
117 directly with the student. For students of concern who are not yet ready or wanting to take a leave, faculty
118 can contact USCSupport@usc.edu.

119
120 **Second Read & Vote regarding Resolution 19/20-07: Miscellaneous Handbook Amendments**

121 Sandeep Gupta, Chair of the Handbook Committee, presented [Resolution 19/20-07](#) for a second read and
122 vote on the [proposed Handbook amendments](#). Two changes were made since the first reading based on
123 Senate feedback about creation of new intellectual property and modification of “absent from campus”
124 language (to include geographically dispersed faculty). A friendly amendment was offered by Lonergan to
125 delete the sentence in 3-1 (3) that lists intellectual property faculty do not have a duty to disclose, after a
126 discussion about recent changes to federal law concluded in the decision that it would be better to simply
127 refer to the law.

128
129 *Motion made by Executive Board with friendly amendment. Motion passed with 37 in favor, 0 opposed, and*
130 *0 abstentions.*

131
132 **Senate Executive Board Election Results**

133 Paul Adler, Academic VP (President Elect), announced the results of the recent Senate election for the
134 2020-2021 Academic Year:

135 Academic Vice-President: Tracy Tambascia (Rossier School of Education)

136 Secretary General: Kyle Konis (School of Architecture)

137 At-Large positions:

138 Ben Carrington (Annenberg School for Communication & Journalism)

139 Aniko Imre (School of Cinematic Arts)

140 Jennifer Israel (Keck School of Medicine)

141 Elisa Warford (Viterbi School of Engineering/Writing)

142
143 He thanked those who ran in the elections, and congratulated those who were elected. Adler reported 875
144 faculty (12.5%) voted in this first direct election, with the votes mostly proportional to school size and with
145 good distributions across tenured/tenure track, RTPC, adjunct or part-time, and retired faculty. He asked
146 for any feedback or recommendations on how to make this better next year.

147
148 **Communication during Summer Months**

149 Lonergan asked that Senators notify the Executive Board of any new Faculty Council Chairs or Senators that
150 have been elected, and informed the Senate that urgent Senate meetings may have to be called over the
151 summer due to the nature of the pandemic and restart efforts. She stated the Senate is a communication
152 channel, and urged Senators to be in touch with their faculty so that the Senate can make the best
153 decisions and present any major themes or issues of concern to senior leadership. She encouraged
154 Senators to use the confidential Slack forum to communicate, or to email the Executive Board, with any
155 issues that arise.

156

157 Lonergan thanked the Senators for all of their hard work this year, and the Senate thanked Lonergan, Adler,
158 and the rest of the Senate leadership for their hard work as well.

159

160 **Announcements**

161 No regular Senate meetings until Fall 2020.

162

163 **Adjournment**

164 Meeting was adjourned at 4:30 pm.

165

166 Respectfully submitted,

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168

169

170

171

172 Ashley Uyeshiro Simon

173 Secretary General of the Academic Senate



DRAFT