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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  
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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](mailto: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-I (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

APPROVED