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2 **ACADEMIC SENATE**

3
4 **UNIVERSITY OF SOUTHERN CALIFORNIA**

5 Meeting of October 19, 2016

6
7 School of Dentistry, Blaire Rooms (A, B, and C)
8 2:00 - 4:00 p.m.
9

10 **Present:** Y. Bar-Cohen, N. Benbassat, K.A. Breisch, S. Bucher, M. Burgos, N. Burle (alternate for E. Kolb),
11 J. Cain, P. Cannon, J. Chisum, C. Coleman, S. Curran, R. Davila, M. Eshaghian, B. Girandola, L. Golubchik,
12 L. Hoffman, E. Horowitz, J. Kagan, R. Labaree, D.L. Hughes, M. Lee, R. Lonergan, E. McCann, J. M. Gray,
13 J. Nyquist, S. Palmer, J. Parr, D. Pecchenino, M. Pensavalle, G. Peters, B. Stiles (alternate for K. Rodgers),
14 P. Rosenbloom, K. Servis, S. Shroyer, R. Smith, N. Sood, N. Stoubis, T. Tambascia, T. Tucker, Z. Unno,
15 D. Williams

16 **Absent:** M. Apostolos, M. Aranda, P. Fiss, G. Giuliano, R. Jubran, W.M. Kast, R. Kolb, A. Ouellette,
17 R. Rasmussen, R. Vawter, R. Watanabe, A. Wilcox

18 **Guest:** M. Bordas, R. Broyer, G. Clark, L. Ezdinli, E. Johnson, M. Levine, C. Resnik, R. Romans, D. Shook,
19 L. Unterman, S. Wesson, C. Zachary

20 **AGENDA**

21
22 Paula Cannon, Academic Senate President, called the meeting to order at 2:02 pm.

23
24 **Approval of May and September Senate meetings draft minutes**

25 May and September draft minutes were presented for discussion and approval.

26
27 *May: Cheryl Resnik moved; Jeremy Kagan seconded; 25 in favor; 0 opposed; 1 abstentions*

28 *September: Cheryl Resnik moved; Jeff Chisum seconded; 29 in favor; 0 opposed; 0 abstentions*
29

30 **Nominating Committee election (4 Senators)**

31 2016/2017 Nominating Committee consists of four members from the Executive Board and four
32 members elected by the Academic Senate.

33
34 Nominees for the four additional members were presented:

- 35
- 36 • Dorine Lawrence-Hughes, Co-Chair, RTPC-Track Faculty Affairs Committee
 - 37 • Edwin McCann, Co-Chair, Faculty Handbook Committee
 - 38 • Daniel Pecchenino, Senate Representative from Dornsife College
 - 39 • Geraldine Peters, Senate Representative from Dornsife College
 - 40 • Stephanie Shroyer, Senate Representative from Dramatic Arts
 - 41 • Gabriel Zada, Senate Representative from Keck School

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

43
44 2016-2017 Nominating Committee Members are:

- 45
- 46 • From the Executive Board
 - 47 ○ Paula Cannon, President of the Faculty, Keck School
 - Paul Rosenbloom (Chair), Academic Vice President, Viterbi School

- 48 ○ Rebecca Lonergan, Administrative Vice President, Gould School
- 49 ○ Mike Lee, Secretary General, Viterbi School
- 50 ● From the vote of the Senate (presented at the end of the meeting)
- 51 ○ *Dorine Lawrence-Hughes, Co-Chair, RTPC-Track Faculty Affairs Committee*
- 52 ○ *Edwin McCann, Co-Chair, Faculty Handbook Committee*
- 53 ○ *Daniel Pecchenino, Senate Representative from Dornsife College*
- 54 ○ *Gabriel Zada, Senate Representative from Keck School*

55
56

57 **Review and Vote on Smoke-Free USC Resolution (Resolution 16/17-01)**

58 Paula Cannon presented the Smoke-Free USC Resolution for discussion and approval.

59

60 Discussion included why smoke-free vs. tobacco free (second hand hazards of vaping and need to
61 allow use of nicotine patch), issues to enforcement (partial bans don't work), and California
62 resolution to make marijuana legal (this resolution will proactively address).

63

64 Resolution can be viewed at: <https://academicsenate.usc.edu/documents/resolutions/>

65

66 *Mary Eshaghian motioned to approve; Jeff Chisum seconded; 30 in favor; 0 opposed; 0 abstentions*

67

68 **Update on USC Village**

69 Steve Wesson, USC Village Ombudsman, Civic Engagement, provided an update on USC Village's
70 impacts on the neighboring community.

71

72 Project was approved by the city in part due to the outreach that USC made to the community
73 that included commitments on local hiring. When plan came for approval – 900 members of the
74 community came to support the plan.

75

76 Two major documents were included in the plan:

- 77 ● Development agreement – listing the benefits to the local community. Ombudsman was
- 78 part of the development agreement.
- 79 ● Project labor agreement – with the construction unions. All hours will be union labor.

80

81 **Development Agreement**

- 82 ● Goals/Targets: good faith effort
- 83 ○ 30% Local Hire
- 84 ○ 10% *Disadvantaged Workers
- 85 ○ 20% Apprentice Workers
- 86 ● Areas of Focus - Tiers
- 87 ○ Tier 1: Within a 5-mile radius from the project site
- 88 ○ Tier 2: If cannot fill within 5-mile, then we expand to City of Los Angeles
- 89 ○ Tier 3: If we cannot fill with City of Los Angeles, then we expand to County of Los
- 90 Angeles
- 91 ● Performance (Q2 2016)
- 92 ○ Local Hire 30%: 75.34% (Tiers 1-3), 37.34% (Tiers1-2)
- 93 ■ Tier 1: 18.88% 5-mile
- 94 ■ Tier 2: 18.46 all city excluding 5-mile radius

- 95 ▪ Tier 3 38% LA County excluding 5-mile and city
- 96 ○ Disadvantaged 10%: *9.93%
- 97 ○ Apprentice 20%: 29%
- 98 ○ * Pending additional certifications which will lead to a higher percentage
- 99 • Performance (Cumulative)
- 100 ○ 3 Tiers 67%
- 101 ○ All city 31.6%
- 102 ○ Disadvantaged 10%
- 103 ○ Apprentice 22%
- 104 • Challenges
- 105 ○ Increasing the number of workers within the 5-mile radius
- 106 ○ Increasing competition for workers due to the active construction in the area
- 107 ▪ 10 Billion dollars in downtown construction
- 108 ▪ 50 Billion county-wide
- 109 ○ Competing for experienced vs. apprentice workers

110

111 Employed about 4500 people so far since the beginning of the project. Roughly 500 working

112 today.

113

114 Robin Romans, Associate Vice Provost, provided an update on the USC Village impacts to students

115 and faculty.

116

117 Student residential spaces:

118 There will be a net impact of 2300 to 2500 additional student residential spaces. 1000 additional

119 undergraduate student residential spaces (from 6500 grow to 7500). 1800-2000 additional

120 graduate student spaces (from 500 grow to 1800-2000).

121

122 Parking

123 There will be 1900 additional parking spaces. 500 new parking spaces underground mostly for

124 retail visitors at USC Village. 1400 new parking spaces for students between the Shrine and

125 gateway.

126

127 Retail

128 There will be 30-35 retail spaces. They have publicly signed Trader Joes, City Target, Bank of

129 America, and Starbucks. There are other vendors being considered, including local vendors.

130

131 Safety between UPC and USC Village

132 There will be 4 traffic lights between UPC and USC Village to slow the speed of traffic. Also the

133 sidewalks are going to be widened.

134

135 Schedule & Budget

136 Project budgeted 43 days for El Nino. Used 5 days so far. Project is ahead of schedule, but he

137 cannot comment on the budget.

138

139 **Dialogue with USC's Chief Information Officer, Doug Shook**

140 Doug Shook, USC Chief Information Officer, presented the upcoming email retention and email

141 forwarding policies. These changes were primarily driven by cybersecurity, ediscovery, and

142 litigation risks.

143

144 Email retention policy

145 All emails in system default folders (e.g. Inbox, Sent Items, Deleted, Drafts) will be deleted after 16
146 months. Email can be kept in perpetuity by moving them into folders that you have created that
147 are outside of the system default folders. Main concept is that if it's in inbox/system-generated
148 folder, it is considered email. If email is moved to another folder, then it is document retention.

149

150 Auto-forwarding policy

151 Automatic forwarding of email from USC-managed accounts to non-USC email accounts will not
152 be allowed. There are about 2200 email accounts that currently do this.

153

154 Timeline for implementation:

- 155 • On January 18, 2017, the retention limit will be applied to staff email.
- 156 • On March 15, 2017, the retention limit will be applied to faculty, affiliate, and emeriti
157 email.
- 158 • On March 15, 2017, the automatic forwarding of USC email to external domains will be
159 disabled for staff, faculty, emeriti, and affiliates.

160

161 DUO implementation (two factor authentication) was briefly mentioned and no concerns were
162 raised.

163

164 Policy can be viewed at: <http://policy.usc.edu/employee-email/>

165

166 *Executive Board offered to help with the communication. Asked that CIO office send*
167 *communications example to Executive Board. Anyone interested is to send email to the Executive*
168 *Board.*

169

170 **Update on USC child care situation**

171 Rebecca Lonergan, Administrative Vice President of the Academic Senate, Gould School, provided
172 an update on the USC child care situation.

173

174 Existing child care provider for both HSC and UPC has given notice and will end service in
175 November. USC has found a provider to take over HSC with no stoppage in service. USC is close
176 to a provider for UPC and is trying to ensure continuity of service and possibly short term gap care.

177

178 Academic Senate's Committee on Faculty Environment and Employment has invited child care
179 experts to meet with them. Goal is to create a whitepaper on how to avoid problems going
180 forward, including how the relationship should function among USC, the provider, and parents.

181

182 Contact the Faculty Environment Committee for more information.

183

184 **Announcement of the result of the Nominating Committee election**

185 Paula Cannon, President of the Faculty

186

187 **Announcements**

188 Paula Cannon, President of the Faculty

- 189 (a) Call for nominations
190 1) Phi Kappa Phi Faculty Recognition Program Deadlines for nominations is October
191 28, 2016 (see attached for more details)
192 2) Retired Faculty Awards
193 Deadline for nominations is November 11, 2016
194 For more details, visit: <https://emeriti.wufoo.com/forms/z1onrguj18aq0fo/>
195 (b) This semester, no meeting will be held at HSC
196 (c) The November 9th Senate meeting will be held at the University Club, Scriptorium Room
197

198 **New Business**

- 199 • Contribution increase for healthcare
200

201 **Announcements**

202 Meeting was adjourned at 3:57pm
203

204 Respectfully submitted,
205

206 
207

208 Mike S. Lee

209 Secretary General of the Academic Senate