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2 **ACADEMIC SENATE**

3
4 **UNIVERSITY OF SOUTHERN CALIFORNIA**

5 Meeting of April 19, 2017

6 University Club, 2nd Floor, Scriptorium Room

7 2:00 - 4:00 pm

8
9 **Present:** M. Aranda, Y. Bar-Cohen, R. Bostic, R. Broyer, S. Bucher, M. Burgos, J. Cain, P. Cannon,
10 J. Chisum, R. Davilla, M. Eshaghian, B. Girandola, G. Giuliano, L. Hoffman, E. Horowitz, J. Kagan, W.M.
11 Kast, R. Labaree, D. Lawrence-Hughes, M. Lee, R. Lonergan, J. McLaughlin Gray, B. Meyerowitz, A.
12 Uyeshiro Simon, A. Ouellette, J. Parr, D. Pecchenino, G. J. Peters, K. Rodgers, P. Rosenbloom, D.
13 Ruddell, S. Shroyer, J. Steele, N. Stoubis, T. Tambascia, T. Tucker, Z. Unno, L. Unterman (alternate for
14 N. Benbassat), A. Uyeshiro, V. Webb (alternate for K. Servis), D. Williams

15 **Absent:** M. Apostolos, N.C. Burle, S. Curran, P. Fiss, R. Jubran, S. Palmer, R. K. Rasmussen, R. Smith, R.
16 Watanabe, A.G. Wilcox

17 **Guests:** D. Brooks, M. Chasalow, G. Clark, S. Dincer, S. Gruskin, N. Hollyn, M. Levine, T.J. McCarthy, E.
18 Rawson, G. Siassi, M. Turner

19
20 **AGENDA**

21
22 Paula Cannon, Academic Senate President, called the meeting to order at 2:05 pm and introduced
23 the guests of the Senate.

24
25 **Remembrance of John O'Brien**

26 Paul Rosenbloom, Academic Vice President, spoke in remembrance of John O'Brien, former
27 Executive Vice Dean and Member of the Deadlines and Leaves Committee.

28
29 "I've been asked to say a few words about John O'Brien, who passed away recently at the age of
30 48. For those of you who didn't know him, John was a Professor of EE and Executive Vice Dean in
31 the Viterbi School. His research was on photonics, for which he won both a Presidential Early
32 Career Award and an NSF Career Award. He was a professor at USC nearly 20 years, but most of
33 us knew him best through his recent work with and for the Viterbi School, which included serving
34 on the Joint Provost/Senate Committee on Deadlines and Leaves. John was smart, thoughtful,
35 genuine, fair, a true problem solver, and someone who really cared about the faculty and school
36 This included rescuing the Information Sciences Institute from the worst crisis in its 40+ year
37 history, both before and during his year as Acting Executive Director there.

38
39 I don't think I have ever seen a Dean cry before, but at the last Engineering Faculty Council
40 meeting two Vice Deans broke down while talking about John. We lost a great colleague and
41 person."

42
43 Moment of silence was observed.

44
45 **Approval of March Senate meeting draft minutes**

46 Mike Lee, Secretary General, presented March draft minutes for discussion and approval.

47

48 *Rebecca Lonergan moved to approve; Jeff Chisum seconded; 21 in favor; 0 opposed; 4 abstentions.*
49

50 **Report: Academic Senate Nominating Committee & Introduction of Candidates**

51 Paul Rosenbloom, Chair, Nominating Committee and Academic Vice President, presented the
52 candidates from the Nominating Committee.

53
54 Nominees are from 10 schools with a diversity of races, ethnicities, and gender. Candidates were
55 introduced and given 2 minutes to introduce themselves. Candidate statements will be sent with
56 the ballots.

57
58 Ballots will be sent out April 21st. Mailed out to you through USC regular mail. Will be due back
59 May 2nd by 5pm to the Senate office. Completed ballots can also be returned by email to Connie
60 Roque.

61
62 Candidate list:

63 https://academicsenate.usc.edu/files/2016/09/Nominating-Committee-Report_Spr-2017-1.pdf
64

65 **Discussion re proposed resolution on Fall Break**

66 Students presented two meetings ago, including data that shows USC is an outlier, and data from
67 student health services that shows more stress during peak times.

68
69 Friendly amendment:

- 70 • Replace explicit mention of “Monday/Tuesday” with “two day” break
- 71 • WHEREAS, the Academic Senate recognizes that any reduction in instructional days could
72 create an imbalance between the fall and spring semesters that would need to be
73 addressed, and asks that the Academic Senate be consulted in any consideration of a
74 solution

75
76 Resolution:

77 [https://academicsenate.usc.edu/files/2015/08/Fallbreak.Resolution.2017.04.17.final_approved-](https://academicsenate.usc.edu/files/2015/08/Fallbreak.Resolution.2017.04.17.final_approved-with-ammendment.pdf)
78 [with-ammendment.pdf](https://academicsenate.usc.edu/files/2015/08/Fallbreak.Resolution.2017.04.17.final_approved-with-ammendment.pdf)
79

80 *Jeff Chisum moved to approve with friendly amendment; Rebecca Lonergan seconded; 27 in favor;*
81 *1 opposed; 2 abstentions.*
82

83 **Proposed Changes to the Faculty Handbook, Second Read and Vote**

84 Jessica Parr, Co-Chair, Faculty Handbook Committee, presented the second reading of the
85 proposed changes to the faculty handbook.

86
87 Changes since the first reading include revised language for Chapter 3 – Faculty: Academic
88 Practices and Policies. For outside education work added examples of what was typically
89 approved, clarified process to get approval and that pro-bono outside consulting work does not
90 count as outside education work.

91
92 Friendly amendment was requested to include examples outside education of work that will not
93 be approved and add clarifying language surrounding who will approve outside education work.
94

95 Proposed changes:

- 96 • [Summary of proposed changes to the handbook](#)
- 97 • [Faculty handbook 2017 \(redlined\)](#)

98
99 *Maria Aranda moved to approve with friendly amendment; Jeff Chisum seconded; 28 in favor; 0*
100 *opposed; 1 abstentions.*

101

102 **End of Year Report from the Tenured and Tenure-Track Faculty Affairs Committee**

103 Beth Meyerowitz, Chair, Tenured and Tenure-Track Faculty Affairs Committee, presented her
104 committee's end of year report and proposal.

105

106 This was the first year for the committee with no agenda or notes from previous year. Initial focus
107 was to identify key issues that they should address. They started with 11 and then narrowed to 5
108 prioritized issues. 4 of those concerned promotion.

109

110 Three that were included in the proposal:

- 111 • Provost's Office be required to consult with the Academic Senate Executive Board and with
112 appropriate Senate committees, as determined by the Executive Board, about any
113 substantive changes in the UCAPT Manual or in tenure and promotion procedures.
- 114 • Greater clarity be provided regarding the standards for tenure and promotion
- 115 • Every faculty member who has been evaluated by UCAPT receive written feedback on his
116 or her case

117

118 Two were considered, but not included:

- 119 • Retirement benefits and incentives to retire were also unanimously voted on to include in
120 the proposal. Based on Executive Board guidance, issue was not included due to a lack of
121 data
- 122 • Idea that department heads and chairs should not be on the UCAPT panels. They are
123 currently being recused from their own units. Did not have a unanimous vote of the
124 committee

125

126 Full proposal:

127 <https://academicsenate.usc.edu/files/2016/09/TTTFAC-Proposal.pdf>

128

129 **Announcements**

130 Paula Cannon, Academic Senate President

- 131 a) The 'End of the Year' dinner will be held on Wednesday, May 10
132 Venue: University Club, Main Dining Room, Cocktails at 5:00pm; Dinner at 6:00pm
133 All Senate members, past presidents, and spouses/guests are invited.

134

- 135 b) The Academic Senate Annual Planning Retreat will be held on August 16, 2017 from
136 8:30am to 4:00pm, Venue TBA.

137

138 **New Business**

139 None stated.

140

141 **Adjournment**

142 Meeting was adjourned at 3:41 pm.

143

144 Respectfully submitted,

145

146 

147

148 Mike S. Lee

149 Secretary General of the Academic Senate

DRAFT