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2 **ACADEMIC SENATE**
3

4 **UNIVERSITY OF SOUTHERN CALIFORNIA**

5 Meeting of March 11, 2020

6 Doheny Memorial Library, Room 121

7 2:00 - 4:00 p.m.
8

9 **Present:** P. Adler, S. Ahmadi, Y. Bar-Cohen, B. Blair, S. Bucher, T.A. Brun, J. Cederbaum, M. Daniels-
10 Rauterkus, A. Elefano (alternate for D. Crombecque), E. Fife, R. Filback, L. Grazette, L. Gross,
11 S. Gupta, J. Israel, A. Imre, M. Jacobson (alternate for C. Pike), R. Labaree, R. Lonergan, J. Parr, J.
12 Pascarella III, D. Pecchenino, G. Polidori, M. Press (alternate for G. Zada), A. Uyeshiro Simon, C. Tucker,
13 J. Walker, T. Wattenbarger, A. Zoto
14

15 **Present Online:** M. Apostolos, D. Armstrong, B. Belcher, M. Crowley, M. Finberg (alternate for
16 S. Wickersheimer), D. Griffiths, G. Kung (alternate for A. Wilcox), A. Mackay, L. Matchison, T. J. McCarthy,
17 D. O'Leary, C. Park, C. Redfearn, A. Samkian, G. Ulkumen, E. Warford, A. Wu
18

19 **Absent:** L. Holding, J. McLaughlin Gray, S. Rich
20

21 **Guests:** R. Cislowski, M. Levine, J. Moore, C. Neuman, N. Olmos, R. Wood, C. Zachary, C. Zukoski
22

23 **AGENDA**
24

25 Rebecca Lonergan, Academic Senate President, called the meeting to order at 2:02 pm.
26

27 **Approval of January Senate Meeting Draft Minutes**

28 Ashley Uyeshiro Simon, Secretary General, presented the February 2020 draft minutes for discussion and
29 approval.
30

31 *Jessica Parr moved to approve the minutes; Paul Adler seconded. Motion passed with 28 in favor, 0*
32 *opposed, and 1 abstention.*
33

34 **First read of Handbook Amendments: Prohibition of Romantic Relationships with Student Supervisees**

35 Sandeep Gupta, Chair of the Handbook Committee, presented the first read of the [proposed changes](#) to
36 Sections 3-G (Conflict of Interest) and 6-I (Romantic Relationships). These changes were drafted to
37 implement [Resolution 18/19-05](#), which prohibits romantic relationships between faculty and the students
38 they supervise.
39

40 A suggestion was made to more prominently emphasize the second paragraph in 6-I(b) about inherent
41 power differentials between any faculty member and student, not just power differentials between faculty
42 supervisors and student supervisees. A recommendation was made to describe this power differential in-
43 full in section 6-I(a), then explicitly state the continued differential existing even between faculty and
44 students they are not supervising in section 6-I(b).
45

46 A question was asked about how this relates to hiring practices of couples. Lonergan clarified this does not
47 preclude the hiring of two people already in a relationship; it is more intended to address conflict of
48 interest, particularly romantic relationships, that develop at USC. She also stated section 3-G(c) refers to a
49 management plan for exceptions conflict of interest relationships and equal opportunity.
50

51 A suggestion was made to remove the word “unusual” from the first sentence in 3-G(c), as there have been
52 many cases of successful relationships between faculty and students. It was discussed that 3-G(c) does not
53 only cover romantic relationships but other conflict of interest situations as well, and that the “unusual”
54 term refers to the fact that one person is directly supervising the other, not the type of relationship itself
55 (e.g., parent-child, spouses). Yaniv Bar-Cohen, Immediate Past President, stated that the purpose of these
56 Handbook changes is to send a message that any exceptions to the prohibition on relationships between
57 students and faculty when there is a supervisory relationship should be viewed as requiring extraordinary
58 circumstances. Most Senators indicated preference to keep the sentence as written in the proposed
59 language.

60

61 **Dialogue with Provost Chip Zukoski**

62 Provost Chip Zukoski updated the Senate on COVID-19 business continuity plans. He stated that things are
63 evolving quickly, and the memo last night extending online classes until March 29th was due to the first
64 instance of community transmission in Los Angeles occurring yesterday. Other universities including
65 Harvard have closed the dorms, but we have not as there are students who do not have other housing
66 options. The dorms are open, but they are encouraging students not to come back until the recommended
67 date, which is constantly being updated. The University continues to function, but they are restricting all
68 non-essential travel, reducing University-sponsored events, and encouraging social distancing and good
69 hand-washing hygiene. Performance-based activities (e.g., athletics, dramatic arts) can go on with high-
70 quality hygiene, but performance attendance is restricted to family members only, and others can view the
71 performances online.

72

73 Regarding research labs, Zukoski stated research scholarship should continue, and PhD students who need
74 to work in labs are able to do so with proper precautions. For students on the Health Sciences Campus, we
75 will follow the professional guidelines for interacting with the public and patients. In classes with labs,
76 community-based classes, physical education classes, and performance classes, faculty should consult with
77 their deans to prepare for how to transition online over Spring Break. Zukoski stated he is asking everyone
78 to be flexible at this time.

79

80 Zukoski announced a memo will go out shortly that extends online classes until April 14, 2020. They are
81 encouraging students to take their belongings home, but classes will continue online with as little
82 disruption as possible. He also stated they are working out how to continue supporting work/study
83 students during this time.

84

85 A statement was made that all students living in sorority and fraternity houses are being told to leave.
86 Zukoski recommended contacting Winston Crisp, VP for Student Affairs; Lonergan stated she would contact
87 him. A question was asked about whether any supplies are being given to those still living in the dorms.
88 Zukoski stated there is a team working with Felicia Washington and David Wright to think about students
89 still living on campus.

90

91 A question was asked about whether facilities will remain open. Zukoski stated that the campuses, labs,
92 dining halls, and facilities remain open with social distancing. If students do not attend class due to feeling
93 sick or not wanting to attend in-person, he is encouraging all faculty to be flexible, and to encourage sick
94 students to call Engemann. This is a very special circumstance, and the purpose is to prevent the spread of
95 the virus while continuing to educate.

96

97 Zukoski stated that there will be a survey emailed to all faculty asking for feedback about their online
98 instruction experiences. A statement was made that the Joint Committee on Information Services
99 conducted a pilot of online teaching. They were able to share the questions and results of this survey with
100 administration to aid this larger survey of faculty. A suggestion was made to ask faculty who already teach
101 online to act as a resource for others who may need help moving their classes online.

102

103 A suggestion was made to allow students to switch their grades to Pass/No Pass for the semester, and to
104 not take this semester's student feedback into consideration for merit reviews. Another suggestion was
105 made to give Satisfactory/Unsatisfactory grades.

106

107 A question was asked if mental health services are still being offered to all students. Zukoski stated that all
108 services at Engemann continue to be open. Another question was asked about how we are helping
109 students who do not have access to the technology needed for online learning. Zukoski stated that this is a
110 major challenge; the libraries and computer labs remain open, but faculty are encouraged to contact
111 department chairs and Student Affairs about this. The libraries do have laptops that can be checked out,
112 but they are unsure of the number of students who need this support. A question was asked if there are
113 plans to do a bulk purchase of laptops. Zukoski stated there are not, but this will be looked into over Spring
114 Break.

115

116 Regarding resources for faculty, Zukoski stated the Center for Excellence in Teaching has a good website for
117 course continuity online, and they are also holding classes. He acknowledged this is a scramble, and that
118 some people will struggle.

119

120 A question was asked about expenses incurred for future travel. Zukoski recommended everyone, including
121 students, save their receipts for previously approved travel, but stated the financial impact to individuals
122 and the University will be major. He stated a broader conversation about reimbursable expenses is needed.

123

124 Regarding work and family life, questions were asked about what happens when schools close, and if our
125 childcare centers will remain open. Zukoski stated when schools close, our entire society will see a dramatic
126 change, and there must be flexibility to deal with this. Our own childcare centers will follow the Bright
127 Horizons practices.

128

129 **First read of Handbook Amendments re: Faculty Councils**

130 Sandeep Gupta, Chair of the Handbook Committee, presented the first read of the [proposed Handbook](#)
131 [amendments](#) to section 3-B(3) related to Faculty Councils. Loneragan stated the deans objected to the
132 original proposed language due to three main points:

133

1. Concern that this language will require faculty consultation for even small daily decisions
2. Concern that faculty will be raising concerns that affect staff and students as well as faculty
3. Concern that all other faculty committees will have to be formed with consultation from the
Faculty Councils.

136

137
138 Loneragan stated the deans have agreed to meet with the Senate Executive Board, given the Senate is open
139 to changes to the proposed language. Most Senators were in favor of this meeting, and the Executive
140 Board stated they will not agree to any changes without first consulting the full Senate. Zukoski stated that
141 the hope is that we can still come to a consensus, but more direction from his office may be needed. He
142 said he understands how opacity and consultation are considerable concerns, and that more information
143 exchange (both outgoing and incoming) is essential. A suggestion was made that this discussion be framed
144 as operationalizing our culture conversations in a productive and meaningful way.

145

146 A concern was voiced that these modifications to the Handbook may weaken Faculty Councils that are
147 currently strong, and it was suggested these modifications clearly be stated as minimal requirements for
148 shared governance. Gupta stated the Handbook Committee has already made a lot of adjustments to
149 accommodate this point.

150

151 **Presentation re UCAR review of Master's Programs**

152 Ruth Wood, Chair of the University Committee on Academic Review (UCAR), gave a [presentation](#) about

153 why and how all Master's programs are being evaluated at this time. They are performing these
154 evaluations because the number of Master's programs has grown rapidly in the last decade, some of these
155 programs are not accredited, and the quality of some programs is unknown.
156

157 As of Fall 2019, there were 295 Master's post-codes. The Committee's plan is to aggregate related post-
158 codes (e.g., Computer Science), and evaluate only the largest program in each aggregate in order to reduce
159 the sheer number of programs evaluated to a more reasonable number. The goal is to evaluate 22
160 programs per year, and reevaluate every five years. The program or graduate school will supply the
161 necessary materials for evaluation, and all members of UCAR will have access to these materials through a
162 software system. This system also tracks where students are after graduation to give Committee members
163 a sense of how students are faring.
164

165 The Committee has reviewed 17 programs thus far, and they have deliberately compared on-campus
166 programs with online programs. Of the 17 reviewed, nine programs have received approval, and eight
167 programs were referred for further evaluation to Elizabeth Graddy's (Executive Vice Provost) office.
168

169 A question was asked about whether UCAR also reviews doctoral programs. Wood affirmed the committee
170 does review doctoral programs as well, but the objectives of reviewing the Master's programs is relatively
171 different. They are not asking the Master's programs to explain their relationship (if any) with doctoral
172 education.
173

174 Wood stated if anyone would like to provide feedback or has questions, they can reach out to her.
175

176 **New Business**

177 No new business was raised.
178

179 **Announcements**

- 180 a) Next Senate meeting April 15
181 b) Direct election of Executive Board members will take place in late April and early May. (c) Last 2019
182 – 2020 Senate meeting and Senate's end-of-year party will be on May 13
183

184 **Adjournment**

185 Meeting was adjourned at 4:07 pm.
186

187 Respectfully submitted,
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189 
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191

192
193 Ashley Uyeshiro Simon
194 Secretary General of the Academic Senate