
Voting Members Not Present: Gray-Shellberg, Jarrett, Katzenstein, Morris, Spruill

Voting Ex-Officio Members Present: Anderson, Ares, Celly, Crogman, Gammage, Malladi, Ogbonna, Norman, Parham, Sanford

Voting Ex-Officio Members Not Present: Talamante

Standing Committee Chairs: Boroon, Macias, Mancillas, Naynaha-Gill

Standing Committee Chairs Not Present: Avila, Heinze-Balcazar

Non-Voting Ex Officio Members Present: Barrett, Brasley, Caron, Costino, Franklin, Kim, Koos, Lacy, LaPolt, O'Donnell, Olschwang, Ortega, Pandya, Roberson, Schrager, Spagna, Wen

Non-Voting Ex Officio Members Not Present: Manriquez, McNutt, Wallace


2021-2022 Academic Senate Executive Committee: Senate Chair, Kirti Sawney Celly; Vice Chair, Rita Anderson; Parliamentarian, Justin Gammage; Secretary, Rama Malladi; EPC Chair, Horace Crogman; FPC Chair, Terri Ares; NTT Representative, Adam Sanford; Statewide Senators, Laura Talamante and Thomas Norman, Previous Senate Chair, Laura Talamante

Recorded and Edited by SEW and the Executive Committee
Senate Chair Celly called the meeting to order.
Agenda was approved.
Chair Celly made a verbal note that the minutes needed to be amended to accurately reflect that at the 9/22 meeting, Senator Vieira was present and that his proxy, Mark Carrier was not. Amended minutes from 09/22/21 meeting of the Senate were approved.

Academic Senate Student Assistant Eleana Arrunategui read aloud the Land Acknowledgement Statement.

Senate Chair's Report

Senate Chair Kirti Sawhney Celly first thanked Senator Nicol and Dean Pandya, for their remarks at the September 22 Senate meeting. She said in response to the framing that Dean Pandya had for the resolution that was presented on gender equity, it could become the lens on that particular resolution. Celly said it would be useful to think about a policy analysis framing for the agenda and anti-bias anti-discrimination work we do at this university. Celly said in response to Senator Nicol’s comment that she made at the 9/22 meeting, we do have a policy agenda and the work is currently on the table and has been prioritized for the weeks immediately ahead of us. She said that each of the chairs--EPC committee and FPC committee--will share the later in the meeting priorities. Another item is the matter of post-tenure review which needs revisiting. Celly noted that it was a policy published on March 16, 2006. She said it would be a good idea to get input on what it is that we need to update, what is omitted, and whether it's a matter of the policy itself or a matter of implementation. That work is ahead of us, not yet prioritized by FPC; it will be prioritized by EXEC.

Celly said in conversations with the University Council of Department Chairs and Program Coordinators (UDCPC), the Provost and President, she has gained insight into the communication about our target of 80% face to face in the spring. Based on these discussions she said that while we are at 80%, from an educational policy perspective, as well as a faculty policy perspective, the question is how are we going to achieve that. She asked if that is 80% of classes. Departments that were 100% on ground, small departments before the pandemic, and have been 100% in “alternative instruction” since, Celly proposed that the questions in those departments might be, what do we need to change? Must they change? How much must they change? Do they need to go up to 20% online classes for example, or do they need to come down to a target of ground classes of 80%. She said the level of aggregation at which we're going to look at this is going to be an important issue and it is going to take collective work. She noted that in her college in particular, the issue has come up that we need a university policy on teaching. It came in the context of different types of workloads on ground and online given to various faculty across departments. She said that CBAPP had been working on a college teaching policy pre-pandemic. She said she’s aware as a result of engaging with the various committees and that we’ll get to see what at least one college is thinking of in terms of a teaching policy and how other colleges might contribute,
upload, share information on what they’re doing, so that we can collectively look at what a university policy might look like should we need one.

Celly then referenced an article from The Atlantic, entitled “Universities Are Shunning Their Responsibility to Democracy.” Celly stated that we’re going to need to deal with these sooner or later. Celly continued that the article asks in what domains as a university and at the college level is a curriculum that prioritizes educating the citizenry needed? President of John Hopkins University refers to the “project of educating the citizenry”. Celly noted that at statewide, they’ve done a lot of work in this area and it may be time to take up that mantle at CSUDH, since has we now have the General Education Learning Outcomes Committee and the and the Ethnic Studies Learning Outcomes and Implementation Committee.

Celly noted that she attended the UCDCPC meeting on Friday, 10/1, and it was a productive meeting. She noted that the committee members wondered about how it was that we’ve arrived at the 80% return to campus, which Celly said that the President would speak about later in the meeting. Celly suggested that how we get there is not just an academic and curricular matter, it is also an Administration and Finance and space utilization matter, so that we can serve our students, many more of whom will be back on campus fully and should be using all the spaces we have. Celly said a point of discussion at that meeting had to do with an escalating workload for chairs, while they have little decision-making autonomy. Specifically, there’s a sense that at as ideas and initiatives arise, it becomes the chairs’ responsibilities to work on and implement these ideas. Celly stated that workload has naturally increased, has increased during this time of scheduling, and rescheduling and reimagining what we’re going to be like in the future (due to the pandemic). Celly noted that coupled with the workload increase is a sense that chairs need to be respected and given some decision-making autonomy. Celly explained however that they didn’t specify which areas, whether budgetary, cost assignment, or which areas they were seeking the autonomy in. Celly highlighted that the committee discussed drafting a Chair’s Handbook and that she had suggested they work with Faculty Affairs and Development and others to create this valuable resource for chairs. She said they did some quick research in the meeting and there are many universities in the system that have done some of this work. She said the handbook would be part of a broader effort to systematically develop chairs, not just in compliance, not just in the work they must do, but also in leadership training. Celly said that then they can build a community of chairs, leveraging the expertise of mature peer chairs, and near-peer chairs.

Celly said in her last remarks to consider what shared governance is going to look like at Dominguez Hills. What is the CSUDH Senate of the future going to look like? We do need to revisit whether we're going to continue to operate 100% virtually, or what other form our Senate meetings are going to take, and then also discuss the substance of the work we're going to do moving forward. What's the ideal balance between information sharing and gathering, imagining, and envisioning what shared governance will look
like, and resolution writing. Celly offered that we can have perhaps have that as a retreat topic in the future. Celly noted that Parliamentarian Gammage will be offering an informal poll on the form Senate will take in Spring 2022.

**Parliamentarian Gammage** gave instructions on the electronic ballots and election procedures.

**First Reading**

**FPC 21-20 Resolution on Revision of the Faculty Leaves and Honors Committee Membership, FPC Chair Terri Ares**

A motion was made and seconded to bring the resolution to the floor.

Ares explained that this resolution proposes an update primarily to the membership portion of the policy that defines the Faculty Leaves and Honors Committee. She explained that the specific membership pieces would involve having librarian and counseling faculty added to the membership. Ares noted that applications for leaves and honors come from these two faculty bodies and yet there are no representatives on the committee currently. Tenure and tenure track ranks in these areas have grown over time. She said that these faculty bodies assured the FPC that they have a desire and an availability to serve on this committee. Ares noted that an exclusionary point that tenure track faculty are not specifically included in the membership. These would be tenured members of the faculty bodies because the collective bargaining agreement specifically states that tenured faculty need to review the sabbatical applications, which is why there’s a focus on tenured faculty. The membership that’s being proposed also includes a student to review nominations for the teaching professor awards and honors and applications for the assigned time for exceptional levels of service to students. She noted that it’s been an ongoing practice and their participation in this review is discussed other award policies. Ares explained that it would essentially add it into the policy for this committee that particular seat, which should help for us to populate the student membership for the committee. Ares said that the other piece being proposed is a revision to the committee charge language to really illuminate reference to specific awards and honors, and to use more generic language so that they can add to or delete this over time as needed without having to update the policy. Additionally, the verbiage that refers to a non-tenure track faculty representative and that individual would be appointed by the non-tenure track faculty advisory board. Subsequent to this draft, FPC reengaged with the board, and they have recommended that this particular non tenure track faculty representative be elected through a campus wide election by the non-tenure track faculty rather than an appointment position. Ares said they would likely update that verbiage when this comes up for the Second Reading. Ares noted that the non-tenure track faculty representative, not being tenured, would not review the sabbatical and differences in pay leaves. She pointed out that there is a notation in parentheses of tenured faculty only would review the sabbatical and differences in pay leaves.
Senator Johnson asked why the non-tenure track faculty are excluded from the sabbatical because under the CBA if they are full time, they can actually qualify for sabbatical. Ares responded, that is correct. But this specific verbiage in the CBA talks about the applications for sabbatical being reviewed by a committee of tenured faculty. Senator Price said if the CBA says there has to be a committee of tenured professors but there’s a student on the committee, why wouldn’t there be a non-tenured professor. Ares said that they’re attempting to clearly indicate that a subset of the committee would review the sabbaticals and difference in pay leaves. And then the full committee can be involved with looking at the various awards and honors. Senator Terán Lopez pointed out a minor edit on line 35 where it states, “who shall be the holdover member”, should it read “held over member”?

ASI Report

ASI President Jonathan Molina Mancio introduced newly appointed ASI Vice President Academic Affairs Obioha Ogbonna stating that previously he held the international student representative role.

ASI VP Obioha Ogbonna introduced himself the ASI Vice President of Academic Affairs and as a cybersecurity graduate student.

Ogbonna said ASI is working with AVP Smith with regard to Toro Hour and get something concrete that they can present to Senate.

Ogbonna reported that ASI has a new Vice President of Finance, Christopher Hendrix as well as a new a new Organizations Commissioner, Cindy Romero. They’re in search for a Legislative Affairs commissioner and an Elections Commissioner, as well as representatives from the College of Business Administration and Public Policy representative and College of Education. Ogbonna said they are specifically highlighting the College of Business Administration and Public Policy because he noted there are a lot of unfilled ASI positions currently from their college.

CFA Report, Jennifer Brandt, Delegate at Large

Brandt said there have been some changes since CFA, President Lacy gave her report at the last senate meeting. Brandt then reviewed a PowerPoint with the bargaining timeline, highlighting that the CFA they’ve met 23 times with management. She pointed out that over these past 18 months, they’ve only reached agreement on two out of 24 articles. She said there were a few they’ve gotten to status quo with but there are 19 articles, including those related to compensation that they’ve been unable to agree upon. Based on that, the way the process works is, they’re now in what’s known as the impasse stage of bargaining which was declared on September 30. Brandt explained that this means that both parties have reached a point in meet and conferring where differences are such that further meetings would be futile. Next steps are that the California Public Employment Relations Board is going to consider the number and length of negotiating sessions, the extent that counter proposals were made and
discussed, and the extent of agreed upon issues. Based on this, Brandt said that most likely what will be happening is that next steps will be mediation where the state Mediation and Conciliation Service assigns a mediator. She said that the mediator will meet individually with a representative from CFA as well as with CSU management. And if mediation cannot produce a settlement, or there’s an agreement between the two parties, then the process moves on to what's known as fact finding. This part will be where there's a panel of one CFA representative, a representative from CSU management, and then a neutral third party, who will listen to presentations from both sides, what they proposed, what their issues are with the counter proposals, and then this panel will issue what's known as a non-binding majority report that will state both its findings as well as recommended resolutions. Brandt said there'll be a 10-day cooling off period, at which point, the report will be shared publicly.

She said if at that point parties still cannot reach agreement, management can pose its last best and final offer and then it's up to the CFA to either agree or engage in concerted actions to apply pressure to management to concede or get back to the bargaining table to come back with other options.

Brandt said they’re asking for all faculty if they have not joined CFA to please do so. She noted that the CFA represents tenure track, as well as non-tenure track faculty, counseling faculty as well as coaching faculty. The other thing they’re asking for right now is that if faculty are interested in learning more about this process, how they can be a conduit of information for departments, to get more involved. They’re asking that faculty sign a commitment card. She offered the email link to the card. Brandt noted that there are a number of ways where faculty can get involved either just through email campaigns, serving as a representative just here on campus for their respective departments and a liaison so that CFA can get information out to folks, as well as other actions that they’re considering. Brandt said one possibility is going to the Chancellor's office in November for the next Board of Trustees meeting.

Brandt announced that the CFA is having their annual assembly this weekend that she would be attending as the CSUDH CFA delegate at large.

Q & A/Comments

Parliamenterian Gammage asked how far apart are the parties with regards to the 19 unresolved points that are on the agenda? Brandt responded they have not conceded on anything or come even close to the things asked, whether on salary, or some of the non-salary issues that would not necessarily cost a lot of money. An example of one of the things asked for, were if tenure track jobs were to open, the lectures would be guaranteed an interview on campus, and provisions to sort of help create those pipelines. There was no movement there. Another example is extending lecturer contracts after they've had a successful three-year contract, extending that to a five-year contract. There's been no movement there. Brandt commented that the reason CFA has called the impasse is there has really been no movement at all on most of
these things. **Senator Price** asked the difference between the proposal that CFA has put forward for salary increases and what they've offered. Brandt responded that CFA has asked for 4% retroactive last year, 4%, for this year, and then 4% for the coming year. They have come back with 2% for just this year and asked for an increase in our parking fees, which would vary by campus by campus. Brandt explained on some campuses what faculty would have to pay in the parking increase could potentially cause them to lose money under their proposed contract. **Senator Pederson** asked if they have comments on certain bargaining positions that the CFA is taking that they may disagree with, where would be the right place to send that information? Brandt responded they can send those comments directly to CFA, or they can send them to one of the Executive Committee Dominguez Hills and then we would pass it on to the bargaining team. **Chair Celly** asked for Brandt to share the names of the executive committee. Brandt responded Sarah Lacy, Mike Fraga, Claudia Mendoza Diaz are the three co-presidents and then Brandt is the delegate at large. Senator Stang asked for the [PowerPoint](http://www.Calfac.org) to be shared. Pederson asked if there was a good place to look for information on what all of the bargaining positions are. Brandt responded she could go to [www.Calfac.org](http://www.Calfac.org).

**Senator Laurent** said asked if there’s a place on the campus that memorializes the Tongva Nation. **Provost Spagna** said that to his knowledge, “no”, but he knows that the President is committed to this.

**ASI VP Ogbonna** asked regarding the 80% of classes that are going to be starting in spring. He noted that he currently attends an in-person class and he said it is uncomfortable having to attend the class with a face mask on. Ogbonna suggested it could be limiting the productivity of the class. He asked that if be something that should be considered. **Chair Celly** responded that her information at this time is that looking forward, it seems like the mask mandate will continue. Currently both an indoor and an outdoor mask mandate for the health and safety of all is in place at CSU DH, and part of the thinking she thinks is coming from the fact that the communities we serve are the highest risk communities for a number of different reasons such as socioeconomic status, and race, and intersectionality among those things. She said it is a priority that we keep people safe. Celly offered that perhaps there are different types of masks. She said it will continue to be a matter discussed going forward.

**Senator Vivian Price** said regarding honoring the Tongva Nation, they have tried. She noted there was a committee that had been formed when they were working on acknowledging the legacy of our school, and the history around Watts. She explained there was an attempt to create something on campus, the result of which is Peace Pole that was put over by the sculpture garden. She said there has been talk about having more grounded statues that would be more reflective of the history of our region and tie the identity of the campus to some of the important meanings that we we've been celebrating.
Re. certification efforts: Spagna noted that out of 17,000 students, on September 24 to October 1st, we've now approached 78% for student certifications.

Spagna said a breakdown that he wanted everyone to see that breaks down how are we doing in face to face instruction for the semester versus housing versus athletics, and will show you the progress over the last several weeks, which he said he believes is also very encouraging.

Spagna also included employee certification totals as well as by division and the Provost said we're approaching over 80% for employees. He noted there is some lag for employees in certain divisions based on the different timelines that have been set up. He explained we do have a couple of unions where they've negotiated their final timelines to be vaccinated. CFA is toward the end of October, as well as a Teamsters union where the timeline extends into November. Spagna engaged with Interim Associate Dean of Students Zach Ritter who stated that 214 folks that are face-to-face are not certified. Spagna said that we moved up from 77% of our students self-
certified and certified vaccinated on 9/24 to 94% on 10/01, this is of the students in face-to-face classes. He believes that some of the contacts and communications and the high touch are resulting in better compliance. Spagna said with regard to the university housing residents we are at 100% certification and in athletics, we’re at 99%. Re. interim suspensions, Spagna said there’s serious accountability if students don’t comply, and if they don’t follow, they will be administratively suspended. And suspension will not be lifted until they show certification. He said the interim suspension document lays out some guidance for faculty in terms of you’re not expected to provide online instruction. Spagna noted it’s pretty critical if you’re doing a face-to-face class and the student hasn’t complied. He said they’ll leave it to faculty autonomy if they want to try and provide assignments, but that’s not a requirement. He explained that this will also have an impact on registration which starts on October 18. Spagna asked if Dr. Ritter or Dr. Franklin wished to speak to it. Ritter noted that the numbers went up another percentage point and we’ve reached at 95% clearance in the face to face. Ritter said towards the end of this week and maybe even early next week, they’re going to start doing the holds and interim suspensions. Ritter said that students can address that gap at any moment. He said that a student can go online and self-certify, and that hold will come off and that interim suspension will go away. He said that they have 10 days between when they’re notified, and an interim suspension hearing takes place. Chair Celly said she received a question from faculty regarding the memo that went out and the language in it about interim suspension. She said the faculty member expressed concern for student wellbeing. Celly asked Ritter what the student needs to do to be cleared. Ritter said yes, communications present a challenge: making sure students understand how critical this is and the need to keep the campus safe. He said that if there is a hold it can be removed by going to my CSUDH portal, and doing the self-certification by clicking on the COVID-19 vaccination. He explained that the same thing is true for the interim suspension. If a student receives an email saying that they have an interim suspension, they can go to my portal, and self-certify. He explained that if they’re getting their first vaccination in the next day or so, he said they should call the COVID hotline, and speak to him. He said he will send them a form. VP Franklin noted that there is a really robust calling program. He said they’re not just emailing students because it’s been shown to be highly ineffective. Franklin said they do not want any silent holds or any silent suspensions. Franklin said there are some students who are just having trouble uploading documents or getting through, so they’re making sure to establish human contact with students. He said they will be doing that with the last 200. He said that his team are absolutely as connected to students and concerned as faculty are. He said that they’re going to do everything in their power to ensure that students have been contacted. He said they’re even trying to see if they can text the 200 students and just really get communication out to ensure that there’s no one who’s sitting at home, not being aware. Spagna said ultimately what’s going to happen is the students will receive a note indicating the suspension. Faculty members will also be contacted so faculty will know if a student in their face-to-face classes been asked not to come back to that class. He explained that the Deans also have a list of all the
departments and all of the classes and where any students are that are not certified. **FPC Chair Ares** asked whether it's necessary for programs to also be calling students given that there's a robust calling process, because they are being asked to. **Franklin** responded that given that relationships matter, that even though the call center is a vendor, and they are very personable, very professional, and they have the information; however, they don't have relationships. Franklin said he believed both is best as many faculty have great relationships with students and can help them get the support they need in order to self-certify. **Parliamentarian Gammage** said while he asked this question in another space, the day is here for action. He asked if we have looked at the numbers for those who have not certified and if it disproportionately impacts a certain sector of our student population, specifically those who are up for graduation. He asked if the data has been disaggregated to see what sector of the population of our student population will be affected? **Franklin** asked if Gammage was referring to the face-to-face students, those 200 that are left? Gammage responded, “Yes”. Franklin said that we looked at them by major, but they have not looked at them by race and gender and ethnicity and they can do that pretty easily to ensure that there is equity. Franklin said that one of the things that they're really ensuring though, is that they connect with every one of those students and that there will be no silent departures by students that we've not worked very hard to make some communication with. He reiterated that if faculty are partners in those face-to-face courses, they too will be able to outreach to the students. He said that they have gotten 4000 students down to under 200 and they're going to continue to be as vigilant. Franklin stated that the good news with the almost 80%, most of the students who aren't accessing campus, we have a real runway to ensure that there will be close to 90 to 99 to 100% by the time spring 2022 rolls around. Franklin said that's a great question and they're going to make sure that those now under 200 students get the kind of attention they need, and that there's no inequity around trying to make those contacts before a hold or suspensions move forward. **Ritter** said the two biggest departments that are not in compliance are from sociology and business, and that is to be expected as those are also large departments. Ritter said we're not trying to get people in trouble, we're just trying to put a little pressure on folks so that they make sure to have a conversation and then they'll be able to get that hold lifted. Ritter explained that even if a student gets an interim suspension and then they get their vaccination documentation in order, they're not going to be penalized.

**President's Report**

**President Parham** asked that everyone join him in a moment of silence to acknowledge the husband of a member of the President's office who suddenly passed away.

Parham first said he was excited to see the numbers of certified vaccinations were going up. He said that he believed it was due in part to a lot of the work that everyone has been putting in their courses, the administrators, the other folks, the student affairs team, all who contributed to making sure that we had maximum compliance in inviting
students both to get vaccinated, to test and to continue to be tested. He said through that work, achieving the numbers so that we can have a healthy campus community. He reiterated that the health of our university is a shared responsibility, and he expects it to continue to be that way. Parham noted that the Chancellor has requested that we not bring too hard of a hammer down on those who are non-compliant. He said that he and other presidents have argued that while we appreciate the sentiment, it is important to make sure that we have tools in our toolbox to make sure that we can hold students accountable and to make sure that we were inviting them to engage in the most responsible of behaviors and to simply do what it is that they are asked to do. Parham said that while most of the students have complied, he said he is aware that some need a gentle nudge. He shared that with that gentle nudge, we'll be able to make sure that we don't drop students as much as we are trying to just invite them to think about doing something different.

Parham thanked faculty for the way in which they are planning for the spring semester. He said he had set a target and a goal of 80% and that threshold is now sitting at about 86%. Parham said some folks have asked where that number come from? He explained that it comes from a couple of sources. First, he said it is a threshold that the Chancellor set early on in the fall about what he'd like to see in terms of a minimum population going into campus. Second, he explained, it approximates much better than the 26% we are now, the kind of threshold that we had historically even before COVID, and we are going into that space. Third he said it is indicative of his level of concern about how not only the COVID pandemic, but this virtual reality has negatively impacted the academic space of our students. He said our students are still are not thriving in this virtual environment, there are too many of them that are struggling in this space. Parham said that as soon as we can get them back a face-to-face environment where they have that sense of encouragement, support, belonging and mentoring by faculty with that face-to-face engagement, he believes they will end up doing very well. He said he is delighted to see our numbers moving in that direction, and expects that our students will be populating those classes.

Parham reminded everyone that on Friday, October 15, there is a very special day that doesn't come along very often. He said we'll opening the campus for a grand opening of four new facilities. The Science and Innovation building, the new Living Learning Community in the residence hall, the Innovation and Instruction Building, and the eSports arena and facility at the Innovation Center will all be on display. Parham said we are just shy of about 700 guests that are expected on campus which does not include the students who will be in that space. Parham said they are asking the student body president and student leaders to stretch out to their folks to encourage them to be a part of those festivities. He noted there will be politicians, community folks and corporate folks. Additionally, there will be potential philanthropists here. He said it is an opportunity for everyone to be on board, “an all-hands-on deck kind of day for us to just show off this campus with pride.” Parham highlighted the manicured lawns, the new signs that are being posted around the concrete walkways that they've been working
on. He said there’s a lot going on and we want to celebrate the new buildings and remind everyone that “we are all the hosts”. He invited all faculty to step up and stretch out to be able to be in that space. Parham shared his appreciation for faculty who are already working in those spaces and he thanked everyone in advance for their contributions to the event.

Parham congratulated Dr. Kamal Hamdan, who secured a $5 million grant that will support our students. Parham said one of the things that he’s noticed over time is that our grant and research productivity has been on the lower side. And whenever he sees new activity that is coming not simply from our faculty, but also from our staff he said it’s important to celebrate.

Parham appreciated staff member Brett Waterfield, Director of Educational Partnerships who works in Student Affairs just got notified the other day that we will receive approximately $1.3 million a year to work in both the Torrance as well as the Hawthorne areas for the GEAR Up Program (Gaining Early Awareness and Readiness for Undergraduate Program). Parham said that grant will total $9.6 million over seven years. Parham noted it’s a big deal and offered his congratulations to student affairs colleagues for recognizing how that kind of initiative will make a huge difference in the lives of the young people whose lives we are trying to change. Parham encouraged everyone to keep on keeping on with the grant submissions.

President Parham announced that his Chief of Staff, Deborah Roberson would be retiring from the CSU and taking a position with the ACLU. He asked folks to join him in congratulating her and thanking her for her years of service in the CSU and for serving the Dominguez Hills campus.

Graduation Initiative 2025 – Parham referred to conversations he’s been engaged in regarding Advancing Equity Together, a theme that the Chancellor’s Office has put out. He noted that people will begin to see things that are going on within the campus as they in the Chancellor’s Office, try to chronicle what it is that we are doing across the 23 campuses of the CSU. Parham said where other campuses may be trying to invent things, Dominguez Hills has been ahead of the game. He offered his appreciation to the Anti-Racism in the Academy Task Force, chaired by Dr. Nicol and Dr. Samad, and to the Gender Equity Task Force and Dr. Talamante and others who have worked on that. He noted he will be looking for issues and data and reports as we continue to go on and help our campus grow. He said he also want to look at the way in which we have begun to hopefully put a dent in considering equity and advancing strategic hires, in our faculty, staff, and our senior administrators. He said he appreciates all the efforts, and he knows that's going to be a focus of ours going forward. Parham offered this appreciation to all the faculty for what they have done in helping to navigate this semester, and what they continue to do to help in going forward as we get ready for the spring.

Q&A/Comments
Chair Celly referred to a question that was in the Zoom Chat. She read that there are concerns about health and safety and mask enforcement and vaccine certifications for a public event. She said that after this good start and effective compliance would want to have any chances of a super spreader type of event. Parham said he shares the concern; it is still clear that health and safety is our NorthStar along with student success. He said that as we continue to do that, we have the business of university to continue to operate in the midst of trying to be as safe as we can. For the event on the 15th, Parham said they are making provisions. They reduced the number of people who could attend the lunch from 250 to 100 so they can make sure to space people out. He noted that people may unmask if they’re physically distance, but we'll keep the mask on. When taking pictures and other things that are close, they’ll be taking precautions. He noted that they’re also making sure that all of us are tested. Parham said he was tested again this morning, as he does every week, because he wants to be a model for the rest of the campus. He said he’s been vaccinated twice as well as having a booster. He said can he control every factor and variable related to this delta event to which he replied no. He said they're doing the best they can with what they have as they continue to manage university business. He noted that they trust the science and the advice they're getting in consultation with public health officials and other folks. Parham said he believes that campus is ironically one of the safest places to be right now. He said we are in the space of having vaccine mandates on campus, trying to adhere to maximum compliance, rigorous testing, hand sanitizing stations, and lots of places, and as well as the monitors that are being deployed to encourage folks to pull the mask up and make sure when possible, to only pull it down when eating and then replace it. Parham said he believes there has been pretty good compliance. Parham thanked VP Barrett and his team, along with Marilyn McPoland, Kim Larson from Ceremonies and Events for doing an incredible job on adhering to those health protocols while we plan for these events. Parham said he did not believe it would be a “super spreader” at all.

Senator Carrier said that he was forwarding a comment from a colleague from Psychology as it relates to the observation, the data showing that students did not do as well as hoped in the online modality during the crisis. Carrier said personally, that's pretty much true in the literature prior to COVID, that there was a much higher failure rate and dropout rate in online courses. Carrier said the concern from the faculty member was when we go back to mostly online classes, there is going to be quite a bit of carryover of stress in our students. He said many of them have experienced traumatic situations of the deaths of loved ones or maybe surviving COVID themselves, change of employment and income situations, maybe changing housing situations, and uncertainty that they face for the last year and a half. Carrier said the concern is that the university needs to be focused on supporting students in that way, that just moving to face to face, it's probably going to help, but it's not going to be sufficient to completely address and get us back to normal in one semester. Parham said that as a fellow psychologist, he takes that very seriously. He said that one of the things he has been pushing for years is to up our game in terms of our mental health supports. Parham said he does not want to simply settle for what has been traditional, but really dream about
what’s possible. He noted that some of that dream is starting to come true. Parham appreciated VP Franklin who as it relates to psych services called in consultants to look at designing a different model. Parham referenced Dr. Herbert as really the one leading the charge. Parham also appreciated the students who he’s invited to say, “the question is not what is it going to cost us but rather, what are they prepared to invest” and they voted to invest in their futures, and they have just signed a piece through the ultimate consultation process to up the resources that will go into supporting our mental health endeavors going forward. Parham said they’ll be upping the game in terms of staffing, in terms of programming, and in terms of outreach. He said no longer just passive, but more actively engaged with folks on both on the campus as well as those who are off campus, even putting in 24-hour hotlines, etc. Parham said there’s a whole piece that they’re getting ready to roll out. Parham said that the university is on top of trying to make sure that we reach out and provide services and support for students, as well faculty, advisors, counseling center staff and student peers who are all helping that out. Parham also appreciated VP Franklin on a lot of the affinity centers and other places who have provided that sense of belonging, sense of comfort and connectedness to our students. Carrier said he appreciated the President’s response. Carrier said the other challenge is the COVID crisis on the digital divide among students, which he said was damaging to quite a few students. He believes that many faculty had students in their classes, who just couldn’t connect, and then maybe dropped out as the as far as the instructor is concerned. Parham said yes, as he has said before, crisis reveals character and exposes weakness. Parham said that we got exposed in this crisis. But, Parham said, it also created opportunity in the exposure that had people pivot. However, in that online environment assumptions were made that every student had a computer, or those who had a computer had a hotspot or could head down to the local coffee shop but when that was closed, and they had to be home, and there’s was sometimes no Wi Fi in the home, or in consistent service. Or that the one computer at home was being shared with mom and dad who had to use it for work. Parham acknowledged that it has been a nightmare for some of our students. Parham appreciated Vice President Manriquez and his team because IT really jumped in and did an incredible amount of work all of last spring and last summer, as we pivoted on the CARES funding which helped. Parham also thanked Vice President Wallace on being able to help deploy some of those funds to buy the necessary equipment and put things in place to upgrade our infrastructure on campus that will allow folks to be able to have Wi Fi support. Parham said while we’re not where we need to be yet, we’re on our way and our students are doing much better in that regard.

Senator Pederson asked if the visitors for the opening event at particularly with the Science and Innovation building, but all of them, are they being asked to certify that they’re vaccinated? Parham responded we are not asking people to certify that they are vaccinated. He said we are encouraging people to be vaccinated and we are requiring that they wear masks. Parham said he would not be able to guarantee that everybody who will be on campus will have been vaccinated. He noted that the luncheon they would have had for VIPs and big donors could hold a capacity of easily 250 people. But
they've taken provision to cut that down to less than 100, everybody with masks on. Parham said they're doing those kinds of things, to try to control the factors that we can control. Pederson said she has been asked to certify that she is vaccinated for a conference she’s attending. She said when there’s any sort of RSVP, she knows that it is possible to check that. Pederson asked if they are limiting the number of people who will be allowed into the building at a time. Parham responded what will happen is that there are four tours that will be conducted. He noted that not everybody who will show up for the 12:30 to 2:00 pm for the VIP luncheon will be a part of the festivities. But the tours will start around 2:30 and range till about 4:00 pm. He noted that people will then start to gather for the 4:30 ceremony that will be outdoors. In that space, they'll be looking at four different facilities. The Innovation & Instruction, the Residence Halls, the Science and Innovation building, as well as the Toro Touchdown center where they’ll be looking at the E-sport center that they’ll be trying to illustrate because construction won’t be done in the library. Parham noted that between the guests that we have, there may be people meandering throughout the campus as well as being in the space. But how many will actually be interested in a specific building at an exact point in time, that’s difficult to say. He said they will have monitors on the ground to be able to navigate and monitor that. But it is an open house. Pederson asked if there would be anyone monitoring the doors to see how many people are in the building? She said she is trying to help enable us to keep distancing while we’re in here. She said she is also wanting to convey to her students and other faculty who are working here, what they should anticipate and whether or she should tell my students to stay home that day? Parham responded he is trying to encourage students to be on campus and participate. He said while it is an open house, that they do it responsibly. He stated if they're on campus and they're vaccinated, and if everyone is masked and continues to practice social distancing there’s a measure of security in that. But we'll have to just monitor the crowds to make sure that we are, appropriately distanced. Parham said he would make sure they communicate that feedback to their teams. He reiterated that they are taking provisions as best they can to be able to ensure the safety and health of everybody who's participating in this open house. Pederson responded that there are many faculty and students who work in this building who either aren't able to be vaccinated or have underlying conditions. She said that is why she’s asking what precautions are being taken so she can advise her students accordingly.

Senator Malladi thanked the President for his leadership and for the opening of four new buildings, especially during a pandemic. Malladi asked that the guests, including future donors as well as well-wishers, be given a memorable campus tour. Malladi suggested that it include a visit to the sports stadium. Malladi requested that it be clearly articulated as to what are the partnership or naming opportunities for new classrooms, labs and buildings. Parham responded he was fortunate to be the steward of trying to build these facilities. And in the midst of COVID, he said that COVID also brings us an opportunity and while lots of people were shutting down construction sites and other things, but he wanted to do was accelerate them to keep it going to make sure that we could be finished so that by the time we were coming out of COVID, that our students
and our faculty could appreciate the facilities that we have. Parham said it is important to give credit to his predecessor, President Willie Hagan. Parham noted that it was President Hagan and his team who designed and put forth some of these projects, both for the Science and Innovation building, for the Innovation and Instruction building and the residence hall. Parham said that while he’s had to tweak a couple of the plans and do some other pieces to get the Master Plan approved, he asked folks to not think that he alone did this. He said it has been a big team effort that lots of people have been involved in, including support from the Chancellor’s Office, and Parham said he wanted to thank them. Lastly, he said they will be working with lots of philanthropic folks to think about what are they prepared to invest in their future. Parham thanked Vice President Scott Barrett and his team who’ve been working tirelessly to be able to do that. Parham said there will be continued good news about some of the gifts that are happening. He explained a number of those donors are in pocket, some of whom will be on display on the 15th, Another person Parham said we all want to thank whose provided tremendous support is Senator Steve Bradford. Parham said that Bradford went to bat for this campus and has given us one of the biggest allocations this institution has ever had at $60 million dollars, even if that is earmarked in $20 million segments for a particular projects. Parham thanked Malladi for the accolade and said he will pass along Malladi’s wishes to Vice President Barrett, for the philanthropists, and make sure we give them a first-class tour and do it as safely as we can, paying attention to Senator Pederson’s cautions.

ASI Vice President Ogbonna said he has questions about some fellow students concerns. He said one student in particular who had been in the army shared that they had been given a lot of drugs and stuff and that kind of is really skeptical about doing anything related to vaccines. Ogbonna said that this student felt as if the university was forcing students to do this. Ogbonna asked how would President Parham address a situation where someone has experienced being disabled because of drugs they had been exposed to. Ogbonna asked what’s going to happen if the option of the online courses are taken away, and international students can’t get their visas and can’t attend physically. Ogbonna said it’s important to consider this. Ogbonna asked with regard to the 80% return to campus. What will it mean for the space for housing? Will the allocations for housing also be increased? President Parham said in terms of the students who feel like they are being forced to be vaccinated. Parham said he does not agree with that assertion. Parham said they are presenting students with a choice. He noted that when you apply to a university. In the Cal State, you see me at wherever there are certain requirements you have to meet. He explained that they are not saying you have to do it, they’re saying, if you’d like to be admitted and eligible for admission, you have a choice to be able to choose. And if you choose not to take the courses, then you may not be admissible in the space. Those are the choices and options that people have. Parham said in this case, what has been said is, if you are coming back face to face, you need to be vaccinated. Or if you’re going to be off campus, you need to sign up for the online piece, that’s the choice they gave students for the fall. He said that everyone who signed up to be face to face for the fall, signed up with the expectation...
that they would in fact, have to be vaccinated to be able to do that. Parham stated that all they're doing is holding students accountable for that. He reiterated that it isn't that they are making people do it, it is simply they're inviting them to make choices about how they want to participate in their college experience. Secondly, probably 20%, 30% or 40% of what a student will learn in their college career, they will learn outside of the four walls of the classroom in a co-curricular way. He said it is important for them not just to have engagement with the faculty, but also engagement with a lot of the staff in a lot of the co-curricular learning and their student peers as well. Parham said to the degree that they can invite folks back safely, and engage in a robust level of a student experiences on campus, they certainly want to be able to have that because there's a lot of internship and growing and sense of belonging that is related to being able to be in those spaces. Parham said that hopefully they're going to be able to do that too, as we repopulate better in the spring and as the numbers in LA County continue to go down. Parham said if we can get everybody to comply, we'll be helping to contribute to that. Parham said with regard to housing, in order to participate in housing, or in order to participate in athletics, it is an expectation that there is 100% compliance with being vaccinated. The only exceptions to that policy is if there is a medical or religious exemption, and there are some people have applied for that exception. It has to be medically documented and otherwise, if there is a religious exception. In those cases, we are expecting those individuals to be tested regularly. Parham said we are making sure that there's testing available on campus a couple days a week to make sure that they are getting tested if they have not been vaccinated. those are things we expect to be in place. When they repopulate the residence halls and are coming back, it assumes that everybody's going to be vaccinated, that people have had their second dose, and people have even gotten boosters to the degree that they've been cleared to have them, and recommended by their doctors. President Parham said here's what's true. He noted he's had a relatively healthy life other than a big health scare he had a couple of years ago, and had never had a flu shot before them. But even now that he gets the flu shot, a flu vaccine does not keep him from catching the flu. What it does do is reduce the probability that if he catches the flu, then he's not going to have the kind that's going to put my life in danger and instead end up something that's more like a severe cold. What the vaccine for COVID does, is even with this Delta variant, it is not preventing us from ever catching COVID or being exposed. What it is supposed to do is reduce the probability that if in fact you are exposed, it minimizes the probability that you will have a severe consequence that will lead you to wind up in the hospital on a ventilator, or leaving this earth. Parham offered to Ogbonna the following wisdom from the Ashanti people of Ghana where simply stated says, "I am because we are and because we are, therefore I am". Parham said it means an individual is only important to the degree that he or she contributes to the maintenance and survival of the group or the tribe. In this case, what we're asking folks to do, when he refers to the health of this university, is it is a collective responsibility, and we are all responsible for each other to be in this particular space. Parham said the encouragement that we should be giving is not simply the policy mandates that he puts out, or the Chancellor’s Office puts out, or the faculty.
It’s all of our responsibility to be in this space, because Parham said, “I owe a debt to you and you to me, because we’re all in a sense of community.” He said they’re not looking forward putting suspensions in place, they’re simply providing gentle nudges, because they’re trying to get people to comply with being a part of the Toro community that says we are all in this together. We are trying to go farther together, by learning together by journeying together and by thriving together. And with everybody’s help, we’re going to be in that particular space.

**ASI Ogbonna** said will the capacity be increased and what’s going to happen with international students? **Parham** said as far as our international students, the short answer is he doesn’t know and there are two things that are impacting that. He noted that first there is a Level IV travel advisory out on what two weeks ago was about 80 countries around the world. And to the degree that those are being lifted or not, we don’t know. And the degree to which the United States will allow folks from those countries to be able to travel in is something that we don’t control. Parham continued that it is not true that they cannot engage in activities in an online basis. Because even before COVID, this campus still had online alternatives. We’re still going back to that the repopulating at 80% or what sounds now at 86%, and that is going to be indicative of where we are in a traditional format. Parham said he does want to grow the international footprint exponentially at Dominguez Hills, because he believes it is too small. But right now, we do not have the infrastructure to be able to do that. Parham explained that one of the biggest ticket items we need is additional housing. He said the reason he calls this new housing that was just done in Phase III, a down payment on housing, is because he would put 1000 or 2000 bed spaces on this campus now. Parham said he believes we need students on campus longer, and that’s going to contribute to their success, but that it would also help us up our game in terms of being able to invite international students to be in that space. Parham said that it is still on the radar screen, but he doesn’t know what the federal government or other countries will do relative to easing travel restrictions going between countries.

**Chair Celly** said there was one more question but first she wished to highlight that there’s been a lot of appreciation in the Zoom chat for Assistant Dean of Students Anna Liza Garcia, commending her for being the “guru of self-certification”. Celly said she wanted to thank her on behalf of the Academic Senate. **Parham** agreed enthusiastically, and said that Anna Liza Garcia has been wonderful. **Ritter** said she’s been really amazing, “almost single handedly jumping in”. Ritter thanked Garcia for everything she does.

**Senator Roback** commended the Administration for the vaccination drive and how successful it’s been. She said as the public health professor in the Academic Senate, she wanted to know as it related to the vaccine efficacy over time. She asked if we’ll be requiring people to get boosters. She said also given that some people have medical exemptions, are there other interventions, aside from the vaccine, like attempts at social distancing, or increasing ventilation or air turnover rate in the classrooms? She said she
understands that filtration is very expensive, but even things like fans can increase the air turnover rate in classes. Parham responded said they do not make any decisions or any interventions, without consultation with public health officials. Parham said they're working with folks from the Chancellor's Office, and have been in contact with the “Dr. Faucis of the world”, we've had conversations with presidents as well as statewide public health officials, University of California Infectious Disease Specialists up in UCSF, and other people. He said that at Dominguez Hills, we're in touch with the science and what we're doing and what people are recommending safely. He said that whether that will result in us having to physical distance or not physical distance depends on a lot of factors he doesn't control. He said for example, if the Delta variant begins to wane, and goes down to levels that are very small, then he said he believes it provides more degrees of freedom. But that's a dynamic as opposed to a static process. However, if the Delta variant rises, like it's done on other counties of the state, it has then forced other campuses to take extreme measures to think about shutting things down. He said it all depends on that county, the rates of incidence and prevalence of the infection, hospitalization rates, emergency room capacity, and all that stuff factors into it. Parham said that we will do the best we can with the data that we have about whether or not we need to populate. Parham said we are resource constrained campus. And we are constrained in terms of personnel, in terms of space, and in terms of money. The new facilities that we have, are giving us a lot of brand new space, except it isn't given us necessarily more space. Because we had to take small college down in order to put I & I up. We had to take Natural Sciences and Mathematics Building offline partially in order to do some renovations and other stuff. He explained it would be another couple years before we actually have a whole lot of additional space to be able to use. Parham noted that the facility folks under the guidance of Vice President Wallace and others have done marvelous things including changing out air filter systems in buildings and other things that we can do to be able to control what goes on. If ventilation or other things are recommended for us to be able to do that, we'll see about securing the resource to be able to get it done. He said we won't be populating face to face just because we'd like to, it'll all be done in consultation with the best available science and data that tells as what we think is safe to do to be able to uphold a safe and healthy environment for our campus community, including students, our staff, and our faculty and administration. Roback said yes, she understands resource constraints, however something like a fan wouldn't be that big of an investment. Parham said we'll look at it and see. Parham said one of the biggest savers that we've had is our CARES funding. We will continue to rely on that and do the best we can to generate resources to be able to help support our students in the campus.

**Provost Report continued**

Provost Spagna said in response to Senator Roback, this is a collaborative effort. She said she would love for us to get those scenarios that she was presenting. He said they’re doing a tabletop exercise the beginning of November, with the EEOC and it's going to be to develop these scenarios, like what happens if you're in between booster
shots? What happens if we have this? What can we do with social distancing? He said the more folks can get those ideas to him, and he'll bring it as part of the tabletop exercise, we want to do this collaboratively with faculty and staff so that they can kind of paint out different scenarios.

Re. the Chancellor's Challenge that the President was alluding to around building equity across our campuses. Spagna would like to engage faculty on how to do that.

Re. policy AA 2006-05, the post tenure review policy that dates back to 2006. He noted it needs a lot of updating. Spagna said they're working collaboratively with AVP Koos and with faculty on that.

Spagna gave a shout out to the Untenured Faculty Organization, Annemarie Perez, and Mara Lee Grayson who he said did a great job when they met last week bringing up really important issues for all of us. Spagna highlighted the points made particularly about what are the university's plans are to improve affordability and livability for faculty and whether it's in housing, or childcare, or parental leave. Additionally, what kind of mentorship opportunities are available for all of us.

Re. the Strategic Plan, an email went out regarding the faculty focus group their conducting and they want to have an RSVP on the faculty focus group taking place on October 22.

**Senate Executive Committee Updates:**

**Educational Policy Committee (EPC) Chair Horace Crogman**

EPC Committee Chair Crogman said that the EPC met on 9/28 and they held an election because there was the issue of who should be the co-chair of the Online Hybrid and Learning Committee (OHLC). Crogman said that through that election, Hal Weary was elected to chair the OHLC. Crogman said the EPC decided to send back the report that was done in the summer by the OHLC for them to finalize. And further, they also started a brief discussion on the program discontinuance policy. They agreed that since most of the members of EPC are new, to first have them read through the existing policy and convene on this issue in a month's time, after they look at other universities.

**Faculty Policy Committee (FPC) Chair Terri Ares**

Ares said they are simultaneously working on three issues, most of them are issues that have been with the FPC committee for some time.

1. Department chairs policy, which has to do with outlining the duties and responsibilities, selection, process, evaluation, compensation, and bring new policies that are on the books in different places into one umbrella policy. That's been that was originally referred to our committee back in the academic year 2017-2018. Ares explained that this is one so it's a high priority.
2. A newer issue brought to the FPC last year by the Non-Tenure Track Faculty Advisory Board, and that focuses on the assignment of work to Non-Tenure Track Faculty. She said that it is an issue they're actively working on.

3. A revision of the Retention Tenure and Promotion policies is an older issue that was brought to them last year. She said there are several policies involved with that.

She noted that they've got some parking lot issues that are on the backburner and then some new topics that have come up that they will continue to prioritize and fit into the workflow. The post tenure review has already been discussed and a policy on terminal degrees for tenure track faculty. And then another issue that has been brought forward regarding advisement responsibilities for faculty with an eye toward equity concerns.

**Non-Tenure Track Advisory Board (NTTFAB) Chair Adam Sanford**

**NTTFAB Chair Sanford** thanked FPC Chair Ares for moving the teaching assignment resolution forward. He noted it has been a significant bone of contention among non-tenure track faculty for at least two years. He said they have established a new subcommittee for working conditions and spaces after our audience presentation at our meeting of September 24 and at the Senate Executive Committee meeting on Wednesday, September 29. He noted that Erin Barrett, who is the NTTFAB secretary is heading the subcommittee. Sanford noted they will be having a meeting this Friday from 10:30 to 12. He said if anyone wishes to attend the meeting to email him at asanford@csudh.edu and ebarrett@csudh.edu. Sanford said the Board voted on the way that they choose a non-tenure track faculty member for the Faculty Leaves and Honors Committee at their meeting on the 24th. He noted that the policy is going to be a campus wide vote among non-tenure track faculty for that position. Sanford said they we wanted to note their appreciation for Senator Brandt's work in the CFA on making sure that lecturers’ needs are also being addressed in the new CBA negotiations.

**Statewide Senate Report, Statewide Senator Thomas Norman**

**Statewide Senator Norman** noted they just had breaking news during the Academic Senate meeting that while at CSU Northridge, Governor Newsom made the announcement that he has signed AB928 and AB1111 into law. Norman said that AB928 will likely create a lot of additional general education work for campuses. He said there will be many steps in that process before that. Norman said he’ll be representing the Cal State system at the Intercollegiate Council of Academic Senates this month, where they'll start talking to the UC about what their intentions are. He said they have constitutional ability to really force our hand, but the Chancellor assures them that the way the bill had been changed and hopefully a good faith agreement that this will be fair to the CSU.

Norman said although the while the Governor signed several bills, but he did not sign AB927, which he believed could have financially hurt the Cal State system. Norman says it gives him hope that it may not be signed.
Norman said on 10/8 he will be participating at the interim committee meetings. The topics will include asking all the campuses to come together on the Academic Affairs Committee that will look at the relationship between equity gaps and DFW rates. Norman noted that they have been asked by CSSA several times to consider advocating to make caste a protected category. Norman said they will be continuing their discussion on that topic. He said they will be preparing for the ICAS meeting and their legislative advocacy. He said they’ve been doing outreach in the system, they’ve reached out to and expect to be meeting with Trustees Fong, Simon, McGrory, Lopez, and Clarke. He said there’ll be committee work going on part of the day and he’ll go in between the different committees. Norman thanked CSSA, as our ASI feeds into that. (Celly clarified in the chat that CSSA is the California State Students Association).

**Parliamentarian Report**

Parliamentarian Justin Gammage offered the following election results

- Ashley Membere will be serving as the CNBS representative for the Task Force for Assessing Teacher Effectiveness.
- Jared Kowalski will serve as the College of Education rep for the Task Force for Assessing Teacher Effectiveness
- Jeff Sapp will serve as the faculty representative for the search committee for Chief Equity and Diversity Officer.

Gammage reported on the survey of modality for academic senate meetings for spring 2022.

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<td>Fully Zoom Interactive Meeting</td>
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<td>Mixed Modality</td>
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Nearly 70% of the respondents stated that they would prefer fully Zoom interactive meetings, 26% stated that they preferred mixed modality and there was 3% that stated that they would like fully face-to-face senate meetings.

Parliamentarian Gammage made a motion to include the Zoom chat in the minutes. This was approved.

At 4:59 - Chair Celly said it was possible for anyone who wanted to jump into Open Mic, otherwise she would be willing to entertain a motion to adjourn.

A motion to adjourn was made and seconded.

**Meeting adjourned.**