

May 21, 2020 Deans Council Meeting Minutes

Attendance: Paul Blake, Leonard Johnson, Rich Goosen, Steve Reifert, Mandy Seiferlein, Trinity Williams, Steve Durst, Dave Damari, Jason Bentley, Kim Wilber Meeting minutes: Robin Hoisington

Mandy will create folders on SharePoint to keep various items for Deans use.

Dean / AVP Subcommittees:

Paul requested sub-committees that would briefly meet and review articles that focus on PPE and classroom arrangement and forward them as FYI to everyone for possible ideas to help start-up in the Fall Semester, and the following sub-committees were organized:

- PPE in the Classroom and Classroom Arrangement
 - Lincoln
 - Dave D
 - Rich
 - Trinity
- Available ELearning Resources
 - Steve R
 - Jason
 - Mandy
- Phasing to Reopen and Calendar Adjustments
 - Dave N
 - Steve D
 - Leonard

Modes of Delivery Discussion

We will need clarification on how to respond requests for modes of delivery besides face-to-face, and guidelines will need to be created. Paul will organize a meeting with HR. Classroom capacity is important; 30 sq/person is a general rule, but classrooms will need to be reviewed. The Physical Plant has square foot plans available for review. Many questions need to be answered about safety. ICET, MCO and CJ activities taking place this summer will be test cases for the future. Things will continually change. We will need to continue talking about course delivery and what is fair and equitable for all and still be able to handle issues on a case-by-case basis. The professional colleges also need to deal with patient safety and related issues. Some faculty want definitions of delivery so that they are clear on identifying classes. It would be important messaging for students, along with a timeline for when they will be identified. Important questions will include how faculty can reinforce PPE and how the messaging will go out to campus. What will the faculty's responsibilities be and what authority will they have as far as PPE? Clarification needs to be made with the campus being opened—qualifications need to be provided on what “re-opening” the campus will look like.

Thanksgiving

Discussion centered around ideas regarding when to start the semester and possibly going remote by Thanksgiving. Council members were asked for their reactions and to identify major issues as changing the calendar makes things more disruptive but may be logical to have students not return after Thanksgiving. Lab experience time needs to be discussed as a number of courses have labs and this is essentially backwards to the norm. Alternating cycle of labs may be appropriate but would be approximately half the normal lab time. Classroom size limits and using more classrooms will limit lab-based courses. Perhaps we could start the spring semester? Maybe more prudent to go remote after Thanksgiving. Should we think about going remote after November? Front loading of labs is very difficult.

We should be prepared for going remote when we need to. Would we be better to have the University make the statement that we would go remote after Thanksgiving? Is it too early to put out a message now? Need more input before we announce decisions as a University.

Alternate schedules/calendars in CAS: union needs to be involved as it changes to the CBA.

E-Learning

Information is being inputted into Canvas and the e-learning Website will be possibly live next week. A link will be sent to the deans.

Roundtable

The APR process is streamlined this year and we plan that it will be on schedule, though faculty could ask for the timeline to be altered if needed. Mandy will send information to the Deans.

The process for courses to be evaluated is being worked on and will be handled as usual.

Respectfully submitted by Robin Hoisington