

## **April 8, 2020 Deans Council Meeting Minutes**

**Present:** Paul Blake, Rich Goosen, Lincoln Gibbs, Dave Damari, Steve Durst, Steve Reifert, Leonard Johnson, Jason Bentley, Mandy Seiferlein, Steve Halko, Trinity Williams, Dave Nicol, Guest Anne London      Meeting minutes: Robin Hoisington

### **Temporary Lay-off Discussion**

Lincoln Gibbs and Dave Damari contacted their affected staff members regarding temporary layoffs. Some minor confusion was cleared up and deans will continue to contact their staff as needed. Employees said that President Eisler's earlier University-wide communication and the deans' clarifications were very helpful and many had anticipated being contacted about the temporary lay-off situation. Employees with benefit questions and unemployment questions were directed to contact the Ferris Human Resource Office. Staff members currently affected by the temporary layoff situation will need to return to work again when areas become operational. Some employees have expressed concerns about the future. Paul Blake has been reviewing spreadsheets submitted by the deans and they will be used during the next DC meeting.

### **Student Registration Campaign**

DSAA Director Anne London joined the meeting to help discuss procedures that need to be organized as Ferris begins the student registration process. The registration data should first be sorted by college and department; by on- and off-campus students; names of those who have applied for graduation; and then by the types of holds the students may have (e.g., financial; academic). While caution should be used when identifying whether students are preparing to graduate, it would be helpful to approach them regarding the possibility of them returning to Ferris to earn a certificate and becoming even more marketable in their employment field.

College directors and department heads are a good starting point to begin making the calls to their students, and some departmental leaders have already been making contact. It is very important that directors and department heads be given a contact list with names and numbers of applicable FSU staff members so the students will know who to contact about non-Academic Affairs registration holds. The deans will be a part of this process and continue to be a major part of managing it. Jason Bentley shared that his office has already developed scripts for those who will be contacting the students. Steve Reifert shared that his staff has been contacting online students and can assist others as needed. The EIO outreach coordinators and the University Advancement Office staff members can assist with training callers as needed. He also shared that data can be tracked in Salesforce and he will check to see if there are any licensing issues. The idea of whether or not registration holds could be automatically removed without adversely affecting the students or the University should be explored. Deans' offices can already override their academic holds that they deem appropriate; the Business Office is currently reviewing the potential to remove some holds; and the DSAA's have also discussed holds that could be possibility be overridden.

Summer semester enrollment was a point of discussion, and the Deans Council learned that many students are planning on going to a community college close to home over the summer, and that they have uncertainty about what they may return to in the upcoming Fall semester. Our message needs to be generated and sent to them very soon to answer their uncertainties.

Faculty concerns were discussed, including a perception of the lack of a defined path forward, and how they could connect and build strong relationships with their students in a virtual teaching situation. Jason shared that he is working in conjunction with the Faculty Center to develop even more resources and ways for faculty to approach their students and develop strong relationships with them.

Dave Damari and Trinidad Williams shared positive faculty stories; for example, the MCO faculty are extremely student-focused and very collaborative in order to benefit their students during these challenging times. Trinidad also shared that she has heard more positive than negative comments. A number of concerns generally expressed are regarding a perceived lack of communication and interaction, and some of those problems stem from those who discover they are using a wrong email address, for example. Some faculty are using a lockdown browser and Zoom to record their class attendance, and these actions can cause concerns to students, as most are trying to adapt their home life to a classroom setting. Steve Durst shared that he has heard from students who are very appreciative of what is being done for them. He also shared that current teaching innovations would be great presentations in the upcoming HatchedED conference and that it would be beneficial to extend invitations to faculty to give them recognition for their innovative teaching ideas during these very stressful and unique times.

Paul Blake thanked everyone for their observations and asked that they continue to send him input and ideas for the registration calling campaign. He organized a task force including Anne London, Jason Bentley, Leonard Johnson and Steve Reifert to start building the framework of a process for calling students.

Respectfully submitted by Robin Hoisington