

**Council of Academic Deans Meeting
June 30, 2020**

Summary and Action Items

1. **Assessment Design, Academic Integrity and Proctoring** – In response to concerns about academic integrity, the university will enhance current training and support on course design strategies, learning management system features, and assessment approaches that encourage integrity and reduce opportunity for cheating. Faculty support is being coordinated by staff in Distance and Extended Learning, Faculty Development, ITAC, and Assessment/Institutional Effectiveness.
2. **Virtual Conference Hosting – Interest in ForagerOne or Other Solutions** – Dr. Heather Galloway inquired what the deans' interest would be in using a system such as Forager One Symposium in the 2020-2021 academic year to host virtual conference events.
3. **Undergraduate Admissions Report** – Mr. Gary Ray provided the Council with the undergraduate admissions report.
4. **Graduate Admissions Report** – Dr. Andrea Golato provided the Council with the graduate admissions report.
5. **COVID-19 Updates** were discussed, including the following:
 - Review of Roadmap to Return and extensive additions/changes made to it in light of the decision not to offer extensive face-to-face classes in Summer II.
 - Modifications
 - COVID-19 student academic modification appeals should be routed to the deans.
 - Dr. Bourgeois asked that faculty submit their formal modifications and alternative arrangement requests by July 15, if possible, for fall 2020 teaching assignments.
 - Staffing levels – appropriate level of staff must be face-to-face to continue to provide face-to-face service, although there is no expectation to return to full on-site staffing until mid-August.
 - Masking and dealing with positive cases – isolation/quarantine education...the importance of wearing masks was reiterated, as the university continues to emphasize a multi-pronged approach to mitigating transmission of COVID-19 on our campuses.
 - Canceling outside/3rd party rentals at locations such as The Meadows Center, Freeman Center and Evans Auditorium. There is a participant max of 100 if event is held outdoors.
 - Bobcat Trace program, a secure website, is being developed to assist with contact tracing and positive case tracing. The focus will be on contact tracing among university personnel. There will also be a supervisor website. The case investigations will enable the interruption of the spread of COVID-19 within our university community.
 - Travel – No blanket travel approvals are being approved at this time; any mission-critical travel must be approved by the Provost
 - Signage for classrooms in being developed (maximum occupancy to ensure social distancing)
 - Inventory of available rooms for continuity of synchronous instruction/remote learning is requested of academic departments so that students have quiet places to study.
 - SACSCOC certification statements – authors of SACSCOC narratives need to thoroughly review narratives and documentation and sign certification statements
6. **FY 2021 Budget Planning**