

Liberal Arts Council

Zoom Meeting 2:00 p.m.

1 July 2020

Presiding: Dean Mary Brennan

Present: Council members: Audwin Anderson, Manda Anderson, Susan Day (recording), Beth Erhart, Ken Grasso, Craig Hanks, Lucy Harney, Paul Hart (late), Bill Kelemen, Yongmei Lu, John Mckiernan-Gonzalez (late), Angela Murphy, Aimee Roundtree, Vicki Smith, Chad Smith

Guests: Jeff Helgeson, Toni Watt

Absent: No one

The meeting began at 2:02 p.m. and was conducted using ZOOM. All participants were present through their computer screens. The minutes of 4.22.20 minutes were approved without dissension on a motion by Dr. Chad Smith and a second by Dr. Lu.

The Administration is concerned about on-line academic dishonesty. Classes should be designed to make dishonesty less likely and less profitable. Workshops for designing successful courses will be offered. On-line proctoring services are being investigated, but logistical problems exist, especially for students. Costs should not be passed on to students, and ECF will cover costs for on-line courses. An enterprise license is also being considered for on-line conferences. Dean Brennan will send information and those interested should notify Heather Galloway.

University-wide, SCH for summer is up. Fall SCH is down. A discussion of current fall enrollment ensued. In general, freshman classes (intro courses) are down; upper division courses are "healthy." Graduate courses are "good."

The roadmap to return involves daily updates, and we should be aware of them. CDC guidelines have changed; the University is using CDC guidelines to determine who are eligible for modifications. Schedules for the fall should be set by July 15th; chairs should move classes to on-line if eligible faculty ask for modifications. Students must be notified when the courses have moved to on-line when they do change from face-to-face. The deadline for modification requests is now, effectively, July 15th. Child care issues will make it difficult for faculty to decide whether to seek modifications by July 15th.

It was reported that Gene was asked whether there is a necessary number or percent of courses to maintain face-to-face modality. He apparently responded that there is no set number; hybrid (with a little "h") courses are considered face-to-face; Hybrid courses are listed as "online" in the schedule of classes. Syllabi should contain contingencies for the possible predicaments that could come up this year. Some syllabus language is on the "road map." If classes use zoom for lectures, they are teaching on-line, not face-to-face. Faculty must then have appropriate credentials for teaching on-line. It was noted and discussed that the "best practices" check list does not reflect classes whose lectures or seminar classes use ZOOM and are, therefore, coded on-line. Dr. Roundtree will try to resolve these issues.

The processing of modification requests is slow. For summer II, offices must be staffed so that the office is open and face-to-face service is available. The "Roadmap" has a section about what to do if a faculty member is diagnosed with COVID-19. Contingencies must be created by faculty members now, before the semester begins, for how the class will be continued if they become ill.

Travel for research is being approved; travel for conferences is not being approved. The University will not make changes for the fall, but changes and cuts may be made for the spring if things "do not go well."

Dr. Erhart noted that a faculty member has requested a 15-foot plexiglass shield for the classroom. The ADA has forwarded this as a part of the accommodation for the faculty member. She asked whether others had received a similar request. Dean Brennan said they would discuss this request.

Faculty are frightened and worried about the fall.

Dr. Roundtree asked chairs to continue to encourage faculty to pursue research grants. Dean Brennan indicated that there would probably be a meeting next week.

The meeting ended at 3:19 p.m.

Addendum: 2 July 2020 brief ZOOM meeting at 2:30 p.m. for those who could attend.

Dean Brennan made an emergency announcement: Summer II is on-line except for Health Professions classes. The rising COVID-19 rates, the July 4th weekend, the concern for student health figure into this decision. Provost Bourgeoise will make this announcement at 3 p.m. Chairs were receiving this announcement from Dean Brennan in order to give their faculty and staff a “heads up.” Office staffing will be at level it has been since mid-March.