

Minutes
PRESIDENT'S COUNCIL
June 3, 2020
8:30 am via Zoom

PRESENT (via Zoom Meeting):

Dr. Brad Mortensen, President

Dr. Bret Ellis, Vice President for Information Technology

Dr. Ravi Krovi, Provost

Dr. Betsy Mennell, Vice President for University Advancement

Dr. Brett Perozzi, Vice President for Student Affairs

Dr. Norm Tarbox, Vice President for Administrative Services

Ms. Adrienne Andrews, Assistant Vice President for Diversity

Dr. Timothy Herzog, Faculty Senate Chair

Ms. Amy Huntington, Staff Advisory Council Chair

Mr. Steven Richardson, Director of Strategic Initiatives

Ms. Sherri Cox, Executive Assistant

Acknowledgement of
Amy Huntington

Meeting Minutes (May 6,
2020)

Campus Pandemic
Planning Update
(President Mortensen)

1. The meeting convened at 8:35 a.m. President Brad Mortensen welcomed attendees.
2. President Mortensen started the meeting by acknowledging Ms. Amy Huntington, and thanked her for the service she has given this past year as the Staff Association Council Chair. Mr. Luke Jenkins will serve for the 2020-21 year in this role.
3. President's Council Members approved minutes from the May 6, 2020, meeting.
4. President Mortensen gave an update on the campus pandemic plan. Vice Presidents contributed to report on the following:
 - a. Prioritization meetings for face to face courses for fall are being based on facility availability. Our goal is to maximize our space and hold as many face to face courses as possible. It will be a struggle for facilities to create proper social distancing in our buildings, including mandating specific walkways in hallways, and being able to clean between each class.
 - b. Good progress is being made on a policy for face coverings for faculty, staff and students.
 - c. Advisors are concerned as they work in close quarters. They may continue to do virtual advising.
 - d. Testing Center policies are being discussed. Concerns involve capacity, social distancing and sanitization. Using space in the ballrooms is also being considered as an option. Testing numbers need to be calculated correctly. An idea to survey faculty concerning their testing needs was discussed. Those holding face to face courses may need to test in class.
 - e. Discussion concerning expansion of the time frame for mid-term exams took place. A paradigm change for how testing is conducted may need to happen.
 - f. Guidelines for staff returning to campus may need to be reformed as many are functioning well while working remotely. We may need to make a paradigm change to do things better, not how they have always been. We need to apply the lessons we are learning.
 - g. There was a request made to include SAC and Davis Campus representation on the task force.
 - h. At a recent USHE meeting, the Commissioner had a lengthy discussion with presidents about ending the fall semester early after Thanksgiving and students not

returning to campus until after the first of the year. Another suggestion is holding classes virtually after Thanksgiving. This idea is based on trying to prevent spread of COVID-19 with students traveling back and forth. Our campus situation has the majority of students that live close enough to commute to campus. Frontloading classes early in the semester may be one way to facilitate this. President's Council doesn't feel this is a concern for our campus.

i. Concerns for our facilities department and building capability, including proper social distancing, cleaning between courses, and mandating proper directional walkways was discussed. Course schedules may need to be spaced out to accommodate face to face courses. Face coverings and hand cleaning needs to be mandated. Can we provide cleaning supplies at the back of the room and mandate students cleaning their own work space? We may need to have a social contract in place for students. Face covering policies also will need to be facilitated. Will we need to provide face coverings for those who do not wear them?

j. Testing centers may be able to facilitate students who can follow rules such as wearing face coverings, sitting every other seat, etc.

k. An Emergency CARES Act Fund email will be going out to students from Student Affairs.

l. A discussion concerning a marketing plan to promote face coverings took place. The plan should include a video illustrating what fall classes could potentially look like stressing the importance of responsibility to follow the guidelines. A video contest to promote face coverings for campus was discussed as other institutions are participating in this idea.

Approval

The President's Council approved sending face covering ideas to the task force to discuss a plan moving forward. Vice President Mennell will coordinate with MarComm to come up with a face covering marketing campaign to promote campus-wide.

CARES Act HEERF
Institutional Funding
Phase II - Tarbox

5. Vice President Norm Tarbox discussed CARES Act HEERF Institutional Funding – Phase II, which awards \$5.8 million dollars for WSU. Three things the funds can be used for are: 1- New methods to deliver instruction online. 2- Refunds to students due to COVID-19 that were affected during spring semester. 3- Sweetening CARES Act Phase I funding. The funding is designed to

help deal with the financial stress brought on by COVID-19. Discussion included other uses for this funding such as a 6% enrollment decline and the \$5 million shortfall this could cause the university, along with the tax cuts that will be coming later this month. Funding can be used for retooling online courses, compensating faculty that are required to work longer than their nine month contracts to make changes and updates to their courses. Many are having to spend a lot of time in revamping courses due to COVID-19. Departmental stipends are offered for those who complete e-Training. Faculty could use as much support as possible during this time of stress. Staff training and resources were also discussed as funding options.

Approval

Vice President Tarbox proposed that the first \$529,000 of the CARES Act Phase II funding be allocated to reimburse housing, food services, and tuition and fee accounts at the university. He recommended that this be done before the new fiscal year to avoid carrying large deficits into the new year. The President's Council approved this proposal.

Officer Nathan Lyday
Funeral Arrangements

6. Officer Nathan Lyday's funeral will be held at Lindquist Field on Saturday, June 6 at 11:00 am.

Other

7. There were no other items addressed by President's Council.

Upcoming Events

8. Upcoming Events were included in the packet. Assistant Vice President for Diversity, Ms. Adrienne Andrews, discussed setting up future town hall conversations for students, faculty and staff on diversity issues. The Diversity Conference will be held virtually as well as other future events. There are other events listed on the "Keeping Connected" website from Student Affairs. Brief discussion concerning student reactions and potential protests regarding Professor Senjo took place.

Meeting Adjourn

9. With no further items to discuss, the meeting was adjourned.