## Summary –April 2, 2020

## Announcements

* Apr 2: Spring 2020 withdrawal deadline
* Apr 3: FAD review deadline
* Apr 3: Patricia McConkey Outstanding Graduate Student [nomination](https://docs.google.com/forms/d/e/1FAIpQLSd-YzBCMCBrk2nxkYMfv-IZ0G7ZSBzzFIEZothKrWAFrOPNzg/viewform) due.
* Apr 6: Deadline to withdrawal with a serious and compelling reason.
* Apr 7: University Senate meeting from 3-5 pm via [Zoom](https://senate.humboldt.edu/university-senate-agenda-4072020).
* Apr 13: Fall 2020 Early Registration (April 13-24).
* May 8: Credit/No Credit deadline extended. To learn more about grade flexibility, go <https://covid19.humboldt.edu/news/information-expanding-grade-flexibility>.
* For current information on COVID-19 resources, go to <https://covid19.humboldt.edu/>.

## Chairs updates, including emerging needs of faculty and staff

Dale Oliver reiterated the importance of being flexible and communicating with students and faculty often. Academic success varies class to class, major to major, but during this time it is important alleviate some of the burden for our students. If you are interested in a virtual meeting room environment, please contact the Center for Teaching and Learning (CTL) to learn how. Students may email commentary to the Dean on what they are finding most challenging.

Monty Mola, Physics

* Some faculty are reporting loss of computer power at home. Monty cautioned against setting unrealistic expectations of faculty as they are under a great deal of stress. He appreciates the importance of connecting with students and managing our situation strategically and in alignment with abridged expectations.

Andrew Kinziger, Fisheries Biology

* Andrew reported a stark contrast between operations of low enrollment courses and large lecture courses.  Online instruction is more feasible with smaller class sizes than it is with large enrollment courses.

Brandon Browne, Geology

* Faculty in his department are using Canvas, Zoom and other software to deliver curriculum, but student attendance has declined and he is seeking advice on increasing attendance numbers. Students are reportedly confused about the credit/no credit grading structure (CR/NC requires a C- or better). Concerned that faculty are not notified if students have changed their grade mode.

Amy Sprowles, Biology

* Although there is an expectation that students will stay connected, students are still adjusting to the new online learning environment. Some faculty have surveyed students for feedback which has been helpful. This may suggest that a University-wide survey may be helpful to gain a better understanding of each student’s diverse situations and how to help guide them on selecting a change of grade option.

Steve Martin, ESM

* Steve communicated to all ESM students about the credit/no credit option available to them.

Eileen Cashman, ERE

* Eileen reports success in connecting with their student group. With the help of the CTL, ERE has set up a virtual fishbowl where students can connect via Zoom. Drop-in tutoring session and peer mentoring is also happening also via phone or Zoom and seem to be working. Students are seeking ways to connect with each other.

Jeff Abell, Oceanography

* Faculty and students are meeting at the regularly scheduled time and it seems to be working. Jeff reports having done several Zoom lectures, he has asked student to send email if they need to have something arranged or done differently.

Rick Zechman, Associate Dean

* Rick confirmed that all CNRS credit/no credit courses will count towards the major. Rick also encouraged faculty to listen to the recording of *Equity-Minded Practices for Remote Teaching* available in the professional development [calendar archive](https://www2.calstate.edu/csu-system/why-the-csu-matters/graduation-initiative-2025/academic-preparation/professional-development/Pages/professional-development-archive.aspx). The webinar serves as an excellent informational source for remote teaching that addresses rigor and how faculty can best address student academic needs.

David Greene, Forestry

* David fears arriving at a de-facto policy to passing everyone.

Bori Mazzag, Math and Computer Science

* Bori is learning of issues with instructors being too stringent. Faculty must go the extra mile so students can receive accommodations if needed. Student schedules have changed for some, important to create the space to have a conversation. Set up an environment where students feel comfortable communicating openly.

Nievita Bueno Watts, INRSEP

* Nievita expressed interest in setting up a virtual meeting room for INRSEP students.

## Virtual Spring Preview

Virtual Spring Preview on April 10. We are waiting for additional follow-up from Nicholas Conlin. Department chairs were asked to make videos within a short turnaround time, but Zoom office videos will likely be more feasible.

## CR/NC decisions; Retention of our continuing students

Dale forwarded Steve Martin’s message to all department chairs. Retention is very important right now, so all faculty should invite students to communicate and connect with them.

## Budget Discussion: Designating some of our remaining 2019/20 funds into a CNRS

In the short term to improve operational efficiencies, we have been asked by University to suspend ProCard use through the end of the semester. Purchases will now be managed through the Dean’s Office. We have developed a Google sheet for employees to log items to be purchased, and ordering instructions will be emailed today to technical staff, department chairs and department coordinators. ProCards for Sponsored Program Foundation (SPF) purchases will be fully active. Requisitions may still be used for purchasing.

In regards to a longer-term plan, the University is exploring the option of utilizing cost savings (one-time roll forward) to address computer or equipment purchasing needs. We may also need to also sequester funds for instructional and non-instructional use for strategic purchases later this year. We can make additional changes this summer, but there is conversation about not being able to conduct business as usual in the fall.

## Reserve; Preparing for significant reductions in 2020/21

As enrollment declines at many CSU campuses, administrative officials fully expect that students will begin enrolling at a campus closer to home. In response to the demographic shift, program impaction restrictions have been lifted at many CSU campuses. As discussed earlier, HSU can expect a 20% enrollment, which will directly impact MSF funding. Dale expects to hear more from campus administration about a reorganization plan, but a plan has not been confirmed and layoffs have not been discussed. Dale will consult with the college level strategic implementation team on these issues. Discussion ensued with questions regarding GI 2025 funding for next AY, upcoming registration and the fall schedule, the new hiring chill, and how best to find efficiencies with what we do. Dale responded that there will be no GI 2025 funding next year. Once students begin registering on April 13, the college will evaluate our situation in early May and make decisions after that. There will be no layoffs at this time, but positions may be consolidated through attrition.

Note: Thursday, April 16, 9-11 am, CNRS Council of Chairs virtual meeting.

Thursday, April 23, 9-11 am, Provost’s Council of Chairs virtual meeting

## Next Council of Chairs meeting is Thursday, April 2, 9-11 AM, BSS 508.