



Dean's Council Weekly Meeting
July 7, 2020
Virtual Meeting
3:15 pm – 5:15 pm

Academic Affairs

Administration Room 200
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www.atu.edu/academics

3:15-3:20

Hail

Welcome Dr. Russ Jones as he began his role as Dean of the College of Business yesterday.

3:20-3:35

AA Faculty and Staff Hires and HR

- Processes were established specific for searches within Academic Affairs. These processes can be found in the AA Leadership Folder on the iDrive. This information was established to provide consistent information to hiring managers. If you have additional questions, please talk to Ms. Pat Chronister or Dr. Johnson.
- The Position Review form does not pertain to faculty positions and only needs to be completed for staff positions. Below is the link from HR regarding hiring.

https://iwebsrv.atu.edu/doc_repo/hr/4%20Phases%20of%20the%20Hiring%20Process.pdf

3:35-3:55

HLC – Dr. Robertson

Began going through Weave and grabbing snippets of information that is needed and identifying what the Deans and Department Heads could provide assistance. Dr. Robertson will be sending out emails requesting information. Dr. Johnson asked that everyone be responsive to the emails. The group is meeting tomorrow to continue their intensive review of the draft document. It is possible the Deans may need to step up to assist with some sections if additional help is necessary.

3:55-4:15

ACPG Updates/International Student Announcement

Dr. Johnson spoke to the announcement regarding international students. The announcement from ICE states that if a university transitions to virtual instruction, then international students will either have to go home or transfer to a university that is having face-to-face instruction. Dr. Cezeaux explained the difference in the MT-49 and

MT-99 and indicated it was established for the Saudi students, who are required to be in face-to-face courses. Dr. Bean stated when interns come back from internships, students will meet synchronously via VC, video conference. This is an old code that was reactivated by the Registrar's Office. Several faculty would like to teach via this mode. Dr. Schoephoerster reported that Mr. Yasu Onodera will be the one who is reporting information regarding international students and is seeking additional information regarding this announcement. Dr. Johnson will share this with Dr. Aulgur and Tammy Weaver so it is on their radar. The hope is the hybrid class would be acceptable because 51% of the course in most cases is slated to be taught face-to-face.

COVID-19 Taskforce Updates – Dr. Richard Schoephoerster

- Return to Work plans are being reviewed and it is important to discuss all phases clearly in each plan.
- Governor ordered a proclamation to allow cities to have ordinances that would require wearing a mask but these are not enforceable. The recommendation from the taskforce is to talk with the city to encourage mask wearing.
- Mr. Brian Lasey talked about the difference between cleaning and treating. Cleaning is more daily things on touch surfaces and less on non-touch surfaces. Treating focuses on information from contact tracing. There is concern about staffing issues but FAMA has an outsourcing option. Additional concern surrounded the virtual Fridays. Brian understands classes will still be held on Friday so the main areas that need attention will not be accessible until the weekend.
- MARCOMM is working on video instructions for proper mask wearing.
- The Health and Wellness Center is ordering thermometers but the CARES funding will not cover the cheap thermometers so they plan to make the purchase from their own budget.
- Communication is being prepared to distribute to contractors so they are aware of our rules while on campus.
- The university has a 24-member team from Student Affairs for contract tracing. These are current staff members and have been trained using the Johns Hopkins program.
- Sam Strasner is working on a communication campaign.
- The new website is atu.edu/pandemicrecovery. Signage templates are available here too.
- GAs and student workers should complete the health check and send to their supervisor before reporting to campus.

4:15-4:40

Announcements, Future Agenda Items

Please remember to wear your regalia during your virtual commencement message. These need to be under two minutes and due to Ken Teutsch, kteutsch@atu.edu, by July 24.

Please review the transition survey responses and prepare for discussion at the July 15 meeting.

Items on the EC agenda tomorrow include sharing the concern about caregivers of individuals whose immunity has been compromised or spouse working on a COVID related unit or taking care of a COVID positive person. Is there additional feedback? Dr. Robertson stated this is the number one question from faculty and the concern for reducing contact for those that are compromised at home. Dr. Cezeaux expressed the importance of all faculty and staff being treated equally.

Also on the EC agenda is an item regarding students with a similar set of circumstances. Students have the ability to take classes online. However, all classes will be offered using a hybrid model with very few face-to-face courses.

Please reiterate with your department heads and faculty that not all courses can be online. Some students are coming to ATU because we are offering face-to-face classes.

Dr. Johnson shared that Ms. Carol Adkinson in OIS has been in touch with her counterpart at ASU regarding the Banner repository for syllabi.

Please contact Dr. Linda Birkner for van use.

Dr. Johnson will ask the question about faculty who live out of state but commute to campus for work.

4:40-5:15

Recap / Next Steps

5:15

Adjournment!