

# ***THE BUZZ:*** Academic Affairs Weekly Newsletter



## From the Provost's Office

**Fall 2020 Student Schedules:** Academic Advising is working with rising senior schedules now and will be reaching out to those students who have conflicts. As seniors resolve their schedules, academic advising will then begin work with rising junior and then rising sophomore student schedules. We hope to have this completed by the end of July. As we finish this work, current students will have the ability to continue to make adjustments to their schedule (as they typically do in preparation for the academic year). Incoming first year student schedules will be created in early August. See the email from Barb May on July 8 for more details.

**Updates to the CDC's Guidelines:** In late June, the CDC [revised its listing](#) of those who are at increased risk for severe illness from COVID-19. The materials on our Faculty and Staff FAQ page have been updated to reflect those changes. The [employee accommodation form](#) has also been updated. If you plan to submit an accommodation request, please do so at your earliest convenience. Note: if you submitted the form before it was updated based on the June changes, you DO NOT need to resubmit a form.

**Travel:** Institutionally supported travel in Academic Affairs is prohibited until further notice.

## COVID-19 Response Team

The Fall Scenario Planning Team is hard at work preparing protocols and plans. Some of the recent actions include:

- Working with Academic Advising to re-enroll students into the Fall 2020 block schedule
- Instillation of technology for hybrid learning
- Developing classroom safety protocols
- Requiring masks be worn by everyone in public spaces (including classrooms) and while traveling on campus

- Purchasing a cloth mask for each faculty, staff, and student
- Developing disinfecting protocols for classrooms and public spaces
- Revising move-in and orientation for students to meet physical-distancing requirements
- Developing back-to-work protocols

#### Ongoing Work:

- Developing quarantine policies for international students
- Investigating the impact of the July 6, 2020 modification to the Student and Exchange Visitor Program (SEVP) on CSB/SJU international students
- Continue to work with Marketing and Communication to develop
  - Informational videos to various groups
  - FAQs for various groups
- Work with the Faculty Development Team to plan and schedule Faculty and Staff training opportunities for July
- Work with the Covid Coordinators, Facilities Directors, and Academic Affairs team to develop comprehensive safety plans
- Work with C-CAPS to develop policies for the 2020-2021 school year
- Continue to work with Student Development to identify safety issues and expectations and to develop plans for co-curricular activities including athletics
- In consultation with APBC and FCBC, continue work on development of institutional budgets that will address the structural portion of anticipated budget shortfalls at CSB and SJU resulting from sustained enrollment declines.

## Institutional Research

Kevin Wenger joined CSB/SJU in March as the new Assistant Director of Institutional Research. Kevin manages the majority of the institution's external survey and reporting responsibilities and will also be conducting research projects on a broad range of subjects including retention and graduation. Before joining CSB/SJU, Kevin worked at Luther College in Decorah, Iowa, where he served in a number of positions, most recently as the Assistant Director of Residence Life. He earned a BA from Luther, and recently completed an MA in Data Analytics and Leadership at Drake University. In his spare time, he enjoys running and rock climbing, is an avid fan of "Parks and Recreation," and has a 1-1/2-year-old labradoodle. Welcome, Kevin!

## Faculty Governance

**Joint Faculty Senate meeting:** July 9 from 1:30-3:00 on Zoom. Watch for agendas and Zoom links from JFA chair Greg Schroeder.

## Faculty Development

**Hybrid Learning Equipment Training:** Instructional Technology has developed a [video](#) introduction to hybrid teaching equipment at CSB/SJU, which will be followed by a number of training opportunities.

- **Hybrid Learning Demonstration: available beginning on July 10th** view a recording of a simulation in Quad 342 of a hybrid class. The "class" will run through a variety of scenarios to show how different classroom techniques will work in the hybrid environment.
- **July 15, 22, and 29 10 am-11am** Instructional Technology will host a series of Q&A sessions for faculty to discuss what they've seen in the hybrid classroom videos (above) and to raise questions with colleagues to problem solve together.
- **August 5 and August 12 10am-11am** Practice hybrid class opportunities to learn what the experience will be like for someone joining remotely. More details to come.
- Also in **August** we hope to offer scheduled times for individual faculty to be in a classroom and get some hands-on experience with the technology.

See more information about hybrid learning and video links on the Canvas Teaching and Learning Training resources under "Hybrid Classroom Training."

**Funding Available:** Have you found a great faculty development training opportunity related to online instruction? Contact Pam Bacon to request funds to attend online training sessions.

**Canvas Updates:** The faculty development team has added a Diversity, Equity, and Inclusion resource section to the Faculty Development Canvas page. Please send additional suggestions to Miranda Novak.

