

Washburn University
Meeting of the Faculty Senate
July 27th, 2020 3:00 PM
Zoom Meeting Hosted by FS Executive Committee

Present: Brooks, Byrne, Cook, Daniels, Dodge, Friesen, Grant, Griggs, Huff, Kendall-Morwick, Klales, Kohls, Krug, Mazachek, Miller, Moore, Morse, Romig, Sainato, Smith (M), Stevens, Thor, Vandesalem, Wagner, Wang, Watson, Woody, Wynn, Zwikstra

Absent: Douglas, Ricklefs, Schmidt, Smith (D)

Guests: Ball, Barker, Bird, Burdick, Carpenter, Dempsey-Swope, Erby, Grospitch, Holthaus, Johnson, Jones, Liedtke, Maxwell, McNamee Munzer, Sellak, Sharafy, Stephenson

- I. Call to Order Morse called to order at 3pm
- II. Approve minutes- none
- III. President's Opening Remarks
 - No minutes approved at summer meetings- will approve at first meeting in fall
 - Within the next week should have senate meeting schedule
 - Encourage us to take a break and take care of yourself. That is what we need to do now
 - Gen Ed began initial meeting and have a lot to think about. If you have a passion in Gen Ed, reach out to be included in these conversations.
 - CTEL Conflict de escalation last week was highly recommended. Offered again on August 14th. From conversations in this session, one discussion item to add- Like to add topic to discuss mask in master syllabus.
- IV. VPAA Update - Dr. JuliAnn Mazachek
 - Thank you for having summer meetings to give us an opportunity to discuss things in a timely manner.
 - Appreciate all the work with students over the summer. Enrollment down 6.6% from this time period last year. Feel very grateful for this. Grateful our students believing in us to provide a good learning environment.
 - Students care about hearing from faculty and thank you for your work with this.

- Technology- working on having this ready for fall. Making good progress. 59 areas are completed and feel good about having installations done before classes. Classrooms will be available for faculty to see how this will work so watch CTEL.
- Ball leading a group of faculty looking at how we will provide accommodations to students requesting them. Currently in final draft stages and not ready to share at this time.
- Group of associated deans and faculty talking about getting students back to campus, first day plans, looking at foot traffic in and out of classrooms safe and healthy. You will see some information on this coming in the next week weeks.
- Communication of COVID cases- Friday had positive cases in our athletics. We are not contact tracers, we support the process. Working to get a meeting with Shawnee county health to see what is expected of Washburn and what we can do to keep our campus community safe. HB2016 only county health department can do contact tracing of COVID-19. Grospitch working to permission to be able to do contact tracing here on campus. Hoping to be more actively engaged in contact tracing activities.
- Good work by McManus, Lee and Grospitch on this issue and working diligently to resolve the contact tracing issue.
- K-12 announcement of school year. Recognition that this creates a challenge for those impacted on campus. If you are feeling overwhelmed or need flexibility, discuss with your department chair and deans and work with them to determine what can work best for you and your students. Have conversations early.
- Good news- last board meeting in July approved the next stage of the design and development in the new school of law building. Thank you to Romig and Dean Pratt on this project. Will bring schematics to next meeting.

V. Consent Agenda

- Faculty Senate Committee Reports-none
- University Committee Reports-none

VI. Old Business

None

VII. New Business

None

VIII. Information Items

- KBOR Meeting Report-

- No meeting in July. Next meeting in August. Faculty senate president group email discussed the possibility that freedom of expression could be brought up. Currently on a watch list. No other information available right now.
- WUBOR Meeting Report
 - WUBOR chair thanked all faculty and staff for hard work so far this year.
 - Dr Farley provided an update. Commented people are worried about how we are going to manage outside of the classroom activities on campus and provide those opportunities for students.
 - Budget approved.
 - WUBOR committees were assigned.
 - Approved Law School architects building design budget. The budget is at 33 million with 20 million coming from Washburn and 10 million coming from private sources.

IX. Discussion Items

- Student Success and Advising Report-
 - Sean Bird stepping in for Dr Bearman. Calling campaign attempted to reach 3400 students, contacted over 3000, discussed technology. Ensuring these students have technology needed and promote the CARES act. Realized in the Spring students did not have what they needed. Getting laptops and wifi to students that needed it.
 - 2nd calling campaign. Talking to students about modalities and be sure students are comfortable with the kind of classes they are in.
 - Library has been open 3 weeks. Have revamped to have 6 feet spaces. Less computers, down to 30 units – challenges to make sure technologies are sanitized.
 - WU101 looks different. Figuring out scheduling and on campus time to give them the face to face they deserve to insure students are successful and complete their degrees over the next 3-4 years.
 - Key card access- a couple issues worked out. Swipe to gain access. Students in the library every day. Checking out books online and picking up curbside or on a shelf.
 - Great work with calling students, enrollment holding steady because of things like this.
- Students and Mask Distribution- Eric Grospitch
 - Some students required to come early and required to quarantine for 14 days prior to class. Students from Florida and New Jersey

and international students required to quarantine. Only managing students living in the residence halls. Meal process with Chartwells for these students.

- Money found by Dr Lietke so this quarantine was not a financial burden to the students.
- 65% occupied in the residence halls for the fall which is what we wanted. Mainly private and 2 sharing a bathroom. Students should be able to quarantine in their room if needed.
- West hall and a floor in the LLC is off line in LLC if needed for quarantine.
- Students will chose a weekly menu and will deliver to room as part of meal plan option.
- Isolate due to illness- move to west for best isolation.
- Only trying to manage residential students in this process.
- More information and communication nonresidential students regarding isolation and quarantine and what that looks like.
- No overnight guest in the residence halls this fall.
- Didn't say no visitors but no one overnight. Concerns about students needing a spot to zoom to take classes during the day.
- Big changes in fall around food service. Most things prepackaged or served by staff. Will be less seating.
- Questions about official place for zoom classes if no friends in residence hall. Still looking at this issue.
- Lot of spaces that could have been used for this previously are now class rooms. Very limited in what is available. We are thinking this through. Faculty will have to help students navigate through this.
- Question regarding plan if a residence hall becomes a hot spot. Have talked to hotels for rooms if needed if area of residence hall becomes a hot spot.
- Mask- how will masks be distributed to students? 1st place in residence halls while students are moving in. Welcome week tables will have masks available.
- Delivering masks to nursing and Washburn Tech. Masks are a polyester blend. Masks in multiple locations for students. Not keeping track of masks distributed just trying to get every student one.
- Will distribute information to faculty on where masks will be.
- How to enforce masks. Working with colleagues across the state on plan for enforcement 1st time no mask reminder letter with policy. 2nd time warning letter. 3rd time- have to meet Joel or Eric

as part of code of conduct and failing to comply. Consistent across the state. Continue to talk on this issue and still in conversations.

- Kim is working with WSGA president on a COVID integrity pledge. Will be in a form you can add to D2L to post and can be signed as students and faculty.
- Faculty control of classroom environment. CTEL working on tool to help with sorting of students out into section.
- Question about how to coordinate zoom and in person classes for students with back to back classes. How can this be coordinating. We need to look in to grouping. Faculty baring this responsibility working with individual students.
- First meetings with students will figure out what will work for students and must be able to allow students to attend remotely.
- Question asked regarding faculty held liability if students get sick in their course.
- Mark Fried said lawyers/lawsuits go for the deep pockets so faculty may be named but go for individual with more money, the university as a whole. Can't promise someone not be named but university to handle it. This is why we are doing what we are doing following best practices. Reason we use CDC and have information available to protect us and protect us legally and a stronger legal position.
- Question asked by faculty if a student test positive does an entire class go into isolation. This question would be ran by student health and the answer depends on the circumstances. Tiffany McManus at Student Health will be in charge of this plan. Clarify isolation for those that are sick and quarantine is for those exposed.
- Smoking areas on campus- question if this is the time to stop all smoking on campus. Students would like to see all smoking banned on campus but reopening not wanting to do this now with everything else involved in re-opening. Grassroots to make this be so.
- Question asked if a faculty has cold symptoms do we stay away? If you are sick or think you might be sick you should stay away.
- Question asked about FERPA implication related to recorded classes and not being able to fully control what students do with these lectures. Working on language for students regarding recordings and what students can do with these. Set the expectation for what is legal, lawful and expected. Syllabus addition

to include video/images from zoom can't be shared publicly by students.

- Question on plans to update on number of positive cases on campus. Working with SCHED for guidance on how to do this communication. Question regarding why athletics cases were reported and other not. Athletics is a little ahead and very public because it involved camps.
 - Question about supporting students with software. Going through the library for these types of needs through Mabee technology.
 - Questions about cleaning products and needed materials and plans to address shortages. Hoping to have what is needed to handle operations and to be able to continue operations. Work with deans and chairs for supplies specific to areas. Different pathways for curriculum specific needs.
- ADA and student accommodations- Danielle Dempsey-Swopes
 - Accommodations due to a disability or medical conditions will work the same.
 - If they have a concern about child care or COVID concerns that are not disability related, they will work with faculty.
 - If students and faculty don't agree on the plan, this will be a separate process from the accommodations committee. Once recommendations are hammered out then will be shared with faculty and students.
 - Efforts to reach out to new students needing accommodations is more challenging but more challenging this year. We are hoping we have not missed many.
 - Worked out a process where new students will get email/letter informing about services and asked to reach out immediately once enrolled.
 - Reporting COVID-19 case on campus- Corey Zwikstra
 - Will there be transparency and can we announce positive case. Others have tested positive but has not been announced.
 - When will total number of cases be announced? This is all part of the conversation with the county. University wanting to be transparent, trying to figure this out and have a plan on how to share this information. Wanting to work with our partners on this issue.
 - Athletics was able to share because it involved the community and camps on campus.

- Do we want masks information in the master syllabus? What are thoughts on this?
 - Current language shared from the master syllabus by Dr Ball. Student behavior in classroom policy reviewed. Does the policy need to clarify the escalation process so students are aware up front? Some faculty would like mask and social distancing specifically discussed and not relying on students to interpret masks and social distancing. Student behavior in class includes more than just masks and social distancing. Generally good catch all and discuss general culture of the classroom. Email Dr Ball with recommendation for changes.

X. Announcements- none.

XI. Adjournment meeting adjourned at 4:30pm.