

Academic Affairs Council
July 22, 2020

- 1. Faculty Guidelines** (Sam Houston link) Judy Abbott
<https://www.shsu.edu/katsafe/restart2020/faculty>
Dr. Abbott shared information from Sam Houston on how they are reporting Covid incidents on campus. Dr. Bullard indicated that the process for requesting tele-teaching, leave concerns, internet adequacy concerns, travel concerns, reporting positive cases, use of the LMS have been addressed in previous memorandums; suggested a webpage with the critical information and links, similar to SHSU's faculty/staff pages; believe that Dr. Westbrook is using the SHSU COVID Cases on Campus as a model for SFA's electronic reporting process and page; deans need to continue to refine the request for tele-teaching/tele-commuting for faculty and the verification of stable/adequate internet.
- 2. Parent involvement and follow up** Joyce Johnston
Dr. Johnston presented an idea to provide parents examples of what we do at SFA, as opposed to online learning with a community college. Proposed Saturday, August 1, to showcase remote learning and dynamic faculty; shared electronic handout with proposed faculty; Megan Weatherly would assist with this; may need to do this for online approaches
- 3. Syllabi Statement/Social Distancing and Face Covering** Jonathan Helmke
Jonathan Helmke has worked with Dean Abbott and Dean Childs and propose the following statement to be added to syllabi. Physical distance reference will also be added. Final statement will be shared with AAC and deans will distribute to academic unit heads and faculty for inclusion in the fall 2020 syllabi

*Masks (cloth face coverings) must be worn **over the nose and mouth** at all times in this class and appropriate physical distancing must be observe. Students not wearing a mask and/or not observing appropriate physical distancing will be asked to leave the class. All incidents of not wearing a mask and/or not observing appropriate physical distancing will be reported to the Office of Community Standards. Students who are reported for multiple infractions of not wearing a mask and/or not observing appropriate physical distancing **may** be subject to disciplinary actions.*

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html>
- 4. Fall 2020 Enrollment Update** Erma Brecht
Shared data table; new freshmen and sophomore enrollments are down; currently about 3+% down; encourage students to enroll beyond 12 hrs because of the flat-rate tuition and, thus, a savings; the admitted transfers is greater than the list of transfers who have signed up for orientation; all college fairs have gone virtual during the fall 2020; policy 6.20 approved for changes—admit top 20% regardless of test score; social media consistent messaging

5. **Course/Section Changes** Lynda Langham
39 section moves remaining (30 were received yesterday); informed this morning to anticipate 23 more sections; Lynda indicated even more sections to be submitted; encourage faculty to get these change requests ASAP!! New courses/modifications have had to be done manually (rather than automated); Karyn—45% F2f; 24% hybrid; 20% online; John -- interns nearly finished with room measurements for physical distancing; maps being developed for seat configuration; remote learning—begin to evolve student social media, including what may occur with students who are quarantined; faculty need to be extremely accommodating – music ensembles;
6. **Second 6 week part of term Summer 2021** Marc Guidry
MG shared revised calendar, added a second six week part of term next summer. This compares with what other institutions are offering. Shared with the chairs through Dr. Wurtz; need to finalize the calendar ASAP
7. **Budget Update** Steve Bullard
Will get information out soon; clarification for VSIP opportunity—when unit heads/directors will get the names of personnel how applied
8. **Board Meeting Update** Steve Bullard
Two new bond building projects introduced/socialized.
9. **Any Other Business**
Heather Catton reported that international students may take remove courses: court rulings.
10. **Date of Next Meetings:**
August 5
August 19
September 2