

**Faculty Affairs Meeting  
November 12, 2020, Minutes**

**Tonkawa, 11/12:**

**Scholarships**

Per e-mail concerning scholarships: if we need more students and enrollment is such an issue, why are we cutting scholarships? If we need students in seats, we reduce scholarships, we automatically reduce the number of students that are enrolled. While budgetary constraints are real, so is the very fact that we were facing potential furloughs as a result of low enrollment, thus, why are we doing things that DIRECTLY impact enrollment? That doesn't make sense.

**RESPONSE:** Per Dr. Evans, scholarships have not been cut but part has been held in reserve until after the budget has been completed to know what can be awarded. Scholarship budget should be around 10% of overall operating budget. As the latter budget has shrunk, we now have about 11.5%. State guidelines determine percentage of waivers allowed; institutional guidelines determine other allocations with current scholarships better than many peers. Individual sponsors have some discretion as to how much of the total budget to award to individuals with some favoring larger but fewer awards and some favoring smaller but more awards. Foundation-based scholarships do vary based on market since many of those are based on earnings.

**COVID Related**

Current COVID policy is broken, look at what is occurring.

1) athletes and fine-arts are the largest cohort of quarantined students (are they the largest cohort for + test?), or so it appears, obviously something isn't being done properly.

**RESPONSE:** Protocol is for teams to quarantine as a precaution when there is a positive test, but there are a number of instances when a small portion (1-2) has tested positive and the whole group is quarantined as a precaution; in these instances, others in the same group have not tested positive because they have followed the campus protocol that is keeping everyone safer.

Per Dr. Evans, for every case turned in, there is a call to the Health Department and at minimum the orders provided on each individual situation are followed per Health Department guidance. In some cases individuals want to go above and beyond and encourage more caution. EY: What is the reason why so many in athletic or other groups are testing positive. Is there a higher positive test rate in athletics? Per Dr. Evans, just like the general population, students may have engaged in individual activity to increase risk. Athletes are testing more often, perhaps, because of group activity.

EY: It may make faculty more comfortable to know that athletes may be quarantined at a higher rate but positive tests are not at a higher rate.

2) if financial services all come down with + tests and they are not associated with as many students as faculty, why are faculty supposed to return to the campus after Thanksgiving, in fact why is anyone? (YOUNG's comment for FA...Caveat to this, I predicted after the ice storm that we would see a sudden rise in COVID cases 2-4 weeks after...ironic, and what has occurred in south-central KS and OK, and we are only two weeks after? I predict, after Thanksgiving, and prior to Christmas, this Nation will be in a crisis, the likes we have not seen in our life-time, unless WE ALL take drastic measures, and NOC has to be part of those measures.)

and

3) while students are not forced to go home under quarantine, they are encouraged to go home (undisputed facts based on students, faculty, staff). Why even have an option? They should remain on campus. Foreign athletes are encouraged to quarantine with local family athletes that are quarantining

**RESPONSE:** You can't force students to stay but areas have been designated for students who choose to stay on campus. For those who live locally especially, they may be able to reduce spread by returning to a home where they can use a separate living quarter with no shared restrooms.

Per Dr. Evans, many students are from our general service area and many of those students want to go home if quarantined. For those in on-campus quarantine, food is delivered and other needs taken care of. EY: Perception is that staff are encouraging students to go home and per Dr. Fauci the worst thing that we can do is to send students home because it will further the epidemic. There is also a "bubble protection" in controlling more their activities/exposure to others. Dr. Evans: The Health Dept has been extremely complimentary of our protocol.

4) why are we sending our judging team out of State when the US is reaching all-time daily rates of COVID cases each day, and this is for an extended period of time (1 week)?

**RESPONSE:** The new guidelines emphasize mile radius more than in-state vs. out as some Kansas locations are closer than some Oklahoma locations. The judging team is also following a strict protocol, including testing prior to and upon return from trips.

5) worst case scenario planning for spring (i.e. pandemic worse than it is currently, Oct-March coincided with peak flu season, we know COVID will do the same), what is being done? We have to be able to better than we did this semester, we have to COMMIT to planning and implementation.

Morale seems low, is it because of the virus, the current institutional situation, or a lack of leadership?

I like our Administrative Team...as people they are awesome, but there doesn't appear to be any leadership...is FA the place that you can discuss this?

EY: We have document; it's updated. At other institutions, the President may give updates directly in letters to campus community and/or external community. This has happened at NOC as well; perhaps it could be more frequent.

**Dr. Evans' Response:** Working with 24 other Presidents across the state, I see a variety of modes. It's not my style to need to be out in front of everyone all of the time, but all of the messaging about the pandemic that goes out, I personally review and see through many revisions. I understand the concern that the possibility of a furlough created. I wasn't required to share that it was a possibility, but I don't believe that would have been transparent. Since it was a possibility, I shared that information. I also worked to secure additional external funding so that it could be taken off the table as soon as possible.

## **RECRUITMENT**

Why does it seem like nothing is occurring...it's our biggest issue, and I don't see anything. Did you guys have your meeting? (EY: yes, we had a joint meeting. It was mostly informational.)

**RESPONSE:** EY: Frankie suggested podcasts and other faculty are on board.

Per Diana Watkins, who facilitated the last meeting, the timeline from the last meeting included hosting campus-specific meetings about recruiting non-traditional students. She has hosted the Stillwater meeting but was uncertain if the Enid and Tonkawa ones had yet been hosted.

### **POSITIVES noted from Tonkawa input:**

For the most part, students wear their masks...I'm glad to see that.

I'm shocked that we've made it this far. (EY: I think this a positive reflection that some things are working, so I placed it here)

Those that worked on the receiving additional funding should be commended...the furlough concept was really hard to deal with, considering COVID and all.

### **Stillwater, 11/12:**

\* Can we look at still requiring or conducting classes when we are closed due to inclement weather as long as they are conducted via Zoom?

\* Do we need to address the "attendance" in Zoom through institutional policy or individual syllabi?

- cameras on

- audio on

- revoking Zoom attendance if the student(s) repeatedly join Zoom without video/audio? (must attend in-person if they do not have the proper technology)

- driving while in-class via Zoom (Can we count them absent?)

**RESPONSE:** Some additions can be made to the institutional policy for attendance if there is consensus but there does not seem to be at this time. Many instructors are allowing students to Zoom at will as long as they remain engaged in class, and some have reported instances where they allowed participation without video when the student had WIFI issues. Others are restricting to only documented COVID cases for connecting via Zoom if not enrolled in an online live section.

The only other item I have received concerns the early alert system. I don't even know if the new system will have an EAR, so I am not sure if this is an issue for us to address. I am copying/ pasting the email I received:

"Couple of things that might be brought up for faculty affairs.

Would like to see what we can do to encourage faculty to use early alert system. Doesn't seem right that people get dropped without first getting a warning. And if people are earning D's or F's, an alert should be sent. When I got midterm reports I had 7 people listed and had only received an alert in 2. How are we supposed to help our students if we don't know they are having trouble...can't reach out to them to see what they may need. If we are trying to retain and improve success rates, we need to know when our students may be struggling.

Also, on days when we cancel due to weather, could we discuss about maybe just switching to virtual...meeting via zoom. Don't know if we can require that...or just have to post videos if we want to stay on schedule. Lots of people were asking about just having class via zoom."

**RESPONSE:** The new system will have an early alert system but it is not yet available. We anticipate it will be activated by sometime in the spring semester.

On the bad weather day/Zoom question, in the last instance of school cancellation, many students had power outages that would have kept them from participating in an online live sections so this will have to be determined on a case-by-case basis depending on the weather.

### **Enid, 11/12**

Here is the only response I received:

Students should be appropriately dressed and have their video on. Not sure if that is there or not.

**Response:** we have dress noted in the pandemic in the highlighted section below. In the table and in Online Live section comments we have noted that the computer camera is a requirement, but we could be more explicit in saying that the video must be on. What I'd like to hear from faculty is what might be across-the-board faculty recommendations vs. individual instructor preference. I know that some faculty have told students they will be counted absent if they don't have the video on. Others have made exceptions because of students who have weaker WIFI and who experience fewer disconnections when they have it turned off. Some faculty are verifying attendance more with chat room requirements—e.g. responding to quiz questions randomly posted.

Pam

## INSTRUCTION AND LEARNING ENVIRONMENT

NOC will offer multiple course formats for the 2020-2021 academic year with options to match the students' learning style while continuing to follow CDC guidelines for a safe learning environment.

- Faculty members may use a combination of methods (e.g., face-to-face/ITV instruction, recorded course lectures and discussions, online assignments, synchronous videoconference meetings, projection to an alternative ITV room, projects) to achieve this aim.
- Laboratory groups will alternate attendance days when needed to maintain social distancing. When not possible to maintain social distancing for pedagogical or safety purposes (e.g. nursing skills lab demonstrations), students will wear additional PPE to provide reasonable health safety (e.g., face shields, gloves, surgical masks).
- Students enrolled in in-person courses who must self-isolate due to primary exposure or active symptoms should contact instructors PRIOR to class time to request shifting to online live access from home.
- For the purpose of the institutional attendance policy, in-person and online live attendance will be considered as equivalent. Students enrolled in courses with either of these formats who are not able to attend should contact instructors as soon as possible and provide documentation for any urgent medical issues that prevent attendance so that they may be given alternative opportunities to access course content. Attendance must be taken for all classes as it may be needed for contact tracing and federal financial aid purposes.
- Whenever possible, class sessions should be recorded and recordings posted online to provide access for students unable to attend due to documented health concerns. Where recording is not possible, material may be posted online to provide students access to missed content.
- Codes of student conduct apply to online live sections just as they do to in-person classes, including dress code appropriate for a classroom setting.
- Students should connect to their courses away from children and others not enrolled in the course to avoid disruptions and to ensure content is appropriate for all listening (e.g. criminal justice issues that may not be age appropriate for children).
- Personal home backgrounds must not have offensive visuals (e.g. signs, clothing) visible to the computer camera. Note: some courses may offer a combination of formats (e.g. face-to-face or online live depending on the students' location).

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<b>In-Person Classes</b>	<b>Live Online Classes</b>	<b>Online Classes</b>
<ul style="list-style-type: none"> <li>- Courses meet at designated times on one of NOC's campuses.</li> <li>- Instructors are available for live instruction and office hours to assist with classroom questions, tutoring, and/or advisement.</li> <li>- Institutional attendance requirements must be met.</li> <li>- Students interact with the instructor and other students in the classroom setting and may engage with peers and staff in other social settings, including through clubs and organizations while maintaining social distancing.</li> <li>- A selection of coursework (including most labs, Fine Arts classes, HPER classes, and other coursework for which activities rely more on face-to-face instruction) will be offered in this format with a contingency plan in</li> </ul>	<ul style="list-style-type: none"> <li>- Courses meet at designated times (synchronous) but students access courses through clicking on a Zoom link.</li> <li>- Students may request appointments via Zoom during instructor office hours.</li> <li>- Institutional attendance requirements are met by students connecting during scheduled class time or in some cases with in-person attendance with social distancing guidelines followed.</li> <li>- Students are able to see the instructor and most classmates on the computer screen in individual windows, and instructors can share their teaching screens with students to see what would have been on whiteboards in traditional class settings.</li> <li>- Students interact with the instructor and other students online during real class time, engage</li> </ul>	<ul style="list-style-type: none"> <li>- Courses are taught through the Blackboard learning management site, where instructors may post any of the following: course notes, class videos, assignment sheets, etc.</li> <li>- Institutional attendance requirements are met by students submitting work and participating in online discussions.</li> <li>- Students have deadlines throughout the course but do have some flexibility in when to access materials and complete assignments.</li> <li>- Students do not typically interact with the instructor or other students in real time, but may use online tools such as the discussion board for online interaction and be asked to read and respond to classmates' posts.</li> <li>- Instructors are available via email for questions about course material.</li> </ul>

<p>place to move to online should CDC safety standards require.)</p> <ul style="list-style-type: none"> <li>- Social distancing guidelines will be applied with assigned seating to limit risk.</li> <li>- As needed for distancing, courses such as lab sciences will alternate days of attendance and virtual labs.</li> </ul> <p><b>Technology needed:</b> Computer with reliable WiFi</p>	<p>in classroom discussion to ask questions of the instructor or other students, and can use the Chat function to post questions.</p> <ul style="list-style-type: none"> <li>- For lab science courses, labs may be integrated into class as a virtual or “complete at home” option, or students may be required to attend an onsite lab session as noted in schedule.</li> </ul> <p><b>Technology needed:</b> Computer with camera and mic and reliable WiFi</p>	<ul style="list-style-type: none"> <li>- For lab science courses, all labs will be either virtual or “complete at home.”</li> </ul> <p><b>Technology needed:</b> Computer with reliable WiFi</p>
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Ask employees if they want hospitalization shared.

Additional policy suggested:  
Medical documentation (including COVID)  
School-related absence

Online live protocol vs Zoom in short term:  
EY: note we may not be able to have same expectations when all classes go online vs. the students who signed up for it