**A close up of a sign

Description automatically generatedMinot State University**

**University Chairs Council**

**July 9, 2020**

**Members:** Lori Willoughby, Jay Wahlund, Robert Crackel/Bryan Schmidt, Paul Lepp, Robert Kibler, Scott Kast, Erik Anderson, Dan Ringrose, Terry Eckmann, Ann Beste-Guldborg, Holly Pedersen, Niki Roed, Gary Rabe, Paul Markel, Bill Harbort, Jessica Smestad, John Webster, Lisa Borden-King, Jane la Plante, Laurie Geller, Jacek Mrozik, Erik Kana

**Guests:** Rebecca Ringham, Melissa Cantone

**Absent:** Erik Kana

**Agenda**

1. COVID 19 Issues/Concerns – Lisa Borden-King
   1. 6-feet distancing
   2. Faculty Senate recommendation is that masks are required in all academic areas on campus. President Staff needs to approve this before it can go into effect.
      1. VPAA can approve exceptions for faculty.
   3. Going remote after Thanksgiving will not happen as this causes a lot of issues for international students.
   4. Jay Wahlund asked Faculty Senate about having a large area for students to take tests. Unfortunately, there isn’t enough space on campus to test multiple classes with distancing during busy class times.
   5. Question was asked about procedures if a student tests positive for COVID19.
      1. Once someone tests positive, the ND Health officials take over and will reach out to the appropriate individuals.
      2. Typically, if in contact with a COVID-positive person at less than 6-feet for more than 15 minutes, even with masks, you are considered a close contact and will need to quarantine for 14 days.
      3. You might consider an assigned seating chart to help with who is around someone that tested positive to help with contract tracing.
   6. Facilities will make sure cleaning supplies etc. are available and do not run out in the classrooms. You may want to keep Facilities’ phone number available to call if needed.
   7. Darren Olson IT has 90 classrooms to set up for HyFlex.
      1. Rooms will have microphones in the ceiling, cameras, and TV in back of room.
      2. Students will feel like they are in the class.
      3. Aleshire and Ann Nicole Nelson Hall are able to record only.
   8. Labs/Simulations
      1. Everyone closer than 6 feet or not wearing masks increase the risk. That being said there is a clause for Laurie Geller to make exceptions for whole classes or events in classes. She will need to figure out the logistics of how this will be determined.
      2. Field / practicum outside of MSU Laurie Geller will need to address.
         1. Student teaching – the student would student teach the way the faculty at the school are teaching.
         2. Will have to adhere to the safety protocols for each location such as Trinity Hospital, MHS, etc.
         3. Discussion about rolling the GBO Library in academic building guidelines.
            1. Library is a bit different as students come in to use the study room or just study off by themselves at a table.
            2. Students who talk with Library staff will need to have their masks on. Maybe put signs by certain areas they are needed. Library is doing this already.
   9. By Wednesday, July 15, Melissa Cantone and Laurie will review the classes and move largest classes to bigger spaces. They will try to keep people where they are with the least about of movement.
   10. Discussion on Hyflex – Lisa Borden-King said it is almost like being in the room.
   11. Holly Pedersen asked about the timeline to request to move classes/course to a different format and whether Zoom licenses be obtained from Darren/IT.
       1. Zoom license for those who have them expires in November 2020. IT is working with the NDUS for a Zoom license for the NDUS.
   12. Terry Eckmann asked if the guidelines will be the same for all across the state and universities.
       1. The short answer, is no.
   13. Question asked about Athletics and do they have a plan that is equal to or united with academic side.
       1. The remainder of the decisions should be coming soon as to whether fall sports are cancelled or postponed.
   14. Residence Halls
       1. Protocols are being developed for residence life.
       2. Offered single room at a reduced rate – 20 people signed up the first day. Some students wanted to have a roommate.
   15. Concerns about international students were expressed.
   16. Other concerns
       1. Monday, July 15 get revised schedule out to chairs
       2. Talk with Darren Olson/IT about Zoom licenses.
       3. Talk with system attorney.
       4. Deadline for classes that may ask for an exception (masks/online etc.)
       5. List of international students from Libby Claerbout so they can quarantine.