

Student Affairs Committee Meeting

3/11/2020

In attendance: Hillary Smith, Tony Bish, Martha Shott, Napoleon Reyes, Maggie McCloud, Robert Martinez, Dr. Laura Monje-Paulson, Stacy Bosick, Sandra Ayala (via phone)

Absent: David Horowitz, Aracely Duron

Called to order: 10:09 AM

Added to agenda: Discussion about impact of Coronavirus, possible changes in operational mode and issues it will bring for students.

Agenda Approved

Chair's Report

Plagiarism & Cheating Policy going to Senate tomorrow

Some discussion in XCOM via Provost about working with faculty and how to address alternate modes of instruction.

Student Affairs Report

Related to Coronavirus/COVID19.

Lots of strategizing, contingency planning, and identifying who might be most affected by contingency plans. Hearing different perspectives across the university and having a handle on what can be planned for.

Helping students plan for spring break and how to stay safe.

Cabinet is meeting currently. Message will be sent out to students. There has been discussion regarding extent to which SSU will ask students to share if they have traveled so appropriate support can be provided. The situation is fluid and dynamic. Good to know if people have traveled specifically to the countries that are at a level 3 at this time. Content of email will focus more on how to stay safe if you are traveling, to think about what to do when not feeling well when in a different location, and encouraging students to seek healthcare where they are physically located. Currently omitted from message is importance of community welfare.

Associated Students Report

Elections currently underway until tomorrow.

Student representatives went to CHESS in Sacramento, lobbying with other colleges.

Agenda Item:

Coronavirus/COVID19 – what issues will it raise for students?

Online petition on Twitter via Change.org to have SSU switch to online classes due to COVID19

Attempts to slow down the transmission of virus.

Students shared concerns about elderly family members. Concerns also shared about handwashing and what people were doing before.

Spring break: what will be communicated to students?

Areas of concern: Students without access to technology, students who don't have a laptop, lack of WiFi, students who cannot go home, students who do not have the ability to study at home, accessibility, international students (VISAs, keeping student status), etc.

If online course format isn't acceptable for certain courses can an exception be made for extenuating circumstances?

Student using accessible technology – it is difficult for certain PDFs to be read, some things are not accessible, easier to use school computers as they have Read&Write and Dragon installed, students who do not have access to a computer at home will lose access to the materials, can use phone but is not accessible with all materials and cannot highlight. Sending out a reminder to students that Read&Write and other software are available to download on personal computer/tablets, etc.

Campus is preparing faculty to be able to teach online and campus to go into virtual zone, SSU has tools to utilize, but when everyone is using these tools at the same time there could be interruptions, crashes, and bugs. Zoom and Canvas have been experiencing crashes and bugs as many colleges are going virtual.

Sandra has started teaching online starting Monday. One course was taught in-person to inform students how to access online course. The course is an FYE course that is going to be taught via zoom to hear the lecture along with questions at the end for students to answer. Lecture will be held today via Zoom at 12 pm.

Stacy shared research is being done for lab courses and moving to virtual classrooms.

Online campus versus campus closure. Limiting groups in close quarters. In the spectrum of closure, one where students stay on campus and utilize the library, the café, etc.

Concerns over overcrowding in areas if classes are not being held.

Berkeley has cancelled classes but not labs, Santa Cruz has done the same.

Library has lending laptops, looking at extending loan periods. Software cannot be downloaded on laptops, but many already have Read&Write. Suggestion for discussion with DSS about what should be on laptops if they will be loaned out long-term to

students with disabilities. Dragon is not available on personal laptops or computers, can only be utilized on-campus in specific locations.

Other challenges: professors not currently using Canvas or Zoom, accessible syllabus and classroom materials, getting faculty up to speed if moving to online.

Discussion regarding troubleshooting for assignments and exams online, being able to login, what happens when it doesn't go right. What support system available? Where do students turn for assistance? IT Center? There are not enough people available. What systems are in place if once we get going things are not operating correctly?

Other concern: project-based courses that build in-class. Example: Stage Craft

Arts & Humanities courses that are done in person such as dance, music, acting, shop, film, etc. Science labs are another source of concern. Sandra is currently working on a list of different types of activities faculty might be able to choose from. There is a potential to be out the rest of the year.

Accommodations for testing. DSS can assist by sending information out to faculty, look at accommodation letters, who has testing accommodations, if you need help setting time differently for individual students via Canvas, etc.. How would that work? How many faculty know how to change the time for one student? What about Dragon for testing? Their testing effectiveness is not going to be the same.

How changing the teaching modality will impact students who find these teaching methods will not work for them (i.e. fully online courses).

Clarify the use of Zoom for instruction: when we might be going online, it doesn't mean there aren't interactions online. Canvas is a repository, materials are in place for access by students, discussion boards, etc. When using Zoom it is completely interactive, just as if in the same room. Everyone can see one another, zoom board can be used for assignments, classes can be broken up into groups, there is a lot of interaction via zoom.

Some individuals who may not be able to utilize zoom whether a faculty member or student.

What is the conversation about the various support services on campus (i.e. DSS, tutoring, etc.)

Waiting for message from the Chancellor's office about the direction to take. One message will be provided soon that will tell us what is happening; one step at a time.

Faculty are being made aware for the potential of going online, it is a choice to do it right now, it may not become a choice and it has to be online instruction. Then possibility of campus shutdown where support offices would not be available.

Some offices could be available through online services (i.e. Zoom). Looking at what is essential for students, what offices can assist remotely, etc.

What can we still encourage students to do in a safe, responsible way monitoring the current situation and making modifications as necessary? How can student services be appropriately available?

Providing students with step by step process for how to access advisors and counselors via skype or zoom.

Concern about the limbo campus is in right now. In Theater Department the dance faculty were going to Arizona with a group of students to perform. The faculty were given the message to cancel it by administration. The faculty were told not to go at all, 15/20 students had already left. Five received the message to request not to go before leaving, but they had already paid for airfare and rooms. The administration who told the faculty to do this are not responsible because it was told it was "voluntary". The problem is the limbo is worse than anything else, no one is taking charge of this, we should be gone right now, flattening the curve, social distancing should already be done, sticking it out until spring break is problematic. Some students shared they had no idea about COVID19. SSU is not taking a stance. Why won't the President, Chancellor, or Governor take charge?

Travel reimbursement is an issue.

The burden is being shifted to the faculty which is not right, the same messaging is coming from the various schools. If you have already booked a trip there is no guarantee you will be reimbursed.

Another message is to purchase the more expensive tickets with travel insurance.

Liaison Reports:

Academic Advising Subcommittee – No Report

Scholarship Committee

Scholarship has come to an end with reviews, it closed on the 10th.

ATI Committee

Audit came to an end, 7 findings out of final audit report. There is an upcoming meeting to look at audit report, look to see where next priorities will be based on the findings. Everyone who puts things online, SSU does not have a way of keeping up with what is and is not accessible. Priority 1 is getting a system in place for checking accessibility of online content.

Athletic Council

2 Main items of business:

Item 1: Related to intercollegiate athletic classes. Distinct from KIN 101 courses, intercollegiate athletic classes are courses athletes may enroll in up to 1 unit during off season and 2 units during competition season. These units assist athletes with being full-time without going beyond 12 unit course load. NCAA meeting, many of the other schools in our conference no longer have those courses for their athletes. The question was whether or not SSU should continue to offer these courses for athletes. That is not yet decided, KIN Dept has voted to discontinue offering those courses to athletes. Next meeting is at the end of the month so more may be known at that point.

Item 2: Liberty School in Petaluma was hoping to come to campus during summer for an event. This is still in the works, not sure what things will look like now, update will be provided when more is known.

Fee Advisory Committee

Met last week, working on developing Qualtrics form to streamline the process for requesting course fees and getting them to proper individuals for approval. Another meeting next week.

Alcohol & Drug Advisory Committee

No Report

Other:

How will these meetings be attended if instruction is moved to fully online?

If instruction is moved online XCOM and Senate will provide guidance on how to proceed with SAC and other senate-related meetings.

Adjourned: 11:10 AM

Minutes prepared by Maggie McCloud