

CLAS Council
20 April 2021
Zoom, 2:00 p.m.

Present: Ayala, M., Aragon, R., Cradock, K., Pasko, B., Starr, C., Swift, S., Yan, J., Bond, G. Stokes, R. and C. Erwin

Absent: Stokes, R.

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1. Core Staff – There will be a BoR meeting this Friday, at which time they will be seeking approval for next year’s budget. For the next round of GO Bonds, the priorities have been set as follows: 1.) Harding; 2.) SAS; 3.) Ag. Regents have requested new programs in telemedicine and a collaboration with NMSU in Rodeo and livestock breeding – VPAA will discuss. Commencement planning is moving forward – 65 faculty members will attend. ER&R list has been submitted.
 2. CLAS bragging points for this afternoon*. Get them to Mary to add to the list. She will submit this afternoon.
 3. Re-opening – for summer, we will continue as we have for spring, since virtually all classes are online; we will have a separate meeting to discuss museum operations for summer, but it is likely that BWD museum and site will be open with appropriate mitigation strategies and the Tony Genaro and Miles Mineral museums will remain closed for summer. SHROC will remain open as it has this spring. GSSC will be open to the public as of June 1. Faculty and student employees will continue to have full access to academic buildings but they will not be open to the public. (Continue to post phone numbers for deliveries or other people who need to request building access.) We will still observe all public health strategies for pandemic mitigation.
 4. Fall – we will be “back to normal with lessons learned”; we will adhere to CDC recommendations and state public health mandates. We will need to be flexible since it is too early to predict how things will progress in terms of pandemic; campus safety will remain a top priority. Regular faculty presence expectations will resume, and no WFH based on COVID (back to WFH only in extraordinary circumstances); classes will be offered in typical mix of FTF, hybrid and online platforms; faculty still strongly encouraged to have all classes set up on Canvas to support even FTF offerings (will be emergency planning back-up); as of now, no need to limit caps in classrooms; we will strongly encourage continued mitigation strategies, still deciding what will be mandated; faculty should not have attendance policies that encourage students to come to class while sick; they plan to send out notification to students that vaccinations are now available 16+ and encourage them to get vaxed; perhaps offer on-site vaccination; museums will open with mitigation strategies. Plan B.
 5. Committee for Secondary Education – from Viability Review. Members?
 6. Revisions to Online Course Standards -- the committee meets first week in May and will finalize recommendations
 7. Golden Library Collections Policy was shared with the Library Committee and Faculty Senate.
 8. Building Access protocols – please remember to get new id cards, submit Excel spreadsheet, fill out key request for anyone who hasn’t previously been approved for exterior door access (and specific request for selected person to retain physical key); return keys/fobs and get id cards activated before your building’s rollout. Laura has ordered a bunch of extra thick ID card badge holders. Please let her know if you or anyone in your department needs one.

9. From SBL: if any of your programs are talking to other institutions about 2+2 articulations, please keep her office in the loop. Also Comm Services is asking for all web info to be submitted in PDF format.
10. Recruitment funds: people have been notified about approval for proposed expenditures. Please make sure to spend approved funds from fall and spring. Go ahead and spend and keep track of responses, impact, and other data. Let us know if you need funding for upcoming initiatives
11. Remember, as of summer we will be all Canvas, no Bb. Please go ahead and save any content from Bb now. **Please encourage your folks to engage with the Canvas training workshops, the earlier the better.**
12. Recruitment efforts are an **investment** in the one funding source we can impact – tuition dollars. As the state reduces our budget, tuition dollars make up a bigger part of our funding and effective recruitment is the only way to improve that income without significantly raising tuition costs to students. We may shift focus to a message emphasizing starting or completing with us online, cost-effectiveness of our tuition rates for distance students, option to stay home in fall and keep moving forward with education (if they can't get a visa or if they are an in-state students whose parents are worried about sending them to a crowded campus).
13. For **Retention**, it is especially important to reach out to current students – but most especially new majors -- and engage them in the major and discipline-related student orgs. through virtual strategies. Be creative! You could have faculty lecture series or reading, virtual games and events.
14. Resource faculty evals: remember that we need to do them after their first semester teaching for us, and then yearly after that. **For all faculty and staff evals, the policy book says you cannot discuss them with the employee without first discussing with second-level supervisor (prior to this it said Area Executive Administrator).**
15. Please emphasize the importance of checking and responding to emails in a timely manner, acting on student concerns promptly, and keeping folks in the loop up and down the chain (transparent communication for non-confidential matters). Due process is dependent on timely action. All communications to VP should go through chair and dean (director, if appropriate). Concerns should be resolved at the lowest level possible before going up the line. If you have policy questions, ask.
16. **Please provide search updates: for positions left unfilled or announced retirements.** Make sure that you are moving forward as quickly as feasible on searches. Ask faculty considering retirement to notify you ASAP so that the department can prioritize justification/approval process.
17. Please communicate to your faculty that if they represent CLAS on any committee, they need to report back to CLAS — preferably through their department chair to CLAS Council.
18. **Exit interviews and graduate tracking** – look ahead to coming year. **This may be key in the flagging study, too.** Also, for program review and assessment, template for tracking faculty accomplishments by program/department.
19. Coffee with the president, it was stated that the picnic was moved back to August and would be held on campus this year.
20. Kudos to Criminal Justice and Sociology for doing an excellent job on the panel they presented. Received very good feedback.