



**Idaho State  
University**

## **Office of Academic Affairs - Council of Deans Notes**

June 8, 2020

- Fall scheduling discussions
  - How do we want the communication process to be managed with students
    - We only have 10 weeks until the semester starts and we need to give the students time to make decisions.
    - We need to get data in ASAP
    - We could use one contact person through each college
  
  - How do we want these class changes to be managed by the faculty
    - Department chair could be notified and communicate with faculty members about it.
    - We can tag the sections that need to be fixed and we can involve the faculty and chairs in that conversation on how to handle that.
    - Knowing the room COVID capacities ahead of time would help with planning
    - We are working on ordering Owl systems and face shields right now centrally
    - We should cap courses to help maintain seats
    - We aren't going to make anyone teach face-to-face unless more than 50% want to do that (we will have to have a conversation at the time if it happens). We could have faculty share classes (one teach online and the other face-to-face) and manage the workload differently.
    - Be thinking of ways we can handle workload differently with faculty
    - Start to think about Tenure standards and responses
    - Need trainings on Owl systems for faculty - REND 108 will have training by next week (Blake)