

Academic Assembly
 April 20, 2020
 2:05 – 2:35pm, Zoom Meeting

MINUTES

Attendance: Frank Shih, Nicole Harrison, Angie Jenkins, Marc Cohen, Kirsten Thompson, Nalini Iyer, Felipe Anaya, Michael Ng, Chris Paul, Mary Kay Brennan, Kate Koppelman, Sarah Bee, Shane Martin, Yancy Dominick, Arie Greenleaf, Rick Fehrenbacher, Terri Clark, Gregory Silverman, Benjamin Howe, Patricia Buschel, Clara Cordova, Russ Powell, Katie Oliveras, Sven Arvidson, Kathleen La Voy, Margit McGuire, Dylan Medina, Mimi Cheng

Minutes taken by Lindsey Nakatani

I. AcA President Update & Review 04-14-20 Minutes

2:05 – 2:07

- a. **Motion:** AcA moves to approve the meeting minutes from 4/14/20. Seconded. **VOTE:** APPROVE: 14, OPPOSED: 0, ABSTENTIONS:2.
 - i. **Motion is passed** – 4/14/20 Meeting Minutes Approved.

II. Provost Update & Open Discussion

2:07 – 2:35

- a. The Provost continues to wish everyone the very best and continued health and safety. The world is beginning to see public push back to the “stay at home orders” issued by local and state governments. It is important to remember in this environment of uncertainty, that SU’s top priority is the safety and health of its community members and especially its students. SU has issued guidelines to students for the CARES Act relief funds application process. SU has received 1,303 applications for aid from students. SU has not received its 1.8-million-dollar disbursement yet. SU has been informed that additional compliance and oversight guidelines will be sent from the federal government along with the disbursement sometime this week, hopefully by this Wednesday. There has been no update on SU’s second installment of \$1.8 million dollars, allocated for institutional use. Provost would also like to remind the staff and faculty that Ramadan begins this Friday April 24th. SU will be sending out a communication to remind community members about the start of Ramadan and to please be mindful of various community members observance of this season.
- b. **Questions/Discussion:** *How many students have applied for funds through the Uncommon Care in Uncommon Times Fund?* SU has so far disbursed over \$100,00 in aid from the Uncommon Care in Uncommon Times Fund. Leadership plans to disperse all federal grant money first, and then move to dispersing privately raised funds. Awards from this fund have been suspended until CARES Act funds are dispersed first.
- c. *Faculty received a notification that an evaluation aiming to assess the overall student experience with Canvas access and SU’s online education had been sent out via Joelle Pretty’s Office. How will the data, gathered from this evaluation, will be used?* These evaluations were meant to gather data on how student success has been impacted by their Canvas and online education experience. A communication should be sent to the faculty explaining the reasoning behind this survey, as many faculty were caught off guard. The evaluation is *not* meant to be a faculty evaluation.
- d. *Many CAS faculty have already begun to gather data on the effectiveness of their virtual education tools. There is concern among the faculty that they were not consulted about the content of the survey and that the survey was circulated via Canvas. Students could interpret this as a normal course evaluation.* There was no intention to be counterproductive to faculty efforts. During this time of crisis, proactive measures and immediate decisions are being made to help solve a myriad of pressing issues. Ideally, the faculty would have been notified of the survey and its contents. The survey’s content was designed to be very different from a normal course evaluation.

III. Rick Fehrenbacher – Virtual Education

2:35 – 2:50

- a. Provost Remarks: The CDLI and its dedicated team have been instrumental in Seattle University's efforts to move to online teaching for the spring and summer quarters. The Provost is continually edified and impressed by the SU faculty's response to the pandemic situation.
- b. The CDLI consults with its 13 faculty liaisons to ascertain ongoing needs for resources, tools and to troubleshoot problems with virtual education. The CDLI completed an enormous amount of work in the last month. Over 400 faculty have attended CDLI workshops, there have been 500 downloads of the CDLI's Canvas continuity template and the CDLI has produced a student orientation to online learning that has garnered a huge amount of engagement from students and faculty. Faculty are reaching out, wanting to know more about available technologies, how to build an online community with their students and dive deeper into Canvas. CDLI will be retro-fitting it's workshops to include answers to some of these questions.
 - i. **CDLI Idea Factory:** CDLI is creating new modules that will allow faculty to discover new resources to enhance their virtual teaching environments. These new modules include: Activity Ideas, Templates, Video Production & Sharing, Canvas Tips and strategies for combining asynchronous and synchronous learning activities in the classroom.
 - ii. **Discussion Doctor** – This new tool assists faculty in facilitating better online discussions.
 - iii. **Course Mapping Tools** – These tools will help faculty design their courses and then implement them via canvas.
 - iv. **Course Templates** – CDLI has created more instruction on how to personalize course templates.
 - v. **Video Production and Sharing** – Module will include how to record a video on Canvas, how to produce a well-made instructional video and guidance on other video tools. Workshops are ongoing and individual consultations are also available.
 - vi. **Instructor Presence and Creating Community Course** – Module focuses on how instructors can gain greater presence in a virtual classroom and how instructors can create a sense of learning community in a virtual classroom.
- c. CDLI has created a lot of its new materials based upon the input of its liaisons and the faculty at large. The CDLI is always open to further recommendations. An announcement about these resources will be sent out via the Office of the Provost with an embedded link for easier access.
- d. *When will the "Instructor Presence" course begin?* The course will begin this Friday. A sign-up page is already in operation. Link will be sent to AcA President and forwarded to all AcA Members.

IV. Open Discussion

2:50 – 3:12

- a. *Are there any further details on the e-mail sent from Fr. Steve? The e-mail has caused anxiety among the faculty and staff.* Specifics are, unfortunately, not available as HR, the Cabinet and the President continue to meet to discuss these issues. The university leadership originally debated between an advance notification of ongoing financial discussions pending further details compared to a communication of decisions once they were already made. Leadership decided advance notice would be a better approach. Some financial factors have improved, including enrollment for SQ and SU has gained 20 new students at the undergraduate level. SQ will still see a financial deficit of approx. \$3 million on top of the deficits that were already being felt by the university. Fall enrollment continues to be the main unknown factor. Deposits and enrollment were trending normally but have since dropped. SU continues to examine all its options in closing the additional \$3 million-dollar gap for SQ of 2020.
- b. *Faculty are appreciative of the communication regarding the financial considerations of the university leadership. Continued, detailed communication, as often as possible, would be incredibly helpful to the faculty and staff.* There has been vigorous debate among the cabinet about how communication of information should be sent to the university community. MARCOM has been leading the communication movement. The

Provost values the AcA's input and feedback and imparts the AcA's feedback to the Cabinet for their consideration.

V. Final Comments/Updates

3:12 – 3:15

- a. A list was sent from the Registrar informing students of the credit/fail decision for the SQ. Includes was a list of classes that are exempt from this policy change.
- b. Faculty and staff are encouraged to remember that students are experiencing a wide range of personal hardships and continued flexibility and compassion for the student experience should remain the number one priority of Seattle University.
- c. The Provost encourages the faculty to reach out with their feedback.
 - i. AcA membership will draft a formal message to MARCOM giving their feedback on ongoing communication strategies.