

CALS Faculty Council 2019-2020

May 2020 Meeting Summary

Meeting Date: May 12

Location: Via Zoom

Invited: Jean McLain

1. Discussion of CALS Budget Retreat

- In 2020 expecting \$8K surplus – this may include service accounts. (Clarification requested.)
- Expecting \$5m deficit for 2021 and going forward.

2. Resources for transitioning to online classes

- (a) CALS Online Specialists: CALS is putting together a hiring package (and Provost request for a waiver from the hiring slowdown) to hire a team of instructional designers and course support specialists (4 or 5 people). The purpose would be to help academic units get over the hump in creating/converting courses to online delivery to satisfy our obligations and opportunities with AZ Online, UA Global and, in some cases, our Distance campuses. They would like to hire quickly but the production of courses (obviously working in partnership with the faculty members who teach them) would unfold over the next couple of years.
- (b) Graduate student summer boot camp for course design: Office of Digital Learning is putting together a CALS-specific boot camp (series of three, sequential programs) to train grad students to be course support specialists. Once the students have completed the training they can be available within their academic units to help faculty create online content or convert their courses to online delivery. This will start at the end of May. (Ref: 8 May email from Kristen Chorba, Office of Digital Learning – Distributed by Unit Heads)
- (c) CALS Faculty Learning Community for online and digital delivery: This is being created and led by Kayle Skorupski (NSC) and Arin Haverland (ENVS). You've seen their survey announcement. This FLC will hopefully pull together faculty who are already knowledgeable about online delivery and give newcomers a community to engage with as they gear up for and through Fall 2020. Please pass on to your Faculty.
- (d) Email from Mike Staten: Resources for Improving Your Hybrid or Online Course Delivery (Mon 11 May).
 - Reference: CALS Memo on Online instructional resources May 12 2020
 - Contact Jim Hunt for more information.
- (e) *Important – Instructors planning face-to-face classes need to have options for students who don't feel comfortable face to face.*
- (f) UA Registrar has defined codes for delivery:
 - in person (meeting pattern and contact hour compliance required),
 - hybrid (in person and online, meeting pattern required),

- fully online (no required meeting pattern),
- interactive broadcast/webcast (no required meeting pattern, and
- remote (could have meeting pattern for synchronous learning).

Please clarify these Delivery modes with your Faculty, as required.

(g) Please communicate to Faculty that it is important that individual instructors communicate directly with their students about delivery/expectations for courses.

3. Re-entry plan: Request for review of outlines

- Comment periods ends 12 May – please review and comment.
- Guiding Principles for Reopening University of Arizona’s Operations:
https://provost.arizona.edu/sites/default/files/Guiding%20Principles%20for%20Reopening%20UArizona%20Safely_v1a.pdf
- Campus Re-Entry Plan Working Group (submit your comments here):
<https://provost.arizona.edu/content/campus-re-entry-plan-working-group>

In addition, Unit Heads should have circulated a memo from Betsy Cantwell with documents that provide a framework for phasing in research and a draft tool for submitting plans to reopen.

- Please provide feedback on the documents by close of business on Wednesday, May 13. Feedback received after that date may be considered in a later draft of the plans. Access the feedback form at: https://uarizona.co1.qualtrics.com/jfe/form/SV_0cBQyCtfAlqsvEp

4. New Guidelines for Furlough

- Updated 11 May in email from President Robbins
- Also see: <https://hr.arizona.edu/FY-2020-2021-Furlough-Program>
- Have introduced “Personal Flex Time” – paid leave available after furlough is taken

The next FC meeting will be via Zoom, time and date to be advised.