

## Cabinet Summary August 11, 2020

Excused: Randy, Franca, Alen (vacations)

Previous meeting summary – Jill

Values – none of note, but we did talk through how folks are handling back to school (or not) for their own children.

### Spring Academic Schedule

- Lew reviewed overall approach to bringing classes back on campus for spring semester. Current plan looks like 43% on ground 57% remote. May change slightly based on cleaning schedules and social distancing needs, etc.
- Everyone was ok to proceed with this philosophy in mind.
- Stephanie added we should also be considering increases to other (on-campus) staffing as a result of spring schedule. Communication will need to be coordinated for the release of the schedule. **Jill will add increase in staffing and communication (for spring 2021) to a September Cabinet agenda for further discussion.**

### Internal events guidance

- Blood Drive (PTK) in Utica – ok to proceed.
- Student congress – ok with the following protocol in place.
- How do we want to proceed with internal events requests (i.e. lectures in the theater, student congress meetings)
  - In general for internal: Follow the required protocols – less than 50, maintain and set-up for social distancing, and include communication with Mike M. for everything to be sure cleaning can be accomplished.
  - For anything class related (a faculty member says “I’m bringing my class to the theater”) must be brought to Tim and Jim’s attention for approval.
- External events requests should still come to Cabinet for approval.

### Other

- Lew – Share that faculty are being given the opportunity to work in some of the empty classrooms in Rome to teach virtually so they have access to a whiteboard, etc.; Students are making the request to bring their kids to campus to use the library/computers/learning commons – what is our policy? Do we need a policy? **Jill will add to our next Cabinet agenda.**
- Tom – Capital projects update – the County indicated there will be no money in this next round, but said to still submit requests to stay in the queue in case something changes.
- Crystal – update on conversation with the PA about faculty volunteering during the summer - utilize 12-month employees who currently have lighter workloads first; Conversation led to door coverage and how to staff checkpoints and entrances. **Tom will have Tania pull a sub-group together to start working through how to approach checkpoints and entrances;** Crystal will bring essential workers and time to return to work topic to Crisis team for discussion.