# A G E N D A
**ELF**  
January 5, 2020  ●  9:00 – 10:30 AM  ●  Zoom

https://csuchico.zoom.us/j/85414038508?pwd=QmFDeDRnSUhJWVJic3liMEExWmUydz09  
Meeting ID: 854 1403 8508  
Passcode: 034501

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<td>Updates and Announcements</td>
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<td>9:15 – 9:30</td>
<td>Fall ’21 and When Will the Pandemic End</td>
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<td>Fall ’21 Schedule Build: Answers and Questions</td>
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**Parking Lot**

- Revised F&A proposal (Mary)
- CSU 4+1
- FYE and Sense of Place Insights
ELF Meeting Notes
January 5, 2020

Extended Application Deadline
- Chico State have extended the application deadline from Dec 15 to Jan. 15.
- Many of the CSUs have also extended their application deadlines.
- Recruiting and marketing continue for fall 2021.
- Shifting to rolling notifications vs. the “batch” process used in the past.
- Ross and his team are working to strengthen other processes to improve our yields.

FFCRA Update
- Reminder: email was sent out by Woodward in late December that there is a new relief bill. FFCRA was NOT extended in that bill. No relief related to Covid-19. Option is to use vacation and sick leave before moving into FMLA.

APLU COVID-19 Stimulus
- Sherman with CABO have been working to define how the funds can be spent.
- HEERF ($840M) funds will be coming to CSU ($31M to Chico).

Minimum Wage $14/Hour - As of January 1, 2021.

Fall 2020 Grade Submissions
- December 24, we had 3,694 grades that were still outstanding. Registrar Office had to continue accepting grades because the paper process is very laborious.
- January 4: all grades had been submitted. Will need to continue working on hitting the deadline.
- There were departments with 100% submissions on December 23: Nursing, Chemistry, Journalism and Public Relations, Kinesiology, MADT, Social Sciences, and Sociology.
- Can SETs be fast-tracked since grades are in? Andy Miller will check with Rosenow.

Tipping Point [https://www.csuchico.edu/tipping-point/]
- January 20 start time has been shifted to 10:30am to accommodate the inauguration.

Go Virtual 2021 Session
- Begins January 6 - 22 participants.
- Five days of live programming and 3 days of workshops and preparing deliverables.

Fall 2021 – When Will the Pandemic End?
- Provost provided data that is being used to estimate when the pandemic will end. Estimate is currently Q4 2021 from November 2020 (can be enlarged):
- HyFlex option is being utilized by most of the CSUs for fall 2021. It is not mandatory, it is an option.
- We need to do what we need to do to offer students a quality education while ensuring the safety of everyone as much as possible.
- Hyflex provides the most flexibility on pivoting in any direction.
- Looking into whether we can use some of the HEERF or reallocate campus funds to HyFlex efforts and environments as well as workload added by faulty using the Hyflex option.

Fall 2021 Schedule Build: Answers and Questions
- Lots of discussion ensued; will need to quickly finalize details and move forward.
• Guidance and recommendations to assist faculty/departments would be appreciated.
• Requests to push the scheduling deadline back a few weeks was made. Holly will speak with her team to see if this is possible.
• Suggestion was made to schedule as normal (face-to-face) and then adjust if necessary. But housing, etc. are considerations that were problematic last spring.
• How to complete this planning is time consuming and somewhat uncertain. Scheduling three different options seems excessive to a number of ELF members. Need to understand HyFlex more before moving forward.
• Messaging needs to be clear that our intent is to try to have everyone back in classes no later than December—all based on Covid controls of course.

Classroom Capacities:
• Social distancing of 6-feet in every classroom will be in place by fall 2021 per the CDC and our president’s direction. This will require us to assess classrooms that have not been accessed. Initial capacities will be provided after applying certain factors (approximately 25%).
• APSS has already updated the caps to represent the COVID adjustments:

Faculty:
• This should always be a consultative process, but modality falls on the chair to make/approve the final decision.
• If accommodations are needed, please follow the normal process (ARC). Never collect medical information yourself—that is a violation.
• Chairs create a schedule that meets the needs of students AND faculty. If a faculty member is assigned an on-campus class and do not wish to come on campus because they moved away, etc., be certain you are making assignments fairly. Brian Oppy is available to discuss case-by-case if needed. We do not have a telecommute policy in place for the long-term at this time.
• Be sure to consult with faculty if you need to increase course caps.
• Hyflex provides the ability to meet face-to-face and online with different subsets of students.

Modalities:
• Synchronous and asynchronous format is a department decision; but students do better in synchronous classes.
• No set expectations on number of modalities.
• We should also be looking at which students are struggling with certain modes of delivery and consider carefully who needs face-to-face.

Hyflex or Hybrid Rooms
Hyflex teaching video. https://csuchico.app.box.com/s/apc7a0c13ny0ppchq6hnxivct6bfqjrp
• December 17 meeting with chairs was when consultation occurred.
• Requests to ‘switch’ rooms are being considered and some changes have already occurred. Reach out to Mike Magrey. There are some construction and installation that has to occur.
• FDEV/TLP will work on creating a definition of modes of instruction delivery and get to faculty.
• We will not be holding to no more than 50% of majors classes being online under the current circumstances.
• Regarding Hyflex classrooms, Guzzi requests that everyone please keep in mind the Hyflex are a tool for the toolbox, not the full solution. This is just something that is available to those who choose to use it. Faculty should be encouraged to determine the best mode of delivery within the confines of the direction in the memo.
• List should be resent to chairs/ELF.

Campus Administrative Changes
• Alex Karoli in University Communications accepted another opportunity more in-line with his job preferences. Stephen Cummins is currently leading UCOM and a consultation group has been brought in to assist—which has been working great.
• Jeni Kitchell accepted a career-advancement in Long Beach/CO. Sherman has reconfigured the leadership in B&F (there was an email).
• Andy Miller is our Acting Vice Provost of Information Resources.
• Interim AVP for IEGE, Jennifer Gruber begins later this month and Sara Trechter is returning to faculty.
• Tray Robinson is Acting Chief Diversity Officer.