# AGENDA

**ELF**  
March 23  ●  9:00 – 10:30 AM  ●  Zoom

https://csuchico.zoom.us/j/81498202206?pwd=TnRVRm9VcWJiYUlyTEZaY1YzQVBIQT09

Meeting ID: 814 9820 2206  
Passcode: 730365

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<tr>
<th>Time</th>
<th>Topic</th>
<th>Presenter(s)</th>
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<tr>
<td>9:00 – 9:30</td>
<td>Information, Reminders, &amp; Requests</td>
<td>Josie Gilmore</td>
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<td>• Chican@/Latin@ Council: Dr. Chella Mendoza Patterson scholarship</td>
<td>Andy</td>
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<td>• DUO Expansion &amp; Key Dates</td>
<td>Dave</td>
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<td>• COVID Protocols &amp; Hotline – Reminders</td>
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<td>• Unit 11 Hiring Protocols</td>
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<td>• Another good modeling site <a href="https://covid19-projections.com/">https://covid19-projections.com/</a></td>
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<td>• From the Gallery</td>
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<td>9:30 – 9:45</td>
<td>Procurement: gift cards and food vouchers</td>
<td>Sara and Mary S.</td>
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<td>9:45 – 10:00</td>
<td>Campus COVID Criteria</td>
<td>Mike G and Karyn C</td>
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<td>10:00 – 10:30</td>
<td>Fall 21 and Spring 22 Course Schedules</td>
<td>Deb, Daniel, Holly F, Mike A</td>
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Reminder: TWTS conference registration is open (March 25 and 26)

Parking Lot

- Getting to Equity
- Associated Student Senators
- Fraud awareness training
- 21-22 budget models PAC 3/30
- Affirmative Action Plan
- Post-Pandemic University follow-up: What have you learned and what should we keep beyond the pandemic?
- Updates from CSE (Mary)
- Revised F&A proposal (Mary)
ELF Meeting Notes
March 23, 2023

Chican@/Latin@ Council: Dr. Chela Mendoza Patterson Scholarship
• Dr. Patterson has retired after 37 years on campus. The Chicano/Latino Council, of which Chela is a founding member, has created a scholarship in her honor. Scholarships will be given to Chicano/Latino students with a passion for activism and community service.
• Donations to build up an endowment are being accepted. Including a pre-tax donation from your paycheck. Josie Gilmore is available to answer any questions.
• To support the Dr. Chela Mendoza Patterson scholarship fund: https://securelb.imodules.com/s/1751/wide.aspx?sid=1751&gid=2&pgid=1135&cid=2062&dids=249.

DUO Expansion & Key Dates
• Duo is not currently enforced for BBL, but it will be beginning in summer 2021.
• Self-enrollment will be enabled April 6.
• No exceptions for users.
• Tokens can be picked up or shipped. A 2-week grace period will be provided to obtain the token.
• High percentage of CSUs have already implemented Duo (96-100%).

ChicoFlex Update
• Have already received 67 cameras – other 35 next week.
• 6 rooms being completed by April 2.
• On track for meeting needs.
• ChicoFlex training has been approved for HEERF funding.

COVID Protocols & Hotline – Reminders
• If someone tests positive, they need to report that information to the Hotline 530-898-2222
• Anyone with a Form 2 or 3 approval need to review the protocols.
• Deans are putting out reminders to college faculty and staff.

CFA-OAPL Memos
• Please review the Covid-related memos that OAPL has put out recently to the deans (will also be posted on OAPL’s website and on the website.

Lecturer Voting Rights
• CFA recently contacted regarding lecturers being left out of vote for department chairs. Please ensure your department standards include “how” lectures are included (percentage, time base, length of service, etc.)
• Voting on curriculum is not precluded.
Unit 11 Hiring Protocols [https://www.csuchico.edu/oapl/academic-student-employee.shtml](https://www.csuchico.edu/oapl/academic-student-employee.shtml)

- Important to hire students into the correct classification.
- Student assistants are doing “non-instructional” work. Any student assisting with classes or instructional work should be instructional student assistants.

Another good modeling site: [https://covid19-projections.com/](https://covid19-projections.com/)

- Projections have improved!

**Procurement: Gift Cards and Food**

- Issues with various submissions.
  - For instance, providing free lunch to attendees over a week’s time was not appropriate and therefore not approved. Even with the Chancellor’s Office approval. Sending lunch to candidates around the country via DoorDash, which is not available everywhere, so it is not a comparable experience.
  - Staff Council annual luncheon—there will be a drive-through pickup location and period of time for the lunches to be picked up. This was approved.
- Think of doing a promotional item versus the food or gift card options.
- Need to be mindful of what funding we are drawing from and what the constraints are in using those funds. Needs to be a true business purpose. Tying the purchase back to a business purpose-need without a personal benefit is critical.
- CSE attempts to be consistent with University policy. Following this guideline, CSE has decided to go against CSU guidelines and deny gift cards because of the amount of tracking that is involved. This falls in line with the stateside guidelines.
- Lau asked for guidance on what would be appropriate for tenured/promoted faculty. Rumiano indicated an item that is “tied” to the campus is appropriate.
- Gift cards for participation are allowed per the guidelines.
- Pre-Covid, meals as integral to meetings/functions were permitted. During the pandemic, the social distancing and lack of face-to-face meetings and being home (near food) reduces the need for “business food.” Any gatherings need to be approved by EOC.
- Campus interviews are different due to an out-of-area candidate’s lack of access to food.

**Campus COVID Criteria**

- Guidelines have shifted as recently as last week.
- Guzzi shared the [Campus Facilities and Operations Covid-19 website](https://www.csuchico.edu/oapl/academic-student-employee.shtml) where the **Tier-Based Allowable Activities Criteria is located**.
- Able to have 3-feet social distancing for IHEs and our campus is considering going to “doubles” in Housing. Masks are still required.
- Matt Miller questioned why a recital hall could be used for a lecture at 50% capacity but not a live performance at 50% capacity. Guzzi will double-check.
- APSS is working on adjusting caps on rooms, which will not shift us from 25% to 50%. Rooms are being reevaluated to determine actuals. Labs may provide almost full-capacity because of how they are laid out.
- President indicated our goal is to maximize our in-person capacity on campus in fall 2021.
Fall 21 and Spring 22 Course Schedules

- Currently, about 43% of our fall 2021 classes have an in-person component.
- Classroom capacities are being updated as we are planning for the 3-feet social distancing update.
- Covid-19 testing on campus is being rolled out and will be fully functional in fall.
- Chairs are asked to focus on classes for first- and second-year students, who struggle more with virtual teaching.
- Updates should be completed by April 26, including changing the MOI. After that date, MOIs should not change without a compelling, pre-approved reason.
- If all restrictions are lifted before the start of the fall 2021 semester, Cabinet will need to decide to eliminate all social distancing requirements or not.
- Courses with in-person components need to message students: “students may be asked to attend more in-person class sessions and the online component may end pending approvals.”
- We are planning for “no social distancing in spring 2022!” Per WASC, we will return to less than “50% of required curriculum online.”
- For spring 2022, we should consider how to best utilize the technology we have adopted during the pandemic (enhanced technology and MOIs).
- We need to utilize our classrooms better—go beyond the Tues/Thurs scheduling.
- Fall 2021 will be unique and should not extend as a permanent scheduling option.
- **At this point in time, there is no concrete expectation of Covid-19 immunization being required to be on campus, but the Chancellor’s Office is already working on this issue system-wide.**

Music and Theatre Presentation

- Chico State Theatre is excited to present the world premiere of “A Whole New Story: The Music of Samsel and Anderson,” March 31 to April 4. A Whole New Story features the music of Elyssa Samsel and Kate Anderson, one of Musical Theatre’s most exciting new creative teams. Tickets: [https://www.showtix4u.com/event-details/46892](https://www.showtix4u.com/event-details/46892)

Curriculum Redesign Call for Proposals

- See Kate McCarthy’s March 23 email.
- Can support up to 5 departments for curriculum design.

Humanities Digital Series

- “Beyond the Migrant ‘Problem’: The Ethics of Migration Data Visualization”
  - Wednesday, March 24th at 5 pm [https://www.csuchico.edu/humanitiescenter/](https://www.csuchico.edu/humanitiescenter/)

Grove Study Area

- The Grove Study Area in Meriam library will open on March 22 to students as a non-contact study area. [https://libcal.csuchico.edu/reserve/grove/seats](https://libcal.csuchico.edu/reserve/grove/seats)

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