# Agenda

**Extended Leadership Forum (ELF)**

**April 27  •  9:00 – 10:30 AM  •  Zoom**

[https://csuchico.zoom.us/j/85014536572?pwd=dGo4YlEwOHFvakJITUg4T1JPNU9EQT09](https://csuchico.zoom.us/j/85014536572?pwd=dGo4YlEwOHFvakJITUg4T1JPNU9EQT09)

Meeting ID: 850 1453 6572

Passcode: 583163

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Speakers</th>
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<tbody>
<tr>
<td>9:00</td>
<td>Updates</td>
<td>Deb, Deb</td>
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<tr>
<td>9:05</td>
<td>Commencement updates: Marshall and chair duties, how to attend in-person, joining virtual ceremony premiers</td>
<td>Stephen C, Claire P.</td>
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<td>9:15</td>
<td>HEOA and Fall 2021 course materials</td>
<td>Robert Bowman, Lauren Lathrop, Kathy Fernandez</td>
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<td>9:30</td>
<td>CSU’s COVID-19 Vaccination Requirement &amp; Implications on Fall Course Schedule</td>
<td>President Gayle Hutchinson</td>
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<td>10:00</td>
<td>Revising fall schedule &amp; spring ’22 schedule build</td>
<td>Michael A, Holly F, Jennifer A, Daniel G, Kate M, Betsy B, Dave H</td>
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<td>10:20</td>
<td>Questions</td>
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<td>10:30</td>
<td>Vaccinate Chico State – Student Affairs communications to students</td>
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**Parking Lot**

- Post-Pandemic University follow-up
- Updates from CSE (Mary)
- Revised F&A proposal (Mary)
ELF Meeting Notes
April 27, 2021

College of Ag Dean Search & Interim Dean of MLIB
• Agriculture Dean campus virtual interviews underway.
• Launching a search for the interim dean of the Library (posting should be up on 4/30)
• National search for MLIB dean will be launched shortly after interim appointment is completed.

HSRC In-Person Research Update
• Please see email that was just sent out.

Commencement Updates:
• Students will not be led in by department chairs/faculty.
• Students enter a queue as they arrive; students will not be sorted by department or college.
• Event is designed to be low- or no-touch.
• Students will have card that will be scanned to identify them.
• Registration for faculty who wish to attend either grad or undergrad ceremonies will open soon. Faculty will be seated in sections on the sides near the front with 6-feet distance between each chair. Faculty will enter and be checked in as they arrive. Faculty will not be able to gather at the end of the ramp to congratulate students.
• Dean assignments will come out this week.
• We may combine ceremonies due to lower numbers than anticipated for 2020. We will know more by the end of this week.
• All graduates for 2021 are being encouraged to sign up for the virtual ceremonies (25 total).
• Will know more about the stage party late tomorrow.
• Volunteer signups have gone well.
• Graduates will be mailed their diploma, cover, etc.
• Information will be emailed out by the end of the week.

HEOA and Fall 2021 Course Materials
• Lauren Lathrop and Robert Bowman from the Bookstore wanted to remind everyone of HEOA compliance: Higher Education Opportunity Act established in 2008 affects student eligibility for Title IV funding (student financial aid).
• To be compliant, we must communicate requirements, provide affordable course materials, and publish course material prices on the schedule.
• There is a link on the screen when students register that they can click on to see course materials and pricing.
• Instructors have a link to Follett-Discover in Blackboard to use for submitting course material information.
• We have 100% compliance with EECE and SWRK. Approaching 100% 11 other departments.
• There is a character limitation to description: Robert will confirm and let the group know.
• Goal is to provide students with accurate information.

CSU’s COVID-19 Vaccination Requirement & Implications for Fall Schedule
• Need to continue to be flexible and adapt as needed—fall 2021 is a transitional semester.
• President impressed with TLP and Fernandez, and FDEV and Ferrari efforts as well as faculty who have shifted their teaching mode.
• Students are continuing to struggle with mental health and basic needs issues and the pandemic has highlighted the significant difference between students who have resources and those who do not have the resources needed to succeed.
• President continues to hear from students and parents about the disparity between department offerings – some are 100% online, others are split, and some have limited online offerings. Students want the in-person experience.
• We have students who have never set foot on our campus. Seniors want to be back on campus—even for one class. Incoming freshmen are hoping for some in-person classes.
• If people are vaccinated, there is no need for physical distancing in the classrooms.
• We needed to pause on registration to rethink our course offerings. President Hutchinson applauds the departments that have already posted in-person offerings, and she has an expectation that those departments that do not have in-person offerings will shift some online offerings to in-person for fall 2021. Every department should have in-person offerings.
• Hutchinson acknowledged that the shift will be messy, but our world has been messy for 15 months. She believes ChicoFlex is a good option.
• Always place students in the center of our decision making. Student success is paramount.
• UC is offering ALL their classes in-person, which places a huge burden on CSUs, especially as our enrollment was dropping prior to the pandemic. We want the next generation of students coming to our campus.
• Hutchinson acknowledged and thank chairs and faculty for their work and continued support of our students.
• Discussion is ongoing on mask wearing requirements. Meet and confer needs to occur. Also depends on full vaccination of campus. Vaccination requirements for online students are unclear at this time.
• Office requirements and social distancing will also be provided once we know more.
• Question on Chat: Vaccinations may not last until fall for early adopters; what does that mean? Uncertain.
• Guzzi and the President sent a letter to all private owners of student housing explaining how to report inappropriate behavior by students (large parties, etc.)
• Summer face-to-face activities (Upward Bound is an example) may occur if they follow the current guidelines. Submit requests to EOC. Adjustments may need to be made, but they are being allowed.
• Summer orientation will remain virtual, though in-person tours are being scheduled
• International students need at least one in-person course to be in compliance.
• Guzzi will meet with Patton on courses such as ballroom dancing.
• There will be 2-cleanings per 8-hour shift around campus in addition to constant flushing of building with outside air.
• Questions arose around shared lab equipment and cleaning. Guzzi will follow up. Any other questions or situations of concern should also be routed to Guzzi to address.
• A request to put up a FAQ on today’s questions was made.
• Accessibility issues around inability of students to read lips was mentioned.
• Concern was expressed that diversity will be affected due to vaccination requirement and BIPOC reluctance and mistrust of the vaccines.
• A request was made to save a report on the current schedule in case we need to go back.
• APSS has offered to continue to assist if we have to shift again.
• Any faculty/staff concerns should be relayed to their union representatives.
• This remains a fluid situation.

Revising Fall 2021 Schedule and Spring 2022 Schedule Build
• Plan for no social distancing requirement in the classroom.
• More information will be provided once we hear from the Chancellor’s Office.
• Set your course enrollment caps with the normal class maximum. APSS will not have enough time to adjust the PS capacity data. Working with IRES to set new registration appointments for continuing students.
• Registration will reopen May 5. By May 17, all students will have had their appointment. The Registrar will reach out to all students who have not registered give them until May 28 to register.
• We are working on what we know now—everyone needs to realize that things could change and not in the direction we are hoping.
• If a large class needs to be shifted, APSS will swap rooms after changes are submitted by this Friday. Aceves will work with departments and try to meet preferences. ASCs are welcome to reach out to Aceves by Friday.
• Chairs should work with deans and Brian Oppy on unique situations and/or requests.
• APSS is currently in control of room scheduling.
• Deans are the final decision-maker on scheduling and MOIs.
• We are not expecting to be 100% in fall, but we do need to increase our percentage of in-person classes. Contact your faculty to let them know 0% social distancing in fall is available and ask whether they are interested in shifting to face-to-face or increasing their in-person caps.
• There are 8+ programs that have very few in-person classes in the fall.
• ChicoFlex is considered “in-person” option.

Student Affairs Communications to Students
• Constant communications are going to students from Student Affairs.
• Student Affairs has scheduled a walk-about this Friday to encourage and provide information on vaccines.
• Working with Guzzi on a vaccine clinic in the next couple weeks.
Announcements

- At 11am on Friday (FDVEV’s Friday Forum), Faculty workshop on ChicoFlex Pilot (faculty panel).
- An Outlook was sent to all faculty (per Chiara Ferrari).