Meeting Minutes
Executive Committee of the AFSE
Friday, August 7, 2020
9:00 a.m. via Zoom

Present: David Brafman, Samantha Brunhaver, Christopher Buneo, Michael Goryll, Dianne
                 Hansford (Secretary), Marcus Herrmann (Chair), Rosa Krajmalnik-Brown, Anthony
                 Lamanna, Doug Montgomery, George Pan, Rod Roscoe, Sefaattin Tongay, Yalin Wang
Guest: Kyle Squires, Dean

1. **Approval of July 2020 EC Minutes**. Minutes of the July 10, 2020 meeting were approved
   unanimously.
2. **Impact of Covid-19 on Fall 2020 and beyond update**. Information from the university about
   student engagement and student services will probably be distributed early next week. There
   will also be information for the faculty on questions that continue to surface. The university will
   provide guidance on how to handle them. There is a large cohort of students (primarily lower
   division) that want to be in the classroom or lab. We are telling them that they can be in the
   classroom or they can Sync in. What we do not want is faculty surveying the students on
   whether they want to come to class or not. Instead, faculty should push the information to the
   student regarding how the class will be conducted. For example, for a M-Th course, split the
   class so the first half of alphabet is M/T and the second half of alphabet is Th/F. Then ask the
   students if they have any issues or concerns with this set up.

   A lot of faculty have said they have not heard about the accommodation yet and classes start in
   two weeks. That will be variable by school. By next week if faculty have not been notified, they
   should bring it up again.

   The faculty are confused about which Zoom link will be provided on MyASU, whether they can
   set their own, can they ask UTO to take down that link, etc. It was reported by one faculty
   member that UTO does not provide guidance and has inappropriate attitude. Faculty need
   guidance on how to set up their Zoom room; how to run it. They are afraid they will not know
   how to access their Zoom link. Faculty should let their faculty know if they have problems with
   the technology in setting their Zoom rooms up.

   Are we going to provide some kind of introductory video to our faculty that provides all the
   information needed to get their classes set up? Do we even know what works yet? This is all
   new. Faculty could go visit a classroom, virtually or in person, to understand how the pieces
   work. Determine which rooms you can walk into/Zoom into and experiment. The issue is not
   only the mechanics of this but also pedagogical. Instead of the university says that this has to
   work, it would be better if the message was more along the line that ASU is committed to
   learning how this works and to explore and test, etc. Faculty are afraid of failing. The prevailing
   attitude is one of faith and good will. As long as we are invested and we are communicating to
   the students I think in general we are going to be ok.

The Provost sent a message to our students saying anyone who is living on campus must be tested before entering the dorms. For everyone else, testing is a suggestion. We are not requiring it for students entering the classroom. Can we make the suggestion stronger? Kyle has been involved in conversations about testing. If it is logistically possible, it will be done. Are we concerned that when the students arrive, the cases go up? Part of getting emotionally and mentally prepared is coming back to campus. That transition is not simple. It is one of the reasons that people struggle. This is a big deal. We have a lot riding on this, but we will do the best we can. We are going to be in this situation for a while. It is not going to quickly change.

What is the university's view of the K-12 guidelines that the state has put out? Is the university planning to play along with those or be independent of those? Kyle will find out more at the next deans council meeting. Look for a communication from either him or the university on this. The university has to determine what it might do to be more helpful and involved with faculty/staff/students who have child and daycare issues. Super challenging. If anyone has any additional thoughts, ideas, concerns, please send them to Kyle.

ACTION ITEMS:
Michael Goryll to send Kyle a summary of the
problems he has been having with UTO support on Zoom room set up

Kyle to follow-up on request to make students returning to class needing testing

Kyle to follow-up on ASU's participation in State's K-12 guidelines; EC to send any thoughts/ideas to him

If you come across instances where things are not going well Kyle wants to know.

3. **Continue discussion on accommodating speakers over Zoom and what is possible for an on-campus experience**.

We need a plan for bringing speakers to ASU amidst COVID. Since no one can travel right now, the plan would be to conduct seminars over Zoom. The discussion that needs to happen here is how do we enhance. If we make the lecture ASU Sync, then this model would have people (socially distanced) in the room and the speaker remoting in. The benefit of this scenario would be interacting with other people in the room. It is very easy for us to envision Zoom sessions. What are the nuances lost in Zoom as opposed to a face to face discussion? You cannot lean over to your colleague to hold sidebar conversations. There are technology tools out there right now that are really interesting, and we need to think about ways we can try to exploit them in some settings -- maybe not the classroom yet. How could we use these emergent technology tools, a "Zoom plus." Of course, they are enabling remote conferencing, but they are also enabling a conferencing feel where you can get around a high-top table and talk to colleagues. Tony shared how he creates a google doc in class with the students, all taking notes at the same time and asking questions. It helps bridge the gap between remote versus in person students. It is just one of many things out there that we can do. We just need to be creative. Students need to be involved and not just sitting passively. They have to network. If we pivot on that in terms of speakers, how do we have a

participatory seminar? There must be something really novel that we can do. Seminars are awesome and prominent speakers always add value. It might be good to try out some of these things on a smaller scale, such as lab visitors or program brown bags and see what works. Brown bags might be a good opportunity because the stakes are pretty low. It might be interesting to try some of these out with some job talks where the stakes are a little higher, and then get ready for prime time, which is a really important person comes speak at ASU, and we have worked out the kinks at that point.

ACTION ITEMS:
Find a volunteer (person/school/group) to experiment with Zoom visitors

4. **Other items from EC Members**.

Any other items that have come up from your faculty or that you want to discuss in your committee? Rosy is now a Biodesign center director -- the Center for Health through Microbiomes. She's been doing a lot of work with the microbiome and how it affects our health. It is a very hot topic right now. She will be hiring faculty and post docs and she wants people around campus to be involved. If anyone knows anyone who has good ideas about biomedical or medical research that relates to the microbiome refer them to Rosy. The impact of Rosy's work has grown and grown. Getting a center is a really big process – can be up to a year or more. Part of the process to build a center includes what is the problem, where are we uniquely positioned to solve that problem, where do we sit in this landscape and how can we differentiate it. That mindset is very helpful. Because of this new responsibility Rosy is not sure whether she can continue on this committee, but she wants to.

Are there any insights on the laboratory safety plan approvals? Some got approved pretty quickly; others have not heard yet. Kyle will find out what the delay is. Is the intent to continue to maintain this lab safety portal check-in or are we just going to go back to life as normal?

What happens if the lab is just office space; some people do not have a lab per se. How that would fall under the lab safety plan? Typically, say it is a computer lab, the safety issue is density of people in the space. Submit the plan. Those submissions trigger the lab safety personnel to touch base. For example, one of the things that matters, even if you are in a computer lab, are cleaning supplies. Meeting with the school BOM would be another option.

ACTION ITEM:

Kyle will find out what the delay on final lab safety plan approvals.