Cabinet Meeting Minutes

Wednesday, March 25, 2020 | 9:00-10:00 a.m. | Zoom

Attending: Maggie Angle, Alicia Arant, Abbigail Belcher, Seth Bodnar, Cathy Cole, Lucy France, Rozlyn Haley, Jon Harbor, Paul Lasiter, Nathan Lindsay, Mark Pershouse, Renae Scott, Paula Short, Megan Stark, Sarah Swager, Kelly Webster, Scott Whittenburg, Cindy Williams.

UM Minute

- Sarah Swager recognized the staff members in communications, student affairs and other areas across UM who are working incredibly hard and pulling together to help our staff and students during this difficult time.
- Seth Bodnar shared that he is grateful and honored to be part of the UM team. He recognized the hard work of the faculty and shared that UM has received good feedback from students and parents alike on the transition to distance learning. He also acknowledged the effort of the residence hall staff in helping students.
- Kelly Webster received an email from a student sharing that at the end of a recent chemistry course on Zoom, the students flooded the chat box with gratitude for how faculty members are managing the transition to remote learning.
- Faculty Senate will be discussing the concept of Complete Credit/Credit/No Credit tomorrow.
- Seth Bodnar told Cabinet members about UM faculty members and researchers who are helping at the state and national levels during the COVID-19 crisis.

Minutes Approval

- Cabinet members did not have edits to the minutes from the previous meeting. The minutes were approved.

COVID-19 Campus Response Update

- Maricel Lawrence and UMOonline are working on language/examples regarding how to best facilitate exams using Zoom. This information will be shared with faculty.
- UM Summer is seeking exceptions to hire instructors and working on targeted messaging about summer programming.
- The Global Engagement Office is working with Vice Provost Swager and others to keep UM’s international students engaged. Guidelines around international travel were discussed. Lucy France volunteered Kate Duran to work with a small team on an interim policy re: foreign and domestic travel.
- At present, UM Housing has a residence hall survey response rate of 97% and staff are working with students who have not responded and those who are considering their options. Sarah Swager shared that UM Housing is determining how best to position the remaining students to enable social distancing.
- Hailey Michelson and Karen Schlatter are taking the lead on student engagement via virtual platforms.
- Abbigail Belcher offered that students in University Village apartments are having a difficult time understanding why they have a different policy regarding refunds. Paul Lasiter responded
that residence hall students were asked to leave campus so are receiving prorated refunds. University Village apartment tenants were not asked to leave and have cancellation clauses built into their lease agreements that require notice of 30- to 60-days.

- The Enrollment and Strategic Communications team is working on increasing UM’s yield for new students with a virtual tour and a virtual visit page.
- A discussion was held about emergency fund options. More information will be shared with students and other parties about available funds and how to access these.
- Cabinet members discussed the need to be creative in offering onramps for new student that allow for remote learning and other creative ways to access coursework. COVID is changing how students will be looking to pursue higher education next year.
- Abigail Belcher shared the ASUM is continuing to get questions about commencement. She has also heard from students who are concerned about student employment.
- While we are still waiting on a MUS-level decision re: commencements, UM is exploring options.
  - Action Item: Provost’s Office will reach out to ask the commencement committee to brainstorm and propose ideas for how UM can celebrate commencement in place of a spring ceremony.
- Need for communications regarding best methods for employees to clean their work spaces was discussed.
- IT will share tips for how employees can improve their WiFi at home.
- A discussion was held regarding what classrooms faculty are using. All requests to open locked spaces should go through Facilities.

Adjourner: 10:31am