

Open Forum 7-20-20 Minutes

Jessica Pandya and Brian Jersky are hosts of this event.

Brief introductions by JZP and BJ, then proceed with questions collected via Qualtrics poll.

**Q. I am particularly interested in the relationship of access to campus offices and resources (such as the University Library) tenure-track faculty members who are at various stages of the RTP process.**

A. The library will only be open on a drop off basis. Offices-faculty may come into their offices if health questionnaire is filled out, preferably to pick up materials needed and exit. The SSO chiclet is there to fill out before you visit campus with health screening questions. If all clear, where/time is requested rather than open access and must be approved by your ASM.

**Q. How will the University modify ventilation systems?**

A: Michelle Laws states that the campus is being closed with a full outside air flush, then increase filter settings. Increased density filters paid for by CARES funds. Disinfecting the duct work, this will happen over the next 6 weeks on all building that will be open in the fall.

**Q. Will the campus be enforcing social distancing?**

A. YES

**Q. How strictly will we enforce the mask and social distancing policy on campus?**

A. A new mask policy will be presented to the Executive Committee shortly.

**Q. Will computing labs be available to students due to library closure?**

A. Certain colleges have requested computer labs to be open for those that need specific software for their major. Some "open spaces" will be opened on campus for students that need Wi-Fi service. May not be a traditional lab but will be available. Chrome books are being offered to students as well as wifi. Horn Center computer lab currently closed for construction.

**Q. Can approved MAMI (hybrid type of lab courses) courses use outdoor spaces as part of their courses (following campus and CDC social distancing)?**

A. Some courses have that as part of their plans, with following social distancing and safety protocol. If currently scheduled on-campus courses want to use outdoor spaces regularly for teaching, check with [jody.cormack@csulb.edu](mailto:jody.cormack@csulb.edu)

**Q. When will the decision be made for spring 2021 regarding FTF or AMI?**

A. The CSU Chancellor is expected to make an announcement imminently. We will continue to be driven in decisions about spring by medical professionals' expertise. Planning for all possible scenarios currently.

**Q. Digital divide; how do we provide resources to faculty, students and staff?**

A. We are working to make this manageable. Min Yao reports on purchasing Windows laptops with CARES funds with this round of purchases due to issues with Chrome books. Currently 1000 laptops have been loaned with another 1000 on the way. Will purchase 3000 hot spots for students to use. Headsets available to faculty for zoom meetings as well.

**Q. What about the Family & Consumer Services (FCS) child care center--will that open?**

A. Ideally, with reduced capacity, disinfecting, social distancing is plan but they have not received approval at this time.

**Q. How does repopulation intersect with potential CO plans for layoffs?**

A. No faculty furloughs or layoffs being discussed this year according to CO. if budget continues to be bad, this may change in the future. The Provost states that enrollment numbers appear to be positive for 20-21, may actually need additional faculty. Ultimately layoffs depend on the budget which remains in flux.

**Q. How will we be handling the issue of foreign students taking online courses?**

A. Recent ruling from ICE retracted the restriction; Continuing international students do not need to enroll in FTF courses. Advisors are currently working on this issue.

**Q. How will the health and safety of PT lecturers be ensured due to sharing of offices? For some faculty coming to campus and taking items home is not an option—what about them?**

A. Looking at having faculty not spend a lot of time on campus; rather be in the classroom with social distancing, cleaning and safety measures being taken. Certain spaces may need to be reconfigured for safety reasons.

**Q. What about faculty who need access to offices to have a space for online lectures—the proposed closures of building that primarily hold faculty offices?**

A. Some rooms will be set up for zoom instruction for a limited time.

**Q. Is there campus guidance on how to answer questions regarding fees that students may ask?**

The [University COVID website](#) addresses some of these questions. For instance the health fee covers facilities; the USU fee pays for the mortgage on the USU building. There is a possibility of lowering fees for materials in laboratories for instance. Some courses offer Kits that students purchase through fees paid. The University's fees are not actually reduced much by AMI. We are continually providing support to those students who cannot pay the fees.

**Q. Will we be allowing outside groups such as political groups on campus?**

A. NO.

**Q. What will reporting requirements be for faculty?**

A. This is a medical question and will be referred to Kimberly Fodran MD. The President stated that campus questionnaire may be re-worded to take into account possible exposure scenarios. Dr. Fodran will attend the 8/3/20 open forum to answer more questions.

**Q. Will there be a “check point” type of location to keep community members for example from entering the campus?**

A. The University is a public facility so may not be able to be closed to the public.

**Q. Can students access items from the library?**

A. Students can access items via pick up at this time.

**Q. Since faculty are doing more work now, what area should they “cut” to make up for this?**

A. This is a topic we will all need to address together and ideas are welcome.

Open Forum 8-4-20 Minutes

Jessica Pandya and Brian Jersky are hosts of this event.

Dr. Kimberly Fodran participated in this event.

Questions collected through a Qualtrics poll and through Chat during forum.

**Q. Will we be implementing temperature checks when arriving on campus?**

A. In lieu of temperature checks we will be doing a symptom check which students will be completing on-line prior to coming to campus. Temperature checks will be done in a non-class setting such as the student union.

**Q. Do you have a recommendation on face masks vs. face shields?**

A. Currently the CDC is requiring a face mask or face covering. If wearing a face shield we strongly suggest that a face mask also be worn.

**Q. Will the university be recommending that students coming to campus for labs drive alone rather than risk riding in mass transit?**

A. If you have the means to travel in your own vehicle or with a household member is preferred. Public transport has recommendations in place where they are spacing seats and requiring face coverings as well.

**Q. Beyond symptoms, not sure we can ask in detail whether people have attended a closed-space gathering. Almost half the positives have attended an extended family meal for example. In Spain they have started talking about the "immunity certificate". The legal problem is that it invades privacy to require employees to do the test, there are bioethical ramifications about discrimination, and the medical community is not sure about whether there is long-term immunity. This is a difficult situation indeed.**

A. At this time we are not asking in our questionnaire about gatherings as per the recommendation of public health. However, we are strongly encouraging our students, staff, and faculty that will be on-campus to observe safe health precautions when not on campus.

**Q. Many faculty would like unconstrained access to their offices. When might that occur?**

A. It will occur when we have full return of all faculty, staff, and students to campus.

**Q. It is important for planning the on-campus labs to know what we can and cannot do in the labs, especially for team project capstones. When will we see the rules for Fall on-campus lab operations?**

A. All courses that will be held on campus had to go through an approval process which included a safety plan that would protect the student and instructor, and was reviewed by the Dean of the college and the Vice Provost as well the campus safety officer George Alfaro. Most plans included smaller groups sizes and modification of lab procedures as necessary to ensure social distancing. If you don't know the safety plan for your course check with your Department Chair or Dean's office for your specific plan.

**Q. Shared ventilation appears to be a big factor in the spread in large congested metropolitan areas. Mitigating that in the lab is going to require extra energy costs to exchange indoor and outdoor air in the labs more rapidly and directly and to heat or cool the incoming air. When will a description of lab ventilation improvements and accommodations be available for faculty review?**

A. We are aware of the importance of ventilation and we will have some buildings open and some closed because of the extra expenses involved. Buildings that will be open will be flushed. We are installing new filters on buildings that will be open to avoid transmission. As the semester continues HVAC will be flushed more frequently with outside air, and there will be an increase of electrical consumption and ultimately the cost.

**Q. Verbal communication in the lab is important for safety and is impaired by the muffling and frequency distortion effects of masks and/or shields. What audio equipment will be provided in the labs to mitigate the verbal communication impairment?**

A. In large classrooms we do have podium microphones which can be used as a PA , and ATS is prepared to provide lavalier microphones to faculty as needed.

**Q. What specific criteria will CSU(LB) use to make the decisions of when and how it will be safe to repopulate faculty on campus? Having a set of criteria will help clarify when the important milestones have been reached, when we are close, etc. It would also offer an added layer of transparency to assist with buy-in from the campus community. who can follow our progress toward meeting the criteria standards.**

A. Re-population is based on local COVID-19 case numbers, Chancellor's Office recommendations for the CSU's, and on public health, city, county, state guidance. **Suggestions: 1. Phased reopening, giving priority to jobs and classes (for example with labs) that cannot be effectively conducted online. 2. Stagger arrival and departure times of administrative staff and instructors to avoid crowds in hallways, elevators, and common areas. 3. Easy access to PPE. 4. Divide classes into 2 or more sections (depending on class size) and rotate in-person attendance. Classes will be live streamed. This will give every student the opportunity to have some f2f experience while maintaining physical distance.**

A. Items have been talked about with the re-population committee. Easy access to PPE and are thinking about having face masks available in case students forget their own. Labs are dividing into multiple sections and are rotating attendance to maintain physical distancing and to keep campus density low. Some classes are doing asynchronous and others doing synchronous, it is a faculty choice.

**Q. I am interested in learning about the contact tracing procedures to be employed.**

A. We are working closely with public health and under their direction and guidance. When there is a case on campus we are doing the initial outreach. Whenever there is a student case on campus, student health does reach out and does an extensive interview. Later they will notify any affected students, faculty or staff, and if it will be necessary for them to quarantine. With faculty and staff, managers should contact Student Health as well (further guidance on this is forthcoming).

**Q. How does the university plan to abate virus transmission for faculty working indoor in closed room, where social distancing is not possible due to size of room?**

A. All plans for re-pop in classrooms/labs have included the ability to socially distance and maintain health safety protocols

**Q. What is the plan with the campus rest rooms in regards to social distancing? Will there be a limit to the number of people permitted inside a rest room at a given time? And who would enforce this?**

A. Not all restrooms are opened. Currently those that are open some of the stalls/urinals are blocked off. It will be a self-monitoring. Hot air dryers have been turned off and towels will be available.

**Q. Who is responsible for disinfecting common areas (where faculty/staff congregate) or waiting rooms (where students congregate) throughout the day? Surely there cannot be sufficient custodial staff to clean offices multiple time per day, as many retail businesses are doing?**

A. Our custodial staff will clean high touch areas 3 times per day. This need requires staff to focus on a smaller number of buildings, which is why all buildings will not be open.

**Q. Now that we are becoming aware of optical transmission of COVID-19, is there a plan to issue protective eyewear or face shields to faculty/staff required to return to work on campus?**

A. There is no specific policy at this time. We have an innovation space in the library that is manufacturing face shields, we can accommodate faculty if it does become required.

**Q. My concern is about ensuring that staff who must be on campus to provide students with remote learning needs have their safety/health needs prioritized. While our department is not having hybrid classes, certain physical spaces must be inspected, cleaned and protocols put in place for staff to safely work. Right now, we have been told we must wait as we are not a priority due to not having hybrid classes. However waiting for us means potentially not having the equipment ready for our students remote learning needs by start of semester. How will this type of time sensitive safety/health facilities issue be resolved? Thanks.**

A. Faculty and staff that are not scheduled to be on campus can complete the checklist (includes a health screen questionnaire) and request access from their Deans office for discrete periods of time to prepare for fall 2020 classes. Student Affairs are creating a policy on students wearing face masks which will be required. For staff and faculty, we intend to also have face mask required but will first need to confirm with their union. Students as everyone else have a responsibility to our community. In violation of policy student will be sent home.

**Q. The Design Department would like some clarification on how the university suggests we "enforce" wearing face masks if campus police are not doing the same.**

A. Student re-pop team is developing a protocol to monitor student wearing of facemasks. In classroom There will be a policy implementing this for staff/employees

**Q. Use telepresence robots for professors unable to reach campus due to protected group/risk factors. Possible for professors to maneuver through studio rooms or labs in art/dance/design/film/music/theatre or sciences.**

A. This is a suggestion that will be considered.

**Q. Are offices where faculty conduct research being treated like labs?**

A. All research spaces must be approved by the Dean and Provost, regardless of where on campus that research is being conducted. All research plans must have safety plans.

**Q. How much faculty input was obtained?**

A. CFA were consulted early on regarding the fall course re-pop procedures. Senate Exec and CFA leaders have been consulted regarding the campus repopulation plan, and faculty roles in student re-population more specifically.

**Q. Seems odd to open the Child Care centers but not the Rec center... how is the childcare safe to open but not the rec center? I think both should be closed. How to keep the children- AND THE TEACHERS safe?**

A. The two child care centers are considered essential (particularly the one operated by FCS, that is also a teaching and learning experience), but have not yet been approved to be open.

**Q. Is there any way that a single file could be set up for FAQ information for faculty in 2020-2021? It would be useful to have a single place that one could go to to find information about parking; the library; ATS videos and phone information numbers; and formal announcement about decisions regarding the kinds of service work that will be emphasized during this particular academic year. A calendar of dates would be extremely helpful. Will there be RSCAs to be applied for? By what date? By what date should departments conduct elections for representatives to Faculty Councils? Etc. Etc. Thank you!**

A. Senate has its own site

Common sites are the One Beach <https://www.csulb.edu/onebeach/reuniting-the-beach> and Academic continuity <https://www.csulb.edu/academic-continuity> sites

Keep Teaching site: <https://www.csulb.edu/academic-technology-services/instructional-design/keep-teaching-and-learning>

The re-pop plan should be published soon on those sites. Good idea for calendar of dates – most will be the same as a “normal” semester, but we can work on that.

**Q. What we can require from students in terms of their virtual “presence” in class? I understand that we cannot require students to have a functioning camera or their camera on during class, but I imagine we can at least require them to have a microphone. Is that right?**

A. Yes



**Q. In the spring semester I had several students who didn't have/didn't use a microphone and it was really difficult to evaluate their participation in class (some of them used the chat). Has the AS discussed this? Maybe there is already language in this regard that I can include in my syllabi?**

A. Senate is working on a syllabus statement to share with the faculty. We need to think beyond the norm as to how students can participate in class, we need to be more flexible.

**Q. Would there be a way to make sure that faculty have access to the resources they need to prepare their classes such as photocopying? Perhaps some sort of general maintenance service for those departments (having someone go to weekly to check copy machine, make available notebooks, folders, etc. in the copy room)? For example, I know at some point halfway through the semester I'm going to run out of ink in my printer. I don't want to have to bring my own paper and disinfectant to use the copy machine, which is what has happened in some departments.**

A. Please discuss with your Department or Deans office resources should be available.

**Q. For faculty who are at high risk for negative outcomes if they acquire COVID, and are in clinical settings, what can they do?**

A. If you acquire COVID you want to seek medical care to advise you throughout the process. Make sure you have a healthcare provider in case you do get sick. High risk employees process will mirror the ADA process, it is currently being worked on.

**Q. Is there any chance can faculty access by blocked schedule is possible?**

A. We cannot because we don't have sufficient staff. If we move to the next phase, then we will consider it but at this point we cannot.

**Q. Can Faculty teach a synchronous course from their office?**

A. If the course was previously approved then yes; if not, no.

A. Faculty that will come to campus there will be zoom rooms available in 2 to 3 buildings. ATS has two studios in the AS building where they can record or present their lectures.

**Q. Can students be trained to perform contact tracing in lieu of internship hours?**

A. Due to the legal perspective we were advise by our lawyer that we should not and only maintain within our clinic.

**Q. Can face shields be also be issued/available to students?**

A. Provost will check to see availability and production, but this will not preclude the need for a face mask unless accommodations are made.

**Q. The limitations for travel have affected RSCA projects or grants-**

A. Faculty should reach out to Simon Kim and program officer and explain the circumstances.

**Q. How about labs that have no ventilation units that have windows, fans and window a/c units, should windows be open?**

A. This question was related to a particular Department's room, Colleen Ryan will check with Environmental, Health and Safety.

**Q. A faculty member who is interested in using the Zoom rooms would like to know if they will be able to work in their office between classes. They will be teaching from 2PM to 3:15PM and from 5PM to 7:45PM, and were hoping to stay in their office in the period from 3:15PM to 5PM fulfilling their duties as advisor.**

**A. No – once we know zoom room capability, we will know if extended periods of time can be allowed. This is due to public health requirements who may shut down the entire university if too many persons on campus.**

**Q. Will faculty be able to go to campus throughout the semester to print-out and make photocopies? If so, how will this be managed in the case of departments whose AS is not going to campus and, therefore, there is no one available to provide cartridges, paper, etc.?**

**A. Yes, access to resources should be managed by each Department/College. Anyone needing to access campus for a short period of time needs permission from their Dean's Office. Once this is received, they can complete the health care questionnaire to receive final permission to enter campus.**

**Q. Internet has been spotty for some faculty and students during the summer session. What is the plan if more faculty and student than expected need access to internet service during the upcoming semester?**

**A. Cares funds used and will be distributing 3,000 internet hotspots to students this week. Also loaning 3,000 laptops to students, windows laptops to better work with respondus will be distributed this week. 3 parking spots on campus wi-fi enabled and will be marked for students to use as needed.**

**Q. I understand there will be a computer lab for students at the USU. Could you tell me where it will be, when it will open and who will have access? And, will this be the only one available for fall?**

**A. There will be a computer lab as well as open wifi spaces set up for students in the USU. No other indoor computer labs will be open. Outdoor wifi areas for for students to connect to online classes after attending on-campus classes.**

**<https://map.concept3d.com/?id=1314#!ce/49563?ct/47798,45996,44104,49563,49881>**

**There will be 20 socially distanced work stations available.**

**Q. Would like to see faculty be able to use their offices, tech and all academic resources are there. If shared office, can rotate so that only one person accessing at a time. Does not pose a risk of person to person exposure by this method. Faculty would be responsible for cleaning off surfaces touched prior to departure.**

**A. Answer is no, faculty offices are unavailable.**

**Q. Since research was declared "essential" earlier in the summer, when will we receive an update on when we can reopen labs to allow students/faculty to resume their projects?**

A. Each Dean provides a list of essential research to the Provost for approval. Check with your Department Chair or Dean. Only essential research being allowed is those that absolutely cannot be done anywhere else. Trying to keep public health officials from shutting down the entire University.

**Q. Are faculty expected to provide accommodations to new international students in different time zone who may not be able to participate in online synchronous class meetings? Or is the expectation that these students make themselves available for class meetings? Thank you**

A. All students are expected to adapt to PST for synchronous classes and office times, but any additional of a flexible office hour (within the faculty member's normal waking hours!) would be appreciated.

**Q. Who SPECIFICALLY would a face-to-face faculty member contact if a student without mask is belligerent, demands entrance to the class etc.....Process??? Procedures?**

A. Being approved today by EC – can we share the medical procedure and mask policy in advance of this meeting? Will be forwarded to faculty once approved. Vending machines will be available to distribute face masks. Disability considerations will be taken into account but must wear some type of face covering. Students may be asked to leave the class, if they refuse to leave class may be dismissed for the day. Faculty will need to provide the student's name for Student Conduct to follow up with the student.

**Q. I have been thinking about my question for the previous meeting re: being positive and asymptomatic. One way of minimizing issues and meet state criteria in terms of not being invasive or discriminatory could be to include, besides questions about symptoms, a general question about whether people think they could be positive asymptomatic if any of the several list of circumstances applied: having been in a closed-environment where there could be other positive people at the same time (that would exclude elevators and taxis) even if socially distant and wearing masks, or having been in an open environment with people not wearing masks and not socially distant. That would take care of public transport and social habits. It is very difficult to change social habits all around the world, whether friends, family, etc. Regarding transportation, the problem is going to be that some students and staff may have to take public one, no other option. Or live with people that take it even if they manage to carpool. It is going to be difficult to bring people to campus before herd immunity is built. Also, there are several variations of this virus, one worse as per scientists abroad. It is going to be a long winter.**

A. Thank you for your suggestion. The questionnaire has already been built, trying to keep it short but meaningful since it will need to be filled out every day someone is coming to campus. My concern is that even someone like myself, who only goes to the grocery store once per week, would have to answer yes to this question. Also, once class starts, every faculty and student would need to answer yes as well.

**Q. Are new details available about a physical computer lab for students to use during fall 2020? Where will it be and when will it be open? Will there only be one physical computer lab available to our students?**

A. There will be one set up in the USU Ballroom with 20 socially distant stations set up. Hours M-F 8-5, by appointment only.

**Q. Curious about policy and procedure on on-campus events as well as what restrictions or guidance there are on off-campus events, exhibitions, performances, etc.**

A. There are no approved on campus events. Off campus events have to follow social distance guidelines in the county in which the event takes place, must be approved by Dean, Provost and President and must be essential.

**Q. What is the plan for communicating with students re: procedures for coming to campus during the Fall 2020 semester? I have been conducting individual virtual advising sessions with students all summer, and many of them are so lonely and bored that they plan to come and hang out on campus regularly even though all of their classes online. When I ask these students if they are aware of the symptom checklist, mask policy, and other social distancing practices on campus, they claim to have never received any emails from campus about this. I can't imagine this is true, but it seems the official campus communications about (a) avoiding campus unless you have a class or other specific academic purpose; and (b) masks, symptom checklist, social distancing measures etc. should be reiterated to students... perhaps multiple times and via multiple venues (e.g., social media, BeachBoard) prior to the start of fall classes.**

A. All faculty are encouraged to use what ever means available to let students know of these policies. Absolute maximum is 5000 on campus daily, if rate goes above this we may be in violation. 3 or more cases of COVID on campus may be cause for closure. JZP showed notification process for positive COVID 19 cases, will be posted on student health website.

**Q. Will more detailed instructions be issued to students who have contracted COVID-19 who are not already receiving guidance from Student Health Services (SHS)? I have been meeting virtually with students this summer re: advising. One of them recently came to our virtual appointment coughing frequently, but did not immediately disclose he (and his entire family) had recently been diagnosed with COVID-19. The student said he had been in contact with his off-campus medical provider, but the student claimed to have not received advice about when he is no longer contagious and can resume normal activities outside of his household. Out of concern, I asked if the student had been re-tested before returning to outside activities, and he said he had fully recovered (even though he kept coughing) and was ready to return to normal activities outside of his household. For these students who have not already been working with SHS providers (because all of their classes are online), will the university be issuing detailed guidance to the student population about when it is safe for students with COVID-19 to visit campus again? If this information has already been sent out to students, students do NOT seem to be "getting the memo"...**

A. The division of Student Affairs will be sending a message tomorrow. If we know a student is positive, please be sure to have them contact Student Health in order for them to begin a contact tree. Student Health will notify those who were in contact with the student for more than 15 minutes.

**Q. Technology needs for faculty, if problems accessing the internet, what shall the faculty member do?**

A. Colleges have received funding to provide necessary equipment to faculty as they decide. Internet is more of an issue, [www.speedtest.net](http://www.speedtest.net) can be used and carrier should be contacted if issues persist.

Please be advised that we have a virtual lab, here there are software programs that are available to faculty and students. This is to prevent people from coming to campus.

**Q. Will there be regulations regarding students meeting in parking lots?**

A. Student Affairs will communicate the protocol in which they may come to campus but they are being discouraged to come to campus. If they come to campus they will be required to complete the health survey Chiclet.

**Q. What are faculty supposed to do between classes?**

A. If practical, go home. Public health is watching out “person load” on campus, perhaps wait in car. Ask repopulation committee if they have any suggestions.

A. Community members on campus access has been limited by President Conoley; will try to educate our community with signage. To ensure those who have to be on campus is the reason for this decision.

**Q. What are the parameters for repopulation in general?**

A. Currently working on a declared state of emergency from the Governor. That would need to change. The rate of infection has to drop and the rate of positive infection of those tested are among the considerations. Our concern is currently on de-population rather than repopulation.

**Q. Regarding the computer lab on campus, will students have to pay for parking to access the lab?**

A. Coming to campus should be a last priority after all other options have been exhausted. Yes they will have to pay for parking; only limited lots will be open, check website.

**Q. When will CO make decision regarding spring semester?**

A. At this time it is unknown; epidemiologists suggest spring may be some time of continuation of what we have now. Depends on county and city health recommendations.