

# **Northland Town Hall Notes**

**June 29, 2020**

**Town Hall Protocol**

## **PRESENTATION SLIDES**

### **Thank You!**

- For Serving Our Students
- For Working Remotely
- For Staying Safe
- Facilities Staff for ALL Your Work!
- For Your Patience
- For Your Commitment

### **Enrollment**

- Summer is UP 1%
- Fall is DOWN 20%
- Fall Athletics decision on Fall sports is pending
  - Clay Target is a go
  - Volleyball is on the fence
  - Fall Baseball and Softball are unlikely
  - Basketball is on the fence / shooting for January start

### **Budget**

- Tuition – Fall is frozen, Spring is raised 3%
- State Allocation – No anticipated cut for this year
- Bonding Projects – Looks like zero, maybe some HEAPR
- Federal CARES Act – Student relief distributed, institutional relief will help with FY20 & FY21
- IF we end up with only 10% drop in enrollment we will still have a \$1 million shortfall for FY 21 (a spring rebound would help)

### **Staffing Changes**

- New Director of Human Resources – Mike Curfman
- Posting for TRF Academic Dean with intention to fill sometime this Fall, no later than January 1.
- Temporarily replacing Mike with existing administrative staff:
  - Liberal Arts Faculty, College wide: Brian Huschle
  - Health, Human Services, Business Faculty College Wide, EGF Trades: Jodi Stassen
  - TRF Aerospace, Ag and TRF auto programs: Curtis Zoller
  - TRF Campus management items: James Retka

### **Staffing Changes**

- Faculty Retirements
  - English – Kerry Jaeger
  - Occupational Therapy – Cassie Hilts
  - Radiologic Technology – Al Shervold
  - Sales Marketing – Kit Brennan

### **Employee Survey Results WE HEAR YOU!!!!!!**

- Results consistent on many issues regarding safety

- Significant differences on the extent people are concerned with our current pandemic preparedness plan
- Some very critical, some very indifferent, most are at least paying attention!
- Excellent participation: 118 responses
- Feedback & suggestions very helpful

### **Back to Work**

- July 13 for all non-faculty (well, almost all)
  - COVID related accommodations will be made
    - Not looking for documentation – but need a reason / request
    - Work with supervisor / HR
  - Safety protocols will be in place

### **Safety Protocol for SUMMER**

- Social Distancing in place to protect us ALL
- We MUST adhere to State and Federal guidelines
- Sanitizing (hand washing & cleaning)
- In place to protect YOU
- There is no practical way to maintain perpetual sterile environment
- Hand sanitizer will be readily available / cleaning done to maximum extent possible
- Masks - In place to protect OTHERS
- We are going to promote a culture of protecting OTHERS

### **MASKS (for summer)**

- ~~As an institution, we will NOT require wearing a mask.~~ **The status has changed on this topic. Masks are now required.**
- As an individual, you MAY require a mask of any and all you serve
- The institution will support you refusing to serve someone who won't wear a mask at your request (while you are serving them).
- Remember, wearing a mask is a safety measure to protect OTHERS and will be strongly encouraged when social distancing is not possible
- This may be revised significantly for Fall Semester!

### **SCREENING (for summer)**

- Temperatures will NOT be taken
- Health status questions will be asked via technology & signage – posted with prominence!
  - Persistent, Dry Cough?
  - Fever?
  - Headaches?
  - Body Aches?
  - Loss of Taste / Smell?
  - Trouble Breathing?

### **Confirmed Case Protocol**

- WHEN we are notified that we have a confirmed COVID case (student or staff), MDH guidelines will be followed!

- ALL assumed contacts (identified through contact tracing) will be contacted and advised to be tested and quarantine per MDH guidelines
- If you hear of, know of, or suspect someone is COVID positive you have only ONE RESPONSIBILITY, ONE COURSE OF ACTION ....
  - CONTACT CORY FELLER or MIKE CURFMAN or SHANNON JESME

### **Fall Semester**

- Faculty to teach as scheduled
  - Current State guidance will be employed
    - 25 limit per class for F2F instruction
    - Social Distancing when possible
  - COVID accommodations made (same as non-faculty)
    - Various modalities i.e. HYBRID, HYFLEX, F2F, LAB, CLINICAL, ON-LINE, ZOOM
  - Notice to students by August 1
    - Truth in advertising

### **Social Unrest**

- This issue is real, significant, and will impact how we do our work from this point forward!
- We are researching resources that will help us all navigate this important issue and we will bring resources to the table as appropriate.
- You will be engaged in developing any institutional strategies that may be developed.
  - New Policies
  - Changing Policies
  - New practices or procedures

### **FURTHER Communication**

- Please check and read your EMAIL frequently!
- TEXT MESSAGING will only be used if emergency occurs
- Attend Future Town Halls
- OPEN DOOR POLICY IS ALIVE AND WELL – CONTACT US WITH QUESTIONS!
  - YOUR question may be the one we need to hear!!!!

### **QUESTIONS FROM EMPLOYEES**

**Q. Have room capacities been determined when following 6-foot social distancing guidelines? When will faculty be informed of these capacities? Will class caps be modified to account for the reduced room capacities?**

**A.** This information has been gathered by facilities staff and shared with the academic deans. Faculty who have may have capacity concerns will be contacted by their respective dean.

**Q. Will there be an occupancy limit for the number of people on campus?**

**A.** No. At this time this is not a guideline from the CDC or MDH. If that changes, Northland will continue to follow all guidelines.

**Q. Any new developments on proctoring?**

**A.** Currently proctoring is available through ProctorU and on campus. We will continue to adjust as the need for proctoring changes.

**Q. How will technological equity be ensured for students taking on campus courses as much of the work will be offered online?**

**A.** Internet access, computers, and printers are available on campus to all students who do not have access to technology at their residences.

**Q. How is the fall in-service going to be handled? We obviously have more than 25 people on staff.**

**A.** Fall in-service will not meet in person as usual. Administration and faculty professional development leaders are working to create a valuable virtual experience.

**Q. Will we be allowed to put signage on our office telling people to not enter? Some offices are very small.**

**A.** Yes. All employees have the right to refuse service to anyone not wearing a mask. Please be respectful with language on signage.

**Q. On a side note .... the new TV ad is nice!**

**A.** Thank you! There is a new Northland ad out and we have had great feedback!

**Q. How would labs for A&P, Micro, etc work...typically the lecture is 48 and the labs are 24. The master schedule still shows this. When would that be updated?**

**A.** I think I will have the Liberal Arts and Science schedules for both campuses largely identified correctly on the schedule by July 14.

**Q. Are there plans for navigation in the hallways? Cafeteria?**

**A.** Not at this time. More discussion is needed on this item.

**Q. How do classrooms get cleaned when a class ends 10:50am and a new class starts at 11am?**

**A.** There are not enough facilities staff to clean after each class. Cleaning and sanitizing supplies have been provided for faculty and students to ensure their space is sanitized.

**Q. For classes that have caps that are over 25, are they going to cap the classes at 25 and open other sections for the remainder of the students?**

**A.** If social distancing protocols cannot be practiced, alternative actions will be needed. This may include establishing an alternative mode of delivery or opening an additional section for that course. Those cases will be discussed on a case by case basis with the respective academic dean.

**Q. Will masks be provided to students if they do not have them?**

**A.** In the first week or so of classes, students and visitors will be given disposable masks. After that time period, they will be directed to purchase masks in the bookstore.