

Academic Committee Meeting  
April 10, 2020  
3:00-4:00PM  
ZOOM

**Attendees:**

Bagchi, Rajesh  
Boyle, Kevin  
Carlson, Kevin  
Ghandforoush, Parviz  
Gnyawali, Devi  
Hunnings, Kay  
Khansa, Lara  
Maher, Jack  
McGehee, Nancy  
Mitchell, Elizabeth  
Russell, Robin  
Singal, Vijay  
Sumichrast, Robert

**Absent:**

**Recording Secretary:**

Ridpath, Kimberly

**Minutes/Action Items/Announcements**

Dean Sumichrast welcomed academic committee to another zoom meeting. He said we will discuss grading and timing of summer school courses and discuss online courses later in the agenda. He asked the committee to use a new option on their leave reports to record time spent on Covid-19 related activities and described upcoming town hall meetings for NTT faculty and assistant professors. Sumichrast said he would like to focus today's meeting on plans for the future rather than immediate concerns.

**Plan for Online Courses**

The university has decided that all summer classes will be online. Sumichrast said departments should also plan to have 100% online courses in the fall semester. While the university has not made this decision, developing high quality online courses requires as much time as is available. The committee discussed what constituted high quality online courses and how to achieve it. It recommended that TLOS be contacted about delivering a seminar specifically for Pamplin faculty. In addition, it discussed and

endorsed creating a small committee to provide advice, further articulate quality and online courses for Pamplin and to develop measures and goals for the fall semester.

Sumichrast said Pamplin is developing estimates for enrollment and resources for the next academic year. Lara Khansa reported on enrollment changes in the period around the Great Recession as one part of estimating how enrollment might change. The committee also reviewed the analysis of a survey about changing plans for high school seniors and enrolled college students that was recently published by Simpson Scarborough.

### **Budget Contingency Plan**

The economic health and societal impact of COVID-19 will be long-term, so the college is beginning to shift to longer term planning. Kay Hunnings said the three most important variables to consider in estimating Pamplin's total funding are enrollment, the coefficients of the PIBB model and private funding. Hunnings presented a model that used these variables assuming freshman enrollment is distinct from other undergraduate enrollment and (for now) ignoring potential changes in graduate enrollment. Members of the committee considered various options to control costs and also proposed potential sources for additional revenue. All discussion was "what-if" scenario planning since the university has not cut Pamplin's budget. The committee will continue this discussion at future meetings.

### **Commencement**

The president has decided to limit commencement activities by all colleges. The full commencement will be approximately 40 minutes long. Pamplin's commencement will consist of two-minute remarks by the dean and reading the names of graduates. Faculty and staff name callers will be needed. Commencement will be developed and supported centrally by the university.

### **New Summer Term Grading Procedures**

The university will have a single summer term beginning in 2020. This simplifies grading for courses that extend through the entire term and has no practical impact on most courses that take place during a shorter time period. Khansa explained the procedure needed for courses that must have grades reported for the first part of the summer because they are prerequisites for courses later in the summer.

## **New hires at Zoom for assistant professors**

Pamplin has organized a zoom meeting, especially for the assistant professors. Department Heads and other administrators should attend if available and potentially provide departments specific advice. As with the staff and AP meeting, everyone in Pamplin is welcome to attend. After discussion, the consensus of the committee was not to extend an invitation to faculty who are expected to join Pamplin in the future.

### **Action Items:**

1. Ask TLOS to have a session designed for all our faculty and staff, specialized for business as practical.
2. Form an Ad hoc committee that would consist of few faculty members who can discuss current issues that are taking place and come up with suggestions and suggestive resources.
3. Send Kay Hunnings an estimated % of what classes you are offering this summer. Are you going to offer 100% of what was offered in 2019?