

Academic Committee Meeting  
April 21, 2020  
11:00am-12:30pm  
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 members to the academic committee meeting. He said action items would be handled through the regular agenda.

**Communications**

The university keeps its COVID-19 webpage up to date. This serves as the official communications for all constituencies. Pamplin has communicated more college specific information, including through town hall meetings. The committee discussed the format and content of town hall meetings and provided suggestions for the future. The committee discussed the value of open communication but also recognized that public speculation can be disruptive. Pamplin's alumni and other external constituents also want college specific information. Elizabeth Mitchell referred to a table showing planned external events, including board meetings, speaker series, magazine, etc. While there was strong support for increasing communication, the committee recognized the resources required. Mitchell reported on an upcoming virtual town hall meeting with all advisory boards for May 1, 2020 from 11:00am-12:00pm. Advancement

will communicate the details later today. Sumichrast provided a brief update on the GBAC timeline after the COVID-19 crisis started and stated he does not foresee any delay for the first building at this time.

## Teaching

Hunnings said she had received summer school teaching plan from departments and programs. The committee reviewed the summer school format and reasons to consider expanding course sizes and offerings. Sumichrast said the university would determine the format for the fall, early in June. Faculty must be ready to teach their courses fully online in case that is the only option. He said his best guess is that some courses would have at least some face to face components—for example, courses requiring labs and specialized equipment might be taught at least partially in person. The health and safety of students, faculty, staff, and the general public is the highest priority. So, in person options will only be used if consistent with achieving that goal. He was not sure that any Pamplin classes would be face-to-face.

Sumichrast shared that he received a recent call from a concerned parent. He asked Lara Khansa to share the volume of calls undergraduate has received during this time. The committee discussed types of courses and experiential learning that are most difficult to achieve using an online format. Kevin Carlson described the Pamplin online task force, including its general composition, timeline, and objectives. (Carlson will provide specific members by email after the meeting.) Khansa provided some suggestions and best practices to improve any issues students or parents may have going forward. The committee had an open discussion and there was a consensus that the task force should work quickly and provide its advice using a report and town hall meeting.

## Resources

Hunnings provided a table showing revenue sources and expenses. It is similar to a table discussed at the previous academic committee meeting. The new format and details make it easier to see investments that result in an immediate return to the college. Sumichrast said Pamplin should have plans to cut the budget by about 10% or 5 million dollars. Hunnings said multiple national surveys of high school seniors and college students suggest the enrollment estimates are reasonable to consider. Sumichrast stated the reasoning behind these reports and followed up on the budget changes that may have to take place, in the near future. Lara Khansa reminded the committee that she had developed a model to predict student demand for every undergraduate course in the college based on expected incoming and returning students, as well as major check sheets and historical trends.

**Action Items:**

1. Kim Ridpath will set up additional town hall meetings.
2. Carlson will send the list of members on the Online Teaching Task Force.
3. Khansa will share results of the model predicting class enrollment with department heads.