Staff Council Agenda

Date: Dec. 9, 2020
Location: Zoom
Zoom: https://uidaho.zoom.us/j/93449125346

1. Call to Order [1 min] - Chad
2. Attendance [3 mins] - Cari
3. Approval of Minutes [5 mins] - Chad
    a. Nov. 2020 – Are currently being reviewed for accuracy. Will be sent to the council for approval once finalized.
4. Staff Member of the Month [3 mins] – Cari
    a. Kris Baird-Anderson – Graduation Specialist, Registrar's Office - attended
        i. "I would like to say "Thank you" to Kris Baird-Anderson. She is literally doing the work of 3 people and still manages to respond to each of my requests and inquiries in a timely manner. She is a dedicated employee who really knows how to put students first. The College of Graduate Studies appreciates her dedication to making the "graduation experience" a positive one for students at the U of I. I don't know what we would do without her."
5. Online Education White Paper Review [15 mins] – Chandra Zenner Ford
    a. The Online Education working group was split into four subgroups: technology and support infrastructure, student experience and student support services, marketing and strategic positioning of online offerings, faculty and course development.
    b. Created an administrative structure that is reflected in the report. There wasn't 100% consensus, but there was a strong majority on recommendations.
    c. Recommendation #1 – needed a centralized administrative unit (to sit underneath Academic Affairs) that would allow the U of I to take strong existing online offerings and grow demand for them as well as create new programs.
    d. The White Paper will be posted on the Online Education Working Group website soon. Please encourage your colleagues to review it.
    e. Questions:
        i. Where will the funding come from?
            1. There will be an initial investment that is needed with the hope that this project will eventually become a revenue generator. The P3 project was instituted in part to fund this project. There will be $1M a year from P3 that will be allocated to this effort to build infrastructure.
        ii. How do we decide which programs are worth pursuing?
            1. This was the focus of the strategic position and Marketing group. Smart decisions will be made in the areas that we have the capability to be competitive and lead the nation in online education in those areas.
        iii. How does this impact international students?
            1. Ideally, we want our international students to come here to campus. Still in discussion with General Counsel regarding what international regulations need to be followed.
        iv. State of Idaho "Idaho Online" Initiative – Push to Canvas. UI is not currently using Canvas.
            1. The State is attempting to move all state institutions to one platform – Canvas. UI is currently using BBLearn. The State has purchased Canvas for all institutions, we still have two years in our contract with BBLearn. We have an opportunity to test Canvas while still using BBLearn. Canvas is now the industry standard.
        v. TA Support for online classes?
            1. You could see some TA support going to support this effort. Could provide new opportunities for our graduate students to get experience teaching online.
6. Q&A with President Green [30 - 45 mins] – President Green
    a. Expanding online class offerings will create new opportunities. Students could attend live classes if they could make it to an extension center. Also an opportunity for expanding dual credit offerings to high

schools. Many rural high schools do not have enough teachers with Master's degrees to teach these courses and UI could offer these courses online with our faculty.

b. President Green would like to thank all the UI staff for their work during 2020. The job that we've done is being recognized outside of the UI campus, throughout the state and especially in the Treasure Valley. Some of the topics include successes with budget, opening our own COVID testing lab that allowed for in-person learning, signed P3 contract that will fund our strategic priorities, announcement of ranking as one of the best values in the West.

c. Spring 2021 Semester will look a lot like the fall semester. UI will test all students before the start of the semester. Spring break will remain where it is scheduled, however, students will probably move to virtual learning for the first few days after the break to allow for adequate testing time before returning to in-person instruction.

d. Questions from the Council:

    i. Vaccines – Can you share what kind of conversations have been occurring?

        1. President Green met with Public Health last week. They were initially expecting 90,000 vaccines for the State in the first batch, then the number was reduced to 36,000 and now 15,000. North Central District (five counties including Latah) will only receive about 900 total in the first shipment. Have been told to expect about 1,000 doses a week. Will take several months to vaccinate health care workers and high-risk citizens. Majority of North Central Health District will not be vaccinated until late spring or early summer. UI has moved a deep-freeze freezer to Gritman to store the Pfizer vaccine. There is a chance that having the capability to store this vaccine will improve the odds of receiving the vaccine earlier. Have discussed with the Central Health District the possibility of vaccinating the entire Moscow Community through the SRC. UI/Gritman is ready as soon as the vaccine is received.

    ii. Wastewater Testing – Initially there was rapid response to testing results, there no longer seems to be a response. Can you explain why?

        1. There is a response to each test, though it isn't always obvious to the team doing the work. There are only 500 students in the residence halls currently and the LLC single rooms are now being used to isolate students instead of Targhee. Are now sending out targeted messages to residence halls that the testing has flagged and requesting that each resident gets a COVID test.

    iii. Market-based Compensation – How will P3 help us get back to this initiative?

        1. UI cannot use P3 monies directly for staff salaries unless there is a revenue component to it. Will be used to help student success – recruitment, scholarships, research. Longer term, when we are in a healthier financial place from our investments taking hold and increased student admissions then we will be able to increase salaries and move the staff towards market-based compensation.

    iv. What have you enjoyed the most about being the University of Idaho President?

        1. The students. I enjoy being around the students and their unbridled enthusiasm despite everything going on. The energy they bring is amazing.

        2. Love all of the accomplishments that have been made. We haven't taken the time to sit back and celebrate because we've all been working very hard to get through the fall. Very proud.

7. Staff Survey Results - [15 min] – Chad

    a. Results have been sent out to the Council.

    b. Shared three takeaways that negatively affected work productivity at the COVID Advisory Board meeting – having dependents at home, being overworked due to voluntary separation, and helping dependents with online learning.

    c. Staff requesting more flexibility with work location and access to more and different counseling services (already being addressed by HR - AbilitiCBT).

8. Wellness Workshop Topics - [5 mins] - Chad

9. Reports [20 mins]

    a. Human Resources – Brandi

        i.   AbilitiCBT – We have an opportunity to add this program to our suite of benefits. This is a clinical tool that offers cognitive behavioral therapy on a digital platform. Targets people that have seven different conditions: anxiety, depression, insomnia, etc. An avenue to access virtual therapists. Tailors the therapy to the employee with an initial assessment that will partner the employee with a therapist for an initial discussion on care (to include traditional sessions, modules, text messaging, etc). This could be added inexpensively. Could also be offered to students as well.
1. Would it raise the cost of insurance to UI employees?
   a. It shouldn't make a difference for the current year.
2. Is there a preview website?
   a. Brandi will send Chad a copy of the slide deck from the demo to be forwarded to the Council. If you have any feedback or concerns after reviewing and discussing with constituents, please pass that along to Chad.

b. Faculty Senate – Charles
   i. Curriculum discussion

c. COVID advisory committee – Erin
   i. COVID Dashboard recommendations were presented to Faculty Senate by the COVID Advisory Committee. A vote of support was requested and was unanimous approved.
   ii. A COVID dashboard is a tool that can be quickly updated and display various COVID statistics including positivity rate, total testing numbers, test turnaround time, active and cumulative cases, how many students are isolating or quarantining, wastewater testing, etc. UI has daily numbers and would be able to provide daily updates to a dashboard.
   iii. ratecoviddashboard.com – UI has won a contest from them that will provide $3,000 in IT assistance to set up a dashboard.
   iv. Chad will email out the proposal and video from yesterday's Faculty Senate meeting to the Council. Please read/watch and discuss with your constituents. A vote by Staff Council members will then be collected electronically.
      1. There was a motion made to support the creation of a COVID dashboard, motion was seconded.

d. Elections – Erika
   i. Fill out the Committee on Committees survey if you would like to serve on a committee. Please forward to your constituents.

e. Staff Awards/Morale – Michelle
   i. Kudo from Chad at the start of the meeting. Staff Recognition/Awards at the VandalStore and shipped to other campuses. Was a great success. Thank you!
   ii. Have received budget information and will begin planning for next round of recognition.

f. Operations Manual – Emily
   i. Committee is starting to compile all of the information. Emily will be reaching out to members outside of the committee for needed information.

g. Wellness Committee – Erin
   i. Received results from the COVID survey. There was a question on the survey asking what mental health resources the participant had utilized and what they would like to see.
   ii. Biggest take away is accessibility – UI community does not know how to access resources or that resources exist. Current resources will be compiled and placed in a single location.
   iii. If you have resources that you would like to recommend, please email to Erin.

10. Parking Lot Topics [2 mins] - Chad
11. Good of the Order [5 min] - Chad
12. Close [1 min] - Chad

Meeting Guidelines
1. The monthly agenda will be posted in Teams (UI-Staff Council) under the general channel and agenda tab. A copy of the agenda will also be emailed before each meeting and posted to Staff Council's website.
2. Each agenda item will be assigned an estimated time limit. All council members are encouraged to hold the agenda item owner accountable to time and topic integrity.
3. Discussions will spur questions and topics not on the agenda. Those items will be recorded in the topic parking lot section of the agenda and meeting minutes. Items in the parking lot will be reviewed by the Staff Council officers. If the items align with the parameters of Staff Council's mission, they will be added to the next month's agenda as new business.
4. Presentations and subsequent Q&As will be time limited. If more time is needed, items may be posted in the parking lot and presenters may be invited to future meetings. The desired outcome is a presentation specific to topics that align with Staff Council's purpose.
5. If training or long-form presentations are relevant to staff, Staff Council is happy to facilitate brown bag lunches or other such meetings.
6. Committee chairs may request time to present updates. The agenda will no longer allow for round robin reports.