

WAYNE STATE UNIVERSITY  
ACADEMIC SENATE  
PROCEEDINGS OF THE POLICY COMMITTEE

August 17, 2020

Present: L. Beale; P. Beavers; V. Dallas; r. hoogland; D. Kessel; C. Parrish; B. Roth; N. Simon; W. Volz; A. Wisniewski

Guest: L. Lauzon Clabo, Incoming Interim Provost

The items marked with an asterisk constitute the Actions of August 17, 2020.

Policy Committee invited Laurie Lauzon Clabo, Dean of the College of Nursing, to the meeting. Dean Clabo assumes the position of Interim Provost on August 21.

1. Update from Dean Clabo about the Return to Campus: Dean Clabo chairs the Public Health Restart Subcommittee. The subcommittee strongly encourages people who will be on campus to get the seasonal influenza vaccine because the medical literature suggests that we may face dual waves of COVID-19 and the flu in the late fall/early winter. There is some evidence in the literature that the seasonal flu vaccine may offer limited protection against COVID-19 or at least reduce its symptoms. The flu vaccine will be available at the campus health center for students and employees. The high-dose flu vaccine will also be available for people over the age of 65. The state of Michigan ranks 37<sup>th</sup> in the U.S. for the number of people who get vaccinated. In response to a question from Mr. Volz, Dean Clabo said that during the 2018-2019 flu season, 65.5% of people over 18 years of age in the U.S. were vaccinated but only 43.3% of adults in Michigan were vaccinated. Vaccination of children is always over 80%.

The daily screener people use before coming to campus provides aggregate data about the health of the campus. The university left the questions from the CDC pretty much intact. Since July 1, 81,000 daily campus screeners have been filed. About 1500 people daily use the screener. About 0.2% of the screeners initially track positive. This does not mean they have COVID-19, but that they indicate they have one of the symptoms. The professional staff in the Campus Health Center contact those people. The highest numbers of responses are (i) the person clicked "yes" when they meant to click "no" or (ii) the person traveled domestically. Domestic travel is tracked because hot spots continue to emerge in the U.S. and it is expected that when a hot spot emerges, the CDC will quarantine people from that area. The positivity rate for the coronavirus in Detroit is about 3.2%, statewide it is about 3.8%, and for the university it is 0.5%.

The next major testing on campus will be conducted from August 24 through August 29 for students moving into campus housing. The testing will be done in partnership with Mayor Mike Duggan and the Detroit Public Health Department. The city has loaned the university six Abbott Rapid Testing Machines that give the results in 15 minutes. If students test positive they will be encouraged to go home if they can. If they cannot return home, they will be quarantined in rooms in the dorm until they are cleared.

President Wilson met with Governor Gretchen Whitmer by phone. The Governor referred to the university's return to campus policy as best in class.

Dean Clabo thanked the Policy Committee for appointing Kelly Dormer, Student Disability Services, and Lance Gable, Law School, to serve as Senate representatives on the public Health Restart Subcommittee. They were invaluable to the work of the committee. She also thanked the other members of the subcommittee: Ramona Benkert, College of Nursing and the Campus Health Center; Teena Chopra, Internal Medicine, Infectious Diseases; Paul Kilgore, Pharmacy and Health Sciences; Marc Zervos, Medicine; and Madison Wiljanen, Student Senate.

\*2. Proceedings of the Policy Committee: The committee approved the Proceedings of its meeting of July 6 as submitted.

3. Report from the Senate President:

- a. Provost Search Committee: Ms. Beale met with President Wilson. They discussed the search for the provost, among other matters. The President informed Ms. Beale whom he planned to appoint to the search committee. He initially wanted to select the faculty representatives from among Policy Committee nominees, but ultimately agreed to accept three faculty/academic staff Senate representatives selected by the Policy Committee. The President indicated he would nonetheless appoint one or possibly two faculty directly (both suggested appointees are older white males). Policy Committee will select its representatives at its August 24 meeting. The RFPs from search firms were due Friday.
- b. Meeting with the President's Cabinet: Ms. Beale and the President also discussed the September 23 meeting with the Cabinet. The President and the Policy Committee each will have two topics for the agenda. President Wilson will host the discussion of his topics and Ms. Beale will host the discussion of PC's topics. Topics likely will be a discussion of budget and finance issues and issues about reopening/restart of campus especially how testing and the contact tracing are working. Ms. Beale thinks one of PC's items should be shared governance. Next week Policy will decide the issues they want to discuss with the Cabinet.
- c. Jennifer Olmsted, Associate Professor in the Department of Art and Art History, accepted appointment as the Senate representative on the review committee of the College of Fine, Performing and Communication Arts.
- d. Centralization of C&IT: Ms. Beale had a computer problem for which she contacted the help desk in the Division of Computing and Information Technology. Several emails were exchanged between the employee at the help desk and Ms. Beale. The interaction was frustrating, and she had to seek help from another technician to resolve the problem. She is concerned that centralization of computer services has slowed responses and may be a problem for those teaching online, researching online, communicating with students online, and having staff meetings online.
- e. Budgetary Matters: President Wilson has sent emails to the university community regarding the university's financial position and suggesting a need for extraordinary sacrifice from faculty and academic staff. Charles Parrish, as President of the AAUP-AFT, has sent emails to the membership of the AAUP-AFT challenging some of the positions taken by the President.
- f. VP of Finance and Business Operations: Rebecca Cooke, who has been serving as interim Vice President for Finance and Business Operations, will retire effective November 1.

William Decatur, who retired in December 2019, will return as Vice President effective November 1 and has agreed to serve until January 2022.

- g. Social Justice Advisory Committee: The umbrella Social Justice Advisory Committee will meet August 30 to hear reports from the subcommittees.
  - h. Fall Enrollment: The latest information for fall shows an increase in the number of undergraduate students compared with this time last year, but graduate enrollment (with higher tuition payments) is lower than last year.
4. New Faculty Orientation: The Policy Committee will participate in the new faculty orientation on August 21. They will speak about shared governance, the importance of the Senate and the various university-wide committees on which faculty and academic staff serve. PC members will tell the new faculty about the issues the committees have dealt with and the interaction of the Senate committee and the liaisons.
  5. September 9 Academic Senate Meeting: Policy Committee approved the proposed agenda for the meeting. It is expected that the university will have more information about the FY 2021 budget by September 9.
  - \*6. Election of the Vice Chair: Policy Committee elected renée hoogland to serve as Vice Chair for the 2020-2021 academic year. The Academic Senate will be asked to confirm her appointment at the September Senate meeting.
  - \*7. Election of the Parliamentarian: Policy Committee elected Ricardo Villarosa to serve as Parliamentarian for the 2020-2021 academic year. The Academic Senate will be asked to confirm his appointment at the September 9 Senate meeting.
  8. Standing Committee Assignments: The staff in the Senate office solicited Senate members' preferences for their committee assignments. Policy Committee reviewed the charts and made changes as needed and selected the chairs.
  9. Election of the Policy Committee: Policy discussed how the Elections Committee would conduct the election of the Policy Committee. The elections will use the Zoom anonymous polling feature. We will send out another call for nominations shortly before the Senate meeting.
  10. Restart Concerns:
    - a. Mail Delivery: Faculty have complained to Ms. Beale that they have not been getting their mail. Mail Service is not delivering mail to department offices. They hold the mail in their facility on Holden Street until someone from a department or other unit picks it up. Some Chairs apparently do not know how to get the mail. This is concerning because time may be of the essence for some of the mail. Dean Clabo will ask the deans to make a plan for distributing mail to faculty and staff within their departments.
    - b. Library Services: Ms. Beale has been contacted about services the libraries will provide during the pandemic. Dean of the Library System Jon Cawthorne said that the Executive Cabinet wants the libraries to provide full service. In earlier discussions it was decided that computers should be available to students, but that reference and other librarians should be able to work remotely. Mr. Beavers said this reflects confusion within the libraries about the extent to which the libraries are being asked to provide a full campus library experience to

the people who will be on campus. The second floor of the Undergraduate Library will be open for quiet study, computers, and WI-FI. Dean Cawthorne wants to have face-to-face reference services and face-to-face circulation services in spite of the decision early in the Restart process that services that can be done remotely should continue to be done remotely. In the Undergraduate Library reference and circulation services are at the same desk. The library does a very good job providing reference services remotely with chat services and a Zoom conference room where people can easily share screens.

There is some question as to whether procedures are in place so books can be circulated and interlibrary loan materials and print materials can be given out without face-to-face contact. Large lockers have been purchased but they will not arrive until January. It seems that the library does not have enough staff to work at the circulation desk and admit people to the building. The administration would like librarians to be in the building as backup. They want students who come into the library to know what it's like to be waited on at an academic library.

Policy's consensus was that full protections would be necessary for any such services to be provided even over shorter hours. Having plexiglass barriers at the circulation desk would reduce the likelihood of staff contracting COVID-19, but there are no such barriers at present. Strict policies and procedures should be implemented. If they can be loosened later, that could be done.

Ms. Beale reiterated that the Libraries are doing the opposite of the recommendation of the Restart Subcommittee: that people work from home if they can. When Dean Cawthorne met with the restart subcommittee he was vague about the plans to reopen the libraries when members raised the issue of working remotely. The committee wanted the computer labs open for students. They thought some limited circulation services might be available but that employees must be protected with plexiglass and use of appointments for checking out materials. They did not recommend that all library services be available. Mr. Parrish said that the Libraries did not develop a plan but merely made a schedule to provide services. The AAUP-AFT has been negotiating with the Associate Dean of the Libraries about librarians substituting for staff at the circulation desk.

Dean Clabo stated that a plan has to be developed. If students are on campus some library services should be available, but access should be limited. She indicated she would follow up when she came on officially as Interim Provost.

- c. Student Service Center: Ms. Simon and Ms. Dallas reported problems with students contacting the Student Service Center. The wait time to get a response to email messages is about ten days—clearly a problematic delay at this time during the registration cycle and start of classes. About 10 people answer email messages and phone calls. Ms. Simon said that Enrollment Management wants financial aid officers to answer phone calls, but they are members of the AAUP-AFT with certain kinds of duties, whereas employees who answer the phones are members of the Professional and Administrative Union. One of the problems is that no more than twenty-five phone calls can be in the queue. Ms. Dallas added that many students have complained that they could not get through to Financial Aid. This has been a real source of frustration for students. Advisors used to be able to access information about students on Banner and so were able to respond helpfully to students' questions. Now, however, access for advisors has been discontinued based on the claim that their access to the information violated students' privacy. It is not clear that this is an appropriate

interpretation of the federal rules, since the advisers need to know this information in order to do their work in aiding the students.

Dean Clabo will check into the situation and report back to the Policy Committee. Ms. Simon suggested that advisors be asked what problems the students are experiencing and what is needed to help them.

- d. Parking and Transportation Services: The parking office announced that employees in the payroll deduction program would be able to continue parking in university parking structures and lots unless they opted out of the program. Payroll deductions were suspended in April. As of September 1, the faculty and staff will have to cancel their participation in the program if they do not to continue. They will have to re-enroll when they return to campus. Ms. Beale noted that this seems like the wrong approach: since most employees are working remotely, it would make more sense to continue the default being suspended parking deductions with those who want to part on campus opting in to payroll deductions (or otherwise paying for their parking permit).
11. Standing Committee Assignments: Policy Committee reviewed the charts of members' preferences for their standing committee assignments and made changes as needed.
12. Meeting with Institutional Research: A number of members of the Senate will meet August 18 with Meihua Zhai, Assistant Vice President, Institutional Research and Data Analysis, who will show them the existing database and various materials regarding student success.

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*Approved as corrected at the Policy Committee meeting of August 24, 2020*