

**College Council Meeting
March 27, 2020**

Minutes

Present: Kevin Stokes, Kevin McGruder, Susan Lee, Tom Manley, Noah Greer, Nick Boutis, Rick Kraince, JP Robinson, Angela Moore, Susanne Hashim, Mila Cooper, Hannah Montgomery, James Lippincott, April Wolford,

Accreditation

Hannah reported the good HLC news is that our site visit has been postponed to October 5-6, 2020. It will be the same site team that was scheduled for April. Accordingly, our lock date for our Assurance Argument has been extended. We are expected to meet all of the original requirements and will need to create updates as what is relevant now may not be completely relevant in October. For now, however, we have space to focus on our response to COVID-19.

Glen Helen Update

Nick reported the prior plan had been to allow continued public access to the trails reflecting the state's exhortation for Ohio citizens to get outside and be in nature. That changed when we saw how people behaved on Wednesday, a beautiful warm day. The Glen parking lot was full and there was spillover traffic at Birch, the Foundry Theater, and the Antioch School lot.

Of those visiting, some seemed to be hiking in the spirit of COVID-19 restrictions; however, others were acting like they were safe from the virus. It was concerning to the ranger on the trail and the Village Police Chief. From that point, they opted to place "closed" signs at principal entrances. Police tape was also used and they are now in the process to see how that roll-out transpires.

On Thursday, some people who drove to YS for hiking saw the closed signs and opted to park on campus. That is something needing persistent attention. He doesn't believe we can achieve 100% compliance but, to the extent we can keep a decent blockade, have the ranger present and village police support, we can reduce the rule violations to the point where the Glen isn't a vector. They are open to additional signage and he believes part of the way forward.

There have not been plans to make exceptions to the closure but this could be considered. Right now the Glen is following the Governor's stay at home restriction; therefore April 6th.

Tom suggests Nick work closely with Roger as we will likely see more people on campus to use the bike path and walk into the Glen.

The recommendation from the COVID-19 task force last Friday was that we made a decision about whether the college would stay online beyond the April 20 date and should it be for the entire spring quarter? The recommendation was that we consider setting an earlier date like May 4 and continue to evaluate. That recommendation was discussed by President's Team and it was decided we'd wait a bit longer and get a better sense from the data and factor that into our decision. After discussions with board leadership, Rick Kraince who is head of the COVID-19

task force, the consensus has been to stay online through the quarter and put energy into supporting faculty and students. That announcement will be made later today.

Emergency Employee Policies

Hannah shared a set of policies which can be put in place on an interim basis as it relates to the virus.

Introduction explains that this is a set of 3 policies (detail them here) that are being put in place by College Council and this group would also make a determination of when the policies can be lifted.

1. Essential Activities and Personnel Policy. Not all functions listed in the areas included need to be done on campus, but some of those functions do have to happen on campus. Even if a job is essential, if an employee has been exposed or has symptoms (be specific about symptoms)
 - a. Remove animal care because other areas of the farm also are essential
 - b. Mail should also be included
 - c. Buildings that have been closed are those not necessary to be online and some of those are still available if needed, but we should not be accessing buildings unless it's necessary for doing the essential work of the College.
 - i. Closed buildings include A&S, WC, Library, Foundry Theater, Fine Arts Building, Weston, and CSKC.
 - ii. Other buildings should be accessed only by those conducting essential buildings or residence halls for students on campus.
 - d. Add header as per Noah
2. Remove Work Policy – We are an institution where employees are generally required to work onsite but this is being put in place based on this extraordinary time.
 - a. There is a google form being circulated and employees are being urged to work remotely. This form is important so it is known who is working on campus.
3. Emergency Situational Leave Policy – The leave part of the policy is in response to the First Families' Coronavirus Act.
 - a. Leave if an employee has to miss work related to the virus – if they have a child they need to care for because schools are closed. If an employee can't work because they're caring for a sick relative or are sick themselves. Get up to 12 weeks job-protected leave. For the first 10 days, employees can use sick time during first 10 days. If they don't have enough, they can use up to 10 additional days of emergency administrative leave.
 - i. After the first 10 days, employees will be paid at 2/3 their salary.
 - b. Emergency Sick Leave Policy – This spells out very thoroughly the six categories.
 - i. Needs isolation or self quarantine
 - ii. Have COVID -19 symptoms
 - iii. Caring for someone isolated or has symptoms
 - iv. Caring for a dependent after school closure

- v. If they meet another condition specified by HHS
- vi. If employee meets one of these, they qualify for 80 hours of paid sick leave.
- vii. FIX THIS
 1. We need to discuss how to handle employees who began working remotely prior to April 2.
 2. If someone would prefer to use vacation and be paid full hours rather than 2/3, they can do that.
 3. Leave is prorated for part-time employees. This should be clarified.
 4. Also clarify for student employees

Hannah asked the group if we might be able to suspend our rule about advance notice for decision-making. On a motion by Angela Moore, seconded by Elise Peyroux, the motion was unanimously approved.

Tom thanked Hannah and all who helped put these policies together and aligning them with COVID-19 policies.

Thanks also to Rick and his leadership on the COVID-19 task force and for all their help and contributions.

Enrollment

Get information from Gariot about how we are reaching out to prospective students to report to College Council and let the Council know how it can assist.

Respectfully submitted,
Anita Brown