

Executive Committee
Meeting Minutes
October 2, 2020

Present: Samantha Brunhaver, Chris Buneo, Dianne Hansford (Secretary), Marcus Herrmann (chair), Rosa Krajmalnik-Brown, Doug Montgomery, Jit Muthuswamy, George Pan, Rod Roscoe, Andreas Spanias, Yalin Wang
Absent: Tony Lamanna, Sefaattin Tongay
Guest: Kyle Squires

1. **Approval of September minutes.** September Minutes were unanimously approved by the EC.
2. **ASU News.** Provost Searle is stepping down effective next June. There will be an internal search. The composition of the committee is unknown at this time, but Engineering will be involved. This decision is part of a natural moment to transition; it's where he is on his professional path. Conversations on this have been taking place for months. It would have happened earlier if COVID hadn't happened. Are there any new strategies that will be addressed during the search? Focusing on an internal candidate means the learning curve will be a lot shorter. It's a more practical solution. We also have the new external search for the VP for Research starting soon.
3. **Update on COVID.** The EC was asked for feedback on what is being heard from students/colleagues. The big news for fall semester is that final exams will not happen. Last day of class is December 4. Why was it abruptly announced? The semester break from 12/5 – January is significant. There is a lot of conversation about engagement, activities, short courses, skills building (not courses for credit) so students can continue to be engaged and stay connected to us. Kyle thinks we should maintain it. Since our commencement/convocation ceremonies are going to be held virtually again this semester there really isn't any reason to reassemble the student body.

Has the reporting of final grades shifted – No. Same date.

Kyle is concerned that kids will think that what we did this fall wasn't all that great and they won't want to come back. Some of that is going to happen. They're here to be in class but they come to do all the other things – they're here to be with their friends. We've worked hard to maintain those connections. That's the world we need to be cultivating as strong as we can. Faculty need to do as much as they can to strengthen the connection.

What are the plans for the spring other than the hybrid mode continues? Anything on finals? The main conversation right now is spring break. There is conversation about not having that for obvious reasons. Travel, increase changes of spreading, etc. We need as much info about the environment before making decisions on those things. We need to be closer to those dates. Whatever happens about final exams in the spring is too soon to tell.

Faculty, staff, students should continue to refer to the sites that ASU maintains; they're typically updated on Mondays and Thursdays. In general we follow what the State does. The state trends have been favorable. Infections among faculty and staff are miniscule. Among students

not that high. They are randomly testing staff, faculty and students coming to campus. Everybody does the app which tracks who comes to campus. Those numbers are very small among faculty and staff. There were hotspots in the residence halls. It has improved. We have good contact with Student Services. We keep track of that.

How have lab and capstone design classes been going? Any practices we can learn from other people? We ran a fully face-to-face pilot in chemical engineering. Those protocols were shared across programs which has been very helpful. On the capstone side it has been a management issue. Is there any formal evaluation going on in terms of what's working and what's not? Any way of documenting what people observe in terms of encouraging better attendance or types of assignments that work or don't work; some sort of feedback about how Sync is working or not? Kyle will gather some of those things. Room technology can be challenging at times. Kyle will follow-up.

4. **Dean's Dissertation Award: Review Scores.** The committee discussed the submitted materials of most of the students who received a score of 4 or higher. Dianne will compile the scores/comments and pass around to the committee for final review. The goal is to submit recommendations to the dean by mid next week.
5. **Invited speakers in Zoom environment – testing plan and speaker suggestions.** This item will be deferred to the November meeting.
6. **Other items from EC members.** This item will be deferred to the November meeting.

Next Meeting:
November 6, 2020; 12 NOON via Zoom