

From: Brian Lenzmeier

Sent: Thursday, March 26, 2020 5:07 PM

To:

Subject: Provost Coronavirus update #6 -- more resources for you and students; spring course evaluations; helping students

Hello Faculty Colleagues

Thank you for the good work I know you are doing transitioning to teaching your students at a distance. Remember, give yourself and your students a lot of grace throughout this process.

Resources:

Here are some links to resources for you, including a new advising page put together by Jamii Claiborne and an academic information for students page:

- **Current Buena Vista University COVID-19 Information for faculty and staff** (includes benefits information): <https://www.bvu.edu/university-resources/faculty-staff>.
- **Online transition Sharepoint site** for faculty teaching resources: <https://buenavistauniversity.sharepoint.com/sites/OnlineTransition>
- **New! Advising resources** (students start enrolling for Fall classes on Tuesday): <https://buenavistauniversity.sharepoint.com/sites/OnlineTransition/SitePages/Advising.aspx>
- **New! Academic resource page for students (also attached as a pdf to this email):** <https://www.bvu.edu/university-resources/academics>
- **Non-academic resources for students** (mental health counseling; student services): <https://www.bvu.edu/university-resources>

Use of course evaluations this spring:

The deans and provost recognize the unusual circumstances we are all navigating right now. We will not include this spring's student course evaluations in our annual evaluation of faculty members unless there are obvious indications serious issues that need to be addressed. Faculty members who are tenure-track may *choose* to include these evaluations in their dossier but will not be required to do so. These are unusual times. We understand this.

Makeup of course evaluations for spring:

Prior to the COVID-19 outbreak, the Faculty Welfare Committee had discussed the need to change our 29-question SmartEvals student course evaluation to something more succinct and formative, meaning the survey should be more easily completed by students and generate data for faculty members to use improve their courses. Last year a couple of Faculty Welfare Committee members piloted some questions with small groups of students to get feedback. Student feedback coupled with conversations with other Chief Academic Officers and Student Success Partners (Credo and EAB) pointed toward creating 3-question surveys. We are going to roll this survey out for the remaining classes this spring semester and use this survey next year as well, assessing its utility next spring. We will also start using the survey in Term 5 for our online and hybrid students. Here is what the survey looks like:

Math 101 Section A LEC Undergraduate Introduction to Mathematics (2020 Spring)
taught by: John Browder Aeryn Black, Kate Simcoe

What is your overall rating of this instructor's teaching effectiveness compared with other college instructors you have had?

☐ One of the most effective
☐ More effective than average
☐ About average
☐ Worse than average
☐ One of the least effective

What things went well with this course? Please provide examples.

What things could be changed to improve this course? Please provide suggestions.

Save to be Completed Later

Submit

Academic Assistants and Work Study Students cannot be used for the remainder of the school year:

The federal government recently introduced a new Family Leave Act for employers with under 500 full-time and part-time employees, which includes adjunct faculty, student workers, etc. Under this leave employees are allowed to take 80 hours of paid sick time if they are diagnosed with Coronavirus, required to be quarantined, have a sick child, have to care for someone quarantined, or have to be home with children because of a closed school or child care facility. In addition, they can take an additional 10 weeks of time at 2/3 of their wage. As long as an employer is under 500 employees, the federal government will reimburse the employer 100% for the wages paid under this leave.

In order for BVU to provide the best options for our employees during this time, we want to make sure our number of employees remains under 500. Each day an employee starts on this leave, we are required to count our employees. After reviewing payroll for the past few months and considering the critical need for student technology assistants and CAE tutors, we could be pushing close to 480-490 employees. Therefore, a decision has been made to halt all work-study and academic assistants after March 31, 2020 to keep us below the 500 employee thresh-hold. We realize this will put a strain on some faculty and departments who were hoping to utilize students, but BVU wants to be mindful of what is best for all our employees at this time.

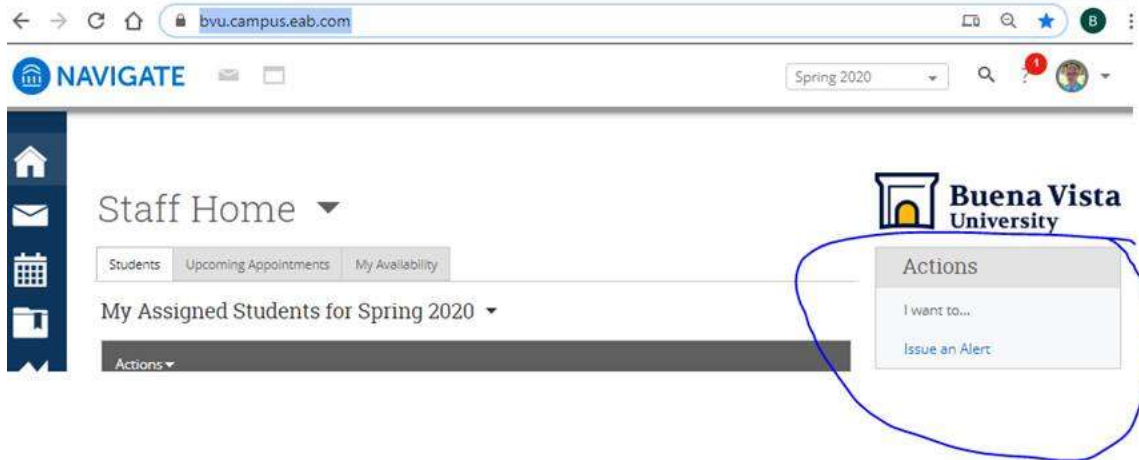
We also recognize this impacts students who were hoping to earn money to help pay for their education. We are awaiting details about resources in the government stimulus package as it ties to higher education. We may be able to financially support those students who have lost their campus jobs due to moving to online education via funding from this package, however, it is still too early to know if this is certain.

Reminder of supports for you and for students and the importance of communication and consideration:

Please keep things in perspective, for you and for your students. Communicate with them early and often. Remember, not everything is going to go swimmingly. That is okay. It is expected. You have a support network of colleagues who want you and your students to be successful. If you are having challenges, please communicate with your Dean or Division Chair. If you need any assistance with technology, just ask! For technical assistance with zoom and canvas, please call 712-749-2359 or

email tltc@bvu.edu. You can and should also continue to use familiar things like email or text/phone to communicate with your students. Find what works for you and for your students and go with it!

If you have concerns about specific students, use the [EAB Navigate](#) Early Alert shown below.



Finally, if you know of students who have financial hardships with regard to access to internet or a computer to complete their work, or other barriers to success please contact Mike Walker at Walkerm2@bvu.edu. BVU has been fundraising to support these students and already has some resources available.

Best wishes to all of you as we embark on this new journey! I have faith in the students and faculty of Buena Vista University! Let's do everything we can to make this our "finest hour."

Best regards,
Brian

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