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# ***THE BUZZ:*** Academic Affairs Weekly Newsletter



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## From the Provost's Office

Dean of the Faculty, Dr. Terence Check will return to the faculty on July 1. He is the inaugural dean of the faculty and has successfully launched the position. His work has moved our institutions forward in the areas of inclusion, faculty development, and faculty governance. His many accomplishments in these areas have propelled our institutions forward. Thanks to Terry for all his excellent work and his continued service to CSB/SJU. Dr. Pamela Bacon will become the Dean of the Faculty on July 1.

Dr. Carie Braun concludes her service as Director of Academic Assessment and Effectiveness. Carie was instrumental in redefining the office and developing new processes. She successfully facilitated and led reaccreditation efforts and is the institution's leading expert on institutional accreditation. Carie returns to full-time teaching. Thanks to Carie for all her work in assessment and accreditation. Work in academic assessment and effectiveness work will continue with Jon Enriquez and Holly Christie.

**Annual Evaluations:** Evaluations of probationary and term faculty are due by Monday, June 28, 2019. The form can be found at: <https://www.csbsju.edu/academic-affairs/department-chairs>. Details can be found in an email from Terry Check on 5-8-2020.

**Departmental Emails to Majors and Minors:** Please send a copy of the departmental email sent to majors and minors to Pam Bacon. These emails will be posted on the COVID-19 resource page to help answer questions for students who are not majors or minors but may have questions regarding classes offered by a department.

## Grants Office

Kathy Parker received word that CSB/SJU's application for the NEH CARES Cultural Organization program has been approved. A huge thank you and congratulations to Kathy and her team for putting together a compelling vision and plan of work for this very competitive program!

The project, which runs from May 15 – November 15, supports Libraries staff in 1) developing online course modules on humanities topics and 2) building a portal to the Libraries' Special Collections.

The \$116,797 budget provides partial salary support for 9 Libraries staff members during the course of the project.

Please let Karlyn Forner know if you have any questions.

## COVID-19 Response Team

The team has worked with Marketing and Communication to develop the [COVID-19 Response and Fall 2020 Information](#) page. This page has resources for [faculty and staff](#), [current students](#), [prospective students](#), and [alumnae/i and friends](#).

### Recent Actions:

- Sent the final Fall schedule to department chairs
- Asked department chairs to send out messages to their majors and minors about the block plan
- Announced additional Faculty Development opportunities
- Met with Facilities to discuss cleaning schedules and Transportation plans
- Emailed students with more information about why we are moving to the Block Plan

### Ongoing Work:

- Continue to work with Marketing and Communication to develop
  - Informational videos to various groups
  - FAQs for various groups
  - Webinars for various groups
- Work with the Faculty Development Team to plan and schedule Faculty and Staff training opportunities for July
- Work with the Covid Coordinator, Facilities Directors, and Academic Affairs team to develop classroom safety expectations that align with student development plans
- Work with the Registrar's Office and Academic Affairs to re-enroll students for Fall 2020
- Work with C-CAPS to develop policies for the 2020-2021 school year
- Continue to work with Human Resources to develop a Back to Work plan
- Continue to work with Student Development to identify safety issues and expectations and to develop plans for co-curricular activities including athletics
- In consultation with APBC and FCBC, continue work on development of institutional budgets that will address the structural portion of anticipated budget shortfalls at CSB and SJU resulting from sustained enrollment declines.
- Continue work to estimate the potential range of pandemic-related one-time expense and revenue impacts under various states of campus operations. Accordingly, a supplemental budget plan is being developed to address these one-time extraordinary impacts in a temporary way.

## Curriculum and Assessment

**Assessment Reports:** Program Review Action Plan Annual Update and Assessment reports due by June 30, 2020. Contact [Holly Christie](#) with questions.

## Faculty Development

**Canvas Site:** The "[Teaching and Learning Training Resources](#)" Canvas site continues to be updated

with new resources. If you find resources that should be added to the site, please contact Miranda Novak ([mnovak@csbsju.edu](mailto:mnovak@csbsju.edu)).

### **Faculty Development Training:**

**See email from Terry Check on June 22, 2020 for Zoom access and more information.**

Thursday, June 25: 2:00-3:00 p.m.

Guest presenter: Dr. Bethany Blankenship, professor of English, University of Montana Western

Focus of session: Reading and writing-intensive courses in the block

Thursday, June 25: 3:00-4:00 p.m.

Guest presenter: Dr. C. Phoebe Lostroh, associate professor of biology, Colorado College

Focus of session: Teaching natural science courses in a block schedule

Friday, June 26: 9:00-10:00 a.m.

Guest presenter: Dr. Jai Shanata, associate professor of chemistry, Cornell College

Focus of session: Switching courses from semesters to blocks (using organic chemistry syllabus as a model); the role of content on a block plan; the role faculty can play in supporting students beyond official class time

Monday, June 29: 10:00-11:00 a.m.

Guest presenter: Dr. Estee Aiken, associate professor of education, University of Montana Western

Focus of session: What works well in block plan and intensive teaching and learning

Coming Soon: Colorado College is hosting an Institute on Block Plan and Intensive Teaching and Learning, featuring two webinars from 5:00-6:30 p.m. CST on July 6 and 7. You may register for these free Zoom webinars here: <http://tiny.cc/BPI>.

### **July 6, 2020 at 4:00 - 5:30 pm MT Block Plan and Intensive Teaching & Learning Fundamentals**

1. Transitioning from Semesters to Blocks: A Case Study from Victoria University, Melbourne (John Weldon (VU))
2. Rob Thomas, University of Montana Western
3. Best Practices in Teaching and Learning in Block Plan and Intensive Courses (Traci Freeman, Colorado College, Jen Rouse Cornell College)
4. Approaching Block Design: Learning Opportunities and Community (Jeff Warren, Quest)

### **July 7, 2020 at 4:00 - 5:30 pm MT Block Plan and Intensive Teaching & Learning Goes Remote**

1. Lessons Learned: Designing Effective Online Block and Intensive Courses (Marcia France, Duke Kunshan University)
2. Faculty Support for Transitioning Block and Intensive Courses Online (Bethany Blankenship, University of Montana Western)
3. Active and Experiential Learning Online (Drew Cavin, Colorado College)

- IT Services Training Workshops. Register here: <https://www.csbsju.edu/instructional-technology/technology-training/training-workshops>

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