

AALT MINUTES  
5/14/2020

- DCE Staff Associate Reporting
  - Two SA's have put in for pay back to last NOV and AUG
  - Against payroll law – biweekly payroll means they have to put in for hours every two weeks.
  - Can cause an audit issue with the college
  - Guidelines on who should be on stipend vs. biweekly payroll requested
- Department Chair Applications
  - Memo into Lane for Approval, on the schedule for next BOT meeting
- Distance Ed. Request Form
  - Wasn't sent out this year, should we?
  - Would it cause more issues? (Yes – Janice) (Yes – Amy) (Yes – Mary) (Yes -Scott)
  - Question about seniority list brought up.
  - Some faculty will teach 3-4 section of the same course. Things are going to be different this year, so faculty should expect this to happen.
- iTEACH: hopefully have the list in a week for those who need it.
  - Start date hasn't been confirmed at this point.
- Return to Work Task Force
  - When to get back to work and how to do it safely.
  - 30% occupancy was found to be the *safest* rate
  - Sharron needs Deans to be thinking about how their schedule going to look.
  - Some buildings may remain closed, meaning some people may need to move their offices. People need to be prepared that they may not be working in their office.
  - Should the Centers be open? Assumed they would be closed...
  - Access to the labs: should be instructors have a designated meeting spot to bring in the students?
  - Possible new code (REMOTE) for synchronous online classes – script will be delivered for students.
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