

# Andrews University

## Staff Senate Minutes

### July 13, 2020

**Present:** Lorena Bidwell, Chair; Erica Bradfield, Laura Carroll, Martin Bradfield, Brenda Francis, Steven Nash, Deby Andvik, Michael Nixon, Ben Panigot, Ashley Neu, Nestor Caceres, Daniel Johnson, Janine Lim, Aimee Regoso; Invitee: Darcy de Leon

**Regrets:** A’Lisa Sorensen, Mona Sarcona, Myrna Constantine, Jameson Bangkai

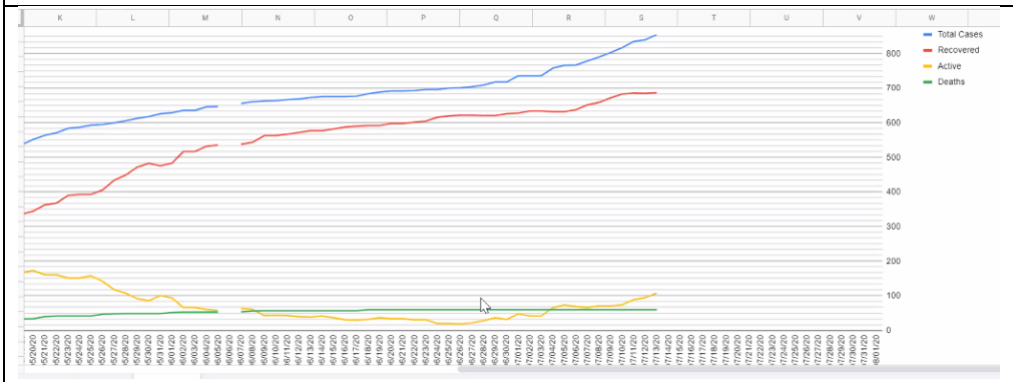
**Members Present**

The chair opened with prayer.

PRAYER

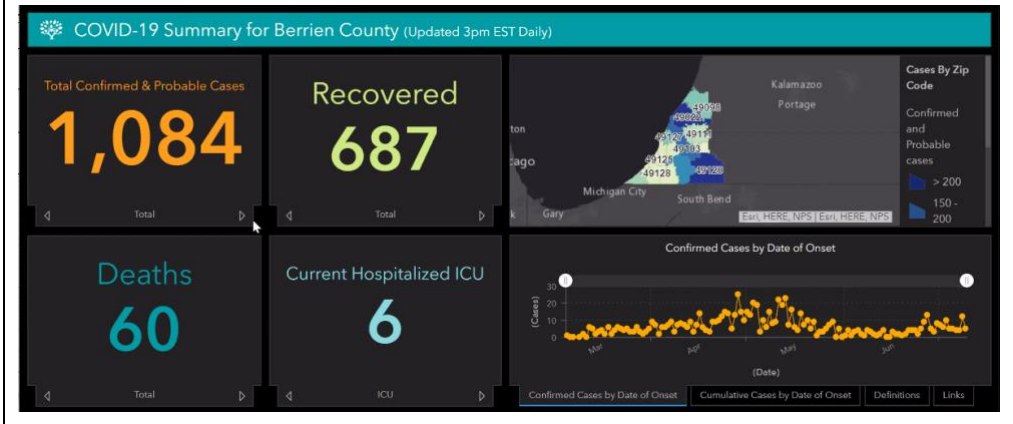
**VOTED:** To approve the minutes from May 11, 2020

MINUTES



COVID-19 – Ben Panigot

We are hoping for active cases to go down, with total cases and recovered to be parallel.



[berriencounty.maps.arcgis.com/apps/opsdashboard/index.html#/6d5dbc6f036d4568b4d5668c6e4c287f](https://berriencounty.maps.arcgis.com/apps/opsdashboard/index.html#/6d5dbc6f036d4568b4d5668c6e4c287f)

Andrews planning around Covid-19.

The University is currently reviewing the plans for returning to campus. We have purchased 2 masks for each faculty, student and staff. Face shields are going to be discouraged as the main source of protection. They are only beneficial in the first 20 seconds. Some exceptions will apply for medical concerns and presenting. The University is providing thermometers to all students. Dr. Luxton had created work groups for master planning for the Covid-19 policy which will be reviewed by the health department and the College of Health and Human Services.

**Terms to Understand:**

Quarantine - People that have been exposed and have no symptoms.

Isolation - for those who are sick, probable or positive for COVID-19.

Dwell time - The length of time the solvent needs to remain wet on the surface to kill the virus. For Clorox wipes this is 10 minutes

Evaporation time - How long it takes for the solution to evaporate. Dwell time is 2 to 4 times the evaporation time for wipes. Dwell times and evaporation times need to match to be effective.

Close contact - if you were within 6 feet of someone for 10 to 15 minutes. It is about the relationship and not the location. There are other tracking options other than mobile device like seat assignments, etc. Contact trace team will do the follow up with those that have symptoms.

**Updates:**

Daily health screening will be done using the Kallaco daily screening app. This will help with our contact tracing program. This will identify who might have been exposed. (Note: MI Symptoms was used as an interim solution before being replaced by the Campus Clear app – instead of Kallaco.)

Campus signs are being placed related to COVID expectations and closures. Let Ben know if there needs to be more signs in your area.

Mass COVID-19 screening will be done for all faculty, staff and students using a nasal swab.

Michael Nixon is the person to contact for those that need help in navigating special accommodations needed related to limiting access due to personal concerns/risks.

Human Resources needs to know what accommodations have been agreed upon.

<p>If you have your office door closed you do not need to wear a mask.</p>	
<p>In April, 164 individuals were furloughed, 98% of which were staff. HR helped those to get unemployment. There has been some unemployment fraud across the country using others' Social Security Numbers to try to get unemployment payments.</p> <p>14 of the 164 furloughed staff were not invited back in August. 10 now have reduced hours. 14 faculty took early retirement. 2 faculty had reduced hours. 6 faculty were furloughed for a year.</p> <p>U.S. Immigration indicated that international students have to be studying face to face or they will have to return to their country (this was later reversed). University administration is expecting a 4 to 5% reduction in students but we won't know until August when enrollment is finalized. It is hoped that there will not be a need for more furloughs but that cannot be predicted at this time.</p> <p>Life insurance policies ended after 90 days for furloughed employees but should be reinstated when they return to work.</p> <p>Benefits will continue to be provided for those that have reduced hours for at least this year. The Benefits office within HR will share this communication.</p>	<p>HR – Darcy de Leon</p>
<p>Appropriate method for reporting on not masking/coughing on people?</p> <ol style="list-style-type: none"> <li>1. Covenant of Care</li> <li>2. Accountable to each other</li> <li>3. Social Contract: To stay well we need to stay well together</li> </ol> <p>Report a concern</p>	<p>Current concerns from Staff</p>

<p>Water dispensers will be closed -- both Hanson water and drinking fountains.</p> <p>Ionizers can kill Covid-19 after 30 minutes. Plant Administration is installing them in the common spaces of residence halls. Other places such as the library, music department, cafeteria, etc. may be considered for ionizer placement.</p> <p>A spray bottle will be provided to each department for cleaning. Custodial will no longer clean the office suites due to spreading potential for COVID-19 because they are going from room to room.</p>	<p>Buildings Opening</p>
<p>Staff Senate is planning on doing Staff Worship:</p>	<p>Staff Worship</p>

<ul style="list-style-type: none"> <li>a. July or combined with July Staff Meeting</li> <li>b. Fall – Monthly Virtual</li> <li>c. Spring – In person</li> </ul>	
<p>We will have the elections August 31 to September 6. Then Sept 14 we will share the names in the September Staff Senate Meeting.</p>	<p>Staff Senate Elections</p>
<ul style="list-style-type: none"> <li>2. Future Items Staff Senate Agenda <ul style="list-style-type: none"> <li>a. Policies Affecting Parents</li> <li>b. Recognition for Short Term Employees</li> <li>c. Staff Stress/Workload/Morale – After Staff Engagement Taskforce</li> <li>d. Staff Excellence Award Process – After Senate Election is Complete</li> <li>e. Staff Engagement Taskforce – A’Lisa Sorenson</li> <li>f. Professional Development Taskforce – Ben Panigot</li> </ul> </li> </ul>	<p>Future Items</p>
<p>September 14, 2020</p>	<p>Next Meeting</p>