College of Science Faculty Meeting Minutes May 4, 2020

WebEx Meeting number: 617 743 789 - Password: Science <u>https://gmu.webex.com/gmu/j.php?MTID=m47da275e1c6ba0bd05255717db551223</u>

In attendance: Alonso Aguirre, Ancha Baranova, Anamaria Berea, Andrea Cobb, akelahe, Alezandra Masterson, Aarthi Narayanan, Aman Ullah, Andrea Weeks, Andreas Zuefle, Barney Bishop, Benjamin Dreyfus, Brett Froelic, Benoit Van Aken, Charles Bailey, Cing-Dao (Steve) Kan, Caitlyn Ford, Chao Luo, Charles Madden, Catherine Sausville, Cynthia Smith, Cristiana Stan, Chi Yang, Dieter Pfoser, Dale Pokorski, Deborah Polayes, Dan Taggart, Diego Valderrama, David Wong, Elisa Baldell, Evan Del Duke, Emanuel Petricoin, Fatah Kashanchi, Fernando Miralles-Wilhelm, Gabrielle Belle, Geraldine Grant, Greta Ann Herin, Gwendolyn Lewis, Gerald Weatherspoon, Harold Geller, Hao Jing, hkavak, Haw Lim, Igor Griva, Igor Mazin, Iosif I Vaisman, John Kwiatkowski, Julia Nord, John Qu, Jessica Rosenberg, Joel Schnur, Jagadish Shukla, Jie Zhang, Julie Zobel, Karen Akerlof, Kathleen Hunt, Kenneth Foreman, Kelly Knight, Lorelei Crerar, Liping Di, Ling Ren, Larry Rockwood, Lee Solomon, Maria Emelianenko, Mary O'Toole, Mikell Paige, Mariaelena Pierobon, Dr. Michael Summers, Mark Uhen, Monique VanHoek, Nirmal Ghimire, Paul So, Pat Gillevet, Paul Houser, Peter Paul Plavchan, Pritha Roy, Padhu Seshaiyer, Patrick Vora, Rebecca Jones, Ron Mahabir, Robert Weigel, Ruixin Yang, Mohsin Jafri, Suzanne Slayden, Fadi Tahan, Taylor Anderson, Tina Bell, Tim Leslie, Ute Shaw, Valerie Calvert, Valerie Olmo, Bill Hahn, William Kennedy, Xiaoyan Tan, Younsung Kim, Zhong Liu

1. Call to order at 11:00 am

- 2. Approval of minutes from February 18, 2020 minutes approved by unanimous voice vote.
- 3. Update on reopening campus/labs Julie Zobel, Assistant Vice President, Safety, Emergency and Enterprise Risk Management
 - 3.1. See attached draft documents on Health and Safety Precaution. Work Practices.
 - 3.1.1. Faculty invited to send comments to safety@gmu.edu
 - 3.2. Options include staying fully Online (Trying hard to avoid) or reopening in some capacity,
 - 3.3. Decisions being made this week regarding Fall 2020
 - 3.4. Open floor for questions.
 - 3.4.1. Q: Haw Lim: Will bleach be provided for faculty.
 - 3.4.1.1. Julie: Purchasing department working with vendors. Leverage university wide buying power.
 - 3.4.2. Christiana Stan: Provision of PPEs? Masks? What if students don't have one? Send student home?
 - 3.4.2.1. A: Leverage University buying power to provide masks for faculty, staff and students.
 - 3.4.3. Enforcement of safety precautions: Rely on faculty. Working with university life for guidance.
 - 3.4.4. Don't use the term PPEs for cloth masks.
 - 3.4.5. Q: Christina Stan: How will lab training work?
 - 3.4.5.1. A: Webex, signup as usual.

- 3.4.6. Q: Larry Rockwood: Problem of having more than 20 students in a lab?
- 3.4.6.1. A: Ways to slice and dice numbers to meet health and safety precautions.
- 3.4.7. Q: Barney: Timing? What time are we returning?
 - 3.4.7.1. A: Hoping to open for research by Fall. Deb Crawford put together a research continuity group.
 - 3.4.7.2. Stay at home order until June 10.
 - 3.4.7.3. Hope that we will return to research labs on June 11. Research on top of the list of things we would like to do over summer.
- 3.4.8. Q: Pritha Roy: What if we have to go to the office to pick up something. How to proceed? Inform anybody?
 - 3.4.8.1. A: Each dean has put guidelines in place. Notify the deans office. Make sure access (Cards/keys) work.
 - 3.4.8.2. Contact Pat Gillevet and Carrie McVicker if you need to go to campus.
- 4. Remarks from Incoming Dean Dr. Fernando Miralles-Wilhelm
 - 4.1. Excited to join July 1st., willing to meet earlier if interested
 - 4.2. Already working with faculty and staff to transition.
 - 4.3. Will develop a College-wide strategic plan on COVID-19. Prioritize. Having conversation once joining.
 - 4.4. Looking forward to visit each department. How to move forward each department and individual careers. Hopefully in person.
 - 4.5. "Growing in a much greener way" Angela Merkel
 - 4.6. Open to floor for questions
 - 4.6.1. Q: Igor Mazin: Plan to organize departments
 - 4.6.1.1. A: Work with department chairs and college. Happy to do so before 1st of July but don't want to impose.
 - 4.6.2. Q: Pat: Have regular meetings to get an idea of the issues. Useful for everybody. Talk to Ali.
 - 4.6.2.1. A: Fernando: Completely open, willing and eager.
 - 4.6.3. Q: Joel: Research stopped but grants continue: Find ways to continue. Shall young folks return to labs?
 - 4.6.3.1. A: Pat: A lot of complications among people below 50.
 - 4.6.3.2. A: Ute: Research has not stopped. 75%+ of research can be done remotely.
 - 4.6.3.3. Q: Joel: Thinking of experimental work.
 - 4.6.3.4. A: Ute: Agreed. Critical research focused on COVID-19 is ongoing
 - 4.7. Fernando: Call me Fernando please. :)

5. Changes to course offerings/placement – Summer 2020

- 5.1. Math Catherine Sausville
 - 5.1.1. New placement test system, web-based in 2013 turned out to be a complete disaster. 96% pass rate vs 65% before. Decision: Do not even bother with

placement tests. 20K/year for placement tests, which don't do anything. Need proctored on-campus testing.

- 5.1.2. New: Allow students to self-place. Help students to navigate based on prior performance.
- 5.1.3. Summer: All placement tests waived. Self-placement for 100 level courses.
- 5.1.4. Fall: Problem for Math 113: Don't want students in the pipeline who are not ready. Waived 108 and 105. For 113 only students who have alternate measures. For example, AP calc override.
- 5.1.5. All done manually at the moment. Math 123 vs 113.
- 5.1.6. Assessment on the first day. Students who perform badly are advised to take prereq courses. But it will be students choice.
- 5.1.7. Also offering 105 and 108 over summer. Since there is no prereq., enrollments are up significantly. For 113 more hesitant due to prereqs.
- 5.1.8. Questions
 - 5.1.8.1. Q: Valerie Olmo: Meeting students for students about anxiety on math placement tests. Anxiety about the test itself. Get away with the math placement test for 123.
 - 5.1.8.1.1. A: Can't comment. Department is not against, but needs to be implemented well. Expensive to fail a four credit course.
- 5.1.9. Padhu: Math 108 enrollment has gone up by 400% due to requirement waver. Extra sections supported. Math 113 increased 63%.
 - 5.1.9.1. Overflow of students due to waived reqs. Online helps. AP calculus changed to a 45 minute test from 3+ hours.
 - 5.1.9.2. Cristina Stan: Math 113 fills up quickly. Assessment at first day of class and advise some students not to take 113. Can these students be admitted to other classes? Otherwise "stuck in the air".
 - 5.1.9.2.1. A: Depends on availability. Goal: Drop down to 123 Fall and 124 Spring. Details in the works. Two semester calc instead of one semester calc.

5.2. Biology – Geraldine Grant

- 5.2.1. Uptake in some classes. Planned not to offer labs. Increasing demand for labs and lectures. 213 and 211 and 103 with labs online. Filling up rapidly.
- 5.2.2. Vast majority of core courses online with lab and high enrollment.

5.3. Chemistry – Gerald Weatherspoon

- 5.3.1. Synch and asynch courses. Labs will completely virtual for gen chem.
- 5.3.2. Upticks in enrollments despite COVID fear.
 - 5.3.2.1. General chemistry: 60%-70% increase in enrollment across courses.
 - 5.3.2.2. 27% increase organic lab, 60% increase organic 2 lecture.
- 5.3.3. Organic Chemistry Lab: Not offered because of the needs of the particular course. Decision made consciously.

- 5.3.4. Chem 321: Decoupled lab and lecture. Lecture only offer online as Chem 322. Lab available in Fall. Allows transfers in and not get behind. Can't do labs virtually.
- 5.3.5. Standardized ACS Exam questions have already been posted on Chegg

6. Overview of Elections Process

- 6.1. Online elections will be held via Qualtrics May 6-13, 2020.
- 6.2. Bios and a sample ballot will also be distributed via COS faculty listserv email on May 6, 2020. These are for your review prior to voting.
- 6.3. Look for an email to be sent directly from Qualtrics with a link to your ballot. You may need to check your spam folder. The link will only work once.
- 6.4. Results of the election will be announced by Friday May 15, 2020.

7. Nominations for Executive positions and committees (current membership in Appendix B)

7.1. Nominations for Executive positions

- 7.1.1. Chair of the faculty no additional nominations
- 7.1.2. Chair Pro-Tempore no additional nominations
- 7.1.3. Secretary no additional nominations

7.2. Nominations for Committee membership

- 7.2.1. Promotion & Tenure John Qu, self nominated
- 7.2.2. Grievance Maria Emelianenko, (Math), nominated by Barney
- 7.2.3. Nomination and Membership no additional nominations
- 7.2.4. Faculty Senate no additional nominations
- 7.2.5. Graduate Council no additional nominations
- 7.2.6. Executive Council no additional nominations
- 7.3. Nominees will be contacted to confirm willingness to be on the ballot.
- 8. New Business none
- 9. Discussion none
- 10. Meeting Adjourned at 12:06pm

Health and Safety Precautions for Resumption of University Operations

These precautions are in accordance with CDC/VDH guidance and best practices as of May 4, 2020.

Work Practices and Occupancy Restrictions: Only those employees that are required to be on campus to conduct their work should return to campus; those at high risk for severe illness must make arrangements to remain out of class and away from work. All other employees should continue to telework with the approval of their supervisor. Other preventive work practices include:

- Maintain 6' separation from other faculty, staff, students, contractors, or visitors whenever possible.
- Require 10' separation between desks, workstations, computer terminals, individual study areas, and other single use equipment (e.g., exercise equipment, self-serve terminals, etc.) to promote physical distancing.
- Provide 100 ft² per student, faculty, staff, and visitor in classrooms, work areas, and common spaces by physically moving/removing furniture, demarcating physical distance requirements with physical barriers or signage, or covering equipment to promote physical distancing.
- Provide (TBD; 175-275 ft²) per person in research laboratories and remove furniture, provide floor markings, and post signage as needed to promote physical distancing.
- Employees should not share offices, whenever possible.
- In order to reduce the overall population density in shared space at any one time, consider alternating on-site and telework days, shifting work schedules, and part-time telework.
- Meetings should continue virtually whenever possible to prevent contact and free up meeting spaces for possible use as offices for employees who are displaced from shared offices or for use as classrooms.
- Wash hands for 20 seconds using soap and water frequently throughout the day, and after contacting surfaces that may have been touched by other persons. Hand sanitizer may be used when a handwashing sink is not available.

Illnesses and Suspect COVID-19 Exposures: Continue to observe current guidance to selfmonitor, precautions for contact with confirmed or suspected COVID-19 cases, actions if illness occurs, and university notification procedures of COVID-19 like illness (see Table B and <u>Reporting and Contact to COVID FAQ</u>). Contract tracing procedures will be conducted, exact process to be developed.

Cloth Face Coverings: All students, faculty, and staff must wear cloth face coverings in accordance with <u>CDC guidelines</u> whenever they are in common areas (e.g., hallways, classrooms, recreational facilities, work areas, shuttles, elevators, restrooms, retail spaces) or any other areas where it may be difficult to maintain a minimum 6' distance from other persons. Individuals who do not have a cloth face covering should contact their supervisor; EHS will assist departments with obtaining and distribution of cloth face coverings based on availability. Cloth face coverings worn for extended periods should be laundered or hand washed at least daily using regular laundry detergent. If face coverings are issued by the university, they become the property of the user, and are the responsibility of that individual to ensure proper laundering.

Health and Safety Precautions for Resumption of University Operations

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When face coverings are removed temporarily for meals or other breaks during the day, they should be placed into a labelled zip lock bag for temporary storage. Cloth face coverings should not be shared with others.

Due to the use of hazardous materials in instructional and research laboratories, please contact EHS to assess the risks of wearing cloth face coverings in these environments.

Signage and Visual Cues: Signs will be posted in high visibility areas within each building (including common areas, restrooms, shared office spaces, classrooms, etc.) The signs will be used to communicate:

- Reminders of physical distancing, the use of cloth face coverings, and good personal hygiene practices;
- Specific room or space occupancy limits, if applicable; and,
- Additional precautions that must be observed for unique spaces.
- Floor markings or barrier tape may be used where necessary to promote physical distancing.

Training: All students, faculty, and staff must complete an online COVID-19 training before returning to campus. Training will be offered through Mason Leaps (for delivery and tracking.) Supplemental training may be required for certain audiences (e.g., residential students, supervisors, etc.).

University Spaces: Occupancy and distancing requirements for all spaces are included in Table A. These requirements are based on the following:

- Occupancy levels for departmental and university spaces and classrooms have been reduced, based on calculated square footage required per occupant in order to maintain physical distancing at all times.
- Individual classroom and instructional laboratory spaces will be assessed by EHS and Facilities Management prior to use, to verify and post maximum occupancies for each classroom.
- Shared spaces and meeting rooms should be converted to single use office spaces, or classrooms as needed.
- All occupied buildings will maintain HVAC system operation for maximum space occupancy to allow for maximum fresh air supply, regardless of reduced occupancy within the space.

Space Cleaning Routines: Routine cleaning services will be augmented with additional cleaning and disinfection activities in all areas, with varying frequency depending on the number of occupants and the space type and usage. In general, spaces with higher levels of occupants and work activity will have a higher frequency of cleaning. Cleaning by university housekeeping services (Facilities Management, Housing and Residence Life, and contracted services) will consist of various activities described below using, at the frequency indicated in Table A:

Health and Safety Precautions for Resumption of University Operations

These precautions are in accordance with CDC/VDH guidance and best practices as of May 4, 2020.

- Routine cleaning: waste removal, floor cleaning and wipe-down of horizontal surfaces.
- Routine restroom cleaning: waste removal, cleaning and disinfection of floors, sinks, toilets and urinals.
- Routine cleaning of dining halls/restaurants: cleaning of food preparation areas, service lines, and dining facilities.
- Enhanced cleaning: disinfection of high-touch surfaces: wipe down of high-frequency touch points (door handles, light switches, elevator buttons, shared equipment control panels, etc.) with <u>EPA-approved disinfectants</u>.
- Enhanced disinfection: disinfection of horizontal work surfaces in classrooms and common areas using <u>EPA-approved disinfectants</u>.

Note: Sanitizing wipes or other disinfection supplies (if available) should be provided for all classrooms and designated common areas for employees or students to clean their study/work area.

Events: All events held on Mason campuses are cancelled until August 8, 2020, exceptions can be requested after event is registered in 25Live per University Policy 1103. Send requests for exceptions the Events Exceptions Committee at <u>risk@gmu.edu</u>. Events that cannot conform to physical distancing requirements in Table A must be reviewed by the Events Exceptions Committee, contact <u>risk@gmu.edu</u>.

Travel: Future travel restrictions will be based on state mandates, CDC guidance, and the university's risk assessment of travel conditions and exposure risks. Exceptions to the university's travel restrictions will be reviewed by the <u>University Travel Advisory Committee</u>.

Materials handling and Shared Equipment: Individuals expected to collect or distribute materials throughout the workday (e.g., mail services, cashiers, retail employees) must wear disposable gloves while handling materials and wash hands, or use hand sanitizer after gloves are removed when a handwashing sink is not available. Shared equipment should be disinfected between uses.

Environment	Maximum Occupancy Guidance	Physical Distancing	Engineering Controls
NOTE: The precautions provided in this table assume the use of cloth face coverings in all environments unless otherw			
Athletics Training Area	100 sf/person AND maintain physical distancing of 6 ft at all times	Configure space to establish 10 ft distance between equipment	Reposition or remove athletic equipment separation to promote physical distancing
Cashier/Customer Service Desk	100 sf/person AND maintain physical distancing of 6 ft at all times	Configure space to maintain 10 ft distance between workstations	Provide physical barrier between employee and customer where physical interactions are required, Floor marking as necessary to indicate appropriate physical distancing
Child Development and Child Care Centers	8 students and 2 staff per classroom	Reduce class size, and do not merge classes at start or end of day; revise playground schedule to support physical separation; limit visitors and parent entry to center; floor markings to reinforce physical distancing	Remove furniture from classrooms to match reduced occupancy; implement car line for drop-off and pick-up of children; temperature screening (<100.4 degrees) prior to drop-off
Classroom	100 sf/student AND maintain physical distancing of 6 ft at all times, including when entering and exiting classrooms	Reconfigure room to establish 10 ft separation between desks or workstations	Remove or block chairs or desks to maintain physical distancing

Environment	Maximum Occupancy Guidance	Physical Distancing	Engineering Controls
Computer Classroom	100 sf/student AND maintain physical distancing of 6 ft at all times	Reconfigure rooms to establish 10 ft separation between workstations	Remove or block work stations to facilitate physical distancing
Dining Hall	100 sf/student AND maintain physical distancing of 6 ft at all times	Provide grab-and-go meals and takeout orders; no-buffet/self- service counters; reservations required for in-hall dining	Remove or block chairs to facilitate physical distancing
Dining Retail	100 sf/patron for take-out only	Provide grab-and-go meals or takeout orders only; provide curbside pickup to maintain physical distancing; floor marking for food service queuing	N/A
Elevator	2 occupants per elevator	Post occupancy limit inside elevator cars outlining; floor markings for passenger standing locations	N/A
Event Space	100 sf/student AND maintain physical distancing of 6 ft at all times	Post occupancy limits inside event spaces; provide floor markings to maintain physical distancing; Events Exception Committee must review and approve all events, and may provide additional precautions	Remove or block chairs or desks to facilitate physical distancing

Environment	Maximum Occupancy Guidance	Physical Distancing	Engineering Controls
Laboratory - Instructional; Maker Spaces	100 sf/student AND maintain physical distancing of 6 ft at all times, including when entering and exiting laboratories	Only one student per fume hood or 6' section of bench; no student partners or teams; benchtop and floor markings to reinforce physical distancing	Remove or block chairs to facilitate physical distancing
Laboratory - Research; Machine Shops, Prep Rooms	TBD (150-275 sf/person) and maintain physical distancing of 6 ft at all times	Mark floors to identify physical distancing requirements surrounding shared equipment, if required	N/A
Library	100 sf/student AND maintain physical distancing of 6 ft at all times	Limit occupancy to maintain physical distancing	Remove or block chairs or computer terminals to maintain physical distancing at workstations
Locker Room	100 sf/person. Close public locker rooms in non-recreation facilities (eg, Merten Hall, etc.)	Limit occupancy; mark floors to identify physical distancing requirements	Block alternate shower stalls, sinks, bathroom stalls, and urinals to promote physical distancing
Meeting Space - Conference Room	100 sf/person AND maintain physical distancing of 6 ft at all times	Limit in-person meetings whenever possible; consider re-purposing meeting rooms for use as offices or classrooms	Remove or block chairs to maintain physical distancing
Office, Individual	One person per office	The use of cloth face coverings is recommended, but not required.	N/A

Environment	Maximum Occupancy Guidance	Physical Distancing	Engineering Controls
Office, Shared (Open or enclosed)	100 sf/person AND maintain physical distancing of 6 ft at all times	Reconfigure to achieve 10 ft separation between workstations	Use vacant meeting spaces as offices if available
Outdoor Space	Prohibit gathering in excess of CDC or VDH recommended guidance at time of implementation; maintain physical distancing of 6 ft at all times	Notify attendees of precautions (e.g., face coverings required, physical distancing precautions); Events Exception Committee will review, approve, and recommend precautions	Configure outdoor events to discourage large gatherings; provide physical barriers between event attendees
Recreation Center Training Area	100 sf/person AND maintain physical distancing of 6 ft at all times	Configure space to establish 10 ft distance between equipment	Reposition or remove athletic equipment separation to promote physical distancing
Residence Hall	Room occupancy TBD; 100 sf/student in common areas and study lounges	Configure furniture in common areas and study lounges to establish 10 ft distance between students	Provide physical barriers at neighborhood desks
Restrooms	Occupancy is 50% the number of sinks, rounding up	Limit occupancy to maintain physical distancing	Block every other urinal/sink/stall to promote physical distancing
Shared Resource Rooms (e.g., break room, copy room, kitchenette)	100 sf/person AND maintain physical distancing of 6 ft at all times	Limit occupancy to maintain physical distancing based on configuration	Block or turn off equipment if it's not absolutely necessary

Environment	Maximum Occupancy Guidance	Physical Distancing	Engineering Controls
Shuttles	50% maximum capacity, one rider per row per side of the vehicle	Reduce ridership to maintain physical distancing	Block alternate seats to allow riders to sit alone
Student Center	100 sf/person AND maintain physical distancing of 6 ft at all times	Reconfigure common areas to maintain 10 ft separation between seats, workstations and study chairs	Remove or block furniture to maintain physical distancing
Student common areas (e.g., study lounges, student center common areas)	100 sf/person AND maintain physical distancing of 6 ft at all times	Reconfigure common areas to maintain 10 ft between seating or workstations	Remove or block furniture to maintain physical distancing; consider closing staff kitchens/breakrooms
Swimming Pools	100 sf/person pool deck	Maintain 6 ft physical distancing when not swimming; cloth face coverings are not required when walking to and from the pool deck.	N/A
University Vehicles & Golf Carts	For 2-row vehicles driving < 10 miinutes: driver + one passenger (seated in second row, opposite side); all other vehicle trips: driver only	Maintain 6 ft physical distancing	N/A



Routine cleaning daily; high-touch surfaces and horizontal surfaces after every class

Routine cleaning daily; high-touch surfaces and horizontal surfaces after each class

Food service cleaning continuously; high-touch surfaces 3x per day

Food service cleaning continuously; high-touch surfaces 3x per day

Routine cleaning daily, high-touch surfaces 3x per day

Routine cleaning daily; high-touch surfaces and horizontal work surfaces after each event

Routine cleaning daily; provide disinfectant wipes for instructor cleaning between labs

Routine cleaning daily; provide disinfectant wipes for researcher cleaning

Routine cleaning daily; high-touch surfaces and horizontal work surfaces 3x per day; provide disinfectant wipes for occupant cleaning

Routine cleaning daily; high-touch surfaces and horizontal work surfaces daily; provide disinfectant wipes for occupant cleaning

Routine cleaning daily; high touch surfaces daily; provide disinfectant wipes for occupant cleaning after each meeting

Routine cleaning daily; provide disinfectant wipes for occupant cleaning

Routine cleaning daily; high-touch surfaces daily; provide disinfectant wipes for occupant cleaning

Equipment, tents, tables, etc. must be cleaned after each event

Routine cleaning twice daily; provide disinfectant wipes for patron cleaning of equipment after use

Routine cleaning twice daily of common areas and study lounges; occupants clean rooms per instructions provided by Housing and Residence Life

Routine cleaning twice daily; provide disinfectant wipes for patron cleaning of equipment after use

Routine cleaning, horizontal surface disinfectant and high-touch surface cleaning daily; provide disinfectant wipes for occupant use

Routine cleaning performed by contracted service provider

Routine cleaning, horizontal surface disinfectant and high-touch surface cleaning daily; provide disinfectant wipes for occupant/user cleaning

Routine cleaning daily; high-touch surfaces and horizontal work surfaces daily; provide disinfectant wipes

Routine cleaning daily

Provide disinfectant wipes for drivers to wipe down high-touch points after each use