



ONGOING UPDATE FOR COUNCIL OF DEANS			
DATE/TIME	Monday Afternoon, 3/23/2020	SUBJECT	Ongoing Update for Council of Deans
TO	Council of Deans	FROM	Laura Woodworth-Ney, Executive VP and Provost

Current Updates from Academic Affairs:

- 1.) Council of Deans meeting Tuesday at 3 p.m. You have a calendar invite.
- 2.) The Office of the Registrar has created guidance for Academic Advisors related to the **new Spring full-term withdraw date**. You can access that information [here](#).
- 3.) **Tenure and Promotion Guidance:** Academic Affairs will consider issues surrounding the Coronavirus Response as justification for a Stop-the-Clock request by tenure-track faculty for a one-year extension of the tenure clock. The Stop-the-Clock process is outlined in <https://www.isu.edu/media/libraries/isu-policies-and-procedures/academic-affairs/Promotion-and-Tenure-ISUPP-4020.pdf>. Please see <https://www.chronicle.com/article/As-Professors-Scramble-to/248289> for information about how Coronavirus is impacting tenure-track faculty members.
- 4.) The **Program for Instructional Effectiveness (PIE)** has **created a distance-delivery resource guide** for faculty. You can access that [here](#).
- 5.) **The ITRC has guidance for working with local Internet Service Providers (ISPs) for students and faculty working from home.** The ITRC recommends [this article](#) as help for improving wifi in students and faculty homes. A related help for all faculty regarding teaching strategies that will minimize the impact on local ISPs is to avoid synchronous instruction and any kind of “live” video in teaching or testing. We have talked about [testing ideas in a previous communication](#) but not only are proctoring resources limited but proctoring tests is Internet intensive and local ISPs may struggle during times of peak usage. Any asynchronous teaching or testing that you can consider and develop with help with Internet availabilities through local ISPs.
- 6.) **Personnel Action Freeze.** You can access the information from the President’s message [here](#). The Provost’s office will be providing the deans with an update at the Council of Deans meeting tomorrow.
- 7.) **University Libraries Continuity of Services Information**
 - All services continue to be offered and have been modified either to online-only or safe-distance delivery.

- Services: reference, circulation, interlibrary loan, custom library instruction for courses, reserves, and meeting faculty requests for additions to the collection.
- Due date for all books checked out by ISU community is May 8
- All late fees are waived for the ISU community for the semester
- Library will checkout and mail books from its collection to the ISU community upon request
- Library has experienced a significant reduction in the number of other libraries who are willing/able to participate in interlibrary loan. In those cases, the requestor is made aware of the situation and is offered with the option to keep the request open until it can be filled
- Library has contributed excess laptops to the university pool for student checkout
- Publishers have temporarily made available material formerly behind paywalls for public use. See Library for details
- Special Collections and University Archives access to ISU community only and by appointment only
- Pocatello
 - Building hours reduced. Currently: 7 am to 6 pm M-F. Spring Semester hours to be posted.
 - Book checkout is now self-service only
 - Group study rooms are subject to a two-person occupancy limit; chairs in excess of two/room are being removed
 - The number of Library computers available for use in on each floor is at a maximum of ten
 - IT-managed computer lab in building has ten machines in operation
- Meridian
 - Library is available as a study hall via card access only for remainder of semester.
- Idaho Falls
 - Building hours reduced. Spring Semester hours to be posted.
- Updates to the above will be posted on the library web page <https://www.isu.edu/library/>