



“Our Finest Hour” July 1st, 2020

Good First Day of July 2020 to All COE Faculty and Staff:

Spent all day last Friday at the Administrative Council Summer Retreat and the weekend watering sweet corn, poblanos, and okra. Onions are curing, and tomatoes are beginning to ripen, so salsa is just around the corner.

Spent most of Monday and am spending most of today on Zoom (just like every Monday & Wednesday over the past four months) for Administrative Council, Administrative Leadership Team, Core Executive Team, and Academic Leadership Council meetings. Draft masking policies were shared during these meetings. These will be shared during the next Town Hall Meeting on July 9th, so I encourage everyone to participate.

The COE Leadership Council will hold a summer retreat in mid-July to draft and redraft policies to guide us through the fall 2020 semester. Again, any new policies and/or revisions to policies that are approved by the Faculty Advisory Council, Budget Committee, and LC will include operational dates, as these will be specific to the coronavirus pandemic.

As an example, please review (re-review) our “COE Return to Campus Policy” and “COE Reopening Plan” on the COE web (also attached with this communique). Beginning next Monday, July 6, 2020, academic departments and other units within COE will monitor individual requests to return to campus and manage data on access days, times, and locations. Therefore, the “COE Return to Campus Policy” will sunset at 12:01 AM on July 6, 2020. We will take it off the web thereafter.

The Dean’s Office will be fully operational 8 – 5, Monday through Friday, by July 20th. Departmental offices will be fully reopened on July 27th. I will be back in my office increasingly more often beginning next Monday, as well. (Am actually here today.) Again, academic departments and support units will manage faculty and staff returning to campus beginning July 6, 2020, and will follow all guidelines and orders in effect at any given time.

I am compelled to say (parenthetically) albeit grammatically incorrectly that our return to campus policy served us very well. Faculty and staff were able to stagger days and times to make necessary trips to offices and other locations over the past several weeks. In total, I received 77 requests from 48 people since May 11, 2020. I thank you all for your care, concern, and professional approach; and I trust the transition to departmental and support unit management of employee returns will continue in this manner. You have been patient, understanding, and safe. Thanks so much.

Spoke to Chris Koch, CAEP executive director yesterday. He requested the meeting to find out more about our decision to disaffiliate with CAEP, given our most favorable outcome in over four decades.

The conversation went very well. Chris was understanding, helpful, and genuinely supportive of our efforts over the past several years. We discussed concerns with the accreditation process, and Chris graciously invited us to reconnect with CAEP at any time in the future if we so choose, given our exemplary review. I reassured him of our position, and all was copasetic. I cannot think of a more significant, well-deserved legacy to give our faculty and staff, both within COE and across the other academic colleges, than this exceedingly strong position we now occupy. Our programs have been recognized as high quality, rigorous, student-centered, state approved exemplars. We would not have made this move by waving a flag in retreat; instead, we were able to do so from the highest ground which we took and held as a matter of integrity and pride. And I am proud of all those who made this possible. Thank you each and every one.

As you may have heard, the Governor signed budget bills yesterday. We now know that MSU's portion of State withholdings is \$11.1 million for the Springfield campus and \$800,000 for the West Plains campus. Soon, you will hear more about how the University will manage this shortfall. Personally, I am guardedly optimistic, thanks to robust summer enrollments and other factors you will hear about soon. We have prepared for this withholding, and I think we are in the best position we could possibly hold, i.e., "very good ground."

Again, thanks for all you do. Thanks for modeling appropriate social distancing practices and for demonstrating care and concern for others. Our students can look to us as leaders. Your commitment is appreciated.

Keep Calm and Stay Safe,

David

College of Education Return to Campus Policy

The goal of the *COE Return to Campus* policy is to support faculty and staff bona fide needs to fulfill work duties and responsibilities while taking measures to promote a healthy environment. This policy is necessary due to the novel coronavirus pandemic and shall not contain any guidelines less restrictive than those issued by the Springfield - Greene County Health Department or the University. This policy is in effect beginning at 12:01 AM on May 11, 2020, and will remain in effect until written notice of its termination is made public. This policy will be fluid and may be updated at any time to reflect changing environmental condition. All faculty and staff should read this policy each day they have been approved to return to Hill Hall or PCOB, so they will have the most recent information available.

Anyone who chooses to return to Hill Hall or the Park Central Office Building must send the dean, College of Education a written request via email that details the specific day(s), times, building(s), and purpose of the individual's request to return. If someone is accompanying an individual, the name and relationship of that person must be included in the request. Bear Pass cards will allow access to Hill Hall and PCOB, as all University buildings will remain locked through the end of June 2020. The dean may consult with the appropriate COE department head(s) and/or supervisor(s) before informing the individual who has made a request what the terms of the Return to Campus Agreement shall be. Requests must be made at least 48 hours in advance of any scheduled return to campus. The COE Dean's Office will maintain a log of each request and actual days, times, and locations each individual spends on campus.

All Springfield-Greene County Health Department orders and guidelines shall be followed as well as all University guidelines. Please consult all guidelines and orders, prior to returning. In addition, whenever the University releases guidelines pertaining to the wearing of masks, those guidelines must be followed.

All individuals should practice social distancing, possess and use hand sanitizer as appropriate, and comply with the approved return to campus agreement as detailed in the request that is approved by the dean. Any variation in the agreement must be communicated to the dean as soon as possible and include a written rationale for the change.

This policy may be modified by the COE Leadership Council as deemed appropriate at any time. The expectation is that the *COE Return to Campus* policy will be in effect only as long as deemed necessary. After the policy is suspended, it may be re-enacted if and when necessary. This policy was reviewed and revised by the COE Faculty Advisory Council, the COE Leadership Council, and the head of MSU Security / COVID-19 Executive Leadership Team chair on May 8, 2020.

5/11/2020

College of Education Reopening Plan

The ***College of Education Reopening Plan*** shall be followed as detailed herein. Any changes made to this *Plan* that are necessary due to environmental conditions shall supersede any previous version of the *Plan*. The *Plan* that is posted on the COE web including subsequent changes will be operational. Faculty and staff are encouraged to review this *Plan* on the COE website as often as they deem necessary, since that is where any changes will be reflected as they are made.

The goal of the ***COE Reopening Plan*** is to facilitate faculty, students, staff, and others who are engaged in the academic process. The *Plan* is specific to Hill Hall and the Park Central Office Building only. The Child Development Center and the Greenwood Laboratory School will have separate plans specific to their programs, as will the ATLL even though that unit is housed in PCOB. Because the University is utilizing a decentralized approach to reopening, other MSU buildings will have different plans. It is incumbent on individuals to learn and follow any and all building reopening plan(s) for which they may have need for utilization.

The COE *Plan* shall follow guidelines issued by the Springfield - Greene County Health Department and the University that are in effect at any point in time. This policy begins at 12:01 AM on June 1, 2020, and will remain in effect until written notice of its termination is made public. As stated previously, this policy is necessarily fluid and may be updated at any time to reflect changing environmental condition.

Hill Hall will remain locked until July 6, 2020. PCOB will remain locked until August 1, 2020, or until otherwise specified. Beginning on June 8, 2020, offices in both buildings will initiate a gradual, incremental reopening process, even while the buildings remain locked. Each department, support unit, and the Dean's Office will post hours on a single door of entry into the respective office. The COE Dean's Office will be open from 8:00 a.m. to noon on Mondays and Wednesdays beginning on June 8, 2020. Before the end of June, the expectation will be that these hours expand to include partial opening Monday – Friday, and before the end of July the expectation is to have the Dean's Office fully open 8:00 a.m. – 5:00 p.m., Monday – Friday. Departmental offices and support unit offices will determine their opening schedules and post days and times by June 8, 2020. The expectation is that normal business hours, i.e., 8:00 a.m. to 5:00 p.m. Monday - Friday will be achieved by July 20, 2020, for the Dean's Office and by July 27, 2020, for all departmental and support unit offices. At no time shall more than three people be present in the Dean's Office or the RFT and CEFS departmental offices in Hill Hall through August 1, 2020, or until otherwise modified, due to the small amount of square footage in those offices. CLSE, the ATLL, and the Office of Professional Education Services may set their own limits for numbers of individuals present until August 1, 2020, again, in keeping with guidelines and orders in place at the time. This timeline is necessary to accommodate SOAR sessions that will be conducted virtually in June and with small groups in Hill Hall beginning on

July 6, 2020. While this use of Hill Hall is necessary, access will continue to be restricted until Hill Hall and PCOB are both open on August 1, 2020. Faculty and staff are encouraged to continue working from home through July 2020.

The *COE Return to Campus Policy* will continue to be managed by the COE dean and remain in effect until 12:01 a.m. on July 6, 2020. After that time faculty and staff who need to return to campus may do so as they deem necessary by working closely with immediate supervisors to ensure all guidelines and orders are followed. Each Hill Hall and PCOB office shall maintain daily logs specifying individuals who have been present in offices between June 6, 2020, and August 1, 2020.

All Springfield-Greene County Health Department orders and guidelines shall be followed at all times as well as all University guidelines. Please consult these guidelines and orders, prior to returning to any portion of Hill Hall, PCOB or other MSU campus locations.

All individuals are reminded to practice social distancing and comply with the approved return to campus agreement as detailed in *the COE Return to Campus Policy* that is approved by the dean. Any variation in this **Plan** will be communicated by the dean as soon as possible and include a written rationale for any change.

Following are key dates:

June 1	COE Reopening Plan Begins (The dean will inspect facilities prior to initiation of partial opening of offices.)
June 8	Offices in Hill Hall and PCOB begin opening with limited hours while building is locked
June 8	COE Dean's Office open 8 – noon on Mondays and Wednesdays
June 8	Department Offices post schedule of reopening hours that reflect incremental increases until fully staffed throughout normal business hours
July 6	Hill Hall unlocked and open
July 6	SOAR sessions in small groups held in Hill Hall
July 6	<i>COE Return to Campus Policy</i> ends. Faculty and staff may return to campus as necessary under the guidance of immediate supervisors.
July 20	COE Dean's Office open 8 – 5 M – F
July 27	Departmental Offices open 8 – 5 M – F
Aug 1	PCOB unlocked and open during normal business hours

[Note: All guidelines and orders shall be observed at all times.]