

POST-COVID OPPORTUNITY SCAN

Things we should keep:

- Electronic application process and supplemental materials (Credential/Department Applications).
- Continue training opportunities for staff/faculty- learning/using new technology
- Continue to build an “Espirit de Corps” feeling to benefit our students.
- Continued use of AdobeSign and other electronic forms/systems
- Allow staff to keep working remotely. For fall, since it will be only 30% of courses offered, maybe have staff work in-person 30% and the remaining remote. Continue flexible work schedules.
- Weekly/monthly staff zoom meetings- consistent communication from the Dean’s office
- Keep the intentional regular check-ins with students to ensure they are doing well and have everything they need to succeed- Cultivating that sense of community.
- Keep the practice of asking for feedback and, whenever possible, putting into place great suggestions from staff, faculty and students.

Things to change:

- For remote work, attendance and participation on zoom meetings is required and staff/faculty should participate with their camera on as much as possible. The goal is to be as “present” in a meeting as you would be if you were in the office.
- Regular open forum zoom meetings for program applicants/advising to better serve customers. Try to replicate the in-person advising session on Zoom.
- Continue move toward a paperless office place but have one desktop printer/scanner per office (suggestion is to purchase an eco-tank printer).
- Those who have a front desk position, they should be answering the calls more with other office staff as back-ups and covering lunches.
- Include PTSD resources for staff/faculty
- Include processes that allow faculty to be more self-sufficient
- Determine what the Post COVID University experience would/should look like (cocurricular, extra-curricular activities and those in-person connections that provide added value). Consider how the things we’d like to keep enhances or diminishes the college experience we’d like students to have.
- Examine the legal ramifications of moving more courses online and what new/enhanced or changed policies would look like.

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