

Core Team Meeting notes 5.19.2020

Topics Discussed

- Hot Spots
- August 14 In-Service
- Masks
- Screening Process
- Entry/Exits
- Review of Return to Campus Plan
- Human Resources hiring and title changes

Hot Spots

Mike

- receiving requests from different offices to purchase hot spots, concern is students/staff don't have internet access
- Upward Bound will start summer programming in June, a majority of students they serve don't have internet access
- Upward Bound at the Federal level is offering this as a recommendation for services and places the burden on school districts for computers and hot spots

Clark

- general consensus most internet carriers have allowances for free service to students
- we can look into options, hot spots are a yearlong commitment to the carrier, most campuses are directing people to work remotely.
- City of Roswell has made public spaces available for wi-fi access for people in cars
- Consider the liability of giving students a hot spot and computer
- Portales is working with local carriers to identify students who did not have internet access by provided wi-fi in a nearby area, nearly all students were able to find internet services
- hot spots may not work in areas without internet access
- Portales is providing Cromebooks to students in Upward Bound programs, not hot spots

Tony

- We need to consider policy and guidance for computers or hot spots to be loaned

August 14 In-Service

Shawn

- will send agenda and slides to Donna for in-service, need to consider food service alternates

Masks

Benito

- Portales campus is distributing them via campus security dept.

Screening Procedures

Annemarie

- faculty are asking questions regarding the process will we ask students, limit entry points and put this out as a poster on the door

Tony

- how will the data be collected (i.e., paper form or verbal checklist)
- signage on doors, have to be able to document that we are checking people

Benito

- make employees aware of the symptoms before they come to work, directive to campus should suffice,

Shawn

- VP approval for coming to campus include symptoms checklist, email supervisors

Entry/Exit

Brad

- concern people are not going to follow plan for using approved entrance
- email and caution tape has been placed, arrow signs

Tony

- need more directions on where the entrances are, more signage may be useful; campus maps mark entrances to bldgs.
- Media Services could assist with signage

Linde

- Consider entrances and exits for each building and if we need more than one door for each building

Clark

- Portales Chamber sent out a business re-start poster reminding people of best practices

Review of Return to Campus Plan

Clark

- take dates out, operationalize entry and exits, announce guidance campus wide

Human Resources hiring and title changes

Shawn

- An announcement about the changes in title for Karen Franklin to AVP of Business Services and Todd DeKay for Executive Director of Institutional Effectiveness will be sent campus wide. These are changes in title only, to represent their actual job responsibilities.