Minutes: November 18, 2020  
Called to order by Aaron Lorenz at 2:45 PM via WebEx

Attendees:

The following agenda items were discussed:

1. **Welcome/Approval of October minutes:** The October 14, 2020 Unit Council minutes were approved as written.

2. **Spring 2021 Update:**

   - Dean Lorenz references email from Provost regarding 11.30.20, to limit amount of students on Campus and have a balance of what’s safe and what’s realistic. Dean will advise as more info is announced.
   - Learning Commons has been officially named after Peter Mercer
   - Dean recognizes countless time all are spending with students for spring 21’ registration.
   - Dean is happy to help last minute students for overrides and holds.
   - Grad apps for June graduates are due by January 30, 2021 and will continue to be done digitally.
   - Apps are available on the registrar’s website.
   - Email apps to Dean in any capacity once faculty has approved.
   - Grades are not required for fall semester in order to do grad apps.
   - Dean Lorenz doesn’t plan on canceling many spring courses.
   - Only holds we are able to remove are advisement holds.
   - Caps for spring weren’t modified, they were defaulted when entered manually by registrar’s office.
   - Dean will have all online classes fixed to cap of 25 after speaking with Provost

3. **FAEC Update by Mia Serban:**

   - Personnel issues have been resolved.
   - HR planning to hold training sessions
   - More info to come regarding issues with furlough dates
   - Handbook is still in the works.
   - Please email Employee Relations, Janet Faber for questions pertaining to promotion process and timelines and if you plan on applying for promotion.
   - Let Dean Lorenz know if you are applying for promotion, sabbatical, etc.
   - Furlough schedule discussed

4. **ARC:**

   - Deadlines
   - WAC
   - Pathways discussion soon
5. **ANNOUNCEMENTS:**
   - Happy Thanksgiving

Next meeting: December 9, 2020 1PM

There being no further business, the meeting adjourned at 4:12 PM.

Nancy Bernet, Recorder