

COVID-19 Committee Meeting Minutes November 19, 2020

The meeting opened with a review of past work and the status of that work.

Report of the status of work.

1. Committee meeting minutes will be provided to the college listserv-**Started and ongoing.**
2. The "WC" Grade- **One final approval which will be a virtual vote by Executive Council.**
3. Health and Wellness Zoom sessions -**Started and ongoing, already had the first session.**
4. Phase Four Re-opening-**Reassess in late December or January. Drive through activities which require no college resources are permitted. See below in minutes.**
5. Drive through events are **permissible if no college resources are needed.**

Recruitment Activities

1. Cell phone updates-**In progress.**
2. Note sent to faculty reminding them to tell students about pre-registration. -**Completed will send another.**
3. Text message which can be used to text students about pre-registration. -**This will be done after Thanksgiving, we have the addresses, etc. Rhonda St. Columbia states that they also included the people who were at the Fed-Ex Job Fair. In total we have about 700 names.**
4. New schedule features different ways courses are offered such as face-to-face, online, hyflex, hybrid, fast track and other deliveries-**Published.**
5. Postcards -**Being Printed and have all names and addresses.**
6. Tracer meetings with the System colleges. **Ongoing.**
7. Move toward 100% online faculty evaluations-**In progress.**
8. Preregistration raffle -Bookstore gift certificates will be provided. **Each campus will have a \$100 gift certificate to the bookstore and a gift basket using PCCUA Office of Advancement giveaways. The drawing will be on December 18. This is a recruitment student incentive and there may be some weekly drawings too. Only those who have preregistered will be eligible to win.**

I. **End of Fall and Beginning Spring Terms**

Dr. King reported that the "WC" grade had to go to Executive Committee before being approved to send to students. That will be done via email vote. Most instructors are completing the rest of the semester virtually. All are not doing that which is fine. Most instructors have opted for a virtual review and final exam after the TG holiday. Work toward preregistration is in progress.

II. **Mental Health Support**

Kim Kirby discussed the focus of the work which was to address physical, emotional, and psychological needs of our students. The first workshop was presented Monday, November 16 at 4:00 PM. Kelly Roberts presented it on **Stress Management** and students, faculty, and staff attended. The idea of mixing the groups is to assure participants that they are not the only ones feeling stressed.

Kirby is developing a wellness program for students and staff which focuses on the whole person and assists in developing strategies for the individual to empower themselves to become well in all dimensions: physical, emotional, and intellectual. Her report is provided below.

Possible names for the program:

Ridge Runner Recharge
Ridge Runner Restore
Living Well Tool Kit
Ridge Runner Wellness Resources
What the Well...ness

TIMING: The intention of the program is to schedule the sessions at different times depending on the topic, presenter's availability, etc. Evenings are probably better. The sessions will be recorded so students could go back and watch a session if they miss it. These will be made available through WebAdvisor along with other resources...such as the community resources, campus resources, etc.

Possible topics include the following:

- Nutrition
- Stress management
- Mindfulness
- Sleep
- Creativity (painting, crafts, etc.)
- Exercise (yoga, stretching at your desk, walking, etc.)
- Cooking for weight loss
- Healthy snacks
- Saving money
- How to improve your credit score
- Time management
- Conflict Resolution
- Goal Setting
- Improve memory
- Photo scavenger hunt
- Growing herbs
- Essential Oils
- Wellness Apps
- Wellness books, podcasts
- Social Media Black Out.
- Photo contest

The Hanover Research's [Best Practices in Mental Health Crisis Prevention](#), and Intervention was reviewed. Basically, the important thing to do is to talk about the concerns, invest in an approach, listen to the students and staff, and respond to concerns. A

III. Best Practices for Workplace

The group reviewed the Hanover Research's Post Pandemic Workplace Toolkit. This was done to assess if we were on target with best practices. PCCUA is addressing the most serious needs related to physical buildings, office spaces, staff and faculty training, scheduling practices, health and wellness. We have specific safety protocols in place:

Screen, wear a mask, socially distance, wash hands frequently, sanitize work spaces and items.

The main take away was to ensure there were development opportunities, faculty and student supports, student engagement, learning not lecture activities, and that the College needs to recognize the mental and physical effects of COVID on the entire college community.

The next meeting will be 3, 2020. We will skip the week of Thanksgiving!