

1. How will funds be spent from the CARES act?

Prior to the announcement of the Federal Stimulus, the University was projecting over \$40 million in lost revenue, additional expenses secondary to pro-rated refunds of student housing charges (@ \$6-8 million) and other fees, losses incurred from decreased revenue in the hospital due to cessation of elective surgeries, costs incurred from gearing up to deal with COVID-19 patients, increased PPE, ER tent, additional testing, renovations in the hospital, lost research expenditures secondary to the physical shut down of the main campus, anticipated decreases in contributions, etc.

The CARES ACT (Stimulus) will help to abate, but not eliminate this negative financial concern. Included in the Act are;

\$13 million as a direct appropriation to HU through the CARES ACT. (This was intended to help address the negative impact on COVID-19 on the University. This was approved because HU does not have access to Title III funds made available to other academic institutions through the stimulus.) Over \$50 Billion is being provided to academic institutions across the country to mitigate COVID-19 impact.

- \$8,723,244 in the Higher Education Emergency Relief Fund; 50% (\$4,361,622) mandated to be used as emergency grants to students. This will be distributed to students based upon need (influenced by Pell Grant status, with priority to Graduating Seniors).
- \$3,111,132 to Howard University Hospital.
- \$200,000 to WHUT in Stabilization Grants parceled out by the Corporation for Public Broadcasting.

2. What's being done to protect faculty from administrative abuse of online platforms? In particular, how are you protecting faculty from covert surveillance by Deans, assistant/associate Deans, Chairs, etc.?

A number of schools have as part of their bylaws the expectation of peer review of teaching, and review of courses by other faculty, Chairs and/or other administrators, this includes online courses. However, the Provost is not aware of any circumstances where Deans or administrators have been spying on faculty or surreptitiously monitoring courses. The Provost is aware of complaints that have been lodged by students that a faculty member has not mounted an online course, responded to student questions, or provided any feedback regarding pre-Spring Break exams. The Administration has asked the Dean to investigate this complaint, and provide an update.

3. What are the demographics of graduate students at HU and GA support? By department, college, citizenship, and ethnicity/race. Each year for the last 5 years.

The University does not award, nor track funds to graduate students based upon nationality nor ethnicity. However, some of information you requested regarding student demographic may be extracted from publicly available datasets at IPEDS below;

<https://nces.ed.gov/ipeds/use-the-data>

- 4. What are the 1/5/10 year history and protected expenditures on: graduate and undergraduate recruitment, research support - aggregate, personnel, infrastructure, physical plant - maintenance, repair/retrofitting, new construction, cost containment, fundraising - gross and net expenditures?**

We are currently appropriately directing all available staff resources to address the COVID-19 emergency, financial considerations, and planning for the Fall semester. However, on the webpage of the Chief Financial Officer (CFO) are Annual Reports, Audited Financial Statements, and IRS documents regarding the University's finances dating from 2014. Much of the information requested in this question (#4) is available on this page;

https://www2.howard.edu/sites/default/files/FY19_Howard_University_Final_Consolidated_Financial_Statements_REMEDIATED.pdf

- 5. We are happy for the automatic clock extension of TT faculty if requested. What about other time limited faculty? For example research track faculty?**

As noted previously, Tenure-track faculty will be granted automatic approval of tenure-clock extension requests upon submission to Chairs/Deans through the Office of the Provost. In the 2019 Faculty Handbook, there are specific provisions for extension of tenure clocks for tenure track faculty. There is no similar provision indicated for career-status faculty. Requests may be submitted through Department Chairs for consideration.

- 6. For the new building plans, where are the departments going to be relocated as a result of this construction, what is the timeline for these projects, where is the funding coming from, and how do you propose there be more communication with the faculty senate and staff about these plans?**

Funding for renovation and construction projects will be supported through a variety of sources including operating budget, revenue from property leases, appropriations, fundraising, and debt financing. Some projects, including the Undergraduate Library, are slated for completion this year, others will be completed on a 2-10 year horizon. Unfortunately, the COVID-19 pandemic and social distancing restrictions have impacted the implementation and/or finalization of projects. Information regarding the relocation of departments will be provided as plans are finalized. Several projects will be implemented sequentially, thus swing space may be utilized to accommodate Departments as projects are completed, and subsequent space becomes available. Communication will be provided, as in the past, through Town Hall meetings, emails, University Communications, social media, and other means available to provide updates.

- 7. Summer is almost upon us. We haven't heard anything about summer preparations for faculty on grant funding during the summer. Will faculty that have grants have a smooth transition to pay themselves, their staff, and students once the semester is over?**

This information was previously provided, and can be obtained at the link below;

<http://www.provost.howard.edu/SummerProgramForms/2020%20Processing%20Summer%20Sponsored%20Project%20Activity.pdf>

- 8. I'd like to gently remind the administration to abide by the Board approved senate constitution. No new policies or policy changes should be made without faculty senate input and time for the senate to deliberate.**

The COVID-19 emergency will necessitate that critical decisions and decision are being made on an emergent and timely basis, and consistent with expectations of the DC Department of Health and Centers for Disease Control and Prevention. The Administration will engage with the Faculty Senate Leadership routinely, consistent with shared government. This will require that the Faculty Senate be prepared to engage, provide recommendations, review proposals, and respond timely, consistent with the urgent emergency that we are addressing.

- 9. During the summer, there should be no new policies or policy changes since faculty are away. It is impossible to deliberate without the input of 9 month faculty.**

On the contrary, a number of critical decisions and policies will need to be implemented to address the COVID-19 emergency, and other critical planning priorities. President Frederick has established a Taskforce to provide recommendations regarding critical issues related to COVID-19. Additionally, Provost Wutoh is co-leading a Fall, 2020 Preparation process. The Faculty Senate has provided several faculty volunteers who are participating on these groups, and providing input consistent with shared governance processes. Some of these groups will continue to communicate and provide advisement through the summer.

- 10. During the summer if there is an emergency action please contact us, we should be made aware. There should be no emergency actions during the school year.**

Please note above.

- 11. Update on students that couldn't go home? Where are students staying and for how long?**

The University supported a number of students to assist them in returning home. This included purchase of airfare, bus tickets, other financial support. @30 students couldn't return home for a variety of reasons. The University contracted with an apartment complex, Mazza GrandMarc, in Maryland to provide apartment units for those students. Most student housed at that property by the University have since moved out, and either returned home or are staying with family/friends. Six students have decided to contract independently and remain in the complex.

12. Adequate PPE for hospital staff and faculty at HUH?

Currently, the Hospital has been able to procure sufficient PPE for hospital staff. As we continue into the Fall semester, we will continue to collaborate with Adventist Health to procure necessary PPE. Additional recommendations are being developed regarding the requirement for any PPE for faculty (also staff and students) in the Fall semester.

13. Care for staff (including support staff) and those with high risk members in households?

Recommendations are in development from the Fall, 2020 Subcommittees.

14. Layoffs or furloughs for any Faculty, staff, students, contractors?

At this point, there have been no layoffs or furloughs of University Faculty or staff. In order to continue this protection of positions, it will be necessary for the University to address nearly \$40 million in lost revenue through cost-cutting measures and budget cuts. The success of those measures will determine whether we can continue to protect positions. Further decisions will also be dependent upon University financial status, the impact of the pandemic on the economy, and enrollment trends for the 2020-2021 academic year. The University contracts with several vendors including Sodexo and Thompson, who may be implementing their own staffing reductions. Those decisions are made independently by those vendors, and not in concert with the University. I welcome recommendations or a proposal from the Faculty Senate regarding how to address the projected revenue loss for this semester, or any potential budget deficit for 2020-2021.

15. All adjuncts, RA's, GA's getting full pay even with transition to remote learning?

All compensation to adjunct faculty, RAs, and GAs continued throughout the Spring, 2020 semester, without exception.

16. Are any university employees being forced to use sick leave due to COVID-19 response or quarantine orders?

I am not aware of University staff being instructed to use sick leave towards COVID-19 absences.

17. Plans for employees with children whose regular school or daycare has been interrupted?

The COVID-19 pandemic is an unusual circumstance, and deeply negatively impacting the lives of students, faculty and staff. In the same way we ask for faculty to be understanding of the challenges that students are facing, we also ask that we are all considerate and understanding of the challenges that colleagues are facing. This may not only include young children, but also caring for an elderly parents, or dealing with a COVID-19 diagnosis personally. Recommendations are in development from the Fall, 2020 Subcommittees.

18. Protections from negative teaching evaluations during this time?

As noted above, the COVID-19 pandemic is an unusual circumstance, which required transition to Emergency Remote Teaching, and other critical decisions. Flexibility will be necessary not only for our students, but also for colleagues.

19. Non refundable travel expenses due to cancellations not footed by faculty and staff?

Proposed expenditures submitted and approved through the University travel office should be covered, as usual. Expenses that were approved prior to the transition to online instruction will also be reimbursed. Please submit through the usual processes.

20. Commitment that decisions that affect curriculum, method of instruction, and those aspects of student life that relate to the educational process, should be made after consultation with the faculty and academic staff through their unions and campus governance bodies?

As noted above, to every extent possible, the Administration will consult with the Faculty Senate regarding decisions that affect teaching and the curriculum. We will also advise the unions as consistent with Collective Bargaining Agreements.

21. Network, cell phone support for telework?

Telework is performed via computer, an emergency order of nearly 300 laptops were obtained and provided to faculty and staff in March/April. We are examining the feasibility of obtaining additional devices, as necessary for faculty and staff. Support for University devices and the network is provided by ETS.

22. Compensation for transition to online teaching?

Faculty are to be commended for the significant efforts made to transition to online teaching, particularly in a very short period of time. As noted previously, the University is facing nearly \$40 million in lost revenue, and making efforts to avoid furloughs and layoffs. This will not allow for additional compensation to be provided related to the transition to online teaching.

23. Acknowledgement that transitions of courses is a one time thing? And doesn't mean these could be taught beyond this semester online. Need senate review of permanent online transition decisions.

As there are a number of unknown factors and impacts related to the COVID-19 pandemic, including how we will return to instruction in Fall, 2020, and any possible resurgence in cases during Fall/Winter, a blanket announcement regarding the future would be inappropriate, and unwise. As noted previously, the Faculty Senate has been invited, and has provided representatives participating in the Fall, 2020 and Taskforce preparations.

24. Acknowledgement that if more needs to be done in fall, senate should have major say in if can / will be done?

As noted previously, the Administration will consult with the Faculty Senate regarding decisions that affect the teaching and curriculum, as well as provide updates as they become available.

25. Acknowledgement that course materials moved online because of COVID19 are not the property of the institution for future use?

The University has an intellectual property policy accessible at the link below;

<https://www.howard.edu/secretary/documents/100-006IntellectualPropertyPolicy.pdf>

26. Contracts with online program managers specifically for this semester are short duration? Have protections for faculty IP? and are fee for service? Not percentage of tuition?

Faculty largely used Zoom to implement Emergency Remote Teaching. Zoom is not an online program manager. If faculty did not record sessions, they were not saved or stored. Some faculty who recorded sessions, did so directly onto their own computers. Sessions recorded on Zoom servers are subject to the Zoom agreement. The University has a contract with Blackboard, outlining the terms of agreement. There is no provision for revenue sharing of tuition with Blackboard, Zoom, or Tegrity. As noted above, the University has an intellectual property policy accessible at the link below;

<https://www.howard.edu/secretary/documents/100-006IntellectualPropertyPolicy.pdf>

Thank you.