

Forum Agenda

Wednesday, November 18, 2020

1- 2pm CST

- **Call to Order & Welcome** - Hanah/Jovan

- **Discussion with VP and Treasurer Eric Runestad**
 - "[Money Talks: The Economics of the College](#)" on Thursday, Nov. 19, Noon-1 p.m. CST. Bev Nagel, Dean of the College, Eric Runestad, VP and Treasurer, and Jane Rizzo, Director of Budgeting and Financial Analysis, will present a general overview of Carleton's financial drivers, resource stewardship, and how the college measures and assesses its finances. Passcode: 716080.
 - Shared presentation: Eric's background, will answer questions and updates
 - Many of the questions submitted prior to today's meeting will also be answered tomorrow at noon-session will be recorded
 - Will the benefits be resumed after the 6 months? That's the plan
 - How susceptible is the endowment to the market?
 - Eric can answer more questions in tomorrow's session or by email

- **Committee Reports**
 - Special Events - Brian Murphy, Vacant
 - The "Guess Who" contest reveal is on Thursday, November 19 at noon, over Zoom. We will also be announcing who was able to "Guess Who" most accurately, and will have prizes for our top 3 guessers.
 - Thoughts on the date/time re: Guess Who Reveal?
 - Circulation and Parking Study - Aaron Chaput
 - No Report. Committee did not meet this term.
 - Will likely meet again post-pandemic and continue where they left off
 - CEDI - Miiko Taylor
 - Last meeting of the term happened on Nov 9. Winter term meetings are TBD. Meetings are open to the Carleton Community.
 - Contact CEDI chairs if you'd like to join a meeting
 - [CEDI charge for the 2020-2021 academic year](#).
 - [First-Gen staff and faculty website has launched](#)
 - [Inclusion Diversity & Equity \(IDE\) Steering Committee](#) roster is now complete. First meeting was Nov 5
 - Carleton is now a member of the Liberal Arts College Racial Equity Leadership Alliance
 - Low-Income First-Gen (LIFG) Action Team Updates
 - Draft report
 - Concrete campus-wide definition of LIFG is needed
 - No identity category is monolithic
 - Recommendations are to publicize efforts, understanding barriers of LIFG students and identify collaboration opportunities across departments are critical for success
 - Financial Literacy Action Team Update

- Periodic workshops, peer-to-peer counseling, financial literacy fairs, and passive/off the shelf programs are the mechanisms that have worked at other colleges to cover information about financial literacy.
- Origins of financial literacy programs from other schools included benchmarking, identifying a division to lead the efforts, piloting workshops with external speakers and staff before expanding, and starting first programs with high demand topics such as personal finance.
- Anti-racism trainers being finalized. Likely to begin winter term.
- Answers to Jovan's Questions
 - CEDI is working on compiling a list of programs and initiatives from different offices. CEDI also receives updates in initiatives happening on campus and will provide feedback.
 - Group's who are interested in getting support, guidance, or feedback from CEDI can contact the CEDI Co-Chairs (Eva Posfay and Steve Richardson).
- Budget Committee - Cindy Spehn
 - Budget committee has been meeting weekly this term, gathering information from campus departments and programs that will have an effect on the budget for FY22.
 - We completed our budget modeling on November 13, and have sent that on to Tuesday Group for their review over winter break.
 - The committee will begin meeting again the first week of January to discuss recommendations by Tuesday Group which will be considered as we prepare a final budget request.
 - The final budget request will go before the Board of Trustees at the February meeting.
- Benefits Committee - Lanhao Yang
 - Have no met since last report
 - Tentative meeting next month
- [College Council](#) - John Bermel
 - Met on November 9, 2020
 - President's Update
 - Board of Trustees (BOT) Meeting.
 - President Poskanzer updated the BOT on our Covid-19 initiatives and status. He shared information on inclusion and diversity matters related to the topics of academics, living and learning at Carleton, working at Carleton, and institutional structures and organization models.
 - Student recruiting
 - Carleton is working in a joint effort with other colleges to reach potential students digitally.
 - Inquiries are up 48%
 - Virtual tours are up 20% vs. in-person tour requests
 - Applications are up 4%
 - We are early in the process.
 - Pandemic Update - Carolyn Livingston, Natalee Johnson, Janet Lewis Muth, Jesse Cashman, Kerstin Cardenas, and Andrea Robinson provided updates on testing, case investigation and contact tracing, operational considerations, human resources initiatives, and residential life.
 - Making plans for Winter Term.

- The College is planning to deliver the academic program (beginning January 4, 2021)
 - Room occupancy and ventilation considerations are being reviewed considering cold weather conditions.
 - Housing capacity is decreased.
- Testing
 - 6,000 tests Fall Term. This includes baseline, surveillance, and targeted testing. The College uses a mix of PCR and rapid testing.
- Contact tracing
 - On campus, spread not detected.
- Housing
 - 1,400 - 1,500 students will be living on-campus Winter Term. The gap depends on the status of the Denmark OCS program.
 - ~75 students are expected to remain on campus during winter break.
- Return to Campus Team
 - The team is taking inventory of supplies and spaces and determining furniture adjustments in preparation for Winter Term.
- Human Resources
 - HR is fine tuning Quarantine and Isolation considerations for faculty and staff.
 - HR will also be initiating conversations about helping the College in roles that are not “normal” duties
- CEDI Update
 - CEDI’s charge is to a) oversee development and implementation of training on campus and to b) provide implementation of the IDE plan.
 - Current initiatives include CEDI Talking Circles.
 - Note: I left abruptly at this point to assist with a mental health emergency.
- FY22 Update
 - I did not receive this information as I had to leave the meeting abruptly to assist with a mental health emergency.
- Campus Design Advisory - Lee Clark
 - No Report. Committee did not meet this term.
- Bookstore - Melanie Cashin
 - No report - we have not met
- Security Services Advisory - Mikki Showers, Angel Yackel
 - Last meeting was Oct. 20 and these details were reported at the last Forum meeting.
- SARAE (division of SAC/Forum Antiracist Working Group)
 - Final dialogue occurred 9th Thursday. Planning another three (3) opportunities during Winter Term.
 - [Website](#) & [e-mail listserv](#)
- CEDI Antiracism Training Update - Anita Fisher Egge
 - We are in the process of reviewing a recent outline submitted by one of the remaining firms and confirming costs.
 - We hope to move forward with this firm and (if all goes well) would see our Faculty and Staff trainings start with a January kick off session and a new topic/different focus area for each of the next 4 months.
- Presidential Search Committee - Jane Rizzo

- Thanks to everyone who participated in the staff session on Monday - great feedback for the search firm consultants and committee.
- If you haven't already done so, please fill out the survey sent by Joe Hargis on 11/6. Responses are accepted through 11/19.
- Questions can be directed to Jane Rizzo or Alex Miller, staff representatives

- **Discussion Topics**

- Forum By-laws

- **Announcements & Open Discussions**

- HR Open Enrollment Period (until December 1)
 - From Linda Mueller: Just a reminder to everyone that benefit enrollment is open until December 1st. It's a passive year but if you have an HSA or a Flex spending account, you DO need to update that information.
- Open discussion

- **Next Meeting:** Winter Term!!