

**UNDERGRADUATE ACADEMIC AFFAIRS COMMITTEE  
MEETING MINUTES  
MAY 22, 2020**

The committee met to discuss concerns and issues around the impact of shifting the campus to a complete online environment due to COVID-19. There was concern over possible FERPA violations due to recording and posting ZOOM class sessions. There was an informal student survey that was completed and sent to the Provost's office. It was decided that the faculty should be informed of the survey and its results and that a faculty survey be prepared to determine the impact the shift had on faculty members. The committee will collaborate with Ed Tech to determine best practices for teaching in an online environment, including concerns and workarounds. Ed Tech is relaunching instructional webinars throughout the summer. It is understood that faculty should take into account students who need asynchronous teaching, such as International students.

Prepared by Kevin Boston-Hill, UAAC Chairman