

# PSU

SENIOR ADULT LEARNING CENTER

FALL 2020 NEWSLETTER

## Welcome to Fall 2020, SALC Auditors!

We will all have a different experience this year so we are devoting this newsletter to the “new normal” at PSU. Because of health and safety concerns, the SALC office in the Urban Studies building will NOT be open at all for Fall term. All interactions between auditors and SALC will take place by telephone (503-725-4739) or through email ([salc@pdx.edu](mailto:salc@pdx.edu)). In addition, the SALC website ([www.pdx.edu/senior-adult-learning-center](http://www.pdx.edu/senior-adult-learning-center)) is in the process of being updated so we recommend checking your PSU email frequently for campus updates.

SALC staff and work-study students will be available to assist remotely with any questions you may have. Instructions for course registration, types of instruction, and campus services are described in this newsletter and on the SALC website. If you have friends who would like to become auditors, please share with them the link to the SALC registration page ([www.pdx.edu/senior-adult-learning-center/how-to-register](http://www.pdx.edu/senior-adult-learning-center/how-to-register)).

Judy Bradley & Linda Mantel

SALC Leadership Council Co-chairs

## Registration for Fall SALC Auditors

Fall 2020 auditors can register for classes if the instructor allows. Auditors are limited to 8 credits per term. Follow these steps to register (note that the instructions in the printed newsletter you may have received are incorrect):

- 1) **To find a listing of classes:** Go to [PSU's registration platform \(Banweb\)](#) → Click on “Browse Class Schedule” → Use the pull down menu to select Fall 2020 Quarter → Search by subject or keyword, or just hit “Search” to see the full list of courses.
- 2) **When you find a class:** Click on the class title to view course details and check the [course delivery method](#) → Make sure you are comfortable with that format → Find the instructor’s email address by clicking on their name in the last column of the class info.
- 3) Complete the *Course Registration Form for Senior Auditors*: Download the form from the SALC website ([www.pdx.edu/senior-adult-learning-center/how-to-register](http://www.pdx.edu/senior-adult-learning-center/how-to-register), Step 3). The completed form has to be emailed to [salc@pdx.edu](mailto:salc@pdx.edu), along with the instructors’ approval to audit their classes (see next step).
- 4) **During the week of September 21:** Send an email to your instructors using the template below; you can copy and paste the text into your email. Preferably, use your “...@pdx.edu” email address. *Forward the instructors’ approval email to [salc@pdx.edu](mailto:salc@pdx.edu) and make sure to attach the completed registration form.*

**Subject line:** Permission to audit your class

Dear Professor \_\_\_\_\_,

I am a Senior Auditor in PSU’s Senior Adult Learning Program (SALC) and would like to audit your course this term:

Course Title: \_\_\_\_\_

CRN: \_\_\_\_\_ Subject: \_\_\_\_\_ Course Number: \_\_\_\_\_

If you approve, please place your initials here: "Approved by \_\_\_\_\_"

Please indicate whether there are any particular expectations or restrictions on participation by auditors and let me know how to find the link to the remote learning site.

Thank you so much for your time. I look forward to joining the class.

## Flexibility is the Name of the Game

To keep up with the changing COVID-19 landscape, PSU is offering different class formats for fall term. Protecting the health of students, faculty, staff, and visitors is paramount, and most classes will be taught either remotely or online. For more information, go to [www.pdx.edu/flexible-fall-psu](http://www.pdx.edu/flexible-fall-psu)

### The Plan for Fall Instruction

Each class listed in the schedule will have a notation indicating the [course delivery method](#).

**Remote — Scheduled Meetings:** Classes will be delivered remotely with scheduled meeting times. Students are expected to attend scheduled sessions.

**Remote — No Specific Meetings:** Classes will be delivered remotely without required meeting times.

**In-Person Courses:** A very limited number of classes will be taught face-to-face on campus at published meeting times and locations. In-person attendance is required.

**Hybrid Courses:** A blend of in-person and remote classes with a significant amount of class learning moved to the digital environment.

**Online Courses:** PSU will continue to offer an array of online classes. These classes are intentionally designed for a complete digital learning experience. Courses have a \$35 fee per credit.

### Campus ID Cards

If you are taking an in-person class, plan to use the library, or enter another building on campus, you need your ID card for access. You can obtain an ID card after you have registered for a class. You must bring a government issued ID card and the instructor's approval email to the ID Card Services desk located in Fari-borz Maseeh Hall (FMH, 1855 SW Broadway). It is open Monday and Wednesday from 12–2 pm.

### Class Participation Guidelines

When you audit a class, the basic assumption is that you are there to *listen*. You are not expected to take part in class discussion (including online chat and discussion boards), to take tests, or to write papers. *It is your responsibility to check with your instructor about the degree to which you are invited to participate.* If you enjoy a class, let your instructor know. A thank-you note or email after the course has concluded is always welcome and greatly appreciated. Please visit the SALC website for complete [class participation guidelines](#).

### Auditing in a Technological World

If you are a bit overwhelmed with new remote learning technology requirements, the Office of Information Technology can help. Get help online at [go.pdx.edu/help](http://go.pdx.edu/help) to learn about remote access to classes, accessing PSU resources, and Odin computer accounts and passwords. To talk with a real person for help with a tech issue, call 503-725-4357 Monday through Friday, 9am to 5pm.

### Campus Health and Safety Requirements

- Social distancing of at least 6 feet for indoor spaces, and is encouraged when outside.
- Face coverings indoors, in classrooms and shared spaces, and recommended outside when on PSU property.
- ID access for all PSU buildings.

***Have an intellectually exciting fall term!***

### SALC Donors are the Best!

Kudos to the 397 of you who donated a total of \$43,140 to SALC this past academic year- stellar support in light of the COVID-19 impact on PSU classes since mid-March. For the fourth year in a row, donations exceeded \$40,000, underscoring the importance Senior Auditors attach to the auditing privilege. Thank you!

We're now in a new fiscal year that began July 1, and our goal is to again raise at least \$40,000 by June 30, 2021, enabling SALC to remain supported 100% from charitable donations. Raising this amount is essential for SALC to provide excellent service and support for Senior Auditors enrolled in classes.

I encourage all auditors to support SALC. For more information about making a generous, tax-deductible gift to SALC, please visit [www.pdx.edu/senior-adult-learning-center/give-to-salc](http://www.pdx.edu/senior-adult-learning-center/give-to-salc)

Dave Mitchell, SALC Leadership Council

### SALC Leadership Council

Carole Beauclerk, Judy Bradley, Larry Fester, Tom Gornick, Elka Grisham, Roy Lambert, Rebecca MacGregor, Linda Mantel, Dave Mitchell, Evelyn Murphy, John Ott, Eva Nunez, Barbara Simon, and Steve Waddington