

Fall 2020 Planning: Academic Operations & Classroom Management

June 19, 2020

Dear LSSU Community:

The second in our Fall 2020 planning communiques focuses on **Academic Operations and Classroom Management**. As with all of our planning, the foundation is built upon the four pillars, shared in our first message:

1. **Social Distancing:** Maintain six feet of distance from those around you when possible.
2. **Mask/ Face Covering:** Wear a mask or face covering when in enclosed, public locations and/or when other social distancing measures are difficult to maintain.
3. **Sanitization:** Wash your hands with soap and water for 20 seconds multiple times each day or use hand sanitizer of at least 60% alcohol. Sanitize your desk or workstation twice daily, high-frequency touch surfaces, and living spaces with wipes found across campus.
4. **Personal/ Social Responsibility:** Actively encourage those around you to adhere to these pillars while doing so yourself. Remember, we are in this together and we all have a role to play in preventing the spread of COVID-19.

Academic Operations & Classroom Management

For returning students and our faculty members, the scheduling of classes will look familiar, though some locations may be different. The Administration and Academic Deans conducted a room-by-room assessment of all available learning spaces to determine maximum capacities that adhere to social distancing guidelines. These assessments resulted in moving some sections to different locations, including some non-traditional learning spaces (e.g., Lake Rooms of the Cisler Center). In some locations, plexiglass shields are being installed for the protection of students and faculty members.

Additionally, entrances and exits to all buildings and learning spaces were evaluated to assess traffic flow and in the interest of minimizing the clustering of people and proximity while navigating the spaces. Signs will be installed at entrances and on the floor to indicate traffic patterns. There will be additional signs reminding campus community members and guests of the four pillars, our communal expectations, and a reminder that if you are feeling unwell to stay home and contact your health provider. All buildings and learning spaces will have hand sanitizer and sanitizing wipes available for use. We encourage all students, faculty, and staff to wipe down their spaces upon arrival and departure.

Most laboratories are operating at approximately 50% capacity to accommodate social distance guidelines. Some lab activity will be individual instead of with partners. Students will find personal protective equipment (PPE) readily available in all lab settings.

Roughly 80% of our course catalogue will be taught via face-to-face instruction. This reflects more online offerings than usual, but we are making every effort to protect faculty members with underlying health conditions. Decisions regarding teaching modality were reached through consultation with the Academic Deans and the Provost.

Classes may still include group projects but how they are conducted will be at the discretion of each faculty member, based on the abovementioned safety protocols. Field trips are still available, but faculty members must seek approval based on the nature of the field trip and travel involved. In advance of all approved field trips, students participating should expect to engage in a health assessment, to have their temperature screened, and to wear facial covering en route to the destination, and potentially at the destination.

Faculty members and students will continue to have opportunities to meet individually or in groups. Faculty office hours and advising meetings will be face-to-face or virtual at the discretion of individual faculty members. Students can expect information about the nature of meetings in their respective syllabi.

This information is reflective of our current planning. Assessment will be ongoing, and updates will occur as necessary. Faculty members with questions should contact their Department Chairs. Students can expect further information in their syllabi when classes commence.

We are continually monitoring the effects of COVID-19 on our operations and evaluating our response. As modifications are made, we will keep you updated. Safety is among our topmost priorities. Please embrace your responsibility to keep our community safe.

Sincerely,

Wendy Beach – Director, Human Resources, Safety, & Risk

Lynn Gillette, PhD – Provost & Vice President for Academic Affairs

Co-Chairs, COVID Response Team