Dear Faculty,

Congratulations on the successful completion of the spring semester. Thank you for your flexibility and support of students to ensure they were able to complete their coursework – it made a difference.

While I know you will need to take time to recharge, and I encourage you to do so, I also realize you are contemplating how to adjust your fall on-campus classes given the COVID-19 context. This email is to provide you with updates and support as you plan for the fall semester.

**TTaDA support:** TTaDA will provide workshops for any faculty over the summer and fall on a number of academic technologies such as Blackboard, Yuja, Zoom, Voice Thread, Blackboard Collaborate Ultra, etc. to virtually connect students to the classroom or laboratory. View the [TTaDA website](#) for more information on workshop schedules and videos on using these and other academic technologies.

**Faculty teaching on campus classes with 50 or more students:** Please work with your dean if you are interested in participating in a cohort of faculty who will modify their on-campus classes to ensure appropriate physical distancing while still maintaining some in-person interaction. TTaDA will provide support for the various choices faculty will make (there is not a one-size-fits-all approach) and in recognition of the significant adjustments you will make given the enrollment, a stipend of $1500 will be provided to those with enrollments of 50 and larger who will work with TTaDA if approved by your dean.

**Blackboard Course Sites:** To help our students be successful this fall semester, the provost and deans have agreed that all fall term Blackboard course sites for students will open on August 10. This will allow students sufficient time to consider, understand and prepare for how you will address any COVID-19 necessitated modifications and ensure continuity of instruction in your on-campus classes.

- Please post a welcome announcement and a description of how your course will be organized on the Blackboard site course when it opens for students on August 10, 2020. The description should explain how you are adapting your course to meet physical distancing requirements in the classroom or laboratory and how you intend to ensure academic continuity in case of health issues or changes in recommended or required accommodations for COVID-19. Please work with your chairperson and dean to ensure your plans are consistent with university and college recommendations.
- We understand that many of you will still be working on your full syllabus and may not have all sections of your Blackboard course ready for student view by 8/10. You can restrict student view of specific course sections using these steps to [manage course menu items](#).

**On Campus Classroom Preparation Guide:** In response to questions raised by faculty, a small working group has developed a classroom guide posted on the [VPAA website](#). The document provides suggested announcements to students, protocol for classroom seating, cleaning materials, etc. This document will
be updated regularly as more information and planning emerges out of the pandemic planning group, facilities, colleges, etc.

Classroom Student Capacity: An initial estimate of the appropriate number of students in each classroom was provided in the fall planning guide based on overall classroom square footage and distancing requirements. To provide a more accurate estimate of how many students can be in the classroom, facilities will measure each classroom given seating and classroom structure. We will update the actual COVID_19 resistance class capacity on a daily basis and post this information on an excel spreadsheet which will be available on the VPAA website very soon. Your patience is appreciated as this is a time intensive process.

If you have questions, please reach out to TTaDA, your dean, or me. We’re here to support your efforts.

Debbie Storrs
Incoming Interim Provost