

EMAIL DISTRIBUTED 17 JULY 2020 TO ALL FACULTY AND STAFF IN ACADEMIC AFFAIRS

Dear Colleagues,

We are approximately one month away from returning to campus for the Fall 2020 semester. Faculty, staff, and administrators continue to work tirelessly to ensure a smooth reopening. This email provides an update from each of the groups on the Fall 2020 Academic Affairs Implementation Team regarding issues related to Academic Affairs.

Sincerely yours,
Jamie

Fall Implementation Updates from Academic Affairs **16 July 2020**

Fall 2020 Course Schedule Revision

- All course delivery modes have been updated and posted to Banner for registration; we understand there are some issues with some courses and their coding, and we are working with the respective colleges to address these
- Students are actively adjusting their course schedules
- Freshmen will register July 20-27

Faculty Policies and Procedures

- Provost Winebrake (via Sharon Lindgren) distributed a memo on 6/25 to faculty with responses to questions and suggested syllabus language (see <https://uncw.edu/aa/provostsmessages/provost-messages.html>)
- Nathan Grove, Faculty Senate President, and Carol McNulty, Special Assistant to the Provost, held a Question/Answer session at ADAPT 2020 and had over 30 participants
- Provost Winebrake made closing remarks at the ADAPT 2020 Conference and answered many questions regarding fall reopening, and is seeking clarification on other items
- As a result of the Q&A Adapt 2020 workshops, we have generated a list of FAQs from faculty; we are now working on developing responses for the FAQs and will share them as soon as possible
- Some policies located in the UNCW Faculty Manual will be considered for revision by Faculty Senate. These may include, but are not limited to:
 - “Permanent language” regarding postponement of RTP in certain circumstances
 - Modify policy on instructional minutes to reflect current SACSOC recommendations to emphasize student learning objectives, particularly during times of campus closure when face-to-face instruction is interrupted
 - Suspend requirement of course evaluations, but maintain as optional procedure, in atypical semesters

High Impact Practices (HIP)

- Courses requiring off-site visits tagged in Banner for student identification
- Working on issues of student safety while conducting HIP off-site work; this includes developing waivers and adopting “DocuSign” as a platform for managing waivers

- Finalizing issues of travel and transport for off-campus community engagement and applied learning activities
- Creating/identifying alternative means of HIP in the field with virtual considerations
- Associate deans to consider academic policy adjustments and guidelines as done in spring 2020

Instructional Support

- Designed and held ADAPT 2020 Conference July 6-9, 2020
 - Consisted of 23 sessions across 4 days
 - ~1300 workshop participants
- Faculty trainings continue through DEEL and CTE

Randall Library

- Physical repositioning of chairs and computer stations to implement social distancing
- Installing plexiglass barriers at service points
- Installing hand sanitation stations
- Creating traffic flow protocols with floor signage
- Training staff members in both face-to-face and virtual reference assistance
- Providing health and staff training for staff at all service points in early August
- Advertising Randall Library Hours for Fall 2020:
 - August 4-14, Monday-Friday 8 am – 5 pm
 - Beginning August 15:

	Mon-Thursday	Friday	Saturday	Sunday
Circulation Desk	8 am-9 pm	8 am-6 pm	12 pm-6 pm	12 pm -9 pm
Research Help Desk	9 am-8 pm	9 am-5 pm	closed	2 pm -8 pm

Research

- Developed a phased research “ramp up” and “ramp down” procedure to be used as needed
- SPARC is maintaining a list of active sponsored projects and processed multiple requests for no-cost extensions from funders
- Investigating the requirement of a Research Continuity of Operations Plan for all funded PIs and all PIs responsible for specialized research facilities/equipment

Additional Information

We will provide additional updates as they become available. Don’t forget to access the *Best for the Nest* website. Additionally, you can view all prior Provost updates on the Academic Affairs website [HERE](#).