

Delivered via email, September 8, 2020

Dear colleagues,

Although we have just begun the fall semester, it is already time to start planning for spring semester courses. At UConn, we plan to continue to deliver courses in a mix of virtual and in-person formats for the spring 2021 semester as long as gating conditions allow us to do so. This is the most prudent approach to take at this time, given how many variables could change regarding COVID-19 spread and mitigation efforts in the U.S. over the next several months.

As we did for the fall semester we are again providing the option for faculty and other instructors to provide their course in the modality of their choice, within the bounds of social distancing requirements and classroom capacity. And, as in the fall semester, all instructors need to be prepared with some elements of virtual delivery as scenarios could be fluid.

We are asking that each of you work with your department head to identify your modality choice in the coming weeks to be included in the Spring 2021 scheduling proof data due to the Registrar's office on September 25. You should hear from your dean and/or department head soon if you haven't already.

For regional campus faculty, please keep in mind that faculty preferences will have to be reconciled with potential space constraints and/or other campus-specific factors such as large numbers of adjunct faculty. Please speak with your campus director if you have any particular questions or concerns.

The course modalities are outlined below:

- **Online (WW)** - These classes never meet in person, nor are you expected to be available at any particular time for classroom instruction. These courses are taught asynchronously with no pre-assigned meeting times. Students will have access to class materials online using HuskyCT.
- **Distance Learning (DL)** - These classes never meet in person, but you are expected to deliver instruction synchronously at the times for which the class is scheduled. Students will participate online using WebEx, Blackboard Collaborate, or Microsoft Teams. As a default, DL will not include a classroom assignment, but one can be requested if the instructor would like to teach from a campus classroom; a classroom for DL will be considered based on availability with preference given to courses with an in-person component.
- **Hybrid/Blended (HB)** - These classes have both in-person and online components. Classes will not meet in person for all scheduled meetings, but some in-person instruction will occur. At least 25% of mandatory instruction for the class will occur in person.

- **Hybrid/Blended Reduced Seat Time (HBR)** - These classes have both in-person and online components. Classes will not meet in-person for all scheduled meetings, but some in-person instruction will occur. Less than 25% of mandatory instruction for the class will occur in person
- **Split (SP)** - These classes will meet during all scheduled class times. However, groups of students in the class will alternate in-person and virtual attendance as designated by the instructor to maintain reduced density in classrooms.
- **In-Person (P)** - These classes will meet in person during all scheduled class times.
- **Service Learning (SL)** - This mode indicates a service learning class, with instruction times and locations to be determined by the instructor.
- **By Arrangement (AR)** – These are meant for clinical placements, field placements, independent study, internships, and research hours. They do not require a classroom or meeting time but are considered to be in person.

It is critical that you closely consider the parameters of each modality. You should choose the modality that most accurately reflects your plans for course delivery. Students rely on these details to consider the selection of courses that best matches their educational and personal needs. Moreover, if you are choosing a modality with any online components, you should engage with CETL staff and resources to ensure the highest quality educational experience for students across each modality type.

As in previous semesters, we will allow additional modality changes until October 19. After that time, modality changes will be considered on a very limited basis and will require department head, dean, and provost approval. As always, we appreciate your consideration of consistency for students as you consider modality changes after registration has begun.

On a related issue, we are working through how we will address any student fee waivers for the spring. We are working to simplify the process and messaging. We plan to make decisions and communicate details of the waiver before registration opening.

Thank you for your commitment to providing the high-caliber education that UConn is known for.

Sincerely,
Carl and Nathan

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