



July 2, 2020

Dear Faculty:

I want to start by wishing all of you a restful (and safe!) fourth of July weekend. We are now seven weeks away from the start of classes, and I need to report several items to you. These are:

- **a change in the first day of class for the fall semester,**
- **the proposed formal minimum standards for Canvas,**
- **progress on the delivery models,**
- **assignment of delivery model for the fall schedule, and**
- **announcement for our second round of training for the faculty.**

**The first day of class for the fall semester** has been formally changed from August 25, 2020 (a Tuesday) to August 20, 2020 (a Thursday). The end of the semester has been adjusted to be remote class meetings only after the Thanksgiving Holiday, Reading Days are December 4 and 5, and Final exams (remote) will be December 7 to 11. This shift in the calendar allows students the option of not returning to campus if they choose after Thanksgiving.

Discussions with the Department Chairs and the Director of Science, Arts, and Mathematics, using departments to gather input, have produced a “**Minimum Standard (draft)**” for Canvas usage. This standard responds to the requirement that we more effectively provide access to learning materials given the challenges of partial remote operation in the fall. This minimum standard is attached to this email for your information.

We have also defined two primary, broadly defined, **course delivery modalities** for the fall semester (FLEX and ONLINE ENGAGED). These two formats allow us to maintain our “connection” to students on a small campus while maintaining social distancing in the IST. The FLEX course is based on face-to-face course delivery, but all course materials are available to students for remote access and instruction. The ONLINE ENGAGED course is fully online with no face-to-face meetings, thus not using IST building space resources. A short description of these modalities is provided with this message and a draft set of classes and their mode of delivery has been produced.

**Selection of the courses that will be delivered fully online** is based on student inputs, chair/division director inputs, and a strong requirement to not preferentially “push” any group into the online format. We are also sensitive to the desire for Face-to-Face instruction, in an appropriate social distanced manner expressed by some students. In some cases, we have been able to provide choice in multi-section courses (either Flex or Online Engaged) and the courses that are online range from freshman to graduate level. The list of classes for the fall and their delivery modality is attached to this email. In some cases, registrations for a face-to-face delivery course will exceed the room capacity; in these cases, we will put in place a system that manages remote and in person attendance in a way that is fair and equitable. Delivery of labs and “C” courses is actively being discussed now and we expect near final resolution of these issues next week.

Finally, I believe faculty are aware that we will offer a second round of educational tools best practice **training** this summer. This offering has been delayed as we consider the results of the first round of training. The goal is to ensure that the training actively and carefully supports the unique elements of our two primary formats (FLEX and ONLINE ENGAGED) and includes strong directed support for the tools that are critical to the combined Face-to-Face and Remote campus that we have quickly become. A particular element of emphasis will be making certain that the tools are in place for success in the FLEX environment. This training will start on July 13 and the formal request to register for training will be provided next week.



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Early in the discussion of training, I committed to compensate faculty that go through the training with one credit hour of pay if they do the training in the summer. Since I made that commitment, the governor's budget response and veto did include a 6% holdback in funding of the university. This does place strain on our budgets, but the training is critical to providing the faculty with the tools to succeed. Hence, for the summer of 2020 only, we will provide the one credit hour of compensation for training that begins on July 13.

As I stated at the beginning of this note, we find ourselves at the beginning of the fourth of July weekend. I hope you have a restful (and again, safe!) weekend. Thanks to all of you for all that you do for Florida Poly.

Best,

Terry