



## Looking Ahead to Fall 2021

In planning for Fall 2021, the university is striving to find a balance between the reasonable assumption that there will be a return to some degree of normalcy, including course delivery methods, while being aware that we must be poised to switch to the delivery methods used in the last two semesters should circumstances with the COVID-19 virus and/or the vaccination process demand the switch.

As we cautiously proceed down the path toward normalcy, we all need to work together to reduce transmission this spring semester and summer session by vigilantly wearing face masks, complying with UW's testing program, and opting to take a vaccine as supply allows. It is our understanding that many UW faculty, staff and administrators who were not included in Phase 1a or 1b priority groups for the COVID-19 vaccine will be considered 'Critical Infrastructure Workers' and included in the Phase 1c priority group. (For more information, go to: [https://health.wyo.gov/publichealth/immunization/wyoming-covid-19-vaccine-information/.](https://health.wyo.gov/publichealth/immunization/wyoming-covid-19-vaccine-information/))

In finalizing the Fall 2021 course offerings, academic units should plan for their face-to-face (F2F) classes being held in classrooms with maximum occupancy. We are making this decision now to facilitate scheduling and to allow for our academic units to plan for the fall. However, if certain goals are not met by June 14, we will pivot to a schedule that looks much more like Spring 2021.

Goals/thresholds that must be met include:

1. All faculty and staff will have the ability to receive a vaccine (if they so choose) at least 6 weeks ahead of the fall semester, and students will be expected to get vaccinated as soon as possible based on their current location,
2. The Wyoming Department of Health and the Centers for Disease Control guidelines allow for maximum capacity in classroom spaces,
3. Efficacy of the vaccine and number of active cases are at an acceptable level, and
4. Percentage of UW community having received the vaccine is on track to be at an acceptable level (which at this point seems to range from ~70-80%).

Even if we are face to face with maximum classroom capacity in the fall (i.e., no social distancing), we will still have other mitigating requirements. The university will undertake a vigorous public education campaign to increase public confidence in COVID-19 vaccines while reinforcing basic mitigation strategies, including mask wearing and testing.

Following are guidelines to use when planning your Fall 2021 schedule along with updated deadlines.

## ***Here is what is new or modified for Fall 2021***

### Face-to-Face Classes

1. Classrooms will be scheduled for full capacity but may need to be revised to allow for social distancing, if needed.
2. Facial masks and testing may be the primary mitigation strategies in classroom spaces. *Despite fewer restrictions, there will be an ongoing need for continued vigilance. Therefore, where possible, classroom practices should incorporate as much social distancing as the space allows.*
3. Students who enroll in face-to-face classes must plan to be present on campus to attend the class.
4. Classes scheduled for face-to-face delivery will not be required to have a HyFlex component (i.e., synchronous delivery).
  - a. Faculty may choose to provide content for students who are unable to attend in person via either synchronous (e.g., live streaming/Zoom) or asynchronous methods utilizing video or audio recordings.
  - b. To the extent possible, in-person assessment of student learning (i.e., testing) will be scheduled.

## ***Here is what will stay the same in Fall 2021***

### Classes with Synchronous and Asynchronous Delivery

1. There will be no changes to classes scheduled for synchronous or asynchronous online delivery once Fall 21 schedule is finalized in March (i.e., ready for student view).
2. Any class may be considered for online delivery, including classes at the 1000 and 2000 levels that have historically be in-person only. However, First Year Seminar classes should be scheduled for face-to-face delivery to the extent possible. Unit heads will work with faculty to determine the best delivery mode for the curriculum.

### Classroom Scheduling

1. All instructional spaces, including traditionally department managed spaces, will be scheduled centrally to ensure maximal usage.
2. Priority consideration will be given for unique instructional needs (e.g., studio, laboratory, etc.)
3. Scheduling of instructional spaces will be done with the intent to provide as many classrooms as possible that allow for social distancing, if it is required.
4. Lecture halls and other spaces may retain the current infrastructure designed for social distancing between the faculty member and class (e.g., distance from lectern to front row of seats, plexiglass barriers, etc.) in the event that social distancing is ultimately required or needed.

5. Classroom scheduling should be prioritized to allow for social distancing, if needed, in First Year Seminar classes. (A classroom with 30 seats for 25 students in FYS only works if there is never a need for social distancing.)

### Teaching and Learning

1. To the extent possible, course materials must be available online through WyoCourses, regardless of mode of instructional delivery. *Some class materials, including hard copy and digital textbooks, may not be available for inclusion in WyoCourses. Course syllabi should note if any class materials are not available online and provide instructions on how to access them.*
2. Class attendance policy (for any instructional delivery mode) is determined by the instructor and must be articulated in the course syllabus.
3. Faculty must communicate with students about course delivery and expectations early and often.
4. All reasonable efforts must be made by faculty to accommodate students who are impacted by COVID-19, including those in quarantine or isolation and/or whose caregiving duties have been affected by the pandemic, to ensure that teaching and learning is not disrupted.

### Scheduling, General

1. The ultimate responsibility for the fall schedule lies with the Unit Head, who may modify course assignments (i.e., instructor assigned to a given course), if needed. The Provost is the final authority over the schedule.
2. Fall classes will continue to run on the adjusted course time schedule (e.g., 20-minute passing periods).

In an effort to provide departments with additional time to make decisions about face-to-face course delivery, some adjustments have been made to scheduling deadlines.

1. Deadlines for the final Fall 2021 schedule, including instructional modes of delivery, will be delayed to the extent possible. This will provide faculty with additional time to weigh all factors when making decisions about instructional modalities.
2. There will be no changes to classes scheduled for synchronous or asynchronous online delivery after **March 5, 2021**. *NOTE: This means an online class will not be changed to face-to-face after March 5th, regardless of whether or not a decision is made in June to shift to socially distanced classrooms.*
3. Face-to-face classes must be scheduled by **March 5, 2021**. Should conditions necessitate a shift back to socially distanced learning environments, units may modify the mode of delivery (i.e., from F2F to synchronous or asynchronous online) between June 15 and June 28, 2021. *NOTE: the decision to switch from face-to-face to online delivery will be made by the faculty member in consultation with the unit head. The course may be reassigned by the unit head if it is deemed necessary for it to be taught in person.*

4. Unit heads should reach out to the Office of the Registrar (OTR) for any requested change to the fall schedule outside of these deadlines when unexpected and/or exceptional events necessitate a change in a class, such as mode of delivery. OTR will work with the Provost's office to review the request and make a final determination.

### Updated Fall 2021 Schedule Deadlines

Date	Description
February 5, 2021	First draft due, includes tentative modes of delivery (i.e., Face-to-Face components, Online-Synchronous, Online-Asynchronous)
March 5, 2021	Final schedule edits and changes must be completed, including instructional modalities, course caps, etc. <b>No changes to mode of delivery will be allowed after this date unless decision is made on June 14 to pivot to socially distanced classrooms.</b>
March 13, 2021	Fall 2021 schedule published by end of business, available to advisors and students to review and prepare for advising and registration.
March 29, 2021	Registration begins.
June 14, 2021	Announcement will be made about Fall 2021 schedule (i.e., Will it remain the same or will a shift be necessary?)
<i>The following dates only apply if a decision is made to shift to socially distanced classrooms.</i>	
<i>June 15 - June 28, 2021</i>	<i>Units notify Office of Registrar of any changes in mode of delivery <b>from face-to-face to asynchronous or synchronous online</b> (Instructions to follow)</i>
<i>July 5, 2021</i>	<i>All changes in mode of delivery <b>(from face-to-face to asynchronous or synchronous online)</b> will be reflected in the WyoRecords</i>
August 23, 2021	First day of classes