

Proposal to Extend COVID-19 Remote Instruction at UCR

Definitions

- **Remote-only:** a course is “remote-only” if there are no face-to-face meetings. Spring 2020 courses are remote-only.
- **Remote option:** a course has a “remote option” if students can elect to participate and successfully complete the course without attending any face-to-face meetings.
- **In-person:** a course is “in person” if students must participate in face-to-face meetings to successfully complete the course. Under normal campus operations, most courses are in-person.

We are seeking support from the Executive Council for extending covid-19 remote teaching as follows:

- All courses will continue to be offered as remote-only until the campus is able to provide physical classroom environments that comply with applicable federal, state, county, system and campus standards.
- Throughout the 2020-21 academic year, we anticipate that these standards will fluctuate, at times allowing more courses to meet in physical classrooms and at other times requiring a return to remote-only instruction.
- As standards fluctuate, the campus administration will keep the faculty apprised of the criteria that must be met for courses to use physical classrooms. These criteria may include things like the maximum number of persons sharing a physical space, minimum social distancing, personal hygiene precautions (e.g. face coverings), sanitation requirements (e.g. disinfecting surfaces before and after use), and others.
- As conditions allow, deans will solicit and review proposals from department chairs for use of physical classroom space using a process like this one:
 - o Department chairs will work with their instructors (and any relevant program directors) to determine which courses they would like to propose.
 - No instructor will be required to teach in a physical classroom. If an instructor does not want to teach in a physical classroom then the department chair may consider changing teaching assignments or finding a solution that enables physical classroom use without the presence of the particular instructor. Otherwise, the course will be taught remote-only.
 - No student will be required to attend class in a physical classroom. This means that proposals for physical classroom use must include a remote option for students that allows students to successfully complete the course without ever using a physical classroom. Maintaining a remote option also helps instructors and students adapt to fluctuating public and individual health conditions.
 - o Department chairs submit proposals to their dean for final review and approval.
 - The proposal must include a statement signed by the instructor of record indicating their understanding of the applicable standards (to be provided by the campus administration), their intended plan to comply with the applicable standards, and their agreement to notify the department chair and implement remote-only instruction immediately if they become unable to comply.
 - If the proposal includes a request for a larger room to comply with social distancing, the dean will forward the request to the Registrar who will attempt to assign a new room. A course that is assigned to a new room may have to relinquish the room if the course that was originally assigned to the room

requests to use it. This may require that the course in question return to remote-only instruction.

- Deans notify department chairs of the disposition of their proposals and provide feedback on those that were declined.

Because living arrangements require advanced planning and can be difficult to change in the middle of the academic year or on short notice, extending the covid-19 teaching emergency to include fall, winter and spring would provide additional assurance to students that they will be able to access their courses and make progress to degree regardless of their physical location.

Announcing the extension of covid-19 remote teaching prior to the SIR deadline on May 15 and the opening of registration for continuing students on May 18 also would help students plan for the next academic year. It may encourage some students to choose UCR because of the certainty of accessing their courses and it may cause some to enroll elsewhere if they perceive a greater chance of in-person classes.

As soon as an announcement is made, the administration can begin engaging with departments about fall instructional planning including unmet resource needs. Best practices will continue to be developed and extended through XCITE to help instructors who are unfamiliar with remote instruction deliver a high quality experience for students.