

L&S-Sp22-Instructional Guidance

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To: Cathy Yu <cathy.yu@wisc.edu>

 1 attachments (23 KB)

Ordering Masks for Instructors;

Dear All,

I wish you and yours a happy and healthy new year! I am writing in anticipation of the start of Spring 2022 semester instruction, greatly appreciating the uncertainty, anxiety, exhaustion that engulf us, all, as we start the fourth pandemic semester. As a mother of a college freshman, a neighbor, and a former instructor and advisor, I share these feelings. We're all trying to make the most sense of how to live in this new and ever changing reality.

Campus is moving forward with the start of spring semester as planned and expects courses to be taught in the modality listed in the schedule of courses.

We know there are questions about managing scenarios if instructors and students become sick and cannot attend in-person classes. L&S Departments are empowered to plan and make decisions that are aligned with Campus and L&S frameworks:

Framework

- Core to the UW-Madison residential learning experience is a rich instructor-student and student-student engagement. This is why our campus has committed to offering a semester that is primarily in-person.
- Course modality may not be changed to reduce scheduled in-person time as a precaution.
- If online sessions are offered to address in-person absences, they should be temporary and in direct response to instructor coverage or student absences.

Planning Guidance (to be considered within the context of your department)

- Have a process for the review and approval of the coverage plans for teaching responsibilities when the instructor is absent. Although colleague coverage is still preferred, departments may allow the use of online teaching, subject to [L&S expectations](#), for when an instructor is going to temporarily be absent. Please remind instructors that they cannot temporarily change modality on their own – they need to consult and discuss options with the department chair or supervisor and follow the departmental processes.
- Clearly communicate with students when there are brief modality changes and try to provide as much warning as possible if changes are temporarily required.
- As always, please encourage instructors to be flexible with students who must miss class because of illness, isolation or quarantine.

Assistance from us

- It's possible we may encounter situations that make it very difficult for core instructional responsibilities to be met. If this happens, please reach out to me and/or your academic associate dean. We will help respond. We're also here for questions or consultations about planning and decision-making processes.
- The L&S Instructional Design Collaborative (IDC) is a newly organized group of technologists and

designers who are available to support individual L&S instructors and departments in finding solutions to challenging instructional scenarios. Instructors can access individualized help by requesting a [technology consultation](#) or by proposing a project to the IDC's [Course Tune-Up Program](#). Please contact IDC Director Jonathan Klein (jbklein2@wisc.edu) directly to discuss your ideas and needs.

High-efficiency mask ordering

Please communicate with your instructors that you will be providing them with masks and what the distribution plan is. The attached email has details about ordering masks. (And order them, if you haven't already!)

Message to all L&S instructors

Please forward to all instructors in your department an L&S instructor message that I will send to you shortly.

As always I am grateful for all you do,
Shirin

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Pronouns: she/her