

From: Academic Affairs - Office of the Provost <provost@jmu.edu>
Sent: Monday, June 8, 2020 10:57 AM
To: All Divisions
Subject: Fall 2020 Semester Updates

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Office of the Provost

Fall 2020 Semester Update

Dear Colleagues,

I'm writing to share with you the changes that Academic Affairs, in collaboration with our campus partners, has made to the Fall 2020 class schedule.

Please note that these changes are to the class meeting schedule only; no changes have been made to the [Academic Calendar for Fall 2020](#).

We would not undertake changes to the schedule at this point unless there was a vital need, as there is this fall. In response to state and federal guidelines, the Office of the Registrar worked closely with Academic Affairs leadership and representatives from all areas of the university to create a fall on-campus experience that prioritizes the health and safety of our entire community. At the same time, we were driven by the integrity of our academic mission and providing that hallmark of a JMU educational experience: The interaction between our students and faculty in classrooms, studios, and labs.

We are calling this modification **Fall Schedule 2.0**.

In developing this schedule, we aimed to provide as much in-person interaction as possible while attending to health and safety guidance from the CDC, the VDH, and the Governor. After analyzing classroom capacity, we created a meeting schedule that includes occupying previously unused larger spaces on campus, like Madison Union Ballroom, as we adjusted meeting times to allow for increased cleaning during the day. This design helps ensure access to courses for faculty and students, while protecting those who have health concerns. We've involved our partners in Disability Services to address necessary accommodations for students and faculty, as well as integrated [the best practices prescribed for the university](#), like the requirement of face masks. More specific details on health and safety precautions in scheduling and academic spaces is available on the [Academic Affairs COVID-19 website](#).

One of our guiding principles was doing our best to maintain the in-person classroom experience for first year students, followed closely by prioritizing in-person labs and other experiential classes. The modified schedule ensures that, as much as possible, students have the opportunity for face-to-face contact with their instructor at least every other class period. Schedule changes were also evaluated to make sure that students would remain on track for graduation.

All of these factors led to development of the **Fall Schedule 2.0**. The modification outlined here maintains the MWF/TT structure, but shifts some time periods to insert two 60-minute cleaning blocks during the day:

MWF		MW, WF, MF		TTh	
Current	New	Current	New	Current	New
8:00-8:50	8:00-8:50	8:15-9:30	8:15-9:30	8:00-9:15	8:00-9:15
9:05-9:55	9:05-9:55	8:40-9:55	8:40-9:55	9:30-10:45	9:30-10:45
10:10-11:00	10:10-11:00	9:45-11:00	9:45-11:00	11:00-12:15	11:00-12:15
	60 minutes				60 minutes
11:15-12:05	12:00-12:50			12:30-1:45	1:15-2:30
12:20-1:10	1:05-1:55			2:00-3:15	2:45-4:00
1:25-2:15	2:10-3:00				60 minutes
	60 minutes			3:30-4:45	5:00-6:15
2:30-3:20	4:00-4:50	2:30-3:45	4:00-5:15	5:00-6:15	6:30-7:45
3:35-4:25	5:05-5:55	4:00-5:15	5:30-6:45	6:30-7:45	8:00-9:15
4:40-5:30	6:10-7:00	5:30-6:45	7:00-8:15		
5:45-6:35	7:15-8:05	7:00-8:15	8:30-9:45		
6:50-7:40	8:20-9:10				

In addition, Fall Schedule 2.0 will allow us to shift current classes to larger spaces, maintaining the current class size while increasing the physical distance between students. More details on the logistics of **Fall Schedule 2.0** are available on the [Academic Affairs COVID-19 site](#).

In keeping with our usual methods, academic unit heads will make final decisions on course assignments, locations, and modalities. We met with them Friday, June 5, to discuss the Fall Schedule 2.0 schedule in detail and address their questions.

Over the summer, the Registrar's Office will work closely with academic units to refine the schedule and address any issues.

Below is a short timeline of the **Fall Schedule 2.0** rollout:

- June 10: Faculty, staff and students can view Fall Schedule 2.0. Students can put classes in their shopping carts.
- June 10-21: Academic units can review and adjust schedules as needed. This includes discussion among faculty and their AUHs regarding pedagogical reasons for specific class modalities.
- June 15-19: First-year students will enroll in Fall Schedule 2.0. Login to MyMadison to view your new enrollment appointment.
- June 22-July 17: First year students participate in virtual Summer Springboard and review schedules with advisers.
- July 20: All changes to the Fall Schedule 2.0 completed.
- July 21: All students regain access to Fall Schedule 2.0 and advisers will be available to assist students with schedule changes

Fall Schedule 2.0 uses the least disruptive strategies that consider the health and safety of our community, reflect JMU's commitment to our academic endeavors, and maximize the effective use of our facilities. It also illustrates the very best of our university-wide collaboration, and I appreciate the assistance of not just those in the Registrar's Office but also IT, University Advising, Facilities Management, and Orientation.

I realize that this is a significant alteration to our usual operations, but I hope that seeing the rationale behind these changes and the advance knowledge of the implementation will make the transition smoother.

Sincerely,

Heather Coltman, D.M.A., Provost and Senior Vice President for Academic Affairs

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