

Subject: Academic Affairs Bulletin, 9/25/2020

Date: Friday, September 25, 2020 at 3:14:35 PM Eastern Daylight Time

From: Office of the Provost

To: STAFF-CLASSIFIED-AA-L@LISTSERV.JMU.EDU

Dear Colleagues,

Below are important updates for September 25, 2020.

- **Promotion & Tenure:** As discussed at last night's town hall, we are reiterating the communication from 28 August 2020 regarding the option for pre-tenure faculty [to request suspension of the tenure clock](#) due to COVID-19. Please reach out to Cynthia Bauerle (bauerlcm@jmu.edu; x83404) if you have questions.
- **Online Offerings:** Some students returning to campus will need to arrange online accommodations for an IP course based on an ODS-approved Access Plan or for required periods of COVID-related quarantine or isolation. Instructors should work with these students to determine a reasonable accommodation that enables the student to proceed in the course. For more information about Access Plans, contact the Office of Disability Services (<https://www.jmu.edu/ods/index.shtml>; x86705). Other students may contact their instructors with a request to be allowed to remain online for the rest of the semester primarily because they do not feel comfortable returning to in-person classes. Academic Affairs understands that it may not be feasible in all cases for an instructor to provide a semester-long online learning option in addition to established course activities. While we encourage all instructors to be responsive to this type of student request to the extent they are able, instructors are not required to provide an online option if it is not feasible to do so.
- **Fewer than 50:** When classes resume in person, meetings will be limited to 50 students or fewer. Instructors who plan to divide their course enrollment into smaller groups to meet the maximum in-person guidelines, should not use generic terms such as "Group A," which have proven to be confusing to students. Instead, it is imperative that they use terms such as "Group Monday" or "Group Tuesday" to indicate their designated group and specify their assigned day of attendance.
- **Town Hall Meeting:** We had a great turnout for the Academic Affairs Town Hall Meeting last night, and I invite you to join us on Monday, September 28, from 1-2:30 p.m. for another virtual session. You can register here: <https://jmu.webex.com/jmu/onstage/g.php?MTID=e6bc61266172d6c6c33745a5162cf0584>. Registration closes Sunday, September 27 at 5:00 p.m.

See <https://www.jmu.edu/stop-the-spread/academic-affairs/index.shtml> for the latest information.

Best wishes,

Heather

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She/Her/Hers

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