

A HEALTHIER U

COMMITMENT IS CONTAGIOUS

SPRING 2021 ACADEMIC PLAN | 11.6.2020



Spring 2021

As Auburn prepares for spring 2021, our campus has taken extensive steps to minimize the risk of COVID-19 transmission and has communicated expectations to students, faculty and staff. Auburn's spring 2021 plans are in accordance with the Auburn University Medical Clinic, the Alabama Department of Public Health and Governor Ivey's executive orders.

The following document outlines guidelines for the spring 2021 semester, including:

- 1 Expectations of behavior from our campus community
- 2 Protocols regarding academic facilities and the campus environment
- 3 Instruction modalities and expectations
- 4 Additional resources

Maintaining student learning and academic progression is paramount to Auburn University's mission. Following the decision to resume on-campus operations in fall 2020, the university will once again align with institutional safety measures necessary to help reduce the spread of COVID-19 during the spring 2021 semester.

Key Resources for Students, Faculty, Staff and Parents

Auburn University continues to work closely with local, state and federal health authorities to monitor COVID-19 developments, coordinate and share information, and provide the campus with necessary guidance. The following resources offer essential information and updates from campus health professionals and university leadership:

- + **[A Healthier U](#)**: Auburn's primary resource for COVID-19 campus news and information, the website features weekly video updates from Dr. Fred Kam, Director, [Auburn University Medical Clinic](#), as well as other important features and updates.
- + **[COVID-19 Resource Center](#)**: The COVID-19 Resource Center responds to questions and requests from Auburn faculty, staff, parents and students regarding COVID-19. The site provides important dashboards, including self-reported positive COVID-19 test results, answers to COVID-related human resource questions, information about Healthcheck passes, isolation and quarantine procedures, the [Self-Report Form](#), and other essential items.
- + **[Auburn University Facilities Management COVID Building Readiness Dashboard](#)**: Auburn's Facilities Management provides a dashboard of the status of critical tasks performed for each campus building. Tasks include signage installation, disinfectant wipe dispenser availability, classroom disinfection, HVAC modifications and high-efficiency filter installation.

Guiding Principles for Spring 2021 Instruction

In consultation with shared governance groups and university administration, the Provost's Office has developed the following academic guidelines to help faculty and students safely maintain teaching and learning during spring 2021.

These guidelines are designed to (1) assist students, faculty and other academic stakeholders in delivering our instructional modalities and (2) mitigate disruptions to Auburn's educational mission. When considering the educational program delivery for the spring academic term, the university remains committed to the following three principles:

- 1 Provide ample opportunities for academic progress and student retention toward graduation
- 2 Deliver instruction in a safe environment that both minimizes exposure to and the spread of COVID-19
- 3 Develop appropriate plans to support ongoing academic operations should a new wave of COVID-19 impact the university

Elements of the university's spring 2021 plans are highly dependent on the continued assessment of the COVID-19 pandemic and changing safety measures provided by federal, state and local governments and public health officials.

Spring 2021 Academic Calendar

Auburn University's spring 2021 academic calendar has been modified. While continuing to emphasize quality on-campus instruction, the calendar changes are an additional measure to safeguard the health of the entire campus community.

Key elements of the calendar include:

- + Classes begin Jan. 11.
- + Spring break is replaced with wellness days on Feb. 16, March 10 and April 1.
- + Classes end on April 22, with an additional reading day on April 23.
- + Final exams end April 30.
- + Commencement will be held May 1-3.



ORIGINAL SPRING 2021 CALENDAR

MON	TUE	WED	THU	FRI
		6 JAN	7 JAN	8 JAN
11 JAN	12 JAN	13 JAN	14 JAN	15 JAN
MLK DAY	19 JAN	20 JAN	21 JAN	22 JAN
25 JAN	26 JAN	27 JAN	28 JAN	29 JAN
1 FEB	2 FEB	3 FEB	4 FEB	5 FEB
8 FEB	9 FEB	10 FEB	11 FEB	12 FEB
15 FEB	16 FEB	17 FEB	18 FEB	19 FEB
22 FEB	23 FEB	24 FEB	25 FEB	26 FEB
1 MAR	2 MAR	3 MAR	4 MAR	5 MAR
SPRING BREAK				
15 MAR	16 MAR	17 MAR	18 MAR	19 MAR
22 MAR	23 MAR	24 MAR	25 MAR	26 MAR
29 MAR	30 MAR	31 MAR	1 APR	2 APR
5 APR	6 APR	7 APR	8 APR	9 APR
12 APR	13 APR	14 APR	15 APR	16 APR
19 APR	20 APR	21 APR	22 APR	23 APR
FINALS 26 APR	FINALS 27 APR	FINALS 28 APR	FINALS 29 APR	FINALS 30 APR

MODIFIED SPRING 2021 CALENDAR

WEEK	MON	TUE	WED	THU	FRI
1			WELLNESS		
2	11 JAN	12 JAN	13 JAN	14 JAN	15 JAN
3	MLK DAY	19 JAN	20 JAN	21 JAN	22 JAN
4	25 JAN	26 JAN	27 JAN	28 JAN	29 JAN
5	1 FEB	2 FEB	3 FEB	4 FEB	5 FEB
6	8 FEB	9 FEB	10 FEB	11 FEB	12 FEB
7	15 FEB	WELLNESS	17 FEB	18 FEB	19 FEB
8	22 FEB	23 FEB	24 FEB	25 FEB	26 FEB
9	1 MAR	2 MAR	3 MAR	4 MAR	5 MAR
10	8 MAR	9 MAR	WELLNESS	11 MAR	12 MAR
11	15 MAR	16 MAR	17 MAR	18 MAR	19 MAR
12	22 MAR	23 MAR	24 MAR	25 MAR	26 MAR
13	29 MAR	30 MAR	31 MAR	WELLNESS	2 APR
14	5 APR	6 APR	7 APR	8 APR	9 APR
15	12 APR	13 APR	14 APR	15 APR	16 APR
16	19 APR	20 APR	21 APR	22 APR	READING
17	FINALS 26 APR	FINALS 27 APR	FINALS 28 APR	FINALS 29 APR	FINALS 30 APR

As we enter the spring semester, we must stay vigilant.
Our commitment to the safety guidelines must stay
strong, so our community can stay healthy.

A HEALTHIER U



Continued Use of Daily Screening and Sentinel Testing

During spring 2021, the university will continue to require daily health self-screenings and will conduct sentinel testing.

- + **Daily Healthcheck Self-Screening:** Students and employees must complete the [Healthcheck COVID-19 screener](#) daily to report individual health status, symptoms and exposure. Screenings must be completed each day before coming to campus, and students must show their green pass to move around the campus, including securing access to Tiger Transit, classroom, and campus events.

Students, faculty and staff who report specific symptoms may receive instructions from the COVID-19 Resource Center to contact the AU Medical Clinic for evaluation and possible testing. Testing will not be required unless recommended by the COVID-19 Resource Center or the AU Medical Clinic.

- + **Sentinel Testing:** Sentinel testing allows the university to monitor the asymptomatic infection rate on campus. The ability to closely monitor campus health trends and respond appropriately is an essential factor in Auburn's plans for an uninterrupted spring semester. Students and employees on Auburn's main campus may be selected for a random weekly COVID-19 test conducted at Beard-Eaves-Memorial Coliseum.

Instructional Modalities

Auburn's plans for the spring semester are founded on the assumption that on-campus instruction is an integral part of our institution's educational experience and can be accomplished safely by upholding appropriate safety protocols and procedures.

The university's spring 2021 academic plans request that faculty offer face-to-face instruction as the primary teaching modality. In response to faculty and student feedback from fall 2020, the university refined its [teaching modalities](#) to (1) more clearly indicate how courses are delivered and (2) achieve the shared academic goals of course engagement, flexibility and student expectations.

1 Face-to-Face Required: A face-to-face course is one in which a faculty plans to teach the majority of the class in-person. Majority is defined as approximately half or more of the course contact hours. In Face-to-Face [Required](#) courses, students are required to attend class for in-person activities.

2 Face-to-Face Flexible: A face-to-face course is one in which a faculty plans to teach the majority of the class in-person. Majority is defined as approximately half or more of the course contact hours. In Face-to-Face [Flexible](#) courses, students are expected/able to attend in-person but may have some flexibility in how they participate in class activities and complete assignments. Examples of flexibility include:

- Students may be assigned to attend certain components (lab) but have the option to attend or watch online other components (lecture)
- Students may also watch live via Zoom (i.e., some instructors may want to require live participation—live or in-person)
- Faculty may record the class for students to watch
- Students may be assigned to attend, or have the option to attend, certain class meetings

Instructional Modalities

- 3 **Blended Required:** A blended course is one in which a faculty plans to teach less than half of the course in-person. In Blended [Required](#) courses, students are required to attend class for in-person activities.
- 4 **Blended Flexible:** A blended course is one in which a faculty plans to teach less than half of the course in-person. In Blended [Flexible](#) courses, students are expected/able to attend in-person but may have some flexibility in how they participate in class activities and complete assignments.
 - Students may be assigned to attend certain components (lab) but have the option to attend or watch online other components (lecture)
 - Students may also watch live via Zoom (i.e., some instructors may want to require live participation—live or in-person)
 - Faculty may record the class for students to watch
 - Students may be assigned to attend, or have the option to attend, certain class meetings
- 5 **Online Synchronous:** An online course is one in which a faculty plans to teach completely *online*. Online [Synchronous](#) courses are taught in real time and students are expected to participate in the course on the designated days and times.
- 6 **Online Asynchronous:** An online course is one in which a faculty plans to teach completely *online*. Online [Asynchronous](#) courses make course materials available such that students are able to engage with the materials when they choose.

The menu of spring 2021 course sections and modalities is available for view in Tiger Scheduler.

Auburn's tuition and fee structure has been established regardless of the mode of instruction. The university's world-class faculty continue to teach, mentor and interact with students, and Auburn continues to offer academic and other support services throughout the coronavirus pandemic.

Instructional Modalities

If a faculty plans to...	and students are...	the modality is...
Teach in-person for the majority of the course contact hours	Required to attend in-person activities	Face to Face Required
	Expected/able to attend in-person activities but may have some flexibility	Face to Face Flexible (HyFlex)
Teach in-person for less than half of the course contact hours (approval from the dean required)	Required to attend in-person activities	Blended Required
	Expected/able to attend in-person activities but may have some flexibility	Blended Flexible
Teach all of the class online (approval from the dean required)	Required to participate during the established class days/times	Online Synchronous
	Allowed to participate at the time of their choosing	Online Asynchronous

As we prepare for spring, we must continue to advance our academic mission through a shared commitment to safe learning environments.

A HEALTHIER U



Safety Expectations in Classrooms and Other Academic Spaces

All students and employees inside campus facilities are expected to fully comply with the outlined protocols and guidelines. Failure to do so may result in further action in accordance with the appropriate disciplinary policy.

1 Face Coverings and Personal Protective Equipment (PPE)

- + Face coverings must be worn by all on campus when in the presence of others and in public settings where other physical distancing measures cannot be maintained, including classrooms, laboratories, shared workspaces and meeting/study rooms.
- + Auburn has a limited number of remaining A Healthier U wellness kits for students and employees available in the Student Involvement Office, 3130 Student Center Suite. Kits include a cloth face covering, hand sanitizer and thermometer.
- + Students who are unable to wear a face covering in accordance with university policy should contact the Office of Accessibility at accessibility@auburn.edu. The [Office of Accessibility](#) will guide the process for submitting an exception request. Documentation from the treating physician will be required for medical exceptions.
- + All faculty may request a face shield to use in teaching their classes. PPE requirements for experiential learning sites should be coordinated with relevant experiential offices at the university.



Safety Expectations in Classrooms and Other Academic Spaces

2 Physical Distancing

All faculty and students are expected to practice appropriate physical distancing when entering, occupying and exiting the following academic spaces:

- + **Classrooms:** Seating capacity for classrooms and common areas will vary based on conformance with physical distancing guidelines. With face coverings required, maximum capacities for classrooms remain up to 50 percent of normal capacity.
- + **Practicable Distancing:** Students must only occupy classroom seats that conform with physical distancing guidelines while engaging in experiential learning opportunities (e.g., labs, vocational skill-building activities) as well as between students in vehicles required for travel to instructional field laboratories, etc. (e.g., skipping rows) when possible.
- + **Policy:** Students and faculty should consult the [University's Policy on Classroom Behavior](#) for information on adherence to classroom expectations.
- + **Non-Classroom Spaces:** Most academic buildings maintain informal, non-classroom spaces that allow for study, teamwork, etc. With face coverings required, students using these spaces should maintain appropriate physical distance by leaving at least one seat open between themselves and other students.
- + **Hallways, Elevators and Restrooms:** Signage in areas such as restrooms will continue to be added to encourage personal distancing in small spaces.

Safety Expectations in Classrooms and Other Academic Spaces

3 Cleaning

Disposable disinfectant wipes are available in classrooms for faculty and students clean their spaces before class. In addition, classrooms will be disinfected each weekday during the overnight hours.

4 Conscientious Personal Hygiene

All students, faculty and staff should continue to practice enhanced personal hygiene. This includes frequently washing hands with soap and water for at least 20 seconds, especially after touching door handles, equipment, handrails or other high-touch surfaces.

If soap and water are not available, an alcohol-based sanitizer that is at least 60 percent alcohol should be used. All students, faculty and staff should use the handicap accessibility door button to open doors whenever possible.

Additionally, everyone on campus is expected to cover coughs and sneezes with a tissue or by using the inside of the elbow. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.



Instructional Contingency Plans

The university's Academic Contingency Policies provide guidance for faculty and students in the case of highly disruptive events.

- + **A student cannot attend:** Faculty should indicate in their syllabi how course content will be provided to students who cannot attend due to COVID-19-related absences. Faculty should reference the university's [Policy on Class Attendance](#) to arrange for students to complete missed work and/or major examinations.
- + **The instructor cannot attend:** Faculty should identify and communicate to the department chair a back-up instructor if the faculty member cannot attend due to isolation, quarantine or other COVID-19 concerns.
- + **No one can attend:** Per the university's [Academic Contingency Policies](#), all faculty must plan for continuing their courses if a sudden resurgence of the COVID-19 virus requires the university to return to remote-only instruction. These contingency plans must be provided to the students in writing (e.g., posting plans on Canvas or in the syllabus) and should be kept current based on changing conditions. Example language to use in the syllabus is as follows:

If normal class and/or lab activities are disrupted due to illness, emergency or crisis, such as a COVID-19 outbreak, the syllabus and other course plans and assignments may be modified to allow completion of the course. If this occurs, an addendum to your syllabus and/or course assignments will replace the original materials.

Course Attendance

Students are expected to adhere to the university's [Policy on Class Attendance](#). If diagnosed with or exposed to COVID-19 or who are engaging in self-quarantine at the direction of a health care professional, students should not attend class. After completing the required [Self-Report Form](#) on the [COVID-19 Resource Center](#) website, students will receive an official return to campus notification that will serve as documentation for the missed class excuse. Instructors will also receive a copy of the documentation from the COVID-19 Resource Center.

If students have to miss class due to COVID-19 illness or exposure, they should:

- + Notify instructors in advance of the absence, if possible
- + Keep up with classwork if they can do so
- + Submit assignments digitally
- + Work with their instructors to try to reschedule exams, labs and other critical academic activities

Faculty should provide appropriate opportunities for make-up work but are not required to record all lectures. All official [student codes of conduct](#) and rules of academic integrity will be upheld.

Auburn is prepared to respond and implement new policies as the situation evolves on and off campus. Let's stay unified in our fight against COVID-19.

A HEALTHIER U



Instructional Resources for Faculty

Auburn University will provide instructional resources and support to faculty as they develop and implement their spring courses. The Biggio Center has numerous resources available to support faculty, including:

- + **Decision Trees:** Tools to assist faculty in choosing the best instructional methodology by considering multiple situational and pedagogical factors
- + **Directed Workshops:** Groups of faculty can participate in training on how to best utilize the different instructional methodologies
- + **Classroom Management Assistance:** The university can provide assistance, if desired, to help manage the students participating online. For example, if online students enter the class through Zoom, a student worker can manage questions from the online students.
- + **Sample Syllabus Language:** Sample language for various scenarios and expectations regarding fall semester instruction
- + **Exam Support:** Support for proctored exams within the Biggio Testing Center and those with third-party platforms, as well as consultations regarding possible alternatives to high-stakes exams
- + **Technical Support:** Support for Canvas, Zoom, Panopto and other instructional technologies

Instructional Technology for Students

To be prepared for the possibility of remote instruction, students should have reliable and regular access to a Windows or Apple desktop/laptop, a webcam (either built-in to the computer or as an USB accessory) and broadband internet access. Students should refer to guidance from their academic program regarding specific computer recommendations. In the event the university has to transition to remote operations, students with electronic textbook and other technology needs should contact the AU Bookstore at books@auburn.edu.

To complete the required daily [Healthcheck](#), students will need a smartphone or laptop computer. To use the [Exposure Notification](#) app, a smartphone is required.



Study Abroad

The [Centers for Disease Control and Prevention](#) and the [U.S. Department of State](#) continue to advise that all nonessential international travel be reconsidered. As of fall 2020, potential risks — such as mandatory quarantines, foreign travel restrictions and unpredictable medical resources — remain. Regardless of individual efforts to plan for these risks, foreign governments may implement or change regulations with little notice, even in destinations previously classified as low-risk.

Due to global public health and safety concerns, the suspension of study abroad programs has been extended through the end of spring 2021 semester. Decisions about summer 2021 will be made in early spring.

Academic Travel

During spring 2021, in-state and near-state travel via automobile for research or program purposes is permitted by the Provost's Office. Travelers must follow all automobile travel protocols, including physical distancing inside the vehicle (no more than 1 person per row), face coverings and proper sanitation.

Deans should be informed of any in-state and near-state travel by those within their college/school. The Provost's Office should be notified if travel involves overnight stay. The notification should include the purpose and dates of the trip, the number of travelers and a description of the overnight accommodations. Air travel requires approval by the Provost's Office.

Student Concerns and Academic Questions

Auburn University is committed to providing the best learning experience for our students. As students prepare to register for spring courses, the following information will enable them to direct questions and concerns to the appropriate campus individuals and offices:

Course Offerings and Types of Modalities

- + Contact your academic advisor to discuss alternate sections or course schedules.
- + Contact the department offering the course to discuss available offerings.
- + Contact the associate dean for academics in the college/school offering the course for additional assistance.

Student Concerns and Academic Questions

Instructional Delivery

- + Contact the instructor of record teaching the course to clarify course expectations.
- + Contact the department offering the course for additional clarification.
- + Contact the associate dean for academics in the college/school offering the course for additional assistance.

Transferring Courses/Credits from Other Institutions

- + See the [Transfer Equivalency Tables](#) to determine how credits will apply.
- + Contact the transferring institution to ensure your transcript was sent to Auburn. See the [Transcript Policy](#) for details.
- + Contact the [Office of the Registrar](#) regarding transfer credit.
- + Contact your academic advisor regarding the application of transferred credit toward degree requirements.

Student Concerns and Academic Questions

Taking Courses at Other Institutions

- + See the [Transfer Equivalency Tables](#) to determine how credits will apply.
- + Students in good standing complete the “Transient Enrollment for Auburn Students at Other Institutions” in AU Access. Students not in good standing should see their academic advisor.
- + Contact your academic advisor for assistance with selecting courses or completing the transient form.
- + Contact the Office of the Registrar for information on the Transient Approval Policy.

Course Absences Related to COVID-19

- + Contact your faculty member regarding courses absence(s).
- + Contact the [COVID-19 Resource Center](#) if exposed or diagnosed with COVID-19.

Student Concerns and Academic Questions

COVID-19 Testing

- + Contact the [COVID-19 Resource Center](#) for questions regarding individual and sentinel COVID-19 testing and associated illnesses.

Honorlock Exam Proctoring

- + Contact the Honorlock Support team 24/7/365 via the [live chat service](#).
- + Students and faculty can also submit an email to support@honorlock.com.
- + Faculty can call the support team at 844-243-2500.

A HEALTHIER **U**