



Dear Faculty,

Welcome to the first week of classes of the fall 2021 term. It was wonderful to see and talk with many of you in-person last week. Thanks to those of you who were able to attend the General Faculty Meeting either in person or online. Please find attached a copy of Academic Affairs' 2020-21 Annual Report and the 2021-2022 New Tenure Track Faculty Hires booklet.

This semester represents another first for educational institutions nationwide as we shift to an in-person setting following months of mostly online teaching and learning.

Understandably, our return to campus has been met with both excitement and concern. As educators, we realize the many advantages that traditional, on-campus settings and experiences bring to students. Yet, we proceed in uncertain and ever-changing times due to new variants of COVID-19.

The [Return of the Pack](#) website provides comprehensive information and guidance for our campus community, including responses to commonly asked questions. The "[Academics](#)" tile is specifically geared for faculty. The "[Report a COVID 19 Case or Exposure](#)" tile is where faculty and students should report a COVID-19 case or exposure. Below are responses to some of the most common questions that have been asked by faculty.

How will instructors be notified of exposure in a classroom or lab?

In the event that there is a positive case on campus, Risk Management and the Infectious Disease Response Team work together to identify and notify those community members who may have been exposed. Depending on the nature of exposure this notification could take several forms:

If the Instructor has been in close contact (within 6 feet of someone for a cumulative total of 15 minutes or more over a 24-hour period) with someone who has COVID-19, they will be notified by Risk Management by phone or email.

If the Instructor was in a building or location where a positive case was reported but was not identified as a close contact, they will receive a general notification via email regarding the case on campus.

Campus case count and location information is also available on the Return of the Pack website.

If a faculty member tests positive for COVID-19, does the faculty member have to take sick leave or can the faculty member move the class to a virtual environment?

As a faculty member, if you have tested positive for COVID-19, you must isolate according to the written instructions you receive from Risk Management after contact tracing. It is also recommended that you contact your healthcare provider. During the isolation period, you have the option to move your course online in a virtual setting if you feel sufficiently well. If due to the symptoms of COVID-19, you are unable to continue to teach the course remotely, please contact your dean immediately. Moreover, you may use the Supplemental Paid Sick Leave (SPSL), which is in effect through September 30, 2021.

If the University asks the faculty to move their course(s) to a virtual environment as a result of quarantine or mandate, where can faculty go for help to transition to a virtual modality?

Faculty may contact the University's Department of Academic Technologies & Innovation (ATI) for training, assistance, and support for utilizing technology within a pedagogical framework. For technology or office equipment, faculty must make any such requests of

their department chair. Moreover, for general assistance with teaching and pedagogy, faculty may contact the Teaching Resource Center.

Who determines when to change the course modality from in-person to remote and for how long?

We understand there may be situations where it is warranted to change the class format from in-person to virtual. An instructor **must** receive approval from their department chair, college dean, and deputy provost prior to changing any class formats. These decisions will be made in a timely fashion.

When there is a classroom outbreak, Risk Management will notify the instructor if there is a need to quarantine and the duration required (typically 10 days from the date of exposure). If Risk Management informs the faculty of a need to suspend in-person class meetings, the faculty should pivot with approval from the department chair, college dean and deputy provost to a virtual format for the duration required. If a faculty member wants to continue teaching virtually after the required length of quarantine, they must consult with and seek approval from their chair and the college dean.

What accommodations are faculty required to provide students if a student is asked to quarantine and/or cannot attend in-person class meetings due to medical reasons?

Students who test positive for COVID-19 or have been in contact with someone who tested positive should be referred to the Office of Services to Students with Disabilities. Reasonable accommodations will be coordinated for students impacted by COVID-19 as we would for any other disability as defined by the Americans with Disabilities Amendments Act.

It is CSUSB's policy to ensure that individuals with disabilities have equal access and the opportunity to participate in CSUSB activities and programs as it relates to the areas of employment, educational services and campus physical access.

Do I have to wear a face-covering while lecturing?

While all individuals on the CSUSB campus are required to wear face coverings while indoors, there is an exception to the CSUSB face-covering requirement for fully-vaccinated faculty engaged in lecturing. This exemption applies when:

The faculty member is fully-vaccinated and has completed the vaccination self-certification; and

The faculty member is able to conduct the lecture at least 6 feet away from any other individual in the room; and

It does not conflict with any local, state or federal face covering mandates.

That said, it is important that faculty wear their masks before the class begins and immediately after the class ends as students may approach them with questions.

Is there suggested language that Faculty can use regarding COVID safety expectations for the classroom?

The Teaching Resource Center has included recommended COVID Safety language on the Course Syllabi website. See: <https://www.csusb.edu/trc/teaching-tips/course-syllabi>

Due to the fluidity of the pandemic, we need to be prepared to pivot to virtual teaching if circumstances change in our region. We appreciate your flexibility during this period of uncertainty. If you have any questions please feel free to reach out to Associate Provost Yildirim or myself.

Thank you for your cooperation and compassion for our students and each other as we continue to navigate through these challenging times. We are all in this together, and the safety of our students, our faculty and our staff is everyone's responsibility.

Best regards,

Shari McMahan, Ph.D.

Provost and Vice President for Academic Affairs

WE DEFINE THE *Future*



AA Annual Report
AY2020-21r-compres



New Hire Booklet
2021.pdf

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