



Pivot to Fall

Planning Document
for Return to Campus



Introduction to the Pivot to Fall Planning Committees

There are multiple committees composed of faculty, staff and students contributing to our plans for employees to safely return to work this summer so we can safely welcome students back in the fall. This report includes final versions of just two of those committees: the Safe Return to Work Committee and the Academic Scenario Planning Committee. Before I get to our reports, I want to acknowledge that many of you are anxious and understandably want answers to all of your questions today. I apologize because these reports will not answer all of the questions you have, and you will likely think of new questions as you read it and as we all learn more about the nature of COVID-19.

Some committees are still working to develop and implement parts of the plan and to find solutions and answers to issues that have arisen during our planning. I understand your anxiety about “reopening” campus, even as I ask your patience as we present our “final” plan for keeping us safe on campus while delivering our academic programs this fall. We have been planning for several scenarios in the face of what is still unknown about the virus’ path. We do know, however, that some things in the “final” plan could still change—and we will be prepared to be agile and pivot again if need be.

I want you to also know we have not been planning in isolation. As provost, I have been meeting regularly since March with provosts throughout the state (through CPE) with chief academic officers from the Association of Public and Land-grant Universities (APLU) and with my fellow provosts from the ACC Academic Consortium. Most of the members of UofL’s coordinating committee, who are convening their own groups, likewise have leadership meetings with their counterparts at other universities (in operations, enrollment management and admissions, student affairs, student health, research, HR and the office of university counsel). Almost all of the institutions represented in these various leadership groups expect to have faculty, staff and students on campus in the fall, and while there are obviously variations among the plans, most reopening plans are at their core quite similar. I hope you will find it reassuring to know that UofL is not doing anything that other institutions aren’t doing, including moving toward a hybrid model of instruction for the fall.

“Reopening” is probably not the correct term to use about our plans for summer and fall because we were never completely closed. More than 2,700 students stayed in campus housing after March 20 (and many continue to live in our apartment housing this summer), and Aramark continued to provide food services to many of them. All of our students who remained in Louisville (whether on or off campus) were able to go to Ekstrom Library to access wifi and online materials, and between 2,000-2,500 people each week this summer have made use of spaces in the SAC to study and socialize (with appropriate physical distancing and regular cleaning and sanitizing); our Cardinal Cupboard (our food pantry) continues to serve students who are food-insecure this summer. In other words, we have been here—safely—for our students, many of whom had nowhere else to go.

And many of our employees and students have returned to campus—safely. Our physical plant employees have kept our buildings clean, our landscaping pristine, and in their “spare” time, they have been building plexiglass sneeze guards for many of our offices, some of which have already reopened. Researchers have for the most part returned to their labs this summer, nursing students and others have returned for clinical training, and the Student Recreation Center quietly opened last Monday for 285 students, all but 30 of whom brought masks (and those 30 were provided disposable masks, which they wore), and on Tuesday, of 277 students who used the facility, all but 10 brought masks. I have great confidence in our ability to adopt habits that will keep the campus safe. I believe we are a community of care—a community made up of individuals who will follow guidelines to keep ourselves and others safe.

I am also reassured by UofL's robust research and clinical programs and our deep expertise in infectious diseases, virology, nursing and public health. Our health care system and medical professionals are on the forefront of treatment for COVID-19. UofL leads the nation in many ways: our Co-Immunity Project is testing health care workers and the general public in Metro Louisville and is a national example for developing a COVID-19 early warning system. We have numerous ongoing clinical trials and others just starting in our hospitals and clinics and around the country to block SARS-COV-2 from infecting people, to limit its replication if people are infected and to help those most sickened by the disease. Our public health experts have developed the models that are being used to project outbreaks and make sure the University and Metro Louisville are proactive in our management of the virus. At UofL and in Metro Louisville, we have successfully managed to maintain very low incidence of COVID-19 and have provided models, therapies and knowledge to the nation about this disease.

We know it won't be business as usual when our students return for the fall semester, but we believe we can be healthy at work and safe on campus in what many are calling the "next normal." Our planning over the last two months has focused on keeping faculty, staff and students safe while providing an excellent educational experience to our students in the fall.

Key Actions

Return to Campus

- » Fall semester classes for undergraduates will begin as scheduled Aug. 17.
- » Move-in will be extended to multiple days with extended hours to promote physical distancing.
- » In-person classes will meet on campus through Wednesday, Nov. 25, at which point all classes will be online-only for the final week and through final exams, but dorms will remain open for students who wish to stay through Thanksgiving or return after.
- » Units can offer up to 50% of their courses online, but over 50% of courses will be taught as hybrids with a high degree of in-person opportunities. The hybrid model enables the university to quickly switch to online-only if necessary.
- » Students who wish to take a fully online schedule of courses may do so but not all courses will be available in an online only format.
- » Fall Break will continue Oct. 5-6, as scheduled.
- » Both the Fall 2020 and the previously postponed Spring 2020 commencement ceremonies will be held in December.

Student, Faculty & Staff Safety

- » Students, faculty and staff must comply with state and federal safety guidelines.
- » All members of the campus community must wear masks and practice physical distancing in public areas.
- » Flu shots are highly recommended of all students, faculty and staff in order to protect the community from flu and to avoid overwhelming the campus and community health care systems should flu season be bad this year.
- » UofL will make testing available to all faculty, students and staff, with emphasis on those displaying COVID-19 symptoms.
- » UofL will conduct contact tracing in order to monitor and prevent the spread of infection.
- » Physical distancing support will include floor markings, table arrangement, room density management, technological solutions for meetings and classes, barrier/sneeze guard installation, one-way traffic flow in and through buildings and stairways and extensive signage.
- » Physical Plant will enhance cleaning and disinfecting throughout campus.
- » The university will dramatically increase the availability of hand sanitizer and disinfection kits for classrooms.
- » Increased air flow/fresh outside air exchanges through buildings where possible.

Committees

Kevin Gardner, executive vice president for research and innovation, and his team, in collaboration with faculty, staff and students, [*developed plans for a safe reopening of research*](#) in labs and research centers. That plan went out to the university May 20. Hundreds of research laboratory plans have been approved, and research is actively occurring on the Belknap, Shelby and HSC campuses.

Jim Begany, vice provost for enrollment management and student success, and Jenny Sawyer, executive director of admissions, are leading an enrollment management/admissions group developing [*virtual orientations*](#) which have been well-attended by our incoming students, self-guided tours for families, COVID-19 safety videos for Welcome Week, and other events to ensure a safe reception for our newest students and a safe return for our continuing students. In-person small group tours of campus begin in early July.

Mark Watkins, chief operating officer, has led several groups—including folks from facilities, Campus Service Operations, Department of Health and Environmental Safety, Campus Health and Safety—focused on a safe, phased return through the summer for staff and faculty and some student workers and researchers. His groups have developed signage for classrooms and public spaces to remind us of the requirements for masking and physical distancing.

Our director of campus health, Phil Bressoud, and Kevin Gardner are leading the Safe Return to Work group, with a focus on combining multiple control measures to reduce the risk of transmission, testing and tracing, particularly as we return in the fall.

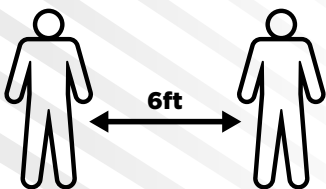
Vice provost and dean of students Michael Mardis is leading several teams on safely reopening our fitness facilities, our housing and our student services offices, and managing student RSOs and events. Mary Elizabeth Miles, interim associate vice president for human resources, has been working with her HR team and others on some of the issues surrounding the safe return to work of our employees.

The Academic Scenario Planning committee (ASPC) has faculty representatives from every academic unit, the faculty and staff senates, SGA, Delphi, ITS and scheduling. This group prioritized our academic mission to teach diverse students in order to develop engaged citizens, leaders and scholars. That mission is more important than ever. The ASPC members have been working with their own faculty committees in the units, sharing ideas back and forth between their faculty and the ASPC as they consider how we can deliver the educational opportunities our students need while also protecting the most vulnerable members of our community. The timeline has been short, the work intense and the committee members committed and good-natured. I am truly grateful for their work.

The Coordinating Committee includes all of the leads on these various committees, a dean, and the leadership of the staff, student and faculty senates. We meet weekly to update each other and to make sure all of the committees are rowing in the same direction. More detailed plans are under development by the work groups, some of them are linked to this document, and others will follow as plans are finalized. The health and safety of our campus community are at the top of mind for all faculty, students and staff who are working on the pivot to fall. But also at top of mind in this historical moment are the educational needs of our students.

[*View a list of committee members →*](#)

Practice physical distancing





Safe Return to Work Committee: Control Measures, Testing, Tracing

The Safe Return to Work Committee was charged with establishing processes and activities to protect the health of our students, faculty, staff and others on campus. The committee focused on three areas: measures to reduce the risk of incidences and spread of COVID-19, testing and tracing.

The control measures include prevention of incidents by keeping potential carriers away from campus (Elimination); providing services in ways that reduce face-to-face interaction (Substitution Controls); configuring facilities to enhance safety (Engineering Controls); and enforcing proper hygiene and recommended actions to prevent spread (Administrative Controls).

Control measures which combine to maximally reduce the risk of transmission:

» Elimination

- ◇ **Do not come to campus/work if ill**, quickly identify, test and contact trace symptomatic cases.
- ◇ All employees are expected to check their symptoms daily and may not come to work if they have had any of the following symptoms since their last day at work:
 - Fever of 100.4 or higher
 - Cough
 - Shortness of Breath
 - Sore Throat
 - Muscle Aches
 - Chills
 - Gastrointestinal symptoms (i.e. nausea, diarrhea, vomiting, etc., unrelated to an underlying medical condition or pregnancy)

**Wear a mask
or face covering**



- » Substitution Controls
 - ◇ Work from home when possible to reduce office density
 - ◇ Modify job duties for staff and student workers when possible
 - ◇ Conduct classes in online or hybrid formats to achieve physical distancing in classrooms
- » Engineering Controls
 - ◇ Increase air flow in buildings
 - ◇ Maximize outside air
 - ◇ Provide HEPA filters in buildings where possible
 - ◇ Consider rearrangement of furniture and remote work to achieve physical distancing when possible
- » Administrative Controls
 - ◇ Enhance cleaning and disinfecting of surfaces
 - ◇ Use masks and face coverings
 - ◇ Wash hands frequently and use hand sanitizers



Daily symptom screening is important, and it is critical to self-isolate. Call your doctor or campus health and get tested immediately if you have any symptoms of COVID-19. We will message that we follow the Cardinal Principles at the University of Louisville, and as a community of care, the most important step we can take is to exercise accountability to one another as Cards. This is our first and most effective approach to keeping the vulnerable people in our community safe and limiting the spread of coronavirus. We must trust one another to do the right thing for the entire community, and we must constantly communicate our expectations of students, faculty and staff.

As faculty, staff and some students return to campus this summer, we will be in a phase of the pandemic characterized by moderate community spread of COVID-19. We expect to be in this phase when the majority of students return in August as well.

As such, the following policies will be in place:

- » Flu shots are **highly recommended** for all students, staff and faculty in the fall to limit the number of people with COVID-19-like symptoms. Flu shots will not prevent COVID-19 but will limit the number of people who exhibit COVID-19 symptoms and will make testing for COVID-19 more efficient and effective. Additionally, flu shots will keep flu patients from overwhelming campus and community health systems, allowing COVID-19 patients access to medical care. The university will provide free flu shots, but students and employees may get their shots at their pharmacy or doctor's office. As a community of care, we expect those without a health concern or religious objection to get flu shots this year to keep the community as healthy as possible.

**Cover your cough
or sneeze**





- » Face coverings, such as masks, scarves, bandanas or hijabs that cover the mouth and nose are **required** in all areas listed here:
 - ◇ A face covering is **required** when entering and leaving public spaces to include buildings, bathrooms, classrooms, offices and meeting spaces.
 - ◇ Face coverings are **required** in classrooms and labs.
 - ◇ Face coverings are **required** in locations that have posted university approved signage that masks are required.
 - ◇ Face coverings are **required** in all other public areas—consistent with current CDC guidance where physical distancing from others cannot occur.
- » The university will provide one washable mask to every employee and student on campus but students, faculty and staff should provide their own backup masks. (Exceptions to required masking are possible for health reasons; [*contact Campus Health*](#) for more information).
- » Use of hand sanitizer, available at entrances to high-touch areas like food service, **is expected**.

Additional elements of prevention include:

- » Installation of barriers/sneeze guards in reception areas, food service areas and other high traffic environments with face-to-face interaction.
- » Physical distancing support including floor markings, table arrangement, room density management, technological solutions for meetings and classes, one-way traffic flow in and through buildings and stairways, and extensive signage.
- » Enhanced cleaning and disinfecting throughout campus.
- » Extensive availability of hand sanitizer and disinfection kits for classrooms.
- » Increased air flow/fresh outside air exchanges through buildings where possible.
- » Limitations on campus visitors (such as in the libraries and the SAC) and logging of visitors to campus offices for contact tracing purposes.

Disinfect used surfaces



Testing

- » UofL is making COVID-19 testing available for its student body, faculty and staff. UofL has ample testing capacity, and our strategy is to focus on those with COVID-19 symptoms and those who may have been exposed to people with COVID-19. Anyone who is concerned they may have COVID-19 or may have been in contact with someone who is positive for COVID-19 should [contact Campus Health](#) immediately to get advice on isolation and testing.
- » Contact tracing will continue to be conducted to identify people who need to isolate and get tested. A 15-minute test is available in our Campus Health Center. People may also get tested by getting in touch with their preferred health care provider.
- » UofL also will monitor coronavirus infection rates in the community and, if warranted due to increasing infection levels, we will implement randomized, broad-based testing to identify, isolate and trace in order to limit infections and spread of the disease. The current rate of infection in metro Louisville continues to be low at less than 1%.
- » Wastewater from different parts of campus (e.g. residence halls) will be analyzed as an early detection system for coronavirus, followed by individual testing as indicated.

Contact Tracing

- » UofL will continue to conduct contact tracing in combination with its testing program to limit the spread of COVID-19 in the community, as it has done throughout the pandemic.
- » Contact tracing will be done by people trained and qualified to conduct tracing and in coordination with our local health department.

With rapid testing, robust tracing and multiple and different types of control measures, we can return to campus and maintain a safe environment for living, learning and creating.

[View members of the Safe Return to Work committee →](#)

**Wash your
hands often**



Academic Scenario Planning Committee

The Academic Scenario Planning Committee (ASPC) was charged with establishing the academic calendar for the fall semester and determining how courses will be delivered in order to balance the need to provide the highest quality educational experience to our students with the safety of our students and employees. Unit representatives (all faculty and associate deans) were charged on the first day with meeting with their unit faculty to plan in parallel with us. Because both speed and shared responsibility are important as we plan for fall, we moved back and forth between the unit committees, the full ASPC and the four subcommittees formed in the ASPC (Hybrid/Online; Face-to-Face Experiences and Academic Integrity; Scheduling/Creative Calendaring; Faculty Concerns) to explore possibilities for delivering high quality academic programs with a high degree of face-to-face experiences for our students. We have agreed to the following parameters for fall academic programs but know that these decisions could change if the governor or the CDC or the course of the virus requires them to; they could also change in response to campus feedback about how to do things better.

Calendar:

- » On-time start on Aug. 17 (for undergraduate students and most graduate students; professional students should check with their programs for their start dates) but early end to face-to-face instruction, which will conclude on Nov. 25, at the start of Thanksgiving break.
- » The final two days of classes post-Thanksgiving (Nov. 30 and Dec. 1) and final assessments and exams will be conducted online.

◇ Students may stay or return to campus housing for the remainder of the term, and the library and SAC will remain open for students to study and access wifi and other essential resources.

◇ Students will have remote access to advising, necessary student services such as the Writing Center and REACH and their faculty from Thanksgiving to the end of finals.

◇ Graduate students should plan on continuing their research, creative activity and service or teaching duties through the end of the semester in accordance with the university's safe return to work policies and following the EVPRI's protocols for reducing COVID-19 exposure in the research environment.

◇ The University is still planning to host both May 2020 and December 2020 commencement ceremonies in December.



Use an alcohol-based hand sanitizer





» Other calendar issues:

- ◇ Derby is expected to take place Sept. 5, with Thurby and the Oaks Sept. 3-4. Sept. 3-4 will be online instruction days (not vacation days) in order to accommodate possible traffic and parking issues for faculty, staff and students.
- ◇ The ASPC recommends keeping the Fall Break as scheduled. After much discussion with students and feedback through forums and [the COVID-19 website](#), the committee was persuaded that students need the break in October to catch up on work and that physical plant needs the long break to do a mid-semester deep-cleaning of campus facilities. Student Affairs, SGA and the Provost's office are committed to providing free "Student Well-being" and "Healthy Campus" events during Fall Break to encourage students to stay on campus and recharge for the remainder of the semester.

Scheduling concerns and course delivery options:

- » No unit with undergraduate programs may offer more than 50% of its portfolio of fall courses as totally online courses. Online courses will be designated on the schedule of classes as either DE (Distance Ed, 100% digital instruction with no designated meeting times except possibly for exams) or RT (Remote, 100% instruction with synchronous sessions available at the time and days designated in the schedule; faculty are encouraged to record all sessions for possible asynchronous participation). At least 50% of a unit's courses should be taught as hybrid courses, noted on the schedule of classes as HY and defined as having 25%-75% of the course taught face-to-face, with the remaining taught online. For example, for a course requiring 44 contact hours, the minimum for face-to-face interactions translates to 11 contact hours. [SACSCOC](#) also suggests that for every contact hour, students should be expected to spend two additional hours outside of class learning the material, working on projects or assessments.
- » Students who wish to take a fully online course schedule for fall should be able to do so. Faculty may choose to allow students to complete some hybrid courses fully online, but **not all courses may be available in an online only format.**
- » Special consideration should be given to providing face-to-face experiences for first-year students. Units must make sure not to schedule all sections of first-year courses as online courses to allow students to select hybrid courses if they wish.

**Stay home if you
are feeling sick**



Decisions about course options (whether a course is hybrid or online only) must be made by July 1 and entered clearly in the schedule of courses to allow students opportunity to switch courses.

- » Units should consider dropping some low-enrollment electives from their calendar of courses and shifting faculty to offer more sections of required courses and courses for first-year and second-year students (including Cardinal Core options). Special consideration should also be given, when possible, to courses necessary for students planning to finish in the fall.
- » We encourage faculty to provide **required** assignments online and record lectures or class discussions to post so those unable to attend may make up the work. We know this is an additional burden for faculty, but continuity of instruction includes making sure students have continuity of learning.
- » Professional programs may seek variances from these guidelines due to accrediting requirements, the need to accommodate pedagogical or clinical approaches specific to particular disciplines, and so on.

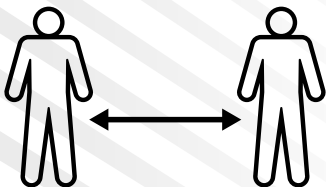
Hybrid course delivery was chosen because it combines traditional face-to-face instructional activities with some online learning activities and can capture the best features of both delivery models when well-planned and well-executed. It also allows faculty to divide students into smaller groups for face-to-face learning to gain greater physical distancing in the classroom. Additionally, while we are planning to be on campus until Thanksgiving, should we be unable to continue face-to-face instruction at some point earlier in the semester, the hybrid model prepares both faculty and students to transition to online learning in a thoughtful way. Hybrid also allows faculty to provide continuity of instruction if the faculty member gets ill and students continuity of learning if someone should be ill for several days or must quarantine due to exposure to COVID-19.



Faculty concerns:

- » Chairs and deans must strive for a balanced portfolio of classes within programs, such that a) face-to-face experiences are prioritized in first-year courses; b) students have an adequate range of hybrid and online courses at all levels such that no student will be impeded from making progress toward graduation; c) and other curricular concerns are considered. We expect units to offer no more than 50% of their courses as online (DE and RT) as we begin the semester but recognize the need to be ready to pivot if we have another work at home order at some point during the semester.
- » If a faculty member wants to teach an online course instead of a hybrid course, the faculty member is encouraged to record and post synchronous sessions for students to access asynchronously. Because some students may be in different time zones, have work obligations making it hard to participate in synchronous

Practice physical distancing



sessions, or may have unreliable or intermittent internet access, faculty should not penalize students who miss synchronous sessions.

- » Faculty may request modification to fall teaching schedules by stating the requested modification and reason for the request. The request should be made in writing to a faculty member's department chair and/or dean, who will consider requests along with departmental/programmatic and unit needs.

◇ Modifications to fall teaching schedules may include but are not limited to:

- teaching already scheduled courses online (may be asked to take training from Delphi for the purposes of receiving the modification)
- accepting an alternate teaching assignment that allows for online instruction (may be asked to take training from Delphi)
- buying out teaching assignment with grant funding where available and permissible
- reducing faculty contract to .80 FTE with reasonable reduction in teaching assignment

◇ Any modification provided to a faculty member should be documented in writing and signed by the faculty member and department chair and/or dean, as the case may be.

- » If a mutually agreeable modification cannot be reached with the faculty member and department chair and dean, the faculty member may choose to take an unpaid leave of absence for the fall semester in accordance with Redbook Section 4.3.6.
- » If a faculty member requests a modification due to an underlying health condition or the need to care for someone with an underlying health condition and is unable to reach an acceptable agreement with the department chair, the faculty member should complete the **COVID-19 Modification Request Form** and submit it to the Vice Provost for Faculty Affairs, who will consult with the University ADA coordinator, Human Resources and University Counsel to ensure appropriate consideration of the request.

Graduate Student Concerns:

- » The university is committed to providing a safe environment for graduate students during the Fall 2020 semester, while maintaining the academic standards of their programs of study. Guidelines that outline UofL's commitment to supporting funded graduate students under our COVID-19 response for the fall **can be found here.**

Staff Concerns:

- » The success of our academic programs depends on our staff's contributions to the university. While much of the information regarding prevention and safety in this document applies to staff as well as faculty, the focus of the Academic Scenario Planning Committee's work was necessarily on the student's academic experience and faculty delivery of academic programs. There is more information on HR policies for working remotely on **the COVID-19 site**, and more information will follow from other committees on staff concerns, including possible modifications to work schedules as we move into fall. HR is also finalizing a telecommuting policy. While the faculty's primary duties are teaching, research and service (including clinical service), staff have a greater variety of work place environments and duties, including public-facing and student-serving duties, so unit heads and supervisors

**Wear a mask
or face covering**





are working with other members of the Coordinating Committee to bring staff back safely by following CDC recommendations for office density, masking, physical distancing, remote work and more.

Other issues considered by the various subcommittees:

- » The Delphi Center is actively planning online instruction for faculty who wish to learn more about hybrid course planning and pedagogy. All faculty members teaching this fall have been added to a Blackboard organization named “Pivot to Fall 2020” which houses self-paced resources regarding the design and delivery of hybrid and online courses. To find your organization, log into Blackboard, click on Organizations from the side menu and search for Pivot to Fall. If you need to be added to the organization *contact Aimee Greene*. *Visit the website* for additional information about synchronous sessions and individual support.
- » Registration for the synchronous sessions, which start on July 6, will be linked from *this page*.
- » Physical distancing (six feet according to current guidelines) will be required of everyone on campus to the extent possible. Face masks will also be required of faculty, staff and students (medical exceptions possible) in classrooms. Faculty who are positioned at least six feet from students may choose to wear a plastic face shield while lecturing, but they must maintain that physical distancing. Scheduling and facilities staff are working with the academic units to determine appropriate density levels in all classrooms. Once all courses are identified as online or hybrid, classrooms originally scheduled for face-to-face instruction that are now to be online will be available for reassigning to achieve optimum classroom density. We are also identifying large spaces on campus that are not typically used for instruction that can be repurposed for fall courses.
- » We are updating the student code to require students to abide by public health policies, and we will post reminders that students must wear face coverings in classrooms and other buildings across campus. Faculty may need to remind students that they are required to wear a face covering in class or may be asked to leave; a statement to that effect may be included in syllabi. We will continue to remind students, faculty and staff we are a community of care and are accountable to one another: wearing face coverings will be how we put these Cardinal Principles into practice. Faculty and staff are also required to wear masks in public spaces (outside private offices), and thus can be exemplars of the community of care.

**Cover your cough
or sneeze**





- » The committee working on face-to-face experiences recommends allowing unit faculties to determine how to best deliver labs (using home kits, Labster and other simulation software, frontloading in-person work to the start of the semester), clinical experiences required for licensure, performance opportunities for theatre and music students, and other face-to-face experiences.
- » Delphi is working with faculty this summer to pilot two new proctoring software products and will have recommendations after the pilots are complete for those best suited to securing the academic integrity of our courses. The committee on academic integrity also suggests that faculty not rely only on such software but consider course design techniques that reinforce the pedagogical goals of the course and also discourage cheating, such as giving more frequent but shorter, lower stakes exams, designing all open-book exams and/or designing assessments that require analysis or synthesis rather than recall.
- » The Student Well-Being Committee, co-chaired by the provost and the chair of the Faculty Senate, has written *a set of policy recommendations* for faculty to consider as they develop their syllabi for the fall and which supports the recommendation from the COVID-19 ASPC and the Coordinating Committee that faculty reconsider their attendance policies for the fall semester. No one benefits if a student comes to class ill because a faculty member has a rigid attendance policy. Likewise, we ask faculty NOT to require doctors' notes for absences of less than two weeks (if a student is hospitalized, that student will have paperwork from the hospital, or if they are quarantined, they will have documentation). We are urging students not to overwhelm our campus health system by asking for notes for short-term absences. You can certainly communicate that students perform better when they attend class, but it makes no sense to require doctors' notes or otherwise penalize a student who may be ill or quarantining because it's the right thing for them to do to prevent the spread of illness. Of course, faculty must determine how to handle absences that result in missed exams.
- » One of the groups working under Mark Watkins (not as a subcommittee of the ASPC) has outlined supplies necessary for a safe return to our classrooms. We should have approximately 920 hand sanitizer dispensers on campus, and each classroom will have spray bottles with disinfectant and paper towels for faculty and students to disinfect their own spaces before each class. Custodians will distribute these products and refill them as needed. Classrooms will be cleaned and disinfected by custodians regularly.

Disinfect used surfaces



As the units continue to reexamine their academic portfolio for fall, and strive to balance student needs with faculty requests for modification, we know there will be additional questions brought to the ASPC and opportunities to modify our plans. Likewise, depending on the path of the virus, we may need to modify our plans again.

[*View members of the ASPC committee →*](#)



Additional information

Academic operations

- » [*COVID-19 Modification Request Form*](#)
- » [*Guidelines for Graduate Students*](#)
- » [*Graduate Student COVID-19 Duty Modification Request*](#)

Student-focused operations

- » [*Housing*](#)
- » [*Heath Sciences Center Fitness Center*](#)
- » [*Student Recreation Center*](#)
- » [*Campus Dining*](#)
- » [*Bookstore*](#)

Operations & Buildings

- » [*Guidance for Operations Buildings and Offices*](#)
 - ◇ [*Supervisor Checklist*](#)
 - ◇ [*Physical Plant*](#)
 - ◇ [*Campus Card*](#)
 - ◇ [*University of Louisville Police*](#)
 - ◇ [*Safety Supplies*](#)
 - ◇ [*University Reopening Signage*](#)
 - ◇ [*Make Your Own Masks*](#)
 - ◇ [*HVAC Strategies*](#)
 - ◇ [*Managed Print and Mail*](#)
 - ◇ [*Parking*](#)

Contact Campus Health Services if you have a personal health concern, 502-852-6479.

Next Steps

Students, faculty and staff will continue to receive communication regarding our Pivot to Fall. For instance, more detail will come on plans specific to HR policies, reopening of facilities and enhanced safety information. In addition, supervisors will be expected to communicate individual unit details to their employees.

The Pivot to Fall is a work in progress. We will continue to respond to the guidance of our public health officials and the governor of Kentucky, the latest science, advice from our researchers and faculty working on COVID-19, and input from our employees and students.

We are guided in our planning by the desire to balance four different goals: keeping our promise to our students that they will be able to make meaningful academic progress through engaged learning with faculty and fellow students; keeping our faculty, staff and students healthy and safe; ensuring our researchers and scholars and the students who learn from them can continue their important and innovative work; and mitigating the adverse economic impact on our employees, our students and their families, Louisville, the Commonwealth and the region.

These are big and important goals, but we are working to find the correct balance among them. It will take all of us doing our parts to keep the various plates spinning.

Stay Safe. Stay Healthy. Stop the Spread.