

LeTourneau University Fall 2020 Classroom/Lab Safety Practices and Expectations
July 21, 2020

General Approach

We recognize that we cannot eliminate all potential health risks related to COVID-19, but we do believe we can achieve our instructional goals in the classroom/lab setting while making a good-faith effort to distance, shield, and sanitize as much as possible as a complement to the many measures being taken outside the classroom/lab and around campus on a daily basis. With mandated face-covering in place, we ask for each classroom/lab to be configured with as much distance between individuals as possible even if a 6-foot span is not always achievable due to room capacity or the nature of the instructional work.

Specific Guidelines

- Hand sanitizer should be used before entering the room, along with the standard health check protocols outlined by the university.
- Faculty and students must wear face coverings in classrooms/labs unless they are in the act of lecturing (or formal presentation by students) and can maintain a 6-foot distance from others or have been granted an exemption to the face covering policy.
- Faculty may choose the most appropriate type of face-covering or alternative safety measure to utilize in the act of teaching and leading in the classroom/lab. Examples include, plexiglass barriers, face shields, etc. Faculty may also determine that extra precautions beyond a face-covering may be appropriate depending on the nature of the instructional exercise.
- Faculty and students should strive to achieve 6 feet of distance in classrooms/labs by moving furniture and/or skipping seats/rows. In classrooms/labs where 6 feet of distancing is not possible, active measures should be taken to create maximum distance between individuals. All such changes and modifications to classroom/lab configurations should be done in consultation with Facilities Services and Conference and Events Services. Marty Lane, Director of Conference and Event Services, is the designated point-person for consultation.
- In view of the potential need to conduct contact tracing, faculty should establish a seating chart for their class and take regular attendance. The faculty may determine the easiest way to record and log attendance depending upon their class type and size. The record will not need to be submitted to campus health officials unless tracing becomes necessary.

The University supports the concept that the primary academic medium this fall should be in-person instruction with a backup distance-learning option provided for nearly every class (distance learning may not be possible in some labs, clinicals, etc.). Therefore, classes will continue as scheduled in their current locations and adjusting seating to maximize distancing. The Welcome Back Initiative's Academic Success and Ingenuity Team, with the help of leaders in Conference and Event Services and Facilities Services, will also identify the highest-density classes and reassign them to alternative locations to increase distancing capability. Faculty will be made aware of any official relocations. In cases where reasonable distancing is not achievable or satisfactory, the instructor may elect to deliver the course using distance-learning, hybrid, or hyflex techniques. In collaboration with the faculty member, students will be offered a distance-learning or make-up option to complete their coursework should they fall ill, need to isolate or quarantine, or feel uncomfortable in the in-person setting. Academic advisors should help students adjust their course schedules as needed if they are not comfortable with a given classroom/lab density.

These accommodations, coupled with other campus-wide precautions such as face-coverings, screening questionnaires, frequent disinfecting, and on-site testing, will provide a safe and effective teaching and learning environment for our faculty and student population.