**The circumstances surrounding COVID-19 and the variants are changing frequently. Below are answers based on the knowledge we have as of August 13, 2021.**

**FACULTY FAQs**

1. **What can I put in my syllabus regarding COVID**? Below is some language that you can add to your syllabus along with the link to the FAQs page for students.

As cases and hospitalizations due to the Delta variant continue to increase in our community, we must unite and take necessary steps to prevent further spread.

* **Daily and before arriving to campus, complete the P3 app**. If you are not given the green check mark to enter campus, then return home, and contact me by email.
* **Please check your FIU email account and your Canvas course at least once a day.**  Email and Canvas are the best ways for the university, and your professors, to contact you.
* If you do not feel well, have tested positive for COVID, or have been in contact with a person with COVID while not yet being fully vaccinated, **please *do not come to class, immediately complete the P3 app to notify the COVID Response Team or call them at 305-348-1919, and contact me by email as soon as you can.* To excuse absences for P3 failure/COVID, please contact the COVID Response Team at 305-348-1919.**  If you are directed to quarantine because of COVID-19, your absences will be considered excused. The make-up policies are outlined in this syllabus. [FACULTY INSERT YOUR MAKE-UP POLICY, IF APPLICABLE.]
* A **vaccinated, asymptomatic** individual exposed to a COVID positive person does not need to quarantine. They need to continue to wear a mask. It is recommended to test 3-5 days post known exposure. However, if at any time they become symptomatic, they need to test immediately. If the test returns positive, they need to follow the COVID positive protocol at that time.
* Please take every precaution to keep yourself and others healthy. Per CDC guidelines, you are encouraged to get vaccinated and strongly advised to wear a mask indoors and in public including all FIU facilities.
* Missing excessive days may lead to failing a class or a grade of incomplete.
* For me to assist you in achieving your goals, it is important for you to contact me as soon as you experience any events that might disrupt your course participation. For up-to-date information about COVID, please see the [repopulation.fiu.edu](about:blank) FAQs.

1. **If a student tells me that they have failed the P3 app, are experiencing COVID related symptoms, have received a positive COVID test, or have been exposed to someone with COVID, what should I do?** Please ask the student to contact the COVID Response Team. They may do so by completing the P3 app or by calling 305-348-1919. Faculty may not report this information themselves as the CRT cannot act on second-hand information. Also, please let the student know that by contacting the CRT they can request a letter to excuse their absence from class. The student is responsible for providing that letter to faculty.
2. **I teach a mandatory attendance course. If a student fails the P3 app, can I offer zoom capabilities for the course?** No. On-campus, in-person classes should be offered as listed. Faculty should not offer Zoom access to in-person class sessions. However, faculty with on-campus, in-person classes may choose to offer office hours and/or supplemental help using Zoom. Requests to use Zoom to accommodate students or faculty with ADA needs must be reviewed and approved by the Office of Civil Rights Compliance and Accessibility.
3. **Do I count student absences the same if someone misses a course or misses a course because of the P3 app failure?** Yes. Student absences due to a P3 app failure should be considered excused absences. You should follow your excused absence policies as they are outlined in your syllabus. As always, students are responsible for providing you with information about their absence and work within your late submission policies for any work missed during an excused absence. Inform your students that missing excessive days due to excused absences may lead to failure of the course or an incomplete grade.
4. **Do faculty have a way to know if a student has completed the P3 app and is cleared to be on campus?** Faculty do not have access to and may not ask to see student P3 app results. Students who miss class for P3 app failure are responsible for informing the faculty of their absence. At the student’s request, the CRT team will provide the student with a letter of excused absence that the student can submit to each of their professors. This letter will serve as the official notice of excused absence from class.
5. **Students may be absent multiple times by “failing” the P3 app and therefore may miss a considerable amount of work. What to do then?** Ensure that your expectations for make-up work are clearly outlined in your syllabus for all graded elements of your course. If there are elements that cannot be made-up such as class participation or group quizzes, be sure to make note of that. Including an explanation at the start of the semester may help students understand why missing class frivolously jeopardizes their grade. Some faculty allow the final exam or project grade to replace a missing grade on a major assignment. If doing so, it is important to outline the policy for students missing more than one major assignment. It is important to indicate in the syllabus the proportion of work that a student must complete to be eligible to receive an incomplete. The guideline in the Faculty Handbook is students must complete at least 50% of class work to receive a grade of incomplete. If there are different requirements in your course for receiving an incomplete, make sure they are in the syllabus.
6. **Can I require students to wear masks during class meetings?** As per the August 10th email from university leadership, all members of the FIU community are strongly advised to wear face masks indoors while on campus. Faculty may encourage the use of masks in the classroom in a way that is supportive of students. However, faculty may not require face masks in the classroom nor is it a violation of the Student Conduct and Honor Code if the student chooses not to wear a mask. Faculty also may not segregate or otherwise treat masked and unmasked students differently. Further, there should be no expectation from faculty to force students to sit with an unmasked student. To the extent possible, the faculty should still facilitate group work and in no case penalize unmasked or masked students.
7. **What conditions in the rise of the positive COVID test results would allow faculty to teach remotely?** Currently, faculty are not to use any remote operations for classroom instruction. The university administration is working closely with the SGA to encourage and support as many faculty, staff, and students as possible receive at least one dose of the vaccine before classes start. This will help mitigate the COVID risk.
8. **I’m getting questions from students who are concerned about returning to campus with the number of cases on the rise in MDC. They are asking if remote attendance is possible.** See answer to question 2; Remote attendance is not currently an option.
9. **I am an older faculty member and vaccinated, but uncertain that there are enough protections in place to address the number of cases in MDC.** 
   1. **Will classrooms be cleaned after use?** The cleaning of classroom spaces will follow maintenance protocols that were in place prior to COVID.
   2. **Is social distancing required?** No.
   3. **What do I do about students who are trying to scare or intimidate other students in class with respect to choices about wearing/not wearing a mask?** If a student is engaging in misbehavior or a lack of professionalism, the faculty should follow the processes for disruptive classroom behavior. Calmly letting the student know that they are disrupting class should be the first step. If a student does not respond to your request to stop the behavior, please submit an incident report at [Student Conduct and Academic Integrity](about:blank). Please note that the lack of mask wearing or social distancing is not considered misbehavior or a lack of professionalism and is therefore not a reportable offense. However, aggressive/biased behavior towards you or other students is and should be reported. If a student behaves in an aggressive manner toward you or another student, please call FIU Police at 305-348-2626.
10. **May I require masks of individuals who come into my office?**  Faculty may ask visitors to their office to wear a mask when meeting in person. A virtual option will be available to those who do not wish to meet while wearing masks. Faculty may choose to schedule virtual and in person office hours.
11. **How do I address course continuance if I become infected with COVID?** Just like before COVID and you had an illness, work with your Chair to address this.
12. **Will faculty who have auto immune or other health issues be granted ADA waivers for this year?** [The University Office of Civil Rights, Compliance and Accessibility](about:blank) and our new ADA Coordinator will move through the typical iterative ADA accommodation process to determine whether an individual qualifies for an accommodation. No medical diagnosis alone equates to an ADA accommodation.
    1. **What does that mean for their assignment?** If approved for a remote work accommodation and assigned to teach in-person classes, faculty must take sick leave for the portion of their teaching assignment because remote courses are not currently being offered.
    2. **How long does it take to get approval from ADA?** This depends on the number of requests that are being processed as well as the time that it takes to work with your doctor to complete the required paperwork. If you think you may need an ADA accommodation, please begin the process as soon as possible and speak with your chair/director.
13. **How will the faculty be informed of COVID policies and the regulations that apply to the classroom?** As circumstances change, we will keep faculty apprised. Please see the COVID webpage: repopulation.fiu.edu. A Faculty/Staff townhall is scheduled for: Monday, August 16th.
14. **Beyond the email from President Rosenberg, will there be any additional guidance from the university on how to address any or all these questions?** Yes, as circumstances change, we will keep you apprised. Please see the COVID webpage: repopulation.fiu.edu.

**STUDENT FAQs**

1. **What will I expect to see on my syllabi and Canvas courses regarding COVID?**

Below is some language that is being added to your syllabi and Canvas courses along with the link to the FAQs page for students.

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* **Daily and before arriving to campus, complete the P3 app**. If you are not given the green check mark to enter campus, then return home, and contact me by email.
* **Please check your FIU email account and your Canvas course at least once a day.**  Email and Canvas are the best ways for the university, and your professors, to contact you.
* If you do not feel well, have tested positive for COVID, or have been in contact with a person with COVID, **please *do not come to class, complete the P3 app to notify the COVID Response Team (CRT) or call them at 305-348-1919, and contact me by email as soon as you can.* To excuse absences for P3 failure/COVID, please contact the CRT at 305-348-1919.**  If you must quarantine because of COVID-19, your absences will be considered excused. The make-up policies are outlined in this syllabus.
* A **vaccinated asymptomatic** individual exposed to a COVID positive person does not need to quarantine. They need to continue to wear a mask. It is recommended to test 3-5 days post known exposure. However, if at any time they become symptomatic, they need to test immediately. If the test returns positive, they need to follow the COVID positive protocol at that time.
* Please take every precaution to keep yourself and others healthy. Per CDC guidelines, you are encouraged to get vaccinated and strongly advised to wear a mask indoors and in public including all FIU facilities.
* Missing excessive days may lead to failing a class or a grade of incomplete.
* For me to assist you in achieving your goals, it is important for you to contact me as soon as you experience any events that might disrupt your course participation. For up-to-date information about COVID, please see the [repopulation.fiu.edu](about:blank) FAQs.

1. **Are we still using the P3 app?** Yes. Please complete the P3 app before coming to campus. Based on your responses to the P3 questions, you will be advised whether to go to campus or stay home. If you “fail” the app, FIU’s COVID Response Team (CRT) will contact you. They are a resource that help us limit transmissions on campus. They will also help you with next steps and, at your request, can provide a letter for you that you may send to faculty to excuse absences from class. All information you provide the CRT is confidential.
2. **What do I do if fail the P3 app?** If you fail the P3 app, the CRT will contact you. If you do not hear from the CRT within 24 hours, please call 305-348-1919.
3. **What do I do if I am experiencing COVID related symptoms, have received a positive COVID test, or have been exposed to someone with COVID?** Please use the P3 app or call the CRT at 305-348-1919.
4. **What happens when a student chooses not to wear a mask in a classroom setting but is told by a professor to put on a mask and disobeys the request?** Faculty may make a general request to the class to please wear masks to help prevent the spread of COVID but mask wearing is up to the individual student. FIU is strongly advising everyone on campus to wear masks as they do help prevent the spread of the highly transmissible and dangerous Delta variant of the COVID virus.
   1. **What happens if the professor insists, and the student reputedly chooses not to wear the mask?** Faculty will not insist. Faculty, and all leaders, are making a general request for students and all members of the university community to wear masks. This is a safety and mitigation request and should not be taken as an affront to an individuals’ choice. A faculty member may start each class asking the class to “please wear masks”. This is not a directive but a request and is like faculty asking students to “please turn off your cell phone”. If a student is asked directly to wear a mask, they should send an email to the chair of the department.
   2. **What do I do if my professor requires wear masks during class?** Communicate your concerns to the department chair as soon as possible. Faculty have been informed that they cannot require masks in their classrooms.
   3. **What are student consequences for choosing not to wear a mask?** There are no consequences for not wearing a mask. If the faculty makes a general *request* to the class to wear a mask, students who do not wish to do so may simply not put on a mask.
5. **If a student feels that their grade has been negatively impacted due to a bias against them for not wearing or wearing a mask what would be the course of action for the student?** **With classes with no objective metrics to measure against how would a student prove this?** Students who choose not to wear a mask and students who choose to wear a mask should do so without consequences either from their instructor or from other students. If a student feels that they are being targeted for choosing to wear a mask or choosing to not wear a mask, they should not wait until the final grades are posted. Problems addressed early in the semester are much more easily resolved and are less likely to impact students’ overall grades. If a student feels that their grade has been negatively impacted due to a possible bias against them for not wearing a mask/wearing a mask, the student must meet with the faculty member, chair, or dean to settle the grievance informally via open and transparent processes of communication. After all means of informal resolution have been exhausted, the student can proceed to file a Formal Academic Grievance with the Faculty Fellow for Academic Integrity. Students are also encouraged to meet with the [Student Ombudsperson](about:blank), who provides a forum for students to discuss and identify options to resolve student issues.
6. **What is the course of action for a professor who offers extra credit, in class, or extracurricular incentives to vaccinated students only**? This is not allowed and should be reported to the department Chair. The Chair may escalate to the Dean or Vice Provost of Faculty Leadership and Success, if necessary.
7. **There are classes where students are expected to travel off campus, would the professor have discretion in requiring masks on an off-campus excursion or would FIU campus rules apply where there is not an existing private business mandate in place**? On campus rules apply to off-campus excursions where there is not an existing mandate in place. Note that some local/regional government agencies have instituted mandates that are different from those issued by the state. In this case, FIU would expect all people travelling in connection to FIU-related activities to follow local mandates.
8. **Would an FIU student organization be able to require masks/vaccination for participation in on or off campus activities where a private business/local government policy is not in effect?** Student organizations should follow all FIU policies and guidelines. In some instances, student organizations with (inter)national governing bodies (e.g., Fraternity and Sorority Life) may receive more stringent guidelines for their activities (e.g., mask mandates). Members of these organizations should follow the higher standard between the University and their (inter)national organization. Any concerns should be addressed to the Office of Student Life & Development at camplife@fiu.edu
9. **Would student organizations need to abide by the maximum standard that the university applies regarding masks and vaccinations?** Student organizations should follow all FIU policies and guidelines. In some instances, student organizations with (inter)national governing bodies (e.g., Fraternity and Sorority Life) may receive more stringent guidelines for their activities (e.g., mask mandates). Members of these organizations should follow the higher standard between the University and their (inter)national organization. Any concerns should be addressed to the Office of Student Life & Development at camplife@fiu.edu.
10. **Students are receiving information from many sources: CDC, social media, FIU, family, personal doctor, etc. How do students know which guidelines to follow?** While on campus, students should follow FIU guidelines. Students may supplement with CDC guidelines regarding wearing masks and physical distancing. Students should be aware that FIU will not have physical distancing options in classrooms. If a student is not comfortable in classrooms that do not have physical distancing available, they should enroll in fully online courses for the fall semester. Please note that FIU will not be able to offer all classes in online modality.
11. **If a professor chooses to follow CDC guidelines or implement CDC recommendations counter to University policy and a student is upset by this what is the course of action?** Faculty should follow University policies to ensure that as an institution we do not create irregularities in the implementation of policies or procedures at the college or school level. Concerns should be brought to the department Chair. The Chair can escalate to the Dean or Vice Provost of Faculty Leadership and Success, if necessary. If the student has exhausted this informal process, they may reach out to the Student Ombudsperson to discuss options available.
12. **If students implement policies for university affiliated activities that differ from University repopulation plan what is the course of action?** Student organizations should follow FIU policies. They may not adjust them. Concerns should be addressed to the Office of Student Life and Development at [camplife@fiu.edu](about:blank)
13. **Will professors be allowed to verify the P3 app status prior to admittance to a class**? No.  Faculty do not have access to and may not ask to see student P3 app results. Faculty should encourage students of the use of the app prior to their arrival onto campus.
14. **If a student receives a message to stay home and quarantine from the P3 app, or the COVID taskforce will the student be penalized for absence, missed work, or inability to participate in a group participation/discussion? If so, what would the penalty be?** Faculty have course-specific policies in place for missing work due to excused absences. Students must make themselves aware of their faculty’s excused absence policy. Students who must stay home due to failing the P3 app must inform their professor and will have their absence excused. Students are responsible for making up work in line with the make-up policies for each class. Some class activities may not be able to be made-up such as discussion boards or class participation.
    1. **Would a student be required to disclose this health information to the professor, or would the University through the COVID Taskforce notify a professor?** Students are responsible for letting faculty know that they will be absent from class and are responsible for making up working in line with policies outlined in the course syllabus. Students are not required to disclose health information to the professor. Students who are asked to isolate or quarantine, who have spoken to the FIU COVID Response Team, will be offered an email communication to be sent to their faculty through the response team. If a student fails the P3 app, the student will need to communicate with the faculty that they will be missing class due to this and are responsible for making up working in line with policies outlined in the course syllabus.
    2. **If a student receives multiple P3 quarantines throughout the semester how will this be handled?** Students are responsible for making up working in line with policies outlined in the course syllabus. Missing excessive work due to absences, excused or otherwise, may result in a failing grade. In the case where a student has completed a majority of the work for the class, they may request an incomplete grade from their professor or may use the [Medical Petition form](about:blank) for extenuating circumstances beyond the control of the student.
    3. **If a professor suspects that a student is abusing the P3 system to avoid assignments/attendance what would the course of action be?** Faculty will follow their make-up policies as outlined in the syllabus. This may include restrictions on the type and number of assignments/tests that can be made-up. Please review all of your course syllabi as policies differ from class to class.
    4. **If a student feels singled out by a professor for excessive P3 quarantines what would the course of action be?**  If a student feels they are singled out by a professor for excessive P3 quarantines, they should meet with the faculty member, chair, or dean in order to settle the grievance informally via open and transparent processes of communication. If the student has exhausted this informal process, they may reach out to the Student Ombudsperson to discuss options available.
    5. **Will students who do not want an INC grade yet miss a majority of class time/coursework due to a P3 quarantine be allowed to attend class virtually/violate quarantine to attend in person examination?** No. On-campus, in-person classes should be offered as listed. Faculty will not offer virtual access to in-person classes. Faculty with on-campus, in-person classes may choose to offer office hours and/or supplemental help using Zoom. If the course is offered in an online modality, this may be a viable alternative for the student. Students should reach out to Dr. Charlie Andrew, [askcharlie@fiu.edu](about:blank) Dr. Andrew works with various colleges and departments at FIU to make sure students get everything they need to succeed at school and beyond––and he’s taking questions!
    6. **Will professors be required to compensate with virtual assignments and examinations for students in P3 Quarantine?** No. Faculty have make-up policies for their class assignments and will follow those policies.
15. **What is the Student Government Role in this process and what channels are available to direct student concern/inquiry should a concern be made to the attention of Student Government?** Student Government (SGA) can help to connect students with the correct/best Departments for students to address their particular personal issues relating to COVID/coursework. SGA can gather general concerns to be shared with administration that may affect the greater population and provide information and resource materials to their peers. SGA can help relay information and messaging.
    1. **How does SGA avoid violating HIPPA/FERPA in redirecting student concerns related to personal issues relating to COVID/coursework?** SGA should not gather personal information. SGA shares general education information only and should refer issues to appropriate personnel.
    2. **How can Student Government help the administration in this issue?** SGA can help by sharing information to students regarding university policy and connecting students with the appropriate departments.
16. **What can I do to help the administration and the University relating to these issues**? SGA can help by sharing information to students regarding university policy and connecting students with the appropriate departments. **How will these avenues be communicated to students so that they are aware of the policies and how they apply to their educational experience?**  As circumstances change, we will keep you apprised. Please see the COVID webpage: repopulation.fiu.edu. Refer to the Student Health and Wellness (SHW) monthly resource guide, SHW social media accounts, and emails. We will work with student leaders and FIU communication to share information regarding any changes.
17. **How will the faculty be informed of COVID policies and the regulations that apply to the classroom?** As circumstances change, we will keep faculty apprised. Please see the COVID webpage: repopulation.fiu.edu. A Faculty/Staff townhall is scheduled for: Monday, August 16th.