- b. <u>Instructional Faculty</u> Faculty (including faculty managerial) will be asked to shift to online instruction, communicating with students via Canvas. This is not an opportunity to add additional coursework for students to complete (however, assignments may be altered to fit an online format) but to assist them with existing assignments/projects to maintain the coursework schedule. Faculty should remain aware that not all students will have reliable internet connections and may have distractions at home and should work with students as much as possible to mitigate concerns
- c. All Other Employee Classifications Administrator, professional, and managerial staff may be expected to work remotely to resume campus operations. These employees will be asked to work with their supervisor to identify the work priorities that can be completed during the extended closure. This may include but is not limited to, running reports, processing paperwork/documents, resume email communications, returning phone calls, etc. Supervisors are asked to not increase the workload of employees during this time, but instead support them in completing projects and meeting necessary deadlines. Supervisors should remain aware that not all employees will have reliable internet connections and may have distractions at home and should work with employees as much as possible to mitigate concerns

For prolonged dosures, as each event will likely be unique, additional guidance will and information will be provided. In accordance distuations necessitating campus dosure, the President may convene the crisis communication team to provide additional details and clarity for work expectations of employees.