

## New and Modified Academic Policies and Guidance in the COVID-19 Context

<b>Policy/Guidance</b>	<b>Applicability</b>
Policy 10.16: Modifications to Academic Policy during an Emergency	All university academic policies
Maintaining Student Privacy and FERPA Compliance During Online Classroom Lectures and Interactions	Guidance addressing: Policy 10.6 (distance learning), Policy 8.3 (release of information), Federal law (FERPA)
Emory Visitor Policy during COVID-19 Conditions (needs to be finalized)	Those who are not an active member of Emory's faculty, staff, or student population
Return to Research Campus Guidelines	Guidelines for Phase I - faculty and staff; Phase II – post-docs, fellows, and graduate students
Academic Continuity Policies and Guidelines (key elements below)	All schools and colleges
<p><i>Health and safety</i></p> <ul style="list-style-type: none"> <li>• Practice 3 Ws – wear masks, watch distance, wash hands</li> <li>• Mask requirements</li> <li>• Physical distance</li> <li>• Two-factor PPE requirement for teaching</li> </ul>	
<p><i>Faculty Absence</i></p> <ul style="list-style-type: none"> <li>• Report positive COVID tests to the Office of Injury Management</li> <li>• All academic programs and departments must identify, for every course, a faculty member or instructor who can serve as instructor in case of an illness that prevents the faculty member or instructor from teaching in person or if teaching remotely is not an option</li> <li>• The backup faculty/instructor must have the proper qualifications and experience to teach the course</li> <li>• Class sessions cancelled because of faculty illness, quarantine, and/or isolation must be made up prior to the end of the semester (exceptions identified)</li> <li>• Departments/schools must keep records of any backup faculty or instructor assuming instruction for a course</li> </ul>	
<p><i>Maintaining Academic Progress</i></p> <ul style="list-style-type: none"> <li>• Faculty and instructors who include attendance as part of the grade must put an explicit statement on their syllabus about how they will relax this policy for students who are required to isolate or to quarantine</li> <li>• All class sessions must be recorded</li> <li>• Recordings should be made available to the class via Canvas (or other LMS) and must not be publicly available due to legal issues related to student privacy</li> </ul>	