**University Public Health Protocols & Mandates**

**What are the COVID public health mandates and protocols for CSU faculty, staff, and students for the FA22 semester?**

Information on vaccination requirements and exemption options for all faculty, staff and students can be found on CSU’s COVID website: [https://covid.colostate.edu/](https://covid.colostate.edu/).

- An updated list of FAQs regarding mandates and public health information is available at: [https://covid.colostate.edu/kb/resources-for-faculty-and-instructors/](https://covid.colostate.edu/kb/resources-for-faculty-and-instructors/)
- For a set of guidelines on what to do if you develop COVID symptoms, test positive or believe you have been exposed: [https://covid.colostate.edu/kb/think-you-have-covid-or-were-exposed-heres-what-to-do/](https://covid.colostate.edu/kb/think-you-have-covid-or-were-exposed-heres-what-to-do/)
- Sanitation stations with hand disinfection and wipes will remain available in buildings near classrooms.
- Masks are not required on university grounds or in vehicles used for university-related travel (with expectations for medical facilities and some laboratory settings where masks are required PPE due to research activities not related to COVID).
- Individuals, departments and units cannot institute their own mask requirements, but individuals may choose to wear a mask and N95 masks offer some protection to the wearer.
- N95 masks are available for departmental purchase: [www.ppe.colostate.edu](http://www.ppe.colostate.edu).

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This FAQs document was prepared by [CSU’s Teaching, Continuity and Recovery Team](https://covid.colostate.edu/kb/resources-for-faculty-and-instructors/) on behalf of the [Office of the Provost](https://provost.colostate.edu).
Faculty Remote Teaching/Teleworking Requests: Temporary (i.e., a few days) vs. Semester-Long

Some instructors might request either temporary or semester-long teleworking or remote teaching assignments for various reasons including medical need or temporary illness/exposure. The FAQs below address these scenarios and the options for Department Chairs/Heads in responding to faculty requests.

Please keep in mind faculty and staff do not have to disclose to their supervisors or show proof that they tested COVID positive. Instructors simply may inform their supervisors of a need to miss work/class for a few days due to personal or health reasons.

What if an instructor requests a temporary remote teaching option because they have tested positive for COVID-19 (but feel their symptoms are mild enough they can continue to work remotely) or are caring for a child/other family member who is in isolation or quarantine at home?

Some faculty who are positive but present with mild or no symptoms might ask to record lectures or temporarily move their class to remote instruction.

- Shifts in teaching modality should first be discussed and coordinated with the department Chair/Head including strategies for communications with students (e.g., CSU email, Canvas, etc.) in advance of announcing to students.
- Faculty should tell students to check communications regularly in case there is a sudden need to shift teaching modality, so they do not show up to an empty classroom. They should inform students of how they will communicate: e.g., CSU email, Canvas, other.
- We recommend instructors take their “class lists” (via ARIESweb or ARIESwebLite) and email their students the plan (including details of how to access any synchronous remote lectures/engagements) in case the class temporarily shifts teaching modality.

What if the instructor does not feel well enough to teach remotely and needs other options for having their class(es) covered temporarily as they recover?

Department Chairs/Heads will assist instructors who are too ill to instruct in-person or remotely in finding solutions such as a temporary substitute, out-of-class assignments or additional options to minimize disruption of instruction, or other backup strategies.

- It is important to have flexibility and fairness in providing support and options for COVID-impacted faculty in their efforts to isolate and get well or comply with isolation requirements for themselves or family members for whom they provide direct care.
- Faculty should remind students to check communications regularly in case there is a sudden need to shift teaching modality, so they do not show up to an empty classroom. They should inform students of how they will communicate: e.g., CSU email, Canvas, other.
We recommend instructors take their “class lists” (via ARIESweb or ARIESwebLite) and email their students the plan (including details of how to access any synchronous remote lectures/engagements) in case the class temporarily shifts teaching modality.

**What are the options for instructors who request teleworking or a remote teaching assignment for the entire semester based on a medical need (e.g., immunocompromised)?**

If an employee has a qualifying medical exception (their own – not related to a family member), they should apply for an accommodation through Office of Equal Opportunity process under Americans with Disabilities Act.

- Public Health Emergency Leave is a possibility for a COVID-related need for an employee or an immediate family member if the employee qualifies for this leave. This leave is provided under a governmental executive order declaring the pandemic; therefore, it will not be available indefinitely and it will run out. However, it can be used as intermittent leave or a block of leave to address COVID-related needs. This one-time allotment of leave allows up to 80 hours and is prorated. (Note: please check with CSU Human Resources for the latest availability as this is subject to expiration, if you would like to inquire.)
- The Family and Medical Leave Act may be an option for those who qualify (e.g., an employee’s own health or a family member’s). This leave also has a limit for a year, up to twelve weeks, and is not paid. An employee’s accrued sick or annual leave may be applied, however.

**How has CSU typically approached faculty requests for teleworking or remote teaching assignment for a semester based on personal reasons not covered by illness or medical accommodations?**

CSU offers a world-class residential experience through in-person instruction in classrooms, labs and studios. Options to teach remotely for faculty during a full semester are limited and tied to institutional mission, the needs of the department, students and programs. Additionally, any instructor who was approved for RI remote teaching for FA22, should keep in mind that such an approval is for the current semester only and not a guarantee for future semester assignments.

- Department Chairs/Heads have prioritized assignments/requests based on availability of remote sections, program type, and student need.
- Chairs/Heads should consult with their Deans to ensure an equitable process for consideration of applications is in place, and that all faculty requests are responded to with an email/letter to explain why the request was granted/not granted.
Student Remote Learning Requests, Course Absenteeism

Students do not have to disclose to their instructors or show proof that they tested COVID positive. Students simply may inform their instructors of a need to miss class for a few days due to personal or health reasons. Faculty will need to rely upon an honors system, communicate that to students, and encourage them to stay home if they test positive or are caring for a child/family member with COVID. (Note: See Appendix for optional syllabus language to guide students on how to proceed if they test positive for COVID or believe they have been exposed.)

What if a student(s) requests a temporary remote learning option for a fully in-person class because they have tested positive for COVID-19 or are symptomatic?

Faculty are not expected to extend teaching of their class to multiple modalities in a course, but please extend flexibility and compassion in supporting students’ learning where feasible.

- Some faculty will find it easy to record their lectures for students or invite them to join the class remotely, and we encourage you to extend such flexibility, if possible.
- Please make allowances for the student(s) to turn in assignments late, make up missed work and exams to support their efforts to isolate, quarantine and/or recover from illness.

What if a student requests remote learning for an in-person course for a disability?

If a student has a documented disability (as federally recognized and mandated) and wants to inquire about virtual accommodations, please refer the student to the guidance offered at the Student Disability Center website.

- If a student expresses a general preference for virtual or remote coursework, please instruct them to consult with their academic advisor or departmental representative who might be able to assist them with alternatives. Options might include an online version of the course or an alternate online course offered through CSU, should these options exist within their major.
- We continue to encourage compassion and flexibility in dealing with students who are working with Student Disability Center and acquiring needed guidance and documents.
- Faculty are not required to accommodate individual student requests outside of a documented disability managed through the Student Disability Center, but we encourage great compassion and flexibility to support students who face adversity. For example, some students might have loved ones at home for whom they are caring who are in isolation or quarantine.
FA22 Academic Information & FAQs (rev. 8.04.22)

Links to Other Faculty Resources

**COVID-Related:**

- Faculty & Staff Mental Health Resources
- Resources for All Teaching Modes (Includes tips for working with quarantined students.)
- Resources and Policies You May Wish to Share with Your Students
- Mountain Campus Guidance
- CSU’s COVID General FAQs and Health Guidance Information
- COVID-19 Reporter (All students and employees are expected and required to report certain COVID-19 concerns to the university immediately.)

**Teaching and Professional Development:**

- State Department of Higher Education's Equity Toolkit
- The Teaching Effectiveness Framework which includes extensive resources for Developing and Evaluating Teaching
- Resources for Promoting Academic Integrity in your courses
- A new Teaching Effectiveness Initiative designed to recognize instructors who invest in growing teaching effectiveness
- Professional development offerings, including our Best Practices in Teaching courses

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**Appendix:**

**Suggested Syllabus Language to Guide Students on COVID Reporting**

All students are expected and required to report any COVID-19 symptoms to the university immediately, as well as exposures or positive tests (even home tests).

- If you suspect you have symptoms, or if you know you have been exposed to a positive person or have tested positive for COVID (even with a home test), you are required to fill out the COVID Reporter.
- If you know or believe you have been exposed, including living with someone known to be COVID positive, or are symptomatic, it is important for the health of yourself and others that you complete the online COVID Reporter. Do not ask your instructor to report for you.
- If you do not have internet access to fill out the online COVID-19 Reporter, please call (970) 491-4600.
- You may also report concerns in your academic or living spaces regarding COVID exposures through the COVID Reporter. You will not be penalized in any way for reporting.
- When you complete the COVID Reporter for any reason, the CSU Public Health Office is notified. Students who report symptoms or a positive antigen test through the COVID Reporter may be directed to get a PCR test through the CSU Health Network’s medical services for students.

For the latest information about the University’s COVID resources and information, please visit the CSU COVID-19 site.