**SoMSS COVID Syllabi Inserts**

Below, are statement-templates on various issues that should be inserted into syllabi (with modifications to be made by instructor depending on class modality)

**Face Coverings**

This event/class/meeting will require face coverings. If you require accommodations due to a disability, please contact the Disability Resource Center (students) or the Office of Diversity, Equity and Inclusion (faculty/staff).

For sessions held in person, masks and other PPE must be worn in accordance with ASU's policies. Failure to do so will result in your being asked to comply, then asked to leave if unable or unwilling to comply. Deliberate refusal to comply will be treated as a Student Code of Conduct violation and referred to the Dean's office for review*.*

**Immersion modality**:

This class will follow the Immersion model of delivery. Classes will be held in person in our scheduled room and at the scheduled time, with a simultaneous remote delivery via Zoom. Your instructor will specify how the in-person arrangements will occur. You have the option to attend all classes remotely but please inform your instructor (from your ASU email account) in a timely manner to make sure he/she is aware.

**SYNC modality**:

Classes will meet at the time and dates listed in the official ASU Schedule of Classes, and will be held via Zoom. Your attendance is recommended as it would be in a normal in-person class.

**Zoom Etiquette:**

During the Zoom sessions, please log in on time and make sure that you have a reasonably secure connection. Please use your full name or first name-last initial. No outside attendees will be allowed, and during the sessions, please keep your microphone's audio muted except when needing to talk to the instructor. The instructor reserves the right to remove anyone from the Zoom sessions for disruptive behavior.

**Attendance** – Instructors should be aware that attendance policies cannot be enforced during the pandemic. In particular, the university will not expect students to provide documentation for missed assignments/assessments. There are just too many health and financial factors affecting students and their families. Please try to be as flexible as possible in accommodating students in these difficult times.

**Y Grades:**

The Y grade is equivalent to a C or higher, but does not count in grade-point calculations. You are advised to speak with an advisor in your major's college to understand how the Y grade may affect your student standing, requirements for your major, your scholarships, and so forth. Requests for the Y grade should be made to your instructor no later than XX. In general, requests for the Y made after XX will not be considered.

(Parenthetical note to instructor - suggestions for XX = midterm or withdrawal date)