

03/16/2020

Thank you all for your continued hard work during this challenging time, and for your willingness to share information and resources with one another. In addition, I want to thank the faculty and staff that have volunteered to serve as an additional source of online support.

To finalize institutional planning for alternative course delivery, the Office of the Registrar will send an email including a spreadsheet with your spring 2020 course schedule. *Please complete the spreadsheet and return to the Registrar's Office, with a copy to your Academic Dean, by Tuesday, March 17, 2020 at noon.* This information is required to finalize the Academic Continuity Plan due to SUNY System on Thursday, March 19, 2020.

In order to assist with this transition and planning, the following are additional resources and options for support from SUNY System.

### **SUNY System Drop-in Instructional Design Support Sessions Beginning Today**

SUNY System has organized live, drop-in, sessions via Zoom video conference to assist faculty with remote course preparation which began today. Staff are available, live now, to assist! Sessions will be staffed with instructional designers and online learning professionals to assist with faculty questions. Information about how to move face-to-face activities, assignments, assessments, etc., into a manageable, online learning experience for your students will be explored.

System-wide staff are available at the days and times listed below:

- Monday - Friday 7 AM – Midnight EST
- Saturday 10 AM – 5 PM EST
- Sunday 1 PM – 9 PM EST

To join a live, drop-in web meeting visit: <https://zoom.us/j/160815050>

### **SUNY Remote Teaching Clinic**

Upcoming webinars, which begin Tuesday, March 17, are organized into two categories: Technical Training and Remote Instruction Skills. The Clinic webpage has a third tab that will house recordings of each webinar if you can't attend or miss a session.

Current offerings in Technical Training focus on utilization of Blackboard. Offerings in Remote Instruction are more content and process based:

- Effective Online & Distance Teaching in the Visual and Performing Arts: Dr. Nicola Marae Allain
- Natural Sciences at a Distance: Making the Move and Meeting the Learning Outcomes: Audeliz Matias, Catherine Gleason, Sujatha Kadaba, & Mary Mawn
- Advising Remotely: Tips and Tricks for Advising Students from a Distance: Dr. Michele Forte and Dr. Larry Dugan
- Coping Strategies for Remote Instructors: Dr. Michele Forte
- Best Practices for Online Paper Submissions and Grading: Mary Seel

New offerings will be posted regularly. You can even make a request for certain topics and System will work to find a SUNY expert, just fill out this workshop request form.

As a reminder, these faculty training resources and more are posted on:

<https://innovate.suny.edu/community/covid19/>.

**Barry L. Spriggs, Ph.D.** | *Provost*

Provost's Office | [SUNY Morrisville](#)

80 Eaton Street, P.O. Box 901 | Whipple Administration Building | Morrisville, N.Y. 13408

Office: 315.684.6054 | Fax: 315.684.6109 | Email: [spriggbl@morrisville.edu](mailto:spriggbl@morrisville.edu)