

COVID Call Spring 2021

October 1 virtual event

Last updated 10/02/2020

Webex recording

To view the recording of the Webex meeting with curricular reps on October 1, please use [this link](#) with the following password: **KYFZVZJ9**

Questions & answers

The questions and answers from the event have been grouped and summarized below. Additional information and details are available in the Webex recording and the PowerPoint slides.

Fall 2020 (term 1212)

- Has the new drop deadline of November 20 been communicated to students yet?
 - Yes, an email was sent to all undergraduate and special students today (October 1).
 - Additional messages may be sent from other parts of campus, e.g., from professional schools to their students.

- What is the process at this point by which instruction-mode changes will get approved and made in SIS for fall?
 - If a modality change for a class is needed, individual instructors should be working with department chairs, who will then send the request to the school/college associate dean. If they approve, they'll forward to the Instructional Continuity group for final approval. Instructional Continuity will share a list of approved modality changes with the Registrar's Office, and Curricular Services staff will then update instruction mode and facility ID in SIS.
 - These updates will be made in SIS once per week. Given anticipated volume, Curricular Services will *not* email curricular reps after instruction mode and facility ID have been updated in SIS.
 - Curricular reps do not need to make any updates in SIS, except in cases where ...
 - Classes are moving to remote asynchronous
 - Reps would delete day/time meeting pattern
 - Reps would also add remove class note 17, which reads "This class section requires students to be available to participate in online learning at the day/time listed (Central Time)." Click the minus [-] button to delete the note row entirely – see red box in the screenshot below.

- Discussions about this have been happening, but it not looking likely that this will be an option for the fall semester.

Spring 2021 (term 1214)

- Will there be extended evening & Saturday instructional times in Spring, or are we sticking to “normal patterns”?
 - Saturday meetings were not very popular (nor needed) this fall, so departments won’t be pushed to schedule Saturday classes.
 - However, extended weekday (Monday through Thursday) evening hours will still be in play in the spring.
- Has the system “bug” been fixed on classes that were updated via script? i.e., when trying to update the meeting pattern, it would lock up the system for everyone if you didn’t delete it first and re-enter it.
 - Developers in the Registrar’s Office found the root cause of this issue, and we will rigorously test the fix before running the scripts to ensure that this doesn’t happen again.
- Will reps be able to adjust instruction mode to Remote (R) themselves, or will there be a process?
 - This is one of the current unknowns – until we have guidance from campus about modality for the spring, and how those updates will be made, we don’t have a clear answer yet.
 - In the fall, we employed the RMTE attribute with SYNC and ASYNC values, which allowed us to make bulk updates via script.
 - We haven’t yet decided if we’ll do this again for the spring. Look for a quick survey when we send out the materials from this presentation so we can get your feedback on this.
- Would LAB sections be untouched by the scripts, like IND and FLD?
 - No, IND and FLD are the only component types not included in the scripts noted in the presentation. All other component types, including LAB, will be changed to the Being Determined (BD) instruction mode if the enrollment cap and (for combined sections) combined enrollment cap are less than 50.
- Should reps assign locally controlled rooms or request General Assignment (GA) rooms on classes with the BD instruction mode?
 - You can do that either now or later. Curricular Services in the Registrar’s Office will not assign GA classrooms for spring until decisions have been made about modality and reps have had a chance to make necessary updates to their class sections.
- How does this all play out, as far as timeline of events?
 - <https://registrar.wisc.edu/wp-content/uploads/sites/36/2020/09/Spring-2021-Schedule-Draft-9-22-2020.pdf>
- So all courses over 50 students are automatically going to be Remote for spring?

- Yes. There may be limited allowances for a small number of classes over 50 to meet in in-person, but the upcoming scripts being run by the Registrar's Office will initially set all group-instruction sections over 50 to Remote.
- Is there a goal for percent of in-person classes for the spring?
 - Campus leadership have not provided guidance yet.
- Can you clarify how and when classes should utilize the WC (Online, some classroom) instruction mode?
 - Generally, this instruction mode is meant for hybrid classes where all students meet both in-person and online.
 - Curricular reps will not be able to select this option in SIS while campus is still making Spring 2021 modality decisions.
 - Once we know more, we'll share the information and provide further clarification.
- Will Spring 2021 be open to curricular reps for updates throughout October until campus modality decisions are made?
 - Yes, with the limits described in the presentation, we plan to flip the Term Update Switch and allow reps to continue making updates to the spring schedule of classes in early October. We don't yet have a specific day of when it will be unlocked. However, you can still run reports and look at information in the meantime.
- Is campus planning on conducting a survey of students and/or instructors about remote instruction so far to identify best practices, how people feel about synchronous vs. asynchronous, etc? Otherwise, each dept/school/college will have to develop their own survey and analyze their own data and students may be getting multiple similar surveys.
 - John Zumbrunnen, Vice Provost for Teaching and Learning, is working with others on creating a coordinated/centralized undergraduate survey to assess student experiences and to learn what they need/want for spring. The group working on this is aiming to send it out later this month, with the hope of sharing results in December.
 - VP Zumbrunnen has talked with the Graduate School and they are thinking about doing something similar.
- Can we update enrollment caps now?
 - Please don't! We are asking that you refrain from attempting to make these updates while we work on running scripts to update mode of instruction.
- If we need to change the component types *specifically because of COVID capacities / dedensification* ... is that a possibility without having to go through a Lumen proposal?
 - Per Jocelyn Milner, Vice Provost of Academic Affairs, the short answer is that a Lumen proposal to add new components is still required.
 - Since the deadline has already passed for changes that can be effective for Spring 2021, it may be better to figure out alternative ways to use existing, approved components.
- Has information about the timing of spring enrollment been shared with students? Do they know enrollment has been moved to late December?
 - Not yet – communication is being determined.

Summer 2021 (term 1216) and beyond

- When will the curricular planning schedule be released that shows the timeline for building the schedule of classes for Summer 2021 (and Fall 2021)?
 - We don't know – our focus right now is on facilitating instruction-mode updates for the current fall semester and preparing to update and eventually finalize the spring schedule of classes.
 - The Summer Term team in the Division of Continuing Studies is coordinating with the Registrar's Office and schools/colleges about summer.
 - We'll provide information when we are able.

Miscellaneous Resources

- Surge capacity article: <https://elemental.medium.com/your-surge-capacity-is-depleted-it-s-why-you-feel-awful-de285d542f4c>
- GA classroom list with physically distanced COVID seating capacities (effective Fall 2020): <https://registrar.wisc.edu/wp-content/uploads/sites/36/2020/09/GA-List.1212-COVID-19-Update.pdf>
- Spring 2021 Build Schedule: <https://registrar.wisc.edu/wp-content/uploads/sites/36/2020/09/Spring-2021-Schedule-Draft-9-22-2020.pdf>