Dear Faculty Colleagues,

Thank you for your extraordinary efforts to continue the important work of academic instruction during these unsettling times.

As you know, there are many options available for transitioning to remote instruction, and a number of resources available to help you do so. Among them, the Instructional Continuity website offers guidance on many levels for faculty redesigning their classes from face-to-face to remote modalities — including Zoom, iLearn and even email — which is available through online modules or personal workshops or tutorials. In addition, faculty mentors from every college are available for one-on-one coaching and support. Please take full advantage of the current week’s transitional period to prepare to resume instruction starting on Monday, March 16.

This is a challenging and sometimes frightening time for students. If you haven’t already, please reach out to your students immediately to inform them of your plans for resuming instruction. You can download class rosters, including students’ email addresses, from Faculty Center, and identify class participants for direct messages or announcements from iLearn.

As President Mahoney announced on Monday, all face-to-face instruction has been suspended, and no classes should now be meeting in person. In addition, we ask that as much as possible, you please refrain from imposing demanding assignments or examinations that are due this week, as many students are in the process of moving out of campus housing or resettling; if you must offer examinations or assignments at this time, please extend as much flexibility as you can to your students during this transitional week, understanding that many are contending with already stressful situations.

Many classes contain experiential components that are not easily moved to remote modalities; we are preparing an FAQ to address challenges that such components pose, which will be shortly available on the Instructional Continuity website. While it will not always be possible to translate specific assignments and requirements from in-person to remote modalities, you should be driving instead to meet your learning outcomes—which are the ultimate goal of the class—through alternate means, and to maintain both rigor and flexibility in so doing.

While we are moving instruction to remote modalities, the campus will remain open and operational: you are welcome to use your office, the library, and research spaces while observing healthy social distancing practices. As you navigate this challenging landscape, please remember to safeguard your own health and well-being, following the guidance on San Francisco State University’s COVID-19 website.

Again, many thanks for your efforts.

Best wishes,

Jennifer Summit
Provost and Vice President for Academic Affairs

Nancy Gerber
Chair, Academic Senate