

March 9, 2020

Dear College of Law Faculty and Staff,

Please read Vice Chancellor Haynie's message below in its entirety and note, in particular, all restrictions on travel.

To prepare for the possibility that COVID-19 requires suspension of our residential academic programming, **we will replace in-person classes this Thursday and Friday, March 12 and 13, with online classroom instruction.** In doing so, we will test and, I hope, validate our technical preparedness to ensure academic continuity in an online environment.

During this time, the College will continue to be fully operational. Dineen Hall will remain open, and all staff must report for work during our normal business hours. I ask that faculty members with scheduled classes on Thursday or Friday conduct these classes from a remote location away from Dineen Hall, such as home, to fully simulate the scenario for which we are preparing. Students will be encouraged to participate in class from an off-campus location, but in any event will not be able to participate from classrooms within Dineen Hall. Vice Dean Bybee will follow up with an email to the members of our faculty who are affected by this temporary online schedule with the details of, and resources available for, this test.

Because of the potential need to conduct all classes remotely in the event of a campus closing, I ask that our entire faculty complete a training session to prepare yourselves for this eventuality. Vice Dean Bybee will share the details of additional training opportunities that will be provided this week.

Accommodations

It is essential that any classroom accommodation extended to any student be available for the online experience. Please ensure that all of the materials for review during class will be accessible online to all students. Please direct your questions related to accommodations to Annette Jenner-Matthews at arjenner@syr.edu.

Feedback

Over Spring Break (next week), we will review feedback from faculty, students, and staff to determine how to improve the online experience and best prepare for a full transition to the online environment if, as and when it becomes necessary to do so.

LCR Office Hours

Faculty members should be proactive about letting their students know how best to reach you during your scheduled office hours this Thursday and Friday, whether you plan to be here during those hours or will prefer on these days to be available remotely.

Please visit [LawPreparedness](#) often for timely and relevant information on the COVID-19 and its impact on the College of Law, including information about event cancellations.

Thank you for your cooperation. I am proud of how supportive our community has been these last few weeks in truly uncharted territory. We will continue to monitor all official developments and guidance associated with the COVID-19, and we will take every step possible to ensure the wellbeing of our students, faculty, and staff.

Best regards,

Craig M. Boise

Dean and Professor | College of Law