

**Subject: Message from Deans - - Request for Fall Planning and Possible Shift in Physical Distancing Guidelines**

The Pandemic Preparation Team has informed us that there is a possibility that the current 6' physical distancing may be reduced to 3' for the fall 2021 semester. If this occurs, we will be able to increase the number of available seats in the classrooms which could have various implications to our scheduled courses. For example a course that is already 100% F2F would, if desired, be able to increase the cap to fill the additional seats. This will be a great advantage to courses with a history of waitlists and/or providing more students the opportunity for a F2F course.

As a heads-up to this possibility, we are encouraging departments to think about what they would do if the 3' distancing becomes a reality, e.g.

- Are there currently scheduled F2F courses that you would be able to increase the cap?
- Are there hybrid courses that would now fit into their assigned rooms thereby eliminating the need for the hybrid component?
- Are there hybrid courses that would need to remain hybrid, but you could still increase the cap given the extra classroom seats?

We are making the assumption that the current schedule will remain intact, i.e. the scheduled rooms and course times currently listed will be unchanged, though there may be limited exceptions to this. This means the large remote-only courses will not move back onto campus. Also, our goal is not to reduce the number of instructors who are already assigned to teach in the fall. Our goal is to provide more F2F experiences for our students.

We do not know if or when Larimer County will change the physical-distancing metric. We have asked Facilities Management to calculate the number of additional seats that would become available in the General Assignment rooms should the distance reduce to 3'. Departmentally-controlled rooms will be assessed next, but it would be best if you estimated the numbers yourselves for now.

PLEASE NOTE: When we are able to make changes to the course caps, Room Scheduling will only work with Department Heads and Course Schedulers, not individual faculty.

We'll keep you posted as we learn more.

The Teaching Continuity and Recovery Team