

CIS Department Policies for Fall 2020 related to covid

As much as possible, the CIS Department faculty intend to keep a traditional lecture schedule this semester. Bear in mind, policies may change during the semester as the covid situation changes. Please refer to the Department's website for the latest information. Here are our policies:

- We will provide normally scheduled lectures. Depending on the class, we may offer synchronous on-line lectures, recorded lectures, or some other format. Faculty will provide specific instructions for their classes in their syllabi.
- Given lecture-room capacity limitations due to the College's covid response, you may be asked to attend in-class lecture only once or twice per week. For all other lectures, you must attend the synchronous, on-line lecture for your class.
- If you cannot attend synchronous, on-line lectures, the faculty will accommodate you. The form of accommodation will vary among classes. The faculty will **not** normally publish lecture recordings.
- Usually, assignments will be distributed and collected through Schoology. Some classes, however, may use different websites for homework and projects.
- The College has allowed office hours and group meetings (e.g., research, senior-project teams) to be held via Zoom. Check the syllabus for your class to determine how and when office hours will be held. Faculty will make available in their syllabi both the methods and times when they will be available for office hours. Please use those hours!
- Tutoring and CLP sessions will be delivered via Zoom. Schedules will be posted on the department's website <https://cis.stvincent.edu>.
- Please use the same seat throughout the term to minimize contamination and to aid faculty in taking attendance. Faculty must take attendance in each class for contact tracing if there is a covid case on campus. Attendance policies are given in the course syllabus. Please read it.
- When working in teams, remember to follow the College's policies for distancing and masks.