



Faculty Affairs News 148 - August 6, 2020

Canvas Courses Open August 16

Students are eager to hear from faculty and begin preparing for the dynamic conditions that this Fall semester presents. Faculty are asked to:

- Complete their [course syllabi](#) and include any course technology requirements such as webcams;
- Direct students to the online [Canvas Orientation](#) or [Teams](#) training to be sure they are ready to use [remote learning tools](#).
- If using proctoring tools, remind students to check the technology requirements and complete [tutorials](#) ahead of exams. Students can access this information by going to their Canvas Dashboard and clicking on the "?" icon. Under the "?" icon students can also find Canvas Help which they can quickly access via [chat](#) or phone.
- Remember to [publish all Canvas courses](#) on August 16, and email students through Canvas to remind them to access the syllabi and check their UTA email for important announcements.

Fall 2020 Planning

- **Forthcoming message from Provost.** A script for faculty to use to respond to student's questions about masks, as well as processes for classroom use are being finalized and will be shared by Dr. Aswath with all faculty shortly.
- **Return to Campus Training.** All faculty and staff are required to complete the short [training module](#) before returning for fall classes.
- **Video for First Day of Classes.** In response to faculty requests, University Communications in partnership with the Provost's Office is developing a short video that faculty can show on the first day of classes that outlines face mask procedures, cleaning work areas, compliance with new safety procedures, etc. The video will be available to all faculty through Canvas shortly.
- **MyMav Course Modalities.** Course modalities are now locked down to allow students and advisors access to a consistent schedule. Modality changes were accepted from the colleges/Schools until August 5 and are being added to MyMav. The full Modality definition list is available on the [UTA COVID website](#). A legend is available on each MyMav page but it only includes the modalities listed on that page, not all modalities. Courses are listed first as hybrid, face to face, and online, then a second modality is listed providing the specifics (e.g. Hybrid 1, Online 2, etc.). For questions, please reach out to mcosio@uta.edu.
- **New Language in Syllabi.** The Canvas [syllabus template](#) contains updated face-covering policy in classrooms, and a section for faculty to add technology requirements for their Fall courses (webcams, proctoring software, use of Teams).
- **Space for Course Exams.** The Registrar's Office is working with the associate deans to allocate space in response to requests for face-to-face exams before the Thanksgiving break. Options for using labs with computers, as well as large spaces that can be used for administering paper exams while maintaining social distancing, are being assigned.

Request for Loaner Computers, Wi-Fi Sticks or Web Camera

Faculty that do not have a device that can be used to support COVID-19 remote teaching can request to borrow a computer, Wi-Fi stick, or web camera through OIT. Requests are subject to availability of equipment. **Please email technologyloaner@uta.edu with the following information:**

- Department dean or chair approval
- Number of courses assigned to teach for Fall
- OS Type (Windows or Mac)
- Is the need for the equipment for the full semester or short term
- Expected return Date
- Cost Center (only charged for damages or thefts incurred while in possession of the UTA assets)

For student requests to borrow equipment, please refer them to the UTA Library at <https://libraries.uta.edu/services/technology/borrow>.

Recording Courses and FERPA

As a growing number of faculty use online teaching tools, UT System has developed a [guidance](#) on FERPA and posting and re-using course recordings, use of webcams, live proctoring and other practices that may raise questions about student privacy.

It is important to note that if students' personally identifiable information such as faces, names, and voice are evident in the recordings, depending on their use, consent may be needed or the recording may need to be edited. Faculty are also reminded to use only UTA approved platforms such as Canvas and Teams to ensure that student and course information is secure.

If you have difficulty accessing the content in this announcement, please report accessibility issues to Faculty Affairs, facultyaffairs@uta.edu or (817) 272-7422.

Upcoming Events

View more [upcoming events](#) on our Faculty Affairs website.

Face-to-Face Instruction Ends at Thanksgiving

November 24, 2020

All eight UT System academic institutions, including UTA, are ending face-to-face classes and will go online after the Thanksgiving. Faculty may end their course at Thanksgiving if the instructional hours for that course are met; or can continue online until Dec. 8, [last day of classes](#). Fourth Week ([Progress Reports](#)) are due Friday, Sept. 25 at 12 noon.

Designing Accessible Courses

Friday, August 14,

12:30- 2pm

Join CRTLE, CDE, the Student Access and Resource Center (formerly OSD) and other specialists on campus as we build universally accessible content and promote successful learning for all students. [RSVP](#).

Teacher-Student Interactions in Online and F2F Courses

Monday, August 31

1- 2:30 pm

Join CRTLE and CDE for this workshop on building engagement. More details to come on the [CRTLE](#) newsletter.

LinkedIn Available

August 1, 2020

LinkedIn Learning offers over 16,000 online courses which can be shared with students to provide supplementary resources or to build foundational skills. Faculty can view reports of student activity for the recommended courses. Visit the [OIT website](#) or attend the [Teams Live Event in August](#) to learn more about utilizing LinkedIn Learning in your class.

Faculty Affairs | Nedderman Hall 249 | 817-272-7422

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