



FLORIDA STATE UNIVERSITY
OFFICE OF THE PROVOST

July 22, 2021

Deans & Department Chairs-

It's hard to believe that we are already at the end of July and looking at Fall starting a month from now. We have all faced truly unprecedented times and I once again thank you all for your hard work and ongoing efforts.

Over the next few weeks additional informational emails will be sent out to a broader university community about the Fall start. Please watch for those messages and make sure they are shared as needed.

As a reminder, registration for Fall is currently open. Orientation is ongoing as well. In this last year your instructors have demonstrated amazing flexibility and some truly innovational teaching techniques. I support and encourage that continued innovation. I applaud that ongoing effort, but also want to remind you of some basic parameters that must inform your decisions about Fall classes. As always, Space and Scheduling is available for questions and support.

Face-to-Face classes and online approval

Any class section already built and coded as face-to-face must remain coded as face-to-face, even if an online course approval is received prior to the start of Fall classes. You may add a new section that is coded as an online offering, adjust instructors across different sections, or even combine\co-list sections and teach them together. Students and parents have made housing, travel, and assorted planning decisions based on the Fall schedule. Changing instruction mode at this late date is not feasible and will negatively affect the students.

Flex classes on Tallahassee campus

Flex classes are still an option for Fall on the Tallahassee campus. Instructors can continue to explore innovative teaching ideas under this format. Flex mode for the Fall means that instructors must be in the classroom and the students may choose to sit in the class or attend through zoom or view the recorded class.

Remote classes

Remote classes should be held to a minimum; existing class sections may not be switched to remote. However, new sections may be created using the remote option if you are creating these class sections as a result of meeting course demand or hiring issues with select teaching assistants or instructors. These should be kept to a minimum and used as exceptions, not the norm. Remote class offerings may be used only if approved by the department chair and dean as a solution for a specific problem. Republic of Panama class offerings will continue as remote for the Fall semester because of the local conditions in the country and the requirements set forth by the Ministry of Education.