

Office of the Provost
Supplemental Guidance to Department Chairs and Deans Regarding the Expedited Review Process for Faculty Seeking to Teach Remotely (6.23.20)

As you are aware, the Provost Office has instituted an expedited review process for faculty seeking to teach remotely who have an identified underlying health condition (or live with someone who does). If a faculty member in your department submits such a request, you will receive an email from Faculty Personnel inquiring whether you, in your capacity as department chair or dean, support the request given your understanding that that the request can be granted without negatively impacting the ability of the school or program to fulfill its in-person teaching obligations.

The supplemental guidance below is provided to assist you in responding to this inquiry:

- **Do not solicit private medical information from the faculty member.** You do not need to assess the faculty member's medical needs in order to respond to the inquiry regarding the ability of the department, school, or program to fulfill its in-person teaching obligations.
- **There is no targeted percentage or quota of in-person classes.** The inquiry is designed to ascertain whether the faculty member teaches a class for which there is a strong pedagogical need for the course to be taught in-person, because it depends crucially on physical materials or experience that can't be provided on-line (e.g., some clinical courses, some lab courses, studio arts courses, and the like). This also refers to, in some schools, groupings of classes where the overall experience cannot be fulfilled in a remote format.
- **The goal is to balance the students' desire for in-person experience with the needs of our faculty.** The provost would like to respond to the student's desire to have an in-person experience to the greatest extent possible. We plan to exhibit care when considering the requests for accommodations particularly in creating assignments for totally remote instruction.
- **Safety remains our top priority for in-person instructors.** The university plans to enact a program that will include widespread testing and the adoption of myriad safety measures as recommended or required by the Centers for Disease Control and Prevention and the D.C. Department of Health as well as additional measures that are prudent in the context of our campus environment and population.

Please contact Chris Bracey, Vice Provost for Faculty Affairs, at facultyaffairs@gwu.edu or (202) 994-0513 with any questions you may have about the expedited review process.