

Academic Program and Learning Space Protocols

ASU-Beebe offers a large assortment of course offerings and programs across four campuses. All programs, where applicable, will adhere to building and classroom protocols outlined below. **In addition, all ASU-Beebe employees must follow the Coronavirus Protocols for Employees.**

Face Masks/Coverings and Social Distance

- ASU-Beebe supports social distancing, and masks are welcomed on our campuses. In all cases, employees and students will respect and comply with any employee, student, or guest's request for social distancing.

Course Syllabus Template and University Syllabus

- All course syllabi, regardless of delivery method, are to have the following statement included.
 - **Notice Concerning the Possibility of Interruption of Instruction Due to a State of Emergency:** ASU-Beebe reserves the right to adjust the mode of instructional delivery and the dates included in the Academic Calendar due to a local, state or national emergency, which includes issues related to COVID-19 pandemic.
- This statement has been added to the [University Syllabus](#).

Attendance

Attendance will be taken each class period. **Where applicable, faculty with brick and mortar, face to face classes may create a seating chart of assigned seats.**

Cleaning and Sanitizing

- Each classroom, lab, computer lab, learning space, and common area will be stocked with sanitizing wipes and hand sanitizer. Faculty, staff, and students are encouraged to sanitize areas, items, and hands as needed.

Students who are Symptomatic or ill from COVID-19

- Students are required to report via the online [COVID-19 Self Reporting Form](#), if the student:
 - Has a confirmed or suspected positive case of COVID-19;
 - Is experiencing symptoms of COVID-19 (fever, cough, shortness of breath, weakness, fatigue, nausea, change in taste or smell, diarrhea)

Once a student submits a COVID-19 Self Reporting Form, they are directed to refrain from visiting campus until they have been contacted by an ASUB official and communicated it is safe to return to campus (i.e., classroom, tutoring, on-campus dining, offices, etc.).

Students in Quarantine or Isolation

- In the event a student is unable to participate in a brick and mortar, face-to-face course due to being quarantined or in isolation due to exposure to COVID-19, faculty are to work with the student and deliver course content via CANVAS to ensure the student is able to maintain good standing in the course. Students understand that while in quarantine or isolation, they are responsible for maintaining good standing in their courses.

Faculty Office Hours

- ASU-Beebe supports social distancing, and wearing masks are welcomed. Faculty are encouraged to meet with students in a socially distanced manner where applicable. Virtual office hours are also welcome through Zoom and/or phone.

Official Travel for ASUB

- In order to engage in official travel for ASU-Beebe, each traveler must adhere to the published Centers for Disease Control and Prevention (CDC) travel recommendations regarding testing, quarantine, and isolation, which currently may be found at the following links:
 - [Domestic Travel During the COVID-19 Pandemic](#)
 - [International Travel During the COVID-19 Pandemic](#)
- Should the CDC modify its guidance, ASU-Beebe will update its procedures to align with the published guidance.

Third Parties

- In some instances, an outside entity or partner (third-party, not ASU-Beebe) may require vaccination, masking, testing, and/or other health-related requirements in order for a student or employee to participate in an activity. These activities may include, but are not limited to, clinicals, off-campus events, travel, etc. If the student or employee wishes to participate in the activity, then they must follow those third-party requirements.