

Friday, March 13, 2020

Dear Colleagues,

I know you are all busily making adjustments to your daily work schedules as we do our part to care for each other and our students during this pandemic. Your patience, flexibility, and timely preparations are appreciated.

We are being asked to make a lot of changes to our work, and quickly. Instruction, research, and student services must adjust at every level. As many national voices have opined, now is a moment to focus on simple, clear shifts to delivery methods, produced in a timely manner. This is the current “best practice” for providing accessible instruction and services to students, at least. Regardless, whatever choices we make about how to continue working, our K-State colleagues are daily providing extensive resources to support us.

KEEP TEACHING: The University encourages asynchronous delivery of our teaching, in the hopes that our students can access instruction regardless of the life adjustments they must make, and that faculty and staff can exercise flexibility required.

The Keep Teaching website (<https://www.k-state.edu/keep-teaching/index.html>) has many resources, with additions made daily. A schedule of virtual workshops for syllabus adjustments, accessibility, and tools like Canvas, Mediasite, Zoom and others is available here: <https://www.k-state.edu/keep-teaching/training.html>. These workshops will be recorded and made available for those who cannot attend the live Zoom sessions.

Another resource is the online community developed by K-State’s Katie Linder, (https://keep-teaching-resources-for-higher-ed.mn.co/share/zcTzuEj_gszfyTfc?utm_source=manual), which is especially useful for those of you looking for how other departments or units at other colleges and universities are dealing with particular kinds of instruction and advising.

KEEP ADVISING: Advisors play an important role in student success. Moreover, they are the point people for Fall 2020 enrollment, which begins soon. Vice Provost for Student Success, Jeannie Brown Leonard has compiled a best practices website for remote advising (<https://www.k-state.edu/student-success/about/advising/for-advisors/remote-advising.html>) which has strategies that we can all use as we assist our students in the weeks ahead.

KEEP RESEARCHING: For guidance and information about health and safety and other considerations for your research, please see <https://www.k-state.edu/covid-19/researchers.html>.

KEEP WORKING: The COVID-19 site (<https://www.k-state.edu/covid-19/employees.html>) has general information about all areas of university life. However, the guidance for employees provides resources for supervisors and employees alike, particularly as it relates to remote work and relaxed policies: (<https://www.k-state.edu/covid-19/employees.html>).

I hope this note offers you a sense that you are not alone in adjusting your work at K-State. And there are new communications and resources coming every day. Know that we have colleagues who are experienced in this kind of work who are able and willing to help us. And please don’t forget to get plenty of rest and practice self care. In the end, the University can’t work without you.

If there is anything that you don't think has been adequately addressed in this process, please feel free to reach out. I am happy to help communicate as needed.

In solidarity,

Tanya

Tanya González | Professor | Faculty Senate President | Department of English | Kansas State University | Manhattan, KS 66506 | 785.532.2154 | she/her/hers