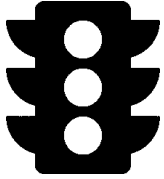


# ACADEMIC CONTINUITY PLAN

The Academic Continuity Plan is an action plan to continue meaningful academic instruction in the event of a disruption to normal class schedules. There are three phases - Monitor, Remote and Closure. The key element in all phases is to communicate with students and let them know what to expect.



**Monitor:** Southeastern's emergency banner message will indicate the **Monitor** phase of the Academic Continuity Plan.

- Faculty communicate plans directly with students or direct them to the appropriate section in the Moodle course where instructions will be available should the university go remote OR close. Students begin preparing for distant delivery as per the faculty instructions.
- In certain situations the University may be unable to implement the "Monitor" phase, so faculty should be prepared to go directly to "Remote" or "Closure" at any point.

**Remote:** Southeastern's emergency banner message will indicate the **Remote** phase of the Academic Continuity Plan.



- Faculty communicate plans directly to students or direct them to the appropriate section in the Moodle course where instructions will be available for remote instruction. Instructions may simply be to continue regularly scheduled course content. For courses with face-to-face components, instructions may describe a switch to Google Meet sessions.
- In the remote phase, faculty may be on campus as needed to deliver and/or support courses from offices and/or classrooms, but students are not required to be on campus. Faculty can still require virtual synchronous class meetings and activities as previously scheduled. Assignments, quizzes, tests, and other course activities will be posted in the LMS and deadlines observed. For internships, practica, and other field experiences refer to the course administrator and/or departmental guidelines. The University intends to maintain resources to support instruction to the extent possible.



**Closure:** Southeastern's emergency banner message will indicate the **Closure** phase of the Academic Continuity Plan.

- Faculty communicate plans directly to students or direct them to the appropriate section in the Moodle course where instructions will be available for continuing the course in case of a closure. Instructions should describe asynchronous completion of course content.
- Students and faculty should not be on campus. There should be no virtual synchronous class meetings. Deadlines will be scheduled after the campus reopens allowing students a reasonable amount of time to complete coursework. It is understood that access to technology may be limited for faculty and students during a closure.

Please be reminded that emergency situations may require transition back and forth among the three phases.