

# 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:** The emergency notice page on Southeastern's website 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 Canvas 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:** The emergency notice page on Southeastern's website 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 Canvas 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, unless directed otherwise. Students cannot be 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 Canvas 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:** The emergency notice page on Southeastern's website will indicate the Closure phase of the Academic Continuity Plan.



- Course instruction is halted. It is understood that access to technology may be limited or completely unavailable for faculty and students.
- Students and faculty should not be on campus, nor should there be virtual class meetings. Students will be given a reasonable amount of time to complete coursework after course instruction resumes, all deadlines will be adjusted to accommodate this. Faculty will communicate instructions for completing course requirements once the Closure phase is lifted.

Please be reminded that emergency situations may require transition back and forth among the three phases or immediate implementation of one phase. In the event of a weather emergency, students, faculty and staff may be impacted differently. If a student's individual situation makes it impossible to comply with the Remote phase, the student should contact their instructors as soon as possible to request accommodations for their specific situation. Remember, faculty and staff are likely facing the same challenges as students.