



COVID-19 RECOVERY PLANNING GUIDANCE FOR ACADEMIC AFFAIRS

CLASSROOMS and DELIVERY MODALITIES

- All University classrooms should be completely reconfigured for seating that will maintain six feet physical distancing.
- To maximize capacity, with a goal of at least 50%, chairs should be removed such that all remaining chairs in the room can be utilized for seating, and the seating configuration designed such that the entire floor space (leaving appropriate physical distancing space for the instructor) can be utilized.
- If storage space is not available on campus, rental storage space can be used.
- All classroom furniture should be appropriately tagged during the moving process to ensure safe return to the original classroom.
- For classrooms and computer laboratories/classrooms with table seating, plexiglass barriers on the tables should be utilized to maximize seating capacity, again with a goal of at least 50%. However, use of classrooms with table seating should be minimized as these will be difficult to achieve 50% capacity and the required physical distancing.
- Assuming 50% capacity can be achieved in all or most classrooms, the following recommendations should be considered when deciding on delivery modality:
 - For class sizes > 50 students, 100% online delivery is recommended.
 - For class sizes < 15 students, 100% face to face delivery is recommended.
 - For class sizes > 15 and < 50 students, blended delivery is recommended, with 50% of the students online and 50% of the students face to face, alternating modalities for all students.
- The room layout may impact the number of students who can be safely in a class for face to face delivery.