

- How will we know who will attend class in person each week? Students have received their SMUFlex red/blue designation, and they are receiving regular email communications clarifying that they need to attend class in person on the designated color days. Faculty can access the red/blue/remote designations on their class rosters in my.smu.edu.
- How will students gain access to the Zoom links so they can attend class on days they are not attending in person? Faculty will provide Zoom links to students through emailing their class roster and through posting the links on their Canvas courses prior to the first day of class. These Zoom links should remain the same across the semester.
- When should faculty publish their Canvas courses? To ensure smooth communication with students, we encourage faculty to publish their courses by Friday, August 21st.
- What does a student do if they have not received any communication about accessing class via Zoom prior to the day of class? Students should reach out directly to their instructor via email.
- What if my roster indicates that more students are assigned to come in person than the classroom capacity indicates? Although rare, these situations might arise. Adjustments are currently being made to ensure that the numbers are balanced. Faculty in, or close to, this situation of overflow have already been contacted directly by Peter Moore with special instructions. If you are concerned, please reach out directly to Peter Moore.
- What if more students show up to my class on the first day than I can safely accommodate with the social distancing guidelines? In the event that this occurs in your class, we recommend that you focus on safety first; limit the number of students who enter the classroom by admitting those who arrive first and asking others to relocate to a Zoom space to attend via Zoom. Reassure the students that SMU will be supporting an immediate resolution to these types of unanticipated issues, and that they can expect a communication from you via email prior to the next class. Please immediately notify Peter Moore so the team can work on a solution with you.
- Can students choose to attend class via Zoom, even on their designated red/blue days? The attendance policy during the fall semester was designed to be flexible in order to accommodate any issues that might arise related to COVID-19. Faculty are encouraged to accommodate students who might need or want to attend class via Zoom, even on their designated in-class red/blue days. Students might want to self-quarantine, for example, if they have been traveling, or if they are concerned about possible exposure. Attendance via Zoom would still be expected, and we encourage students to communicate directly with their instructors about these arrangements.
- What if I also have students designated as “remote” on my roster, even though I am teaching an SMUFlex class? I thought they would enroll in “virtual” classes? Students designated as “remote” are students who have requested permission to attend SMU as “remote” and will attend all their classes “virtual.” Their advisors helped them build a schedule that best accommodated their needs. If you have “remote” students, it is because they want to be in your class; they know that the class is a SMUFlex class and understand that they will need to attend via Zoom on both the red and blue days.
- How much discretion do I have with requiring students to follow the Red-Blue rotation schedule? Students must stay on the Red-Blue rotation schedule. This has been consistently communicated to them, and you can rely on support for this message.
- What if my classroom space can accommodate all students enrolled? Do students have to follow the red/blue schedule? This is a faculty decision, and if these circumstances permit, it would certainly be possible. The only caveat is to avoid requiring mandatory attendance on all days for all students, because some students will have logistical challenges with attending on their non-designated days. For example, some students will only be traveling to campus on their

designated day; if they have to come in for just one class on a day in which they normally would be taking classes via Zoom, they would have to find a Zoom space (and those spaces are limited).

- What should I do if I am teaching a course that has both undergraduate and graduate students enrolled? Do graduate students have a red/blue designation? All courses were assigned based on their enrollment capacity, regardless of whether the enrollment was undergraduate only, graduate only, or a combination of both. Deans, chairs, or instructors should determine the best approach that works for their jointly enrolled courses in ways that maintain the key elements: a) safe social distancing; b) availability of all classes via Zoom and in-person for SMUFlex courses; and c) undergraduate student attendance that follows the COVID-19 health attendance policy.
- Where can I get more information?
 - You can find an [overview of the Red-Blue rotation schedule](#) as well as a [graphic version of the Red-Blue rotation schedule](#) on the Registrar's website.
 - You can find [additional teaching resources from CTE/OIT](#) on this website, including a recently published [Faculty Guide for SMUFlex](#).