



Dear Faculty,

Welcome to Spring 2025 on the Hilltop! As we gear up for the semester ahead in preparing syllabi, I would like to make sure we have an opportunity for clear and consistent communication.

Please view [SMU's evergreen site for required syllabus statements](#) on Title IX, Disability Accommodations, Academic Policies, Student Support Services, and Generative AI Guidelines. The [SMU Syllabus Library](#) on SMU's cloud syllabus platform will automatically integrate this mandatory language into all syllabi to serve as a resource for faculty and students.

Due to advancements in publicly available Generative AI technology, the SMU Faculty Technology Council has updated the prepared syllabus statement options for Generative AI use and has developed an [individualized statement-building option](#) available in the cloud-based syllabus platform (Simple Syllabus). As of fall 2024, all courses must include a clear statement about Generative AI use by selecting from one of the prepared statements or by using the individualized statement-building option.

To support the [SMU in Four](#) initiative, all 3-credit undergraduate courses must integrate their syllabus, calendar, and gradebook into Canvas. The SMU Academic Instructional Technology team provides comprehensive support, including a [self-help website](#), dedicated [School/College support through Academic Technology Service Directors \(ATSDs\)](#), and [academic technology workshops from January 8-15](#).

[Guidelines for using technology-enhanced instruction](#) for extenuating circumstances for faculty and students have been added to the university required syllabus statements. Remote teaching, once authorized temporarily by SACSCOC, has not been permitted since May 2022. Ensure your syllabi are updated to reflect current policies, removing any obsolete COVID-19 information. For disability-related teaching accommodations, contact the Office of Institutional Access and Equity. For courses taught entirely online, approval from the Educational Programs Committee is required, adhering to the SMU Office of Global, Online, and Continuing Education's standards.

Finally, please also familiarize yourself with [SMU's inclement weather and emergency operations guidelines](#) to navigate any potential university announcements.

Thank you for your commitment to a successful Spring 2025. This letter and further updates will be accessible on the Office of the Provost website under [Provost Communications](#) and will be linked in upcoming Friday updates.

Sincerely,

A handwritten signature in dark ink, appearing to be "E. J. [unclear]", written in a cursive style.

Elizabeth G. Lobo, PhD
Provost and Senior Vice President for Academic Affairs
Southern Methodist University
<https://www.smu.edu/provost>

