



Idaho State  
University

# Memorandum

**TO:** Deans

**FROM:** Dr. Laura Woodworth-Ney  
Executive Vice President and Provost for Academic Affairs

**SUBJECT:** Fall 2020 semester update

**DATE:** July 3, 2020

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Good morning, and Happy 4th of July Weekend!

I wanted to provide a few updates before the holiday weekend:

1.) ISU is closely monitoring health updates and working with local and state officials to ensure that we have the most current information as we continue to plan for the Fall Term. ISU's Roaring Back [website](#) has been updated. Please continue to check the site for periodic updates.

2.) I will be out of the office next week but will be checking email on a daily basis.

3.) The Registrar's Office continues to work, in conjunction with the Instruction Group, to modify the Fall Course Schedule. The University Scheduler will be reaching out to all of the Department Schedulers and Chairs with updates and action items. A partial list of action items are included below for your reference. Please direct scheduling questions to the University Scheduler.

Thank you all for your leadership during this very trying time. Please know that your actions have made all the difference for the university and our students. We will continue to review decisions and options as the health environment shifts.

Please stay safe and have a rejuvenating holiday.

***Partial List of Action Items that Will be Sent to Schedulers by the Registrar's Office:***

- Move 1000/2000 level sections to hyflex if days/times allow currently enrolled students to go to class 1/week. If this results in a loss of more than 5 seats, we will add a synchronous online section at the same day and time with the same instructor.
- Move any section online if the instructor requests for health reasons.
- Add online sections or increase enrollment for online sections.
- Add new face-to-face or hyflex sections after 3 pm on weekdays or on Saturdays.
- Increase class limits to the Covid capacity of a room for face-to-face sections.
- Increase class limits for lower division hyflex courses if days/times allow students to go to class 1/week.
- Move upper division/graduate sections to hyflex with no restrictions.
- Change class limits for upper division/graduate hyflex courses.
- Change instructors for any section.
- Cancellations that are necessary. Cancellations of general education sections will need to be approved by the college dean and Academic Affairs.

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