

Resources for Consideration in Syllabi - Danforth Campus

Important information to be included in your syllabi is presented here. Additional information is available at The Center for Teaching and Learning, a valuable campus resource as you prepare your courses, including a [downloadable syllabus template](#) and information on [constructing a syllabus](#) that promotes inclusive learning environments. A few reminders as you prepare for Fall 2020:

- Adjust for the additional five minutes of passing time needed between classes by ending your class five minutes before the end time stated in Course Listings.
- Be very clear about your attendance policy, particularly for Fall 2020, when students can participate in class in-person, remotely, or a combination of both ways. Particular attention should be paid to describing how illness/quarantine will be handled. Students should feel confident that they can pass a course should they need to pivot fully online.
- Include [online best practices](#) and expectations of students so they feel comfortable knowing how to best engage in your course (e.g., technical requirements, virtual office hours, Zoom expectations, etc.).
- Include a brief description of how the course will operate should instruction pivot to fully remote during the course of the semester.

COVID-19 HEALTH AND SAFETY PROTOCOLS:

Exceptions to course policies, expectations, and requirements (including attendance and assignment deadlines) because of a COVID-19 diagnosis, symptoms consistent with COVID-19, or exposure to a person with a confirmed or suspected COVID-19 diagnosis will be made in collaboration between the student and instructor. Please remind your students that in any of these cases they should contact you as soon as possible to discuss appropriate accommodations.

All students on the Danforth Campus are required to complete the self-screening and reporting before each time that they come to campus. To complete the screening questionnaire, visit [WashU COVID-19 Screening](#) for campus access and log in with your WUSTL Key.

While on campus, it is imperative that students follow all public health guidelines established to reduce the risk of COVID-19 transmission within our community. The full set of University protocols can be found at <https://covid19.wustl.edu/health-safety/>. This includes:

- **Complying with physical distancing requirements at all times and adhering to signage and environmental cues.** This includes not congregating before or after class as well as during breaks or class activities.
- **Complying with universal masking. All individuals on campus must wear disposable masks or cloth face coverings while occupying indoor public settings,** including: multi-person offices; hallways; stairwells; elevators; meeting rooms; classrooms; restrooms; and when in campus outdoor spaces unless they can maintain six feet of physical distance from others. *In the event that a student cannot wear a mask due to a medical condition or other concerns, they should consult with their academic advisors.*
- **Practicing healthy personal hygiene,** including frequent handwashing with soap and warm water for at least 20 seconds and/or using hand sanitizer with at least 60% alcohol.

- **Complying with cleaning and sanitation protocols.** Students may be responsible for wiping down common surfaces after use, particularly those that might be shared with others (e.g., classroom desks). Instructions for sanitizing technology equipment [can be found here](#).

We take your health and the health of our community very seriously. Any Danforth Campus student who is **currently diagnosed with COVID-19, is experiencing symptoms consistent with COVID-19, or has had direct contact with a person with a confirmed or suspected COVID-19 diagnosis must remain home and isolate themselves from others.** Students who have symptoms and/or do not pass the screening protocol described below must call the Habib Health and Wellness Center at 314-935-6666 for additional instructions.

Reporting Sexual Harassment:

If a student discusses or discloses an instance of sexual assault, sex discrimination, sexual harassment, dating violence, domestic violence or stalking, or if a faculty member otherwise observes or becomes aware of such an allegation, they will keep the information as private as possible, but as a faculty member of Washington University, they are required to immediately report it to the Department Chair or Dean or directly to Ms. Jessica Kennedy, the University's Title IX Director, at (314) 935-3118, jwkennedy@wustl.edu. Additionally, you can report incidents or complaints to the Office of Student Conduct and Community Standards or by contacting WUPD at (314) 935-5555 or your local law enforcement agency. See: [Title IX](#)

Confidential Resources for Instances of Sexual Assault, Sex Discrimination, Sexual Harassment, Dating Violence, Domestic Violence, or Stalking:

If a student needs to explore options for medical care, protections, or reporting, then free and confidential support resources and professional counseling services are available through the Relationship and Sexual Violence Prevention (RSVP) Center in Seigle Hall, Suite 435, rsvpcenter@wustl.edu, 314-935-3445. For after-hours emergency response services, call 314-935-6666 or 314-935-5555 and ask to speak with an RSVP Counselor on call.

Academic Accommodations:

Reasonable Accommodations for Disabled Students - Washington University in St. Louis supports the rights of enrolled students to a full and equal educational opportunity and, in compliance with federal, state, and local requirements, is committed to reasonable accommodations for individuals with documented disabilities. Disabled students for whom accommodations may be necessary must be registered with, and provide their instructors official notification through, WUSTL's **Disability Resources** (<https://students.wustl.edu/disability-resources/>). Once established, responsibility for disability-related accommodations and access is shared by DR, faculty, and the student. Please contact Disability Resources at 314.935.5970 or disabilityresources@wustl.edu.

Sexual Assault Resources - The University is committed to offering reasonable academic accommodations (e.g., a no-contact order, course changes) to students who are victims of relationship or sexual violence, regardless of whether they seek criminal or disciplinary action. If a student needs to request such accommodations, have them contact RSVP (information above) to schedule an appointment with an RSVP confidential and licensed counselor. Although information shared with counselors is confidential, requests for accommodations will be coordinated with the

appropriate University administrators and faculty. See: [RSVP Center](#)

Bias Reporting:

The University has a process through which students, faculty, staff, and community members who have experienced or witnessed incidents of bias, prejudice, or discrimination against a student can report their experiences to the University’s Bias Report and Support System (BRSS) team. See: brss.wustl.edu.

Mental Health:

Mental Health Services’ professional staff members work with students to resolve personal and interpersonal difficulties, many of which can affect a student’s academic experience. These include conflicts with or worry about friends or family, concerns about eating or drinking patterns, and feelings of anxiety and depression. See: <https://students.wustl.edu/mental-health-services/>. Additionally, see the mental health services offered through the RSVP Center listed above.

WashU Cares:

[WashU Cares](#), within the Health and Wellness Unit, provides resources to all students on the Danforth Campus who may be having a hard time. WashU Cares is committed to helping create a culture of caring. Through proactive, collaborative, and systemic approaches, they work with students to identify interventions, resources, and supports that allow them to be successful. If there is a concern about the physical or mental well-being of a student, please file a report on their website. See: <https://washucares.wustl.edu/>.

Center for Diversity and Inclusion (CDI):

The Center for Diversity and Inclusion (CDI) supports and advocates for undergraduate, graduate, and professional school students from underrepresented and/or marginalized populations, collaborates with campus and community partners, and promotes dialogue and social change to cultivate and foster a supportive campus climate for students of all backgrounds, cultures, and identities. See: <https://diversityinclusion.wustl.edu/>.

Preferred Name and Gender Inclusive Pronouns:

In order to affirm each person’s gender identity and lived experiences, it is important that we ask and check in with others about pronouns. This simple effort can make a profound difference in a person’s experience of safety, respect, and support. See: <https://students.wustl.edu/gender-pronouns-information/>, <https://registrar.wustl.edu/student-records/ssn-name-changes/preferred-name/>.

Military Service Leave:

Washington University recognizes that students serving in the U.S. Armed Forces and their family members may encounter situations where military service forces them to withdraw from a course of study, sometimes with little notice. Students may contact the Office of Military and Veteran Services at (314) 935-2609 or veterans@wustl.edu and their academic dean for guidance and assistance. See: <https://veterans.wustl.edu/policies/policy-for-military-students/>.

Important Dates:

Election

There is a federal election happening on **November 3, 2020**. If you would like to register to vote prior

to the election, you can do so at wustl.turbovote.org. If you are ineligible to vote, you can still participate by referring your friends who are eligible to the TurboVote link to register. Additionally, everyone can contribute to the campus energy surrounding voting by starting dialogue with your peers about the importance of voting, educating yourself on American democracy and the ways certain policies affect you and others, and participating in year-round forms of civic engagement beyond voting. If you have any questions about the voting process, please reach out to washuvotes@wustl.edu for assistance.

Religious Holidays

The [Office of Religious, Spiritual and Ethical Life](#) maintains a [calendar](#) of many religious holidays observed by the WashU community. Listed below are dates of some of the major religious holidays or obligations in the Fall 2020/Spring 2021 semester that may pose potential conflicts for observant students.

The Jewish holidays that may pose potential scheduling conflicts begin at sundown on the first day listed and end at nightfall of the last day shown:

September 18-20	Rosh Hashanah
September 27-28	Yom Kippur
October 2-4	Sukkot Opening Days
October 9-11	Shemini Atzeret/Simchat Torah
March 27-29	Passover Opening Days
April 2-4	Passover Closing Days
May 16-18	Shavuot

Additionally, the Sabbath/Shabbat is celebrated each Friday at sundown through Saturday at nightfall.

The dates this fall that may present a conflict for Muslim students are:

July 31-August 3	Eid al Adha
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Baha'i students may require observance on the following days:

October 19	Birth of Baha'u'llah
November 25	Day of the Covenant
November 27	Ascension of Abdu'l-Baha

The dates this fall that may present a conflict for Hindu students are:

October 25	Dasara
November 14	Diwali