Algorithm for Replacement of Ill Faculty

In the event faculty become ill with COVID-19 or are unable to teach their course to care of family, etc., a plan needs to be in place for course coverage.

Do you teach in a course that has multiple sections?

NO

YES

If there is only one faculty teaching a course, this faculty should identify a substitute faculty willing to teach the course if needed. If you are not able to identify a substitute, please contact your department Chair.

Course faculty from all sections of a course communicate now to determine who will cover for whom in the case of faculty illness.

Replacement Faculty

Notify appropriate department Chair as soon as you know a faculty is ill and you are stepping in to teach their course.

Ill Faculty

As soon as you begin to experience COVID-19 symptoms, alert the teaching team that you need to be replaced. If you are well enough to continue teaching, you may do so but having your back-up in the course in place will aid transition if needed.

D2L

Please provide your coverage plan with your department Chair who will then arrange for D2L access according to the plan provided.