



TEXAS SOUTHERN UNIVERSITY

MEMORANDUM

TO: TSU Faculty
FROM: Dr. Kendall Harris (Office of the Provost)
DATE: Thursday, March 12, 2020
RE: **Transition to Online Instruction / Coronavirus Update**

Following today's announcement regarding the transition to online instruction beginning March 23, I want to communicate some additional information. First, it is crucial that we lead by example with our students. Students need to understand that TSU is here to support them – and that the mission of teaching and learning will go on – in spite of the changes in instruction. We must employ all means necessary to keep the academic integrity intact. We must also be responsive to our students who will, no doubt, have questions and concerns over the coming days and weeks. Please stay strong and confident for our students. Because this is a fluid situation, we are asking that all faculty stay connected to TSU – even during Spring Break, as we may be communicating important information.

Regarding the transition to online instruction, here are some important pieces of information:

Beginning March 23, classes will resume via online instruction until further notice. We will share additional details with you in the coming days, but at this time, you should view the following attachments to this memo:

- **Schedule for online webinars (Monday, March 16 & Tuesday, March 17) on “How to Use Blackboard”**
- Checklist for moving two weeks of course content to the online platform
- FAQs regarding potential student issues, office hours, and online tutorials

Please let your students know that, if they have issues with technology or need access to computers for class assignments, the campus computer labs and all other academic resources (library, tutoring, etc.) will be open and available to them.

Very important: If you are traveling to a country identified by the CDC with a Level 3 Travel Health Notice (currently Italy, China, South Korea, Iran and Venezuela), depending on your travel history, you will be asked to stay home and self-quarantine for a period of 14 days from the time you left an area with widespread or ongoing community spread. To help the university best assess potential exposure and risks to our campus community, we are asking any student,

faculty or staff member who is traveling internationally during Spring Break to let us know in advance by filling out this [form](#).

Again, it is imperative that we do all things necessary to keep TSU on track at this time. Let's support each other throughout this situation. Remember our motto "Better Together." This is more important now than ever!

Go Tigers!