

From: [Mueller, Bruce](#)
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Office of the Dean

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August 12, 2020

Faculty and Staff,

I enjoyed Monday's Faculty & Staff meeting. We covered a lot of ground and you all asked great questions. As you can tell, there is a lot happening behind the scenes to make sure this Fall semester is going to be as great as it can be.

I am looking for title ideas for the evening sessions with faculty and alumni that I described in yesterday's meeting. "Shooting the Breeze with the Dean" is not a good enough title! Additionally, my daughter suggested we do a theme in each of these videos and used this video as the template that I should follow. https://www.youtube.com/watch?v=_sZH-psg9yE&t=74s

I don't think I will take her idea...so I am interested in yours!

COLLEGE INFORMATION

- **Building Access:** If you need to come to the COP to pick up things from your workspace, please send an email message to cop.bldg.access@umich.edu to schedule a time and directions on how to access the building. If you need to take equipment home, please complete the [equipment loan form](#). If you are experiencing symptoms on the day of your appointment please stay home and send an email to address above to reschedule pick up.

If you need to enter the building, you **must** wear a face cover at all time and complete the [Health Screening Tool](#) each day before coming into the building. If you fail the health screening tool questions (red screen), don't come to work and follow the instructions on your screen regarding next steps.

- **What should I do if I am having internet/connectivity issues?** Remote

work/instruction requires flexibility and understanding of the varying resources available to individuals at home. Connectivity issues are a daily occurrence and can be stressful in the moment. The University provides [helpful resources](#) for internet connectivity issues and options for discounts with internet providers. If faculty or staff experience connectivity issues, it is important to communicate the issue as soon as possible to your supervisor. Please contact COP IT. To proactively prevent frustration by this limitation, please ensure that you have adequate internet bandwidth.

FACULTY

- **Grading System for Fall Term:** Discussions are currently occurring on central campus regarding grading for fall term. Information will be shared once decisions have been made.
- **Teaching on Zoom - Michigan Time Still Applies!** While students may no longer require time to commute between classes during remote instruction, breaks are essential to maintain focus and prepare for new material. Without breaks, “Zoom Fatigue” is likely and could result in decreased motivation and attention. We all need bio-breaks! Be sure that you continue to follow Michigan time for any synchronous courses delivered remotely. **Remember, we start ON THE HOUR and end 10 minutes before the next class time starts.**
- **Communicating with Students:** Regular communication with students reduces stress, eliminates confusion, and lets students know that faculty are engaged and invested in the course. We heard from students in winter term that regular communication, even about things that may be included in the syllabus, help them feel more motivated and engaged with the course. Updates can be as frequent or infrequent as necessary to ensure that changes in course structure and assignments are seen by all students and that everyone is prepared.
- **Lessons Learned from Winter 2020:** Don’t forget to check out the recommendations from the Leadership Scholars students who reviewed assessment data from winter 2020 and identified several actions faculty can take to improve the remote learning experience for students. Many of their recommendations are easy to implement and will make a big difference to students. Click [HERE](#) and go to the Hybrid Teaching tab.

YOUR WELL-BEING

From our MHealthy Champion, Tina Mead:

Mental Health and Well-Being

For those affected by the Black Lives Matter movement, the Department of Organizational Learning has offered a 4-week self-guided learning document to help understand racism in our country. If you are interested in this self-guided document, you can find it here: https://hr.umich.edu/sites/default/files/anti-racism_quick_start.pdf

Additional Well-Being Resources

[Well-Being Resources during the COVID-19 Pandemic](#)

<https://hr.umich.edu/benefits-wellness/health-well-being/mental-emotional-health>

Flexible Work Options

<https://hr.umich.edu/benefits-wellness/work-life/flexible-work-options>

Physical Activity

Now through the end of August, U-M's Recreational Sports is offering "FREE" participation in their Group X classes through Zoom. They also have other videos from their fitness team on their YouTube Channel. If you are interested in any of this, you can find more information on their website: <https://recsports.umich.edu/groupx/>

The [University of Michigan Workplace](#) offers about 8-10 classes per week. The videos stay online, so if you can't participate "Live", you can always watch them later.

Child Care

As we approach the New Year, we know that child care is going to be challenging, while many parents are working remotely. Please visit [U-M's Child Care Resources page](#) for some great resources.

Financial

[Four Ways to Improve Your Financial Footing](#)

Find Online Webinars and resources through Fidelity and TIAA: [New Tools Help Build Summer Financial Savvy](#)

Sincerely,
Bruce Mueller
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