Side Letter on Faculty Office Hours for Fall 2021

For fall 2021 only, all faculty members will hold regularly scheduled office hours remotely or in-person in whatever proportion they choose to best serve their students. Faculty with office hours obligations who are teaching multiple courses in person will schedule some time in-person for office hours every week. Where faculty members hold regular office hours in-person in their campus office, they may request safety modifications if necessary using normal procedures. In-person office hours may also be held in classrooms or other spaces (indoors or outdoors), so long as office-hour schedules are posted in syllabi or elsewhere on campus and reported to their Dean so that students are fully informed. For faculty teaching in-person, office hour schedules shall be posted outside campus offices, even if office hours are being offered remotely.