

## Frequently Asked Questions lecturers

21 September 2020

### **Should I always keep 1.5m in between students, and between a student and myself?**

Yes, at all times, the 1.5m distance should be kept in line with the RIVM and GGD guidelines for higher education and further elaboration on this by the infection experts of the GGD in our region (VGGM).

All lecture rooms are set up in such a way that between the tables we have 1.5m distance, so leave the rooms as you find them.

For this same reason, circulating as a teacher between the students that are working at their tables is not an option as your (cumulative) time within 1.5m of students will be significant. Students that once or twice pass between tables of other students, e.g. for a toilet break or when leaving early upon completion of an assignment in a (computer)practical is not a problem.

As we always keep 1.5m distance in our lecture rooms, a confirmed case in your class will not lead to a quarantine of the whole class, but only for the student involved and his/her housemates.

### **Can students with questions come to teachers-desk during a tutorial or computer practical?**

Do limit this. Of course, in interactive tutorials you need to interact both with the whole group and with individual students. And interacting with the student in the back row while others are still working on an assignment is not feasible. Therefore, a student, one at a time, can come to the teachers-desk. As the teachers desk in most lecture rooms is not 1.5m 'deep', make sure you clearly indicate where the student should stand.

As stated, incidental movement of 1 student is acceptable, constant circulation of a lecturer in the room is not. When you use this method, make sure only 1 student comes at a time, do not allow queues and make sure that the student that is at your desk also keeps 1.5m distance from other tables.

### **Can I use mouth-nose-masks and/or have students use them?**

As a lecturer you can request (but not require/enforce) student to use a

non-medical mouth-nose-mask. Student have been informed that lecturers might ask (but not require) them to wear them. Use of mouth-nose-masks does not negate the 1.5m distance rule, the 1.5m distance rule always applies.

### **How about the distance and nose-mouth-masks in a touring car?**

Also in touring cars e.g. during excursions, we keep the 1.5m distance and wear a mouth-nose-mask. We always stick to the 1.5m distance, also in touring cars we hire for excursions. This are Wageningen University rules, the contracted touring car company (Betuwe Express) is aware of this. In practice this often means that you require more touring cars, these additional costs can be covered from the excursion budget.

### **A student is in my classroom despite having Covid19-related symptoms. What should I do?**

For students, there is a checklist so they can take their own responsibility. The checklist is based on the RIVM and GGD guidelines.

It is provided online at <https://www.wur.nl/en/show/Corona-Current-Student-Before-you-go-to-the-campus.htm> in Dutch and English.

In general, it is our observation that many students follow these instructions and get tested when they have (mild) symptoms. But there are always some exceptions. And that might be the case in your course. We don't require you to check every student upon entering the classroom. But you might notice some symptoms while interacting with them. First of all, ask the student whether he/she was recently tested or have a chronic disease linked to the symptoms. After all, when they were tested for Sars-CoV-2 and found to be negative, they can come to class, even when their symptoms continue at the same level. So they might be attending class in full compliance with the guidelines.

So, by framing your question in this way, you already indicate that if they were not tested (or similar) they should go home immediately, while you're not immediately accuse them of not following guidelines.

When, according to the checklist, they should have stayed home, do tell them so as straightforward as possible. This is after all non-negotiable In lecture rooms a copy of the checklist will be available for your and student's reference.

In no case you can suggest that the student can stay in the lecture room with Covid19-related symptoms, nor suggest they wear a mouth-nose-mask for the remainder of the in class time when they should have stayed home.

**In our course we want to use hybrid lecturing, with part of the group in the classroom and part of them online attending, but it is difficult. Can I get assistance?**

Yes. The Education Support Center (ESC) can help you with setting this up, as many (but not all) classrooms have equipment that allow for this. In Forum, Orion and Leeuwenborch we have 'floorwalkers' to support you, so when you work with this technology and face issues in the classroom, they can support you. Call the building reception desk to get this assistance.

**I cannot teach if everyone has to keep a distance of 1.5 meters? What should I do?**

Not all teaching activities can be translated to a setup in which everyone, always keeps 1.5m distance. This will be the case for example in some practical's, e.g. when one student is the test-subject and the other student will perform a physiological measurement on that student. These type of practical's can not be taught. However, there might be colleagues in other courses that have found a pragmatic solution on how to do a similar experiment taking the 1.5 distance into account.

Do contact the Practical Support team (PFO:

[pfo\\_practicumzaal.fb@wur.nl](mailto:pfo_practicumzaal.fb@wur.nl)), describe your practical and ask for colleagues that might have good practices you can learn from.

Do note that face-Mouth-masks do not negate the 1.5m distance rule, so they are not a solution for this issue.

We are aware that within Science Groups very specific exceptions are made for instructions as part of thesis research projects performed in labs of the Science Group, including the use of additional personal protection equipment. There is a significant difference between the cumulative instruction time during a practical (with many different students all doing the same experiments) and individual instructions given to 'your student' during thesis research. Therefore these exceptions allowed by management and Health & Safety departments of Science Groups do not translate to exceptions for the practical rooms used for teaching.

At this moment we therefore don't have a procedure to request an exception to the 1.5m rule, as we will not grant these exceptions.

**Is the campus safe, is spreading of Corona-virus sufficiently prevented?**

Yes, many measures are taken to allow you to teach in a safe way on our campus as long as you follow instructions on hygiene, maximum occupancy of rooms and keep your distance.

In all lecture rooms now in use, the ventilation is (more than) sufficient to meet the RIVM and GGD advise and the setup of the room allows for keeping your distance.

Nevertheless, for example when you belong to a risk group or are the informal care-giver ('mantelzorger') for a person in the risk group, you might want to reduce risks to the utmost.

Do discuss this with your manager as this might require some reshuffling of tasks with your chair group.

(Risk group definition: <https://www.rivm.nl/en/novel-coronavirus-covid-19/risk-groups> )

**A student in my course reported to me by mail that he/she is tested positive for Sars-CoV-2 ('Corona') or will be tested, what should I do?**

First of all, they need to stay home and follow the checklist 'can I come to campus' (<https://www.wur.nl/en/show/Corona-Current-Student-Before-you-go-to-the-campus.htm>).

We check regularly with the municipal health service (GGD) on our responsibility in these situations.

As in our teaching we always keep 1.5m distance between all participants, the GGD informs us that we don't have a task in this.

Therefore, you also don't have to register this information, nor inform others within Wageningen University on this. We don't keep a central registry and -as this is medical information- are not even allowed to do so because of privacy regulations

You can of course inform other students in the class that some students (without mentioning names) are currently at home as according to the checklist "can I come to campus" this is what they had to do. But that

according to the GGD, as long as we keep our 1.5m distance in and outside the classroom, there is no need to be afraid that the classroom setting leads to transfer of the virus.

Such a message further nudges students towards taking all preventive measures seriously, without overreacting.

**I find the arrangement of the tables and chairs impractical, what can I do?**

To make sure that in the classroom the 1.5m distance is respected at all time, the setup of the classroom cannot be changed. So don't move tables or chairs from their location in the lecture room.

Nevertheless, also in this setup, there are still many activating options for teaching. The advisers of the Education Support Centre ([education.support@wur.nl](mailto:education.support@wur.nl)) are happy to suggest options to use in your course.

And for very practical issues where you or a student would normally rearrange the room.... When a student's laptop runs out of power and the student is not located sufficiently close to a wall socket, have the student go to the reception desk to borrow an extension cord.

**A student forgot his laptop for our computer practical, can I have him join a fellow students, so have two students behind one laptop?**

No. With two students behind one laptop, it is not realistically feasible that they keep 1.5m distance. Therefore this is not allowed. And either they stay and just listen, or they leave the class to get their own laptop or borrow it from a fellow student.

Students cannot borrow a laptop from the reception desk or the IT-service point.

Students that cannot afford a laptop can be referred to the student deans ([studentdean@wur.nl](mailto:studentdean@wur.nl)). The student dean might be able to properly advise the student on the (loan) options.

Over the next months, we plan to increase the number of rooms that have a BYOD setup with large screens for collaboration, but at this moment this facility is still limited to 2 lecture rooms in Forum.

When you're teaching in such a room students might collaborate by using

the large screen while staying on their own desk and keeping the 1.5m distance.

In some cases, the student working on the laptop could use the screen sharing option in MS-Teams to share the screen with another student that uses MS-Teams on a smartphone, but in most cases this will not suffice.

Note: only during exams, there are some spare laptops available for students that e.g. take a remote proctored exam in their student-room and during the exam their laptop stops working. As with all issues with a digital exam, they call the special 'digital exam call centre/helpdesk' that operates during digital exams and they will assist them.

### **Can housemates disregard the 1.5m distance in class?**

No. You as lecturer cannot check whether students indeed are housemates or not. Therefore the rule stays, also for housemates, 1.5m distance at all times on our campus.

### **A programme director assigned my course a number of hours for on campus teaching for each student. Do I have to fully use these hours?**

Wageningen University wants to allow students on campus learning time. We feel that learning time on campus is important for them, going beyond the learning outcomes of your course. Allowing them to interact 'in real life' with teachers and fellow students in the formal setting of university helps with their academic development. Not all these aspects are as easy or feasible to translate to an online setting for students that picked a programme with a (relatively) high study load (in contact hours).

Moreover, even though the practical in your case could be further reduced for once, overall students need sufficient the training in the lab (or field) to meet the learning outcomes of their programme and be prepared for thesis research. Thus the hours are not randomly assigned to your course, and your programme director can explain the decisions on the hours assigned.

However, when you cannot fully use these hours, either due to your (redesigned) course setup or a limitation in the number of staff members needed for teaching in the smaller (i.e. less seats per room) lecture rooms, you're not required to teach all hours assigned. Please let the

programme director know and discuss your challenges, as other courses might have some ideas for on campus teaching, that can be facilitated through the contact hours you 'return'.

We do encourage you to discuss your new course (re)design with the education experts of the Education Support Centre ([education.support@wur.nl](mailto:education.support@wur.nl))), as they might have good practices for on campus teaching in the 1.5m distance setting that would allow you to use these hours to a larger extent.

**A student in my group cannot attend the practical (or excursion) due to a Covid19 situation, how do we solve this?**

The situation differs from course to course and assignment to assignment, so there are no generic rules set for this. But we provide you with a framework so you can select the best solution for you situation.

First of all, public health, that is prevention of Sars-CoV-2 transmission, is the most important.

Students should at all times, through your decisions, be encouraged to stay at home when this is required according to their checklist

(<https://www.wur.nl/en/show/Corona-Current-Student-Before-you-go-to-the-campus.htm>).

After the public health rule, we suggest the following steps in your assessment of a good solution, in order of impact:

\*If you can have the students catch up the practical within the same period of your course, for example in week 7 or first part of week 8, that is preferred. It is explicitly allowed the schedule course activities in these weeks. But in many cases this will not be a solution for you now in period 1.

\*similarly when you already have a practical replacing assignment available for e.g. an online group, the student can transfer to that group. We don't suggest you now start designing such an assignment, but there might be something you already have available that you can now use (without needing prior permission from programme or examining board).

When these options are not possible for your practical:

\*When the practical is essential for obtaining the learning outcomes of the programme, to be checked with the programme director, and only when

you are open for this as course coordinator, another option can be scheduled for your practical. For example in the first week of the February resits. This is something to be discussed with programme director and taskforce education 20/21.

\*When the activity is (mainly) an illustration of the theory and the learning outcomes of the programme (and maybe even of the course) can still be obtained, you are now -during the Covid situation- allowed to waive the attendance requirement for the student. To limit the impact on your workload, we encourage you to select this option and not spend time on *ad hoc* designing alternative assignments.

We're aware that this is counter-intuitive and might lead to false-positive reports of mild complaints by students.

### **Contact information**

- Advisers of the Education Support Centre: [education.support@wur.nl](mailto:education.support@wur.nl)
- Practical Support team: [pfo\\_practicumzaal.fb@wur.nl](mailto:pfo_practicumzaal.fb@wur.nl)
- Student deans: [studentdean@wur.nl](mailto:studentdean@wur.nl)
- Special 'digital exam call centre/helpdesk': [digital.examination@wur.nl](mailto:digital.examination@wur.nl)