

DATE: August 27, 2020

TO: Dr. Benoit-Antoine Bacon, President
Dr. Jerry Tomberlin, Provost

FROM: Dr. Lorraine Dyke, Deputy Provost (Academic Operations and Planning)
Chair, Carleton University Scenario Planning (CUSP) Working Group

RE: Planning recommendation for Winter 2021

The Carleton University Scenario Planning (CUSP) Working Group was asked to consider the most appropriate planning parameters for the Winter 2021 term. Based on a review of the current situation and expert opinion on the course of the pandemic, CUSP recommends that Carleton continue the [approach adopted for the Fall term](#), specifically, that we plan for an online Winter term.

The public health risks that led the CUSP Working Group to recommend an online fall term remain in effect at this time. While [new cases in Canada](#) have fallen over the past four months, globally, [cases have continued to rise rapidly](#). The government of Canada indicates that the [risk to Canadians](#) from COVID-19 remains high. Presently, there is no specific treatment or vaccine. The [Public Health Agency of Canada](#) (PHAC) recommends Canadians “avoid closed spaces, crowded places, and close contact.” They warn that a second wave of illness is likely without rigorous adherence to these guidelines.

Our primary concern remains the health and wellbeing of students, staff, faculty, and the broader community. The best way to protect our community is to minimize face-to-face contact. In addition, we recognize that a return to on-campus instruction in the winter would create serious barriers for many of our students, including international students and other students who have planned to study remotely. Finally, we need to be mindful that limits on social gatherings and physical distancing requirements will continue to significantly limit the capacity of campus spaces.

Based on the health risks and the challenges that would arise from a significant return to on-campus instruction, we recommend that:

- Carleton plan for remote delivery of academic courses and programs in the Winter 2021 term. This includes all required course components including teaching labs.
- On-campus research facilities including the Library continue to operate in accordance with public health guidelines.
- Any on-campus learning activities – other than graduate student research – be limited to optional activities (e.g. some specialized capstone projects).
- If circumstances permit, Carleton may allow a small number of pilot projects involving some on-campus learning activities for selected programs. Participation in these on-campus pilots should be voluntary for both instructors and students. Proposed pilots should be reviewed by the Deans and approved by the COVID-19 Steering Committee prior to initiation. Instructors in these pilot programs should offer online options for students who cannot or choose not to

come to campus and should be prepared to pivot online at short notice if public health guidelines change.

- Online student services and programming be extended through the Winter term.
- Online teaching and learning supports continue to be offered by Teaching and Learning Services.

CUSP will continue to monitor the implications of the evolving situation for our successful operations.