

Accommodation Memo for Students - Updated Advent 2020

Dear Students,

Thank you for all your flexibility and understanding during the Easter 2020 term as we transition to a remote teaching environment. This was a challenging time that we could not have pulled off without your support and understanding. I wanted to take a minute and share with you what Student Accessibility Services has been doing this summer to ensure accessibility across campus during a time of unique transition and the plans for Advent 2020 to continue access to campus through support and accommodations.

- **Panopto**

Starting Advent 2020 The University of the South will start to utilize a program called Panopto. Panopto is a video editing program that has some incredible accessibility features. The star of these features is the ability for searchable transcriptions and captions to be added to any video uploaded into Panopto. Faculty have been asked to ensure any video they record is run through Panopto to ensure access to students who would benefit from captions or transcriptions.

- **Academic Coaching**

SAS is working hard to start a peer Academic Coaching program this semester with the help of Student Workers. Students who need support with time management, project accountability, study skills, and help with executive functioning skills will have greater access to Academic Coaching with the help of our Peer Coaches. SAS staff and SAS Student Workers will offer academic coaching primarily via Zoom.

- **SAS Intakes**

SAS will continue to meet with students primarily via Zoom to complete new intakes or to review accommodations of students who are already registered with SAS. By using Zoom SAS has been able to speed up the accommodation process to ensure access to any student with a disability. Students wishing to speak to SAS about a new intake or to review their already approved accommodations can do so by emailing SAS@sewanee.edu

- **BrightSpace**

The University of the South has moved to a new classroom management system called Brightspace. Brightspace will allow the University of the South to ensure content is accessible to those who need access to it. Moving to Brightspace is one of the many steps The University of the South is taking to promote accessibility across campus. Faculty have been asked to ensure all files uploaded to BrightSpace are accessible. If you find that a handout, pdf, or other file is not accessible please reach out to Student Accessibility Services for support.

How SAS and Faculty will be addressing the following accommodations:

- **Extended time for testing:** Faculty will have the opportunity to set time limits for assessments per student. This means that your faculty will be able to continue to provide you with time and a half.
- **Copy of Instructors Notes:** Faculty have been asked to ensure all handouts, powerpoints, and notes are made accessible through BrightSpace. Faculty have also been requested to share recorded lectures with their students.
- **Absence Leniency:** While the online environment will make it easier for many to attend class, faculty have been asked to provide additional leniency and consideration during this time.
- **Audio Recording:** Many students who receive note-taking accommodations tend to rely on audio recordings for their classes. Audio recordings help our students ensure they are obtaining the correct information and allow them to continue to focus on the lecture itself. Faculty have been asked to use Zoom for class lectures. Your faculty will either upload the recorded lecture or speak clearly enough for your recorder to still be used.
- **Use of Laptops for Written Exams:** The use of laptops for written assessments should be naturally taken care of through the online environment.
- **Breaks During Class and Exams:** Students will be responsible on their own to ensure they are stepping away as needed from lectures when appropriate.
- **Low Distraction Environment for Assessments:** Students will be responsible on their own to ensure they have access to a low distraction environment during assessments.
- **Academic Coaching:** Academic Coaching will continue to be offered via Zoom sessions.
- **Limited Computer Screen Use:** Faculty have been asked to make all materials printable.

Additional Notes:

- During this time some students might find they require different accommodations as we move to a hybrid model. If you need any support or have any questions for SAS please do not hesitate to reach out by email: sas@sewanee.edu.
- If the impact of your disability limits your ability to use a computer for extended periods please reach out to SAS as soon as possible.

Please reach out if you have any questions or concerns by emailing sas@sewanee.edu or mabrown@sewanee.edu.

Sincerely,
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