



Frequently Asked Questions for Faculty about Fall 2021

- 1. What if a student is not yet in the country at the beginning of the Fall Semester?**
Effective Sunday 29 August 2021, all classes will be conducted on campus. All faculty, staff and students are required to attend classes on campus. Faculty must keep accurate student attendance records for contact tracing purposes. In exceptional cases, such as testing positive for COVID19 or travel restrictions, students can apply for HyFlex mode via the portal. This is subject to the approval of the Health Center Director and/or Dean of Student Affairs respectively.
- 2. What accommodations have been made for students with preexisting health problems or special needs or students who are pregnant?**
AUD abides by all public health guidelines. For any questions or concerns, faculty, students and staff should contact the AUD Health Center. As per the UAE's Ministry of Health, all students are required to attend classes on campus.
- 3. What if a student wants to meet me in the office?**
Meetings and office hours can be conducted in person or online (from the faculty member's office).
- 4. What if I (or the students) want to rearrange the classroom, e.g., move the chairs and tables?**
Classrooms/ labs/ studios are arranged to ensure social distancing between students and faculty during class times. In some areas, partitions will be added to separate the students from each other. The expected classroom health protocol will be visually displayed in each classroom as a guide to students. *Students and faculty should not alter the arrangement of desks, chairs or tables in any of the classrooms, labs or studios.*
- 5. What if a student has projects and needs the lab after class hours?**
Buildings will only open as per the published course schedule, until further notice. Most labs will be accessible virtually. Please refer to the Office of IT, the School Dean or Central Services for further information.
- 6. What if a student does not want to wear a mask during class or around campus?**
Wearing a face mask is mandatory for students, faculty and staff at all times while present on campus. Those without face masks will be denied entry to the university or potentially asked to leave campus if they do not abide by this guideline when instructed. AUD recommends and reinforces the use of masks among students, faculty, and staff on campus and everyone inside private and public areas on the AUD campus: Classrooms, labs, cafeteria, hallways, washrooms, car parks, etc. Students who persistently refuse to wear masks should be referred to the Dean of Student Affairs.

7. What if the student/faculty becomes ill during class?

He/she should immediately walk over to the AUD Health Center or call 0569167761. Refer to the [AUD protocol](#) for more information on how to proceed if a student, faculty or staff member fall sick during or outside the classroom. Should a case of COVID-19 be detected in a HyFlex course, the course would need to move completely online for a set period of time, as per instructions provided by the Health Center.

8. Can students or faculty eat during class?

Students and faculty are prohibited from eating or drinking inside the classroom during class timings. Only water from a sealed bottle is permitted.

9. What if students/faculty want to share hard copy materials in the class?

Avoid sharing electronic devices, books, pens, and other learning aids. Should the students need to borrow equipment or materials from the university, the student must make sure that the material that he/she used is disinfected before and after using said materials.

10. Will there be training sessions for faculty for HyFlex teaching?

Yes, during the Faculty Development Workshop. Faculty should also consult the 'Guidelines for HyFlex Courses' for further instructions (posted on MS Teams message board).

11. Can we invite speakers or do events in the classroom?

Campus visitor, including guest speakers, may be allowed on campus by following the procedures outlined in the President's email (dated 13 September 2020):

- Visitors or guests must be sponsored by an AUD faculty, staff or office and
- Visitors or guests must have a compelling reason to enter and be on campus.
- Prior to entry, all sponsored guests are required to provide proof of a negative PCR exam. The exam test date must be less than 96 hours, or 4 days, from the scheduled date of entry and sent to: healthcenter@aud.edu with a copy to the sponsor
- Submit an email to Elie Sawaya and Tammam Tannous of Central Services and copy Nelly Halabi as a follow-up to the exam results detailing the nature of the visit and the exact date, time and duration
- Central Services will follow-up to confirm approval of the visit; and,
- All sponsored guests are to be met at the front gate, escorted to the meeting and escorted back for their departure from campus.
- Additionally, as per the President's email on August 9th 2021, a green pass on Al Hosn app is required for campus entry

12. What if a student wishes to change his/her learning option for a HyFlex class during the semester?

The HyFlex learning mode is only applicable to students who have tested positive for COVID19 or have travel restrictions. This is subject to the approval of the Health Center Director and/or the Dean of Student Affairs respectively. All other students must attend courses on campus.

Faculty will receive email notifications of students who will be attending HyFlex courses online. They should keep a record of this.

13. How will the English, Math, Public Speaking Centers operate in Spring 2021 semester?

The centers will operate in person, on campus. They can also conduct tutoring sessions using the Blackboard platform, Microsoft Teams or Zoom.

14. Where can I find information on all precautionary measures taken at AUD to prevent COVID-19?

Please visit AUD Website (www.aud.edu).

15. How will midterm and final exams be conducted? Will they be face to face or online?

All Exams will be conducted **on campus** as per the Ministry of Education decision. The Final Exams schedule is available on the AUD website.

16. Will school, department and committee meetings take place on campus or virtually?

Faculty meetings can be conducted in person or virtually.

Table of Changes

Date	Page / Section	Change
26 August 2021	All	Update for full return to campus in Fall 2021