



OFFICE OF ACADEMIC AFFAIRS

To: UNC Charlotte Faculty

From: Joan F. Lorden, Provost and Vice Chancellor for Academic Affairs
Kevin W. Bailey, Vice Chancellor for Student Affairs
Joel Avrin, President, Faculty Council

Re: University/Classroom Expectations of Students Related to COVID-19

Date: September 9, 2020

We write to inform you of the protocol that has been established related to violations of [student expectations](#) related to COVID-19.

On August 12, students received an email from Vice Chancellor Bailey reminding them that face coverings are required on campus, including in the classroom and lab settings. If students are concerned because of a medical or disability-related restriction that keeps them from safely wearing a face covering, the student should contact the [Office of Disability Services](#) to discuss alternate learning accommodations. The [Fall Planning Advisory Group](#) has adopted the following steps for faculty to take if a student comes to class without a face covering:

1. Ask the student to put one on.
2. If the student does not have one with them, provide them with one or send them to a vending machine to purchase one for \$1. All academic departments will be provided a set of disposable masks for faculty to distribute to students as needed.
3. If a student new to the class says they are not able to wear a mask for medical reasons, ask them to either try wearing a mask or leave the class and contact the Office of Disability Services to make alternative learning plans.
4. If the student complies with the above steps as applicable, the issue is resolved.
5. If the student refuses to comply, politely ask the student to leave class and not to return without wearing a face covering.
6. If the student refuses to leave class or if the situation escalates, dismiss the class, or (if it is a hybrid class) pause and dismiss the class and ask them to join online in 10 minutes. You also have the option of calling campus security if the situation is warranted. At the first opportunity after class, file an [incident report](#). The report will be sent to the Office of Student Conduct and Academic Integrity for adjudication.

Filing a report is important because the student may be exhibiting the same behavior in other classes or venues. The student will face a range of sanctions from a written warning to suspension for repeatedly violating the policy to wear a face covering in class.

As a reminder, syllabi language related to wearing face coverings in classrooms and labs and absenteeism due to COVID-19 can be found on the Office of Legal Affairs [website](#).

Last week, students received [an email](#) from Vice Chancellor Bailey that warns students against hosting large gatherings or parties, on or off campus, and that failure to comply will constitute a violation of the Code of Student Responsibility. Students who report a party, even if they attended, will not be held responsible via the Code of Student Responsibility. Instead, the violation will be against the individual or student organization that hosted the party. Those found to be in violation of this order will be held accountable under the Code of Student Responsibility and could be subject to further legal action as a Class 2 misdemeanor. In addition, we have a cross-divisional team working on efforts to provide positive reinforcement of student behavior and expectations.

If you need additional guidance, please contact the [Office of Student Conduct and Academic Integrity](#). We are all in this together!