



October 10, 2020

Dear administrative staff

Thank you for your on-going and superlative efforts to enable us to operate since the pandemic began in March. Your efforts and accomplishments are deeply appreciated. Below is a message I sent to faculty a few minutes ago. Although the in-person elements are limited to a small number of courses I want you to be aware of these changes.

Dear UTSC faculty and staff

I thank all of you for your sustained and dedicated efforts to deliver our curriculum and associated services this fall, both online and in-person. I apologize for intruding on this long weekend. Although many of you are not directly involved in in-person (on-campus) teaching this term, I want to make sure you are aware of a change in direction.

I want to draw your attention to the following message to the University community in response to the changing and challenging circumstances in Ontario:

<https://www.utoronto.ca/news/u-t-closes-gyms-implements-other-changes-amid-new-ontario-covid-19-measures>

As indicated in this message we have been asked to evaluate our in-person offerings. Quoting our Provost Cheryl Regehr, *"We are asking all faculties and divisions to consider carefully the limited in-person activities that are now taking place on our three campuses to ensure they are essential"*. "Essential" in this context refers to course elements that cannot be delivered online while meeting the key learning objectives of the course. As you may recall, as part of the remote guarantee, all course elements offered at UTSC this fall are replicates of online course elements. Thus, all of our courses will be moving any in-person elements online effective immediately.

I am mindful that next week is Reading Week thus providing us some additional time to pivot completely to on-line delivery for undergraduate courses. With respect to graduate courses, it will be critical to get messaging out to students as soon as possible to avoid having them come to campus unnecessarily next week.

For those of you who are teaching in-person or supporting this activity, we ask that you make arrangements to transition the in-person sections to online sections. Some may be delivering courses via the WebOption. At present, recording of lectures for WebOption delivery can continue, but not with any students in attendance. The limited number of planned in-person exams will transition to online.

As for all of us, these are unsettling times for our students. While we will be communicating directly to students via Quercus, we urge you to reach out to them as well with reassurance. In our efforts to communicate with all involved you may receive this message, or variants of it, more than once.

Yours sincerely,

**William A. Gough**

Vice-Principal Academic & Dean  
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