9 March 2020
MEMORANDUM

To: SUNY Chief Academic Officers
From: Tod A. Laursen, Provost and Senior Vice Chancellor
Subject: Academic Continuity Planning Webinar (COVID-19): Action Requested

Since my message last Friday regarding continuity of academic programs (below), we have heard from a number of you with questions and we have also seen our own planning here at System Administration advance. So that we have an opportunity to connect on this important issue, I am scheduling an informational webinar for **Wednesday, March 11 at 3pm** to address four key areas:

- Institutional Strategies;
- Access to Enabling Tools and Technology;
- Faculty Expertise and Training; and
- Students Supports.

This session is targeted to: Chief Academic Officers, designated Academic Program Continuity contacts; directors of teaching and learning, online directors, staff responsible for administering Zoom or Webex connectivity and teleconferencing; and representative faculty who may be able to support colleagues. I have two related requests:

- Please let me know what type of assistance do you want and/or need, and if there are specific questions you would like to see addressed, please email those to provost@suny.edu no later than COB Tuesday, March 10.
- If you have not yet sent me the contact information for your designated Academic Program Continuity contact, please send that individual’s name, title and email to provost@suny.edu. If you are designating yourself, just paste your email signature into the body of the message.

Thank you for all of your continued hard work and diligence as we work to address a number of issues related to COVID-19.

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