Course Restart March 23rd, 2020

This note is a follow up to the communications that you received from the university via President Drake’s latest coronavirus update. Communications that you may have received from the College of Social Work include messages from Dean Gregoire. With respect to your learning, our first priority is your personal health and well-being. If you are not feeling well and need to make alternative arrangements for your course assignments, please contact your instructor.

Course content will be open the week of March 16, but it is important to note that instruction will not begin for all classes until March 23, 2020. Please continue to check in with your instructors regarding any questions you may have. You will be updated as we find out information regarding the end-of-semester date.

Academic Coursework

It is important to emphasize that classes have not been cancelled. All courses will continue in an online environment.

If you have a face-to-face course, you can expect information from your instructor that will direct you to CarmenCanvas. In the meantime, you can help us to anticipate how we might be able to assist you. If either or both of the following are true for you, please contact Mo Yee Lee at lee.355@osu.edu:

- I do not have reliable access to internet at home, or within five miles of home.
- I do not have consistent access in my living environment to an internet or cellular ready device (Smart Phone, Tablet, Computer) that can be used for coursework.

Changes to Online Courses

Given the extension of Spring Break, the College of Social Work has developed a plan to support student learning and well-being. During this extended Spring Break, instruction will not occur.

Currently, the Online Course Schedule is:

- Week 10 (14 week courses) and Week 3 (7 week Session 2 courses) Coursework will be available beginning March 15;
- Week 10 (14 week courses) and Week 3 (7 week Session 2 courses) No Assignments will be due until after 3/23;
- Due dates that were previously set to Week 10 (14 week courses) and Week 3 (7 week Session 2 courses) will be changed from 3/21/20 to 3/28/20;
- Course participation will not be required during the extended spring break and instruction will not be conducted, but course content will be available;
- Due to extenuating circumstances you may feel the need to request an Incomplete grade, in which case you should contact your instructor to develop a plan to complete the course.

Academic Advising

Until further notice, face-to-face advising appointments will be suspended. Students can schedule virtual advising appointments by emailing your academic advisor how you would like to meet. Below are your options. If you would like to schedule a phone or Carmen Zoom (video conference) meeting, please share your availability with your academic advisor.
Phone Meeting: Jennifer Nakayama, 614-292-6188

Carmen Zoom Video
Advisors can host a video conference for students on Carmen Zoom where students/advisors can both talk to and see each other. You can find information on getting started with Carmen Zoom here https://resourcecenter.odee.osu.edu/carmenzoom/getting-started-carmenzoom.

Features of Carmen Zoom include sending email invites for meetings and notifications when a student joins. If you are concerned about privacy, there is a feature that allows you to lock a meeting so no one else can enter. You can also share your screen with anyone in the meeting.

Carmen Zoom also allows for instant messaging/typing, but no video.

Here are some very short videos regarding Carmen Zoom:
- For information on how to schedule a Zoom meeting, please visit: https://resourcecenter.odee.osu.edu/node/4255
- For information on personal meeting rooms and personal meeting ID, please visit: https://resourcecenter.odee.osu.edu/carmenzoom/personal-meeting-room
- For information on Zoom meeting controls, please visit: https://resourcecenter.odee.osu.edu/carmenzoom/4256

Email: Jennifer Nakayama at nakayama.7@osu.edu

Zoom Program Office Check-in Meetings

The PhD Program Office will host a Check-in meeting via zoom on April 6 from 2:00pm-3:00pm. Zoom link: https://osu.zoom.us/j/923039679

We strongly encourage you to attend one of these sessions. Program Director and academic advisor will be available to answer questions and to assist you.

Counseling and Support

For those who need support, counseling and consultation services are available, including our embedded clinician located at this link. If you are located out-of-state, you may seek services in your local area.

University Sponsored Travel

Please be aware that any university sponsored travel will be cancelled until April 20. Please follow up with Jennifer Nakayama regarding cancelled travels.

GRA Arrangement

Students with a GRA assignment will continue working with their assigned faculty supervisor during this period. However, OSU requires all employees who can do so to work from home until further notice.
GTA Arrangement

Students with a GTA assignment who teach face-to-face classes will follow the instructions from the Academic Office on transitioning all classes to an online learning environment.

Dissertation and Candidacy Examinations

All examinations will be conducted via videoconferencing. You do not need to submit the Examination Petition form for all committee members to join by video conferencing. For SP20 dissertation and candidacy exam procedures, please contact the PhD program Office.

CSW Events

At this time, all college events are canceled for the remainder of the semester including the Evening of Recognition. OSU Commencement will be postponed. We will provide update on this information when available.