

Continuity of Learning at Suffolk University

Overview

Student learning lies at the heart of the Suffolk University mission, thus it is important to provide a continuous learning experience for Suffolk students in the face of disruptions. While disruptions to learning can come in all forms - some are unplanned such as snow days and facility closures while others may be anticipated such as faculty absences related to conference travel - it is important that faculty and students embrace the concept that teaching and learning continue despite the disruption.

Continuity of Learning Plan

The University expects instructional activities to be maintained throughout disruptions. In most instances, a campus closure will not necessitate a cancellation of classes. The University will distinguish between campus closures and cancellation of classes in community-wide communications regarding disruptions. A campus closure means that classrooms and other academic spaces are not accessible and faculty should not conduct on-campus instruction. A cancellation of classes means that classes do not take place either on-campus or through the implementation of a continuity of learning plan. For example, a widespread power outage may result in a cancellation of classes if it is determined that there is not a reasonable expectation for students and faculty to be able to communicate and access materials online.

Faculty should prepare for disruptions to on-campus classes by developing a continuity of learning plan that is included in the course syllabus and describes:

- how faculty will communicate with students
- the expectations of students

The University [syllabus template](#) includes a section for continuity of learning and all faculty are strongly advised to review the plan at the start of the semester with their students.

What to expect when campus is closed

The University has adopted a collaborative approach to offer clarity around what faculty, and students should expect and do when a campus closure is announced.

Delayed Openings/Early Closures:

When a delayed campus opening or early closure is announced, faculty should implement their continuity of learning plan for any classes that are affected. Faculty are encouraged to consider the nature of the disruption, possible transportation challenges and other relevant factors when implementing learning activities and assessing student participation. Students are expected to engage in learning activities during disruptions and should remain available during scheduled class times in the event that faculty choose to hold synchronous online classes.

Full Day Closure:

When a full day campus closure is announced, faculty should implement their continuity of learning plan and students should remain available during scheduled class times in the event that faculty choose to hold synchronous online classes.

Building-Specific Closures

Faculty and students should take the same approach when faced with building-specific closures.

Suffolk University Law School faculty should refer to the Law School Academic Continuity Plan for further details and requirements.

How to prepare for campus closures

The following four steps can serve as a simple guide when implementing a continuity of learning plan.

Step 1: Communicate “continuity of learning” plan

Step 2: Design an activity

Step 3: Prepare students

Step 4: Assess and readjust

Continuity of Learning Resources

The Center for Teaching and Scholarly Excellence (CTSE) has developed resources and materials to assist faculty in developing continuity of learning plans and activities. Visit the [Continuity of Learning](#) page to access these resources.

Consult with a CTSE educational developer to:

- develop a just-in-case or just-in-time lesson
- determine the most appropriate technology tool
- get support in using the chosen technology tool

Call 617-573-8222, email ctse@suffolk.edu or drop by the CTSE, 12th Floor, 73 Tremont Street