



Office of the Dean of Students

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NMSU READY Crimson Commitment - Classroom COVID-19 Safe Practices

RECOMMENDED CLASSROOM MANAGEMENT & ENFORCEMENT STEPS

Steps for managing and enforcing Covid-19 safe practices in the classroom:

1. Faculty/instructors should include “New Mexico State University COVID-19 Safety Commitment” in the course syllabus and ask each student to sign the safety commitment at the beginning of the course.
 - FACULTY can upload the Crimson Commitment Syllabus Addendum Video and - Crimson Commitment Classroom COVID-19 Safe Practices Acknowledgement Quiz into their CANVAS COURSE as a part of their syllabus (*both found in common courses*); **or**
 - Physically distribute and collect the NMSU READY - Crimson Commitment Classroom COVID-19 Safe Practices Acknowledgement Form
2. Faculty/instructors should review the face covering and social distancing requirements for the classroom, together with all other regular classroom management requirements, at the beginning of the first class.
3. Faculty/instructor should clearly state, on the first day of class, that anyone not able to comply with COVID 19 Classroom Safe Practices should switch to a 100% online section immediately as they cannot stay in this section which has in-person components
4. Faculty/instructors can direct students to the Office of the Dean of Students (DOS@nmsu.edu) should they inquire about or request an exception to the face covering requirement.
5. If the student refuses to put on or wear a face covering and refuses to leave the class, faculty/instructors should send a follow-up report to the Office of the Dean of Students after the class using the [Campus Community Incident Response Form](#) or go to the DOS website at (<https://deanofstudents.nmsu.edu/report-a-concern/>).
6. As has always been the case, if an instructor managing the classroom feels any situation has become unsafe or the class learning environment is being interfered with, faculty/instructors should take action necessary for instructor and student safety, including calling the NMSU police if warranted.
7. Department heads are expected to communicate with faculty information about their rights, responsibility and resources available to them regarding how to handle confrontation issues that arise during the course of a class meeting.

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*Faculty can physically distribute and collect the *NMSU READY - Crimson Commitment Classroom COVID-19 Safe Practices Acknowledgement Form*



Faculty/instructors should review the face covering and social distancing requirements for the classroom, together with all other regular classroom management requirements, at the beginning of the first class.



Faculty/instructor states anyone not able to comply with safe practices will be requested to switch to a 100% online section immediately as they cannot stay in the section which has in-person components.



Faculty/instructor should clearly state, on the first day of class, that anyone not able to comply with COVID 19 Classroom Safe Practices will be asked to leave.

Faculty/instructors can direct students to the Office of the Dean of Students (DOS@nmsu.edu) should they inquire or request an exception to the face covering requirement.



If the student refuses to put on or wear a face covering and refuses to leave the class, faculty/instructors should send a follow-up report to the Office of the Dean of Students after the class using **Campus Community Incident Response Form** or go to the DOS website at (<https://deanofstudents.nmsu.edu/report-a-concern/>).



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