

GUIDANCE ON FACULTY AND INSTRUCTOR VIOLATIONS of POLICY AD101 (COVID-19) August 28, 2020

This document is ready for distribution and will be updated regularly as new information and guidance become available. Revisions will be highlighted in yellow.

PURPOSE:

This document clarifies the expectations of faculty members and instructors in regard to adhering to the provisions in [AD101 \(COVID-19\)](#); describes the process for reviewing allegations of failure to abide by expectations; describes sanctions that may be imposed; and delineates the appeals process.

EXPECTATION:

Overwhelmingly, faculty members and instructors are committed to the health and safety of members of the University community. Through multiple communications, the University has informed and continues to inform everyone who returns to campus of the COVID-19 safety requirements. AD101-COVID-19 describes requirements and expectations regarding masking, social distancing, surveillance testing, contact tracing, gatherings, university sponsored travel, and other measures.

Because of the current public health concerns, a first violation of the requirements and expectations will be deemed sufficient to impose the sanctions described below.

PROCESS:

In preparation for those rare circumstances when a faculty member and instructor may willfully refuse or choose to not adhere to AD101-COVID-19, the following process applies. When an instructor's or faculty member's chancellor/dean becomes aware of a violation of AD101, the faculty member's or instructor's academic unit head will investigate the allegation within 24 hours of receipt of the allegation or as soon as possible. If the allegation is found to be credible, the chancellor/dean will impose an appropriate sanction in consultation with the Vice Provost for Faculty Affairs and the academic unit head.

Sanctions for offenses may include a warning letter, removal of an instructor from the course in which the offense occurred, removal of on-campus laboratory privileges, and/or reduction in salary. For full-time faculty members, repeat offenses may lead to disciplinary action up to and including initiating termination proceedings consistent with AC70 or contract termination. Sanctions for staff and graduate students will be consistent with Human Resources and Graduate School policies, respectively. Refusal to follow University COVID-19 safety requirements may also be factored into annual performance reviews

APPEAL PROCESS:

Policy AC76 Faculty Rights and Responsibilities provides full-time faculty members with an avenue to appeal any sanctions imposed. As outlined in AC76, faculty members should consult with their Ombudsperson to attempt to resolve the dispute before filing a petition with the Committee on Faculty Rights and Responsibilities. Part-time faculty members with appointments of at least six months may also seek review of sanctions pursuant to the provisions of AC76. Faculty members who have appointments of less than 6 months or who are receiving supplemental pay may submit a written request for review of sanctions to the Vice Provost for Faculty Affairs.

Staff and graduate students may appeal sanctions via avenues currently afforded to the by Human Resources and Graduate School policies, respectively.

FACULTY AFFAIRS ADVISORY COMMITTEE MEMBERS:

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