

**From:** [bme-fac-request@virginia.edu](mailto:bme-fac-request@virginia.edu) on behalf of [Barker, Shannon \(sb3xk\)](#)  
**To:** [bme-fac@virginia.edu](mailto:bme-fac@virginia.edu)  
**Subject:** BME Online Instruction & Advisement Update  
**Date:** Friday, March 20, 2020 1:33:34 PM

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Dear Colleagues,

Now that the firehose of information is slowing down a bit, I will try to only send an update once a week or so to save emails, and so you have most information in one place (new information since my last email is in green).

## **ONLINE INSTRUCTION**

### **PDF Annotator Licenses**

For those seeking PDF Annotator licenses, SEAS now has over 100 of them. Use the following instructions on [the SEAS Online Teaching Collab](#) site for downloading and installing the licenses: Digital Writing.

### **Zoom Hijacking**

Per an email shared by SEAS: There have been problems reported from other universities and at least once here of shady characters hijacking Zoom meetings by randomly going through number combinations until they hit an active meeting. **The combination of “Enable Join Before Host” and “No password required” seems to be the problem area.** He is suggesting using the “Waiting Room” feature if people want to allow someone to join the meeting before they get there, or requiring a password if it’s not a large group.

### **Brian’s Training Videos**

Videos from both training sessions have been uploaded to the [BME Online Teaching Collab](#) site, where you can also find other resources.

### **Online Teaching Equipment**

We have some recording equipment to aid in online teaching located in MR5 2117 on loan. Please email Henry at [BME-ITSupport@virginia.edu](mailto:BME-ITSupport@virginia.edu) if you borrow or return anything so he can estimate demand and order more if necessary. Please keep in mind that this equipment is dedicated to online teaching use and they are not for instructors to keep, but to borrow as needed. Please be mindful that we are all sharing these resources. And please be sure to clean all equipment when returned.

Available:

- Wacom One Creative Pen Display Tablet (4)
- Blue Yeti Nano Pro Microphone (4)
- Koss Headphones with microphone (4)
- Basic Stand Microphones (5)
- USB Powered Speakers (5)

Also please remember that there is an Online lecture recording & Zoom conferencing station in this same location.

ALL BME IT resources can be found [here](#).

## ONLINE ADVISEMENT

### New BME Students (Rising 2<sup>nd</sup> Years)

As you may have seen, a welcome email with some pre-advising information and a link to the [Undergrad Google Doc](#) (also found on the [BME Continuity](#) page) was sent to newly declared BME majors. We hope this helps to ease some stress for them and to make advising a little bit easier for you. All new advisees should now be in your Advisor Center.

### New Registration Dates

#### Summer 2020 Revised Registration Dates

Monday, March 30: Current UVA Graduate Students

Tuesday, March 31: 3<sup>rd</sup> and 4<sup>th</sup> Year Undergraduate Students

Wednesday, April 1: 1<sup>st</sup> and 2<sup>nd</sup> Year Undergraduate Students

#### Fall 2020 Revised Undergraduate Engineering Registration Dates

Friday, April 3: Enrollment times assigned and SIS Shopping Cart Live

Monday, April 6: Advising begins

Monday, April 20: Fall registration begins

### New Grading Policy

From President's Office: "For this semester, for **our undergraduate schools**, credit/no credit (CR/NC) will be the default grading system for all classes where the work is not yet completed; students will also, however, have the option to receive a letter grade. Students must decide whether to receive a letter grade by the last day of spring semester classes, Tuesday, April 28th. We will be in touch about the process for making that choice as soon as possible.

Several other details are important:

- Courses taken for CR/NC during Spring 2020 will count toward curricular, major, and graduation requirements. Such grades are not factored into a student's GPA. Students who remain in the CR/NC option must complete the class with a grade of C or better to receive credit.
- This policy applies only to undergraduate level courses. The deans of the graduate and professional programs are considering how they will approach this question, and they will soon announce their decisions to their schools.
- UVA will include a designation on students' transcripts to indicate that the CR/NC option was created in the midst of an extraordinary crisis and as part of the University's effort to manage the transition to online instruction."

As you are speaking with both your advisees and students in your class, please be aware of this new grading policy. Instructors can grade their courses as usual for all students. Then, if a student chose

the CR/NC option, assign them a CR if they made a C or better. Assign a letter grade if they chose the graded option.

It is perfectly acceptable to help students with their choice of grading option in advisement. A good practice might be to let your students know the typical grade spread on final course deliverables and the final exam, and possibly even moving some these due dates earlier so they can be graded before the student has to choose. All of this is, of course, entirely up to you and these are just suggestions.

I have put in a request to pre-health advising and others about advice for our pre-med and other pre-professional students and how these grading options might affect them. Please stay tuned.

As always, please reach out with any questions.

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