

Classroom Guidance on Face Coverings for Faculty

Missouri S&T's [policy on face coverings](#) will help provide a safe and healthy campus community for students, faculty, staff and visitors. The policy is intended to minimize the impact of COVID-19 on the campus community and may be altered as needed, based on the severity of COVID-19 and current medical and public health guidance, best practices and evolving science. We must take a precautionary and education-first approach to protecting the academic environment.

Key Considerations

- **Include a reference to the [face covering policy](#)** in the syllabus and Canvas.
- **Consider including** adherence to the policy as part of the overall participation grade in the course.
- **Communicate the importance** of positive attitudes and health behaviors.
- **Reinforce** the [Miner Pledge](#), and personal responsibility in protecting ourselves, each other, and the campus community.
- **Remind and reinforce** messaging frequently.
- Use “we” and “us” to show **mutual consideration** for health and safety.
- **Approach with the assumption** there may be a valid reason.

Steps for Engaging Students not Wearing a Face Covering in the Classroom

1. **Be mindful and recognize** the environment and students who are not wearing a face covering
2. **Intervene** and explain why, e.g., “I notice you are not wearing a face covering. We are required to wear them in classrooms.”
3. **Educate and ask discreetly** if they are aware of the policy and if there is a reason they are not wearing a face covering. Be mindful of possible accommodations and stigmas that may exist.
 - a. **If the student indicates they have a disability or health related reason**
 - i. **Protect the student’s confidentiality** and do not inquire further about the nature of the disability.
 - ii. **Ask** if they have an approved accommodation for not wearing a face covering.
 1. **If No**
 - a. Refer the student to [Testing and Student Disability Services \(TSDS\)](#)

- b. To help ensure the health and safety of the class, you may wish to ask them to leave the class until the documentation is provided.
- c. Once the student obtains an accommodation letter, they will need to provide it to the faculty member.

2. If Yes

- a. Ask them to provide the accommodation letter.
- b. To help ensure the health and safety of the class, you may wish to ask them to leave the class until the documentation is provided.

b. If the student does not disclose an accommodative need:

- 1. **Educate and explain the requirement and** public health benefits
 - a. Reference the [Miner Pledge](#) and personal responsibility.
- 2. **Offer a face covering**
 - i. If one is not available, ask the student to retrieve one from a common pick-up location and return to class. (Havener, Library, S&T Police, Student Success Center, and ID Office)

4. Remedy the situation by taking action if the student refuses to comply.

- a. **Communicate the requirement** of the [face covering policy](#).
- b. **Hold the student accountable** – inform the student of two options.
 - i. Ask the student to **comply or to leave class** immediately
 - 1. Inform them that they will not be allowed to return without a face covering or formal accommodation.
 - ii. If the student fails to comply or leave, assess the situation and determine what steps are needed, including **dismissing class for health and safety**.
 - 1. Inform your department chair should this occur and produce a written record of the facts.
 - iii. Should an emergency develop, contact University Police.

5. Report [online](#)

- i. **Students who fail to comply may be referred [online](#)** to the Office of the Dean of Students. At any time, a community member can consult with the Dean of Students Office by emailing dos@mst.edu or 573-341-4209.
- ii. **Students who initially violated the requirement, but later chose to comply** when addressed may benefit from an **email reminder** of the requirement for future classes, but also to allow the student to explain their action in a way that might help mitigate it in the future. (example follows)



Example Follow-up Communication (faculty discretion with use):

Dear **{{PREFERRED_NAME}}**:

This communication is in follow-up to our interaction on **{{INCIDENT_DATE}}**, where I observed you engaging in behavior that violated University requirements for use of an appropriate face covering. I expect you to take this opportunity to review the [face covering policy](#) and associated guidelines available online.

As previously discussed, face covering requirements are designed as a risk reduction strategy to better protect the health and safety of our campus community. Should you wish to pursue a disability-related accommodation, please contact [Testing and Student Disability Services](#) to engage in an interactive process to identify a reasonable accommodation. Otherwise, moving forward, you must wear a face-covering during our **{{class}}** **{{lab}}** as part of upholding the [face covering policy](#) for a safe academic environment as well as the University of Missouri Collected Rules and Regulations [Section 200.010 Standard of Conduct](#).

I hope the above information better clarifies the requirement for you. If I observe future behavior that violates the requirement for appropriate face-covering use, I will refer you to the Office of the Dean of Students for appropriate action.

If you wish to discuss this matter further, please contact me during my office hours - you will find these listed in the syllabus. I hope that your classes are going well and that you are making meaningful connections within our community here at Missouri S&T.

Sincerely,