

## LfA Faculty Update January 2021

### 1) InClassLfA app for Spring 2021

In an email from the University's Registrar on December 18<sup>th</sup>, a new app called InClassLfA was launched.

The app allows students "...to reserve seats in classes they wish to attend in person. Faculty teaching LfA classes or in person-only classes will have a choice to access the app and utilize the information to plan their in-person class time. The app will be available to faculty beginning the week of January 11, 2021."

Please keep in mind that the app is opt-out: "all courses will be entered into the app initially, and faculty who wish to manage their rotations themselves may remove a single course or all of their courses by going into the app and selecting opt-out in the action area of the app. Faculty who choose to use the app will log in at <https://www.bu.edu/inclasslfa> to view their LfA or fully in-person classes. On first use, faculty should verify that the classes assigned to them are correct. If not, they should work with their respective Associate Deans to make the necessary corrections."

"Faculty are invited to view a short video at [https://mymedia.bu.edu/media/1\\_zhbzvqs2](https://mymedia.bu.edu/media/1_zhbzvqs2), which demonstrates the application's functionality. The integrations to University systems in will ensure that classroom information and student registration data is accurate."

### 2) Are you or your students looking for space on campus?

Gleny Burgos, Executive Director of Operations, provided the following information about rooms "that are available and in compliance with CDC, state, and university guidelines due to the COVID-19 pandemic. If you share the link with students, please encourage students to complete the request, follow the signage posted and clean the space after use. Cleaning supplies are located inside the space, outside, or in the rooms' vicinity.

<https://www.bu.edu/wheelock/faculty-staff/on-campus/room-reservations/>

The eating area located on the first floor has reopened and, at this time, can accommodate 6 people. If you're unfamiliar with 2 Silber Way, when you enter the building and go up the stairs, the eating area is to your right."

### 3) Thinking about Spring planning?

It is important to remember that anyone who does **not** have a workplace adjustment will be teaching in the LfA model, and the main goal is deliver your class synchronously over Zoom. For information regarding classroom specifications, upcoming trainings, FAQs, etc., please visit [Wheelock's LfA website](#).

We will also be offering weekly office hours (see the meeting invites that were sent to your calendars by Steve Roeder).

We look forward to working with you!

Ellen Faszewski (C&T), Mary Hughes (L&L), Grace Kim (CPAHD), and Jerry Whitmore (ELPS)