## BSPH Faculty Resources: 2021-22 School Year

E-mail us at [publichealth@health.ucsd.edu](mailto:publichealth@health.ucsd.edu) or visit [ph.ucsd.edu/resources](http://ph.ucsd.edu/resources) for more information/assistance. Students needing advising assistance should use the [Virtual Advising Center](http://vcsa.ucsd.edu/faculty).

### Assisting Students in Distress

Visit [vcsa.ucsd.edu/faculty](http://vcsa.ucsd.edu/faculty) for more information.

- **Triton Concern Line**: (858) 246-1111
- **UCSD Police**: (858) 534-HELP (4357)
- **CAPS Counseling**: (858) 534-3755
- **CARE at SARC**: (858) 534-5793
- **Student Health**: (858) 534-3300
- **Basic Needs Hub**: (858) 246-2632
- **OPHD**: (858) 534-8298

**How to Help a Student in Need**

If a student is struggling academically or acting distressed, you suspect academic dishonesty, or you cannot get ahold of them, please e-mail the BSPH advising team, both Dina & Elisa.

### Disruptive Behavior

- **Teaching & Learning Commons’ Guide to Addressing Disruptive Behavior in the Classroom**
- **COVID-19 Non-Compliance Guidance**:
  - Identify yourself as a university representative
  - Advise the student that university policy requires proper wearing of a mask indoors at all times
    - You may ask whether the student has an OSD accommodation for not wearing a mask (this is verifiable)
  - You may not ask the reason behind the accommodation
  - Inform the student that they will referred to the Office for Student Conduct; if they do not comply, ask them to leave
  - If the situation escalates, dismiss the whole class
  - Use the [Student Conduct Report Form](http://vcsc@ucsd.edu) to report incidents
  - Questions? E-mail [vcsc@ucsd.edu](mailto:vcsc@ucsd.edu)

### More Resources to Assist Students

- **OSD**: (858) 534-4382
- **Financial Aid**: (858) 534-4480
- **Ombuds Office**: (858) 534-0777
- **Teaching & Learning Commons**
- **Academic Internship Program**
- **Career Center**
- **OASIS (Tutoring)**
- **Writing Hub**
- **Academic Integrity Office**
- **Campus Community Centers**

### OSD Accommodations

- Students must provide copies of their AFA letters to the instructor for each class and the Public Health Office
- Most students opt to e-mail documentation via the OSD Portal
- Please initiate a conversation with students early in the quarter to ensure clear expectations
- Based on a student's AFA letter, you may be asked to provide:
  - Extended time to complete assignments or take exams
  - Copies of power-point slides prior to class
  - A separate, private testing room
  - Restroom breaks
  - Occasional excused absences or tardiness
  - The ability to make presentations one-on-one
- All exams are administered by the teaching team of the class

### Return to Learn Resources

- **Academic Affairs Frequently Asked Questions** **Best for instruction questions**
- **Return to Learn Frequently Asked Questions**
- **Campus Keep Teaching Website/Pandemic Resilient Teaching**

### Notes:

- Consider creating a [pandemic-resilient syllabus](http://pandemic-resilient-syllabus)
- Provide additional support for students who have not been inside a classroom in 18 months (we recommend additional review sessions/office hours when possible)
- Record all class sessions
  - If teaching on main campus, contact [ETS](http://ets) to set up podcasting (at classroom-support@ucsd.edu or 858-534-5784). For assistance contact servicedesk@ucsd.edu or call (858) 534-5784
  - If teaching on SOM campus, consider using Zoom or another program to record the lecture (even just audio). For assistance contact 3help@ucsd.edu or (619) 543-4357
- Have contingency plans in case the teaching team becomes ill
- Enforce mask compliance and report infractions
- Enforce eating/drinking bans for students inside classrooms (instructors may take hydration breaks)

### BSPH Contacts:

- Dina Rodgers, Academic Advisor - drodgers@health.ucsd.edu (OSD Accommodations)
- Elisa Crossman, Academic Advisor - ecrossman@health.ucsd.edu (UGIs, Review Session Scheduling)
- Leanne McKenzie, Administrative Assistant - lwmckenzie@health.ucsd.edu (Guest Parking, TA Office Hours)