

**Subject:** CI subjects during Emergency Academic Regulations

**Date:** Tuesday, March 17, 2020 at 4:45:14 PM Eastern Daylight Time

**From:** Kathleen MacArthur

**To:** Adam Albright, Michael J Follows

**CC:** commreq

Dear colleague,

First, I hope that this message finds you and your loved ones safe and doing as well as can be expected in these unusual circumstances.

You are receiving this message because you are teaching a communication intensive subject this spring. As part of the planning for the [Emergency Academic Regulations](#), some have raised questions regarding the expectations for assignments in communication intensive subjects ([CI-H](#), [CI-HW](#), and [CI-M](#)) during this disrupted term. The Co-chairs of the [CUP Subcommittee on the Communication Requirement](#) (SOCR), Professors Adam Albright and Mick Follows, have asked me to offer the following guidance.

First, students should be reassured that PE grades will satisfy all requirements, including GIRs, the CR, and departmental requirements.

Given the current circumstances and the shortened term, the curriculum of each subject must be reduced by at least one week. It may be necessary for instructors to revise their assignments in such a way that the subjects might not meet the CI criteria in the same way they did when planned and approved. We recognize that this reduction is likely to interfere with deadlines, and it will not be reasonable to require the same number of assignments in a shorter period of time. Instructors are asked to determine what is feasible and effective in thoughtfully fulfilling the objectives of the Communication Requirement in the remaining weeks. We offer a handful of suggested guidelines to follow:

- Start with your learning objectives and work backward from there, being flexible about both the quantity and the modality of what students produce.
- Emphasize quality over quantity.
- Consider being creative in terms of how students demonstrate proficiency in communication given the challenges of remote learning, while not neglecting the communication instruction that is core to CI subjects.
- Make use of alternative media for assignments if that is appropriate to the subject.

In this extraordinary situation, we agreed that instructors will not need to seek approval from SOCR and should make the changes necessary for the transition online.

Any questions regarding individual subjects may be directed to [commreq@mit.edu](mailto:commreq@mit.edu).

Thank you for everything you are doing for our students. Please keep well during this challenging time.

Best,  
Kathleen

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