



UNIVERSITY OF
BRIDGEPORT

POLICY AND PROCEDURE

TITLE:	Remote Access Policy
--------	----------------------

POLICY STATEMENT:

The University of Bridgeport (UB) is working to ensure that we move quickly to support our faculty, staff, and students to conduct University business and to teach classes online during the COVID-19 pandemic. We are following closely the guidance provided by the US Department of Education (DOE) and the Connecticut Office of Higher Education. Our efforts are consistent with the practices and decisions being made by other colleges and universities that are also moving quickly to adapt in this time of crisis.

PROCEDURE DETAILS:

Because investing in technology has been a critical part of UB's strategy over the past many years, we have been able to rapidly educate, train, and equip our staff and faculty to work from home and to teach our students online. Examples of ongoing efforts to educate and serve students fully online include:

- Utilizing our existing Canvas Learning Management (LMS) system to align and accelerate the shift of our programming to online including labs and clinical experiences where possible.
- Designing new learning modules and training using Canvas and other learning technologies to enhance and ensure a robust, high-quality learning experience online for faculty and staff.
- Providing our full-time and adjunct faculty as well as our students with customized training to address unique programs, courses, and student learning needs.
- Extending and expanding our Zoom capacity and capabilities to support all classroom teaching online.
- Enabling additional Office 365 collaboration tools for faculty, staff, and students.
- Expanding virtual private network (VPN) access to allow remote access to campus resources.
- Reconfiguring laptops and other mobile devices for staff and faculty to utilize while working remotely.
- Training and reassigning IT staff to align with the focus on technology-enhanced learning.

PUBLISH POLICY STATEMENT (CLICK ON BOX NEXT TO OPTION-SELECT ALL THAT APPLY):

☐ UNIVERSITY CATALOG

☒ STAFF HANDBOOK

☒ FACULTY HANDBOOK

☒ STUDENT HANDBOOK

DEFINITIONS:

NA

EXCLUSIONS:

NA

OFFICES DIRECTLY AFFECTED BY THE POLICY:

ACTS, Human Resources

HISTORY: Revised April 2025.

EFFECTIVE DATE:	Unknown
RESPONSIBLE OFFICE (ONLY ONE):	ACTS
REVIEW DATE:	April 2025

APPENDIX:

NA