

Date: April 9, 2021

From: Chuck Taber, Provost and Executive Vice President  
Thomas Lane, Vice President for Student Life and Dean of Students  
Melinda Markham, Faculty Senate President

RE: Reminder - Purpose of Non-Instructional Well-Being Day on April 16

Dear Colleagues,

In December, the university [announced](#) the university wide non-instructional well-being day on April 16 as part of the revised spring 2021 calendar. We are writing to remind all faculty about the purpose of the well-being day and encourage every opportunity to use the day as it was designed – to rest and recharge.

When the decision was made to adjust the academic calendar to help mitigate the spread of COVID-19, we anticipated that the absence of a spring break would create additional stress. The well-being day was scheduled to provide respite from instruction and time away from homework, class activities, and meetings.

We want to remind faculty of the importance of preserving the well-being day as non-instructional. There should be no class meetings, assignments due, or exams administered. There should also be an effort to avoid scheduling assignments or exams immediately following the well-being day. Please help give our students a break to demonstrate our recognition of the current challenges of teaching and learning in a pandemic and so that we might support mental health and well-being.

The Office of Student Life and Counseling Services report seeing increased help-seeking from students who are feeling overwhelmed, exhibiting signs of stress, and requesting additional time to focus on their well-being in order to complete the semester successfully. If you have a student in need do not hesitate to connect them to the following resources:

- Office of Student Life: [Student of Concern](#), [stulife@ksu.edu](mailto:stulife@ksu.edu), (785) 532-6432
- Counseling Services: (785) 532-6927
- Family Center: (785) 532-6984

Faculty and staff who may need additional support may access the Employee Assistance Program (EAP). EAP is a service provided for benefits-eligible employees and their dependents. The program has counseling and advice to assist with stress, anxiety, and concerns. The program offers eight free counseling sessions and is a confidential service. You may contact ComPsych, K-State's Employee Assistance Program, 24 hours a day, seven days a week by calling 888-275-1205, option 1.

Thank you for your efforts to support the mental health and well-being of our students and for our entire community.

Sincerely,  
Chuck Taber  
Provost and Executive Vice President

Thomas Lane  
Vice President for Student Life and Dean of Students

Mindy Markham  
Faculty Senate President