

**Important Information for UPEP instructors**

1. **Are UPEP instructor compensated?**
	1. Unfortunately, not at this time—except for faculty involed in the Bachelor’s Degree program.
2. **Is there internet access inside?**
	1. Only Andy Eisen (UPEP director) and Daycy Gomez (UPEP manager) have been given internet access inside. If you have a multi-media presentation you would like to show, please have these ready at the beginning of the semester so that a UPEP administrator can get these into the prison on a USB. We do have laptops in the prison, but we are not allowed to take them in and out.
3. **Can I bring my work laptop inside?**
	1. Work/personal technology devices are not permitted. We have designated instructor laptops inside available for use, which we have cleared with the prison.
4. **I need to cancel class for an emergency. What do I do?**
	1. Contact Daycy via Whatsapp as soon as possible so that we can get it covered
5. **Can I have a guest lecturer attend my class?**
	1. Yes, but remember that these individuals must go through clearance (clearances take 2 weeks). Contact Daycy for clearance requests and include justification for the visit. It’s best to have this list at the beginning of the semester, if possible.
6. **I know of dates when I can’t teach during the semester, what should I do?**
	1. Please work with Daycy to get your class covered as we would prefer not to cancel class. Please provide a lesson plan for the students in your absence - a film works great!
7. **Are classes held on Federal or State holidays?**
	1. Depends on security coverage. Let Daycy know at the beginning of the semester if you want to have or cancel class on a holiday.
8. **Are classes held during the University of Utah Spring Break and Fall Break?**
	1. This choice is up to the instructor. You can hold classes during breaks if you choose to do so.
9. **Do students have access to the internet?**
	1. Only for some credit-bearing courses.
10. **Can I shake the students’ hands?**
	1. Yes, except during a pandemic.
11. **Can I show a film in my class?**
	1. Yes. Be sure that it is on the syllabus and has been cleared.