Policy document on online teaching

Faculty of Medicine, University of Ruhuna

The policy document was approved in the

IQAC	9th meeting held on 25th February 2021
Faculty Board	380th meeting held on 10th March 2021
Centre for Quality Assurance	3rd meeting held on 17th March 2021
Senate	358th meeting held on 28th May 2021

As a part of its commitment to quality, Faculty of Medicine, University of Ruhuna, recognizes the importance of policy on online teaching. A committee appointed by the Faculty Board developed the policy.

Definition

Online teaching is defined as distant teaching/learning activities delivered using the internet or methods other than those used in the traditional classroom.

Objectives

To ensure

    I.   student-centered innovative teaching and learning
    II.   quality of teaching program
    III.   successful achievement of goals and learning outcomes by students
    IV.   interactive learning and self-learning
    V.   access to teaching-learning material by all the students
    VI.   prevention of major delays in the teaching-learning program due to interruptions during emergencies/crisis situations while maintaining objectives I to V mentioned above
    VII.   engagement and inclusion of diverse groups of learners
    VIII.   continuation of teaching-learning activities during clinical appointments at distant hospitals

Crisis situations

University/ Faculty closure due to
  I. health emergencies
  II. emergency/ curfew due to national security issues
  III. major natural disasters
  IV. inability of students to attend lectures for safety/ logistic issues/ health issues

Difficulties for onsite teaching-learning activities as a result of placement for clinical appointments in a distant hospital away from the faculty.

Policy

Faculty of Medicine, University of Ruhuna accepts hybrid curriculum delivery (onsite and online) as the standard mode of curriculum delivery during emergencies as well as in routine teaching program including online assessments with immediate effect.

Faculty of Medicine, University of Ruhuna

- is committed to ensure that all educational norms, the quality, ethics, by-laws and regulatory requirements and facility requirements are addressed and fulfilled in its delivery/implementation.

- is committed to uphold academic integrity in curriculum delivery using the online program.

- is committed to monitor online teaching program to verify attainment of required quality and successful implementation through the establishment of a committee to oversee all the aspects of its implementation including governance.

- strives to ensure required capacity and technology available to the best of its capabilities and rectify failures in systems, appropriately with minimal delay and install required technology facility including human resources to maintain this system.

- would implement administrative processes and procedures required to assure

  - equity, access, and special needs of students are addressed and failures related to these are addressed appropriately to provide maximum benefit to the students while maintaining the required quality of the program.

  - compliance with intellectual property rights and copyright law in its implementation

  - that online mode would achieve academic goals by preventing major delays in emergencies in curriculum delivery

  - continual improvement through regular stakeholder feedback

- training of academics and students on online delivery and use of the online platforms

- that each department identifies the areas which will be delivered online in routine curriculum delivery and during a crisis separately

- that the "virtual office hours" for the preparations and teaching in the online program are considered in academic accountability and workload calculations

- the appropriate demeanor of online summative assessments

Sub-committee appointed by the Faculty Board to prepare the policy document
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