

2021-09-10 ALGOMA UNIVERSITY CONTINUITY OF EDUCATION PLAN

Algoma University is prepared to ensure continuity of education in the event of a disruption to in-person teaching and learning. Our plan is focused on the need to ensure the health of our community, and the continuity of our courses and programs.

The primary objectives that guide the University are:

- The health and safety of students and employees
- Continuity of courses and programs
- Ensuring that students completing their program can graduate in a timely fashion
- Ensuring that continuing students can progress appropriately in their program

1. CLASSES

In the event of an unplanned closure occasioned by forces beyond the University's control, the University will determine how best to continue and complete in-progress courses, in consultation with Health and Safety officials and in accordance with government and public health directives.

Continuity of instruction will be determined in accordance with the delivery mode of the course at the time of any disruption. (See below for Senate-approved course delivery modes.)

- Normally, classes scheduled for *Synchronous In-Person Instruction* (1a), *Hybrid Instruction* (1b), *Alternating In-Person/Remote Instruction* (2a), and *Remote Synchronous/Asynchronous Instruction* (2b) will move to *Technologically Assisted Instruction* (1c).
- Classes scheduled for *Online Instruction* (3a) will not change to any other delivery mode.

The Senate-approved delivery mode options are:

1. **Synchronous Instruction**
 - a. **In-Person Instruction:** class that meets in a classroom and/or laboratory at the scheduled time/day, with the instructor and all students present (synchronous).
 - b. **Hybrid Instruction (also called "HyFlex"):** The instructor is present in the classroom at the scheduled time/day, with students present who wish to attend in person, and students who prefer not to attend in person participating remotely at the same time (synchronous). The student makes the choice for any given class and can switch as needed. Requires additional support for content preparation, technology and class management (advance budget approval required).
 - c. **Technologically Assisted Instruction (TAI):** Courses that were developed and designed to be taught in a classroom with the faculty member and the students present in a face-to-face setting, but which are instead delivered remotely, with the assistance of technology, due to exceptional or emergency situations. TAI courses are scheduled for specific timetable slots (synchronous).

2. Synchronous + Asynchronous Instruction

- a. **Alternating In-Person/Remote Instruction:** The instructor is present in the classroom at the scheduled time/day with some proportion of students attending class in person (synchronous), while the rest participate remotely and/or complete self-directed learning, including but not limited to activities such as sustained reading, completing assignments, watching recorded lectures on their own schedule (asynchronous).

- b. **Remote Synchronous/Asynchronous Instruction:** The instructor teaches using meeting technology (e.g. Zoom, Google Meet) at a scheduled time (from a classroom or other location), with students attending and participating remotely only. Students will complete some of the learning objectives via asynchronous means, including completing additional readings, videos and/or assignments and/or viewing pre-recorded lectures.
- 3. **Asynchronous Instruction (Distance Education)**
 - a. **Online Instruction:** The course materials - lectures, videos, assignments, assessments, discussion boards, etc. - are prepared prior to course delivery, and which students complete on a more flexible schedule (asynchronous). Delivered on an LMS (e.g., Brightspace, Moodle, etc.).

2. EXPERIENTIAL LEARNING AND INTERNATIONAL PROGRAMS (STUDY ABROAD/EXCHANGE)

In consultation with Health and Safety officials and in accordance with government and public health directives, the Office of Experiential Learning and International Affairs will work directly with academic units and students to determine whether it is possible and safe for them to continue in-person experiential learning and in-person study abroad or exchanges.

3. EXAMS

The Office of the Registrar oversees examinations given during the examination period(s). In consultation with Health and Safety officials and in accordance with government and public health directives, the Registrar will advise students and faculty of any adjustments to the schedule, format or mode of examinations.

Whenever possible, given the nature of emergency circumstances, the University will ensure that the Algoma University Senate and the Local Executive of OPSEU Local 685 are consulted as decisions are being made.

4. COVID SAFETY

Please visit our dedicated COVID-19 Algoma University [website](#) for all the up-to-date information, including policies, procedure, campus specific updates (including openings, closings, access points etc).

Any inquiries regarding COVID-19 safety, policies or procedures can be emailed directly to covid@algomau.ca