



UNIVERSITY OF THE PHILIPPINES

3F, Quezon Hall, Diliman, Quezon City

Tele/Fax: (632) 962-6345; 9818722; 9818500 local 2528

Email: ovpaa@up.edu.ph

Office of the Vice President for Academic Affairs

20 March 2020

Memorandum No. OVPAA 2020-38

For: UP System Faculty

(through the Chancellors, Vice-Presidents for Academic Affairs, the Deans, Institute Directors and Department Chairs

A handwritten signature in black ink, appearing to read "C. R. B.", positioned above the printed name of the sender.

From: Maria Cynthia Rose Banzon Bautista
Vice-President for Academic Affairs

**Re: SUSPENSION OF CLASSES IN ALL UP CONSTITUENT
UNIVERSITIES EXCEPT UP OPEN UNIVERSITY**

**LIFTING OF DEADLINE FOR DROPPING AND FILING OF LEAVE
OF ABSENCE FOR THE SECOND SEMESTER AY 2019-2020**

On the Suspension of Technology-Supported Learning

In light of the enhanced community quarantine over the entire Luzon and the imposition of similar measures in other regions of the country, classes both residential and online and alternative learning activities in the UP System (except UP Open University) are suspended until 14 April 2020 while the University assesses the situation and decides on how best to facilitate learning and manage academic requirements in the time of COVID-19. Since the situation remains very fluid, the University's academic response to the crisis will be crafted iteratively and disseminated accordingly.

In the meantime, the faculty is urged to continue exploring alternative delivery modes apart from online tools and to learn to optimize the use of online tools from home, if feasible. They are also expected to use the time to calibrate their courses beyond the

stipulated 23 March 2020 deadline for the submission of revised syllabi in OVPAA Memorandum No. 2020-35—which is now lifted. In addition, faculty members and officials are encouraged to share creative strategies or thoughts on how to move forward by email with their Vice-Chancellors for Academic Affairs cc vpaa@up.edu.ph

In the course of calibrating courses, the faculty may take the following considerations into account:

- o The University’s education site subscription to ZOOM will be available within the next few days. This will enable hosting and attendance of formal and informal meetings, classes and webinars even after the projected mid-April end of the lockdown as long as the UP System faculty, staff and students use their *up.edu.ph* addresses, gadgets and access to the internet. The epidemiological pattern of the disease suggests that it may peak around May and begin its decline thereafter. However, the period of decline will not necessarily imply a return to normalcy in the next few months.

OVPAA Memorandum 2020-31 and 2020-35 directed the faculty to utilize UP’s learning management system and other platforms for uploading learning materials, assessment tools and student submissions, and interacting with students. The period of suspension is also a time to further enhance the use of these platforms in preparation for the lifting of the suspension of classes.

The suspension is also the time for the faculty to get to know each of their students more and take their situation into account when calibrating their courses.

- o There are different types of technology-supported learning activities, from “low-tech” options (e.g. Q&A via SMS, printed worksheets) to online activities (e.g. blogs, online quizzes, discussion fora, webinars), that may be utilized given the varying conditions of our campuses and students. The Webinar Series that UPOU is offering to the faculty of other UP Constituent Units will discuss these and general principles in the design of technology-supported learning.
- o In the face of the COVID-19 pandemic, Universities worldwide confront the same challenge of enabling learning in the midst of disruption, albeit under different conditions depending on the level of development of their societies. Recommendations of fellow academics on how to deal with the crisis are worth noting. Consider, for instance, some of the tips of University of Washington Professor Penas on Pedagogy in Time of Epidemic that is available at <https://docs.google.com/document/d/12HaENU4tIZZYC16d4neyIDF3TAs6DEi15aYuw500P7M/mobilebasic>:

1) Prioritize: What do students really need to know for the next few weeks? This is really difficult, and, once again, it means that the quality of teaching and learning will suffer. But these are NOT normal circumstances.

2) Stay in contact with students, and stay transparent. Talk to them about why you’re prioritizing certain things or asking them to read or do certain things. Most of us do that in our face-to-face teaching anyway, and it

improves student buy-in because they know content and delivery are purposeful.

3) Make assignments lower or no stakes if you're using a new platform. Get students used to just using the platform. Then you can do something higher stakes. Do not ask students to do a high stakes exam or assignment on a new platform.

- o There are also various online discipline-specific resources that faculty can explore, such as the STEM video education library of the Journal of Visualized Experiments (JoVE) at <https://www.jove.com/blog/educator-blog/jove-offers-free-access-to-extensive-stem-education-video-library-to-aid-remote-teaching-learning-as-covid-19-pandemic-shuts-down-classrooms-around-the-world/>

On the Lifting of Deadlines

The deadline for dropping and leave of absence for the second semester 2019-2020 is hereby lifted. The New deadlines will be announced in subsequent Memos.

Thank you and please stay safe.