The Remote Teaching and Learning Preparedness Task Force is continuing to put in place the supports that will help faculty and teaching staff deliver high-quality academic programs online, if needed, during 2020-21. Task Force members have been actively meeting both as a large group and in smaller teams to gather information, prepare recommendations and resources, and connect efforts across campus. Below are a few highlights of their work from the past week.

Task Force Working Groups

The Task Force has divided into five working groups, each exploring issues that emerged from our needs assessment and from the faculty survey. The Working Groups bring updates, questions, implementation plans, and recommendations to the whole Task Force for consultation and input.   Feel free to reach out to Working Group Chairs (indicated in bold) with questions.

Faculty Readiness	Academic Integrity & Assessment	Student Readiness Prior to Arrival	Ongoing Student Academic Support	Technology
Erin Austen & Bhavik Parikh Angie Kolen Neil Maltby Bruce Sparks Mari Roach	**James Cormier** Janet Purvis Mark Leeming Tara Buksaitis Jack Irvin	**Mark Leeming & Barry Mackenzie** Jack Irvin Angie Kolen Cathy MacDonald	**Sandy Iverson& Bhavik Parikh** Larissa Strong Elizabeth Kell Siobhan Lacey	**John Delorey** Opal Leung James Cormier James Hughes Robin Neustaeter Mari Roach
Sample issues: •Professional development opportunities •Mentorship •Resources •Communities of practice	Sample issues: • Academic integrity in online learning •Options for Invigilated exams •Student education about integrity in online classes	Sample issues: •How to be successful learning online •Orientation to Collaborate and Moodle •Demonstrations of online learning	Sample issues: •Students access to online classes (mitigating time zone issues, technology) •access to academic supports (advising, library, etc.) •Accessibility features	Sample issues: •inventory of tools and assessment of uses •security and privacy •licenses •IT support

Recommendation Regarding Synchronous (real-time) Course Delivery

At the end of last week, the Task Force announced its recommendation regarding the use of synchronous teaching. The Task Force recommended that most courses be delivered in real-time as the best way to replicate the approach to teaching and learning with which StFX students and faculty are most familiar. This approach will also make best use of available resources. The full recommendation and rationale can be found on the Task Force section of the [Teaching and Learning Centre Website](#).

Faculty and Teaching Staff Mentorship Program

Instructors can request a mentor to help prepare their course for online delivery. The mentor will be a faculty colleague experienced in online teaching who will be available for individual support during June. Given summer teaching and vacation time, mentors will less available in July and much of August. Faculty and teaching staff are encouraged to begin preparing immediately to make best use of professional learning and mentoring supports. An email with more details was circulated last week, or contact Joanne Tompkins with questions. The deadline to sign up is **Friday, June 5th**. Please contact Maica Murphy to register.

Professional Development Sessions

A full schedule of upcoming, targeted PD sessions will be announced shortly. Each session will explore one specific topic (e.g. teaching to larger classes, student-led presentations, strategies for encouraging discussions in mid-size to large classes, tips to keep in mind when preparing PowerPoints for synchronous classes, tools for demonstrations). Each session will be offered once in real time and then a recording will be archived on our website so faculty and teaching staff can visit and revisit these presentations. The Task Force is committed to provided PD on topics that are relevant to instructors, and more topics will be added throughout the month of June.

We are pleased that over 190 people attended the first PD sessions: "A glimpse into an online classroom using synchronous tools." A large group of ninety people attended the second PD session, "A glimpse into an online classroom using asynchronous tools," which was delivered in real-time in the Collaborate platform. Despite the size of the group, attendees had an interactive and informative discussion, demonstrating the way that Collaborate can support large group discussions. Recordings of the two PD sessions are available on the Task Force section of the Teaching and Learning Centre website.

Faculty and Staff Survey

Thanks to the 129 people who completed the survey about the resources and supports needed to deliver courses online. One clear message was that people are interested in maintaining high-quality, engaging learning for their students. Respondents also provided information and insight about specific things will be needed to offer their programs online   The survey results have been reviewed and responses forwarded to the appropriate Working Groups to inform their planning.
If you missed the opportunity to complete the survey, please feel free to send your comments to Janice and Joanne who will forward them on to the appropriate working group.

Weekly Updates

Archived copies of these weekly updates are accessible on our website.

If you have any questions, please feel free to reach out.

Janice Landry & Joanne Tompkins,
Co-chairs, Remote Teaching & Learning (Online) Preparedness Task Force