




OFFICE OF THE VICE CHANCELLOR FOR ACADEMIC AFFAIRS
UNIVERSITY OF THE PHILIPPINES DILIMAN

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MEMORANDUM NO. OVCAA-ECA 20-583

TO: DEANS, INSTITUTE DIRECTORS, DEPARTMENT CHAIRS, ALL FACULTY


FROM: EVANGELINE C AMOR, PhD
Vice-Chancellor for Academic Affairs

SUBJECT: EMERGENCY SHIFT TO ALTERNATIVE MODES OF LEARNING

DATE: 16 March 2020

Dear Members of the UP Diliman Faculty, in these trying times and extraordinary circumstances, solidarity, preparedness and forbearance are requested from each one of us.

Email messages had been sent to the faculty through the Deans, College Secretaries and Graduate Program Coordinators to communicate the academic contingency plan of the UP System (OVPAAMemo 2020-31 and 2020-35) and UP Diliman (OVCAA-ECA 20-580 and 20-581), in order for us to plan and strategize on how to shift to alternative modes of learning. I understand that some colleges have convened their College Executive Board to discuss various options in relation to this shift.

In OVPAAMemo 20-35, we are asked to review our syllabi for our course offerings, and if applicable, to make necessary changes or modifications given the emergency shift to alternative modes of learning. Kindly upload your modified syllabi in the University Virtual Learning Environment (UVLE).

I request the Deans and heads of units to oversee the implementation of our emergency shift to alternative modes of learning. I also request the OUR to coordinate through the College Secretaries and Graduate Program Coordinators the communication within and among units, in connection with addressing challenges faced by our faculty and students. Specifically, we might have faculty and/or students 1) who are technologically challenged and/or 2) who have limited or no online access. Strategies on how to address these (e.g., coming up with a workable mechanism to relay learning materials to students, and implementing alternative means of assessment) need to be planned and coordinated.



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I enjoin everyone to use the UP Diliman UVLE, which already has the basic functionalities, and is integrated with our Computerized Registration System (CRS). UVLE may be used as the major online platform in delivering lessons and doing assessment. A series of communication has been sent to assist the faculty in navigating the UVLE. These can be accessed at the Interactive Learning Center Diliman's website, www.ilc.upd.edu.ph. This is complemented by applications for video conferencing/recording such as Zoom and Google Meet, which can be used for real time meeting. Other online platforms used for recording can be integrated with UVLE.

One of the advantages of using UVLE is that faculty and students alike will be able to concentrate on learning and navigating just one major platform. In addition, learning materials are available in just one database and assessment can easily be done.

For updates and resources on academic contingencies, please visit <https://upd.edu.ph/academic-contingencies/>

For inquiries about:

- **ILC Diliman services (e.g. UVLe)** or recommended applications (e.g. Zoom, Google Meet, Google Drive, PowerPoint etc.), please contact **ILC Diliman** via helpdesk.ilc.upd.edu.ph.
- **DilNet account or creation of a UP Mail account**, please contact **UP Computer Center** at helpdesk@upd.edu.ph.
- **Microsoft 365 for UP faculty/students**, please contact **ITDC** at helpdesk@up.edu.ph.
To request a Microsoft 365 account, answer this form: bit.ly/office365request.

Thank you. Keep safe and healthy.