

MEMORANDUM

To: Chairs & Academic Director
Chairs & Academic Director's Assistants
Business Officers
From: Professor William A. Gough, Vice-Principal Academic & Dean
Date: 20 July 2020
Re: Fall Session - Delivery Modalities

Dear Colleagues:

As faculty members are turning their attention to how their courses will operate in the Fall term, we wanted to reiterate the various options available and provide information about the technological supports available. See also [12 May 2020 - Fall Session Memorandum](#)

In Person: There are only a small number of in-person course elements approved to operate on campus this Fall. The ***Remote Guarantee*** means that all of these must be offered with an online version as well. If appropriate, WebOption can be requested for in-class video recording. This will also ensure that an online version of the class exists. To submit a request for on-campus videography, please complete the [online form](#).

Online Asynchronous: This delivery method ensures that the class content is available remotely. It has the additional advantage that students who are studying in distant time zones, as well as those with a poor internet connection, have equitable access to the course materials. CTL has worked hard to develop and support excellent resources to make it possible to record lectures, and other materials, from your home or office. For more information - <https://uoft.me/AcademicContinuity>

In some cases, it may be possible to arrange video recording of lectures for asynchronous delivery. Again, to submit a request for on-campus videography, please complete the [online form](#). Since only a small number of classrooms and videographers will be available for this purpose, requests will be considered on a case-by-case basis.

Online Synchronous: This delivery mode gives a livestream of your lecture to students in real time from a platform other than a UTSC classroom. WebOption will not be available for this purpose. CTL supports tools that can be used for this purpose (e.g., BB Collaborate). For this option, we ask that you consider recording the lecture and storing it on the Quercus course page, at least for a short time. This will allow students who are studying in distant time zones, as well as those with a poor internet connection, to have equitable access to the course materials. For details, guidelines, and additional resources developed by CTL - <https://uoft.me/AcademicContinuity>.

Yours sincerely,



William A. Gough
Vice-Principal Academic & Dean
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