

Subject: Week two of remote instruction

Date: Tuesday, April 7, 2020 at 9:48:03 PM Eastern Daylight Time

From: Public Health Faculty on behalf of Erin K Lipp

To: CPH-FACULTY@LISTSERV.UGA.EDU

Dear Colleagues,

As we are now into week 2 of remote learning (and all of the other current challenges), I wanted to remind you of some resources and things to consider (from CTL and others)

1. **Creation of an instructional back-up plan, in case someone falls ill.** Obviously we can't plan for every scenario, think about a back up plan for instruction in the event that you (or your TA) becomes ill. Some units are asking faculty to add a colleague to their eLC course, while other faculty are discussing contingency plans with TAs.
2. **Connecting with faculty about use of TAs.** CTL posted [this guide for working with TAs](#) (on the [T&L Continuity site](#)) during this time of disruption.
3. **Awareness of resources.** In addition to the various resources that have been shared over the last few weeks, <https://help.elc.uga.edu/faculty/> is a good source of answers to common eLC questions. That page also includes a direct link to the contact list for eLC support.
4. **Pay attention to your students' activity on eLC** if you have a student that is not responsive to work assignments, messages, and is not checking in on eLC please consider notifying student care and outreach (<https://sco.uga.edu>).
5. Consider sending an **informal feed-back request to students** in your classes this (week 2 of remote instruction). CTL suggests 2 simple questions to gauge how the transition is going and gives you a chance to make some quick adjustments to this new platform (e.g., 1) what is working well so far in our shift to on-line learning? and 2) What things should I consider for the last few weeks of the term with regard to on-line instruction?)

Please let me know if you have any additional concerns.

Thank you

Erin

Student Care and Outreach - University of Georgia

Student Care and Outreach oversees the request and approval process for hardship withdrawals. If you believe you are experiencing a situation that may require a hardship withdrawal, we encourage you to reach out to Student Care and Outreach to discuss options and resources. [More Info](#)

sco.uga.edu

