



Dear Colleagues,

As you know we are living through a difficult time and facing extraordinary circumstances, not just as an institution, but as a global community. The efforts we are all making now are designed to help us in the long run to lessen the impact of the COVID-19 pandemic, and I understand how challenging this is for all of us.

With our proposed move to virtual classrooms, a group of us have been working very hard behind the scenes to put together key resources to make the transition easier for our faculty. We know you are already balancing numerous challenges with the move to remote teaching, and the Office of the Provost stands ready to help you navigate this process. At this stage, these resources support in-person didactic materiel, and do not currently provide support for substituting clinical or lab-based experiences – this is something we are working on.

Resources for faculty

To support OHSU faculty, a “[Transforming Teaching](#)” site has been created to provide concise, practical resources, and strategies for moving part or all of a course online. Please take a look at this new site and use it as a guide as you prepare for your virtual classes. It will be updated regularly so check back in often.

We also have teaching and technology experts standing ready to consult with faculty on any part of the process of maintaining instructional excellence while teaching elements of a course online.

EdCOMM:

- Call for assistance with Echo360 (lecture capture) at 503-494-7722 or email edcomm@ohsu.edu

Teaching and Learning Center (TLC):

- Call the Sakai Help Desk at 877-972-5249 or email sakai@ohsu.edu
- Inquire about [Education Consultations](#)

Assessment advice for teaching remotely

Consider assessments that will not require [proctoring](#) like essays, self-assessments, and untimed short answer exams. OHSU uses Examity for online live proctoring – the cost for each exam per exam taker is \$20 for a two-hour exam and \$35 for a four-hour exam. For more information, please see the interim [guidelines for using Examity](#) and watch [this video](#) that gives an overview. If you decide your assessment requires proctoring, contact the [TLC Help Desk](#) at least two weeks before the exam. Please note that any approved accommodations still need to be provided. Should you have questions about providing accommodations, please contact Office of Student Access at studentaccess@ohsu.edu.

Resources for general COVID-19 information

If you have questions please remember we have:

- A [COVID-19 O2 page](#) that is continuously updated with the latest information on the virus and its impacts on OHSU.

- A list of [frequently asked questions and answers](#) that will cover many of your queries on the impact of COVID-19 on OHSU, our students, coursework and more. These FAQs will be updated and added to as more questions are raised so please keep checking back.
- A [COVID-19 ohsu.edu](#) information site which can be accessed externally and shared with friends and family.
- Daily updates by email from Connie Seeley, OHSU chief of staff, which cover updates from the Emergency Operations Center and the latest developments.

If you have any questions that are not answered in these channels, please reach out to the COVID-19@ohsu.edu mailbox set up especially for this situation.

Please, be sure to use the resources we have on offer to make your transition easier. Stay safe, and look after yourself and those around you.

Kind regards,

David W. Robinson, Ph.D.
Executive Vice Provost