



**To: Students**  
**From: Diane Gauvin, Academic Dean**  
**Date: March 25, 2020**  
**Subject: Message from the Academic Dean**

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Dear students,

In these very difficult times, I hope that you are managing all right and that both you and your family are well.

As the Academic Dean of Dawson College, I am responsible for the academic life of the college, overseeing programs, teaching, student evaluation, and all other academic activities. My team consists of the deans of each academic sector, managers, professionals and support staff. All of us have been working long hours to find solutions that will allow you to complete your semester.

Today, I am writing to share with you some information about how we are going to continue this semester under these very challenging and unprecedented circumstances. **Much remains unknown** because the context in which the College is operating continues to evolve. The Ministry of Education may issue directives that will require the partial or substantial modification of any plans that we make.

**Here is what is certain for now:**

- The semester will be extended by at least one week, to account for the missed classes of this week.
- Many classes will begin to be offered online between March 30 and April 9.
- Everyone at Dawson is committed to ensuring that you receive the best education the College can offer in the current situation. In planning the transition to online instruction, we have been guided by the following principles:
  - Equity
  - Continuity
  - Inclusiveness
  - Flexibility
  - Compassion

While flexibility and creativity, from both students and teachers, are called for in the enormous task of shifting to online instruction, Dawson College must ensure that all courses **cover all competencies** and **maintain academic integrity**.

Over the last two weeks, we have been building a temporary virtual campus of Dawson College. In this campus, Dawson is bringing online:

- 10,084 students
- More than 700 teachers
- 2,180 course sections
- 53,261 course seats.

Given the scale of this challenge, we ask that you please continue to be patient and supportive with everyone.

### 1. **SCHEDULING**

Courses using an alternative mode of delivery will start anytime between March 30 and April 9. **Your teachers will inform you of the time and place of your first meeting.**

A staggered introduction will allow more time for teachers who need to prepare for the transition online. Unless the Ministry of Education decides otherwise, **courses will not be condensed to fit within a shorter period.**

### 2. **INTERNSHIPS AND CLINICALS**

Most internships and clinicals are suspended. In some cases, however, employers are asking interns to work from home. If approved by the department and dean, these internships will be permitted. **For public health reasons, students are not permitted to attend stages that take place outside their home.** In the event that the Ministry of Health and Social Services requests students from some programs to help in this emergency, the students will be informed.

### 3. **END OF SEMESTER INTENSIVE COURSES**

Most of the intensive courses that are scheduled to run at the end of the winter semester are likely to take place. We will confirm the offering of these courses as soon as possible.

#### 4. MODIFICATIONS TO THE COURSE OUTLINE

Section IV a of Dawson's Institutional Student Evaluation Policy (ISEP) states that:

*“Under exceptional circumstances, substantive changes to the course outline, such as those which may impact on the evaluation of students, may be made. Such changes must be approved by the Department Chair as well as the Sector Dean and then communicated in writing to students.”*

This is such a time. Your teachers will very likely need to modify their course outlines to take into account different kinds of learning activities and evaluations. Your teacher will inform you in writing of these changes

#### 5. ACCESS TO COURSES

We are aware and very concerned that some students may not be able to pursue their studies online. We are analyzing the results of the survey that many of you completed over the past three days. Drawing on that information as well as the expertise of our staff, we will explore solutions.

#### 6. COURSES OR PARTS OF COURSES THAT CANNOT BE DONE ONLINE

Entire courses or parts of courses that require specialized equipment and locations will not be offered online unless appropriate learning activities can be substituted. Discussions are taking place with departments, deans, the Ministry of Education, universities, professional organizations and certification bodies to explore alternatives.

#### 7. ONLINE PLATFORM

The platform for accessing your online courses will be simple and easy to navigate, and you may already be familiar with some parts of it. A **Zoom video-conferencing** module will work within Moodle, and most likely Léa. These systems are being tested now and when they are ready, you will be sent instructions so that you have the opportunity to explore them.

#### 8. ENGLISH EXIT EXAMINATION

We are still **awaiting information** from the Ministry about whether the May examination will postponed or cancelled.

#### 9. ACCESS TO THE COLLEGE

For public health reasons, we unfortunately cannot authorize students to access the College at this time. If that decision changes, we will inform teachers and students.

**10. SUMMER SCHOOL**

We are aware of the serious impact that a cancellation of summer school would create for students. Given the uncertainty, we must wait before making a decision.

**11. STUDENT SUPPORT**

The Student Services department is working to develop a plan for supporting students (AccessAbility, Academic Skills, etc.). As soon as this plan is available, it will be communicated to students.

**12. FALL 2020 SEMESTER FEES**

Given the exceptional circumstances and financial uncertainties created by the COVID-19 pandemic, Dawson College will postpone the payment of fees for the Fall 2020 semester. We will provide information later about the deadline for paying these fees.

**13. COMMUNICATIONS**

Dawson College will continue to issue updates to our students, employees and the public as frequently as information becomes available.

We will be updating you later this week.

We are preparing resources for you, which will be hosted on our website: [www.dawsoncollege.qc.ca](http://www.dawsoncollege.qc.ca). When they are ready, we will let you know through Omnivox.

Stay safe and take care,



Diane Gauvin  
Academic Dean