

MEMORANDUM

April 30, 2020

In response to the Pastoral Letter released by the Brother President today (April 30), an updated version of PLAN B is being released for everyone's guidance.

Kindly coordinate with your respective Deans, AVCs, or HS Principal for any concern that you may have regarding the documents. We will take them up and try our best to respond to them during our regular Tuesday meeting.

Thank you for your cooperation.

CLARIFICATIONS and UPDATES in RELATION to PLAN B

PLAN B: If quarantine period extends after April 30, 2020	Further clarification and updates (as of April 28, 2020)
<ol style="list-style-type: none"> 1. Distance learning mode shall be self-paced. For High school online schedule shall be followed. 2. Teachers and students who have access to each other shall continue the distance learning mode, with the following additional measures: <ol style="list-style-type: none"> a. Unlimited number of attempts for assessments b. Learning activities shall be developmental, leading to the completion of a final output. It is strongly suggested that the final output be in response to the pandemic that the country or the world is experiencing. c. All deadlines shall be set upon the resumption of on-campus classes. (ATTENTION: This means that no deadline for the assessment shall be given within the day. Instead, it must be extended until on-campus classes resume) 3. The final grade of the students shall be guided by the following: <ol style="list-style-type: none"> a. Specific grading system/s will be developed for the end of the semester grade by the department based on its assessment on how the subjects were carried out. Guidelines shall be made for this purpose. b. The grading system shall be released to the students within two weeks after the Lenten break is finished. c. Deliberation of grades shall be held before grades are shown to the students 	<ol style="list-style-type: none"> 1. All remaining lessons and assessments from the streamlined syllabus for the rest of the semester shall be made available to the students. Self-pace means students can freely manage their time to attend to the lessons and assessments. <ol style="list-style-type: none"> b. Developmental means the remaining assessments must directly help prepare the students accomplish the final output. Depending on the grading system that the department agreed upon, the remaining assessments leading to the semestral grade may or may not have an equivalent grade credit. a. The grading system must be approved by the department chair. b. Those who have yet to release their grading systems must release such on or before May 7, 2020. c. Deliberations shall be done online and recorded for documentation purposes.

<p>d. Time for student clarification shall be held before grades are given.</p> <p>e. In progress grades may be given, for those who failed to complete the requirements. One school year is given for completion.</p> <p>4. Those without access shall be given the chance to catch up once on campus classes resume (Please see Teacher Guide https://www.dlsud.edu.ph/announcement/college/2020/distance_learning_mode_faculty.pdf and Student Guide https://www.dlsud.edu.ph/announcement/college/2020/distance_learning_mode_students.pdf, as they will still apply). These include those with thesis or capstone projects to finish and practicum-related requirements to complete. For the former, online defense may proceed if all parties are agreeable. For the latter, alternative activities shall be looked into.</p> <p>5. Completion of learning outputs shall be guided by the following schedule</p> <ol style="list-style-type: none"> Graduating students – June 22, 2020 Non-graduating students – by the end of the Special Term <p>6. If students fail, despite all the measure mentioned above, an NC (non-credit) instead of 0.00 shall be given.</p> <p>7. Refresher seminar type activities for major/professional subjects (mandatory) and high school subjects (case-to-case basis) shall be conducted for the whole month of June.</p> <p>8. Special term schedule starts in July, following a compressed schedule.</p> <p>9. Schedules for commencement exercises, baccalaureate mass, and other large gatherings shall be suspended.</p>	<p>d. Announcement of schedule shall be done via the same platform the lessons and assessments are made available.</p> <p>e. In progress grades SHALL be given for those who have yet to complete the requirements. One school year is given for completion.</p> <p>5. Completion of learning outputs of all students (graduating or non-graduating) shall be by the end of the Special Term. (June 30 deadline applies to subjects whose students are going to apply for medical school)</p> <p>7. Management of refresher activities shall be by college. Schedule shall be June (CCJE and CEAT) and July (CSCS, CLAC, COEd, CBAA, CTHM) to give students to complete learning outputs. A separate schedule for COMMWork and Pictorial shall be released.</p> <p>8. Only mandatory special term subjects (MEB and Accountancy programs), subjects for students scheduled to graduate during the special term or a prerequisite subject needed to become a graduating student the following semester, and GS subjects shall be available in July under a compressed mode.</p>
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