Introduction

The University of Global Health Equity (UGHE) is committed to leveraging E-Learning to enhance educational experience and achieve its mission of creating a global community of health professionals who strive to deliver equitable health services. This policy outlines the framework and guidelines for implementing and managing E-Learning at UGHE, ensuring alignment with the institution's goals, effective management, comprehensive support, technological assistance, pedagogical improvement, thorough evaluation, and ethical consideration.

1. Institution: Alignment with UGHE Goals Policy Statement:

E-Learning initiatives at UGHE shall be designed and implemented in alignment with the university's mission and strategic goals. All E-Learning activities and resources must contribute to advancing UGHE's vision of radically changing the way health care is delivered around the world.

Implementation:

a. Regularly review E-Learning objectives to ensure alignment with institutional goals.
b. Engagement of faculty, students, and staff in the development and review of E-Learning strategies.
c. Integration of E-Learning goals into UGHE's broader strategic plan.

2. Management: Effective Management of E-Learning Platforms Policy Statement:

The management of E-Learning platforms (Canvas, Elentra, Osmosis, ScholarRx, Lecturio, Complete Anatomy, Entrust, Wise-MD, e-Library, UpToDate) shall be carried out efficiently to ensure seamless operation and user satisfaction. One way of achieving this is ensuring that these platforms are interconnected despite being different in nature and content. Students are able to easily find links to ScholarRx or Osmosis in their Canvas modules. Lecturio, e-Library, and LockDown Browser are already integrated within Canvas. This interconnectedness brings about ease and a smooth user experience.

Implementation:

a. The E-Learning team is always available to administer and support each E-Learning platform.
b. Regular maintenance and updates of platforms to ensure optimal performance.
c. The E-Learning team provides rigorous training for students, staff, and faculty on the effective use and management of E-Learning tools.

3. Support: Provision of Helpful and Timely Support Policy Statement:

UGHE shall provide timely and effective support to both students and faculty to ensure the smooth operation of E-Learning activities.

Implementation:

a. We have a booking system on our website for E-Learning queries and technical issues.
b. Provide constant support through various channels (email, phone, chat).
c. Conduct seminars and workshops on newly adopted platforms for students and faculty.

4. Technology: Assistance with Technology for Students and Faculty Policy Statement:

UGHE shall ensure that students and faculty have access to and receive assistance with the technology necessary for effective E-Learning.

Implementation:

a. Provide access to the E-Learning studio equipment and various software licenses.
b. Offer technical support for the installation and use of E-Learning tools.
c. Work with the IT team to ensure reliable internet connectivity and IT infrastructure.

5. Pedagogy: Improvement of Online Course Pedagogy Policy Statement:

UGHE shall assist faculty in enhancing the pedagogy of their online courses to create engaging and effective learning experiences.

Implementation:

a. Implement the ARCS instructional design principles when designing all online courses.
b. Facilitate peer reviews and feedback mechanisms for continuous improvement.
c. Encourage the use of interactive and innovative teaching methods.

6. Evaluation: Thorough Evaluation of Online Courses Policy Statement:

The E-Learning team conducts regular and comprehensive evaluations of online courses to ensure they meet high standards and learning objectives.

Implementation:

a. Send out the UGHE-tailored course evaluation checklist on a quarterly basis.
b. Collect and analyze feedback from students and faculty.
c. Use evaluation results to inform continuous improvement efforts.

7. Ethics: Consideration of Ethical Aspects in E-Learning Policy Statement:

UGHE's E-Learning activities shall be conducted with a strong emphasis on ethical considerations, including data privacy, academic integrity, and equitable access.

Implementation:

a. Adhere to data protection regulations and ensure the privacy of user data.
b. Promote academic integrity through clear policies and tools to prevent plagiarism such as LockDown Browser.
c. Ensure that all students have equal access to E-Learning resources.

Conclusion

This E-Learning policy reflects UGHE's commitment to providing a high-quality, equitable, and ethically sound educational experience through the use of advanced E-Learning technologies and practices. This policy's continuous review and improvement will ensure that UGHE remains at the forefront of innovative and impactful education.

REVISION/REPLACING

This policy shall be subject to periodic review as deemed necessary by UGHE's Academic Commission.

EFFECTIVE DATE OF THE IMPLEMENTATION OF THE POLICY

This policy shall come into effect on the date of its approval by the Academic Commission of the University of Global Health Equity.

Approved by: Professor Abebe Bekele   Date: March 6, 2024

**Deputy Vice Chancellor - Academic Affairs and Research,
University of Global Health Equity**