

KERALA UNIVERSITY OF HEALTH SCIENCES, THRISSUR

Policy Document on Online Education Programs - 2022

As per Chapter II-5 (xiii) of the KUHS Act 2010, the University is empowered “to promote acquisition of knowledge in a rapidly developing and changing society and to continually offer opportunities for upgrading knowledge and imparting training and development of skills in the context of innovations, research and discovery in all fields of human endeavor by establishing educational network related to health sciences with use of modern communication media and technologies appropriate for a learning society”. This Policy is prepared accordingly.

Preamble

- Whereas Education has to widen the access to higher education and bringdown its cost by using technological advances
- Whereas Online Educational Technologies have emerged as a viable model for imparting education, involving conventional and hybrid education
- Whereas there is the explicit understanding that Online Education is not merely a broadcast or telecast mode process, instead, it has to create avenues for collaboration as well as peer learning and feedback from learner to trainer and vice versa
- Whereas the University needs to build learning content through sharing and inculcate a culture of sharing and co-creation
- Whereas there is a need to create synergies between the salient features of anytime-anywhere format of e-Learning and the traditional classroom-based method to develop a unique content delivery mechanism, which is responsive

to learners' needs and ensures seamless transfer of knowledge across geographical boundaries

- Whereas there is a need for sharing of case studies and medical records as a part of online content, which shall be done imbibing principles of Intellectual Property Rights(IPR) or appropriate copy left policies as well as aspects of privacy
- Whereas there is a need to put in place a regulatory mechanism that would allow seamless connection between online learning and regular classroom learning, the Kerala University of Health Sciences is creating this policy document.

1. Authority:

The Kerala University of Health Sciences, Thrissur, in exercise of the powers conferred by Chapter II-5(xii) of KUHS Act 2010 (Act 4 of 2011), makes the following Policy, namely;

2. Short title, Application and Commencement:

This Policy, as of now, shall be called the “**Kerala University of Health Sciences, Thrissur: Policy for Online Education-2022.**” These shall come into force from the date of approval after due process.

3. The University is adopting Online Education as an integral part of its educational content creation and delivery systems.
4. The whole process shall be governed by the Academic Council.
5. The Online mode can be incorporated as a full-fledged program or as a hybrid program, or as an adjuvant to the existing programs, supplementing them.
6. **Credit points** may be assigned wherever applicable to such programs.

- 7. Availability:** The Online Learning Programs shall be made available on the KUHS Online Platform for courses and / or other KUHS approved platforms.
- 8. Regulations:** Regulations of the programs shall be formed based on this policy, and the existing regulations of the present programs shall be modified accordingly.
- 9. Program Details:** The process of identification, approvals, creating, updating, dissipation, archiving and governance shall be as per the Regulations created by due process.
- 10. Program Management:** The conduct of KUHS Online Programs shall be through Academic Staff College / Schools and Centers or Affiliated Institutions duly authorized by the KUHS, subject to the guidelines stipulated by Academic Council. A **Course Coordinator (CC)** shall be identified for each program from amongst the faculty of the institution authorised by KUHS to manage the course. CC will be responsible to develop the program, run it and conduct regular assessments.
- 11.** Affiliated institutions shall provide adequate facilities to the Course Coordinator for developing the course.
- 12.** All the teaching / learning and assessment material of the program shall become the property of the University.
- 13. Program Registry:** A centralised register shall be maintained in the office of the Registrar. In addition, the Academic Staff College / Schools and Centers or the affiliated institutions conducting the Program shall maintain a register of the Programs conducted by them.

- 14. Faculty:** Duly Qualified Faculty of the KUHS or its affiliated Institutions or Invited Faculty (honorary faculty, visiting faculty, guest faculty) shall be engaged for conduct of programs.
- 15. Software:** Open source software shall be utilised wherever possible.
- 16. Learners** shall include students registered under the University, faculty and administrative staff of the University, faculty and students from outside the University or any other person interested.
- 17. Fees:** Programs shall be free or paid.
- 18. Program Monitoring:** There shall be a mechanism for regular monitoring of the program.
- 19. Remuneration:** The faculty involved in the program shall be paid appropriate remuneration as decided by the University.
- 20. Assessment:** Assessment plan should be declared before the commencement of the course and shall include formative and or summative assessments.
- 21. Pass Board:** The final results will be scrutinised and approved by a duly constituted Pass Board.
- 22. Certification:** The Course Coordinator shall issue the certificates for the candidates after successful completion of the program.
- 23.** After the completion of the program, the Course Coordinator shall submit all the documents and details of the program to the University.
- 24. A Multimedia Studio** for creation of resource Materials may be established within the University. Audio visual facilities of external multimedia studios authorized by KUHS can also be utilised for the same.
- 25. A Central Repository** for the storage of created content shall be established. This should be managed by the IT Wing and University Library.

Authorized Signatory