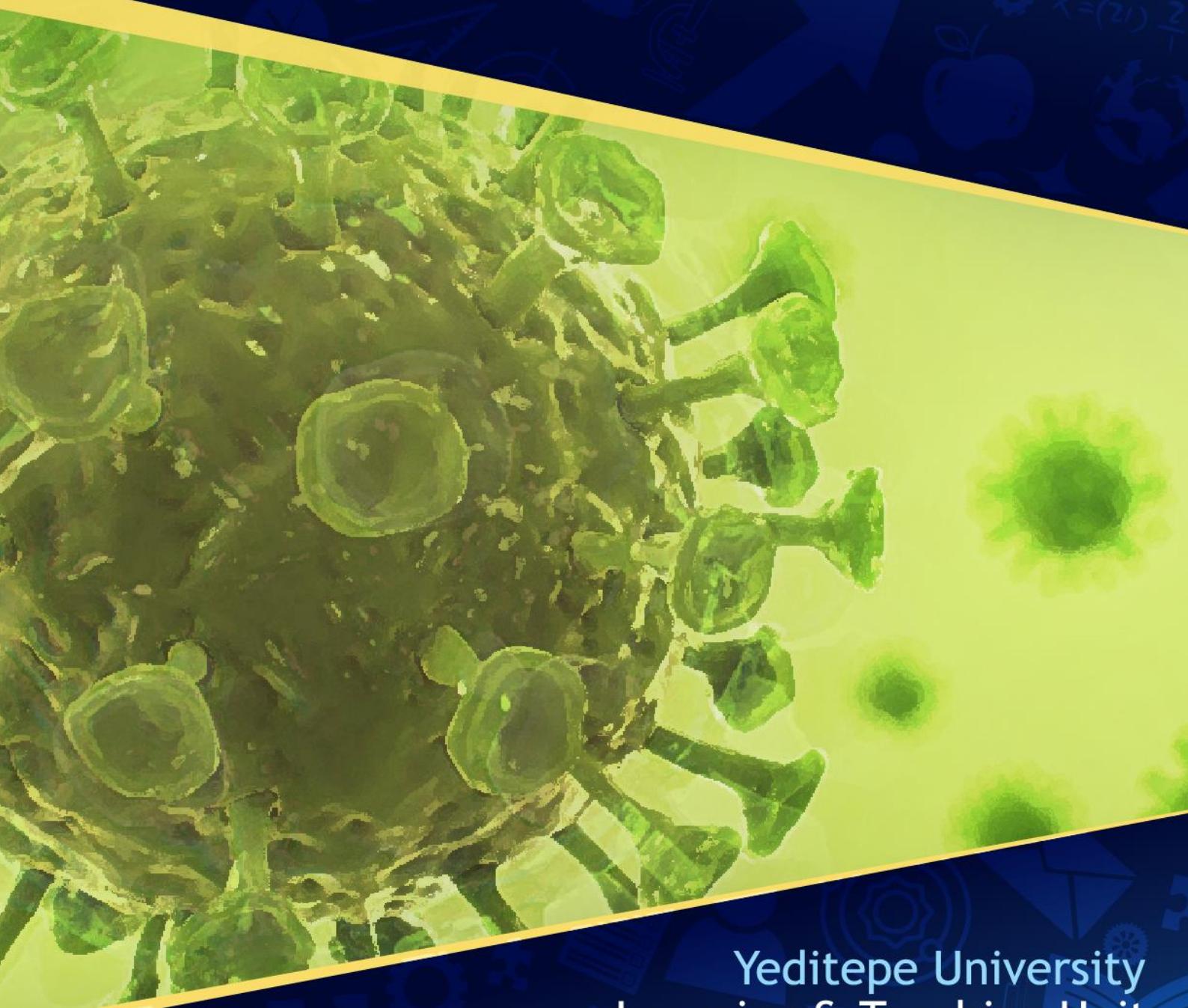


CORONAVIRUS / COVID-19 Pandemic Period Learning and Teaching Response Report 1

SPRING 2021



Yeditepe University
Learning & Teaching Unit
YU-LEARNT

YEDITEPE UNIVERSITY

CORONAVIRUS (COVID-19) PANDEMIC PERIOD LEARNING AND TEACHING RESPONSE REPORT 1

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YEDITEPE UNIVERSITY

YEDITEPE UNIVERSITY CORONAVIRUS (COVID-19) PANDEMIC PERIOD LEARNING AND TEACHING RESPONSE REPORT 1

1. Introduction



The COVID-19 pandemic and the consequent period of normalisation tasks the institutions of higher education with carrying education and learning services with creating remote learning environments without compromises in quality. This condition mandates a move towards more systematic, organized, and observable remote learning activities than the pandemic period's emergency education activities. In this respect, plans were made accordingly at Yeditepe University to assist students in reaching the necessary proficiency and competence by the time they reach graduation.

Formal education at Yeditepe University was suspended in March 2020 due to the COVID-19 pandemic that affected the whole world and transitioned to remote education and the learning process. In this context, courses within the university's departments under different faculties were continued online through applications such as Moodle, Google Meet and Zoom Meeting in a synchronous and asynchronous manner.

In this regard, about 85% of the applied and theoretical courses provided by the departments of the various faculties of the university are continuing with online connections through applications such as Moodle, Google Meet and Zoom Meeting in a

synchronous and asynchronous manner. Additionally, according to the requirements of various departments, a certain portion of applied courses are being offered face-to-face with the necessary measures being taken. Mandatory changes in the educational activities during the pandemic were regularly shared with shareholders and it was aimed to increase efficiency by revising them when necessary. In our university, there are 77 bachelor's degree programmes, 4 associate degree programmes, 83 master's degree programmes, 41 PhD programmes and 2 Doctors of Arts programmes. It was prioritised to observe these field differences for the design and approval of the program, and it was stated that by not adopting a single model concerning the application principles announced by our university during the pandemic concerning remote/face-to-face education, it has been ensured that the flexibility will be provided depending on the features of various programmes.

2. General Overview of the Educational Activities During the Pandemic

As did in all institutions, at the start of the pandemic, educational activities in our university had been suspended for 3 weeks starting on March 16, 2020. With the announcement made by CoHE on March 19, 2020, remote education activities were commenced on March 23, 2020, after consulting with all educational authorities according to Yeditepe University Remote Education Application Principles. (APPENDIX-1).

Following the temporary suspension of the formal educational activities according to the lockdown measures taken in Türkiye because of the pandemic, as it is stated in Yeditepe University Remote Education Application Principles, the continuation of the educational activities of the English Preparatory School was ensured with the remote education programmes offered for each level and each course. With the swiftly taken measures and organized regulations across all our faculties and the preparatory school, educational activities were reorganized to ensure that they were accessible to all students. However, in order to ensure that our students who couldn't access the courses as a result of the lack of internet access or technical infrastructure problems are able to participate in their courses, it was emphasized that individual solutions must be utilized by the authorities of the units and relevant faculty members in order to prevent any problems and to ensure equality in access.

Following the beginning of remote education activities at our university, it was stated that all employees working on educational and research activities as well as all students should update their information on the Family Practitioner system and in case of any health problems such as high fever, coughing, etc., they should consult the nearest Family Health Centre and other health institutions to receive sick reports and treatment guidance. Additionally, it was also stated that all faculty members, employees and students who travelled abroad in the last 14 days (whether university-sponsored or not) and who are planning to travel abroad in the near future are required to go through an isolation period of 14 days after entering Turkey in according to the measures suggested by the Ministry of Health of the Republic of Turkey and all students are deemed excused for course obligations, to be completed later on, and all personnel and academics are deemed on administrative leave. Considering the recent developments, all activities and organizations planned until April 30, 2020 (conferences, symposiums, workshops, seminars, all activities requiring the participation of domestic and foreign speakers and audiences, student clubs, etc.) were postponed. Also, since the first detection of COVID-19 cases, our university has taken all the required actions according to the measures suggested by CoHE and the Ministry of Health of the Republic of Turkey. In this regard, all personnel working in health centres were swiftly informed and the necessary coordination was established. Administrative and health consultancy units were formed to be utilized in necessary conditions and their communication addresses were disseminated. Necessary disinfections of the common vehicles such as shuttles and common areas are conducted regularly, and the actions suggested by the Infectious Disease and Clinical Microbiology expert of our university were actualised. The principles regarding personal hygiene which is one of the most important topics in combating the COVID-19 pandemic were announced in the university and on online mediums.

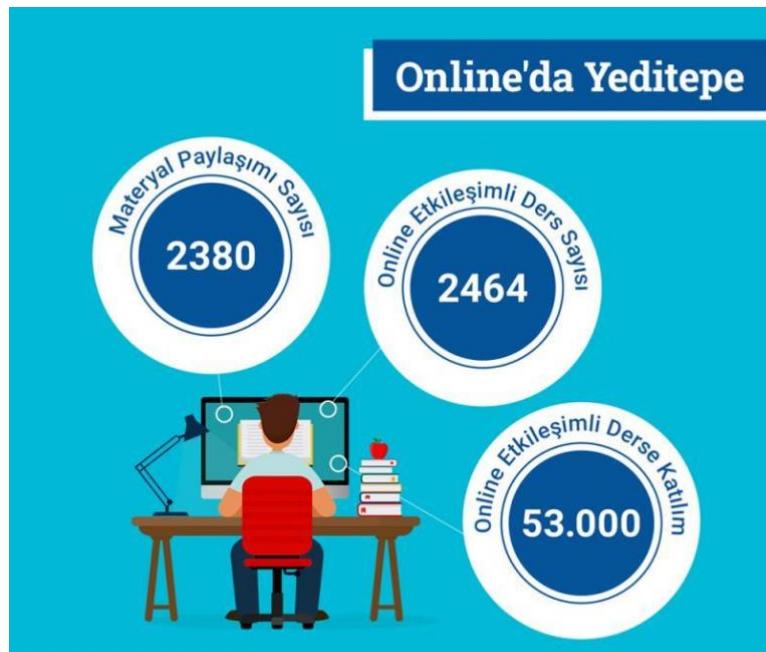


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During the remote education period, CoHE has issued a press release on March 26, 2020, and our university has revised its course of action accordingly (**APPENDIX-2**).

Subsequently, according to the information received from the Higher Education Institution, academic and administrative personnel have been informed about the educational activities and working conditions (**APPENDIX-3**).



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In accordance with all stated announcements and actions, following the commencement of the remote education period at Yeditepe University, a total of 2861 courses were held online during the Spring term of the academic year of 2019 - 2020 for bachelor's, master's, and PhD levels; 1977 of those courses were held through live connection whereas 884 of them were held in an asynchronous manner. In the relevant period, 53000 participations and sharing of 2380 course materials were recorded in just a week (April 13, 2020 - April 17, 2020) for 2464 courses. The statistical data concerning the educational activities in the remote education period during the pandemic are stated in Table 1.

Table 1 - Statistical Data for 2019 - 2020 Academic Year Spring Term

	BACHELOR'S	MASTER'S	PHD	TOTAL
Total Number of Courses for 2019-2020 Spring Term	2419	639	350	3408
Total Number of Courses Held Through Remote Education	2126	504	231	2861
Number of courses held with a live connection	1694	204	79	1977
Number of asynchronous courses	432	300	152	884

One of the points that the shareholders placed much emphasis on during the remote education period was, stating the principles concerning assessment and evaluation, and their just and efficient application by disseminating all the details. In this regard, with a detailed announcement, Yeditepe University has stated principles regarding the assessment and evaluation of the courses offered remotely in the 2019 - 2020 academic year spring term (**APPENDIX-4**).

As a result of the fact that the conditions caused by the pandemic are not suitable for face-to-face education, Yeditepe University conducted a very intensive planning and arrangement process at the beginning of the 2020 - 2021 academic year and its regulations and revision decisions were made according to the information received from authorized institutions and the Council of Higher Education and are disseminated to all shareholders of the university. (**APPENDIX-5**).

3. Actions Taken for Educational Activities

3.1 Briefings and Training Provided for Faculty Members Regarding Online Education

To ensure the online application of the quizzes, assignments and midterms and finals for the courses provided, The Rectorate has provided training with various content on various dates for the faculty members regarding available platforms online (**APPENDIX-6**).

3.2 Monitoring Student Attendance in Theoretical and Online Courses

The students' attendance to the online courses held during the pandemic was strictly monitored by Yeditepe University. A certain portion of the online courses was recorded to streamline the access of the students and was shared with the students through different mediums. Course participation and attendance of the students were also recorded by the faculty members with various applications. As a general application, the attendance to the courses was monitored, including the course and duration details, with browser extensions (Meet attendance, etc.). Additionally, the students were required to enter their names and surnames into the chat section as well as to respond to short questions during courses. It was aimed to maximize the participation of the students and at the same time, it was ensured that the attendance to courses was monitored.

3.3 Developments Regarding Practical and Applied Courses

A certain portion of the applied courses that were suspended in March 2020 was completed online according to their contexts and the courses for the following periods were held with video recordings, recorded video courses and presentations. Applied courses that had to be suspended and planned to be completed at a future date were completed in a face-to-face manner with all the necessary measures taken. For example, CHBE 213, CHBE 301, CHBE 302 and CHBE 401 courses of the Chemical Engineering programme were not completed in Spring 2020 as they required applied and practical utilization.

Following the approval to continue the applied courses face-to-face by using personal protective equipment and taking all necessary hygiene and social distance measures according to the announcement of Yeditepe University Rectorate dated 08.02.2021 stating the Planning of 2020 - 2021 Academic Year Spring Term, face-to-face courses for CHBE

213, CHBE 301, CHBE 302 and CHBE 401 were commenced in March 2021. Together with the postponed experiments of the previous terms (Spring 2020 and Fall 2020), the applications of around 150 students who were registered for these courses, were completed in the 2021 Spring term. During this period, to allow the usage of intensive weekly schedules for CHBE 301 and CHBE 302 courses, online applications were also developed for some experiments. In order to organize the applied courses, disinfection of the laboratories was conducted by Yeditepe University Hygiene Directorate, the HES codes of the students were checked on a weekly basis before the courses and the controls of the HES codes were continued for each student for the next two weeks after the completion of the experiments. The students were provided with necessary protective equipment (mask and face shield) for the experiments and the courses were planned to allow only small groups of students to work in the laboratories and therefore keep their distance (**Figure 1**).

Figure 1 - Measures Taken for the Applied Courses Held in the Laboratory of Chemistry Engineering Department



3.4 Applications for the Adaptation of the Students to Renewed Systems

The courses and exams of all faculties are reorganised with all the changes in the educational activities that the pandemic period caused, in order for students to be smoothly integrated into these new systems. For example, online examination experiments which simulate the exams that the students of the Faculty of Medicine of Yeditepe University participate in were conducted. The online examination system was opened to access so that the students can practice before the actual exams and are familiar with the relevant interfaces. Additionally, a set of meetings concerning the important factors in online examinations were held with the student representatives.

3.5 Maintaining the Student Consultancies

During the pandemic period, academic student consultancy operations were conducted by our faculty members through the existing Yeditepe University Student Information System (OBS) without any interruptions. By transferring the petitions of the students and the signature and approvals of faculty members into an online medium, it was aimed to meet the needs of all students who did not have physical access to the campus. Additionally, meetings were organized physically on campus and online on various platforms for the students wishing to meet with their academic consultants.

3.6 Feedback Received from the Faculty Members and Students Regarding the Process

Since the pandemic caused a series of serious changes and adaptations, Yeditepe University has emphasized the importance of receiving feedback from all shareholders regarding the whole process and its developments. In this regard, feedback was received via surveys and important data for the evaluation of the current condition and planning of future operations were received. Additionally, students were able to state their opinions to the Rectorate of Yeditepe University through the feedback provided by student representatives. Accordingly, Student Centre has continued to receive the opinions and feedback of students who were not physically present on the campus.

The results of the survey conducted at the end of the 2021 Spring term to learn the satisfaction levels of the students concerning the remote education process are presented in **Table 2**. According to the results, it is observed that students were satisfied with the video-conference tools (Zoom, Google Meet, Big Blue Button) utilized during the pandemic

however, they were indecisive about the assessment and evaluation methods utilized during the remote education.

Table 2 - Opinions of Students Concerning Educational Activities Conducted During the COVID-19 Pandemic

Very Dissatisfied (1) Dissatisfied (2) Indecisive (3) Satisfied (4) Very Satisfied (5)	Average Score (out of 5)
Concerning the assessment and evaluation methods utilized during the remote education period	2,86
Concerning the general efficiency of the courses received during the remote education period	2,89
Concerning the support, I received for the problems I encountered during the remote education period	2,92
Concerning the various methods utilized for the remote courses (guest scholar, multimedia application, cooperative works, etc.)	3,02
Concerning the support, I received from the administrative personnel (faculty secretary, department secretary...)	3,07
Concerning my communication with my academic consultant during the remote education period	3,15
Concerning my communication with my academics during the remote education period	3,24
Concerning the educational management system (coadsys, Google class, etc.) utilized during the remote education period	3,34
Concerning the video-conference tools (Zoom, Meet, Big Blue Button) utilized during the remote education period	3,44
N= 1323	AVG: 3,10

With the student satisfaction survey, students were also asked about their preferences regarding the educational environment. According to the results, as can be observed in **Figure 2**, while 38% of students prefer completely face-to-face education, 49% of them

preferred partially online education. Additionally, 13% of the students preferred fully online education.

Statistical data regarding the educational activities conducted during the pandemic are presented in **Table 3**. Upon examining the resulting data, it can be observed that 84% of the courses offered in the 2020 Spring term were remote, 0.03% of them were partially face-to-face and 16% of them were face-to-face. For the 2020 Fall term, these rates were respectively 93%, 2.63% and 4.33%. The last term, namely the 2021 Spring term is quite like the 2020 Fall term. Upon examining these values, it is observed that the rate of face-to-face courses in the first term of the pandemic, decreased to 4% levels for the remaining 2 terms.

Figure 2 - Student's Preferences Regarding Remote Educational Environment According to Student Satisfaction Survey

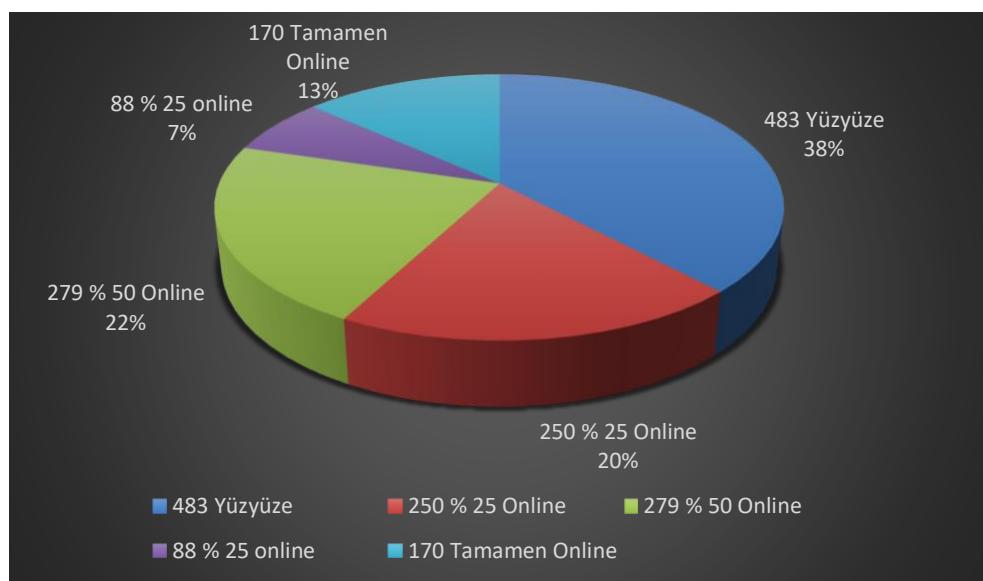


Table 3 - Statistical Data Regarding Educational Activities Conducted in the 2020 Spring, the 2020 Fall and the 2021 Spring Terms

	2020 SPRING	2020 SPRING %	2020 FALL	2020 FALL %	2021 SPRING	2021 SPRING %
Total Number of Courses	3534	100.00%	3623	100.00%	3665	100.00%
Number of Remote Courses	2971	84.07%	3371	93.04%	3427	93.51%
Number of Partial Face-to-face Courses	1	0.03%	95	2.62%	77	2.10%
Number of Face-to-face Courses	562	15.90%	157	4.33%	161	4.39%

During this period, Yeditepe University Rectorate also received the opinions of faculty members. With the organized surveys, feedback concerning the methods utilized for online courses, platforms utilized for examinations, security of the examinations, condition of the applied courses, recommended systems and software were received.

Special feedback meetings for faculties were organized regarding the process. For example, a total of 11 meetings were held with the Dean's Office of the Faculty of Arts and Letters as well as its departments. With these meetings in which the feedback received by faculty members from faculty students who expressed their opinions on the matter during courses or at office hours, were indirectly shared and the feedback of faculty members according to their observations was directly stated, evaluations were conducted and their participation to decision-making mechanisms was ensured. For example, specifically concerning the feedback received from Mathematics and Physics Departments, the number of trial examinations for courses with a greater number of students has increased thanks to the Rectorate's communication with the relevant service-provider corporation and more efficient assessment and evaluation was ensured.

3.7 Methods and Educational Materials Developed Concerning Remote Education and Educational Activities

During the pandemic, preclinical works of the Faculty of Dentistry were modified to allow the participation of all students. Preclinical works are extremely important activities in which the students of the Faculty of Dentistry apply dental treatments in a simulated environment by using phantom jaws. A hybrid technique was utilized during the pandemic to ensure the continuation of these applications which are important stages of the clinic preparation process. In this regard, while some of our students continued their work in laboratories in which social distance measures were adhered to under the supervision of their instructors, students who were not able to participate in the laboratory works continued their preclinical studies from their home through the internet. Therefore, it was ensured that the students can simultaneously participate in the educational processes without any interruptions. For our students who were participating in the courses remotely, portable engines and model teeth were provided, and our students were able to complete their assignments and present them to the faculty members by using cameras in their homes. Similarly, faculty members were also able to share the information and feedback they provided to the students in the laboratory, with students participating online. Accordingly, preclinical works which are among the most crucial steps for clinical works were completed with the same evaluation criteria and by providing the same access to physical and online students.

Immediately following the first days on which the pandemic and the relevant lockdowns were intensive, works were commenced for Yeditepe University Podcasts. With this process, the Turkish Language and Literature Teaching Department, with the purpose of producing auxiliary course material for the TKL Turkish Language courses conducted by the Turkish Language Unit, has completed the preparations for the podcast titled “Radyo TKL: Dil, Kültür ve Edebiyat (*Radio TKL: Language, Culture and Literature*)” and conducted the first program of the season for 2020 Summer term. By considering the following 2020 Fall and 2021 Spring terms as separate seasons, an open source of 22 episodes directly supporting the contents of the courses TKL 201 and TKL 202 were created in 3 seasons. A website was developed for broad access to the episodes of Radio TKL (<https://www.podpage.com/radyo-tkl-dil-kultur-ve-edebiyat/>) and the podcast/show was completed by additionally uploading the program links and course shows on TKL Coadsysexam pages.

The departments in the faculty of economics and administrative sciences, under the scope of the podcasts of the university, commenced their own podcasts with the participation of faculty members, research assistants and students. By utilizing working simulations for suitable courses in the Business Administration Department, course formats were revised to ensure students' course participation, learning motivations and performances are integrated in the most efficient and active manner. Activities involving various shareholders such as graduate meetings were live shared on social media. The number of entrepreneurship courses and programmes to which participants from the industry are invited and in which speakers participated, was increased. Many undergraduate and graduate webinars which included various international speakers were held.

Two different methods were utilized for the remote education period for skill training and patient applications in the 2019 - 2020 preclinical period and Introduction to Clinic Practice - ICP programmes of the Faculty of Medicine of Yeditepe University.

With the first method, the module of "Patient-Doctor Communication" under the scope of "Communication Skills in Medicine" was completed by utilizing online simulated patients. Students of the Faculty of Medicine experienced the "Telemedicine" method through simulated patients and strengthened their communication skills by receiving patient histories from simulated patients. With this method, our students received the patient history by conducting a patient-doctor meeting with the simulated patients and at the same time, our faculty members evaluated the performance of the students, and finally, a reflection-feedback session was organized.

Figure 3 - Individual Education Kits Provided to Students by the Faculty of Medicine



For the Spring term, students were provided with individual education kits containing the necessary materials for the courses (Figure 3). Students completed their online synchronous skill training with these kits. Faculty members conducted online demonstrations and students individually presented their skills and received feedback under the scope of small group work.

4. Improvements Regarding Information Technologies for Online Activities

Since the educational activities were to be conducted online in a remote manner, Yeditepe University has conducted a set of innovations and regulations to accelerate the process and increase the activity of its shareholders. By sustaining the G-Suite membership in order to support the remote education period caused by the pandemic, access out of campus was made more efficient for academics, administrative personnel and students. In a short period, by transferring all academic and administrative e-mail accounts into Cloud, transferring the e-mails, and conducting G-Suite - LDAP integrations, closed-circuit remote education was swiftly commenced during the pandemic. By designating G-Suite products were closed to outside access by creating a list of trusted addresses. Additionally, to support the remote education for courses with a high number of students, by purchasing 200 licenced zoom accounts and identifying them with the personal accounts of Dean's Offices and our faculty members, it was made possible to hold major online events without any time or participant limitations. To increase the efficiency of the teaching experience of faculty members in remote education, Wacom graphic tablets and cameras were provided and transferred to the requesting faculty members. Moodle which was the current education administrative system utilized in our university even before the pandemic, received certain updates and improvements were made to students' access to online educational processes and online course contents and sources.



In addition to this platform, in order to ensure that remote education courses are held without any interruptions, the utilization of Google G-Suite as an additional platform continues. As such, students were also provided with the access to Coursera platform during the COVID-19 period, a total of 714 individual users were registered for the courses and a total of 1828 individual participations to courses was recorded. In order to improve the remote education skills of academic units, together with the training regarding the educational administration system which was started to be actively used and revised during the pandemic, remote assessment and evaluation training were regularly held and relevant visual records and documents were uploaded to be accessed by faculty members. Relevant training organizations are still being conducted according to the requirements.

5. Measures Taken in the Campus Against Coronavirus Pandemic

In addition to revising the educational activities to be conducted during the COVID-19 pandemic, all measures were taken to improve the conditions of the university campus as well as the administrative, academic, social, and cultural areas in which the said educational activities were to take place in order to provide healthy working environments for all shareholders.



**Koronavirüs (COVID-19)
Önlemlerimiz**

Servislerin, ringlerin ve
sınıfların dezenfekte edilmesi

 YEDİTEPE
ÜNİVERSİTESİ

Türkiye'de Koronavirüs ile mücadele kapsamında sosyal alanda çok sayıda önlem alındı.

Şimdi sıra sizlerde:

Bu süreçte seyahat etmek, sokaklarda ve halka açık alanlarda bulunmak **#koronavirüs** için alınan bütün önlemleri hiç saymak olacaktır.

Lütfen bu süreçte elimizden geldiği kadar özen gösterelim.

 YEDİTEPE
ÜNİVERSİTESİ

In order to combat the risks caused by the pandemic which influenced the entire world, necessary regulations were put in place across all premises of Yeditepe University. In this regard, announcements concerning the measures taken and relevant developments were disseminated across the university (<https://www.youtube.com/watch?v=8hcCf-3sPrg&t=303s>).

At the same time, all building entrances were equipped with hygienic doormats and hand disinfectants, all entrance doors, including campus entrances, buildings and student hotels were equipped with thermal cameras to detect fever and triage areas were established (Figure 4). All shareholders were informed about these works through various online mediums.



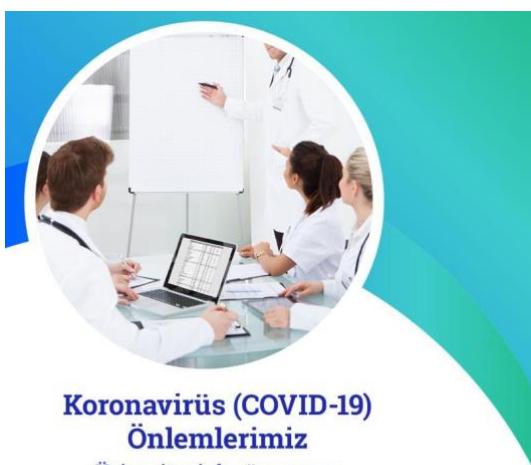
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Figure 4- Yeditepe University, Faculty of Engineering Triage Area



Additionally, to increase protection in offices, they were equipped with Plexi plates (**Figure 5**), and relevant common areas were also equipped with HEPA-filtered air purification devices with UV lights.

Figure 5 - Faculty of Engineering, Plexi Plates in Registrar's Office



At the same time, the maximum number of people who can be present in common areas such as classrooms and laboratories were identified and stated at the entrances (**Figure 6** and **Figure 7**).

Figure 6 - Usage Directives for Classrooms, Laboratories and Workshops

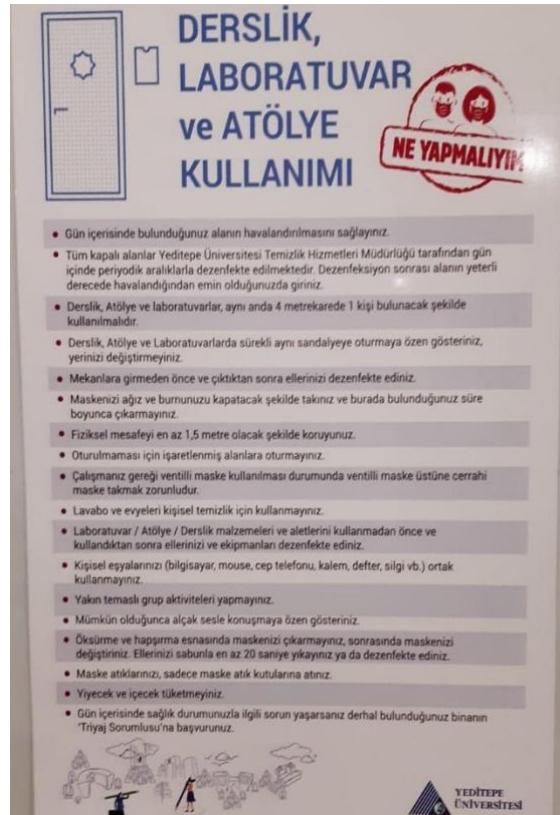
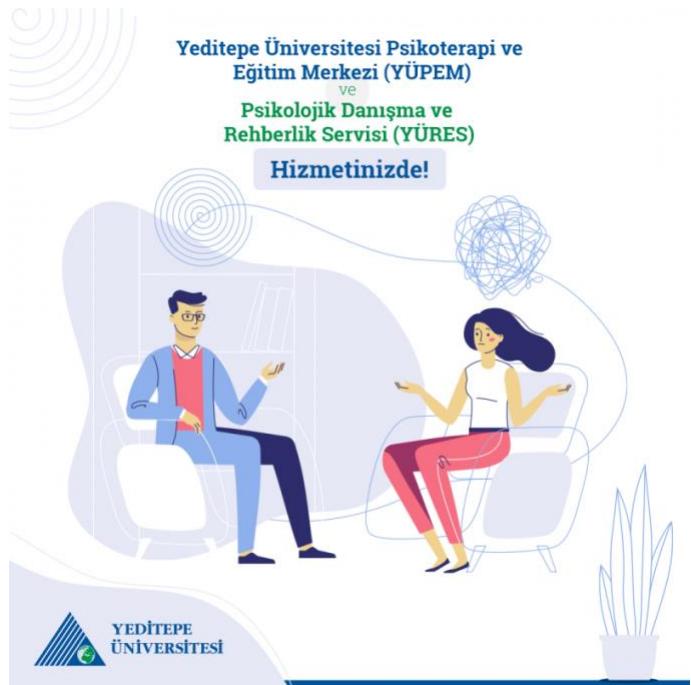


Figure 7 - Warning Signs Stating the Maximum Number of People Allowed to be Present in Classrooms



6. Psychological Support Provided to Shareholders During the Pandemic



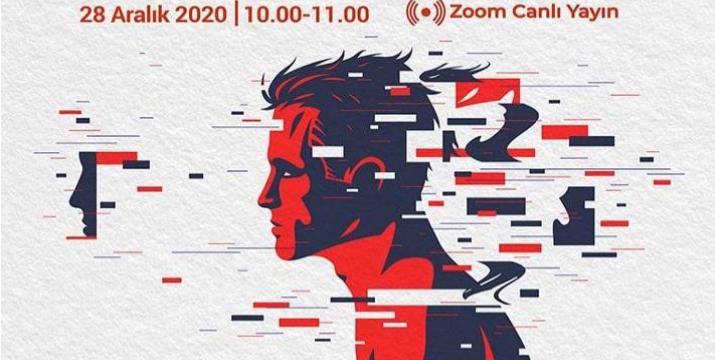
To minimize the psychological effects of the pandemic, all students, academic and administrative employees are provided, when required, with psychological support from Yeditepe University Psychological Consultation and Guidance Unit (YURES) and Yeditepe University Psychotherapy Centre (YÜPEM). While YURES provides 10 free sessions for students requiring support, YÜPEM provides psychotherapy support depending on the conditions.

During the pandemic which enveloped the entire world, our students were also provided with online psychological support services. A total of 4434 meetings with 939 students were conducted with the students in the 2019 - 2020 academic year. At the same time, online training was provided by YURES to combat the psychological effects of the pandemic.

**PANDEMİNİN PSİKOLOJİK ETKİLERİ
VE BAŞA ÇIKMA YOLLARI**

| Doç. Dr. Okan Taycan | Doç. Dr. Bülent Kılıç (Moderatör)
Tıp Fakültesi Psikiyatри Anabilim Dalı | Öğrenci Dekanı / Psikoloji Bölümü Öğretim Üyesi

28 Aralık 2020 | 10.00-11.00 | Zoom Canlı Yayın



7. Social and Cultural Activities Developed During the Pandemic

With the changes caused by the COVID-19 pandemic, Yeditepe University strived to maintain its cultural and social activities. Many online events were held with the intensive attention of our students and shareholders. Watercolour Workshop at Home with Hande Alpaslan reached 3000 views, and a total of 30 students participated in the watercolour event on the designated date. Faculty Member of the Arts and Cultural Management Department, Prof. Dr. Marcus Graf and OMM Eskisehir Museum conducted a live broadcast on museum management, a total of 70 students participated in the live broadcast. Under the scope of the project titled “Designing an Idea with Tuba Ünsal”, a program for live broadcasting training of 6 weeks was conducted through Google Online and a total of 80 participants regularly attended the program on a weekly basis. Contents were created regarding basic voice techniques with Voice Instructor Zehra Belevi. With a limited participation number, a team of 20 people were created through interviews for the activity. Group courses were held for 7 weeks and additionally, voice and breathing techniques were studied individually or with small groups on a weekly basis. A repertoire was created with the songs chosen during this process and such songs were sung by the students. With recorded events, the content was created for programmes such as On Drama Books with Mert Öner, director and actor at Dot Theatre (500 views), On Musical Albums with Oğuz Öner, Koç University Culture and Arts Director and Event Coordinator at Sevgi Gönül Cultural Centre (700 views), On Writing with Murat Mahmutyazıcıoğlu, awarded author and director (400 views) and On Breathing Techniques with Serkan Emre Çiftçi, trumpet player of the band Gevende (400 views). Under the title of Rhythm of the City, video contents were created by visiting galleries with curators, Everlasting Summer Exhibit, and Art On gallery was visited with curator Göksen Buğra and were viewed by

Tuba Ünsal ile Bir Fikri Tasarlamak
Yaratıcı sektörlerde proje geliştirmek ve uygulamak

- Bir fikir hayalinden gerçeğe nasıl dönüşür?
- Fikir mi önemli süreç mi?
- İyi bir fikrin çevresi nasıl önlür?
- Projenin farklı oluşunu nasıl test ederiz?

Konuğumuz
Erdil Yaşaroğlu

20 Mayıs 2020 Çarşamba
21.30
((•)) Google Meet Canlı

500 viewers. Through these events, the account of Culture and Arts reached 1350 followers from 0 followers, with regular organic posts in 5 months. Many people from various departments such as Pharmacy, Architecture, Human Resources, and Graphic Design Departments of Yeditepe University participated in the event conducted with Tuba Ünsal and this platform highlighted the uniting force of arts.

8. General Assessments and Afterword

As a result of the COVID-19 pandemic, our university suspended formal education on March 16, 2020, and started its remote education period. About 85% of our total courses are still being conducted synchronously by using live connection platforms such as Google Meet, Zoom Meeting, etc., and asynchronously by utilizing videos, presentations, and file sharing. Online examinations are conducted under the supervision of faculty members in a documentable manner. Even though the maximum effort is placed on the completion of internships, projects, professional courses such as laboratory courses which were not completed with remote education, conducting face-to-face makeup courses for incomplete courses, when required, with the start of the formal education is dynamically being planned according to the developments in our country and the instructions of the Directorate of Higher Education Institution. Formal education is especially preferred in this period because of problems of accessing remote education, technical insufficiencies (high-capacity computers, etc.) psychological problems caused by not being able to socialize. Additionally, the fact that projects and applied courses are not being conducted or the existence of a gap between applied courses and theoretical courses suggests a negative influence on the development of students' skills. At the same time, the fact that students are separated from their peers and their faculty members which creates a negative impact on the development of their social skills supports this opinion.

APPENDIX - 1 YEDITEPE UNIVERSITY APPLICATION PRINCIPLES FOR REMOTE EDUCATION

1. The dissemination of the course material of our university, assignment and necessary interactive practices will continue digital mediums with the “COADSYS” system, a customized version of the “MOODLE” education system and, it will especially be utilized for the dissemination of the course materials for theoretical courses and asynchronous (when applicable) monitoring the projects and assignments.
2. In order to preserve the discussion and interactive features of many courses that are offered in our country, they will be held synchronously (during the course hours) on the normal planned weekly course hours by the way of the relevant faculty member and the students utilizing an online video-conference tool such as “GOOGLE MEET” and by the faculty member sharing the relevant course material on their screens with the students. In this regard, faculty members may use different applications with recording features to hold their courses during relevant hours through video conference. It will be beneficial to watch and study the instructor training videos of the GOOGLE MEET application online. When applicable, new developments regarding this topic will be announced.
3. For the planning of meetings or videos based on Google (G Suite) platform, mail addresses with yeditepe.edu.tr extensions are to be utilized. It is kindly requested to monitor the details regarding this matter at bim.yeditepe.edu.tr.
4. Any interruptions encountered during online courses and examinations, or assignments for relevant courses, may be recuperated later or via another platform that the faculty member deems appropriate.
5. Internships, applications, laboratory courses, projects and other similar courses which may not be conducted through digital mediums, will be recuperated with intensive courses according to the measures taken by relevant academic units at the beginning of formal education.

6. Qualification exams for graduate programmes, thesis monitoring committees and thesis defences may be conducted online on the condition that traceable and reviewable measures are taken.
7. We all have a great responsibility to conduct this operation with a minimal number of problems for our academic members, administrative personnel and our students. In this regard, it will provide great guidance to receive all suggestions, improvements and experiences concerning this process.
8. The principles concerning the examinations and assessment of the success of the students regarding courses conducted online during this period, will be announced in the future after being evaluated with the relevant unit and programme authorities.
9. Conditions concerning Foreign Language Preparatory Programme will be announced by Preparatory Course Programme Coordination Authorities.

APPENDIX-2 UPDATE FOR YEDITEPE UNIVERSITY APPLICATION PRINCIPLES FOR REMOTE EDUCATION

1. Remote education method and progress which we have started for suitable courses will continue. Evaluations concerning these courses such as midterm exams and assignments will be decided by the relevant faculty members based on the relevant courses and they will be directed to the Rectorate after being evaluated and combined by the relevant academic units (Dean's Office, Institutes and Vocational School Directorates). Final exams for the courses conducted through remote education will be held on a date decided after the return to formal education. 2020 Spring Term Academic Calendar including these changes will be shared as soon as possible after the decision of the Senate.
2. Suitable roadmap (such as intensive education) for courses which could not be conducted through remote education and postponed to the summer term such as internships, laboratory courses and projects, will be decided by the relevant faculty members in consideration of the specific courses and will be transferred to the Rectorate after being evaluated by the relevant academic units.
3. Laboratories conducting research and graduate students studying in the said laboratories may continue their studies. Special conditions regarding this will be managed by the authorities of the relevant units.
4. In accordance with the Yeditepe University Senate Agenda and Decisions dated 27.03.2020; For the 2019-2020 Academic Year, Bachelor's programme courses conducted through online education will conclude on May 15, 2020, and master's courses will conclude on May 22, 2020, whereas calendar regarding the conclusion of the term will be announced in the future.
5. It is stated that the date of the YKS exam for 2020 is July 25-26, 2020, our Academic Calendar for the 2020-2021 Academic Year will be created in the future upon disambiguation.

APPENDIX-3 INFORMATION REGARDING YEDITEPE UNIVERSITY EDUCATIONAL ACTIVITIES AND WORKING CONDITIONS

1. People who are older than 60 years of age, as well as those with chronic diseases, disabilities or pregnant personnel among academic members and administrative personnel excluding the Rector, Provost, Deans, independent foundation vocational school directors, conservatory directors, are on administrative break.
2. All abroad travels, including previously planned travels, of academic and administrative personnel are to be cancelled until further notice.
3. All educational activities, academic entrepreneurship programmes, social activities, cultural trips, sports activities, competitions, etc. concerning the students and relevant to the activities of the university, including previously planned ones, and all abroad travels subject to the approval and notification of the university are to be cancelled until further notice.
4. Students who are enrolled in internships and applied courses for all health programmes, including medicine and dentistry, programmes of the Faculty of Sciences and Engineering, as well as associate's, and bachelor's degree programmes are considered to be on break.
5. All graduate students, except those in Medicine, Dentistry and Pharmaceutics Departments are considered to be on break.
6. Programmes started according to the principles and methods of remote education and are currently continuing according to the same, except for their applied courses, may continue and this matter will be evaluated by the Rectorate specifically for each programme.
7. The continuation of the remote education of the courses belonging to the Foreign Language Preparatory School will be evaluated by the universities and their examination will be postponed after the break.

8. All students (Turkish or foreign nationals), concerning travelling abroad, will be informed by the universities that they might encounter problems upon returning depending on the condition of the pandemic, that their flights might be cancelled, and they might not be able to continue their education upon returning for 14 days and they might encounter other problems.
9. In order to prevent any problems regarding the accommodation of the students currently abroad with exchange programs such as Mevlana or Erasmus, measures are to be taken by the authorized units of the universities and evaluations will be conducted on a personal basis.
10. Calls regarding foreign language education abroad, Mevlana, and project based Mevlana programs are to be cancelled.
11. Interns at the Faculty of Medicine, when required, upon their volunteering requests and the approval of the university, can be included in the health services.
12. In order to organize the process effectively and dynamically, commissions will be established by the vice rectors specifically appointed for the issue, student communication and monitoring system will be reviewed and updated, and academic members and administrative personnel as well as the students will be regularly informed.

APPENDIX-4 YEDITEPE UNIVERSITY ASSESSMENT AND EVALUATION PRINCIPLES FOR COURSES PROVIDED THROUGH REMOTE EDUCATION

1. Midterm and final exams of the courses provided through remote education will be conducted according to the updated Academic Calendar and remote assessment and evaluation methods.
2. **Examination and Certification:** Examinations will be conducted in consideration of the principles regarding examinations and the evaluation of the success of the students, educational achievements of the relevant programme and objections and inspections that might be filed in the future and according to the “legally transparent, accountable and monitorable principles” designated by the authorized boards of the relevant academic units (Dean’s Office, Institute Directorate, Vocational School Directorate). Every document and certificate regarding the evaluation will be archived in an extremely orderly manner.
3. **Midterm and Final examinations:** It is possible to use one of the methods such as assignments, synchronous or asynchronous examinations, projects, oral examinations, etc. for the evaluation and assessment (midterm, exam, final exam, graduation project, internship, etc.) of the courses provided through remote education. The decision regarding these methods will be announced to the students through our education management system Coadsys, Google Classroom, YeditepeM mobile application or OBS platform. Examinations to be conducted through the system synchronously with the remote education method, in order not to exceed the capacity of the system, will be planned in coordination with the Planning Department. Examinations can take place between 09:00 and 22:00.
4. **Resit Examinations:** Students who fail in the final examinations, can take part in makeup examinations conducted on the relevant dates stated in the Academic Calendar through remote education methods.

5. **Single-Course Examination:** Remote education methods will be utilized for the single-course examinations conducted on the relevant dates stated in the Academic Calendar.
6. **Makeup Examination:** In case of failure in the final or resit examinations, repeat examinations will be conducted on the relevant date stated in the Academic Calendar. Students who registered and successfully completed the courses of the 2019-2020 Spring Term but wish to increase their grades may also take repeat examinations. Grades of this examination will replace final examination grades. If the conditions are suitable, repeat examinations might be conducted face-to-face.
7. **Receiving X or I grades:** For courses that could not have been completed with remote education, students will receive X, or I grades depending on the type of the course, to be recuperated on dates identified by the relevant academic units. The time limit to change the relevant letter grade into the actual grade will be removed temporarily and will be applied only to this term and the courses of this term.
8. **Prerequisite courses:** If the courses for which X or I grades were received and will be changed to actual grades in time, is a prerequisite of another course, it will be possible to register for the course together with the relevant prerequisite course upon the request of the student.
9. **Contribution Ratio of Examinations:** The contribution ratio of midterm and final examinations for the final term grade will not be different from that stated in our regulations.
10. **Preparatory Programmes:** New Academic Calendar, examination and education principles concerning Preparatory English Language Programmes will be announced separately. Examination and education principles regarding preparatory programmes for other languages will be announced by the coordinators of the relevant programme.

APPENDIX-5 ANNOUNCEMENT REGARDING YEDITEPE UNIVERSITY COVID-19 EDUCATIONAL ACTIVITIES

- ✓ Remote and synchronous education methods will be utilized for our theoretical courses. As such, the usage of the digital mediums and platforms which we utilized in the previous Spring term, will continue.
- ✓ For programmes with mandatory applied courses, it is aimed to postpone the applications, when possible, without causing any interruptions for the graduation of our students, if not, it is highlighted to continue the education by ensuring the usage of personal protective equipment, social distancing and relevant hygiene measures.
- ✓ For face-to-face education, planning operations will be conducted in consideration of the notified number of maximum allowed students designated according to social distancing.
- ✓ It is stressed to provide individual remote solutions for our students who are not able to participate in face-to-face courses and whose excuses are accepted by the relevant academic units.
- ✓ It is underlined to plan solutions such as small group education sections, student support training sections, problem-solving hours, etc. for requesting students.
- ✓ Remote education methods are adopted for the courses of our postgraduate programmes. Additionally, postgraduate students with research and project activities may visit the campus, abiding by the measures in place.
- ✓ Educational activities of our foreign language preparatory programmes will continue in small classrooms face-to-face two days of the week and remote education two other days of the week, details of which will be announced by Preparatory School.
- ✓ Assessment and evaluation procedures may be conducted face-to-face or remotely, depending on the participation method.
- ✓ Our dormitories, social areas and shuttles will continue their operation according to all measures against the pandemic.

APPENDIX-6 TRAINING PROVIDED FOR THE FACULTY MEMBERS CONCERNING REMOTE EDUCATION

On May 12, 2020, Tuesday and May 13, 2020, Wednesday between 13.00 and 15.00, in two sessions, training and experience sharing were conducted by Assistant Professor Dr. Ferzan Durul and Associate Prof. Dr Gonca Kızılkaya, concerning platforms on which online examinations can be organized.

May 16, 2020, Saturday, 13.00 - 17.00, Dr Barış Yalçınkaya provided training and experience sharing concerning platforms on which online examinations can be organized.

September 17, 2020, Thursday, 13:00 - 14:00, Assistant Professor Dr Fethi Okyar and Assistant Professor Dr. Onur Cem Namlı (Applied training for Moodle and Safe Browser modules)

September 17, 2020, Thursday, 14:15 - 15:15, Associate Prof. Dr Serkan Topaloğlu (Advanced Applications with Google Classroom)

September 18, 2020, Friday, 12:00 - 12:45, Assistant Professor Dr Ferzan Durul and Associate Prof. Dr Gonca Kızılkaya (Moodle examination applications)

September 18, 2020, Friday, 13:30 - 14:30, Dr Barış Yalçınkaya (Google Classroom applications)

September 25, 2020, Friday, 13:30 - 16:30 Assistant Professor Dr. Ali Fethi Okyar and Assistant Professor Dr Onur Cem Namlı (Applied training for Moodle and Safe Browser modules)

January 5, 2021, Tuesday, 17:00 - 19:00, Assistant Professor Dr Onur Cem Namlı and Ali Narcı (Briefing and training concerning “safe exam browser” which is an “exam preparation” and screen locking module for online exams)

February 11, 2021, Thursday, 16:00 and February 11, 2021, Thursday, 17:00, two sessions Ali Narcı and Assistant Professor Dr Onur Cem Namlı (New coadsysexam and live course application training)

February 13, 2021, 13:00 Ali Narcı and Assistant Professor Dr Onur Cem Namlı (New coadsysexam and live course application training)

February 15, 2021, Monday, 16:00 and February 15, 2021, Monday, 17:00, two sessions Ali Narcı and Assistant Professor Dr. Onur Cem Namlı (New coadsysexam and live course application training)

February 16, 2021, Tuesday, 16:00 and February 16, 2021, Tuesday, 17:00, two sessions Ali Narcı and Assistant Professor Dr. Onur Cem Namlı (New coadsysexam and live course application training)

February 17, 2021, Wednesday, 16:00 Ali Narcı and Assistant Professor Dr Onur Cem Namlı (New coadsysexam and live course application training)

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YEDİTEPE UNIVERSITY

25th year