

UC Riverside, School of Medicine Policies and Procedures**Policy Title:** Video Conference Policy for Student Camera Use in Required Classes**Policy Number:** 950-06-006

Responsible Officer:	Senior Associate Dean, Medical Education
Responsible Office:	Undergraduate Medical Education
Origination Date:	04/15/2021
Date of Revision:	07/21/2022
Scope:	UCR SOM Undergraduate Medical Students

I. Policy Summary

Lectures in Years 1 and 2 do not require attendance and cameras are not required to be on. Lectures in Years 3 and 4 do require attendance and when online participation is required, cameras are required to be on.

When students are required to have online attendance and online participation during “active learning” instructional sessions in *any academic year* – they must have their cameras on.

Technological advances enable all students to have cameras on to promote engagement and interaction with their instructors and peers while still maintaining respect for student privacy, equity and wellness.

II. Definitions

- A.** Lecture – An instruction or verbal discourse by a speaker before a large or small group of learners.
- B.** Active Learning – An approach to instruction in which students engage with material by doing things that directly enable them to reflect on, synthesize, and apply the concepts being taught. Active learning can occur in a variety of settings, including the classroom, the clinical environment and/or on-line. Active learning is not defined by the number of students involved and can be used to engage students individually and within small or large group environments. The various types of instruction which are identified as active learning methodologies are listed below:

Active Learning	Not Active Learning
Case-Based Instruction/Learning Clinical Experience - Ambulatory Clinical Experience - Inpatient Concept Mapping Conference Demonstration	Lecture

<p>Discussion, Large Group (>12)</p> <p>Discussion, Small Group (<12)</p> <p>Games</p> <p>Independent Learning</p> <p>Journal Club</p> <p>Laboratory</p> <p>Mentorship</p> <p>Patient Presentation - Faculty</p> <p>Patient Presentation - Learner</p> <p>Patient Presentation - Patient</p> <p>Peer Teaching</p> <p>Preceptorship</p> <p>Problem-Based Learning (PBL)</p> <p>Reflection</p> <p>Research</p> <p>Role Play/Dramatization</p> <p>Self-Directed Learning</p> <p>Service Learning Activity</p> <p>Simulation</p> <p>Team-Based Learning (TBL)</p> <p>Team-Building</p> <p>Tutorial</p> <p>Ward Rounds</p> <p>Workshop</p>	
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III. Policy Text

- A. In Years 1 and 2, attendance is not required at lectures and *student cameras are not required to be on*. Lectures in Years 3 and 4 do require attendance and when online participation is required, *cameras are required to be on*.
- B. In all academic years, attendance is required at all 'active learning' sessions. *When students are required to have online attendance and online participation during an 'active learning' session – they must have their cameras on.*
- C. When students are required to have online attendance and participation during a *presentation by a patient to students where the patient tells or recounts the patient's experience (e.g., Patient Presentation – Patient) session – they must have their cameras on.*

IV. Procedures

A. Privacy Technology Requirements for Students

1. When students must have their cameras on during active learning sessions (or in lectures Years 3 and 4), they *must* use UCR SOM provided Zoom virtual background. Students have the option of adding their full

- name displayed on the background (e.g., pronouns and phonetically pronounced first and last name can be included if desired by the student).
2. Students who are in noisy ambient settings are encouraged to use headphones and muted microphones during 'camera on' sessions.
 3. Students who have any resource concerns (e.g, headphones, microphones, laptops, etc.) and bandwidth issues are encouraged to contact Student Affairs for potential technological or financial assistance.
 4. Students who are unable to turn on cameras due to disruptive home environment should seek out access to quiet space in the School of Medicine Education Building or other UCR locations if requested in advance.

B. Professionalism Requirements for Students

1. It is not acceptable that students log in to an online active learning session (or in Years 3 and 4 lectures), turn off their camera, and leave or do not pay attention for the required online session. After two unsuccessful attempts to reach the student by check in, this will be treated as an unexcused absence. Three or more unexcused absences will lead to a referral to the Professionalism Executive Committee.
2. Students must let the coordinator know during an instructional session, if they need to have their camera off for an acute issue, and when they have returned. A student who misses more than 20 percent of total instructional time of the session is considered to have an unexcused absence.
3. Students requesting consideration of alternatives for required "cameras on" attendance sessions citing chronic health conditions will only be granted after assessment and approval by the Student Disability Resource Center (SDRC), and if approved, accommodations are not retroactive.
4. Students must follow UCR SOM dress code policy (see policy 950-07-009) for all required online active learning sessions and at all online clinical sessions (doctoring, clinical skills, LACE) with patients.
5. "Cameras on" are required for proctoring online testing.

C. Revision History

Revised 04/15/21

Revised 07/21/22

Approvals:

MEDICAL EDUCATION COMMITTEE (07/21/2022)
COMPLIANCE COMMITTEE (07/29/2022)

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