

***Mahatma Gandhi Institute***  
***Lockdown Circular No. 1 (15.03.2021)***

Due to the resurgence of cases linked to Covid 19, the country has had to go on lockdown since 10 March 2021. This has brought with it a number of adjustments in the life of the Institute. To some extent, we may draw on the experience gained last year during the same situation, to map out the coming weeks.

**New Academic Calendar**

To that effect, upon my request, an email was sent to you by Mr Beedasy, to inform you all that TDP and PGCE courses are due to start as from today while courses for Semester for other Degree and Diploma programmes of study will start on 22 March 2021. I believe that you have already liaised with Academics of your School/Department to plan the work. To that effect copy of the circulars from University of Mauritius are attached for your information and for necessary action at your end.

**Continuity of Teaching & Learning**

In line with UoM decision, Semester 2 will start on 22 March 2021. All classes will be conducted online.

I am confident that all Academics are sufficiently equipped to handle their teaching in such a situation. After all, since the last Semester, all Academics have had to teach 30% to 50% of their modules online, in line with UoM decision. This merely represents an extension of the existing practice.

Last year, all HE Academics made use of their personal PC or laptop for the smooth continuity of the work. I am more than confident that, as a conscientious corps, you and your staff will not shy away from so doing again—after all, an internet allowance has been sanctioned since quite some time by Management.

All academics have been provided with GSuite accounts for conduct online classes and accordingly the use of personal emails is not recommended to conduct google classes.

WhatsApp may serve to supplement other software suites for teaching and learning while video conferencing recording features are present in MS teams, Zoom or GMeet.

Please discuss with your staff to see whether there would be a need to review Module Specification Sheets to reflect the new mode of teaching. To ensure that there is uniformity, please liaise with the Head, Centre for Quality Assurance for bringing the changes to the format. All Heads of Schools will be requested to liaise with Academic staff concerned so that the same modalities are adopted by all.

As regards Module catalogues, these may have to be reviewed at a later stage. You may wish to discuss at the level of your School and submit your proposal.

**Assessment and Evaluation**

The Calendar of Major Academic Activities on the UoM website provides for the period of class test/assessment to be carried out in week 6 of the second semester (end of April 2021).

Now that the start of the semester has been rescheduled for 22 March 2021, UoM will be coming up with a revised calendar. The new calendar will be communicated to you as soon as it is received. The dates and mode of assessment will then be taken up. Moreover, in one of the attached circulars from UoM, mention is made of supervision of dissertations. You may stand guided by the provisions contained therein and inform your staff accordingly.

### **Weekly Reporting**

We are reintroducing the practice regarding use of the approved log book and reporting as was the case last year. Heads of School and Department are therefore being requested to submit weekly reports on the teaching assignments of Academics to Management.

Furthermore, if the need arises, a meeting of the Academic Board or Board of Studies, as appropriate, will be convened virtually to discuss and agree on the way forward.

In the light of the above, you are kindly requested to consult staff of your School/Department, and submit by Thursday 18 March a report on all arrangements being made for teaching to resume as from 22 March 2021. The Report should also contain information on the teaching that has resumed on 15 March 2021. You may wish to highlight any other matter that requires attention.

We rely on you to ensure that we operate smoothly even though not along conventionally established lines.

Thank you for your collaboration, which is of utmost importance these days.

Best regards

***Dr V D Koonjal (Mrs)***  
***Director (MGI)***