

Title:	Expectations of Students and Faculty in Virtual Synchronous Learning Sessions	Number:	045
Approved By:	Undergraduate Medical Education Committee		
Approval Date:	July 19, 2021	Next Review:	June 2024
Effective Date:	August 1, 2021		
Audience:	Students and faculty in virtual synchronous learning sessions		
Purpose:	Provides guidance to students and faculty on appropriate appearance, conduct and location for participation in virtual learning sessions.		
Related Policies:	Professional Standards for Learners and Faculty Member in the Faculties of Medicine and Dentistry at the University of British Columbia (2013)		
Exclusions:	None		
Calendar Statement:	None		
Contact:	Director, Curriculum		

Preamble

Students and faculty are expected to demonstrate appearance and conduct appropriate to the academic or professional healthcare setting at all times during all learning sessions. Sections of [The Professional Standards for Learners and Faculty Member in the Faculties of Medicine and Dentistry at the University of British Columbia \(2013\)](#) that are relevant include:

- 2.2. Create and maintain an atmosphere conducive to learning and to the conduct of professional work in all learning environments (classroom and all clinical settings). Maintain personal composure and consideration for others in all interactions. Model language, appearance, and demeanor appropriate to the academic or professional healthcare setting.
- 2.3. Ensure that all communications on the internet and social media are respectful and meet the same level of professionalism as would be expected in direct or other written communications with and about colleagues, instructors, learners, and patients.
- 4.5 Do not use alcohol or drugs, including prescription drugs, in any way that could interfere with academic, professional or clinical responsibilities.

Meeting these Faculty-wide professionalism standards in virtual synchronous curricular sessions is necessary as the practice of virtual medicine becomes a permanent component of the healthcare service delivery model.

Definitions

Appropriate Attire	Attire consistent with the Professional Standard described in 2.2 above.
Public Space	A place that is generally open and accessible to the public, e.g., public squares, parks and beaches, restaurants, patios, coffee shops, libraries, etc.
Required Learning Experiences	An educational unit that is required of a student in order to complete the medical education program. These educational units are usually associated with a university course code and appear on the student's transcript. (<i>CACMS lexicon 2021-22</i>)

Policy

1. Students and faculty are required to be appropriately attired when engaged in all required learning experiences, including virtual synchronous learning sessions.
2. Students and faculty are required to behave respectfully towards others (students, faculty, staff, guests) when engaged in all required learning experiences, including virtual synchronous learning sessions.
3. During virtual synchronous learning sessions, students and faculty must be located in a place that affords sufficient privacy to engage in learning activities and discussions that require confidentiality.
4. Repeated disregard for this policy and the guidelines below, especially after a caution to a student, may be considered a breach of professionalism and may be reviewed by the RSPS to determine the need for any action and referral to the SPRB.

Guidelines

1. Students and faculty should present themselves for virtual synchronous learning sessions as they would for in-person sessions.
2. Unless there are technology issues, participating in virtual synchronous learning sessions from Public Spaces, as defined above, should be avoided. Students and faculty will ideally locate themselves in an environment which ensures privacy and confidentiality appropriate to the anticipated content of the session.
3. Students and faculty should not consume intoxicants or substances that may cause impairment, including but not limited to alcoholic beverages or cannabis products during virtual synchronous learning sessions.
4. Food and beverage consumption should not disrupt participation and group dynamics.
5. Unless there are technology issues, where possible, cameras should be “On” for all small-group virtual synchronous learning sessions to facilitate engagement, interaction, and learning. Students and faculty should position the camera at eye level and look into the camera when speaking.
6. Students and faculty should mute microphones when not speaking to minimize background noise.
7. Students and faculty should limit distractions and avoid multi-tasking during virtual sessions as a courtesy to colleagues and other participants, including but not limited to activities such as texting/emailing, non-essential private Zoom Chat, and preparing/cooking food.

Review History

Action	Committee	Date	Status
Initiated	Associate Director of Curriculum, Year 1 & 2; Portfolio Lead; Director of Assessment	June 2021	Endorsed
Reviewed	Policy Advisory Subcommittee	24 June 2021	Endorsed
Reviewed	Legal Counsel	5 July 2021	Endorsed
Reviewed	Undergraduate Education Committee	19 July 2021	Approved