Question: What has worked in your program’s transition online?

“In transitioning our program online, a few things we’ve focused on are the continuity of our tutor education, maintaining and sustaining a sense of community amongst our student employees, and getting the word out that all of our services (face-to-face tutoring, workshops, writing rooms, etc.) are all online. It was really important to us that our Writing Consultants felt prepared to continue to have productive one-on-one tutoring sessions in this online format. To prepare we:

- reviewed scholarship & best practices
- prepared guiding documents
- developed plans to provide feedback & guidance”

Question: Any advice for other validators as they transition their programs online?

“Although considering the student experience is always a high priority, it’s also important to focus on what the student-employee experience is and provide a place for connection and interaction that they might not get in their classes.”

- Maggie Thach Morshed, Senior Tutor Coordinator, Writing Hub
Validation Affected by COVID-19

Hello CCR Community,

In light of the recent changes on our campus due to COVID-19, we know many of you may be considering how your CCR approved positions will be affected this Spring Quarter. There are so many changes happening rapidly, but please know that CCR validation reflects student participation for the entire academic year, not the individual quarter. The CCR recognizes student involvement and competency development, and while this co-curricular engagement may look different this year, we want to ensure that your students are still validated for their learning and contributions to campus in the 2019-2020 academic year. Since many of the over 800 CCR approved opportunities are validated at the end of the Spring Quarter, we want to offer some alternative options for validation:

- **Hours**: If your students have already completed the hours required for their position, but due to closures may not be able to obtain more hours, they can be validated either now or at the end of the Spring Quarter.
- **Events**: If a Spring Quarter program was listed in the validation requirements (ie “Plan Spring Quarter Dance”) but has been canceled, some alternative options can include (but is not limited to):
  - **Reflection** on the planning process and how they managed this change
  - **Documenting** process should events be canceled in the future
  - **Emergency** contingency plans
  - **Suggestions** for next year
- **Meetings & Active Engagement**: If meetings have been moved to an online platform that can work just as well as in-person meetings

Feel free to use this as a general guide and if you have any questions we are happy to connect with you at elt@ucsd.ucsd. We encourage you to assist your students towards CCR completion, however, for opportunities that cannot be completed or modified due to campus changes, students should not be validated. When you are ready to validate, please check out our step-by-step instructions at elt.ucsd.edu/validate. We are also available to connect with a brief optional phone call to go over validation. To schedule this option, please check out our youcanbookme link.

Thanks so much for your work with the CCR and for helping us capture your student achievements! We wish you and your students a happy and healthy Spring quarter!

Best,
ELT Team
Melissa Campbell, Shawna Hook-Held and Melissa Damo
Upcoming Spring Quarter Events

**MAY 15TH & MAY 19TH**
Get tips and tricks to validate your students at our Save The ValiDATE webinar

elt.ucsd.edu/validate

**SPRING QUARTER**
Request a Zoom presentation for your students to learn about the CCR and how to enroll in their opportunities

Contact eltintern@ucsd.edu

**MAY 1**
Spring Quarter deadline for new CCR Submissions!
Submission forms can be found online at:
elt.ucsd.edu/submit

Never miss an ELT event! Follow us on social media:

@ucsd_commons UCSD Teaching + Learning Commons

ATTACHED RESOURCES & QUICK TIPS

- Validator Worksheet
- CCR Validation Guide
- Validator How-To Guide

MORE QUESTIONS?

Schedule a consultation or request a presentation:
elt@ucsd.edu

ELT Intern Virtual Office Hours:
eltintern.youcanbook.me

90+ New CCR Opportunities This Quarter!