

## **OUR EFFORTS WITHIN THE SCOPE OF COVID-19 OUTBREAK ON 2019-2020 ACADEMIC YEAR**

### **Measures Taken For Coronavirus (Covid-19) Disease**

Crisis Management Commission was founded in our University. The members of the commission chaired by the Vice Rector include the General Secretary, Health, Security, International Office, Student Affairs and Human Resources managers and directors.

Within the scope of our commission's works:

The academic and administrative personnel who entered-went out from the country in the period starting from February 2020 until March 9 had 14-day administrative leave following their return from abroad, and they were ensured to follow the isolation rules at home and they were followed up. As of March 11, spring mid-term break was moved to an earlier time with the notification made by the Rectorship and it was announced that academic and administrative personnel would start working at home.

A detailed environment disinfection work was carried out in our University in accordance with the pandemic process rules of the Ministry of Health. Hand disinfections to be used in each block were placed within our University. Notification brochures of Republic of Turkey, Ministry of Health Were posted in all common areas and departments within the campus.

Current information concerning Covid-19 has been shared by creating a Whatsapp group.

## **OTHER WORKS MADE BY THE UNIVERSITY MANAGEMENT FOR COVID-19**

### **1- EDUCATION, LEARNING AND RESEARCH ACTIVITIES**

All education and learning activities in our campus have continued online until the end of 2019-2020 Academic year Spring and Summer Terms.

After the pandemic process and the decision for break starting as of March 16 made by YÖK, our university has become one of the first foundation universities that established its internet and distance education infrastructure quickly and started distance education. Our university has moved to distance education with the Senate Decision dated 4 May 2020, the announcements have been made to both students and faculty members through e-mail, learning management system KHAS Learn and the website.

### **Assessment and Evaluation**

Assessment and evaluation were requested through the homeworks in distance learning as much as possible and an announcement was made to the faculty members accordingly. In the courses which necessitate exam, security measures given below were taken and the exams were held.

The students were assessed within the scope of principles of existing undergraduate and associate degree educational regulations and also, the students who wanted were able to edit their grades as "passed" and "failed" for their FF grades as a student-oriented improvement together with the Senate Decision dated May 29. With this method adopted, the students were given a choice. Again, in accordance with the same Senate decision, plagiarism detection program (turnitin) was used to ensure safety in the homeworks. A software named "Lockdown Browser" was used in order to ensure exam safety. All thesis reviews and thesis defense exams were made and saved online in graduate processes.

The order of questions and choices in online exams were reflected to each student in different ways. In addition, exam safety was strengthened by allowing only one user to login at a time.

### **Education and Training Applications**

Our currently used Learning Management System KHAS Learn system infrastructure was strengthened and developed in accordance with distance education. Online courses made on “BigBlueButton” software which was installed for synchronous training were automatically saved to KHAS Learn system, the students were ensured to access courses at any time. Thus, both synchronous and asynchronous distance training methods were used. For our courses with some special conditions, Zoom application was used. As an asynchronous application, again, the courses were held in KHAS Learn system with moodle infrastructure hosted in the university servers, and the course contents were shared within this application. The application includes the tools supporting the courses such as subjects, homeworks, assignments, forum, discussion boards. Online exam applications were made in moodle-based KHAS Learn system, and the exam system includes 18 question types that can be edited by the course. The notifications were made to the students via social platforms, intranet and website and the students were supported. For students with computer needs and Internet access problems, computer procurement and internet needs were met through mobile networks.

Online trainings were given by Kadir Has University Information Center and the remaining training plans for 2020 are being made.

### **Participation in clinical trials, participation in national/international phase studies**

Faculty members from various faculties of our university have been preparing research projects on the subject and have been applying to TÜBİTAK competition calls.

### **Informative meetings, webinars, digital meetings, online Psychology Talks:**

Close Relationships During Times of Crisis (4 Sessions), Life at Home with Kids (4 Sessions), skills to Keep Elder Family Members at Home in Covid 19 Days, Covid 19 as an Individual and Social Trauma, Corona Days and Beyond; Towards a Distant, More Contactless, More Hygienic, More Insecure World, Exclusive Tax Regulations for Covid 19, Economic Expectations After Covid-19? What Should Be Done for Economic Recovery?, Rise of China, US Elections and Turkey's Position, What is the Importance of Gender in Days of Covid 19?, Processing of Personal Data During the Process of Combating Covid 19, Social Media Use During the Epidemic Outbreak, Digitalization and Creative Industries, Civil Society and New Media, Globalizing Social Media, Turkey is among the Top 10 Countries in the World Using Social Media titled online trainings were held. Psychological information was provided to all participants within the scope of Community Service Practices in the digital environment with our online psychology conversations.

### **Publications**

10 publications have been published by Faculty of Engineering and Natural Sciences, Department of Bioinformatics and Genetics, Department of Industrial Engineering, Faculty of Management, Management Information Systems, Faculty of Communication, Radio, Television, and Cinema, Visual Communication Design, Faculty of Law.

## **Planing and new opinions concerning distance learning activities after pandemic**

The issues detected in distance learning process starting from March 2020 were resolved quickly; laptop was procured to our students who do not have any laptop, support for intranet access was given. Referring to the continuance of distance learning activities due to COVID-19, improvement works continue about our online education infrastructure.

## **2- ERASMUS AND EXCHANGE PROGRAMS**

Our students who are already abroad for Erasmus and Exchange Programs have been duly notified via e-mail in line with the briefings of the National Agency of Turkey, Ministry of Health and Ministry of Foreign Affairs. In addition, the students were contacted individually via their phones and their decision on whether to return or not was confirmed and they were informed on the procedures for their return. All of our students visiting our country within the framework of the exchange program were also contacted, and they were duly informed on what they had to do. All our partner institutions have been broadly informed about the practices of Republic of Turkey and our university. Academic and administrative staff, who are planned to be visiting our University within the scope of Erasmus programs have been informed that we would not be able to accept visitors until April 30.

Our returning students have been enrolled in the spring semester and have been enabled to continue their education as of 2019 - 2020 Spring semester.

Students who have preferred to continue their education either online or face to face were contacted regularly via e-mail, phone and WhatsApp and they were communicated in their process of returning to Turkey through our consulates and embassies.

The expenses of the students who went abroad or who have given up going abroad due to COVID 19 outbreak were covered within the budget of the National Agency.

Students who want to extend their visit in the countries where they are staying and who comply with the rules have been supported.

Exchange students visiting Turkey and carrying on their academic education in Spring 2020 academic term are periodically communicated and they were provided support through International Office and ESN especially when they could not go out due to quarantine. Medical masks were distributed to our students' doors for once.

All the documents that our students who are continuing their academic education online in Spring 2020 semester will need after their education were quickly prepared and delivered by mail.

Students whose visits are accepted from universities that will not be able to accept exchange students in the fall semester of 2020-2021 were offered new alternatives or their exchange rights have been transferred to the spring semester.

The documents to be needed by our students going abroad for the fall semester of 2020-2021 have been delivered to the students upon completing the necessary signatures.

The students who gave up going abroad due to COVID 19 outbreak or wanted to carry their rights to the spring term were helped without any loss.

All decisions and processes of our university throughout this process have been conveyed to our partners as well as relevant students and academic staff, in return the decisions of the National Agency were shared with the students of our university.

All our students and partners, in both ways (incoming/outgoing), during this whole process can contact us via [erasmus@khas.edu.tr](mailto:erasmus@khas.edu.tr); [exchange@khas.edu.tr](mailto:exchange@khas.edu.tr); [corona@khas.edu.tr](mailto:corona@khas.edu.tr) addresses in case of emergencies.

### 3- ACADEMIC MEETINGS, SOCIAL, CULTURAL AND OTHER CAMPUS ACTIVITIES

All activities at our university have been suspended for both the Spring and Summer Semesters of the 2019-2020 and the Fall Semester of the 2020-2021 Academic years as of March 11. These activities include all conferences, symposiums, workshops, seminars, all events where local or foreign lecturers and audiences from outside our university community will take place, career events, student club events, all concerts, performances and similar events.

### 4- TRAVELS

All overseas assignments and travels (university-sponsored or personal) for the 2019-2020 Academic Year Spring and Summer Semesters and the Fall Semester of the 2020-2021 Academic Year have been canceled.

### 5- INFORMATION CENTER

Our Information Center remained open with new regulations during the Spring and Summer Semesters of the 2019 - 2020 Academic year; communication with the Information Center was maintained for urgent resource needs.

The list of trainings provided by the Kadir Has University Information Center in April 2020 and planned for the 2019-2020 Academic Year is as follows:

	Tarih	Eđitim Bařlıđı	Özet Bilgi	Firma	Katılımcı Sayısı	Süresi
1	4/10/2020	ROSETTA STONE Eđitimi	Rosetta Stone dil eđitim platformunun etkin kullanımını desteklemek amacıyla Kadir Has Üniversitesi mensuplarına özel olarak online eđitim gerçekleştirilmiştir.	EBSCO	68	60 dakika
2	4/16/2020	WRDS Traninig Session	Wharton Research Data Services (WRDS) veri platformunun etkin kullanımını sağlamak amacıyla akademik personele yönelik online eđitim gerçekleştirilmiştir.	WRDS	10	60 dakika

3	4/27/2020	TURNITIN Kullanımı	Yabancı Diller Okulu Akademisyenleri için KHASLearn üzerinden TURNITIN içeriklerinin kullanım detaylarının ele alındığı eğitim online eğitim gerçekleştirilmiştir.	TECHK NO WLEDG E	10	60 dakika
4	4/28/2020	EMIS Online Eğitimi	EMIS: Emerging markets research, data and news veritabanıyla ilgili olarak giriş düzeyinde genel bilgilendirme yapılan Kadir Has Üniversitesi'nin tüm mensuplarına yönelik onlien eğitim gerçekleştirilmiştir.	EMIS	32	55 dakika
5	5/4/2020	Springer Nature Yazar Çalıştayı	Uluslararası dergilerde yayın yapmak için izlenmesi gereken yollarla ilgili akademisyenlere, doktora öğrencilerine, yüksek lisans öğrencilerine ve akademik kariyer planı yapan lisans öğrencilerine yönelik eğitim planlanmıştır.	SPRING ER NATURE		60 dakika
6	5/8/2020	Akademik Dürüstlük	Akademik Dürüstlüğü Anlamak, Akademik Dürüstlük ve Politikalar, İntihal Nedir? İntihal ve Benzerlik Yanılgısı, Öğrenme ve İntihali Önlemede Etkili Geribildirim ve Dönüt Verme, Turnitin Programı Nedir? Nasıl Çalışır? Kapsamı ve Özellikleri Nelerdir, Turnitin ile Öğrencilerde "İntihal" Farkındalığının Oluşturulması, iThenticate Kullanımı başlıklarında eğitim planlanmıştır.	TECKHK NO LEDGE		60 dakika
7	5/6/2020	Web of Science Core Collection: Keşif burada başlıyor!	Eğitim içeriği; Web of Science özelliklerini kişiselleştirme, tarama ve filtreleme seçenekleri , En iyi yazarları, dergileri, kurumları, yayınları bulmak için tarama	Clarivate		50 dakika

			sonuçlarının analizi , Atıf analizi ve raporları, yazarların ve kurumların H-İndeksi ve Impact Factor- etki faktörüne giriş, Web of Science Researcher ID ve Publons olarak planlanmıştır.			
8	5/7/2020	InCites & Journal Citation Reports & Essential Science Indicators: Araştırma Kalitesi ve Performans	Eğitim içeriği; InCites Benchmarking & Analytics, Journal Citation Reports, Essential Science Indicators olarak planlanmıştır.	Clarivate		50 dakika
9	5/12/2020	Passport Training	Euromonitor: Passport veritabanının ayrıntılı kullanımı veri çekme, analiz raporları oluşturma konularında eğitim planlanmıştır.	Euromonitor : Passport		60 dakika
10	Planlanıyor	Elsevier 5N1K Seminer Serisi - Etkin Araştırma Hazırlığı	Seminerde, bilimsel yayın hazırlık ve yayınlama, bilimsel görünürlük ve etki artışı süreçlerine katkı sağlayacak ScienceDirect, Mendeley, Scopus, Scival gibi araç ver servisler hakkında detaylara yer verilecektir.	Elsevier		90 dakika
11	Planlanıyor	Elsevier 5N1K Seminer Serisi - Etkin Bilimsel Yayın Yazma ve Yayın Süreci		Elsevier		90 dakika
12	Planlanıyor	Elsevier 5N1K Seminer Serisi - Bilimsel Görünürlük ve Etki Artışı		Elsevier		60 dakika

## 6- PSYCHOLOGICAL COUNSELING CENTER

Psychological Counseling Center of our university continued to provide online psychological support interviews during online academic education.

You can reach our Psychological Counseling Center via [pdm@khas.edu.tr](mailto:pdm@khas.edu.tr) to request a meeting.

## **7- CAMPUS LIFE**

Our on-campus catering services have been closed for the Spring and Summer Semesters of the 2019 - 2020 Academic year and the Fall Semester of the 2020-2021 Academic year. Our Gymnasium remained close during the the Fall Semester of the 2020-2021 Academic year. Our doctor and workplace physician were in charge on campus every weekday during the Spring and Summer Semesters of the 2019-2020 Academic year. People with suspected COVID is planned to be taken to our emergency room and further directed to the nearest health institution.

## **8- MEASURES**

Following the emergence of the coronavirus outbreak in the world, an Emergency Team consisting of relevant representatives from departments and administrative units were assigned and the relevant measures were quickly implemented. The necessary infrastructure has been prepared to implement the action plan proposed by our Ministry of Health and Council of Higher Education.

Hand disinfectants are placed in every block of our university. A detailed environmental disinfection was carried out so as to cover all campus areas. Informative messages and warnings are communicated to our students and employees through our electronic announcement channels. T.R Ministry of Health information posters are placed in all common areas and sections within the campus.

In addition, as of March 11th, the email address [corona@khas.edu.tr](mailto:corona@khas.edu.tr) has been created for communication and information purposes.

Our university will continue to implement the measures to be taken within the scope of Coronavirus outbreak under the coordination of Council of Higher Education.