

**The Ordinance of the Rector
of Maria Curie-Skłodowska University in Lublin
no. 73/2020
of August 20, 2020**

**on organizing classes at Maria Curie-Skłodowska University
in the winter semester of the 2020/2021 academic year**

Pursuant to Article 23, section 1 in relation to Article 50, section 1 and Article 67, section 4 of the Act of July 20, 2018, *Law on Higher Education and Science* (Journal of Laws of 2020, item 85 as amended) it is ordered as follows:

§ 1

1. Education at Maria Curie-Skłodowska University in the winter semester of the 2020/2021 academic year shall be carried out using methods and techniques of distance learning.
2. During the period referred to in sec. 1, it is allowed to implement, unless the Minister of Science and Higher Education extends the suspension of education, the traditional form of education (i.e. in particular in the University facilities):
 - 1) part of didactic lessons: classes, seminars, including diploma seminars, requiring the use of specialised equipment or software which cannot be shared using methods and techniques of distance learning;
 - 2) didactic classes for first-year Bachelor's degree students and long-cycle 5-year master's degree programmes, excluding lectures;
 - 3) classes in the form of students' apprenticeships, field classes;
 - 4) research papers or research necessary for completing theses or final course theses. The consent for using the laboratory by students shall be made by the Dean of the Faculty. In the case of institute laboratories, this decision shall be taken by the Dean of the Faculty in consultation with the Director of the Institute.
3. During the period referred to in section 1, it is allowed to implement a blending learning form in:
 - 1) part of didactic lessons: classes, classes with the use of laboratories, seminars, including diploma seminars;
 - 2) didactic classes for first-year Bachelor's degree students and long-cycle 5-year master's degree programmes.
4. Decisions on the issues referred to in sections 2 and 3, subject to the provisions of the section 2, point 4 shall be taken by the Dean of the Faculty.
5. The provisions of sections 1-4 shall be adequately applied to students who study in [The Polish Language and Culture Centre for Polish People from Abroad and Foreigners](#).
6. Physical education classes shall be carried out in a traditional form. For students who will not be able to participate in classes in the traditional form, alternative forms of classes, adapted to the possibilities and current conditions, shall be introduced.

§ 2

1. Doctoral students shall be educated on the principles established in § 1.
2. UMCS doctoral students may conduct research and, for this purpose, make the use of University's facilities and equipment.
3. The consent for using University's facilities and equipment by doctoral students shall be made by the Director of the Institute in consultation with the Dean of the Faculty or the Director of the Doctoral School.

§ 3

1. It is allowed to conduct all classes in the traditional form of education.
2. Decisions about implementing the traditional form of education shall be taken by the Deans of Faculties, taking into account the number of students in a given year of study and the availability of appropriate classrooms, as well as the total number of students who would participate in the traditional form of education.

§ 4

1. Classes conducted in a distance learning or blending learning form shall be carried out in a synchronous mode, during the time specified in the schedule for a given programme and year. Classes shall be prepared and made available to students with the use of the Virtual Campus of UMCS or the Teams application within the framework of a University license Microsoft Office 365. These classes shall enable the activation of students by giving them possibilities of asking questions and taking an active part in classes.
2. It is possible to use USOSweb system or university electronic mails as additional forms of contact with students.
3. The Dean may apply to the Vice-Rector in charge of students education with the application for the use of an IT tool other than those mentioned in the aforementioned section 2, providing that this IT tool obtains a positive opinion of Lubman UMCS and the University Data Protection Inspector.

§ 5

Due to the specificity of classes or the surface area of classrooms, classes conducted in the traditional form may be carried out in groups smaller than those specified in the University's internal regulations with the Rector's consent.

§ 6

1. Classes in part-time studies, postgraduate studies and other forms of education may be carried out in the traditional form, unless the study programme provides otherwise.
2. In the case of the situation that due to the specific nature of the classes or the size of the groups it is not possible to carry out these classes in the traditional form, distance learning is allowed in compliance with the principles set out in § 4.

§ 7

Office hours and consultations with students shall be held remotely on scheduled days. Within the scheduled day, an academic teacher should be available to students on the indicated platform referred to in § 4 section 1. The Dean of the Faculty may consent to conduct office hours in the traditional form.

§ 8

1. Classes conducted in the traditional form shall be carried out with all precautions, including those relating to the number of persons in one room, using protective masks and protective gloves.
2. The Deans of Faculties are obliged to submit, by September 14, 2020, a list of programmes of study and years of study in which classes will be conducted in the traditional form.

§ 9

The University reserves the right to cancel or modify the rules adopted in this ordinance in the event of introducing changes to the generally applicable regulations related to the state of the epidemic.

§ 10

The ordinance shall become effective on the day of signature.

RECTOR

prof. dr hab. Stanisław Michałowski