

**The Ordinance of the Rector
of Maria Curie-Skłodowska University in Lublin
no. 73/2020
of September 22, 2020**

**amending the ordinance 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

In the Ordinance 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* it is amended as follows:

1) § 1 sec. 6 is amended as follows: “§ 6. The Director of the Physical Culture Center in consultation with the Dean of the particular faculty and the Vice-Rector for Student Affairs and Quality of Education shall decide on the form of conducting classes for a given programme and year.

2) § 4 sec. 3 is amended as follows: “ 3. The Dean may apply to Vice-Rector for Student Affairs and Quality of Education with the application for the use of an IT tool other than those mentioned in the aforementioned section 1, providing that this IT tool obtains a positive opinion of Lubman UMCS. In the case of doctoral schools, the decision is taken by the Vice-Rector for Scientific Research and International Cooperation.

3) § 5 is amended as follows: “ 5. If necessary, resulting from the character of classes or the size 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 Vice-Rector for Student Affairs and Quality of Education’s consent provided that cost calculations resulting from the proposed changes are presented.

4) § 8 sec. 2 is amended as follows: “2. The Deans of Faculties are obliged to submit, by October 15, 2020, a list of programmes of study and years of study in which classes will be conducted in the traditional form.

5) after § 8, § 8a is added:

§ 8a:

1. Students participating in classes in the traditional form are obliged, before their beginning, to complete the declaration which is attached as Appendix 1 to this ordinance.
2. The student taking part in classes using methods and techniques of distance learning shall be obliged to have access to a computer or other device equipped with a microphone and a camera, allowing for real-time two-way audio and video communication, connected to the Internet, as well as shall have access to the IT tool referred to in §4 sec.1 or 3 depending on the type of classes subject to sec. 3.
3. In case of occurring technical limitations which prevent the participation in classes using methods and techniques of distance learning, the students is obliged to immediately report this fact to the Vice-dean for Student Affairs (in terms of doctoral students to the Heads of

doctoral studies /Heads of doctoral schools, in terms of participants of postgraduate studies and other forms of education to the Head of this particular form of education) in order to determine the conditions of using the University's Facilities or other conditions of getting the course credit.

4. The person who conducts classes using methods and techniques of distance learning is responsible for:

1) the substantive content of the electronic materials and their compliance with the law, including, in particular, copyright law;

2) securing and archiving electronic materials which document the course of classes, and enable the verification of the learning outcomes achieved by students, including the purposes of assessment by accreditation committees.

5. The person who conducts classes provides appropriate methods of verification students' learning outcomes and is obliged to observe regularly the learning process of students.

6. Classes carried out using methods and techniques of distance learning would be regulated in accordance with the allocation of the number of classes determined in the individual academic teacher plan, provided that participants are able to achieve the learning outcomes expected for particular classes in the subject syllabus.

7. The person who conducts classes using methods and techniques of distance learning, immediately after completing all classes carried out with this method planned for implementation in the winter semester of the 2020/2021 academic year, shall present a report to the Dean or, respectively, to the Heads of doctoral studies /Heads of doctoral schools or the Head of a university-wide organizational unit according to the example determined by the Dean or the Head of a University Organisational Unit. The report shall remain in the documentation of the faculty or university organizational unit or doctoral school.

8. On the basis of the report referred to in sec. 7, respectively, the Dean or the Head of the University Organizational unit, shall confirm conducting classes according to regulations which are in force at the University.

9. Visiting classes conducted by using methods and techniques of distance learning is carried out according to the general rules adopted at the University. Detailed rules for conducting visiting classes are specified by the Dean / Head of doctoral studies or the Head of a University Organizational Unit.

10. In the case of classes conducted with the use of methods and techniques of distance learning, the size of groups which require regular interactions between the teacher and the participants of the classes cannot exceed the limits determined in the traditional form of education.

11. Information on conducting classes using methods and techniques of distance learning should be included in the class syllabuses. ”.

§ 2

The ordinance shall become effective on the day of signature.

RECTOR

prof. dr hab. Radosław Dobrowolski