**Regulation No. 146/2020**

**of the Rector of the University of Agriculture in Krakow**

of 6 August 2020

on the organization of education at the University in the winter semester 2020/2021 academic year, due to preventing, counteracting and combating COVID-19

In accordance with Article 23, par. 2, point 2 and 11 of the Act of 20 July 2018 – Law on

Higher Education and Science (Journal of Laws of 2020, item 85),§14, par. 1 and 2 of the

University Statute of 14 June 2019, and referring to § 12 and 13 of the Ordinance of the Minister of Science and Higher Education of 27 September 2018 on studies (Journal of Laws of 28 September 2018, item 1861 later amended,

I hereby order as follows:

**§ 1**

1. Until the end of winter semester 2020/2021 academic year the classes shall be

conducted according to the established academic calendar, as stated in the Regulation

No. 137/2020 of the Rector of the University of Agriculture in Krakow of 2 July, 2020

and following the programmes obligatory for:

1) the first and second cycle degree programmes and long-cycle uniform Master’s

studies, provided as full and part time programmes,

2) post-graduate studies,

3) education of doctoral students,

and the provisions concerning students shall be applied accordingly to graduate and

doctoral students.

2. Teaching activities developing practical skills shall be conducted face to face in the

University facilities or other facilities indicated by the University, which concerns

particularly all types of classes.

3. Lectures and seminars should be conducted in remote education mode using the

infrastructure and tools provided by the University and enabling their synchronous

realization in real time.

**§ 2**

1. For efficient organization of classroom instruction, as stated in § 2 par. 2, due to

specific character of conducted laboratory classes and practical classes developing

manual skills necessary for professional activities of graduates, the deans are entitled

to:

1) decrease the size of groups for classes,

2) alter the division into forms of classes conducted for individual courses and

subjects, whereby seminars should be the preferred form.

2. Foreign language classes should be conducted as alternating activities including classes

conducted in the University facilities and classes realized using methods and

techniques of remote education.

3. Physical education classes should be conducted as alternating instruction including:

1) classes realized in the University facilities;

2) individual training schedules realized by students outside the University facilities.

4. Classroom activities should be organized considering all necessary precautions and

safety procedures, recommended among others by the Ministry of Health, Ministry of

Science and Higher Education, Chief Sanitary Inspector, as well as detailed guidelines

in force at the University and specified in separate regulations.

**§ 3**

1. While determining the admissible size of group, deans and heads of organizational

units responsible for the organization of classes and schedules should be guided by

recent sanitary recommendations, however the size of a group should not be lower

than 50% of normative group size, specified in separate regulations.

2. In order to limit student mobility, it is necessary that:

1) the schedules include only breaks necessary to air and disinfect the rooms,

2) conducting classes on different University campuses on the same day shall be

avoided,

3) on part-time programmes the number of days of classes in one session should be

limited.

3. While establishing the number of classes conducted using methods and techniques of

remote education, the limits specified in regulations generally applicable should be

followed.

**§ 4**

1. In case of teaching activities conducted in remote education mode, the requirements

concerning developing of materials, as well the principles of organization, realization

and completing the courses (obtaining credits) by the participants, as specified in the

Remote education regulations at the University of Agriculture in Krakow, as

stated in UAK Rector’s Regulation No.33/2015 of 4 May 2015, shall be applied as

follows:

2. For the realization of classes in remote education mode, the University provides:

1) MS Office 365 package, including office package, e-mail and the Microsoft Teams

tool to teach classes;

2) eUReKa web-based platform.

3. The University offers computers and software, as well technical support and training

provided by the Rector’s Plenipotentiary for Remote Education and IT staff to

academic teachers conducting classes in a remote learning mode.

4. Academic teachers conducting classes in a remote education mode may use additional

tools, other than specified in par.2, while maintaining student personal data protection.

**§ 5**

1. Participation in classes conducted using remote learning mode methods and

techniques is obligatory for students.

2. If any technical constraints make participation in synchronous classes impossible, a

student is obliged to arrange immediately with the dean and teacher the terms of

realization of classes, including PC computers in the University facilities or in the

form of correspondence learning. Failure to report these difficulties and resulting

absence in classes may be the basis to the failure of the course.

**§ 6**

1. Academic teachers should not realize their teaching duties at the cost conducted

Research activities or generate extra overtime.

2. Academic teacher conducting classes in the form of remote education presents a

written report on their realization to his immediate superior by 31 March 2021. The

document provides the basis for including the classes in the teaching pensum, in

compliance with didactic workload plan for the winter semester, unless the applicable

regulations provide otherwise.

**§ 7**

1. The Regulation comes into force on the day of signing.

2. Vice-Rector for Education and Student Affairs is responsible for the Regulation

Implementation.

Done at Krakow on 6 August, 2020

On the authority of Rector

Dr. Hab. Sylwester Tabor

Vice-Rector for Education and Student Affairs