



TEACHING ACTIVITIES BEGINNING ON AUGUST 1, 2021

PREAMBLE

The purpose of this document is providing operational guidelines concerning the modality of teaching activities during the first semester of the 2021/2022 academic year and the remainder of the 2020/2021 academic year.

General guidelines

Until further notice, the following regulations will remain in place:

1. Social distancing
2. Thorough hand-washing and proper personal hygiene precautions
3. Constant use of face masks in indoor spaces
4. Careful disinfection of the academic environment and surfaces
5. Adequate ventilation in indoor spaces
6. Availability of effective information and communication.

ACCESS TO THE UNIVERSITY PREMISES AND COMMUNAL AREAS

The flows of students entering and exiting the University premises have been evaluated with respect to each University building. Access to each University building is allowed upon temperature monitoring and students' daily reservation for attending one or more classes in the building or for using a study room. Reservations must be shown upon request of the service and / or teaching personnel. Access to the University premises for other reasons, for which no reservation is possible, is only permitted upon submission of a self-certification (on paper or electronically) concerning the state of health. Special signs indicate entrances and exits regulating the movement of people and their proper positioning in the classrooms.

The maximum capacity and the right way of using every classroom are indicated by clearly visible signs. Where applicable, phased lecture times are planned in order to avoid students' gatherings to the utmost possible extent.

Students who have the right to enter the University premises are allowed to move on campus, but shall beware of observing the constraints indicated by the signs, respecting the safety regulations and avoiding gatherings.

Classrooms

In classrooms where the free positioning of student seats is arranged for, there must be a distance of at least 1 metre between workstations. In classrooms equipped with fixed workstations, the average distance between them (not less than 1 metre) is identified in advance and the seats that cannot be used are clearly marked.

Daily sanitising procedures are guaranteed for all of the classrooms and university areas that are accessible to students, in accordance with the ISS regulations provided for in the Circular of the Ministry of Health "Provisions related to the measures for containing the spread of the SARS-CoV-2 through the sanitising



procedures of non-sanitary environments (surfaces, indoor environments) and clothing”, particularly in the section “Sanitising indoor environments”. Frequent ventilation must be provided in the classrooms. The service personnel is responsible for ensuring that the air exchange takes place at the end of every lecture by opening the windows, and in any case, that the air exchange happens at least twice a day.

Lectures

Lectures are carried out face-to-face. In consideration of the reduced capacity of the classrooms, should the number of seats available in a classroom be less than the total number of enrolled students, lectures can also be delivered in remote mode.

In the event of lectures delivered in face-to-face mode only, it will always be possible to provide remote teaching to students in quarantine, vulnerable students at health risk (subject to medical assessment) or for those international students with a student visa who cannot travel from their home country because of health reasons.

In case of inadequate structural conditions, lectures can exceptionally be carried out either remotely or in synchronous/asynchronous mode.

The courses attended by students with a disability can be held in blended mode upon submission of a formal request to the Inclusion and Participation Office, with professors entrusted to hold such lectures through the University video conferencing platforms (in synchronous mode).

The lecture timetable is scheduled according to the following guidelines:

- reduced classroom capacity in order to guarantee the minimum social distancing;
- encouragement to students to remain in the same classroom in order to avoid movements to the utmost extent;
- phased starting times of lectures in neighbouring classrooms;
- setting of the lectures timetable ensuring as much continuous onsite activity as possible, so as to avoid interruptions in the timetable while guaranteeing periodical airing of rooms;
- potential extension of the campus opening hours to Saturdays;
- extension of the lectures timetable from 8 am to 7 pm.

Face-to-face lectures must be carried out in compliance with all the safety and social distancing regulations, as stipulated in the Covid Safety Protocol approved by the University. On the e-learning platform, every professor will make available to students all of the necessary teaching tools and materials to properly prepare for exams. Upon professor’s approval, these will include also lesson recording.

In the event of teaching activities delivered exclusively remotely, a one-hour face-to-face lecture is considered equivalent to a 30-minute asynchronous and a 45-minute synchronous lecture. Students are encouraged to spend the remaining time delving further into the course topics in line with the Syllabus.

Attendance requirements must be fulfilled primarily in person.

Any potential remote teaching activities will be documented also to verify compliance with the attendance requirement.

Laboratories

Compulsory didactic laboratories will be organised face-to-face as far as practicable, in compliance with the guidelines designed to minimise the risk of infection.

Face-to-face activities must be carried out in compliance with all the safety measures and social distancing regulations provided for in the Covid Safety Protocol for the regulation of measures to prevent and contain the spread of the COVID-19 virus approved by the University.

Profit exams

Profit exams will take place in face-to-face mode, in compliance with social distancing, classroom capacity and the relevant COVID-19 Safety Protocol, upon compilation of the online self-certification for each exam in order to guarantee the best tracking of students entering the University premises.

Any potential justified exceptions (e.g. in case of written exams, when the classroom capacity is not sufficient to contain all students) must receive proper authorization granted by the Head of the Department of the specific course. In these cases exams can be carried out remotely.

The possibility of holding the exam remotely is guaranteed for students in quarantine, vulnerable students at health risk (subject to medical assessment) or those international students with a student visa who cannot travel from their home country for health reasons.

Remote exams do not necessarily have to be held at the same time as face-to-face exams. In this case, the decision falls on each Examination Board.

Upon presentation of a request to the Inclusion and Participation Office, students with a certified disability greater than 66% are allowed to take the exams remotely through virtual connection.

The possibility to use personal laptops to take profit exams will be taken into consideration.

In the event of exams with excessive numbers of registered students, the Commissions have provided that students' access to the University premises will be restricted, in order to minimise the risk of gatherings in the communal areas leading to the classrooms where the exams take place.

Admission exams

All admission exams administered by the CISIA Consortium via the TOLC @CASA platform will continue to be held in remote mode.

Students who encounter any obstacles in taking exams remotely are allowed to take them in the University classrooms.

All other admission exams will take place in person.

PhD courses, masters, specialization / refresher courses

The regulations concerning the teaching modalities, laid down in the present Decree, also apply to the teaching activities of PhD, Master's and specialization/refresher courses.

Graduation exams, final exams of specialization schools and PhD programmes

Graduation exams - including three-years, Bachelor's, single-cycle graduation exams- as well as final exams of specialization schools and PhD programmes are carried out face-to-face, in accordance with social distancing and classroom capacity, as well as in compliance with the relevant COVID-19 Safety Protocol approved by the University.

Relatives and friends are allowed to access the graduation exams within the regulations laid down in the Safety Protocol to contain the spread of the Covid-19 virus approved by the University of Brescia.

Students who could not otherwise take the graduation exam in presence because of specific reasons related to Covid-19 emergency are allowed to take it in remote mode at the same time as face-to-face exams. In this case, it is the responsibility of the Examination Board to decide.

Upon presentation of a motivated request to the Inclusion and Participation Office, disabled students are allowed to take the exams remotely through virtual connection.

Curricular and extracurricular internships

Internships will be carried out face-to-face as usual, provided that the hosting organisation can ensure the application of the safety and hygiene protocols stipulated by the current legislation for sector, activity and workplace in which the training is completed. In such cases, the hosting organization will be required to provide:

- the declaration guaranteeing the application, for trainees, of the same safety protocols applicable for employees;
- a copy of the host company's protocol for the prevention of COVID-19 and any safety operating procedures already included in the DVR.

Should the educational project be extended- even with an *addendum* in case of renewal- it would have to indicate the obligation for both the host and for the trainee to adopt the required safety measures.

In the event of conditions that do not allow compliance with the provided safety and hygiene protocols, face-to-face internships and *stages* must be suspended and can be continued in remote mode.

Internships for healthcare and pharmaceutical professionals

Internships will take place face-to-face as usual, provided that it is possible to guarantee compliance with the same safety and hygiene protocols stipulated by the current legislation.

If face-to-face activity is not possible each Academic Departmental Council will identify alternative arrangements performing the educational objectives of the academic course (e.g. discussion of clinical cases, internships in remote mode, reshaping of the educational project or, if not otherwise viable, the deferral of the internship and recovery of suspended activities).

Concerning the practical qualification internships for the profession of surgeon and similar medical professions, the Atheneum will define the most appropriate procedures-even in remote mode- for carrying out the internship in order to obtain the qualification, provided that the fulfillment of the educational objectives, the internship aims and the provisions related to attendance requirements are ensured.

Activities for doctors enrolled in medical specialization schools

Medical specialization courses will continue in face-to-face mode, in compliance with the specific protocols provided by the hosting Companies and the directives given by the Director of each school.

In particular:

- teaching activities may take place face-to-face, while also guaranteeing their provision through distance learning (as it has been made available for university students) for those people unable to be present at

the workplace due to organizational reasons or *force majeure*;

-exam session and final exams will take place face-to-face while also guaranteeing their provision in remote mode for those students who can not move from their place of residence / domicile.

Professors' office hours

Every professor guarantees face-to-face office hours, according to their previously scheduled and published timetable, ensuring the implementation of Covid-19 Safety Protocol approved by the University of Brescia. Professors' Office hours may also take place in remote mode upon reservation.

International student mobility

Incoming mobility

Incoming mobility for study purposes is permitted, however access to any educational content is guaranteed also in remote mode.

Incoming students and trainees (*Erasmus Traineeship incoming*) can join face-to-face laboratory activities/ internships according to the same regulations established for the students of the University of Brescia.

On their arrival in Brescia, incoming students will be informed about the regulations in force regarding behavioural protocols to prevent infection (e.g. avoiding gatherings, mandatory/optional use of face masks, social distancing, etc.)

Outgoing mobility

International mobility activities of outgoing students for the purposes of study, training and final dissertation abroad are permitted, provided that:

- the regulations currently in place in Italy and in the hosting country, the dispositions related to health conditions of the Italian Government, of the European Commission, of the Erasmus Plus+ National Agency (INDIRE), of the MUR and of the MAECI, allow mobility to and from the hosting countries;
- according to the regulations currently in place in Italy and in the hosting country and to the dispositions related to health conditions of the Italian Government, of the European Commission, of the Erasmus Plus+ National Agency (INDIRE), of the MUR and of the MAECI, there are no known impeding conditions to the safe stay in the hosting country;
- there is a formally expressed and documented willingness on the part of the Hosting Institution to accept and allow the regular implementation of the planned mobility in compliance with its safety protocols.

Alternatively, where permitted by the mobility programme, students may access remotely any educational content provided by a Partner University.

It is the responsibility of departing students to inform themselves about the teaching modality at the hosting institutions, as well as about the sanitary conditions of the host country, and to assume the risk of contracting Covid-19 during their stay abroad, exempting the University of Brescia from any responsibility.

The competent Office guarantees all students returning to Italy and definitively concluding their mobility experience in advance its support and the immediate rescheduling of departures.

During their mobility period abroad, students are not allowed to take exams at the University of Brescia, with the exception of those enrolled in PhD courses.

Libraries

The front office services for book loans are guaranteed for all users. Book consultation is allowed, only upon reservation, by arranging suitable social distancing measures to avoid the risk of gatherings and proximity to others, in compliance with the "Shared Protocol" and subsequent amendments and additions.

Study rooms

Whenever not used for teaching purposes, access to study rooms is allowed upon reservation and within the limit of available seats, in compliance with the "Safety Protocol" and subsequent amendments and additions.

Educational visits

Educational visits are authorized in compliance with safety measures.

150-HOUR STUDENT COLLABORATIONS

Student collaborations may be carried out in compliance with the safety requirements laid down in the "Safety Protocol" approved by the Atheneum, provided that such activities do not replace those of the University personnel, as provided by law.

In case of priority needs related to the health emergency, it is possible to consider a different reallocation of student collaborations compared to the one initially agreed.

Meetings

Meetings, including those of the University governing bodies, may be held face-to-face, remotely or in a mixed mode, providing that face masks are worn, interpersonal distance is maintained and room ventilation is ensured.

SEMINARS AND EVENTS

Public ceremonies- such as conferences, study days, seminars, concerts and any other- are allowed in presence at the University premises within the limits of classroom capacity, under the obligation of ensuring the respect of social distancing and attendance tracking, in strict compliance with the University Protocol, with particular regard to the mandatory use of face masks and air exchange in the classrooms. Those events open to enrolled students only will be managed in the same way as lectures, through the University's computerised booking system.

Should the epidemiological situation worsen, more restrictive regulations will be issued by Rectoral Decree.