

Rector's Directive Collegium Civitas No. 07/2020

11 March 2020

**in the regard to actions taken to prevent the spread of the virus COVID-19 within
Collegium Civitas community**

§ 1

1. Classes and all kinds of gatherings are cancelled. Amongst others, the following are also suspended: all conferences, lectures, performances of which Collegium Civitas is the organiser as well as those events that are organised by our partners on the University's premises.
2. Business and educational trips—nationwide and abroad—for our employees, lecturers, researchers and students are suspended.
3. Visits by guests from foreign universities are cancelled.
4. Rules described hereby are valid until further notice.

§ 2

1. Until 25 March 2020, all lectures and student classes are suspended. It applies to all educational courses (bachelor's, master's, postgraduate and short-term courses, full-time and part-time). Classes taking place outside the main university premises such as foreign language classes at EMPiK are also cancelled.
2. Collegium Civitas will undertake all efforts to enable our students to complete the summer semester course curricula. Suspended classes will be rescheduled for further dates within 2019/2020 study year calendar.
3. Until 20 March 2020, a team appointed by the Rector of Collegium Civitas will prepare a timetable for the implementation of distance and online classes as well as information about preparatory training for our lecturers.
4. Implementation of the online classes will start from the 26 March 2020 and will last until further notice.



Rector
Professor Stanisław Mocek

5. The Collegium Civitas library is closed.
6. Regulations listed in § 2 apply until further notice.

§ 3

1. Students diagnosed with COVID-19 and those with suspected infection that are being quarantined are obliged to immediately inform Student Affairs Offices or Office for Postgraduate Studies, Courses and Workshops by phone or e-mail.
2. Heads of the aforementioned Department Offices are obliged to immediately inform management of Collegium Civitas about all COVID-19 reported cases.

§ 4

1. Collegium Civitas follows all regulations and recommendations of the Ministry of Science and Higher Education (MNiSW) and other institutions for higher education affairs (KRASP, NAWA, FRSE) concerning the COVID-19 health and safety measures.
2. Collegium Civitas is committed to informing our community about the Chief Sanitary Inspectorate (GIS) recommendations in regard to protective measures against the spread of COVID-19 and health and safety policies.

(LINK)

§ 5

1. For our internal staff communication we recommend using e-mails and phone calls, and limiting personal contact.
2. Students and lecturers will be updated about changes in the Collegium Civitas organisation of work via Virtual University system as well as via official social media platforms.



§ 6

1. For implementation of the tasks listed in this directive the Rector has appointed three crisis teams:

a) Administrative and maintenance affairs under supervision of the Chancellor for the implementation of tasks listed in § 1, 3, 4.

b) Academic and student affairs under supervision of the Vice-Rector for Academic Affairs for the implementation of tasks listed in § 2.

c) Internal and external communication under the supervision of the Rector's Plenipotentiary for Marketing and Promotion for the implementation of tasks listed in § 5

2. The Rector can take decisions on matters not regulated in this directive.

REKTOR
prof. dr hab. Stanisław Mocek

