

Stipulations of TU Dresden's corona crisis management team regarding teaching and examination during the corona crisis

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1 Decision structure

- Fundamental stipulations on teaching and examinations until the resumption of courses, which students are expected to attend, are published by TU Dresden's corona crisis management team.
- Based on these stipulations, the planning committee for teaching (*Planungsstab Lehrbetrieb*), under the direction of the Vice-Rector for Academic and International Affairs (PBI), organises teaching and examinations, until the resumption of courses, which students are expected to attend. The planning committee for teaching consists of representatives of the Standing Committee of the Senate on Teaching, of the Central University Administration and of the Centre for Interdisciplinary Learning and Teaching (ZiLL) as well as of specialists, especially E-Learning experts. Any new fundamental questions will be discussed by the planning committee for teaching and submitted to the corona crisis management team for approval.
- Based on the stipulations issued by the corona crisis management team and the planning committee for teaching, those responsible for the degree programmes act on their own responsibility, ensuring maximum involvement of the established committees (Academic Affairs Committee, Faculty Board, Examination Committee). Open questions will be collected and forwarded to the planning committee for teaching.

- Based on the stipulations made by those responsible for the degree programmes, teachers and examiners act on their own responsibility. Any open questions will be forwarded to those responsible for the degree programme (Teaching → Dean of Studies; Examinations → Chairperson of the Examination Committee).

2 Teaching

2.1 As of when are the student expected to attend lectures?

By resolution of the University Executive Board and in agreement with the other universities in Saxony, the start of the teaching period, in which students are expected to be present in lectures (on the premises of TU Dresden) has been postponed from 6th April 2020 to at least 4th May 2020.

2.2 Will there be no teaching taking place at TU Dresden until the start of the period, in which students are expected to attend lectures?

It has been decided that, despite the postponement of the start of the teaching period (in which students are expected to attend lectures), teaching for the summer semester will begin on 6th April 2020. Recipients of BAFöG can have this certified by the respective examination office.

2.3 What about the forms of teaching defined in the study documents?

In the period from 6th April 2020 until the start of the period, in which students are expected to attend lectures, teachers may switch to alternative forms of teaching. The rights of the students to receive tuition are hereby placed above the otherwise obligatory form of teaching. It is recommended that the responsible bodies of study programmes involve the study commissions and faculty councils in defining these forms of teaching in an appropriate manner.

2.4 How do the lecturers intend to teach their students?

Lecturers should immediately set up OPAL courses for all courses in the summer semester. The students are requested to register for these courses. Further communication will take place via these courses or through established learning groups. The E-Learning Officers of the faculties are the first points of contact for the lecturers on this matter. Particularly experienced lecturers are requested to support less experienced lecturers.

2.5 Are there recommendations for alternative forms of teaching?

The E-Learning Officers of the faculties are the experts. Some possibilities:

Lecture	Post materials for the lecture on the OPAL platform, video recordings e.g. on your own computer, video platform: VideoCampus Saxony https://video.mz.test.tu-dresden.de , “flipped classroom” on OPAL, if necessary with “presence phase” in the “virtual presence room”, pre-recording in the lecture halls for this purpose.
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Seminar	Template “E-Learning scenarios->Communication and cooperation”; also “virtual presence room”
Practical Laboratory Practicals	OPAL course; if necessary E-Assessment The lecturer is responsible for considering a reduction in the number of experiments; alternatively: Evaluation on the basis of values not measured by the students themselves; essays on experiments

The ZiLL has set up a website: <https://tu-dresden.de/tu-dresden/organisation/rectorat/prorektorat-education-and-international/zill/e-learning/corona>

2.6 Committee meetings

Meetings and votes of study commissions, faculty councils, etc. should be held digitally on urgent decisions concerning teaching until the resumption of classroom teaching.

3 Examinations

3.1 What happens to exams that are scheduled to take place before the start of teaching where students are expected to attend (classroom teaching)?

3.1.1. Present examinations

All present examinations (e.g. written) that require student attendance are cancelled. Negative consequences for students are mitigated. Registered students do not have to take action. In agreement with the examination committee, students may take alternative types of exams (that do not require physical attendance). We are aware of associated legal uncertainties and they are accepted.

3.1.2. Non-present examinations

The examination committee decides on all non-present examinations (e.g. oral). These are either cancelled or are taken digitally (e.g. using Adobe Connect)

3.1.3. Withdrawal from examinations

For important reasons (illness) the withdrawal from the exams is possible. In order to not over-strain the health system, the obligation to present a medical certificate is waived. A simple email to the examination office is sufficient.

3.2. Final theses, essays and other course work

In cases where certain parts that can only be worked on in the facilities of TU Dresden and should these rooms not be accessible, a time extension can be applied for at the examination committee, in justified cases. Disadvantages for students should be excluded.

3.3 Examination Committee

The Examination Committee remains the responsible authority in examination matters. In all issues relating to the coronavirus an accommodating approach is recommended. The examination committee shall meet virtually until normal teaching resumes.