



**SILESIAN
UNIVERSITY**

SCHOOL OF BUSINESS
ADMINISTRATION IN KARVINA

Dean's Decision No. 12/2020

**Measures to prevent the spread of coronavirus at
the SU SBA in the winter semester of the academic
year 2020/2021**

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Art. 1

Introductory Provisions

This Dean's Decision (hereinafter referred to as the "Decision") regulates the implementation plan of educational activities set out in the Dean's Decision No. 7/2020 Schedule of educational activities for the academic year 2020/2021, the course of educational activities and possibilities of the implementation of events and lays down rules of conduct and movement of persons at the Silesian University in Opava, School of Business Administration in Karviná (hereinafter referred to as "SU SBA") in accordance with the Rector's Decision No. 20/2020, the Extraordinary Measure No. 26/2020 of the Regional Hygienic Station of the Moravian-Silesian Region based in Ostrava, measures of the Ministry of Health and other competent bodies of state administration and power.

Art. 2

Schedule and method of conducting classes from 5 October 2020

- 1) Classes in all Bachelor's and Master's degree programs in full-time and part-time forms of studies and classes of international students take place exclusively online in the Microsoft Teams environment (instructions for students are available on the website <https://www.slu.cz/slu/cz/teamsstudent> and teacher guides on the website <https://www.slu.cz/slu/cz/teamsucitel>).
- 2) Contactless online classes take place according to the valid schedule.
- 3) Electronic study materials available in the IS SU or Moodle systems maximally support classes.
- 4) All ongoing study activities such as tests, papers, the submission of essays, seminar papers, etc. are also carried out contactless.

- 5) Full-time testing is allowed only in a group of up to 10 people.
- 6) During the winter semester, students are not required a minimum attendance at seminars set out in the syllabi to fulfil their study obligations. If attendance is part of the course evaluation, the point evaluation of attendance is transferred to other ongoing activities.
- 7) Students are required to monitor and follow the information from teachers, which are listed in the E-learning of individual courses and sent to students by university email.
- 8) Students can come to the faculty for pre-arranged individual consultations or solve study-related issues. However, electronic communication is preferred to the maximum extent.
- 9) Students can use the services of the University Library in accordance with applicable hygiene measures.

Art. 3

Classes of the University of the Third Age and MBA

- 1) Courses of the University of the Third Age (U3A) are being postponed to the time when the possibility of full-time courses will be renewed.
- 2) The Master of Business Administration (MBA) course is taught in accordance with the valid schedule in person or online, depending on the possibilities arising from the currently valid hygienic measures.

Art. 4

Events organized at the SU SBA during the winter semester

- 1) Matriculation of 1st-year Bachelor's students and graduation ceremony of graduates in the October term are cancelled. Information on the issue of the diploma and the diploma supplement, including the refund of the graduation fee, will be sent to students via email.
- 2) The organization of other events in the premises of the SU SBA (workshops, conferences, etc.) is possible in compliance with all applicable hygiene measures.

Art. 5

Instructions for students and staff of the SU SBA

- 1) Persons with symptoms characteristic of Covid-19 disease (increased fever, cough, dyspnoea, loss of smell, loss of appetite, nausea or vomiting, diarrhoea, conjunctivitis, headache) are prohibited from entering the building. etc.), unless there are symptoms of allergy.
- 2) If an employee has symptoms typical of Covid-19, he or she will inform the supervisor.
- 3) Students and visitors are obliged to stay in the SU SBA building only for the time strictly necessary and to maintain a distance of at least 2 m from each other if this is possible due to the size of the room.

- 4) In all areas of the SU SBA, it is allowed to move only with the nose and mouth covered by a mask, respirator or protective shield.
- 5) The obligation to have the mouth and nose covered does not apply to employees performing work in one place, for example in an office, with a distance of at least two meters from other persons.
- 6) In case of ordered quarantine or SARS-CoV-2 positivity, the employee is obliged to inform the superior about this fact, the student studying in the Czech degree program is obliged to report this fact via e-mail to studijni@opf.slu.cz and the student studying in the English degree program or at the exchange stay is obliged to report this fact via e-mail to ozs@opf.slu.cz.

Art. 6

Final provisions

- 1) Individual provisions of the Decision may be amended by issuing comprehensive or local measures by the competent state and administrative authorities.
- 2) This decision repeals the Dean's Decision No. 11/2020 Measures to prevent the spread of coronavirus at the SU SBA in the winter semester of the academic year 2020/2021 of 21 September 2020.
- 3) This decision enters into force on 2 October 2020.
- 4) This decision takes effect on 5 October 2020.

In Karviná on 2 October 2020



Digitally
signed by
Prof. Ing.
Daniel
Stavárek,
Ph.D. Date:
2020.10.02
07:05:20 + 02'00 '

Prof. Ing. Daniel
Stavárek, Ph.D.
Dean

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