Guidelines for teaching in FS21

15 January 2021
Guidelines for teaching in FS21

a. Basic Principles:

1. The health of students and lecturers must not be endangered.
2. The standard period of study must always be guaranteed whenever possible.
3. In-person teaching must be replaced by distance learning, with the exception of internships and laboratory courses.
4. COVID-19 Regulation 2 UniBe defines the special legal basis in FS21.

b. Guidelines for teaching

1. Classroom teaching is prohibited. Courses must be held online.
2. The only exceptions are courses that are absolutely dependent on local infrastructure. These are laboratory courses and courses that serve as practical training.
   a. No more than 50 students may be present. The smaller the group, the better.
   b. Mixing of groups is to be avoided.
   c. A list of the students present must be kept for each class.
   d. Students with symptoms such as coughing, fever, etc. may not attend in-person courses as long as the symptoms are present. Lecturers have the right and duty to send them home.
3. If a significant improvement in the epidemiological situation should take place, the university board could allow an increased amount of in-person teaching during the semester. In this case, the lecturers will be informed about the new guidelines. However, purely online courses would still be allowed in consultation with the heads of the institutes or with the directors of studies (depending on the organizational mode of the unit).
4. Regardless of the form (distance or in-person teaching), all courses will continue to take place.
5. In podcast lecture halls, lectures can be recorded without an audience. If required, please order the recording here (if not already done) or cancel it (if ordered and no longer needed): podcast@id.unibe.ch
6. All lectures that take place in live streaming mode (using zoom, teams, etc.) must at least be recorded as audio recordings or their content must be made available in an equivalent form.
7. Masks must be worn throughout the entire campus of the University of Bern. This applies to the entire perimeter of the institution, i.e. not only to the buildings but also to their exterior spaces.
8. The general rules of hygiene and protective measures must be respected, e.g. washing or disinfecting hands regularly, airing the lecture rooms regularly, etc.
9. The health of students and lecturers who belong to a risk group must be particularly protected.
10. The first contact-person for lecturers for medical questions in connection with COVID-19 - especially for dealing with people who have tested positive - is in-house doctor Benny Wohlfarth. He can be contacted in the morning, from Monday to Friday, by telephone at +41 31 631 42 98 or +41 75 500 08 98 and by e-mail at betriebsarzt@unibe.ch.
11. The use of the SwissCovid App is highly recommended to students and lecturers.
c. Student assessments in FS21

1. The current situation does not yet allow a clear decision regarding the form of the assessments (in-person or online). It is currently recommended to consider online solutions as far as possible. More detailed information will follow as soon as possible.
2. The examinations must in any case take place, as usual, on the dates set at the beginning of the semester.
3. The existing room reservations made at the beginning of the semester remain valid.

Further information and advice:

- For the most up-to-date information and tips on the organisation of teaching and student assessment, please consult the website www.lehre.unibe.ch/coronavirus
- For didactic advice, the Office of Educational Development with online consultation hours is pleased to assist you. Or via hd@zuw.unibe.ch
- For questions about ILIAS, podcast, video in teaching, and e-collaboration please contact info@ilub.unibe.ch