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Name:	Temporary Suspension of Classes at the Faculty of Applied Informatics, Tomas Bata University in Zlín
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Issued by:	Assoc. Prof. Mgr. Milan Adámek, Ph.D., Dean, FAI
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Article 1 Basic Provisions

This FAI Dean's Decision supplements the current UTB Rector's Decision relating to Temporary Restrictions and Measures taken at Tomas Bata University in Zlín in connection with the COVID-19 Pandemic occurrence, (hereinafter only referred to as the "Rector's Decision"), and applies to **all levels of studies - i.e. Bachelor's, Master's and Ph.D., - and full-time and part-time forms of studies** at the Faculty of Applied Informatics; (hereinafter "FAI"). This decision also applies to all international students who are currently studying or engaged at FAI as part of short-term stays.

Article 2 Exceptional Emergency Measures

- (1) In compliance with the regulations issued by the Regional Public Health Authority of the Zlín Region, a ban has been imposed on physical presence of students of Tomas Bata University in Zlín (hereinafter referred to as "TBU"), and that until further notice, with the exemption of:
 - Individual visits to libraries and study rooms
 - Individual tutorials
 - Examinations where the number of persons present is not higher than 10
 - Laboratory, experimental or artistic work where the number of persons present is not higher than 15 (timetable events listed as practical classes in the IS/STAG system)
 - Individual consultations in Support Centers
 - Clinical and practical classes and practical training
- (2) Scheduled events listed as **lectures and seminars** in IS/STAG will go into the online mode in MS Teams.
- (3) Scheduled events listed as **tutorial** in IS/STAG will run physically at FAI building according to updated schedule announced at FAI web pages (see <https://fai.utb.cz/studium/studijni-oddeleni/rozvrhy/>). If more than 15 people are planned for the schedule event according to IS/STAG, these will be divided into two halves, which will alternate in even and odd calendar weeks. Schedule events with a number of students less than 15 will take place every week according to the updated schedule.

- (4) In the case of the implementation of a scheduled event delivered – delivered online via Microsoft Teams, the procedure is in accordance with Rector's Decision RR/26/2020. The guarantor will inform students about teaching methods well in advance - or the teacher who teaches the subject.
- (5) Teaching staff will provide students with a sufficient amount of supporting materials for their studies - including Online Teaching Recordings available from Microsoft Teams for later playback.
- (6) Teaching students in the part-time study will take place in a distance way - online through MS Teams according to the current schedule in IS/STAG.

Article 3 **UTB and FAI Responsibilities**

- (1) The FAI Dean has appointed a person - the FAI Vice-Dean for Bachelor's and Master's Degree Studies, as being responsible for communications with students and staff - (further only referred to as the "contact person"), about practical instructions and current measures.
- (2) An email address for communications with a contact person: covid@fai.utb.cz has been established. Current information on the emergency situation is available at these address: <https://www.utb.cz/en/coronavirus/>.
- (3) Teaching staff are obliged to keep records of persons attending scheduled events - in the form of an attendance list - in line with the model from Appendix No. 1 to the Rector's Decision, or attendance lists from IS/STAG. Attendance lists are collected at the Secretariats of the relevant institutes who provide tuition.

Article 4 **Communications With FAI Students**

Students with symptoms of a viral disease, (e.g. cough, runny nose, fever, etc.), are recommended to use an electronic form of communication - (telephone, e-mail), with teachers, FAI institutes, the FAI Study Department, the FAI Creative Activities Department, the FAI International Relations and Promotion Department, the FAI Practice Cooperation Department and the FAI Economic Department.

Article 5 **Final Provisions**

This decision cancels and replaces the Dean's Decision RD/24/20, and is valid until further notice.

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