

# Information from the Bauhaus-Universität Weimar

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## ACADEMIC REGULATIONS

<input checked="" type="checkbox"/> The President <input type="checkbox"/> The Chancellor	<b>Second amendment to the General Regulations for Managing the Effects of the Coronavirus Pandemic on Studying and Academic Affairs</b>	Version <b>09/2021</b>
	Processing dept./div. Telephone <b>DSL/Ju 2350</b>	Date <b>14 April 2021</b>

According to § 3, paragraph 1 in conjunction with section § 35, paragraph 1 of the Thuringian Higher Education Act of 10 May 2018 (GVBl. P. 149) last amended by Article 7 of the Act of 23 March 2021 (GVBl. p. 115) and Art. 6 of the »Zweiten Thüringer Gesetzes zur Umsetzung erforderlicher Maßnahmen im Zusammenhang mit der Corona-Pandemie« (Thuringian Implementation of Necessary Regulations in Connection with the Coronavirus Pandemic Act/ 2. ThürCorPanG) of 23 March 2021 (GVBl. 2021 p. 115), the Bauhaus-Universität Weimar issues the following second amendment to the General Regulations for Managing the Effects of the Coronavirus Pandemic on Studying and Academic Affairs of 2 July 2020 (MdU 03/2020), first amended on 28 January 2021 (MdU 03/2021).

On 07 April 2021, the Bauhaus-Universität Weimar Senate passed the second amendment to the General Regulations for Managing the Effects of the Coronavirus Pandemic on Studying and Academic Affairs. The statutes were approved by the President of the Bauhaus-Universität Weimar on 14.04.2021.

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## Preamble

These regulations are in place to allow the teaching and studying in all study programmes at the Bauhaus-Universität Weimar while taking into consideration the restrictions on public and university life that have resulted from the coronavirus pandemic. The aim is to enable students from all study programmes to continue their education as smoothly and unhindered as possible and to ensure the continued qualification of young academics.

### § 1- Scope

The second amendment to the general regulations applies from the beginning of the 2021 summer semester and applies to all degree programmes at the Bauhaus-Universität Weimar. It supersedes or replaces the study and examination regulations, as well as the matriculation regulations. Study, exam, and matriculation regulations remain otherwise unaffected.

## Section 1 - Study and Examination Regulations

### § 2 - Courses and Exams; Teaching and Examination Formats

- (1) If and insofar as the courses and exams of study programmes cannot take place in the manner and scope outlined by the respective exam and study regulations, particularly in the cases of exams, due to restrictions or other events resulting from the coronavirus pandemic, deviations from standard forms of teaching and exam administration are permitted in accordance with the following regulations.
- (2) Alternative teaching and exam formats must be equally suited to enable students to successfully complete their studies and graduate (competence-oriented teaching and exam system). Digital teaching formats and non-attendance exam formats should be considered as an alternative to attendance-based formats. The course instructor is responsible for decisions pertaining to the use of alternative and equivalent teaching and exam formats. Equal opportunity principles and fairness requirements must be observed.
- (3) Courses that are offered in digital formats must offer students admitted to the course suitable access to course content until the end of the semester or at least until the first opportunity to take the exam.
- (4) Students are to be informed of the exam formats as well as any changes to the scope of the exams based on the preceding paragraphs in good time, if possible at the beginning of the course and as a rule at least four weeks before the exam.
- (5) The faculty responsible for the exam is responsible for the organization, specifically the necessary staff and premises required, of the exam.
- (6) Examinations may be carried out in electronic format or via electronic communication. To this end, examination formats regulated in the examination regulations are supplemented by  
§ 3 - Online In-Person Examinations and § 4 - Online Remote Exams (Remote Exams (Remote Exams))

### § 3 - Online In-Person Examinations

- (1) Exams may take place in electronic format (e-exams) if appropriate.
- (2) The supervision of electronic exams are to take place on the premises of the Bauhaus-Universität Weimar in the presence of a qualified individual who will take the minutes.
- (3) Electronic data must be clearly and permanently assigned to candidates. Candidates must be granted access to exam results in accordance with the general regulations.

- (4) Electronic examinations may only be taken using IT systems (hardware and software) that belong to the university administration or have been approved for these purposes by the Service Centre for Computer Systems and Communication (SCC).
- (5) Should studies or exams to be carried out in electronic formats, students are to be given sufficient opportunity to familiarize themselves with the electronic exam system within the framework of the respective course. Data protection regulations must be followed.

#### § 4 - Online Remote Examinations (Remote Examinations)

- (1) The approved online distance examinations include
  - a) written examinations (e.g. take-home examinations, assignments or essays, video uploads, audio uploads), that are carried out asynchronously or time-delayed and unsupervised, and
  - b) oral examinations (e.g. via videoconference) which are supervised exams that are conducted synchronously or live and usually taken off the premises of the Bauhaus-Universität Weimar via telecommunication.
- (2) Currently, online remote exams in written format where exam supervision is done via computer (e.g. online proctored exams) and exams are taken synchronously (in real time) are **not permitted**. Future feasibility will require fundamental technical and legal clarification.
- (3) Students must be given sufficient opportunity to familiarize themselves with the electronic exam system before the exam. Software services that have been centrally released by the university and which have relevant contracts may be used, e.g. BigBlueButton and DFNconf with Pexip and Adobe Connect.

#### § 5 - Special Provisions under Exam Regulations

- (1) In the case of online in-person examinations and online remote examinations, data protection regulations must be followed. Personal information may be processed insofar as is necessary to properly carry out online examinations. This is especially pertinent for cases of authentication in accordance with paragraph 2 and examination supervision in accordance with paragraph 5. Recording an oral online examination or automated evaluation of image or sound data is not permitted.
- (2) If the candidate is not personally known to at least one examiner in an oral online remote examination in accordance with §4, the candidate's identity must be appropriately proven. Candidates may be required to show their photo or comparable official ID via camera. They may also be required to send a copy of their ID via e-mail or in another form in good time before the examination. The copy of the ID is not included in the examination files and is to be destroyed or deleted immediately after the examination. Candidates must consent to being tested in this format in writing (e.g. by e-mail). Participation in online oral remote examinations is done on a voluntary basis. The voluntary aspect of participating must be ensured by offering an alternative format as stipulated in the respective study and examination regulations during the same examination period, taking into account the principles of equal opportunities, insofar as is permitted and organisationally possible and reasonable for the Bauhaus-Universität Weimar.
- (3) In addition to the documentation requirements in accordance with the respective examination regulations, a record must be made of the examination proceedings. This record must include the start and end times of the examination and any notable circumstances, including any technical issues.
- (4) To ensure the validity and conformity of examination results, the online examinations in accordance with § 3 and § 4 are to be carried out via examination systems provided by the Service Centre for Computer Systems and Communication (SCC) that are specifically configured for this purpose. The results of these tests are to be stored digitally for a period of five years.

- (5) In order to prevent attempts at cheating or deception during oral online remote examinations, candidates may be required to have their camera and microphone on during the examination (video supervision). In addition, video supervision must be set up so that the personal protection and privacy of the candidate are not compromised more than necessary for the legitimate purposes of supervision.
- (6) The uninterrupted examination procedure according to § 3 and § 4 is to be ensured through appropriate technical support. Should technical issues arise at the start or during the online exam, for instance a complete or partial loss of connection, which prevents the exam from abiding by the principle of equal opportunities and the requirement of fairness, either the time loss associated must be compensated for by extending the exam time, or the exam must be cancelled and, if necessary, continued at another time. If an exam is rescheduled, either partially or completely, it will count as a first attempt at the exam. The decision will be according to the examiner's best judgement.
- (7) Uniformly configured workstation computers (e.g. in the university computer pools) are to be used to fulfil the technical requirements for online in-person examinations. Reserve equipment must be on hand. The examiner is responsible for providing a sufficient number of software licences.
- (8) Multiple-choice examinations (answer-only procedure) are only permitted if they comply with the examination regulations, in particular as concerns preparation, implementation, weighting, and assessment.
- (9) Deadlines for term papers, seminar papers, projects, or final papers may be extended as deemed appropriated by the responsible examination committee and may deviate from examination regulations if justified. This applies in particular to students who are responsible for childcare, difficulty accessing scientific literature due to library closures, lab closures, and workshop and workroom closures. The examination committee may also delegate extension decisions to the examiners.
- (10) Should a study programme's study and examination regulations specify that a semester abroad is compulsory, this requirement will be suspended for the 2021 summer semester and the 2021/22 winter semester. The examination committee shall determine the appropriate alternative arrangements for obtaining the required credit points. Should students decide to participate in a semester abroad, they are to be supported to the fullest extent. Services provided by the university, in particular those offered by the International Office, may be relied upon for these purposes.
- (11) Failed exams during the 2021 summer semester or the 2021/22 winter semester will be counted as a free attempt (Freiversuch). This regulation may not be repeatedly applied for the same (module) exam. Completed and passed exams will be graded and will count. Retaking an exam to improve the grade is not permitted. This regulation does not apply to final theses or examinations that been failed because of cheating or breaching regulations.
- (12) The examination committee is responsible for determining if the submission of final papers in electronic format alone complies with the respective study and examination regulations. They are also responsible for determining, in deviation from study and examination regulations, the number of print copies that must be submitted, whereby at least one copy must be submitted.

## **Section 2 - Matriculation Regulations**

### **§ 6 - Part-Time Studies and Leave of Absence**

Notwithstanding § 10 paragraph 2, sentence 1 (part-time studies) and § 13 paragraph 2, sentence 1 (leave of absence) of the matriculation regulations, the application deadline for part-time studies or leave of absence has been extended to 30 September 2021 for the summer semester, and to 31 March 2022 for the 2021/22 winter semester.

### **Section 3 - Implementation and Expiry**

#### **§ 7 – Equality Clause**

Designations made under these regulations apply equally to all genders.

#### **§ 8 - Implementation and Expiry**

- (1) These regulations come into effect on the day following their announcement by the Bauhaus-Universität Weimar. The regulations and exam modifications based on these regulations shall apply only to exams held between 01 April 2021 and 30 September 2021. Unless otherwise stipulated, these regulations are in effect until 30 September 2021.
- (2) § 5 Para.10 and 11, as well as § 6 will continue to be in effect beyond the date of expiry in accordance with Para. 1 for all students enrolled in the degree programme they were enrolled in at the time this second amendment to the general regulations came into effect or who enrol for the first time in the 2021/22 winter semester. § 5 Para. 10 and 11, as well as § 6 expire on 31 March 2022.

Passed by the Senate on 07 April 2021

Approved on 14 April 2021

Prof. Dr. Winfried Speitkamp  
President