



RECTOR'S DECREE NO. 9666

Extraordinary provisions on access to and use of University services, the performance of teaching activities, profit and degree examinations, conference and congress activities, competition procedures for the award of research grants and for the recruitment of professors and researchers

THE RECTOR

- Having regard to the Statute of Università Cattolica del Sacro Cuore, issued by Rector's Decree of 24 October 1996, as amended and supplemented;
- Having regard to the University Teaching Regulations of Università Cattolica del Sacro Cuore, issued by Rector's Decree of 29 October 1999, as subsequently amended and supplemented
- Having regard to Decree-Law No. 44 of 1 April 2021 on 'Urgent measures for the containment of the COVID-19 epidemic, SARS-CoV-2 vaccinations, justice and public competitions' converted by Law No. 76 of 28 May 2021, as amended
- Having regard to Decree-Law No 52 of 22 April 2021 on 'Urgent measures for the gradual resumption of economic and social activities in compliance with the needs to contain the spread of the COVID-19 epidemic', converted by Law No 87 of 17 June 2021, as amended
- Having regard to Decree-Law No. 14 of 25 February 2022 on 'Urgent Provisions on the Crisis in Ukraine', converted by Law No. 28 of 5 April 2022, as amended
- Having regard to Decree-Law No 24 of 24 March 2022 on 'Urgent provisions to overcome the measures to combat the spread of the COVID-19 epidemic, as a consequence of the end of the state of emergency, and other provisions on health matters', converted by Law No 52 of 19 May 2022, as amended
- Having regard to the order of the Minister of Health of 28 April 2022;
- Having regard to Decree-Law No 162 of 31 October 2022 on: 'Urgent measures concerning the prohibition of the granting of prison benefits to prisoners or internees who do not cooperate with justice', as well as concerning the entry into force of Legislative Decree No 150 of 10 October 2022, 'SARS-COV-2 vaccination obligations and the prevention and combating of illegal gatherings', converted by Law No 199 of 30 December 2022
- Having regard to his own Decree No. 8809 of 22 July 2022 on: 'Extraordinary provisions on access to and use of the University services, the performance of teaching activities, profit and degree examinations, conference and congress activities, and competition procedures for the award of research grants and for the recruitment of professors and researchers'
- Having regard to the resolutions adopted by the Academic Senate at its meetings of 23 January and 13 February 2023;
- Having regard to the resolutions adopted by the Board of Directors at its meetings of 26 January and 22 February 2023,

DECREES



Art. 1 **(General rules)**

Università Cattolica del Sacro Cuore hereby intends to update the way in which university activities are carried out, in line with the regulatory framework.

In this regard, while fully implementing the provisions on prevention and protection of public health and safety laid down in the current legislation, the University, as a precautionary measure, considers it appropriate to maintain certain organisational guidelines, including

- the monitoring of university activity, by the Administration Directorates, through the analysis of data extracted from attendance systems, where possible;
- supervision, by the security services, of the flow of people inside the buildings.

In order to enable the implementation of the above, students will continue to be required to hold their university *badge* (or, failing that, their health card) to gain access to the University premises and buildings, and at the entrances, if requested by the security staff, they will have to validate their *badge* in the appropriate readers.

Research activities in laboratories, departments and institutes, and access to library services take place in compliance with the rules and organisational measures adopted by the University.

Public services (e.g. libraries, Polo Studenti, Orientation and Tutoring) are provided in presence, as well as remotely, by reservation according to the modalities available on the University website. Other study and consultation services (e.g. library study rooms, consultation rooms) are also managed by reservation according to the methods available on the University website, in order to facilitate their use by students.

Office hours continue to be held, by agreement with the lecturer concerned, in person or remotely, using connection tools that allow the best possible interaction between lecturer and student.

Art. 2 **(Method of conducting teaching activities)**

With reference to all the University campuses, lectures and other frontal teaching activities relating to courses aimed at students enrolled in all the years of undergraduate, graduate, and integrated degree programmes, as well as specialising master, specialisation, postgraduate, and PhD programmes, are delivered in person, in compliance with the schedule prepared by the competent teaching structures. The calendar, timetable and teaching methods are available on the *iCatt* portal and on the *iCatt* app.

In particular, for undergraduate, graduate and integrated degree programmes, the identified method of conducting classroom lessons, without simultaneous broadcasting via *streaming* and with recording of the same, is valid until the end of the academic year 2022/23, also taking into account the specific needs of students with disabilities and students with specific learning disorders.



Workshops, seminars and extracurricular activities aimed at the university community are conducted in person at the university premises, according to the schedule drawn up by the relevant teaching structures.

Lecturers conduct their lectures from the University classrooms, according to the schedule drawn up by the Venue Planning Office on the basis of the determinations made by the relevant teaching structures.

Lecture recordings remain available only to registered students for a period of time to be determined by each Faculty; recordings may be viewed but not downloaded.

The teaching activities of specialising master programmes and specialisation courses may also be conducted in telematic mode, in accordance with the criteria and technologies already identified.

Art. 3 (Procedure for conducting profit examinations)

At all campuses of the University, oral and written profit examinations are held in person, based on the scheduling by the relevant teaching structures.

Students who are unable to participate in the tests to be taken in person may be admitted to take the examination remotely, provided that the examination is taken orally, by self-certifying - in the appropriate application when registering for the examination - the occurrence of one of the following exceptional situations:

- a) serious health reasons, such as medium/long-term hospitalisation or prolonged illness, for which the competent doctor at the student's place of enrolment advises against taking the examination in person;
- b) students with difficulties returning to Italy:
 - from countries that have introduced restrictions on outward mobility;
 - for restrictions introduced by our country on incoming mobility;
 - because of the conflict in Ukraine;
- c) internationally mobile students, subject to the favourable opinion of the Dean of the relevant Faculty. Each Faculty, according to its own peculiarities and needs, defines specific internal provisions or procedures to which reference should be made.

Exceptions for other reasons are not permitted. The existence of the above-mentioned impediments to participation in the tests to be held in person may also be verified by means of requests for documentation and spot checks.

The re-scheduled test may be held remotely for students who find themselves in the situations of inability to take part in presence referred to in points a), b) and c) above, in consideration of the need for orderly running of the tests, on the same or a different date, but no later than 5 days after the scheduled test in presence.

Examination schedules are made available on the *iCatt* portal and the *iCatt* app, and appropriately communicated to students by the relevant teaching structures.



Art. 4 (Conduct of the final tests)

With regard to the delivery of final examinations for undergraduate, graduate and integrated degree programmes, all Degree Commissions (including the proclamation ceremonies for undergraduate degrees) are convened in presence at all University campuses.

Graduands will be present in the classroom; the possibility of taking the examinations relating to the final examination remotely will be granted to students who present an impediment to taking part in the examinations by self-certifying, on receipt of the invitation, the occurrence of one of the following exceptional situations:

- a) serious health reasons, such as medium/long-term hospitalisation or prolonged illness, for which the competent doctor of the student's place of enrolment advises against taking the examination in person;
- b) students with difficulties returning to Italy:
 - from countries that have introduced restrictions on outward mobility;
 - for restrictions introduced by our country on incoming mobility;
 - because of the conflict in Ukraine.

Exceptions for other reasons are not permitted. The existence of the above-mentioned impediments to participate in the final examination to be held in person may also be verified by means of requests for documentation and spot checks.

The Deans of the Faculties and the Administration Directorates of the relevant campuses determine the number of persons admitted to attend, and the manner in which the ceremonies are to be organised.

Art. 5 (Traineeships activities)

The activation and continuation of traineeships at host institutions that guarantee appropriate conditions of performance, including remotely, is permitted.

If the traineeship is interrupted by the host organisation, it may be completed by means of further activities agreed upon with the teacher of reference, for the purpose of achieving the same training objectives and the acquisition of the university training credits (C.F.U.) envisaged.

Traineeship activities may also be hosted at the University premises according to the schedule drawn up by the relevant teaching structures.

With regard to the training and qualifying traineeships of the "A. Gemelli" Faculty of Medicine and Surgery programmes, they are carried out in presence, without prejudice to the application of the relevant legislative provisions and the provisions adopted by the competent healthcare facilities.

Art. 6



(Conferences, congresses and meetings)

Conferences, congresses, other events and ceremonies take place in accordance with the necessary organisational measures defined in coordination with the relevant Administration Directorates.

Meetings of the collegial bodies may be held in presence and/or remotely.

Art. 7

(Competition procedures for the award of research grants and for the recruitment of professors and researchers)

Competition procedures for the awarding of research grants and for the recruitment of professors and researchers may also be conducted electronically, in accordance with the criteria and technologies already identified.

Art. 8

(Final rules)

The above provisions are applicable, as far as compatible, to specialising master, specialisation, postgraduate, and PhD programmes.

Specific guidelines are provided for the access of international students, also in relation to the provisions established by governmental authorities.

The aforementioned measures shall enter into force on 1 March 2023, and shall remain in force to the extent that they are compatible with existing or future regulatory directions and until new regulations are determined.

Milan, 23 February 2023

THE RECTOR
(Prof. Franco Anelli)
F. Anelli

THE GENERAL MANAGER
(Dr Paolo Nusiner)
P. Nusiner



UNIVERSITÀ
CATTOLICA
del Sacro Cuore