

Resolutions and recommendations of the Crisis Staff Teaching Chemistry and the Crisis Staff of the Faculty of Chemistry
for the summer semester 2020 ("Corona")

Status: 20.05.2020

This list is constantly being updated and new topics/decisions added.

Higher-level university regulations also apply, which can be viewed at: <https://www.uni-goettingen.de/de/622779.html>

Bachelor and Master theses / research internships / lab rotations

About the university-wide regulations on the extension of processing times for work in progress

- If the university-wide extensions are not sufficient with regard to the work possibilities in the laboratory, applications for hardship cases can be submitted to the responsible PF chairman.
- New final theses with theoretical topics that can be sufficiently well carried out and supervised in the home office can also be started during the suspension of attendance at the faculty. In this case, the regular deadlines for submission apply.
- Experimental theses, research internships, etc. can be resumed in compliance with the regulations for research operations. In this special case, 2 persons per bench/corridor are permitted by way of exception, whereby the minimum distance of 1.5 m should generally be observed. If the 1.5 m distance rule cannot be observed for a short time - especially when training new persons - the persons concerned must wear mouth and nose protectors.

PhD:

- Defenses will be held under the already separately published general conditions as a presence examination with limited university public access.

Lectures in the summer semester:

(major subject chemistry; deviating regulations for minor subjects and imports from other faculties are possible!)

- Lectures in the summer semester 2020 will be held as asynchronous digital offerings, i.e. videos will be put online in good time. During the time slots provided in the timetable, lecturers will offer at least one hour/week of interaction/questioning opportunities, e.g. via chat.
- Lectures will be compacted to the first 7 weeks of the lecture period (from 20 April 2020) in order to allow for the exclusive execution of practical courses towards the end of the semester.
- It is suggested that the lecture recordings should not necessarily be based on the 45/90/120 minute duration known from classroom teaching, but should be divided into smaller, didactically and content-wise meaningful sections in order to avoid producing too large video files.

Exercises and seminars in the summer semester:

(major subject chemistry; deviating regulations for minor subjects and imports from other faculties are possible!)

- The exercises and seminars should, as far as possible, be carried out in an interactive, digital format (video conference or similar) and supplemented with exercise sheets, homework, etc. provided digitally, ideally via StudIP.

Lab courses in the summer semester:

(major subject chemistry; deviating regulations for minor subjects and imports from other faculties are possible!)

- Wherever Lab courses can be carried out digitally in whole or in part, e.g. as computer exercises or with videos of the assistants conducting the experiments, this should be prepared (see also below)

Lab courses (first minor, later major) will start at the faculty on June 8, 2020 in a reduced scope in accordance with the infection prevention regulations of the Presidential Board. The following general requirements apply:

- Digitalization of the Lab courses as far as possible (security instructions, preliminary protocols, antestates, protocol meetings and certificates,
- Thinning out the content of the Lab courses and reducing the number of experiments as far as possible (but the teaching of essential skills must be guaranteed)
- By digitizing and reducing the content of the Lab courses, each internship should be reduced to an average of 50% of the time spent in attendance.
- As far as possible, Lab Courses will be carried out as block courses (in normal operation, however, different Lab courses will take place alternately at the same laboratory locations on different days of the week); block courses will reduce cohort changes and the need for interim disinfection. The block structure also prevents or reduces the simultaneous activity of assistants in teaching and research. A schedule is available for this purpose, taking into account the available space.
- The practical training buildings will remain closed until further notice. Access to the internships for chemistry major students is made possible by a locking profile on the student cards. For minor subject Lab courses, the course management organizes fixed admission times, at which the participants are picked up at the entrance; the same applies to break times.
- Work in teams of two or in groups is only possible if the minimum distance of 1.5 m is observed; group work should be replaced by individual work as far as possible.
- in the case of large practical training rooms, rooms and paths shall be organised (if necessary by cordoning off sub-areas) in such a way that mixing of the sub-groups in practical training is avoided as far as possible (accessibility of escape routes and other safety measures must be guaranteed); the equipment of the laboratory places might need to be extended in some cases. Access to the chemical dispenser is organised in such a way that contacts are minimised and a minimum distance is maintained; access to the practical training areas must be regulated accordingly to avoid contacts; in the case of "shift operation" (morning/afternoons), a break of at least 1 hour must be planned in order to avoid contacts due to overlapping and, if necessary, to enable disinfection of the workstations in the meantime.
- In some practical courses in physical chemistry, it is not possible to work with a fixed allocation of supervisors and subpopulations - rather, there is one supervisor per experiment,

since in this case, in-depth expertise of the supervisors must be available, which cannot be guaranteed for all experiments for all supervisors. Here, however, organisational measures are taken to ensure that the minimum distance is maintained.

- Safety instructions should be given digitally via the BigBlueButton-plugin in StudIP. This way, the personalized registration can be used as proof of participation.
- Assistants should have mouth-and-nose protection handy so that they can intervene spontaneously if safety-relevant situations require it. In this case, the minimum distance may have to be kept to prevent damage. Depending on the specific context of the Lab course, the mouth-and-nose protection must be worn throughout if regular discussions with the students take place; otherwise it can be removed. Details are decided by the professor in charge of the Lab course.
- Students must wear a mouth-and-nose-protection when entering and leaving the practical training room, during discussions with the assistants and if, for example, the distance to others is less than 1.5 m when collecting materials. The mask should therefore be kept handy (while observing the other safety standards, e.g. regarding possible contamination with chemicals). Details will be decided by the professor in charge of the Lab course.
- Mouth and nose protectors worn during Lab courses should be made of cotton.
- the presence/composition of the subgroups and the place plans in the Lab course must be documented and kept according to the deadlines communicated by the Presidential Board. A copy of the documentation will be sent to the dean's office (as a scan by e-mail). The name, matriculation number, e-mail address, telephone number and the attendance times must be documented for each person. This also applies to the technical and scientific support staff.
- defined, consistent assignment of subgroups and supervising assistants in an Lab course (e.g. 10 students per assistant)
- In the course of the necessary longer opening hours, the working hours of the employees working on the Lab courses will be changed to the time between 8 a.m. and 8 p.m. This applies to the time during which Lab courses are carried out.
- In individual cases, work on Saturdays is necessary. The employees designated for this purpose must be registered with the Dean's Office by 19 May 2020, including details of the exact times of work. Registration with the Staff Council will then be done centrally via the Dean's Office. Registration with the Staff Council has been completed, but re-registration is still pending.
- The Lab course supervisor is responsible for the proper execution of the internships. This also applies to the Lab course activity during the extended office hours as well as on Saturdays. The Lab course supervisor must be reliably available during the Lab course period (at least by telephone).

Attendance requirements / Access requirements

- Attendance requirements in digitally conducted events are suspended.
- Admission requirements that could not be fulfilled due to missed/postponed examination dates after the suspension of attendance teaching (16.3.2020) will be suspended. An exception is the passing of module B.Che.1001 (Introduction to General and Inorganic Chemistry) as an entrance requirement for module B.Che.1103.

Scope of Lectures / Dealing with Holidays

The scope of the lectures may not exceed that of a regular attendance semester. The sum of the video minutes can be taken as a guideline. In this context, public holidays are also to be considered as in a presence semester, i.e. they are not to be occupied with teaching.

Exam dates:

- **Written examinations** will be held again according to the schedule sent out separately and in accordance with the rules of the Presidential Board for attendance examinations. Appointments for minor subject exams are arranged by the respective lecturers.
- At the latest 2 weeks before the date of the exams, the organisational procedure must be announced to the registered students via StudIP.
- Students from risk groups must report at least one week before the exam date to discuss any special protective measures that may be necessary, e.g. a distance greater than 1.5 m.
- Fixed seating plans must be prepared so that each participating person can go directly to their seat.
- The identity check should be carried out in the entrance area. The workshops will make spit barriers to protect the person carrying out the check.
- The documentation of the seating plans with attendance times etc. is to be sent to the dean's office in copy (as a scan by e-mail).

- **Oral examinations** can be conducted immediately, provided that the university infection prevention measures are observed. A copy of the documentation of those present with attendance times etc. (as a scan by e-mail) must be sent to the Dean's office.

- Please compare the failure rates with those of previous semesters. In case of a significant increase in the failure rates, please contact the Teaching Crisis Committee in order to make arrangements for possible hardship cases, especially if the examination is a prerequisite for admission to further modules.

Exam correction insights:

- As it is currently not possible to offer these to large groups, please offer the possibility of viewing to small groups with the following priority:
 - 1) Students who have just failed their exams and still have a chance to have a few missing points corrected by the review
 - 2) Further small groups according to the spatial conditions.
- For those students who have not yet been able to inspect the notes, they are provisionally entered in FlexNow.
- Examinations should take place in the lecture halls or large seminar rooms. If the weather is fine, they can also take place outside. The dates for these must be entered in the UniVZ to avoid overlapping.

Teaching evaluation

- The university-wide teaching evaluation via EvaSys is suspended for the summer semester 2020. In individual cases, teachers can apply for it at the Dean's Office (Fr. Trzeciok), if it is important for junior research group leaders, for example.
- However, the Teaching Crisis Committee urgently recommends a small interim evaluation of the digital courses, especially the compact lectures after the 3rd week of the event. A

proposal for a questionnaire that takes into account the special features of digital teaching will be made available to the teachers

Literature supply

- The Faculty, in cooperation with the SUB, is making every effort to make as many chemistry textbooks as possible available as eBooks. Current status: The ebooks have been purchased. A reduced lending service will be available again in the BB Physics shortly.

Pre-Study Option 6th Bachelor Semester

For students in the 6th Bachelor semester, the pre-study option (§9a PStO) is extended upon individual consultation with the Dean of Studies and the Chairman of the Examination Board. If students already have 120 credits, they can attend lectures from the Master's programme, which will later be credited in the Master's programme in Göttingen. (Applications with current FlexNow excerpt to dekanat@chemie.uni-goettinge.de)