

Guidelines for Holding Video Conferences

(Decision made by the Rectorate on 8/12/2020 on the recommendation of the Study Committee)

The following instructions shall be observed when holding digital classes as video conferences, but are subject to final legal assessment. The instructions comply with the guidelines of other higher education institutions (i.a. RWTH Aachen University).

Hochschule Stralsund University of Applied Sciences (UAS Stralsund) encourages both teachers and students to turn on their cameras or at least their microphones during predominantly interactive online classes, such as practicals or seminars.

Additional regulations for classes with compulsory or required online attendance

For classes with compulsory attendance (e.g. preliminary assessed work for examinations) or required attendance (= classes which, due to their nature and the way they are held, rely on intensive interaction with all participants – in particular on interactive seminars in smaller groups), teachers can insist on students having their cameras switched on temporarily or during the entire length of the online classes. The inviolability of the home is not affected by this because students have the opportunity to choose a neutral background. If a teacher has previously announced the required permanent activation of the camera, s/he may exclude students who turn off their cameras without technical grounds, from taking part in the online classes. If, in individual circumstances, technical grounds prevent students from turning on their cameras, teachers and the students concerned shall come up with and agree upon a solution.

Teachers are required to report classes with compulsory or required online attendance to the Pro-Rector for Studying and Teaching and the Dean of Studies in due time prior to the class, indicating the reasons; and, to inform students in good time.

Teachers are authorised to verify student identities for classes with compulsory or required online attendance. The means of verification is determined by the teachers. For example, students could state their names or show their HOST Cards (showing only their photos and names).

Recording: If classes are being recorded, teachers cannot insist on students turning on their cameras or their microphones. Recordings are merely authorised if the students concerned have signed a voluntary declaration of consent for the recording.