

FACULTY OF SOCIAL WORK'S CONTINGENCY PLAN FOR THE PREVENTION OF CORONAVIRUS INFECTION

Following the instructions of the COVID-19 Monitoring Commission of the University of Murcia, the following measures are adopted, the temporal scope of which will be marked by the rector's resolutions which, in turn, will be determined by the regional and state guidelines.

JUSTIFICATION

The health emergency caused by the COVID-19 pandemic has led the competent health authority to close all educational establishments in the Region of Murcia.

Following the instructions of the Rectorate, the Dean's team of the faculty has elaborated a contingency plan. This plan aims to mitigate, within the framework of our powers and depending on the circumstances, which will undoubtedly change in the coming days, the impact that the situation of suspension of teaching activity may have, mainly on students, administration and services staff and teachers, as well as, eventually, on third parties collaborating with our mission.

DETAILS

For the sake of clarity, this Contingency Plan groups together the various resolutions or indications in three general subjects:

- 1.- Teaching activity.
- 2.- Management and administration.

3.- Facilities.

1.- Teaching activity

- a) Classroom teaching activity is suspended as of 16 March 2020 for all degrees taught by the faculty (bachelor's, master's and doctoral). The suspension also affects all activities scheduled, if any, in the Tutorial Action Plan.
- b) Non-attendance teaching activity will guarantee compliance with the objectives set out in the teaching guides. For this purpose, it is recommended that teachers use all the resources available in the Aula Virtual -which have been reinforced these days to support greater traffic-. It is up to each teacher, in accordance with the guidelines set by his or her department, to adapt his or her teaching guide to this temporary situation. We recommend the tutorials on the different tools available in the Aula Virtual.
- c) Also the consultation of the ad hoc page arranged by ATICA to clarify any doubt and facilitate the use of the above-mentioned tools (<http://www.um.es/atica/remoto>). In any case, the Aula Virtual makes it more expensive to provide students with everything the necessary material for the adequate use of learning.
- d) It is recommended that virtual tutoring be expanded, as well as the "virtual" adaptation of face-to-face tutorials, particularly those set out in the commitment documents TFG and TFM students.
- e) (All teachers are reminded, in particular, of the subjects taught by students who have requested the support of the Diversity and Volunteer Support Service, that they should pay special attention to the adaptation of working tools and contents in a virtual environment to these students. For this they have, if they need it, the technical advice from the aforementioned service.
- f) The curricular practices of the degree and masters of the faculty are suspended from March 16, 2020. If difficulties arise that do not make it advisable to do otherwise, they will remain the deadlines set for the submission of papers. In cases where it is not to reach the number of hours foreseen in the teaching guide, the adaptation of contents and sections of the practice reports through laboratory

sessions and simulations, always under the supervision of the practice teachers and through of the Aula Virtual.

- g) The Vice-rectorate of Studies has announced that it is studying possible changes to the calendar the academic period of the second term, to the call for exams and the TF (Final Work) defence.
- h) The students of the faculty in international mobility are invited to follow the instructions given by the Vice-rectorate for Research and Internationalization, without prejudice to the fact that their doubts will also be answered from the dean's office of the faculty. The same recommendation is also given to our students in national exchanges.
- i) Complementary teaching activities are suspended without exception, in particular those related to the ODS and the monthly seminar "Populismos".

2. Management and administration

- a) In general, the service to users of the faculty secretariat will not be interrupted. However, following Management's recommendations, priority will be given to non-presential attention, by means of telephone and telematics communication in the telephones and usual e-mail addresses.
- b) Administration and service staff shall post the information posters on prevention measures.
- c) The website of the Authority will be permanently updated. It will offer all the information that faculty users may need.

3. Facilities

The Rector of the University of Murcia has signed a compulsory resolution, the third point of which indicates

Notwithstanding the provisions of the previous point, and without prejudice to the general recommendation of the health authorities to restrict mobility, such as

the declaration of State of Alarm allows "travel to the place of work to carry out (the) service work, professional or business", members of the university community (WORKERS) may voluntarily access the buildings, using their college cards, to perform essential tasks related with teaching, research, management or administration.

At no time should students or family members have access to university facilities. The following website reiterates that only workers can be accessed to carry out a task essential.

SUBMISSION

The provisions and recommendations of this Contingency Plan, to which all members of the faculty are bound, may be altered, from the time of its approval, if circumstances so advise and, in any case, when so determined by the resolutions issued by the competent political, health or academic authority.

ATTENTION TO DIVERSITY

The Diversity and Volunteer Support Service has contacted students with special educational needs that require some kind of curricular adaptation. These students have an adapted virtual desktop that makes it easier for them to follow classes in virtual mode. More information at; Tlf: 868 88 3934 and adyvol@um.es

TELEPHONES AND CONTACT ADDRESSES OF THE FACULTY

Website: <https://www.um.es/web/trabajosocial/>

Secretary's phone number: 868 88 3495 and 868 88 3490 Secretary's e-mail: tssecretaria@um.es

Others (phone and email): 868 88 3488 / dtsocial@um.es

UMU INFORMATION CHANNELS ON THE COVID-19 PANDEMIC

Web: <http://www.um.es/coronavirus>

Inquiries and notifications: infocovid19@um.es

Remote access to UMU applications: <http://www.um.es/atika/remoto>

International mobility: internacionales@um.es

If you have any doubts about the fulfilment of this contingency plan, please contact the centre: dtsocial@um.es

Signed: Jerónimo Molina Cano

Dean of the Faculty of Social Work