



CONTINGENCY PLAN OF THE INTERNATIONAL SCHOOL OF
DOCTORAL STUDIES AND THE VICE-RECTORATE OF STUDIES TO
REDUCE THE SPREAD OF COVID-19
(Updated the 20th of April 2020)

In accordance with the instructions of the Monitoring Committee of the University of Murcia for the COVID-19, the measures here described shall be adopted within the temporal scope determined by the corresponding rectoral resolutions, in turn contingent on the strategic guidelines of the Autonomous Community of the Region of Murcia and the Spanish Government.

1

On PhD students attending the University facilities:

- PhD students should not attend the University facilities while the current situation lasts, even those whose research is experimental.
- On the webpage <http://www.um.es/atika/remoto> a series of webtools are available for the academic staff to continue their lessons online and for teachers and students to keep in contact via the Internet.
- Students contracted by the University are, as any other employee, subject to the commands of the pertinent authorities.

On PhD students' responsibilities:

- Students shall keep in contact with their tutors and supervisors via the Internet in order to follow an adapted work plan that allows them to carry out their research work and their thesis in the best possible way without attending the UM while the current situation lasts.
- Those PhD students enrolled for the first time who still have not uploaded their Letter of Commitment and their Research Plan are obliged to do so in



accordance with the norms and deadlines established.

- The monitoring and yearly assessment of all PhD students will be carried out on the usual dates (September 2020). Therefore, all students shall upload the necessary documentation onto the PhD platform before the 28th of July 2020.

On tutors' and supervisors' responsibilities:

- Tutoring and supervision of PhD students shall be carried out online. This includes the preparation and monitoring of a research plan adapted to the circumstances imposed by the current health crisis, allowing students to continue with their research work and their thesis in the best possible way without attending the UM.
- Administrative and academic procedures shall be fulfilled within established deadlines, so that no PhD students are disadvantaged. Therefore, tutors and supervisors must upload the annual monitoring report onto the PhD platform before the 9th of September 2020.

On the Academic Committees of the different PhD programs:

- Academic Committees are to perform their usual duties.
- September 20th, 2020 remains as the closing date for the monitoring and yearly assessment of all PhD students.
- Those students with a negative assessment for the 2018/2019 academic year, who enrolled in the 2019/2020 academic year and who should have been evaluated again between the 8th and 21st of March, will be evaluated within 8 days after the state of alarm's suspension.
- Any necessary meeting shall be carried out online via email or any other web-based technology.



On doctoral training activities:

- All on-site courses offered by the EIDUM for the present academic year (September 30th, 2020) will be taught online. Dates for the courses are kept except for two courses that will be take place in September due to their blended learning format: 0008-Animal experimentation and 0022-Scientific instrumentation (magnetic resonance imaging). The following courses will also be taught in September, most probably in an on-line format: 001N-Academic communication in research: writing and publication of articles (Arts, Philosophy and Humanities), 0010- Academic communication in research: public presentation of scientific results, 0015-Preparation and monitoring of research projects and 002N-Research methodology in Health Sciences. The full list of activities and dates can be accessed on the EIDUM website: www.um.es/web/eidum.
- The EIDUM 6th International Doctoral Student Conference is suspended. The eventual rescheduling of the Conference will depend on the course of events.

On incoming and outgoing students:

- Coordinated actions with the Vice-rectorate of research and internationalization will be programmed to minimize potential harm to outgoing students (from Erasmus, SICUE or similar programs) who decide to terminate their stay at other universities and come back ahead of schedule,
- Research stays programmed for the current state of alarm are cancelled. The eventual resumption of these stays will depend on the course of events. Only under circumstances contravening the aforesaid measure should PhD students contact the EIDUM for a request to reassess their situation.



- The decision on the application process for EIDUM grants on national and international stays is postponed. The date of the resolution and the eventual changes in the terms of the application process will depend on the course of events.

On thesis submission:

- Theses can now be submitted online in accordance with the procedure established by rectoral resolution and the instructions published accordingly.

On thesis defence:

- Theses can now be defended remotely in accordance with the procedure established by rectoral resolution and the instructions published accordingly.
- Only for defences programmed for the current state of alarm which had to be cancelled and rescheduled, it may be requested that the defence will be carried out remotely in accordance with the aforementioned rectoral resolution. Should the student decide to wait until the end of the state of alarm, the time that the state of alarm has lasted will not be computed regarding deadlines for all pending processes.

On same dates and deadlines:

- The application dates to change the student's dedication regime (up to the 29th of July 2020 for the present academic year) or extend his/her doctoral studies (up to the 30th of September 2020) remain the same.

For situations not aforementioned, the following guidelines are applicable:





- As for the rest of the students of the University of Murcia, the 2019-2020 academic year has not been interrupted and ends on September 30th, 2020.
- If harm to research or any other essential activity for PhD students that may result from the current health crisis cannot be significantly mitigated within the deadlines and with the extensions to which they are entitled, the affected students may demonstrate it by writing presented in the University Registry, accompanied by supporting documentation. They may also make any request deemed appropriate by addressing it either to the Director of the EIDUM or the Vice-Rector of Studies, as it corresponds, for the duly resolution to be adopted in each case.
- Within the limits of the exceptional current circumstances, any potential harm to PhD students shall be minimized.
- Any member of the University of Murcia involved in a PhD program, either as academic or administrative staff, shall reach each other via email, the University learning platform (Aula Virtual) or any other web-based tool.

For any enquiry or administrative procedure, contact the EIDUM usual email address at eidum@um.es; or the Academic Management Area (Postgraduate Studies Section) at 3rciclo@um.es.

Students and academic staff are expected to strictly follow the instructions given by the pertinent health authorities. The measures adopted are aimed at guaranteeing the continuity of doctoral training remotely. Thus, PhD students shall keep fully up to date with any new information.

The Contingency Plan is to be followed by every member of the academic staff and students of the International School of Doctoral Studies from the 20th of April 2020, and supersedes the previous plan published on the 16th of March 2020.



UNIVERSIDAD DE
MURCIA

Escuela **Internacional**
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