

Mie University Code of Conduct

June 7, 2022

	Type of Activities	Current Level	Overview
1	Educational activities	Level 1	<ul style="list-style-type: none"> - Lectures and seminars: Educational activities (online, hybrid, face-to-face) shall be conducted by taking measures to prevent infection. - Experiments and practical training classes: Educational activities (online, hybrid, face-to-face) shall be conducted by taking measures to prevent infection.
2	Research Activities	Level 1	<ul style="list-style-type: none"> - Research activities shall be conducted by taking measures to prevent infection.
3	Administrative work	Level 1	<ul style="list-style-type: none"> - Staff may come to campus to work by taking measures to prevent infection. - Staff are encouraged to work from home or work staggered hours on campus.
4	On-campus meetings	Level 1	<ul style="list-style-type: none"> - Meetings may be held face-to-face by taking measures to prevent infection. - Online or hybrid meetings are encouraged.
5	Entrance exams, events, gatherings, etc.	Level 1	<ul style="list-style-type: none"> - Entrance exams, events, gatherings, etc. may be held in compliance with the “<u>Mie Prefecture Guidelines for the Prevention of the Coronavirus</u>” by taking measures to prevent infection. - The University may request the cancellation of entrance exams, events, gatherings, etc., depending on the severity of infection around the time when they are held.
6	Campus facilities (libraries, common laboratory facilities, cafeterias, etc.)	Level 1	<ul style="list-style-type: none"> - There is no restriction on the use of campus facilities.

7	Entry into campus by off-campus individuals	Level 1	- Off-campus individuals may enter campus by taking measures to prevent infection.
8	Extracurricular activities	Level 1	- Extracurricular activities may be carried out by taking measures to prevent infection.
9	Domestic business trips and visits	Level 1	- Necessary business trips and visits must be kept as short as possible by taking measures to prevent infection.

Excluding the Faculty of Medicine and affiliated hospital.

1. Educational activities

Level	Standards of Conduct
0	As usual
1	<ul style="list-style-type: none"> - Lectures and seminars: Educational activities (online, hybrid, face-to-face) shall be conducted by taking measures to prevent infection. - Experiments and practical training classes: Educational activities (online, hybrid, face-to-face) shall be conducted by taking measures to prevent infection.
2	<ul style="list-style-type: none"> - Lectures and seminars: Classes shall primarily be held online or hybrid. Face-to-face classes may be held only when other alternatives are not viable. - Experiments and practical training classes: Classes may be held face-to-face. However, <i>zemi</i> seminars and other classes are encouraged to be held online wherever possible. - Hybrid and face-to-face classes shall be held with thorough infection prevention measures in place. - Students participating in face-to-face educational activities shall be monitored by their department or graduate school.
3	<ul style="list-style-type: none"> - Lectures and seminars: Classes shall be held online as a general rule. Hybrid classes shall not be held. Face-to-face classes may be held only when other alternatives are not viable. - Experiments and practical training classes: Classes shall be held online wherever possible. Classes may be held face-to-face only when other alternatives are not viable. - Face-to-face educational activities shall be conducted with thorough infection prevention measures in place. - Students participating in face-to-face educational activities shall be monitored by their department or graduate school.
4	<ul style="list-style-type: none"> - Lectures and seminars: Classes shall be held online only.* - Experiments and practical training classes: Classes shall be held online wherever possible. Classes may be held face-to-face only when other alternatives are not viable. - Face-to-face educational activities shall be conducted with thorough infection prevention measures in place. - Students may not come to campus as a general rule unless they have no choice but to participate in face-to-face educational activities. <p>*Educational consideration shall be given to students who have to participate in educational activities that can only be conducted face-to-face.</p>

	- Students participating in face-to-face educational activities shall be monitored by their department or graduate school.
5	<ul style="list-style-type: none"> - Lectures and seminars: Classes shall be held online only.* - Experiments and practical training classes: Only classes that can be conducted online shall be held.* - Students may not come to campus as a general rule. <p>*Educational consideration shall be given to students who have to participate in educational activities that can only be conducted face-to-face.</p>

2. Research Activities

Level	Standards of Conduct
0	As usual
1	- Research activities shall be conducted by taking measures to prevent infection.
2	<ul style="list-style-type: none"> - Research activities shall be conducted by taking measures to prevent infection. - Research activities at home are encouraged wherever possible.
3	<ul style="list-style-type: none"> - Research activities shall be conducted at home as a general rule. - Ongoing research activities shall be reduced to the minimum required to continue research and conducted with thorough infection prevention measures in place. - Activities to maintain research resources, such as living creatures and precision measurement instruments, may be conducted. - Activities to maintain the University's research functions may be conducted if a special permission is given by a faculty or graduate school dean.
4	<ul style="list-style-type: none"> - Research activities other than those at home shall be suspended. - Activities to maintain research resources, such as living creatures and precision measurement instruments, may be conducted. - Activities to maintain the University's research functions may be conducted if a special permission is given by a faculty or graduate school dean.

3. Administrative work

Level	Standards of Conduct
0	As usual
1	<ul style="list-style-type: none"> - Staff may come to campus to work by taking measures to prevent infection. - Staff are encouraged to work from home or work staggered hours on campus.

2	<ul style="list-style-type: none"> - Staff must work from home or work staggered hours on campus by taking measures to prevent infection. - Staff are encouraged to work in different rooms and offices.
3	<ul style="list-style-type: none"> - Staff shall work from home or work staggered hours as a general rule by taking measures to prevent infection. - Staff shall work in different rooms and offices.
4	<ul style="list-style-type: none"> - Staff shall work from home as a general rule. - The minimum necessary number of staff shall work on campus to maintain university functions by taking measures to prevent infection.

4. On-campus meetings

Level	Standards of Conduct
0	As usual; meetings may be held online.
1	<ul style="list-style-type: none"> - Meetings may be held face-to-face by taking measures to prevent infection. - Online or hybrid meetings are encouraged.
2	<ul style="list-style-type: none"> - Meetings shall be held online as a general rule. - In cases where it is inevitable, such as when online meetings are not appropriate from the aspect of personal information protection and confidentiality, face-to-face meetings may be held by taking measures to prevent infection.
3	<ul style="list-style-type: none"> - Meetings shall be held online as a general rule. - Crisis management-related committee meetings and other face-to-face meetings that have been approved as an exception by the President, a department head, or a graduate school head may be held with a minimum number of participants by taking through measures to prevent infection.
4	<ul style="list-style-type: none"> - Meetings may be held online only.

5. Entrance exams, events, gatherings, etc.

Level	Standards of Conduct
0	As usual
1	<ul style="list-style-type: none"> - Entrance exams, events, gatherings, etc. may be held in compliance with the “<u>Mie Prefecture Guidelines for the Prevention of the Coronavirus</u>” by taking measures to prevent infection. - The University may request the cancellation of entrance exams, events, gatherings, etc., depending on the severity of infection around the time when they are held.

2	<ul style="list-style-type: none"> - The Crisis Management Committee shall deliberate on whether an event or gathering hosted by the University or an external body can be held comprehensively considering the scale of the facilities or rooms to be used, number of participants, public need, social impacts, and other factors. If the event or gathering has been approved by the Crisis Management Committee, it may be held in compliance with the “<u>Mie Prefecture Guidelines for the Prevention of the Coronavirus</u>” by taking measures to prevent infection. - There is no restriction on remote events and gatherings. (No approval by the Crisis Management Committee is required.) - The University may request the cancellation of such events and gatherings, depending on the severity of infection around the time when such events and gatherings are held.
3	<ul style="list-style-type: none"> - The decision of whether the University should hold entrance examinations and other events and gatherings that are of a highly public nature will be determined by the Crisis Management Committee. - There is no restriction on remote events and gatherings. (No approval by the Crisis Management Committee is required.) - The University may request the cancellation of such events and gatherings, depending on the severity of infection around the time when such events and gatherings are held.
4	<ul style="list-style-type: none"> - Entrance exams, events, gatherings, etc. shall be canceled or postponed as a general rule.

6. Campus facilities (libraries, common laboratory facilities, cafeterias, etc.)

Level	Standards of Conduct
0	As usual
1	- There is no restriction on the use of campus facilities.
2	- Restrictions may be placed on the use of campus facilities.
3	<ul style="list-style-type: none"> - The use of libraries and common laboratory facilities shall be limited to the minimum required for educational or research purposes. - The use of cafeterias shall be limited to the minimum necessary.
4	<ul style="list-style-type: none"> - The use of libraries and common laboratory facilities shall be limited to the minimum required for educational or research purposes. - Cafeterias shall not be available.
5	- No campus facilities shall be available.

7. Entry into campus by off-campus individuals

Level	Standards of Conduct
0	As usual
1	- Off-campus individuals may enter campus by taking measures to prevent infection.
2	- Non-essential entries shall be refrained from. - Off-campus individuals shall stay on campus as short as possible while taking measures to prevent infection.
3	- Entries into campus by off-campus individuals shall be prohibited except for those who enter campus to maintain university functions; their stay on campus shall be limited to the minimum.

Part-time faculty and staff members are regarded as our on-campus individuals.

8. Extracurricular activities

Level	Standards of Conduct
0	As usual
1	- Extracurricular activities may be carried out by taking measures to prevent infection.
2	- Online extracurricular activities shall be permitted. Some face-to-face extracurricular activities that have been permitted may be conducted. - Permission shall be given by the Director of the Organization for Student Affairs after discussion with the Center for Physical and Mental Health.
3	- Extracurricular activities may be carried out online only.

9. Domestic business trips and visits

Level	Standards of Conduct
0	As usual
1	- Necessary business trips and visits must be kept as short as possible by taking measures to prevent infection.
2	- Business trips and visits to <u>areas subject to the state of emergency and areas where “priority measures such as prevention of spread” are applied</u> shall be made by reporting to or obtaining permission from the head of their department or graduate school. The guidelines set by the local government of the designation must also be followed.

3	- Business trips and visits to areas subject to the state of emergency and areas where “priority measures such as prevention of spread” are applied shall be refrained from.
4	- All business trips and visits shall be refrained from.

For overseas business trips and visits, follow the regulations specified at the MOFA Overseas Safety Website and the website of Mie University Center for Physical and Mental Health.