



§ 95 Specific procedures for doctoral thesis defence held partly or entirely online at the School of Health and Welfare at Jönköping University

Pursuant to Chapter 6 Section 33 of the Swedish Higher Education Ordinance (SFS 1993:100), doctoral thesis shall be presented and defended orally in public. A public defence implies that it shall be open to the public. For this reason, special measures are required so that doctoral thesis defence held online can be made accessible to the public.

- The Chair of the public defence, the doctoral student and at least one of the supervisors should be physically present at the defence. If this is not possible due to the risk of infection, travel restrictions or similar circumstances, they may participate via a video conference. The opponent, members of the examining committee and other supervisors may attend in person or participate via video conferencing.
- The technology to be used shall be in place and tested in good time prior to the defence. The Research School Coordinator is responsible for contacting IT services. Before and at the beginning of the defence, a member of staff from IT services shall be present to assist in rectifying any problems that may arise. A participant from IT services shall be on call throughout the defence so that they can quickly attend if needed.
- A list of the telephone numbers to all participants (examining committee, opponent, doctoral student and supervisors) shall be made available. The principal supervisor is responsible for ensuring that such a list is prepared prior to the defence.
- The Chair of the public defence is responsible for pausing or postponing proceedings in the event of technical issues making it necessary.
- The public may attend the defence but shall not exceed the Public Health Agency of Sweden's recommendations regarding how many people are permitted to gather in one place. The participants and audience shall be allocated places in the venue for the public defence based on the risk of infection. These places shall be allocated by a host appointed by the Research School of Health and Welfare.
- Participation via video conferencing: the Chair of the public defence is responsible for creating a video link with the support of the Research School and IT services. If necessary, the Chair may appoint someone to provide technical assistance when staff from IT services are not present. Video links shall be sent to the principal supervisor and The Research School Coordinator. The principal supervisor is responsible for conveying the relevant information to the doctoral student, opponent, examining committee and other supervisors. The video link shall be open from 15 minutes before the defence begins. Everyone is encouraged to be in attendance in good time so that proceedings can begin on time.

- Information on how to participate via video link shall be announced and sent out together with the invitation to the public defence. The Research School Coordinator is responsible for sending out this information.
- Everyone participating in the public defence, whether in person or via video link, shall be able to see and hear all other participants and the presentations being made.
- Those in the auditorium may ask questions via video conferencing. The chair of the public defence is responsible for explaining the procedure for this and for giving the floor.
- In order to ensure that the examining committee's meeting after the public defence takes place without unauthorised access, a separate video link shall be created accessible only to the chair of the public defence, the examining committee, opponent and supervisors. The chair of the public defence is responsible for ensuring that this link is established. Supervisors and the Chair of the public defence shall leave the video room prior to a decision being reached.
- After its meeting, the examining committee shall announce its judgement of the dissertation and defence orally via the video link that is open to the public.
- If the Chair of the Examining Committee is unable to attend physically, the minutes of the meeting shall be sent to Chair of the Examining Committee either by post or email. The Chair of the Examining Committee then signs, scans and emails the minutes immediately after the decision has been reached and then sends the original minutes by post. NOTE! If the Chair of the Examining Committee is not in physical attendance, it is important that they have immediate access to a scanner.

Dean's decision enters into force 27.05.2020

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