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# **MARIA CURIE-SKŁODOWSKA UNIVERSITY**

## **STATUTES**

of 29 May 2019

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## **PREAMBLE**

The Maria Curie-Skłodowska University,  
faithful to the ideals of humanism and the academic tradition,  
mindful of the scientific achievements of its great Patron,  
conducts scientific research  
while educating and shaping young people  
for the benefit of the Republic of Poland.

In its activities, the University is guided by the principle “Scientiae civibusque servire”.

## **CHAPTER I UNIVERSITY**

### **§ 1**

1. The Maria Curie-Skłodowska University, hereinafter referred to as the “University”, is a public university bearing the name of a great Polish scholar and operating in the European higher education area.
2. The official acronym of the University's name is UMCS.
3. The University may use foreign language equivalents of its name.
4. The University operates pursuant to the Act of 20 July 2018 – *Law on Higher Education and Science* (Journal of Laws, item 1668, as amended), hereinafter referred to as the “Law”, the Statutes and other internal regulations and established academic customs.

### **§ 2**

1. The seat of the University is located in the city of Lublin.
2. The University may conduct its activities outside its seat, through branches.

### **§ 3**

1. The University operates in accordance with the principle of freedom of research and teaching.
2. Drawing in its activity on the best models of European culture, the University follows Polish national traditions and good academic customs.
3. The University performs its tasks cooperating with national and foreign scientific, scientific and teaching, cultural and educational institutions, as well as local governmental and non-governmental organisations and entrepreneurs.
4. The fundamental tasks of the University are:
  - 1) conducting scientific research and artistic activities;

- 2) educating scientific staff and doctoral students;
- 3) educating students, developing their ability to think independently and creativity and preparing them for professional work;
- 4) shaping civic virtues, including respect for truth, conscientious work, principles of democracy and respect for human rights;
- 5) acting for the practical application of science and art; providing research services and transferring knowledge and technology to the economy;
- 6) disseminating scientific and cultural achievements;
- 7) acting for the benefit of local and regional communities.

#### § 4

1. Staff, doctoral students and students constitute the University community.
2. The University shall ensure that the members of the community participate in decision-making on the terms laid down in the Law and the Statutes.
3. The bodies of the University and the persons holding managerial positions at the University shall cooperate with trade unions and other organisations of staff, doctoral students and students, including the doctoral students' self-government, the students' self-government and students' research clubs. Detailed principles and forms of cooperation shall be laid down by the Rector.
4. The University shall take care to maintain ties with its alumni and shall cooperate with their organisations.

## CHAPTER II

### SYMBOLS, ACADEMIC CUSTOMS AND HONORARY TITLES

#### § 5

The University's Day falls on 23 October, commemorating the date on which the University was founded in 1944.

#### § 6

1. The symbols of the University are the coat of arms, logo, banner, flag and seal, the design of which is set out in Appendix 1 to the Statutes.
2. The emblem of the University, as defined by the regulations on specimens of graduation diplomas, is the University's coat of arms.
3. The song traditionally performed during academic ceremonies is *Gaude Mater Polonia*.

#### § 7

1. The Rector, Deputy Rectors, institute directors, deans, professors, persons holding the degree of doktor habilitowany and doctor employed at the University have the privilege of appearing in traditional gowns, with the insignia of the offices they hold.

2. The organisation and conduct of university ceremonies, as well as the design and colours of the gown and the type of insignia, and the rules for their use, are defined by the Senate in the Academic Ceremonial Regulations.

#### § 8

1. The highest dignity of the University is the title of doctor honoris causa.
2. The title of doctor honoris causa is conferred by the Senate on persons with outstanding academic achievements and of widely recognised moral authority, as well as outstanding statesmen and authors of literature and art recognised internationally.
3. The title of doctor honoris causa cannot be conferred on a person who has obtained the doctoral degree at the University.
4. A proposal for the conferment of the title of doctor honoris causa may be submitted by a group of at least 10 staff members employed at the University who hold the title of professor.
5. The proposal referred to in section 4 is assessed by the Convention of Honorary Dignitaries composed of the rectors of the University of previous terms. The Convention is chaired by the Rector in office. § 16(1) of the Statutes relating to quorum shall not apply to the Convention's meetings.
6. Proceedings for the conferment of the title of doctor honoris causa before the Senate include:
  - 1) the appointment of a supervisor and three reviewers with the title of professor or employed as professors at foreign universities, with only one of the reviewers being employed at the University;
  - 2) presentation of the review;
  - 3) adoption of a resolution on the conferment of the title of doctor honoris causa.
7. The ceremony for the conferment of the title of doctor honoris causa shall be held in accordance with the academic ceremonial rules.
8. The conferment of the title of doctor honoris causa is entered in the Book of Dignities of the Maria Curie-Skłodowska University.

#### § 9

1. The Senate may confer the title of honorary professor of the Maria Curie-Skłodowska University on persons with significant academic achievements, of merit for the education of students and doctoral students and the development of the University's scientific staff.
2. The proposal for the conferment of the title is submitted by the Rector, on their own initiative or on the initiative of the institute's scientific council, after consultation with the Convention of Honorary Dignitaries referred to in § 8(5) of the Statutes.
3. The ceremony for the conferment of the title shall be held in accordance with the academic ceremonial rule.
4. The conferment of the title shall be entered in the Book of Dignities of the Maria Curie-Skłodowska University.

#### § 10

1. A person or an institution of particular merit to the University may be awarded the "Amicis Universitatis Mariae Curie-Skłodowska" medal by the Senate.

2. The medal is awarded at the Rector's request, after consultation with the Convention of Honorary Dignitaries referred to in § 8(5) of the Statutes.
3. The award of the medal shall be entered in the Book of the Distinguished and Meritorious of the Maria Curie-Skłodowska University. The medal is presented during academic ceremonies.

#### § 11

1. A person of merit for the University may be awarded the "Medal for Merit to the Maria Curie-Skłodowska University."
2. The medal is awarded at the Rector's request.
3. The award of the medal shall be entered in the Book of the Distinguished and Meritorious of the Maria Curie-Skłodowska University. The medal is presented during academic ceremonies.

#### § 12

Detailed rules for the procedure, including the definition of the circle of entities initiating it and the procedure for the conferment of the titles and the awarding of the medals referred to in this chapter are laid down in a resolution of the Senate.

#### § 13

Doctoral and postdoctoral promotions are held in accordance with the academic ceremonial rules.

#### § 14

1. A person who has been awarded the doctoral degree at the University and has distinguished themselves in their work for the University or society may have their doctoral renewal during a ceremony.
2. The renewal of the doctorate takes place 50 years after the award of the doctoral degree.
3. The resolution on the renewal of the doctorate shall be adopted by the Senate.
4. The ceremony shall be held in accordance with the academic ceremonial rules.

### **CHAPTER III UNIVERSITY BODIES**

#### § 15

1. The single-person body of the University is the Rector.
2. The collective bodies of the University are:
  - 1) Senate;
  - 2) University Council;
  - 3) scientific councils of the institutes.

## § 16

1. Resolutions of the collective bodies of the University and of the collective consultative and advisory bodies at the University are adopted by a simple majority of votes in the presence of at least half of their members, unless otherwise stipulated by law or the Statutes.
2. Voting on personal matters is secret. At the motion of a member of a collective body of the University or of a consultative and advisory body, the chairperson of the meeting shall order a secret ballot also on other matters. If the chairperson of the meeting does not take into account the motion for a secret ballot, the mover has the right to appeal to the collective body of the University or the consultative-advisory body, which may order a secret ballot on the matter in question under a resolution.

## § 16a

1. Meetings of the collective bodies of the University and of the consultative and advisory bodies at the University may be held using electronic means of communication, provided that they ensure real-time transmission of the meeting, enabling its participants, who are in a place other than the place of the meeting, to speak during the meeting and to vote, while observing the necessary security rules. A relevant decision shall be taken by the chairperson of the collective body of the University or of the consultative and advisory body at the University.
2. The meeting shall be held at the place where the chairperson is present.

## § 17

1. The Rector manages the University and represents it outside.
2. The Rector is the supervisor of the University's staff and students and doctoral students.
3. The Rector shall take decisions on all matters concerning the University, with the exception of matters reserved by law or the Statutes to the competence of other bodies of the University.
4. In the absence of the Rector, the management and representation of the University is the responsibility of the Deputy Rector appointed pursuant to § 44(3) of the Statutes.

## § 18

1. The Rector's term of office is four years and begins on 1 September of the year in which they are elected.
2. The Rector may be elected for no more than two consecutive terms.

## § 19

The tasks of the Rector include in particular:

- 1) preparing a draft strategy for the University;
- 2) supervising the scientific, teaching and educational activities at the University;
- 3) overseeing the implementation of scientific and educational policies at the University;
- 4) overseeing the administration, economy and property of the University;
- 5) conducting personnel policy at the University and performing labour law activities in relation to the University's employees;

- 6) reporting to the Senate on the implementation of the University's strategy after the University Council has given its opinion;
- 7) managing the financial affairs of the University;
- 8) presenting the University's material and financial plan to the University Council for its opinion;
- 9) presenting the material and financial plan to the Senate for approval after the University Council has given its opinion;
- 10) presenting a report on the implementation of the material and financial plan and the financial statements of the University to the University Council for approval after informing the Senate in advance;
- 11) appointing and dismissing persons holding managerial positions at the University;
- 12) appointing and dismissing disciplinary ombudspersons at the University;
- 13) creating degree programmes in a specific field, level and profile;
- 14) overseeing the implementation and improvement of the University's education quality assurance system;
- 15) adopting work regulations and remuneration regulations and amending them;
- 16) adopting the University's organisational regulations and amending them in accordance with the procedure laid down in § 52(2) and (3) of the Statutes;
- 17) setting periodic evaluation criteria for specific groups of staff and types of positions, and the evaluation procedures and bodies;
- 18) establishing detailed job descriptions for academic staff at the University;
- 19) ensuring compliance with the regulations adopted by the University and ensuring safety and order at the University;
- 20) developing an integrated management system for the University.

## § 20

1. The Rector oversees the acts issued by the University's bodies and persons holding managerial positions.
2. The Rector shall suspend the implementation of a resolution of a collective body of the University which violates the provisions of the Law or the Statutes and, within 14 days from the date of adoption of the resolution and shall convene a meeting of that body to reconsider the matter which is the subject of the resolution. If the collective body fails to amend or repeal the suspended resolution, the Rector shall forward it to the minister in charge of higher education and science for the consideration of the grounds for invalidation pursuant to Article 427(2) of the Law.
3. The Rector shall suspend the implementation of a resolution of a collective body of the University which violates an important interest of the University and, within 14 days from the date of its adoption, shall convene a meeting of that body to reconsider the matter which is the subject of the resolution. The suspended resolution shall become effective if the collective body is in favour of maintaining it by an absolute majority of votes in the presence of at least half of its statutory membership. If the required majority is not obtained or if the required quorum is not present, the resolution shall be deemed not to exist.



#### § 21

1. The Rector, in order to exercise their powers, issues ordinances, circular letters and announcements.
2. The Rector may appoint Rector's committees, defining their membership and tasks.
3. The Rector may appoint and dismiss plenipotentiaries to perform specific tasks.

#### § 22

1. The Rector performs legal acts with respect to the property and non-property rights and obligations of the University.
2. Based on the Rector's authorisation and within the scope specified therein, legal acts may be performed by Deputy Rectors, the Chancellor or heads of organisational units of the University.
3. The Rector may grant other persons powers of attorney to perform individual legal acts or acts of a specific type.

#### § 23

1. The University has a Rector's Board, which is a consultative and advisory body to the Rector.
2. The Rector's Board supports the Rector in the management of the University. The Rector's Board is composed of the Rector as its President, the Deputy Rectors, the Chancellor and the Bursar.
3. Meetings of the Rector's Board may be attended by other persons invited by the Rector.

#### § 24

1. The University has a University Scientific Council, which is a consultative and advisory body to the Rector.
2. The University Scientific Council takes care of the quality of research conducted at the University.
3. The tasks of the University Scientific Council include in particular:
  - 1) indicating directions for the University's scientific development, including proposing directions for the development of interdisciplinary research;
  - 2) giving its opinion on the rules of distribution of funds allocated at the University for scientific activity;
  - 3) drafting periodic evaluation criteria for individual staff groups of academic staff members and types of positions and presenting them to the Rector;
  - 4) monitoring the effects of scientific activity as part of individual disciplines.
4. The University Scientific Council is composed of the Rector as the chairperson, the Deputy Rector in charge of science, institute directors and directors of doctoral schools.
5. The Rector shall invite a representative of the doctoral students' self-government to the meetings of the University Scientific Council.
6. The Rector may invite other persons, also from outside the University, to the meetings of the University Scientific Council.

## § 25

1. The University has field-specific teaching boards, which are consultative and advisory bodies of the Rector.
2. The name of a field-specific teaching board is formed by adding the name of the relevant field.
3. The tasks of a field-specific teaching board include, in particular:
  - 1) supporting the Rector in implementing the education development policy development in given degree programmes and postgraduate programmes run in the discipline or disciplines (as interdisciplinary) belonging to a given field;
  - 2) proposing changes to the Rector in order to improve the University's education quality assurance system;
  - 3) giving an opinion on proposals concerning the establishment or discontinuation of degree programmes within a given discipline;
  - 4) proposing criteria to the University Scientific Council Board for evaluating the teaching achievements of academic staff in the disciplines belonging to the field in question.
4. A field-specific teaching board is composed of the Rector or a Deputy Rector designated by the Rector as the chairperson and deans from faculties where degree programmes in disciplines belonging to a given field are taught.
5. The chairperson invites a representative of the students' self-government to the meetings of a teaching board.
6. The chairperson may invite other persons to meetings, including those from outside the University.
7. When necessary, the Rector may convene a meeting of the combined field-specific colleges. A meeting of combined field-specific boards shall be chaired by the Rector or the Deputy Rector designated by the Rector. The combined field-specific boards shall fulfil the tasks specified in section 3(1)-(3).

## § 26

The competences of the Senate include:

- 1) adopting the statutes of the University and their amendments;
- 2) adopting the University's strategy and approving a report on its implementation;
- 3) adopting the study regulations and the regulations of doctoral schools;
- 4) appointing and dismissing members of the University Council;
- 5) giving its opinion on candidates for Rector;
- 6) evaluating the functioning of the University;
- 7) making recommendations to the University Council and the Rector on the tasks performed;
- 8) conferring the title of doctor honoris causa;
- 9) determining the conditions, procedure and date of commencement and termination of recruitment for studies;
- 10) determining curricula for degree programmes and postgraduate programmes;
- 11) determining the conditions, procedure and date of commencement and termination of recruitment to doctoral schools;

- 12) establishing curricula for doctoral schools;
- 13) determining the manner of confirming learning outcomes;
- 14) identifying candidates for representative institutions of the higher education and science community;
- 15) performing tasks related to:
  - a) assigning levels of the Polish Qualifications Framework to qualifications awarded upon completion of postgraduate studies,
  - b) including qualifications awarded upon completion of post-graduate studies and other forms of education in the Integrated Qualification System;
- 16) giving consent to the commencement of the procedure for the University or its organisational units to join a federation;
- 17) approving the material and financial plan after prior opinion of the University Council;
- 18) adopting the annual information of the University Scientific Council on the effects of scientific activity within individual disciplines;
- 19) approving specimens of graduation diplomas;
- 20) expressing opinions on matters submitted by the Rector or at least three members of the Senate;
- 21) performing other tasks specified by the Law or the Statutes.

## § 27

1. The Senate is composed of:
  - 1) Rector as President;
  - 2) one representative of academic staff employed as professors or university professors from each institute;
  - 3) one representative of academic staff employed in positions other than those specified in point 2 from each faculty specified in § 54(1)-(12) of the Statutes;<sup>1</sup>
  - 4) one representative of academic staff employed in university units and branches of the University;
  - 5) one representative of non-academic staff;
  - 6) representatives of students and doctoral students representing no less than 20% of the Senate's membership, elected in accordance with the rules and for the period specified in the regulations of the students' self-government and the doctoral students' self-government.
2. Members of the Senate:
  - 1) employed in the positions of professor or university professor shall jointly represent not less than 50% of the Senate's membership;
  - 2) employed in positions other than those referred to in point 1 shall jointly constitute not less than 25% of the Senate's membership.

## § 28

1. The term of office of the Senate shall be four years and shall commence on 1 September.

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<sup>1</sup> § 27(1)(3) shall not apply to the Senate's membership in the 2020-2024 term.

2. A member of the Senate may not be a member for more than two consecutive terms.

#### § 29

1. Meetings of the Senate are attended by the following persons in an advisory capacity:
  - 1) Deputy Rectors;
  - 2) Chancellor;
  - 3) Bursar;
  - 4) representatives of the trade unions operating at the University, one each from each union.
2. Other persons invited by the Rector, including the President of the University Council, may attend Senate meetings in an advisory capacity.

#### § 30

1. The Senate appoints standing and ad hoc committees, which have an advisory and consultative role in matters that are the tasks of the Senate.
2. Committees may include persons from outside the Senate, up to a maximum of half of their membership.
3. The chairperson and members of the committee are appointed by the Senate. The chairperson of a committee may be a member of the Senate or a Deputy Rector.
4. A list of candidates for the chairperson and members of the committees referred to in section 1 is presented by the Rector. Members of the Senate may propose other candidates.
5. Members of the Senate are required to participate in the work of at least one Senate committee.

#### § 31

1. The Senate meets and adopts resolutions in meetings.
2. Ordinary meetings of the Senate are convened by the Rector at least once every two months, with the exception of summer holidays.
3. An extraordinary meeting of the Senate is convened by the Rector on their own initiative or at the written motion of at least 1/5 of the Senate's statutory membership.
4. The motion referred to in section 3 shall specify the subject of the Senate meeting
5. The date of an extraordinary meeting shall be set no later than the seventh working day following the date of the motion.
6. In the absence of the Rector, meetings of the Senate are convened and chaired by the Deputy Rector designated pursuant to § 44(3) of the Statutes, who shall have the right to vote in the Rector's stead.

#### § 32

1. The Rector, as the President of the Senate, or a group of at least five members of the Senate, subject to section 2, shall have the right to initiative to pass resolutions.
2. A draft amendment to the Statutes may be submitted by the Rector or a group of at least 10 members of the Senate.
3. *(deleted)*

### § 33

1. The agenda for Senate meetings is presented by the Rector, subject to § 31(6) of the Statutes, and approved by the Senate.
2. Members of the Senate are notified in writing or electronically of the date and planned agenda no later than seven days before the scheduled date of an ordinary meeting and three days before the scheduled date of an extraordinary meeting.
3. Any member of the Senate may make a submit a motion no later than five days before an ordinary meeting for a particular matter to be placed on the agenda. If the Rector does not accept such a motion, the Senate shall decide on whether to include the matter on the agenda.
4. The resolutions and minutes of the Senate are open to all members of the University community unless they contain a legally protected secret.
5. The detailed procedure of the Senate meetings to the extent not regulated by the Law and the Statutes is determined by the rules of procedure adopted by the Senate.

### § 34

1. The tasks of the University Council include:
  - 1) giving an opinion on the University's draft strategy;
  - 2) giving an opinion on the report on the implementation of the University's strategy;
  - 3) giving an opinion on the draft statutes and draft amendments to them;
  - 4) monitoring the financial management of the University, including:
    - a) giving an opinion on the material and financial plan,
    - b) approving the report on the implementation of the material and financial plan,
    - c) approving the financial report;
  - 5) monitoring the management process of the University;
  - 6) selecting the audit firm to audit the University's financial statements;
  - 7) nominating candidates for the Rector;
  - 8) performing other duties as defined in the Statutes.
2. The President of the University Council performs labour law activities with respect to the Rector.
3. The University Council may formulate opinions and positions on the functioning of the University and present them to the Rector or the Senate.
4. In order to fulfil its tasks, the University Council adopts resolutions.
5. In the performance of its tasks, the University Council may request access to the University's documents, while respecting the principles of confidentiality and information security set out in separate regulations.

### § 35

1. The University Council is composed of:
  - 1) three members appointed from the group of persons constituting the University community;
  - 2) three members appointed from a group of persons who are not members of the University community;

- 3) President of the University Students' Self-Government Board.
2. The President of the University Council is a member from outside the University community, elected by the Senate.
3. Membership of the University Council cannot be combined with:
  - 1) serving as a body of the University or another university;
  - 2) membership of the council of another university;
  - 3) employment in public administration.
4. Members of the University Council, with the exception of the President of the University Students' Self-Government Board, shall receive monthly remuneration in the amount determined by the Senate.

#### § 36

1. The term of office of the University Council is four years and begins on 1 January of the year following the year in which the term of office of the Senate began.
2. A member of the University Council may not be a member for more than two consecutive terms.

#### § 37

1. The University Council holds debates and adopts resolutions at its meetings.
2. The University Council adopts resolutions by a simple majority in the presence of at least half of its statutory membership unless the Statutes provide otherwise.
3. Ordinary meetings of the University Council shall be convened by its President or by a member of the University Council acting on their behalf, at least once a quarter.
4. Extraordinary meetings of the University Council are convened by its President on their own initiative, upon the motion of at least four members of the University Council or the Rector.
5. The motion referred to in section 4 shall specify the subject of the meeting.
6. The detailed procedure for the operation of the University Council, and in particular the organisation of its meetings, including the procedure for convening and conducting meetings, shall be laid down in its regulations, adopted by the University Council by an absolute majority of votes.

#### § 38

1. The University Council shall present a report on its activities for the calendar year to the Senate by 31 January of the following year. The report in the last year of the term of office shall be submitted by the University Council at the last Senate meeting of the year.
2. The report shall take into account, in particular, the description and effects of the activities undertaken by the University Council in connection with the fulfilment of its tasks.
3. The University Council adopts its report by an absolute majority of votes in the presence of at least half of its statutory membership.
4. The report shall be made known to the members of the University community.

### § 39

1. The scientific council of an institute is the body established for the scientific discipline or artistic discipline subject to evaluation of scientific activity quality based on the Act.
2. The tasks of the scientific council of an institute include in particular:
  - 1) approving, on the basis of a draft prepared by the institute director, a strategy for the development of the discipline and presenting it to the Rector and the University Scientific Council;
  - 2) conducting proceedings and awarding academic degrees or degrees in the arts in a given discipline;
  - 3) *deleted*
  - 4) analysing the development of scientific staff in a given discipline;
  - 5) approving the research development plan in the discipline prepared by the institute director;
  - 6) proposing criteria to the University Scientific Council for the evaluation of the scientific achievements of academic staff in a given discipline;
  - 7) giving an opinion on proposals regarding the organisational matters of the institute presented by the institute director.

### § 40

1. The scientific council of an institute is composed of:
  - 1) the institute director as president;
  - 2) academic staff holding the academic title of professor or the academic degree of doktor habilitowany, employed full-time at the University in positions belonging to research staff or research and teaching staff who have indicated in their statement that the scientific or artistic discipline of the institute's scientific discipline is the leading discipline as defined in § 167(4) of the Statutes;
  - 3) elected representatives of other full-time academic staff employed at the University in positions belonging to the research or research and teaching staff group who have indicated in their declaration that the scientific or artistic discipline of the institute's scientific council is the leading discipline as defined in § 167(4) of the Statutes, representing no more than 20% of the academic staff referred to in point 2 and no less than one;
  - 4) a representative of doctoral students appointed by the relevant faculty doctoral students' self-government.
2. The number of representatives of the academic staff members referred to in section 1(3) to be included in the institute's scientific council shall be determined by the competent election committee, taking into account the number of academic staff members referred to in section 1(2) as at 31 March of the year in which the term of office of the institute's scientific council begins.
3. If the number of academic staff members referred to in section 1(2) is greater than 50, the council's membership may be determined by election taking into account the representative membership of that group of academic staff members in the institute's scientific council.
4. A resolution to adopt the representative membership of the institute's scientific council shall be adopted by the institute's scientific council upon the institute director's request.

5. The representative membership of the institute scientific council shall be determined by the resolution referred to in section 4 in the following way:
  - 1) where the group of academic staff members referred to in section 1(2) does not exceed 100, no more than 50% of the total number of such staff members shall be elected to the institute's scientific council;
  - 2) where the group of academic staff members referred to in section 1(2) exceeds 100, no more than 30% of the total number of such staff shall be elected to the institute's scientific council.
6. The number of representatives of the academic staff members referred to in section 1(3) being part of the representative membership of the institute's scientific council shall be determined by the competent election committee, taking into account the number of academic staff members referred to in section 1(2), elected to the representative membership of the institute's scientific council as determined by the resolution referred to in section 4.

#### § 41

The term of office of the institute's scientific council shall be four years and shall commence on 1 September.

#### § 42

1. The meetings of the institute's scientific council shall be convened by the institute director or the deputy institute director on their behalf.
2. The director shall invite a representative of the students' self-government and a representative of the trade unions operating at the University, designated jointly by all the unions, to the meetings of the institute's scientific council.

### **CHAPTER IV**

#### **MANAGERIAL FUNCTIONS AT THE UNIVERSITY**

#### § 43

The managerial functions at the University are:

- 1) Deputy Rectors;
- 2) institute directors;
- 3) deputy institute directors;
- 4) Deans;
- 5) Deputy Deans;
- 6) directors of doctoral schools;
- 7) deputy directors of doctoral schools;
- 8) heads of university units;
- 8a) directors of institute boards;
- 9) heads of departments;
- 10) Chancellor;
- 11) Bursar.



#### § 44

1. The Deputy Rectors, not more than four, are appointed by the Rector for the duration of the Rector's term of office.
2. The appointment of a Deputy Rector whose responsibilities include student affairs or doctoral student affairs shall be agreed with the decision-making bodies of the students' self-government or doctoral students' self-government, respectively. The competent bodies of self-government shall have 14 days to take a position, counting from the date of the written presentation of the candidate. Failure to take a position within that time limit shall be deemed to be consent.
3. The Rector entrusts the Deputy Rectors with the performance of specific tasks and appoints the Deputy Rector who shall act in the Rector's stead during the Rector's absence or temporary inability to perform their duties.
4. During the term of office, the Rector may dismiss a Deputy Rector or change the scope of their tasks.
5. Each Deputy Rector has powers within the limits of the authorisation granted to them to act on behalf of the Rector, including the issuance of administrative decisions, orders and certificates.

#### § 45

1. The institute director manages the work of the institute and is responsible for the quality of scientific activity in a given discipline.
2. The institute director is the supervisor of research staff and research and teaching staff in a given discipline, as well as of scientific and technical staff employed in the institute and of research staff and research and teaching staff representing a discipline that is not subject to evaluation of scientific activity quality at the University under the Law.
3. In performing the duties set out in sections 1 and 2, the institute director shall in particular:
  - 1) organise the day-to-day work of the institute;
  - 2) dispose of and manage the financial resources of the institute;
  - 3) supervise the functioning of the Institute's administration;
  - 4) draw up a draft strategy for the development of scientific research in the discipline and present it to the institute's scientific council;
  - 5) draw up a plan for scientific development in the discipline in line with the strategy referred to in point 4 and be responsible for its implementation;
  - 6) exercise day-to-day supervision over the quality and outcomes of the research work of academic staff in the discipline;
  - 7) propose criteria for the evaluation of the scientific achievements academic staff in a given discipline;
  - 8) supervise scientific research conducted under the supervision of research or research and teaching staff in a given discipline by persons preparing doctoral dissertations.
4. The secretariat of the institute provides organisational support in the implementation of the tasks of the institute director.

5. The institute director is appointed and dismissed by the Rector. The appointment is made for a period of four years after consultation with the competent scientific council of the institute.
6. The institute director shall submit an annual report to the Rector and the institute scientific council of their scientific activity in the relevant discipline. Detailed time limits for the submission of the report and the scope of information contained therein shall be determined by the Rector.
7. For the term of office of the institute director, the Rector, at their request, may appoint a deputy from among the members of the institute's scientific council, specifying the scope of their tasks.
8. The deputy institute director may be dismissed by the Rector at the director's request.

#### § 46

1. The Dean coordinates teaching activities and is responsible for the quality of education in the faculty.
2. The Dean is the supervisor of the students in the faculty and of the academic staff in terms of their teaching duties.
3. The Dean is the direct supervisor of teaching staff not assigned to the institute's internal organisational units.
4. In the performance of the duties set out in sections 1 and 2, the Dean shall in particular:
  - 1) organise the day-to-day work of the faculty with regard to teaching and organisational activities;
  - 2) manage and administer the faculty's financial resources allocated to teaching activities;
  - 3) supervise the functioning of the faculty's administration and service;
  - 4) draw up a strategy for the development of the faculty in the area of education, in line with the University's strategy, and be responsible for its implementation;
  - 5) ensure that law is observed and that order and safety are maintained in the Faculty;
  - 6) decide on all matters related to the implementation of the educational process, in particular by managing the premises of the faculty building and approve teaching by persons not employed by the University;
  - 7) supervise the satisfaction of the social and living needs of the faculty's students.
5. The Dean chairs and directs the work of the Dean's Board, which is a consultative and advisory body and supports the Dean in the performance of their duties.
6. The Dean's Board is composed of Deputy Rectors, institute directors at a given faculty and a representative of the faculty students' government and doctoral students' government.
7. Other persons invited by the Dean, including a representative of the trade unions operating at the University, designated jointly by all the unions, may attend meetings of the Dean's Board in an advisory capacity.
8. Organisational support in performing the tasks of the dean is provided by the dean's office.
9. The Dean is appointed and dismissed by the Rector. Appointment is for a period of four years after consultation with the scientific councils of the institutes operating within the faculty.

10. The Dean submits an annual report on the teaching activities of the faculty to the Rector. Detailed time limits for the submission of the report and the scope of information contained therein shall be determined by the Rector.

§ 47

1. For the duration of the Dean's term of office, the Rector, at the Dean's request, appoints a Deputy Dean(s), with the proviso that student affairs as defined by the Law, including the issuing of decisions in individual student matters, are within the competence of the designated Deputy Dean.
2. The number of Deputy Deans in a faculty is determined by the Rector.
3. The appointment of a Deputy Dean whose responsibilities include student affairs requires the agreement of the relevant faculty students' self-government body. The students' self-government has 10 days to take a position, counting from the date of the written presentation of the candidate. Failure to adopt a position within this period shall be deemed to be consent.
4. The Deputy Dean may be dismissed by the Rector at the Dean's request.

§ 48

1. The director of a doctor school directs the work of the school, supervises the education of doctoral students, including the correctness and timeliness of the curriculum, and is responsible for preparing the school for evaluation.
2. The director issues decisions in individual cases of doctoral students of the school. Decisions may be appealed to the director for reconsideration.
3. The director of a doctoral school is appointed and dismissed by the Rector from among research and teaching staff members representing one of the scientific disciplines or artistic disciplines included in the school.
4. The director of a doctoral school is appointed by the Rector for a period of four years after obtaining the opinion of the relevant doctoral school council and after consultation with the decision-making body of the doctoral students' self-government. The doctoral students' self-government has 14 days to take a position, counting from the date of the written presentation of the nomination. Failure to take a position within that time limit shall be deemed to be consent.
5. The doctoral school director shall submit an annual report on the activities of the doctoral school to the Rector. Detailed time limits for the submission of the report and the extent of the information contained therein shall be specified in the regulations of the doctoral school.
6. At the request of the doctoral school director, the Rector may appoint a deputy, specifying the scope of their tasks.
7. Where doctoral schools are run jointly with another university, an institute of the Polish Academy of Sciences, a research institute or an international institute, the Rector may appoint a person who is not an employee of the University as the school's director or deputy director.

#### § 49

1. The Chancellor manages the administration of the University within the limits set by the Statutes and under the authority of the Rector.
2. The tasks of the Chancellor include:
  - 1) organising and coordinating the administrative, financial, economic and technical activities of the University;
  - 2) implementing personnel policies with respect to administrative and service staff;
  - 3) managing the University's property and its distribution based on and within the limits set out by generally applicable laws, the Statutes and regulations issued or adopted by the University bodies;
  - 4) determining the rules concerning the management of the University's property;
  - 5) preparing plans and implementing investments, renovations, repairs and maintenance of buildings and other fixed assets;
  - 6) overseeing the process of planning, preparation and execution of public procurement procedures;
  - 7) representing the University externally in matters determined by the Rector, based on and within the limits of their authority;
  - 8) carrying out other tasks determined by the Rector or the Statutes.
3. The detailed scope of tasks and responsibilities of the Chancellor, to the extent not defined by the Statutes, is defined by the Rector.
4. The Chancellor is appointed and dismissed by the Rector. The appointment of the Chancellor is made after consultation with the Senate.

#### § 50

1. The Chancellor may act with the assistance of their deputies. The number of deputies and the scope of their tasks are defined in the University's organisational regulations.
2. The Deputy Chancellors are appointed and dismissed by the Rector at the Chancellor's request.
3. The Chancellor appoints a deputy who performs their duties in their absence or temporary inability to perform their duties.

#### § 51

1. The Bursar performs the duties of the University's Chief Accountant, reporting in this respect directly to the Rector. Their powers and duties are governed by separate regulations.
2. The Bursar is appointed and dismissed by the Rector at the Chancellor's request. The appointment of the Bursar is made after consultation with the Senate.
3. The Bursar is a Deputy Chancellor.

### **CHAPTER V**

### **ORGANISATIONAL UNITS OF THE UNIVERSITY**

## § 52

1. A detailed list of the University's organisational units, including their names and tasks, is set out in the University's organisational regulations.
2. The University's organisational units are established, transformed and liquidated by the Rector in the University's organisational regulation after consultation with the Senate, subject to section 3.
3. The University's organisational regulations shall be amended with respect to the establishment, transformation or liquidation of a faculty with the consent of the Senate given in the form of an amendment to § 54 of the Statutes and, in the case of a change regarding the establishment, transformation or liquidation of a department, the opinion of the Senate shall be replaced by the opinion of the competent scientific council of the institute.

## § 53

1. Teaching tasks at the University are performed by the faculties, which are the University's organisational units.
2. Within the faculties, education is provided to:
  - 1) students in degree programmes;
  - 2) students in postgraduate programmes and pursuing other forms of education.
3. A faculty is established for a field of science or art within which research or artistic creation in at least one discipline is conducted at the University.
4. A faculty may be established for more than one field of science or art. It is possible to establish several faculties providing education within one field of science or art.

## § 54

The University has:

- 1) Faculty of Biology and Biotechnology;
- 2) Faculty of Earth Sciences and Spatial Management;
- 3) Faculty of Mathematics, Physics and Computer Science;
- 4) Faculty of Chemistry;
- 5) Faculty of Law and Administration;
- 6) Faculty of History and Archaeology;
- 7) Faculty of Philology;
- 8) Faculty of Economics;
- 9) Faculty of Pedagogy and Psychology;
- 10) Faculty of Philosophy and Sociology;
- 11) Faculty of Political Science and Journalism;
- 12) Faculty of Arts;
- 13) Faculty in Puławy (a branch of the University).

## § 55

1. Within a faculty, an institute or institutes are established which are the University's organisational units responsible for conducting scientific research or artistic work.

2. An institute is established for a discipline of science or a discipline of art within which scientific research or artistic work is conducted at the University. In justified cases, it is possible to establish an institute covering two or more disciplines.
3. An institute is established for a discipline of science or a discipline of art which is represented at the University by at least 12 employees conducting scientific activity in the given discipline on a full-time basis related to scientific activity in the given discipline.
4. If the minimum number of staff members referred to in section 3 is reduced, the Rector shall maintain the institute within the University for a period of six months, requiring the institute director to submit a detailed plan for the development of the institute and the discipline.
5. The Rector shall liquidate an institute which, after the expiry of the period referred to in section 4, does not meet the requirements specified in section 3. The Rector may, in cases justified by care for the development of scientific research, maintain an institute within the University for a further period of six months. After this period, the Rector shall liquidate an institute which does not meet the requirements specified in section 3.

#### § 56

1. Internal organisational units with teaching purposes that are not the University's organisational may be established within a faculty.
2. They are supervised by the dean and their activities are coordinated by an academic staff member designated by the Dean.

#### § 56a

1. Institute boards may be established as internal organisational units within an institute covering two or more disciplines of science within which research is conducted at the University.
2. An institute board shall consist of at least two departments with similar scientific specialisation, functioning within the institute, and the academic staff members of these departments shall represent more than one scientific discipline within which research is conducted at the University.
3. The institute board supports teaching activities and also coordinates the research work of the chairs functioning within the board.
4. An institute board is established, transformed or liquidated by the Rector at the joint request of the competent Dean and the institute director after consultation with the institute's scientific council.
5. The director of the institute board is appointed and dismissed by the Rector. The appointment is for a period of four years after consultation with the relevant dean's board and the institute's scientific council.

#### § 57

1. Department may be established within an institute as internal organisational units.
2. A department organises and conducts research or artistic work that is the subject of a separate scientific specialisation, and, with the Dean's approval, also conducts teaching activities within the scope of the department's research profile.

3. A department may be established if it employs at least eight academic staff members, including at least one person holding the degree of doktor habilitowany. In justified cases (due to research or teaching needs), the Rector may give permission for the establishment and operation of a department for a smaller number of staff members.
4. A department is created, transformed or liquidated by the Rector at the request of the institute director, submitted after consultation with the institute's scientific council.
5. The head of a department is appointed and dismissed by the Rector upon the institute director's request. The appointment is made for a period of four years after consultation with the institute's scientific council.
6. The head of a department is the direct supervisor of the department's staff.
7. The head of a department coordinates the research or artistic activities of the department's staff and exercises substantive supervision over the quality of how their teaching duties are performed.

#### §57a

1. Laboratories may be also established within an institute to perform tasks or research projects of particular significance to the University and laboratories using certified research methods.
2. Workshops and laboratories are the institute's internal organisational units.
3. They are supervised by the institute director, while their research activities are managed by an academic staff member designated by the director.

#### § 58

1. Research teams and centres may be established at the University in order to conduct research.
2. A research centre may also perform expert or advisory activities.
3. Research teams and centres may function within an institute or as inter-institute research teams and centres.
4. Research teams may be also established within a department.
5. A research centre, its scientific council and head are appointed by the Rector.
6. An inter-institute research team and its manager are appointed by the Rector.
7. An institute research team and its head are appointed by the institute director.
8. A research team within a department and its head are appointed by the head of the department, with the approval of the institute director.
9. Research teams and centres are not the University's organisational units.

#### § 59

1. The University's organisational units responsible for the education of doctoral students are doctoral schools.
2. The rules for the establishment and operation of doctoral schools and the education of doctoral students are governed by the Law, the Statutes, the regulations of the doctoral school and the Rector's ordinance.

## § 60

1. The University has university organisational units at the University that conduct cultural and sporting activities and perform service tasks for the benefit of the whole University in the field of research, teaching and international cooperation.
2. When establishing the unit referred to in section 1, the Rector determines its location in the University's structure, the scope of its tasks, its internal organisation, and appoints a person in charge of this unit and, at the request of this person, an advisory and consultative body.

## CHAPTER VI

### LIBRARY AND INFORMATION SYSTEM

## § 61

1. The library and information system of the University is composed of the Maria Curie-Skłodowska University Library, comprising the Main Library and libraries in other organisational units of the University, referred to as specialist libraries.
2. The Maria Curie-Skłodowska University Library, as a scientific library, performs tasks related to the dissemination of science and fulfils the function of a centre of scientific information by collecting, compiling and making available library collections and information resources required to support scientific research and the teaching process.
3. In connection with the operation of the library and information system, the University processes the data of system users: name, address, place of employment or study, job position and PESEL number (Personal ID No.) or other identification number and e-mail address.

## § 62

1. The University's library and information system is managed by the director of the Maria Curie-Skłodowska University Library.
2. The director of the Maria Curie-Skłodowska University Library is appointed and dismissed by the Rector after consultation with the Library Council and the Senate.
3. The director of the Maria Curie-Skłodowska University Library is at the same time the director of the Main Library.

## § 63

1. The University has a Library Council appointed by the Rector as a consultative and advisory body.
2. The tasks of the Library Council include in particular:
  - 1) giving an opinion on the directions for the library collection activities;
  - 2) assessing the functioning of the library and information system and approving the annual report on its activities;
  - 3) giving opinions and positions to the Rector and the Senate on the organisation, functioning, and development of the library and information system;
  - 4) giving an opinion on library regulations;



- 5) giving an opinion on candidates for the position of the director of the Maria Curie-Skłodowska University Library.

#### § 64

The organisational structure and detailed rules for the functioning of the library and information system, including the scope of tasks of the director of the Maria Curie-Skłodowska University Library and the Library Council, as well as its composition and the manner of appointment of its members, are established by the Rector after consultation with the Senate.

### **CHAPTER VII**

#### **ADMINISTRATION, PROPERTY AND FINANCIAL MANAGEMENT**

#### § 65

1. The University's administration creates conditions for the best possible performance of its tasks by conducting administrative, economic, technical and financial activities.
2. The Rector evaluates the functioning of the administration on a period basis, but at least once every two years.
3. The structure of the University's administration and the scope of activities of the units and their subordination are defined in the University's organisational regulations.

#### § 66

1. The property of the University is managed by the Rector.
2. The Rector may authorise the Chancellor or other persons to perform particular or specific types of activities in the management of the University's property.
3. The disposal or encumbrance of the University's property or the performance of any other legal act of a value exceeding the equivalent of PLN 1,000,000 requires the opinion of the University Council, subject to section 4.
4. The performance by the Rector of legal actions concerning the disposal of fixed assets, as defined by the accounting regulations, and the performance by the Rector of legal actions concerning the transfer of these assets for use by other entities, for a period longer than 180 days in a calendar year, in cases where the market value of these assets or the market value of the subject of the legal action exceeds the amount of PLN 2,000,000, requires the consent of the University Council and the President of the General Prosecutor's Office of the Republic of Poland. The Rector shall inform the Senate about the request for or obtaining of such consent.
5. The Rector may entrust, under separate rules, specific items of the University's property to an organisational unit or to a member of the University community.
6. The proper use and security of the property entrusted to the organisational unit referred to in section 5 is the responsibility of the head of that unit.

#### § 67

1. The acceptance by the University of a donation, bequest or inheritance of a value exceeding the equivalent of PLN 500,000 requires the opinion of the University Council.

2. If a donation is combined with an instruction, and an inheritance with a bequest or an instruction, the execution of which exceeds the amount of the donation, inheritance or bequest, its acceptance by the Rector must be approved by the University Council.
3. In cases not stipulated in section 1 and 2, the decision for the University to accept a donation, bequest or inheritance shall be taken by the Rector.

#### § 68

1. The financial management of the University is carried out by the Rector with the assistance of the Bursar.
2. The Bursar is responsible in particular for:
  - 1) day-to-day supervision over the implementation of the material and financial plan;
  - 2) keeping the University's accounts in accordance with current legislation.

#### § 69

1. The financial management of the University is based on the annual material and financial plan approved by the Senate, after the University Council has given its opinion.
2. The Bursar, in consultation with the Chancellor, prepares and submits a draft material and financial plan to the Rector, considering the University's strategy as well as the Rector's guidelines.

#### § 70

The University has the following funds:

- 1) basic fund;
- 2) scholarship fund;
- 3) support fund for people with disabilities;
- 4) its own scholarship fund for scholarships for students' academic performance and research scholarships for staff and doctoral students;
- 5) University development fund.

#### § 71

1. Within five months of the end of a calendar year, the Rector submits a report to the University Council on the implementation of the material and financial plan and financial statements. The financial statements shall be accompanied by an opinion from an audit firm selected by the University Council.
2. The University Council considers the reports and statements at a meeting attended by the Rector, the Chancellor and the Bursar.
3. The Rector presents their position on the submitted reports and statements to the University Council and provides explanations on matters concerning the implementation of the material and financial plan and the financial situation of the University.

#### § 72

1. The University may carry out business activities in the form of:
  - 1) organisationally and financially separate organisational units of the University;

- 2) capital companies.
2. Organisational units conducting economic activity are established, transformed and liquidated by the Rector after receiving the opinion of the Senate and with the consent of the University Council.
3. The organisation and principles of operation of the units conducting business activity are defined by internal regulations established by the Rector.
4. The head of a business unit is appointed by the Rector upon the Chancellor's request. The head of a business unit reports directly to the Chancellor
5. The profit/loss of an organisationally and financially separate business unit is part of the University's profit/loss and is allocated to statutory activities.

## **CHAPTER VIII**

### **STAFF**

#### § 73

The University's staff include academic staff and non-academic staff.

#### § 74

1. A person meeting the requirements of the Act and the Statutes may be employed as an academic staff member.
2. Academic staff members shall be employed in the following staff groups:
  - 1) research and teaching staff whose primary duty is to conduct research activities, teach and educate students or participate in the education of doctoral students;
  - 2) research staff whose primary duty is to conduct research activities or to participate in the education of doctoral students;
  - 3) teaching staff whose primary responsibility is to teach and educate students or to participate in the education of doctoral students.
3. An academic staff member shall be required to participate in organisational work for the benefit of the University and to improve their professional competence on a continuous basis.
4. The detailed scope of duties of academic staff is determined by the Rector.

#### § 75

1. Research and teaching staff members are employed in the following positions:
  - 1) professor;
  - 2) university professor;
  - 3) assistant professor;
  - 4) assistant.
2. Research staff members are employed in the following positions:
  - 1) professor;
  - 2) university professor;
  - 3) assistant professor;
  - 4) assistant.

3. Teaching staff members are employed in the following positions:
  - 1) professor;
  - 2) university professor;
  - 3) assistant professor;
  - 4) lecturer;
  - 5) language teacher;
  - 6) instructor.

#### § 76

1. The employment relationship with an academic staff member is established on the basis of an employment contract.
2. The employment relationship with an academic teacher is established for:
  - 1) an indefinite term, or
  - 2) a definite term of up to four years.
3. The employment relationship with an academic staff member is established and terminated by the Rector upon the request of:
  - 1) the institute director in the case of a research staff member or a research and teaching staff member;
  - 2) the Dean or head of a university unit in the case of a teaching staff member.

#### § 77

1. Staff members in the positions of professor, university professor, assistant professor, assistant, lecturer, language teacher shall be employed as of 1 February or as of 1 October, subject to § 83(2) of the Statutes. In justified cases, the Rector may establish an employment relationship during a term.
2. Employment in the position of university professor shall be established after consultation with the Senate, subject to section 3.
3. Re-employment in the position of university professor of a person who has terminated their employment with the University due to their exercise of retirement rights does not require the opinion of the Senate.

#### § 78

1. The employment relationship with an academic staff member at the University shall be established following an open competition.
2. The competition referred to in section 1 shall not be held in the event of:
  - 1) employment of an academic staff member for not more than half-time;
  - 2) initial employment for a fixed period not exceeding three months for more than half-time;
  - 3) as defined in Article 119(2) of the Law;
  - 4) promotion to a higher position within the individual staff groups specified in § 75 of the Statutes;

- 5) the transfer of an academic staff member to another staff group, provided that they retain their current position;
  - 6) the re-employment of an academic staff member who has terminated their employment relationship with the University due to the exercise of their retirement rights.
3. An academic staff member employed for a fixed term at the University, which is their primary place of employment, may, following a positive periodic evaluation, be employed for an indefinite term without competition.
  4. The rules and procedures for the employment of retired academic staff members at the University are laid down by the Rector in an ordinance.

#### § 79

1. The qualification requirements for the position of:
  - 1) professor in the group of research and research and teaching staff and teaching staff – holding the title of professor;
  - 2) university professor – having at least the doctoral degree; and:
    - a) in the group of research and teaching staff – is to have significant scientific achievements, in particular a scientific monograph, scientific articles published in prestigious scientific journals, articles in peer-reviewed post-conference materials and to demonstrate teaching activity. In the case of artistic achievements, having at least one original artistic work involving the individual publication of an artistic work or the presentation of an artistic work in an artistic institution or institution of established artistic prestige. The achievement being the basis for applying for the position of university professor may not be the scientific or artistic achievement being the basis for the conferment of the doctoral degree or the degree of doktor habilitowany. Additional requirements in the case of an employee holding the degree of doktor habilitowany are acting as a supervisor in at least one procedure for the conferment of a doctoral degree or writing at least one review in a procedure for the conferment of a doctoral degree or the degree of doktor habilitowany or obtaining external funding for research or teaching activities at the University. Additional requirements in the case of an employee holding the doctoral degree are the possession of special scientific or artistic achievements, the leadership of a team implementing an international or national research project awarded by central institutions in a competition and the acquisition of external funds for scientific activities at the University,
    - b) in the group of research staff–having significant scientific or artistic achievements that represent a special contribution to the development of a specific discipline, significant achievements in acquiring, managing and carrying out research projects, and having a record of special scientific or artistic activity carried out in more than one foreign university, scientific institution or cultural institution,
    - c) in the group of teaching staff – having outstanding teaching achievements, including the authorship of an academic textbook or teaching aids for students

and conducting a lecture in a foreign university, and having taught for at least 15 years. An additional requirement is to obtain external funding for educational activities at the University;

- 3) assistant professor – having at least the doctoral degree, and:
    - a) in the group of research and teaching staff – having significant scientific or artistic achievements, teaching and organisational experience and a record of active participation in scientific life,
    - b) in the group of research staff –having outstanding scientific or artistic achievements and experience in acquiring and managing or implementing research or artistic projects,
    - c) in the group of teaching staff – having teaching and organisational achievements. An additional requirement is to demonstrate at least five years' experience in teaching at tertiary level or at least five years of professional experience;
  - 4) assistant – having the professional title of master of science, master of arts, master of engineering or equivalent and:
    - a) in the group of research and teaching staff –teaching and research skills confirmed by the opinion of an independent research and teaching staff member,
    - b) in the group of research staff –managing or implementing a research project financed by external institutions or having exceptional scientific or artistic achievements;
  - 5) lecturer and language teacher – having the professional title of master of science, master of arts, master of engineering and teaching skills confirmed by an opinion;
  - 6) instructor – having the professional title of master of science, master of arts, master of engineering or equivalent and either teaching abilities confirmed by an opinion or two years' professional experience.
2. In justified cases, the Rector may, at the request of the institute director or Dean, agree to waive the additional competition requirements referred to in section 1(2) and (3).

#### § 80

1. A request to announce a competition is submitted to the Rector by:
  - 1) the institute director in the case of a research staff member;
  - 2) the institute director, accompanied by the opinion of the Dean in the case of a research and teaching staff member;
  - 3) the dean in the case of a teaching staff member;
  - 4) the head of the university unit in the case of a teaching staff member in the unit concerned.
2. Based on the request referred to in section 1, the Rector gives consent or refuses to give consent for the competition to be announced.
3. The person requesting for the competition for the position of an academic staff member shall determine detailed competition criteria related to the needs of the University and the type of work to be performed, considering the qualification requirements specified in § 79 of the Statutes.
4. If the consent is given, the Rector announces a competition for the position.

5. The competition notice should indicate:
  - 1) the position which is the subject of the competition and the organisational unit to which the academic staff member is due to be seconded;
  - 2) the requirements for candidates;
  - 3) the required documents;
  - 4) the date and place for the submission of documents;
  - 5) the planned date for the outcome of the competition.
6. Information on the competition and its outcome, together with the justified, shall be made available in the BIP (Public Information Bulletin), on the websites of the University and the minister in charge of higher education and science within 30 days before and after the competition, respectively.
7. Information about the competition shall also be made available in English on the website of the European Commission on the European Portal for Mobile Researchers, intended for the publication of job vacancies for researchers, within 30 days before the competition.

#### § 81

1. Committees for the employment of academic staff members are competent to conduct the competition referred to in § 78(1) of the Statutes.
2. The competent committees shall be appointed by the head of the relevant organisational unit for a period of two years subject to section 3.
3. A committee common to all university units is appointed by the Rector for the duration of their term of office.
4. Committees shall have at least five members, including the chairperson of the committee.
5. The task of the committees referred to in section 1 is to assess the qualifications of a candidate for a given position in the competition procedure.
6. The detailed rules and procedures for the operation of committees for the employment of academic staff shall be laid down in the regulations laid down by the Rector.

#### § 82

1. The competition procedure includes:
  - 1) examining the applications submitted based on the documents submitted and, where necessary, conducted interviews;
  - 2) selecting a candidate for the position covered by the competition or declaring that a candidate has not been selected;
  - 3) presenting information on the competition and its outcome to the Rector.
2. The head of the department or the head of the university unit in which the academic staff member is due to be employed and a representative of the trade unions operating at the University, indicated jointly by all the unions, may participate in the meeting of the competition committee.
3. The committee prepares written information about the competition, specifying:
  - 1) the number and general characteristics of the applications submitted;
  - 2) the criteria adopted by the committee;
  - 3) the results of the committee's votes.

4. Complete information on the competition procedure referred to in section 3 shall be provided to the institute director, the Dean or the head of the university unit applying for employment.
5. If the project financing institution envisages the employment of an academic staff member in a group of research staff in the positions referred to in § 75(2) of the Statutes, the provisions of this section shall apply after the competition has been held, unless the rules of the competition have been specified by the project financing institution.

#### § 83

1. The promotion of an academic staff member shall take place subject to section 2, at the request of:
  - 1) the institute director in the case of a research staff member or a research and teaching staff member;
  - 2) the Dean or head of a university unit in the case of a teaching staff member;
2. The promotion of an academic staff member to the position of professor shall take place at their request. Employment in this position shall take place upon submission of an application together with a document confirming the conferment of the title of professor, as of the first day of the following month.
3. The criteria for promotion to a specific position are the qualification requirements specified pursuant to the rules provided for in § 79 of the Statutes, subject to sections 4 and 5.
4. Employment in the position of assistant professor, in the group of teaching staff, in a unit responsible for foreign language education, in a unit responsible for physical education and in a unit responsible for language education and Polish culture may be established with a person who, during the period of employment as a lecturer in two consecutive periodic performance evaluations under these Statutes, has obtained a high performance evaluation and holds the doctoral degree.
5. Employment as a lecturer in a unit responsible for foreign language education, in a unit responsible for physical education and in a unit responsible for education in the area of Polish language and culture may be established with a person who, during the period of employment as a lecturer or an instructor has obtained a high performance evaluation in two consecutive periodic evaluation under these Statutes and has worked a minimum of 10 years in this unit.
6. The academic staff member's fulfilment of the criteria for promotion in the group of research and research and teaching staff is subject to assessment by a committee appointed by the institute director or in the group teaching staff – by a committee appointed by the Dean or the Rector for university units. A representative of the trade unions operating at the University, designated jointly by all the unions, may participate in the committee meetings.
7. The tasks referred to in section 6 may be performed by committees for the employment of academic staff.

#### § 84

1. An academic staff member shall be transferred to another group of staff, while retaining their existing position, at the request of:



- 1) the employee with the consent of the competent Dean and the institute director;
  - 2) the institute director in the case of transfer to a research staff group or research and teaching staff group;
  - 3) the Dean or head of a university unit in the case of transfer to a teaching staff group.
2. In the case of transfer to another staff group, the position of assistant in the research and research and teaching staff group shall be considered equivalent to the position of lecturer in a teaching staff group.

#### § 85

1. Academic staff members employed at the University as their primary place of work may, with the Rector's consent, take up or continue additional employment with only one teaching or research employer.
2. Academic staff members employed at the University as their primary place of work are required to inform the Rector if they take up employment with another employer than the one referred to in section 1.
3. Academic staff members employed at the University as their primary place of work are required to inform the Rector if they engage in business activity.
4. The detailed rules and procedure for granting permission for additional employment and the manner of informing about employment or business activity are determined by the Rector.
5. Additional gainful employment by the Rector requires the approval of the University Council. The consent is granted for the duration of the Rector's term of office.

#### § 86

1. Academic staff members are subject to a task-based working time system.
2. academic staff members are required to continuously improve their professional competence and, in the course of their teaching duties, to comply with the principles stemming from the University's education quality assurance system.
3. The principles for defining the scope of duties of academic staff for particular staff groups and types of positions, taking into account the performance of the functions defined in § 43 of the Statutes, the types of courses to be taught within the scope of such duties, including the size of courses and their duties for particular positions, and the rules for calculating teaching hours shall be laid down in the work regulations.

#### § 87

1. Academic staff members, with the exception of the Rector, shall be subject to periodic evaluation, in particular with regard to the performance of their duties referred to in Article 115 of the Act and compliance with the legislation on copyright and related rights as well as industrial property rights.
2. The periodic evaluation may be either positive or negative.
3. The periodic evaluation shall be carried out once every four years. At the Rector's request, periodic evaluation of an academic staff member may be carried out at any time.
4. The criteria for periodic evaluation for particular staff groups and types of positions, as well as the procedure and the entity conducting the periodic evaluation, shall be laid down

by the Rector after consultation with the Senate, trade unions, students' self-government and doctoral students' self-government.

5. An academic staff member may appeal against the periodic evaluation in writing to the Rector within 14 days of receiving the written evaluation. Before taking a decision, the Rector shall consult the appeals committee appointed by them for the periodic evaluation of academic staff.
6. The appeals committee for the periodic evaluation of academic staff shall give its opinion on the appeal within 30 days of the date of its submission by the Rector. Representatives of the trade unions active at the University, one from each union invited by the chairperson of the committee, may participate in the meeting without the right to vote.
7. The Rector, after reviewing the opinion of the committee, makes a decision on the appeal. The Rector's decision is final.
8. The Rector shall immediately notify the appellant and their supervisor of the manner in which the appeal has been settled.

#### § 88

1. The employment relationship with an academic staff member is terminated by the Rector at the request of the head of an organisational unit or on their own initiative after obtaining the opinion of the head of the organisational unit.
2. The employment relationship with an academic staff member may be terminated by notice in the event of, inter alia:
  - 1) receiving a negative periodic evaluation;
  - 2) taking up or continuing additional employment without the consent of the Rector with an employer conducting teaching or research activities;
  - 3) failure to submit, within the statutory deadline, a statement to be included in the number of employees conducting scientific activities in a given scientific discipline.
3. The employment relationship with an academic staff member shall be terminated by notice in the event of receiving two consecutive negative evaluations.
4. The employment relationship with an academic staff member shall be terminated at the end of a term by notice. The end of a term shall be understood as 31 March and 30 September of a given year.

#### § 88a

1. A person who was employed at the University as a professor or university professor and who has retired and is not an employee of the University has the right the status of emeritus professor of the University.
2. The rights of emeritus professors shall be determined by the Rector under an ordinance.
3. The institute director, the Dean of a faculty or the head of a university organisational unit may grant retired professors additional rights.

#### § 89

1. Employees who are not academic staff members shall be employed in the following groups of staff:
  - 1) scientific and technical staff;

- 2) engineering and technical staff;
  - 3) library staff;
  - 4) publishing staff;
  - 5) administrative staff;
  - 6) service staff.
2. The list of positions in the groups referred to in section 1 and the requirements necessary for hold these positions shall be laid down in the remuneration regulations.

#### § 90

The employment relationship with a non-academic staff member shall be established and terminated by the Rector at the request of the head of the relevant organisational unit of the University or at the Rector's own initiative.

#### § 91

1. Scientific and technical staff members are employed to support the implementation of the research process and report to the institute director. Supervision over scientific and technical staff is exercised by the competent Deputy Rector.
2. Engineering and technical staff members are employed to support the implementation of the teaching process and report to the Dean. Supervision over engineering and technical staff is exercised by the competent Deputy Rector.
3. The scope of tasks and responsibilities of scientific-technical and engineering-technical staff members is determined by the head of the organisational unit in which the staff member is employed.

#### § 92

1. Library staff members report to the director of the Maria Curie-Skłodowska University Library. Supervision over library staff is exercised by the competent Deputy Rector.
2. Library staff members employed in the libraries of the organisational units report in professional and organisational terms to the director of the Maria Curie-Skłodowska University Library.

#### § 93

Publishing staff report directly to the director of the Maria Curie-Skłodowska University Publishing House. Supervision over the publishing house staff is exercised by the competent Deputy Rector.

#### § 94

1. Administration and service staff report to the Chancellor.
2. The Chancellor may be authorised by the Rector to establish, change and terminate the employment relationships of administration and service staff members, as well as to grant jubilee awards, bonuses and distinctions to these staff members and to impose penalties for breaches of work order and discipline.
3. The Chancellor may perform their tasks through heads of administrative organisational units, with the exception of the actions referred to in section 2.

#### § 95

1. The scopes of duties for administrative and service staff members are defined by heads of organisational units of administration, within the scope of the tasks assigned to those units in the organisational regulations for the administration.
2. Administration and service staff working in faculties and institutes report in substantive terms to the Deans or institute directors their authority through heads of administration units, if appointed. The scope of duties of administrative staff in the faculties is approved by the Dean and in the research institute by the director. This provision applies accordingly to university units.

#### § 96

At the University, there may not be a direct reporting relationship between spouses and the following persons:

- 1) persons running a joint household;
- 2) persons related by blood or affinity up to the second degree, or in a relationship of adoption, custody or guardianship.

#### § 97

The detailed rules and procedures for granting holiday leave, as well as the leaves referred to in the Law, are laid down in the work regulations established by the Rector.

#### § 98

The University sets the terms and conditions of remuneration for work in the remuneration regulations set by the Rector.

### **CHAPTER IX STUDIES AND STUDENTS**

#### § 99

1. The University provides first- and second-cycle degree programmes and long-cycle master's degree programmes.
2. Tertiary studies are conducted in the faculties of the University or in a branch of the University.
3. The detailed organisation of the course of study is laid down in the study regulations and the Rector's ordinances.

#### § 100

1. Degree programmes in a particular field, level and profile are established and discontinued by the Rector.
2. A proposal for the establishment or discontinuation of a degree programme is submitted by the Dean, after an opinion has been given by the appropriate field-specific teaching board.

3. The Senate adopts a study programme for a specific degree programme, level and profile, after consultation with the faculty-level self-government body. The students' self-government shall give its opinion within 10 days of the submission to it of the draft curriculum or any amendments thereto. If an opinion is not expressed within the specified time limit, the requirement for consultation shall be deemed to have been fulfilled.
4. The Senate shall lay down guidelines concerning the requirements for the development and improvement of study programmes at the University.

#### § 101

1. The rights and obligations of students are defined by the provisions of the Law, the Statutes, the provisions of study regulations and the Rector's ordinances.
2. Admission as a student of the University and the acquisition of the student rights takes place upon taking the oath. The text of the student oath is set out in Appendix No. 2 to the Statutes
3. The oath referred to in section 2 may be taken in a foreign language in which education is provided. The list of languages in which the oath may be taken and the text of the oath in these languages shall be determined by the Rector.
4. *deleted.*

#### § 102

1. The academic year begins on 1 October and ends on 30 September of the following calendar year and is divided into two terms: winter and summer.
2. The academic year includes:
  - 1) teaching periods resulting from the study programme;
  - 2) examination sessions;
  - 3) periods without classes, in particular holidays and inter-term breaks.
3. The Rector, after consultation with the competent body of the students' self-government, shall determine the detailed organisation of the academic year, taking into account the applicable study programmes. The detailed organisation of the academic year shall be determined and communicated to the University community no later than three months before the beginning of the academic year.
4. The opinion referred to in section 3 shall be given by the competent institutional body of the students' self-government within 14 days of the submission of the draft detailed organisation of the academic year. Failure to adopt a position within the specified time limit shall be regarded as a favourable opinion.
5. The Rector may establish additional days or hours during the academic year without classes for students of the University or a part thereof.
6. The Dean may establish, with the approval of the Rector, during the academic year, additional hours without classes for students of the faculty.

#### § 103

1. Lectures at the University are open, subject to section 2.
2. In particularly justified cases, the Dean may decide to declare a lecture or a lecture series open only to a specific group of students.

3. The Senate may set other conditions for the use of lectures.

#### § 104

1. The detailed organisation of degree programmes shall be laid down in the study regulations adopted by the Senate. upon the Rector's request.
2. The study regulations shall be adopted no later than by 30 April of the academic year preceding the academic year from which the regulations or any amendments thereto are due to take effect.
3. The study regulations shall be subject to agreement with the institutional students' self-government body. If the Senate and the students' self-government fail to reach agreement on the content of the regulations within three months of their adoption, the regulations shall enter into force under a new resolution of the Senate adopted by a majority of at least two-thirds of its statutory membership.
4. The regulations shall come into force as of the beginning of the new academic year.
5. Sections 2 to 4 shall apply accordingly to amendments in the study regulations.

#### § 105

1. The students of the University form a students' self-government, which is the exclusive representative of all students of the University.
2. The students' self-government acts through its bodies.
3. The students' self-government is active at the University in the scope of student affairs, including welfare and cultural affairs.
4. The decision-making body of the students' self-government shall adopt its regulations, which shall lay down the organisation and method of operation of the self-government, as well as the method of electing representatives to the bodies and consultative and advisory bodies of the University and to the Electoral College.
5. These regulations shall enter into force after the Rector has ascertained that they comply with the Law and the University's Statutes within 30 days of the date of their submission.
6. The Rector shall repeal any acts issued by the students' self-government which are in contravention of the generally applicable law, the Statutes, the study regulations and other internal regulations of the University, and the students' self-government regulations.
7. The University shall provide the conditions necessary for the operation of the students' self-government, including the infrastructure and financial resources available to the students' self-government for its activities.

#### § 106

1. Students have the right to associate in student organisations of international, national and university scope and in research clubs.
2. The rules for the registration, operation and financial management of the university's student organisations and student associations operating at the University shall be laid down by the Rector.

**CHAPTER X**  
**DOCTORAL SCHOOLS AND DOCTORAL STUDENT AFFAIRS**

§ 107

1. The education of doctoral students preparing them for the award of the doctoral degree shall take place within a doctoral school.
2. There shall be doctoral schools at the University, corresponding to the division of fields of study, in which education is provided in disciplines belonging to fields of study:
  - 1) social sciences;
  - 2) humanities and arts;
  - 3) sciences and natural sciences.
3. The Rector may also establish doctoral schools other than those listed in section 2, including a doctoral school for a specific programme of study or a doctoral school operated jointly with another university, an institute of the Polish Academy of Sciences, a research institute or an international institute.
4. Doctoral schools referred to in sections 2 and 3 shall be established, transformed and liquidated by the Rector in the organisational regulations.

§ 108

1. A doctoral school is supervised by the Rector.
2. The work of a doctoral school is directed by its director.
3. The doctoral school council is the consultative and advisory body of the director of a doctoral school.
4. The tasks of a doctoral school council include in particular:
  - 1) giving an opinion on the school's development plan prepared by the director;
  - 2) giving an opinion on the curriculum of the doctoral school as prepared by the director, including the initiation of the development of a new curriculum or the revision of an existing curriculum;
  - 3) giving an opinion on the rules for admission to a doctoral school prepared by the director, including the limits on admissions;
  - 4) other matters laid down in the regulations of a doctoral school.
5. The doctoral school council is composed of:
  - 1) the director of a doctoral school;
  - 2) the deputy director of a doctoral school;
  - 3) persons with the degree of doktor habilitowany or the title of professor with current scientific achievements in the scientific disciplines which provide education in a doctoral school, indicated by the competent scientific councils of institutes – two persons representing each of the scientific disciplines within the school. The council of the doctoral school may include persons not employed by the University;
  - 4) two representatives of doctoral students indicated by the doctoral students' self-government studying in a given doctoral school.
6. The members of the council referred to in section 5(3) and (4) shall be appointed by the Rector upon the request of the doctoral school.

#### § 109

1. The regulations of a doctoral school adopted by the Senate shall lay down in particular the rules for the organisation of education at a given school.
2. Draft regulations of a doctoral school shall be submitted by the Rector at the request of the director after receiving an opinion from the doctoral school's council.
3. The regulations of a doctoral school shall be adopted not later than by 30 April of the academic year preceding the academic year from which the regulations are due to take effect.
4. The doctoral school regulations shall be subject to consultation with the relevant body of the doctoral students' self-government. If, within three months of their adoption, the Senate and the competent body of the doctoral students' self-government fail to reach agreement on the content of the regulations, the regulations shall enter into force under a renewed resolution of the Senate adopted by a majority of at least two-thirds of its statutory membership.
5. The regulations shall come into force as of the beginning of the new academic year.
6. The provisions of sections 2 to 5 shall apply accordingly to the amendment of the doctoral school regulations.

#### § 110

1. Doctoral students shall receive education based on an educational programme and an individual research plan.
2. The education programme of a doctoral school shall be determined by the Senate.
3. The establishment of the programme shall require an opinion from the competent body of the doctoral students' self-government, which should be given within 10 days of the date of receiving the request. If the indicated time limit expires without effect, the requirement for an opinion shall be deemed to have been met.

#### § 111

1. Recruitment to the doctoral school shall take place by means of a competition in accordance with the rules laid down by the Senate.
2. Recruitment to a doctoral school is conducted by a competent recruitment committee appointed by the Rector on the director's request.
3. Admission to a doctoral school is by way of enrolment in the list of doctoral students, which is done by the director. Admission to a doctoral school is refused by way of an administrative decision issued by the director. The decision may be appealed to the school director.

#### § 112

1. A person admitted to a doctoral school shall commence education and acquire the rights of a doctoral student upon taking the oath. The text of the doctoral student's oath is set out in Appendix No. 2 to the Statutes.



2. The oath may be taken in a foreign language if the doctoral student is a foreigner. The list of languages in which the oath may be taken and the text of the oath in these languages shall be determined by the Rector.
3. A person may be a doctoral student in only one doctoral school at a time.

#### § 113

1. Doctoral students studying at the University shall form a doctoral students' self-government, which shall be the sole representative of all doctoral students at the University.
2. The doctoral students' self-government acts through its bodies.
3. The doctoral students' self-government shall be active at the University in the scope of doctoral students' affairs, including social and cultural affairs.
4. The decision-making body of the doctoral students' self-government shall adopt its regulations, which shall lay down the organisation and method of operation of the self-government, as well as the method of electing representatives to the bodies and consultative and advisory bodies of the University and to the Electoral College.
5. These regulations shall enter into force after the Rector has ascertained that they comply with the Law and the University's Statutes, but no later than within 30 days of the date of their submission.
6. The Rector shall repeal any acts issued by the doctoral students' self-government which are in contravention of the generally applicable law, the Statutes, the doctoral programme regulations and other internal regulations of the University, and the doctoral students' self-government regulations.
7. The University shall provide the conditions necessary for the operation of the doctoral students' self-government, including the infrastructure and financial resources available to the doctoral students' self-government as part of its activity.

#### § 114

1. Doctoral students shall have the right to associate in doctoral students' organisations.
2. The provisions of §106(2) of the Statutes shall apply accordingly to doctoral students' organisations and associations bringing together exclusively doctoral students, students and staff of the University.

### **CHAPTER XI**

#### **OTHER PROVISIONS CONCERNING EDUCATION**

#### § 115

1. The University may provide postgraduate programmes and other forms of education, in particular training and improvement courses.
2. The University may provide degree programmes or open classes for non-students.

#### § 116

1. In order to ensure the highest quality of education at the University, the University has an internal education quality assurance system, hereinafter referred to as the "system".

2. The system shall cover in particular:
  - 1) the University's education quality policy determined by the Senate at the Rector's request;
  - 2) the procedures of the system defined by the Rector or persons authorised by them.
3. The goals and tasks of the system are implemented at the university and departmental levels.
4. Supervision over the system:
  - 1) at the University is exercised by the Rector;
  - 2) at the faculty level is exercised by the Dean;
  - 3) at the doctoral school is exercised by its director;
  - 4) in a university unit is exercised by its manager.

## **CHAPTER XII**

### **ACADEMIC OMBUDSPERSON**

#### § 117

1. The Academic Ombudsperson, hereinafter referred to as the Ombudsperson, is appointed to protect the welfare of the University community and the rights and interests of its members, as well as to uphold academic standards at the University.
2. The Ombudsperson strives for the amicable resolution of conflicts and disputes between members of the University community and the bodies and administration of the University, and shall address, on their own initiative or at the request of a member of the University community, matters of importance for the protection of the welfare of the University community or the rights and interests of community members.
3. The Ombudsperson, in the performance of their duties, is independent of the Rector and other bodies of the University, as well as the University's officers. In carrying out their duties, they shall maintain impartiality and concern for fair and equal treatment of members of the University community, justified by the good of the community and the rights or interests of community members.
4. The Rector and the other bodies of the University, as well as persons in leadership positions at the University, are obliged to make available to the Ombudsperson information and documents related to the case in which the Ombudsperson has become involved. The Ombudsperson has the right to present their position on the case to the competent body, as well as to report irregularities they have noticed in the University's activities and to put forward proposals for action aimed at remedying them.
5. The Ombudsperson acts based on and within the limits of generally applicable law and the law applicable within the University community. In their activities, the Ombudsperson is also guided by the standards and rules adopted in international organisations bringing together academic Ombudspersons, in particular those of the European Network of Ombuds in Higher Education (ENOHE).
6. The Ombudsperson shall report annually to the Senate on their activities by the end of March in a given year.

#### § 118

1. The Ombudsperson is appointed by the Senate by an absolute majority of votes in the presence of at least half of its statutory membership, for a term of five years.
2. Candidates for Ombudsperson may be academic staff members with at least the doctoral degree. The candidate for Ombudsperson must have been employed full-time at the University for at least 10 years.
3. A candidate for Ombudsperson may be proposed by at least five members of the Senate or at least 30 members of the University community.
4. Academic staff members who, within the two years preceding their appointment, held the office of Rector, Deputy Rector, Dean or institute director, and a person who has been found guilty of disciplinary offences may not become Ombudsperson.

#### § 119

1. The employment contract of the Ombudsperson may not be terminated or dissolved without the consent of the Senate during their term of office and two years thereafter unless they have been given a valid disciplinary penalty or have been validly convicted of an intentional offence by a court of law.
2. During the term of office and two years after the end of the term of office, the Ombudsperson's terms and conditions of employment or pay may not be changed to their detriment without the consent of the Senate, except as required by law.

#### § 120

The Senate shall determine the amount of allowance in addition to the Ombudsperson's salary as an employee.

#### § 121

In the event of gross misconduct by the Ombudsperson, they may be dismissed by a resolution of the Senate adopted by a two-thirds majority on the motion of at least 10 members of the Senate.

### **CHAPTER XIII DISCIPLINARY LIABILITY**

#### § 122

1. Academic staff members, students and doctoral students who make up the University community may be held liable for disciplinary action by the Rector or the appropriate disciplinary committee, in accordance with the rules laid down in the generally applicable law and the Statutes.
2. Members of the disciplinary committees at the University are elected by the Senate from among candidates proposed by the Rector or members of the Senate, and with regard to for members of committees who are students or doctoral students – from among candidates

proposed by the competent body of the students or doctoral students' self-government at the University. Committee members shall be elected by secret ballot, by an absolute majority of votes, in the presence of at least a half of the statutory membership of the Senate.

3. Proceedings before the competent disciplinary committee may involve the Academic Ombudsperson and a representative of a professional or social organisation at the University and representing an appropriate group of members of the University community if it is necessary to protect an interest covered by the organisation's statutory tasks, in particular the protection of the rights of employees or students and doctoral students.
4. If the underlying act constituting a disciplinary offence is a dispute between members of the University community or a member of the University staff and a person from outside the University community, the Rector, upon being notified that a disciplinary offence has been committed by a member of the University community, the competent disciplinary Ombudsperson in the course of the investigation or the adjudicating panel in disciplinary proceedings may, on the initiative of at least one of the parties to the dispute or with their consent, refer the matter to mediation.
5. Mediation proceedings shall be conducted by an academic staff member included on the University's list of mediators and accepted by the parties to the dispute, or an academic staff member employed by the University and indicated by the parties, who guarantees impartiality in the dispute. Rules for maintaining the list of mediators and the conduct of mediation proceedings shall be determined by the Rector by means of an ordinance.

#### § 123

1. Disciplinary proceedings against academic staff shall be conducted in the first instance by the University disciplinary committee for academic staff, except for cases that are considered in the first instance by the disciplinary committee of the General Council for Science and Higher Education.
2. The University disciplinary committee for academic staff shall be composed of not more than 20 members, elected by the Senate from among academic staff employed at the University on a full-time basis and students, subject to section 3.
3. At least half of the academic staff elected to the committee should hold a degree in law, and no fewer than one-quarter of the committee members should be students.
4. After selecting the members of the committee, the Senate shall elect the committee chairperson and their two deputies from among professors and university professors selected to the committee, with the chairperson and one of their deputies having a degree in law.

#### § 124

1. Disciplinary proceedings against students shall be conducted by:
  - 1) Disciplinary committee for students;
  - 2) Disciplinary appeals committee for students.
2. Disciplinary proceedings against doctoral students shall be conducted by:
  - 1) Disciplinary committee for doctoral students;

- 2) Disciplinary appeals committee for doctoral students.

#### § 125

1. The disciplinary committee for students is composed of 20 members, including:
  - 1) 14 full-time academic staff employed at the University, half of whom should have a degree in law;
  - 2) six students.
2. After selecting the members of the committee, the Senate shall elect the committee chairperson and their two deputies, where both the chairperson and one of their deputies should have a degree in law.

#### § 126

1. The disciplinary appeals committee for students is composed of:
  - 1) eight full-time academic staff members employed by the University, half of whom should have a degree in law;
  - 2) four students.
2. After selecting the members of the committee, the Senate shall elect the committee chairperson and their deputy, with at least one of them having a degree in law.

#### § 127

1. The disciplinary committee for doctoral students is composed of:
  - 1) six full-time academic staff members employed at the University;
  - 2) four doctoral students.
2. After selecting the members of the committee, the Senate shall elect the committee chairperson and their deputy, with at least one of them having a degree in law.

#### § 128

1. The disciplinary appeals committee for doctoral students is composed of:
  - 1) four full-time academic staff members employed at the University;
  - 2) two doctoral students.
2. After selecting the members of the committee, the Senate shall elect the committee chairperson and their deputy, with at least one of them having a degree in law.

#### § 129

1. Members of the disciplinary committee may not:
  - 1) act as the University's single-member bodies;
  - 2) hold managerial functions at the University;
  - 3) have been convicted by a final sentence for a deliberate crime or a deliberate fiscal crime;
  - 4) have been punished with a valid disciplinary penalty.
2. Membership of the first instance disciplinary committee cannot be combined with membership of the disciplinary appeals committee.
3. Serving as a member of the disciplinary committee is the responsibility of an academic staff member.

4. The term of office of the disciplinary committee shall be four years and shall commence at the beginning of the term of office of the Senate.
5. A person serving on the University's single-member body may be a member of the disciplinary committee four years after ceasing to serve in that capacity.

#### § 130

The chairperson of the relevant disciplinary committee shall appoint the adjudicating panel separately for each case, taking into account the date of receipt of the case and observing the principle of the alphabetical order of the members of the committee, but the adjudicating panel should include at least one member with a degree in law.

#### § 131

1. Membership of the disciplinary committee shall cease as a result of:
  - 1) resignation;
  - 2) death;
  - 3) election to the positions set out in § 43 of the Statutes;
  - 4) a valid punishment in criminal or disciplinary proceedings;
  - 5) termination of employment at the University; loss of status as a student or doctoral student at the University.
2. The expiry of membership of the university disciplinary committee shall be confirmed by the Senate.
3. The election of a member of the University disciplinary committee for the vacant position is carried out by the Senate. The term of office of the member of the disciplinary committee so elected shall expire on the day the term of office of the committee ends.

#### § 132

1. The Rector, on the request of the chairperson of the committee, shall appoint one or more secretaries of the disciplinary committee and of the disciplinary appeals committee for the duration of their term of office.
2. Office and organisational support for the committees shall be provided by the relevant administrative units of the University in accordance with the rules laid down in the organisational regulations of the University.

#### § 133

1. The Rector shall appoint disciplinary Ombudspersons from among persons holding at least the doctoral degree.
2. The term of office of disciplinary Ombudspersons shall be four years and shall commence on 1 January following the year in which the Rector's term of office began.
3. The Rector dismisses a disciplinary Ombudsperson in the event of the termination of the disciplinary Ombudsperson's employment at the University or in other justified cases.

**CHAPTER XIV**  
**PROVISIONS CONCERNING MEETINGS AT THE UNIVERSITY**

§ 134

1. Employees, students and doctoral students have the right to organise meetings on the University's premises in accordance with the rules laid down in the Law and the University's Statutes.
2. Meetings as understood by the Law are not:
  - 1) meetings of students' and doctoral students' self-government bodies;
  - 2) meetings of the bodies of student organisations operating at the University in accordance with the Law and the Statutes;
  - 3) meetings of employees, students or doctoral students organised by the University's organisational units or trade unions;
  - 4) meetings of scientific societies and employees' organisations.
3. The organisation of a meeting on the premises of the University requires the consent of the Rector.
4. The organisation of a meeting outside the premises of the University, however, in its area requires notification to the Rector.

§ 135

1. A request for consent to organise a meeting or notification of the intention to organise a meeting should include:
  - 1) the full name and address of the person(s) organising the meeting;
  - 2) the purpose of the meeting;
  - 3) the place, date of the meeting and start and end times of the meeting;
  - 4) the meeting agenda;
  - 5) the expected number of participants;
  - 6) specification of the technical measures to be used;
  - 7) the rules for maintaining order with an indication of the persons responsible for this.
2. The request or notification referred to in section 1 shall be submitted to the Rector's secretariat.
3. The organisers shall notify the Rector of their intention to organise a meeting or request permission to organise a meeting no later than 24 hours before the commencement of the meeting.
4. In cases justified by the urgency of the matter, the Rector may accept the request or notification submitted at a shorter notice, but no later than three hours prior to the commencement of the meeting.

§ 136

1. The Rector refuses to grant consent for a meeting or prohibits a meeting if its purpose or agenda violates the provisions of law.
2. The Rector may make the consent to organise a meeting conditional upon adjusting its scope and the technical means to be used to the capacity of the premises, in

such a way that the meeting does not interfere with the performance of the University's tasks.

3. The Rector refuses to give their consent for the organisation of a meeting or prohibits the organisation of a meeting if other meetings have been reported at the same place and time. When informing the meeting organiser thereof, the Rector instructs them on the possibility of organising the meeting at a different time or at the same time, but in a different place on the premises of the University.

#### § 137

The meeting organiser is obliged to:

- 1) ensure security and order during the meeting;
- 2) co-operate with the Rector or a representative appointed by the Rector, including allowing them to speak during the meeting, outside the established order of speakers;
- 3) carry out the instructions of the Rector or the Rector's designated representative to ensure the safety of participants, the undisturbed functioning of the University and the safeguarding of University property;
- 4) inform the participants of the need to leave the meeting venue upon the completion or dissolution of the meeting.

#### § 138

1. During the meeting it is prohibited to:
  - 1) interfere with the meeting;
  - 2) disrupt the course of the meeting;
  - 3) organise competing meetings at the same time and in the same place;
  - 4) disrupt the day-to-day running of the University, including the educational process;
  - 5) violate the rules of the University and generally applicable laws.
2. If the course of the meeting goes beyond the purpose indicated in the request for consent or in the notice, threatens public safety and order or harms the welfare of the University, the Rector or a representative appointed by the Rector may dissolve the meeting.
3. The meeting shall be dissolved by giving an oral notice subject to immediate execution, preceded by a threefold warning to the participants of the meeting of the possibility of its dissolution, and then announced to the organiser or, if the organiser cannot be contacted, publicly announced to the participants of the meeting.

### **CHAPTER XV**

#### **ELECTIONS AND EXPIRY OF MANDATE**

#### § 139

1. Subject to special regulations under the provisions of the Statutes, elections at the University shall be conducted according to the following rules:
  - 1) all ballots are secret;
  - 2) all members of the University community shall have an active right to vote;



- 3) the passive electoral right is determined by the provisions of the Law and the Statutes;
  - 4) election of electors and representatives to the collective bodies of the University are direct;
  - 5) the Rector is elected by the Electoral College by an absolute majority of votes in the presence of at least half of its statutory membership;
  - 6) the election of electors and representatives to the collective bodies of the University is valid irrespective of the number of persons present at the election meeting, provided that it has been duly convened;
  - 7) the election of electors and representatives to the collective bodies of the University takes place when a candidate has obtained more than half of the validly cast votes, subject to point 7a;
  - 7a) if some electoral seats remain vacant after two rounds of voting, the third round of voting shall be held to elect the candidates who have obtained successively the highest number of validly cast votes. If two or more candidates receive the same number of votes and if their election would result in the number of elector seats provided for in a given election being exceeded, additional ballots shall be held with the participation of those candidates only;
  - 8) an absolute majority of votes is attained if the number of votes for election is greater than the sum of the votes against and abstentions;
  - 9) election meetings are convened by means of a written announcement placed on the University's website and in places accessible to particular groups of electors or by other means determined by the competent election committee or the body designated in the Statutes as competent to hold the election.
2. To the extent not regulated in the Statutes, the Senate shall adopt a resolution defining the detailed procedure for proposing candidates and holding elections, the manner of voting, including the possibility of voting using electronic means of communication and model documents related to the election process.

#### § 140

1. Subject to the other provisions of the Statutes, elections are conducted by election committees:
  - 1) the University Election Committee;
  - 2) faculty election committees.
2. The election committees shall perform activities necessary for the election, except for those reserved by the Statutes to the competence of other bodies. In particular, the tasks of the committees include:
  - 1) setting the schedule of election activities to the extent not covered by the Senate resolution referred to in § 143 of the Statutes;
  - 2) convening election meetings and supervising them in terms of compliance with the Law and the Statutes; the convening of a meeting to elect representatives to the Senate and the institute councils or to elect electors, may be delegated by the committee to the head of the organisational unit in which all or a majority of the electors constituting one electoral group are employed, and the entrust supervision over the meeting to a specific member of the committee;

- 3) securing the electoral documentation and, on the completion of the election, hand it over to the Rector;
  - 4) resolving doubts about the results of the voting and other matters concerning the conduct of the election and declaring invalid any election made in material breach of the Law or the Statutes.
3. Where faculty election committees are competent to conduct the election, the competence to declare an election invalid is vested in the faculty election committee and the University Election Committee. The time limit for the adoption of a resolution on the invalidation of an election is three days from the election for the faculty election and seven days from the date of the election for the University Election Committee.
  4. The person whose election has been invalidated has the right to appeal against the resolution to declare the election invalid adopted by the faculty election committee to the University Election Committee through the faculty election committee. The appeal with a statement of reasons shall be submitted in writing no later than the day following the notice of the resolution. The University Election Committee shall decide whether to revoke or uphold the appealed resolution no later than two days after receiving the appeal.
  5. The person whose election has been invalidated is entitled to apply to the University Election Committee for reconsideration against the resolution to declare the election invalid, adopted by the University Election Committee. Paragraph 4 sentence. 2 and 3 shall apply *mutatis mutandis*.
  6. Unless the provisions of the Statutes provide otherwise, resolutions of the election committees shall be adopted by an absolute majority of votes in the presence of at least 2/3 of its members.
  7. Elections of representatives of students and doctoral students to the Senate and the Electoral College shall be conducted by the bodies of the students' self-government and the doctoral students' self-government, or by election committees appointed by those bodies, in accordance with the procedure laid down in the regulations of those self-governments.

#### § 141

1. Elections of the Rector and elections to the Senate and the Electoral College shall be conducted by the University Electoral Committee, subject to section 3.
2. Elections to the scientific councils of the institutes are conducted by the faculty election committees.
3. The faculty election committees conduct elections to the Senate and the Electoral College if the electoral group consists exclusively of employees employed within the faculty.
4. The University Election Committee may request a faculty election committee to conduct an election which it is competent to conduct if the election group comprises more than half of the employees employed within the faculty.

## § 142

1. The University Election Committee and the faculty election committees and their chairpersons are appointed by the Senate by the end of March of the last year of their term of office.
2. Candidates for individual election committees may be proposed by the Rector or any member of the Senate; however, candidates for members of election committees who are representatives of the students' self-government or doctoral students' self-government are proposed by the respective self-governments.
3. The University Election Committee consists of:
  - 1) seven members elected by the Senate;
  - 2) one representative of each trade union operating at the University;
  - 3) one representative of the students' self-government;
  - 4) one representative of the doctoral students' self-government.
4. The Senate elects the chairperson of the University Election Committee from among the members referred to in section 3(1).
5. The faculty election committee consists of:
  - 1) five members elected by the Senate from among the faculty members;
  - 2) one representative of each trade union operating at the University;
  - 3) one representative of the students' self-government.
6. The Senate shall elect its chairperson from among the members referred to in section 5(1).
7. The University Election Committee and the faculty election committees shall continue to function until new committees are appointed.
8. The mandate of a member of the University Electoral Committee or of a faculty electoral committee shall expire upon giving consent to stand for election as an elector or to the collective bodies of the University."
9. In the event that a committee member's mandate expires before the end of the term of office, the Senate shall supplement the composition of the committee in accordance with the rules set out above.
10. A by-election to a committee shall not be held if, as a result of the expiry of the mandate, respectively:
  - a) the number of members of the University Election Committee is not less than 7 persons,
  - b) the number of members of the faculty election committee is not less than 5 persons,- unless the Senate decides otherwise.<sup>2</sup>

## § 143

1. Simultaneously with the appointment of the election committees, the Senate adopts an election resolution in which it sets the date for the Rector's election and the date by which the elections to the collective bodies of the University and the Electoral College should be held.
2. In the election resolution, the Senate decides on the distribution of seats in the Electoral College in accordance with § 144 of the Statutes.

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<sup>2</sup> § 142(8) to (10) shall not apply to election committees appointed for the 2020-2024 term of office.

#### § 144

1. The Electoral College consists of 200 electors representing all members of the University community, including:
  - 1) 111 representatives of academic staff members with the title of professor or the academic degree of doktor habilitowany;
  - 2) 36 representatives of other academic staff members;
  - 3) 13 representatives of non-academic staff;
  - 4) 40 representatives of students and doctoral students.
2. Elections of electors from among academic staff and students are held at faculties.
3. The distribution of electoral seats within each electoral group shall be determined by the Senate in the resolution referred to in § 143 of the Statutes, taking into account the principle of proportionality, according to the following criteria:
  - 1) academic staff members with the title of professor or the academic degree of doktor habilitowany employed within individual faculties shall constitute separate electoral groups, with no less than one seat per electoral group;
  - 2) academic staff members with the academic title of professor or academic degree of doktor habilitowany employed in university units shall form joint election groups with the academic staff members referred to in item 1 employed within the faculty designated by the Senate;
  - 3) other academic staff members employed within individual faculties shall constitute separate electoral groups, with no less than one seat per electoral group;
  - 4) other academic staff members employed in university-level units shall form joint election groups with the academic staff members referred to in point 3, employed within the faculty designated by the Senate;
  - 5) non-academic staff are divided into three electoral groups:
    - a) administrative and service staff,
    - b) scientific, technical and engineering staff,
    - c) library and publishing staff,– with at least one seat for each of them;
  - 6) the electoral mandates allocated jointly to students and doctoral students shall be distributed among these groups, each of which shall have at least one seat; the distribution of seats shall follow the principle of proportionality, taking into account the number of students in each faculty.

#### § 145

In elections to the Electoral College, candidates may be University employees, students and doctoral students who fulfil the requirements laid down in Article 20(1)(1)-(5) and (7) of the Act and do not act as a single-person body of the University.

#### § 146

1. The term of office of the Electoral College is four years.
2. The mandate of an elector is valid until the end of the term of office of the Electoral College unless it expires earlier.

#### § 147

1. An elector's mandate shall expire before the end of the term of office of the Electoral College in the event of:
  - 1) death;
  - 2) resignation;
  - 3) failure to submit the declaration referred to in Article 7(1) of the Act of 18 October 2006 on Disclosing Information on the Documents of the State Security Bodies from the Period between 1944-1990 and the content of such documents, as well as the information referred to in Article 7(3a) of that Act;
  - 4) ceasing to fulfil the requirements set out in Article 20(1)(1)-(5) of the Act and in the Statutes.
2. The expiry of an elector's mandate shall be stated in the form of a decision by the Chairperson of the University Electoral Committee within seven days of receiving information on the expiry of the elector's mandate.

#### § 148

1. The Rector is elected from among persons with the title of professor or the academic degree of doktor habilitowany who meet the requirements set out in the Act.
2. A person elected to the office of Rector, who is not a member of the University community, shall be employed at the University as their primary place of employment in the position of professor or university professor, no later than the beginning of the term of office.
3. If a person elected to serve as Rector, on the date of election, is employed at the University in a position other than that of professor or university professor, they shall be employed in the position of professor at the University not later than on the date of the commencement of the term of office, bypassing the promotion procedure referred to in § 83 of the Statutes.
4. The employment referred to in sections 2 and 3 shall be made by the Rector at the end of their term of office.

#### § 149

1. The right to nominate candidates for the Rector is vested in:
  - 1) University Council;
  - 2) a group of at least five members of the Senate;
  - 3) a group of at least 50 members of the University's community.
2. Each of the members of the Senate or members of the University community referred to in section 1(2) and (3) may support no more than one candidate.
3. A candidate for Rector shall be nominated in a letter submitted to the University Election Committee no later than 14 days before the date of the Rector's election. In order for the nomination of a candidate to be valid, it must be accompanied by the candidate's written consent to stand as a candidate and a declaration of fulfilment of the requirements set out in Article 20(1)(1)-(7) of the Act and in the Statutes.

#### § 150

1. Candidates for Rector are subject to the Senate's opinion.
2. Candidates invited to the Senate meeting present their profiles and framework election programmes, before voting on the opinion.
3. The vote on the opinion shall take place separately for each candidate.
4. The opinion is adopted by a simple majority in a secret ballot. The result of the ballot indicates whether the opinion is positive or negative. A negative opinion of the Senate does not deprive a candidate of their status as Rector.
5. The Senate's opinion on a candidate completes the effectiveness of nominating the candidate for Rector.

#### § 151

1. The first meeting of the Electoral College is convened by the Chairperson of the University Electoral Committee.
2. The Chairperson of the University Electoral Committee chairs the meeting until the Chairperson of the Electoral College is elected. The Chairperson is elected by the Electoral College from among electors with the title of professor. § 139(1)(1) of the Statutes shall not apply to electing the Chairperson of the Electoral College.
3. From the moment of their election, the Chairperson of the Electoral College presides over the proceedings of the Electoral College and convenes further meetings of the Electoral College..

#### § 152

1. Supervision of voting at the meeting of the Electoral College is exercised by the University Electoral Committee.
2. Having counted the results of the vote, the University Electoral Committee immediately announces them to the Electoral College and confirms the election of the Rector or, if none of the candidates has obtained the required number of votes, orders a repeat vote with the two candidates who have obtained the highest number of votes. Should none of the candidates obtain the required number of votes in this vote either, the vote is repeated.
3. If the Rector is not elected in the repeat vote, the University Election Committee announces a new election to be held no later than not later than 14 days after the date of the first election. The time limit for nominating candidates in this case is seven days from the date of the first election.

#### § 153

The Rector's mandate shall expire before the end of the term in the following cases:

- 1) death;
- 2) resignation;
- 3) failure to submit the declaration referred to in Article 7(1) of the Act of 18 October 2006 on Disclosing Information on the Documents of the State Security Bodies from the Period between 1944-1990 and the content of such documents, as well as the information referred to in Article 7(3a) of that Act;
- 4) pursuing additional gainful activity without the consent of the University Council;

- 5) ceasing to fulfil the requirements set out in Article 20(1)(1-5) of the Act and in the Statutes;
- 6) dismissal.

#### § 154

1. The Rector may be dismissed by the Electoral College by a majority of at least 3/4 votes in the presence of at least 2/3 of its statutory membership.
2. A motion for the dismissal of the Rector may be submitted by the Senate by a majority of at least half of its statutory membership or by the University Council.

#### § 155

1. The expiry of the Rector's mandate is declared by the Chairperson of the Electoral College, or, in the case indicated in §153(4) of the Statutes, by the minister in charge of higher education and science.
2. The confirmation of the expiry of the Rector's mandate by the chairperson of the College of Electors takes the form of a decision.

#### § 156

1. Should the mandate of the Rector expire before the end of the term, the new Rector for the remainder of the term is elected by the Electoral College.
2. The election referred to in section 1 shall be ordered by the Senate not later than 30 days following the date of confirming the expiry of the Rector's mandate, setting the date for the election within a maximum of 60 days following the confirmation of the end of the Rector's term of office.
3. In the period between the date of confirming the expiry of the Rector's mandate and the date of electing a new Rector, the duties of the Rector are performed by the oldest member of the Senate holding at least the doctoral degree.
4. If no more than three months remain between the date of the Rector's term expiry and the end of the term, a new Rector shall not be elected.
5. If during a term of office there is a change in the position of Rector, immediately after the new Rector takes office the Deputy Rectors place their functions at the disposal of the Rector. The Rector shall decide on the continuation of the functions of individual Deputy Rectors.

#### § 157

1. In the event that the Senate orders the election of the Rector as referred to in § 156(2) of the Statutes, the University Election Committee shall immediately order by-elections to the Electoral College in order to fill the electoral seats that have expired during the term of office of the Electoral College.
2. The provisions on elections to the Electoral College shall apply accordingly to by-elections to fill electoral seats in individual electoral groups.

#### § 158

1. Elections to the University Council are held by the University Electoral Committee within the timeframe specified by the Senate in an election resolution and enabling the University Council to commence its activities from 1 January of the year following the year in which the term of office of the Senate began.
2. Candidates for the University Council referred to in § 35(1)(1) and (2) of the Statutes may be proposed by:
  - 1) the Rector;
  - 2) a group of at least five members of the Senate.
3. Each member of the Senate may support in the nomination no more than one candidate who is a member of the University community and no more than one candidate who is not a member of the University community. This restriction shall not apply to the Rector.
4. The nomination of a candidate with reasons shall be submitted in writing. The nomination must include the signatures of the persons proposing the candidate.
5. The nomination of a candidate requires their written consent and a declaration that he or she meets the statutory requirements for serving on the University Council.
6. Candidates from the group referred to in § 35(1)(2) of the Statutes shall also submit a written declaration on their candidacy for the Chairperson of the University Council.
7. The detailed procedure for the nomination of candidates to the University Council is determined by the Senate.

#### § 159

1. Appointments to the University Council are made by the Senate in a secret ballot by an absolute majority of votes in the presence of at least half of its statutory membership.
2. Voting shall be conducted separately for each of the groups referred to in § 35(1)(1) and (2) of the Statutes. In each vote, a member of the Senate may cast no more votes than there are seats to be filled in a given group.
3. The persons who receive the highest number of votes in succession in the votes are appointed to the University Council, subject to section 1.
4. If, as a result of the first vote, not all the seats allocated to a given group are filled, a new vote shall be held in that group, excluding those candidates who have already obtained a seat in the first vote. In the re-vote, the persons who obtain the highest number of votes consecutively shall be appointed to the University Council.
5. In the event that, in the vote, more than one candidate obtains the same number of votes entitling them to be appointed to the Council of the University, thus exceeding the number of seats in a given group, a new vote shall be held from among these candidates, with the persons who obtained the highest number of votes in turn being appointed to the University Council.
6. If, as a result of the procedure set out in section 5, not all the seats can be filled, the procedure shall be repeated until all the seats have been filled.
7. For repeat votes to the University Council referred to in sections 4-6, section 2 shall apply accordingly.



#### § 160

1. The chairperson of the University Council is elected by the Senate from among the members appointed from the group of persons who are not members of the University community, provided that they have given their prior written consent to stand for election as chairperson of the University Council.
2. The chairperson shall be elected by an absolute majority of votes in a secret ballot in the presence of at least half of the statutory membership of the Senate.
3. If no candidate receives an absolute majority in the vote, another vote shall be held.
4. In the vote on the election of the President of the University Council, each member of the Senate may vote for only one candidate.
5. If the Chairperson of the Council is not elected, their duties, until the election of the Chairperson of the Council, shall be performed by the most senior member of the University Council from the group of persons who are not members of the University community.

#### § 161

1. A member of the Council of the University may be dismissed by the Senate by an absolute majority of votes in the presence of at least 2/3 of its statutory membership.
2. A motion to dismiss a member of the University Council may be submitted by at least 1/3 of the statutory membership of the Senate.

#### § 162

The termination of membership of the University Council before the end of the term of office occurs in the event of:

- 1) death;
- 2) resignation;
- 3) failure to submit the declaration referred to in Article 7(1) of the Act of 18 October 2006 on Disclosing Information on the Documents of the State Security Bodies from the Period between 1944-1990 or the content of such documents, as well as the information referred to in Article 7(3a) of that Act;
- 4) ceasing to fulfil the requirements set out in Article 20(1) of the Act
- 5) dismissal.

#### § 163

1. The expiry of membership of the University Council shall be declared by the Rector in the form of a decision, subject to section 4.
2. If the mandate of a member of the University Council expires during the term of office, the Senate immediately appoints a new member of the University Council in their place.
3. In the event of the expiry of the mandate of the Chairperson, the Senate elects a new Chairperson from among the members of the Council appointed from a group of persons who are not members of the University community and who have agreed to stand as candidates. Section 160(1) to 160(4) of the Statutes shall apply accordingly.
4. On the date on which the chairperson of the University Students' Self-Government Board ceases to hold office, their membership of the University Council expires. The new

chairperson of the University students' self-government Board becomes a member of the University Council on the date of their election to this function.

§ 164

1. In elections to the Senate, persons belonging to the groups specified in § 27 of the Statutes elect members of the Senate from among themselves.
2. A candidate for the Senate may be proposed by any member of the University community from the group specified in § 27. The nomination is made at the election meeting. The candidate must agree to stand for election. The committee responsible for the election in the respective group may announce prior written nomination of candidates.

§ 165

1. Representatives of the academic staff members referred to in § 27(1)(2) shall be elected to the Senate in electoral groups comprising those academic staff members employed in individual institutes.
2. Representatives of the academic staff members referred to in § 27(1)(3) shall be elected to the Senate in electoral groups comprising those academic staff members employed at individual faculties and the organisational units existing within them.
3. A representative of the academic staff members referred to in §27(1)(4) shall be elected to the Senate in a single group comprising academic staff members employed at the faculties and existing organisational units of the University.
4. A representative of non-academic staff of the University shall be elected to the Senate in one election group comprising the staff referred to in § 89(1) of the Statutes.

§ 166

If in the first ballot a representative to the Senate from a given electoral group has not been elected, the two unelected candidates who received the highest number of votes in the first ballot shall participate in the second ballot. If more than two candidates receive an identical number of votes, the Election Committee shall increase the number of candidates proceeding to the second round accordingly.

§ 167

1. In the election to the institute's scientific council, persons belonging to the group referred to in § 40(1)(3) of the Statutes shall elect representatives to the council from among themselves, with the proviso that an academic staff member who has indicated a discipline compatible with that of the institute's research council as the leading discipline shall have the active right to vote.
2. Section 1 shall apply accordingly to the election of the representative composition of the scientific council of the institute in the group defined in § 40(1)(2) of the Statutes.
3. A candidate for the scientific council of an institute may be proposed by an academic staff member who has indicated a discipline in line with the discipline of the given scientific council of the institute as leading. The nomination is made at the election meeting. The candidate must agree to stand for election. The committee responsible for the election in the respective group may announce prior written nomination of candidates.

4. The leading discipline is understood to be the discipline indicated by the academic staff member in the declaration referred to in Article 343(7) of the Law, and if two disciplines are indicated, the discipline with a greater percentage share or indicated first.
5. If in the first ballot all representatives to the scientific council of the institute from a given electoral group have not been elected, the second ballot shall be held by the unelected candidates who in the first ballot obtained the highest number of votes in a number corresponding to twice the number of seats remaining to be filled. If several candidates receive an identical number of votes, the Election Committee shall increase the number of candidates proceeding to the next round accordingly.

#### § 168

1. The expiry of the mandate of a member of the Senate and the mandate of a member of the Institute's Scientific Council before the end of the term of office occurs in the event of:
  - 1) death;
  - 2) resignation;
  - 3) failure to submit the declaration referred to in Article 7(1) of the Act of 18 October 2006 on Disclosing Information on the Documents of the State Security Bodies from the Period between 1944-1990 and the content of such documents or the information referred to in Article 7(3a) of that Act;
  - 4) ceasing to fulfil the requirements set out in Article 20(1) of the Act on in the Statutes.
2. The expiry of the mandates referred to in section 1 shall be confirmed by the Rector in the form of a decision.
3. If a mandate is found to have expired, a by-election shall be held in accordance with the rules set out in this chapter of the Statutes.

### **CHAPTER XVI**

#### **TRANSITIONAL AND FINAL PROVISIONS**

#### § 169

1. The term of office of the Rector commenced before the date of entry into force of the statutes shall last until 31 August 2020.
2. The Deputy Chancellors elected before the date of entry into force of the Statutes shall hold office by appointment until 31 August 2020.

#### § 170

1. Persons appointed by the Rector on the entry into force of these statutes as directors of institutes, deputy directors of institutes, deans, pro-deans, directors of doctoral schools and deputy directors of doctoral schools shall hold their functions until 31 August 2024.
2. The appointment of persons to the functions referred to in section 1 shall not require the consultation referred to in § 45(5), § 46(9) and § 48(4) of the Statutes.

#### § 171

1. The term of office of the Senate commenced before the date of entry into force of the Statutes shall last until 31 August 2020.
2. Persons who, on the basis of the existing regulations, are members of the Senate by virtue of their functions, shall remain members of the Senate until the end of its term of office, provided that they continue to hold that function based on these Statutes.
3. In the event of a change in the position of Deputy Rector or Dean during the term of office referred to in section 1, the person appointed to the leading position after the statutes enter into force shall become a member of the Senate.

#### § 172

1. The term of office of the first University Council shall last until 31 December 2020.
2. The term of office referred to in section 1 shall not be included in the terms of office referred to in § 36(2) of the Statutes.
3. The appointment of the Council of the University in the manner specified in these Statutes shall take place in respect of the University Council whose term of office follows the end of the term of office of the first University Council.

#### § 173

The terms of office of deans of faculties, directors of institutes and heads of internal organisational units in a faculty shall expire on the date of entry into force of the Statutes.

#### § 174

With the entry into force of the organisational regulations, the Rector appoints the heads of the department indicated in the internal structure of the institutes for a period until 30 September 2023. These appointments do not require consultation with the institute's scientific council.

#### § 175

As of the date of entry into force of the Statutes:

- 1) persons employed in the position of senior lecturer with a doctoral degree shall be transferred to the position of assistant professor in the group of teaching staff;
- 2) persons employed at the position of senior lecturer who do not hold the doctoral degree shall remain at the position of senior lecturer.

#### § 176

1. Certified librarians and certified scientific documentation and information staff employed at the University on the date of entry into force of this Act in the positions of:
  - 1) senior certified curator, senior certified documentarian;
  - 2) certified curator, certified documentarian;
  - 3) assistant professor of library science, assistant professor of scientific documentation and information;
  - 4) assistant librarian, assistant of scientific documentation and information  
– shall remain employed in these positions as academic staff members until 30 September 2020.

2. A person who has obtained the professional qualification of a certified librarian may be employed as a certified librarian when they meet the following criteria:
  - 1) for the position of senior certified curator, senior certified documentarian;
    - a) academic and organisational achievements,
    - b) at least four years of work as a certified custodian, certified documentarian;
  - 2) for the position of certified curator, certified documentarian;
    - a) academic and organisational achievements,
    - b) at least three years as assistant professor of library science, assistant professor of scientific documentation and information or eight years in a scientific library;
  - 3) for the position of assistant professor of library science, assistant professor of scientific documentation and information;
    - a) scientific achievements,
    - b) at least two years as assistant librarian, assistant of scientific documentation and information or six years in a scientific library;
  - 4) for the position of assistant librarian, assistant of scientific documentation and information
    - a) having documented professional qualifications as a certified librarian,
    - b) at least two years of work in a scientific library.

#### § 177

On the date of entry into force of the Statutes, the Rector shall adopt the first organisational regulations. The adoption of the first organisational regulations shall not require the opinion of the Senate referred to in § 53(2) of the Statutes.

#### § 178

As of the date of entry into force of the Statutes, the conduct of initiated and unfinished proceedings on the award of:

- 1) the doctoral degree, conducted by the existing faculty councils of a higher education institution - shall be taken over by the research council of the institute which is competent for the discipline in which the proceedings are conducted;
- 2) the degree of doktor habilitowany conducted by the existing faculties councils of the university shall be taken over by the scientific council of the institute which is competent for the discipline in which the proceedings are conducted;
- 3) the title of professor, conducted by the existing faculty councils of the university shall be taken over by the Senate.

#### § 179

Internal normative acts issued by the relevant bodies of the University before 1 October 2019 shall remain in force to the extent not inconsistent with the Law and the Statutes.

#### § 180

1. Elections to the first scientific council of the institute shall be held from the date of the adoption of the statutes until 30 September in accordance with the principles set out in § 167(1) and (3) to (5) of the Statutes.

2. The elections referred to in section 1 shall be conducted by the competent election committees acting on the date of adoption of the statutes.
3. The number of representatives of the academic staff referred to in § 40(1)(3) of the Statutes who comprise the first scientific council of the institute shall be determined by the competent election committee, taking into account the number of academic staff members referred to in § 40(1)(2) of the Statutes as at 1 June 2019.
4. Members elected to the first scientific council of the institute shall serve from the date of their election.
5. The scientific council of the institute as a body of the University referred to in § 15 of the Statutes shall be constituted on the date of entry into force of the Statutes.
6. The institute director shall convene the first meeting of the scientific council of the institute within 14 days from the entry into force of the Statutes:

#### § 181

1. Persons who commenced doctoral studies before the academic year 2019/2020 shall pursue them under the existing rules, but no longer than until 31 December 2023.
2. Supervision of doctoral studies provided at the University in the period from 1 October 2019 to 31 December 2023 shall be supervised by the dean from the faculty in which the studies have been run to date.
3. Heads of doctoral studies appointed based on the regulations hitherto in force shall remain in office until 31 December 2023, unless they are dismissed earlier by the Rector or the doctoral studies they manage are terminated.

#### § 182

Amendments to the Statutes shall be adopted by the Senate by an absolute majority of votes in the presence of at least half of the statutory number of members after consultation with the University Council expressed by a majority of the statutory number of members and after consultation with the trade unions operating at the University. The trade unions shall submit an opinion within 30 days of receipt of the draft amendment to the Statutes. If the indicated time limit expires without effect, the requirement for an opinion shall be deemed to have been met.

#### § 183

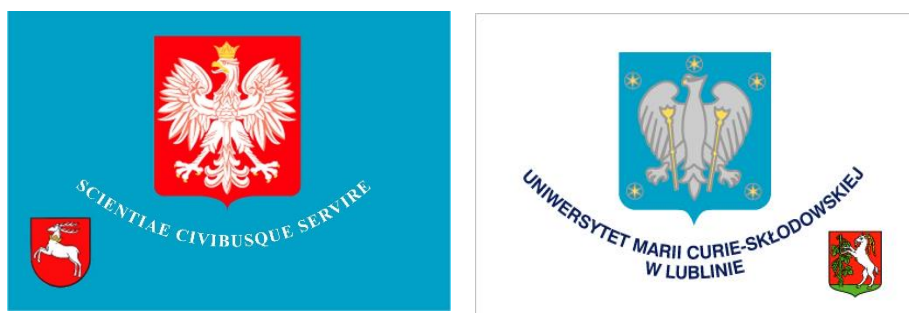
1. The present Statutes shall enter into force on 1 October 2019, with the exception of § 40(1), § 167(1) and (3-5), § 180 of the Statutes, which shall enter into force on the date of adoption.
2. As of the date of entry into force of these Statutes, the Statutes in force as of 30 September 2019 shall be repealed in full.



1. The University's coat of arms has the form of an image of a silver eagle with a golden beak and talons with two identical rector's scepters and five golden six-rayed stars in circles, on a blue field. The shield is shaped in accordance with the shield of the national coat of arms.



2. The design of the logo is defined in the University's Visual Identity Book.



3. The University's banner has the right side in white, with the University's coat of arms and the following inscription: MARIA CURIE-SKŁODOWSKA UNIVERSITY IN LUBLIN, and the coat of arms of the city of Lublin in the lower right-hand corner, while the left-hand side is blue, with the national coat of arms of the Republic of Poland and the

following inscription: **SCIENTIAE CIVIBUSQUE SERVIRE** and the coat of arms of the Lublin Voivodeship in the bottom left corner.



4. The flag of the University consists of two zones: an upper white one with the University's coat of arms, in the centre and a lower blue one.
5. The seal with the University's coat of arms, made in metal, depicts the University's coat of arms and an inscription in a rim: \* MARIA \* CURIE-SKŁODOWSKA \* UNIVERSITY \* IN LUBLIN. The ceremonial seal of the University, round with a diameter of 90 mm, depicts the coat of arms and an inscription in a rim: UNIVERSITAS MARIE CURIE-SKŁODOWSKA.



### **1. The text of the student's oath**

*Upon entering the community of the Maria Curie-Skłodowska University, being mindful of the academic ideals and traditions and conscious of the rights and duties of a citizen of the Republic of Poland, I solemnly swear:*

- to acquire knowledge and skills with perseverance, preparing myself to work for the good of my Homeland,*
- to uphold the dignity of the student and the good name of my University,*
- to relate respectfully to the University staff and observe the rules of comradeship,*
- to observe the rules of honour and academic customs and the regulations adopted by the University.*

### **2. The text of the student's oath for foreign students**

*Upon entering the community of the Maria Curie-Skłodowska University, being mindful of the academic ideals and traditions, I solemnly swear:*

- to acquire knowledge and skills with perseverance,*
- to uphold the dignity of the student and the good name of my University,*
- to relate respectfully to the University staff and observe the rules of comradeship,*
- to observe the rules of honour and academic customs and the regulations adopted by the University.*

### **3. The text of the doctoral student's oath**

*Upon entering the community of the Maria Curie-Skłodowska University, being mindful of the academic ideals and traditions and conscious of the rights and duties of a citizen of the Republic of Poland, I solemnly swear:*

- to acquire knowledge and skills with perseverance, preparing myself to work for the good of my Homeland,*
- to uphold the dignity of the doctoral student and the good name of my University,*
- to relate respectfully to the University staff and observe the rules of comradeship,*
- to observe the rules of honour and academic customs and the regulations adopted by the University.*

### **4. The text of the doctoral student's oath for foreign students**

*Upon entering the community of the Maria Curie-Skłodowska University, being mindful of the academic ideals and traditions, I solemnly swear:*

- to acquire knowledge and skills with perseverance,*
- to uphold the dignity of the student and the good name of my University,*
- to relate respectfully to the University staff and observe the rules of comradeship,*

– *to observe the rules of honour and academic customs and the regulations adopted by the University.*