

**ITEM 150
ANNOUNCEMENT NO 7
OF THE RECTOR OF THE UNIVERSITY OF WARSAW**

of 7 July 2015.

**on the promulgation of the uniform text of the Statute
of the University of Warsaw**

§ 1

The uniform text of the Statute of the University of Warsaw, adopted by Resolution No 115 of the Senate of the University of Warsaw, dated 21 June 2006, on bestowing a statute on the University of Warsaw (uniform text: UW Monitor of 2011, No 3A, item 76) as amended by:

- 1) Resolution No 511 of the Senate of the University of Warsaw of 16 May 2012 on amends to the Statute of the University of Warsaw (Monitor UW of 2012 No 5, item. 121);
- 2) Resolution No 26 of the Senate of the University of Warsaw of 14 November 2012 on amends to the Statute of the University of Warsaw (UW Monitor of 2012 No 9, item 301);
- 3) Resolution No 391 of the Senate of the University of Warsaw of 24 June 2015 on amends to the Statute of the University of Warsaw (UW Monitor of 2015, item 131).

§ 2

The uniform text of the Statute of the University of Warsaw, appended to this Announcement, does not include § 4 of Resolution No 391 of the Senate of the University of Warsaw of 24 June 2015 on amending the Statute of the University of Warsaw (UW Monitor of 2015, item 131), which stipulates as follows:

“§ 4

Interim provisions

1. Petitions in matters mentioned in § 13 of the Statute which had not been adjudicated by the day this Resolution became effective shall be adjudicated according to the rules stipulated in the provisions of this Resolution.
2. Heads of inter-faculty units and their deputies who have been appointed by virtue of the hitherto binding regulations shall carry out their duties until the termination of the time of office specified in their letters of appointment. The above provision shall apply accordingly to the councils of these units.
3. Faculty councils shall operate in their existing composition until the end of the term of office of the current University authorities, i.e. until 31 August 2016.
4. When counting the terms of office of the directors of institutes, mentioned in § 50 s. 7 of the Statute, both the terms in progress on the date this Resolution becomes effective and those concluded directly before this date shall be taken into account.
5. The Electoral College of the University shall operate based on hitherto binding rules until the end of its term.

6. Applications for employment as associate professor submitted before the date this Resolution becomes effective shall be considered according to the hitherto binding rules.

7. The requirements set in § 91 s. 6, shall apply to the persons applying for the posts listed herein after this Resolution becomes effective.

8. The persons employed for a specified term exceeding three years as assistant professors with the job title of Docent may be afterwards employed, without a contest recruitment procedure, as senior lecturers, which is a post deemed equivalent to docent in this Resolution, with the same number of teaching hours as specified by the regulations binding on the date they were employed. The same hourly requirement shall apply to the persons who are employed as senior lecturers and whose previous employment on the post of docent terminated after 30 September 2011 and before the date on which this Resolution becomes effective

9. Within three months after this Resolution becomes effective, the competent authorities of the University shall adjust all internal acts that are currently in force at the University, and shall issue the acts envisaged in this Resolution. The currently binding acts mentioned above shall be used insofar as they are not contrary to the provisions of this Resolution. In case of contradiction, the provisions of this Resolution shall be used directly.

10. Within six months after this Resolution becomes effective, the competent authorities of the student government and the doctoral fellows' government shall adjust the Rules of the Student Government and the Rules of the Doctoral Fellows' Government to the provisions of this Resolution. The provisions of s. 9 sentence two and three shall apply accordingly."

§ 3

The uniform text of the Statute of the University of Warsaw, appended to this Resolution, shall enter into force on 1 October 2015.

Rector of the UW: *M. Palys*

Item 94
RESOLUTION NO 115
OF THE SENATE OF THE UNIVERSITY OF WARSAW
of 21 June 2006
on bestowing a Statute on the University of Warsaw¹

Pursuant to Article 56 s. 1 of the Act of 27 July 2005 – Law on Higher Education (Journal of Laws No 164, item 1365, as amended) the Senate of the University of Warsaw resolves as follows:

§ 1

A Statute, appended to this Resolution, is hereby bestowed on the University of Warsaw.

§ 2

The following acts lose their binding force:

- 1) Resolution of the Senate of the University of Warsaw dated 18 September 1991 on bestowing a Statute on the University of Warsaw;
- 2) Resolution No 358 of the Senate of the University of Warsaw dated 18 October 2000 on adopting Rules of the Senate of the University of Warsaw.

§ 3

The present Resolution shall enter into force on 1 October 2006.

Rector of the UW: *K. Chałasińska-Macukow*

¹ The uniform text incorporates the amendments introduced by:

- Resolution No 263 of the Senate of the University of Warsaw of 26 September 2007 on amendments to the Statute of the University of Warsaw (UW Monitor of 2007 No 7, item 309),
- Resolution No 344 of the Senate of the University of Warsaw of 20 February 2008 on amendments to the Statute of the University of Warsaw r. (UW Monitor of 2008 No 2, item 30),
- Resolution No 409 of the Senate of the University of Warsaw of 25 June 2008 on amendments to the Statute of the University of Warsaw (UW Monitor of 2008 No 6, item 154),
- Resolution No 79 of the Senate of the University of Warsaw of 22 April 2009 on amendments to the Statute of the University of Warsaw r (UW Monitor of 2009 No 4, item 57),
- Resolution No 112 of the Senate of the University of Warsaw of 17 June 2009 on amendments to the Statute of the University of Warsaw (UW Monitor of 2009 No 6, item 115),
- Resolution No 195 of the Senate of the University of Warsaw of 17 February 2010 on amendments to the Statute of the University of Warsaw (UW Monitor of 2010 No 2, item 28),
- Resolution No 367 of the Senate of the University of Warsaw of 18 May 2011 on amendments to the Statute of the University of Warsaw UW(Monitor of 2011 No 5, item 91),
- Resolution No 385 of the Senate of the University of Warsaw of 15 June 2011 on amendments to the Statute of the University of Warsaw (UW Monitor of 2011 Nro6, item 114),
- Resolution No 483 of the Senate of the University of Warsaw of 14 March 2012 on amendments to the Statute of the University of Warsaw (UW Monitor of 2012 No 3, item 58),
- Resolution No 511 of the Senate of the University of Warsaw of 16 May 2012 on amendments to the Statute of the University of Warsaw (UW Monitor of 2012 No 5, item 121),
- Resolution No 26 of the Senate of the University of Warsaw of 14 November 2012 on amendments to the Statute of the University of Warsaw (UW Monitor of 2012 No 9, item 301),
- Resolution No 391 of the Senate of the University of Warsaw of 24 June 2015 on amendments to the Statute of the University of Warsaw (UW Monitor of 2015, item 131).

STATUTE OF THE UNIVERSITY OF WARSAW

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STATUTE OF THE UNIVERSITY OF WARSAW

Whereas being concerned with the implementation of the mission of the University of Warsaw, striving for the improvement of its position as a research institution of higher education maintaining the highest teaching and scholarly standards, fully aware of the cultural role of the University and at the same time its ancillary role with respect to the society in which and for which it operates, convinced that all activities of the University conducted within its due full autonomy should contribute to the achievement of these goals,

the Senate of the University of Warsaw hereby resolves as follows:²

PART I THE UNIVERSITY OF WARSAW

GENERAL PROVISIONS

§ 1

Seat and legal grounds of activity

1. Uniwersytet Warszawski [University of Warsaw], hereinafter referred to as "the University", is a public institution of higher education, operating on the grounds of the Act of 27 July 2005 r. – Law on Higher Education (Journal of Laws No 164, item 1365, as amended), hereinafter referred to as "the Act", and this Statute.

2. The University is a legal person with its seat in Warsaw.

3. The University may use the name "Universitas Varsoviensis", and in foreign relations it may also use the names: "University of Warsaw", "Université de Varsovie" and "Universität Warschau".

§ 2

Academic community

The University is an autonomous and self-governing academic community, as defined in the Act, comprising:

- 1) academic teachers holding the academic title or degree of doktor habilitowany [full doctor], or employed in the position of profesor zwyczajny [full professor] and profesor nadzwyczajny [associate professor], and persons holding the rights listed in Article. 21a of the Act of 14 March 2003 on Academic Title and Degrees and Title and Degrees in the Field of Art (Journal of Laws, 2003, No 65, item 595, as amended), hereinafter referred to as "independent academic teachers".
- 2) other academic teachers than those indicated in item 1, hereinafter referred to as „other academic teachers”;
- 3) employees who are not academic teachers;
- 4) doctoral fellows;
- 5) students.

² The preamble added by § 1 item 1 of Resolution No 391, referred to in footnote 1.

§ 3³

Basic rules of the University's activity

1. The University shall be a guarantor of academic freedoms, including the freedom to teach and the freedom of research, conducted by members of the academic community.

2. The University shall combine teaching with scientific research and enable its students to acquire a broad cognitive basis and participate actively in civic and cultural life.

§ 4⁴

(deleted)

§ 5

Authorities of the University

1. The authorities of the University shall be the Rector and the Senate.

2. Other governing bodies of the University and its organisational units shall be specified in the Act and this Statute.

§ 6

Symbols of the University

1. Symbols of the University include: the emblem, the seal and the banner of the University.

2. ⁵The name “Uniwersytet Warszawski” or “Universitas Varsoviensis” shall be placed on the University symbols.

3. The governing bodies of the University shall use University symbols. The use of the national colours, the state emblem and seal is regulated by separate provisions.

4. Symbols of the University are legally reserved signs.

5. Specimen University symbols are described in Annex No 1 to this Statute.

§ 7⁶

University holiday and ceremonies

1. The University Day shall be the 19th of November.

2. A list of University ceremonies and their forms shall be defined by the Senate.

³ In the wording set out in § 1 item 2 of the resolution referred to in footnote 2.

⁴ Repealed by § 1 item 3 of the Acct mentioned in footnote 2.

⁵ In the wording set out in § 1 item 4 of the resolution referred to in footnote 2.

⁶ In the wording set out in § 1 item 5 of the resolution referred to in footnote 2.

3. The form of ceremonies at the University follows the Polish academic traditions.

§ 8 Honorary title of the University

1. The University may confer the title of doctor honoris causa to a person who has contributed significantly to the achievement of the goals served by the University.

2. The resolution on granting such a person the title of doctor honoris causa shall be adopted by the Senate on the motion of the council of a basic organisational unit. Prior to adopting the resolution the council shall seek the opinion of the Rector's Honorary Titles Committee.

3. ⁷Prior to adopting a resolution mentioned in section 2 the Senate shall appoint a promoter and approach three holders of an academic title who are not employed by the University to prepare opinions on the candidate for the title of doctor honoris causa.

4. The Senate shall adopt the resolution referred to in section 2 by a 3/5 majority of its statutory composition.

§ 9 Renewal of doctorate

1. Ceremonial renewal of doctorate may be held for a person who has obtained a doctoral degree at the University and has excelled in work for the University or the academic community. Doctorates may be renewed after the lapse of 50 years from the date of award of the doctoral degree.

2. ⁸The resolution on renewal of doctorate shall be adopted by the council of a basic organisational unit after becoming familiar with the opinions of at least two holders of an academic title, who are not employed at the University. Participating in the vote are persons entitled to vote on the award of the doctoral degree.

3. The Senate, upon recommendation of the Rector's Honorary Title Committee, may make a given doctorate renewal a university-wide ceremony.

§ 10 Medals and distinctions of the University⁹

1. The Senate may award the Medal of Merit to the University of Warsaw for outstanding service to the University. The Senate shall adopt the award resolution by a 3/5 majority of its statutory composition, on the motion by the Rector approved by the Rector's Honorary Titles Committee.

⁷ In the wording set out in § 1 item 6 of the resolution referred to in footnote 2.

⁸ In the wording set out in § 1 item 6 of the resolution referred to in footnote 2.

⁹ In the wording set out in § 1 item 7 of the resolution referred to in footnote 2.

2. ¹⁰The Rector may award the Medal of the University of Warsaw or the Commemorative Medal of the University of Warsaw to persons of merit to the University.

3. ¹¹On the motion of the Rector, the Senate may establish other medals and distinctions.

§ 10a Monitor of the University of Warsaw

1. The official gazette of the University shall be the Monitor of the University of Warsaw, hereinafter referred to as the "Monitor".

2. The following shall be published in the Monitor:

- 1) resolutions of the Senate;
- 2) ordinances of the Rector;
- 3) resolutions and ordinances of other University bodies if their subject matter is the structure of University organisational units;
- 4) resolutions of the University Electoral Commission;
- 5) other legal acts and documents if their publication results from separate provisions.

3. The Monitor is published in the electronic version. It may also be published in the paper version.

PART II STRUCTURE OF THE UNIVERSITY

Chapter 1 ORGANISATIONAL SYSTEM OF THE UNIVERSITY

§ 10b¹² Principles of organisation of the University

The organisational structure of the University and the internal structure of its organisational units promote the activity and development of the University as a research institution of higher education, combining scientific research with academic teaching.

§ 11 University organisational units

1. University organisational units shall include:

- 1) faculties and other basic organisational units;
- 2) inter-faculty organisational units;
- 3) general university organisational units;

¹⁰ In the wording set by § 1 item 8 (a) of the resolution referred to in footnote 2.

¹¹ Added by § 1 item 8(b) of the resolution referred to in footnote 2.

¹² Added by § 1 item 9 of the resolution referred to in footnote 2.

- 4) ¹³scientific centres referred to in Article. 31 of the Act and common units referred to in Article 31a of the Act;
- 5) organisational units referred to in § 134 s. 3.

2. ¹⁴Other University organisational units within the meaning of the Act of 14 March 2003 on Academic Degrees and Title and Degrees and Title in the Field of Art. (Journal of Laws, 2003 No 65, item 595, as amended) include also organisational units referred to in s. 1 item 1, which have the right to confer doctoral degrees or meet the criteria on which this right is conditional.

§ 12

Establishment, transformation and liquidation of university organisational units

1. The organisational units referred to in § 11 s. 1 items 1-3 shall be established, transformed and liquidated by the Rector, after consulting the Senate.

2. The organisational units referred to in § 11 s. 1 item 4, shall be established, transformed and liquidated on the basis of the agreement referred to in Article 31a s. 1 and 2 of the Act, concluded by the Rector, after consulting the Senate.

3. The organisational units referred to in § 11 s. 1 item 5, shall be established, transformed and liquidated by the Rector on his/her own initiative or on a motion of the Chancellor.

4. The procedure of establishing, transforming and liquidating the organisational units referred to in § 11 s. 1 item 6 is defined in § 134 s. 4.

§ 13

Procedure for establishment, transformation and liquidation of university organisational units

1. The University organisational unit referred to in § 11 s. 1 items 1-3 shall be established on the initiative of the Rector or on a motion of authorized entities.

2. A motion to establish a University organisational unit shall require the following:

- 1) indication of the purpose, need, scope of activity and anticipated results of the establishment of the proposed organisational unit;
- 2) indication of the source of funding the costs of operation of the organisational unit and ensuring its material conditions;
- 3) ¹⁵presentation of a draft Rules of the organisational unit, which shall in particular define the rules of subordination of the unit's employees;
- 4) presentation of the method of ensuring further conduct of studies or research in the event of transformation or liquidation of an organisational unit running studies or research;

¹³ In the wording set out in § 1 s. 10 of the resolution referred to in footnote 2.

¹⁴ In the wording set by § 1 s. 6 of the resolution referred to in footnote 2.

¹⁵ In the wording set out in § 1 s. 11(a) of the resolution referred to in footnote 2.

5) ¹⁶presentation of the method of ensuring further conduct of studies or research in the event of a transformation consisting in combining basic organisational units running studies or research.

3. The Rector's ordinance on establishing a University organisational unit shall specify its name, scope of operation and method of financing its activities.

4. The rules of the organisational unit shall be appended to the ordinance referred to in s. 3.

5. Amendments to the rules of an organisational unit shall be approved by the Rector.

6. ¹⁷In the matter of transforming a University organisational unit s. 1-4 shall apply accordingly. The ordinance on liquidation of an organisational unit or its transformation by combining organisational units shall define the method of using the assets remaining at the disposal of these units, the place and manner of carrying out duties by the units' employees, and the manner in which the studies or research conducted by the unit being liquidated or transformed are to be further carried out.

7. ¹⁸In the event of the establishment of an general university organisational unit, referred to in Article 86 s. 3 item 1 and s. 5 of the Act, the rules of such a unit and amendments thereto shall be approved by the Senate.

§ 14

Basic organisational units of the University

1. The faculty shall be the basic organisational unit of the University.

2. ¹⁹An organisational unit other than a faculty, established according to the rules defined in § 18 s. 1 or 2, may also be a basic University organisational unit

§ 15

Faculties

1. The faculty is an organisational unit which meets all of the following criteria:
- 1) conducts, within the meaning of § 117, first cycle (undergraduate) studies in at least one degree programme and second cycle (graduate) studies in at least one degree programme, or long second cycle studies;
 - 2) conducts doctoral studies in at least one academic discipline;
 - 3) organizes and coordinates research work within an academic domain or discipline;
 - 4) employs at least 15 independent academic teachers as their main place of work, including at least seven holders of an academic title.

¹⁶ Added by § 1 s. 11(b) of the resolution referred to in footnote 2.

¹⁷ In the wording set out in § 1 item 12 of the Act referred to in footnote 2

¹⁸ Added by § 1 s. 13 of the resolution referred to in footnote 2.

¹⁹ In the wording set out in § 1 item 14 of the resolution referred to in footnote 2.

2. ²⁰The Rules of the faculty shall in particular determine, taking into account the provisions of the Act and this Statute, the structure of the faculty, the kind and scope of activity of its internal units, the procedure of appointing its governing bodies, and the rules of subordination of its employees, including academic teachers.

3. The Rules of the faculty and amendments thereto shall be adopted by the faculty council by a 2/3 majority of its statutory composition and approved by the Rector.

§ 16 Establishment of a faculty

1. ²¹A faculty shall be established on the initiative of the Rector, on a motion of the council of a basic University organisational unit, or on a motion of a group of at least 30 independent academic teachers holding academic titles for whom the University is the main place of work.

2. ²²The motion to establish a faculty shall be accompanied by a statement of reasons, confirming the meeting of the requirements set out in § 13 s. 2 and in the draft faculty rules.

3. Establishing a faculty shall require ensuring adequate financial conditions, material and technical conditions, facilities and administrative services.

§ 17²³ Transformation of the faculty

1. In the event a faculty does not meet all the criteria listed in § 15 s. 1 for two consecutive years, the Rector, having consulted the Senate, may transform it into a basic organisational unit other than the faculty. The transformation becomes effective at the end of the academic year in which the Rector's decision on the matter has been made.

2. Provisions of Article 11d of the Act and Article 5 s. 2a of the act which is referred to in Article 11 s. 2 shall apply to the faculty established by combining two existing faculties. The Rector's ordinance shall define the expiration date of mandates of single-person and collective bodies of the faculties combined and sets the date for the election of the Dean, Vice-Deans, and members of the faculty council of the faculty being established, irrespective of the matters set out in § 13 s. 6, The merger of faculties shall take effect at the end of the academic year in which the Rector's decision on the matter was made. The election of single-person bodies and of representatives to the collective body of the faculty established by merger shall be conducted by an electoral commission indicated by the University Electoral Commission.

²⁰ In the wording set out in § 1 item 15 of the resolution referred to in footnote 2.

²¹ In the wording set out in § 1 item 6 of the resolution referred to in footnote 2.

²² In the wording set out in § 1 item 16 of the resolution referred to in footnote 2.

²³ In the wording set out by § 1 item 17 of the resolution referred to in footnote 2.

§ 18

Basic organisational units other than the faculty

1. The Rector, on his/her own initiative or a motion of a group of academic teachers employed at the University as their main place of work, in a number exceeding at least by half the relevant staff minimum specified pursuant to separate provisions, may establish a basic organisational unit other than the faculty if, regardless of ensuring the conditions referred to in § 16 s. 3, it conducts or will conduct studies, within the meaning of § 117, or doctoral studies.

2. The Rector, on his/her own initiative or a motion of at least five independent academic teachers employed at the University as their main place of work, may establish a basic organisational unit for the purpose of conducting research, including performing the tasks of an academic centre as referred to in Article 31 of the Act, if it meets jointly the following conditions:

- 1) at least five independent academic teachers representing the academic disciplines or domains in which the unit conducts research for whom the University is the main place of work are employed at the unit;
- 2) it conducts scientific research within the meaning of the Act of 30 April 2010 on the Principles of Financing Science (Journal of Laws, 2010, No. 96, item 615 as amended) which is of special importance for the University and for the general development of science and knowledge.

3. ²⁴The head of the basic organisational unit referred to in s. 2 shall be appointed by the Rector by a position contest. Only an independent academic teacher may be the head of the unit.

4. The academic council of the unit referred to in s. 2 shall be appointed by the Rector.

5. The provisions of the Statute concerning the faculty, the Dean, the Vice-Dean and the faculty council, save for § 16 ss. 1 and 2, § 29 s. 1 item. 3 and § 43 s. 3, shall apply respectively to the basic organisational unit other than the faculty referred to in s. 1, its head, deputy head and council.

3. To the extent of the rules and procedure for conducting the contest for the position of head of the basic organisational unit referred to in s. 2, § 94 shall apply accordingly, with the proviso that the authority which announces the contest and defines its conditions, determines the composition of the contest commission and the procedure for its appointment, as well as appoints the members of the contest committee in a given case, and its chair shall be the Rector..

§ 19

List of basic organisational units of the University

The list of the University's basic organisational units, referred to in § 14 s. 1 and § 18 ss. 1 and 2, is appended to this Statute as Annex No 2.

²⁴ In the wording set out in § 1 item 18 of the resolution referred to in footnote 2.

§ 20

Organisational units of the faculty

1. The organisational units of the faculty, including administrative units and positions, shall be defined in the Rules of the faculty, taking into account the nature of the conducted studies and research, as well as other tasks performed by the faculty.

2. The rules of the faculty shall determine which organisational units are directly subordinate to the Dean.

3. ²⁵A list of faculty employees, within the meaning set out in § 90a of the Statute, as at the 1st of October shall be made and updated by the Dean.

§ 21

Institutes, chairs and sections

1. The establishment and operation of an institute shall be conditional on the employment of at least six independent academic teachers who are employed at the University as their main place of work, including at least three holders of an academic title.

2. The establishment and operation of a chair shall be conditional on the employment of at least two independent academic teachers who are employed at the University as their main place of work, at least one of whom holds an academic title.

3. The establishment and operation of a section shall be conditional on the employment of at least one independent academic teacher who is employed at the University as his/her main place of work.

4. The faculty council may set forth higher requirements than those specified in ss. 1-3 for the establishment and operation of an institute, chair or section in the Rules of the faculty.

5. The faculty council shall determine the procedure to be followed if an institute, a chair or a section does not meet the conditions referred to in ss. 1-3 or the conditions determined in the Rules of the faculty under s. 4.

§ 22²⁶

Inter-faculty organisational units

1. Inter-faculty organisational units shall be created by the Rector on his/her own initiative or on a motion of faculty councils in order to:

- 1) jointly conduct studies in a degree programme or doctoral studies by at least two faculties;
- 2) organize the individual inter-area studies referred to in Article. 8 s. 2 of the Act;
- 3) jointly conduct research by at least two faculties;
- 4) carry out the tasks of a research centre referred to in Article. 31 of the Act.

²⁵ In the wording set out in § 1 item 19 of the resolution referred to in footnote 2.

²⁶ In the wording set out in § 1 item 20 of the resolution referred to in footnote 2.

2. Inter-faculty organisational units referred to in s. 1 items 1 and 2 shall develop a study curriculum, including a study plan, and may perform other tasks provided for in the Rules of Study and the rules for determining the amount, award and payment of material aid benefits, to the extent specified in the ordinance establishing them

3. The head of an Inter-faculty organisational unit referred to in s. 1 items 1 and 2 and, if the unit has been created in order to conduct doctoral studies, the director of doctoral studies, shall be appointed by the Rector after consulting the competent deans and the competent bodies of, respectively, the student government or the doctoral fellows' government. The competent bodies of the student government or the doctoral fellows' government shall present their opinion within 14 days of receipt of the Rector's motion on this matter. If no opinion has been presented by this deadline, the obligation to seek such opinion shall be deemed fulfilled. The Rules of the inter-faculty organisational unit may provide for the participation of representatives of other groups of the academic community in the process of giving opinions on the candidate for the position of head of the inter-faculty unit. In this case, the second and third sentence of this section shall apply accordingly.

4. Deputy heads of an inter-faculty organisational unit referred to in s. 1 items 1 and 2 shall be appointed by the Rector on a motion of the unit's head. Deputy Head for student affairs of the inter-faculty organisational unit, referred to in s. 1 items 1 and 2, shall be appointed in the manner described in Article 76 s. 6 of the Act.

5. The council of the inter-faculty organisational unit referred to in s. 1 items 1 and 2 shall be appointed by the Rector in the composition and manner described in the rules of the unit, to the requirements stipulated in Article 67 ss. 4 and 5 of the Act.

6. The council, head and deputy head for student affairs of the inter-faculty unit referred to in s. 1 items 1 and 2 shall perform duties set out in the Rules of Study, rules of doctoral studies, and rules of determining the amount, awarding and paying material aid benefits for the faculty council, the Dean and the Vice-Dean, respectively. The tasks specified in Article 190 ss. 1 and 2 and Article 175 of the Act shall be performed by the Dean indicated in the Rector's ordinance, with the proviso that in the case of the inter-faculty organisational unit referred to in s. 1 items 1 and 2, these activities are performed by the head of the unit

7. The head of an inter-faculty organisational unit referred to in s. 1 items 3 and 4 shall be appointed by the Rector in the manner provided for in the rules of this unit.

8. The Rector, having consulted the Senate, may grant an inter-faculty organisational unit the status of basic organisational unit.

9. Supervision of inter-faculty organisational units shall be exercised by the Rector.

§ 23

General university organisational units

1. General university organisational units are established for the purpose of:
 - 1) providing teaching services for the units conducting the studies;
 - 2) conducting academic research or a specific research project;
 - 3) conducting a general university activity and economic activity for the benefit of the whole academic community.
2. General university organisational units may also be created for a specified period of time or to carry out a specific task.
3. The Rector shall establish general university organisational units on his/her own initiative or a motion of at least three faculty councils or the Senate. The Senate's motion replaces the opinion referred to in § 12 s. 1.
4. General university organisational units shall be subordinate to the Rector.
5. If the rules of the unit referred to in s.1 item 1 provide for the appointment of a unit council, then at least half of its members shall be representatives of the University units for whose benefit a given general university unit provides services, and representative of doctoral fellows and students shall account for at least 20% of its composition.
6. ²⁷If the rules of the unit referred to in s. 1 item 2 provide for the existence of a scientific council, said council shall be appointed by the Rector in the manner stipulated in the rules of the unit.

§ 24²⁸

Research centres and common units

1. The University, acting jointly with other entities, including domestic and foreign institutions of higher education or research centres, including the institutes of the Polish Academy of Science, may create organisational units for the purpose of joint conduct of research as well as achievement of other aims, resulting from relevant acts or the Statute, based on an agreement concluded by the Rector, after consulting the Senate.
2. The units referred to in s. 1 may constitute a part of the organisational structure of the University, if so decided by the Rector.
3. In the case of conducting studies, said agreement shall define the manner in which these studies are to be conducted, within the meaning of § 117 of the Statute, and indicate the entity issuing diplomas.

²⁷ In the wording set out in § 1 item 21 of the resolution referred to in footnote 2.

²⁸ In the wording set out in § 1 item 22 of the resolution referred to in footnote 2.

§ 25

Library and information system

1. The University operates a library and information system, consisting of the University of Warsaw Library [Biblioteka Uniwersytetu Warszawskiego], hereinafter referred to as “the BUW”, as the main library, and libraries of other University organisational units.

2. The task of the University library and information system is to collect, prepare and make available library collections and academic information resources, indispensable for the implementation of the educational process and the conduct of academic research.

3. The BUW shall perform its scientific, educational and publishing tasks within its competence.

4. The BUW is a public academic library, within the meaning of the provisions of the Act of 27 June 1997 on Libraries (Journal of Laws No. 85, item 539 as amended).

5. Detailed principles of operation of the University library and information system, including making the collections available, as well as powers of the Director of the BUW in the area of coordinating the University library and information system shall be defined in the rules of the system, adopted by the Senate on a motion of the library council.

6. The principles referred to in s. 5 shall take into account the need to ensure full access of members of the University academic community to the resources of the University library and information system.

7. ²⁹In connection with the operation of the library and information system, the University shall process the following user data: name, surname, number of Polish identification document or passport or another document stating the identity of its holder in the country of issuance, PESEL number or date of birth for those who do not have a PESEL number, registered address or domicile, email address, name of the institution of higher education and faculty code; title or academic degree, number of library card or electronic card entitling its holder to use the library-information system.

8. The establishment, transformation or liquidation of a library shall require consultation with the Director of the BUW and the library council.

²⁹In the wording set out in § 1 item 23 of the resolution referred to in footnote 2.

Chapter 2
UNIVERSITY GOVERNING BODIES

§ 26
Kinds of University governing bodies

1. University authorities operate as collective bodies, single-person bodies or electoral bodies.
2. The collective bodies of the University include: the Senate, faculty councils and councils of another basic University organisational units referred to in § 18 s. 1.
3. The single-person governing bodies include: the Rector, the Dean of faculty and the head of another basic University organisational unit referred to in § 18 ss. 1 and 2.
4. Electoral bodies of the University include: the Electoral College, faculty electoral colleges and electoral college of other basic University organisational units referred to in § 18 s. 1.

§ 27
Terms of office of the governing bodies

1. University governing bodies shall have terms of office.
2. The same person cannot hold the post of the same single-person University governing body or that of his/her deputy for more than two full consecutive terms.
3. The same person cannot be member of the Senate for more than two full consecutive terms. This shall not apply to persons who sit in the Senate due to holding the posts of the Rector, Vice-Rector or Dean.

§ 28
Adoption of resolutions by collective bodies

1. The collective and electoral bodies shall adopt resolutions by open or secret ballot.
2. The collective and electoral bodies shall adopt resolutions by majority of valid votes, with of at least half of their members present, as specified in the provisions, unless the Act or this Statute provide otherwise.
3. The rules of a University organisational unit may specify higher requirements than those set out in s. 2 for adoption of resolutions by the unit's collective bodies

4. In matters of appointment to positions or mandates, as well as in individual employee matters, resolutions shall be adopted by secret ballot. Secret ballot shall also be ordered on a motion of at least one member of the collective body, save for votes on formal matters.

5. If the provisions require that a resolution be adopted by an absolute majority of votes, the number of valid votes cast for adoption of the resolution must be greater than the sum of valid votes cast against adoption of the resolution and abstentions.

§ 29 Composition of the Senate

1. The Senate members include:
- 1) the Rector, as the chairperson;
 - 2) the Vice-Rectors;
 - 3) the Deans;
 - 4) the representatives of:
 - a) independent academic teachers,
 - b) other academic teachers,
 - c) doctoral fellows and students,
 - d) employees other than academic teachers.

2. Independent academic teachers shall account for no more than 3/5 of the Senate's composition.

3. The number of the representatives of independent academic teachers shall stand at ten.

4. Representatives of other academic teachers shall account for no less than 10% of the Senate's composition.

5. The number of representatives of doctoral fellows and students shall be the smallest integer no smaller than 20% of the Senate's composition.

6. Representatives of employees other than academic teachers shall account for no more than 10% of the Senate's composition.

7. The number of representatives referred to in s. 1 item 4(b-d) shall be determined by the University Electoral Commission (UKW).

7a. Provision of s. 7 shall apply accordingly in case of changes in the size of the academic community represented by the representatives listed in s 1 item 4(b-d).

8. A member of the Senate, regardless of other statutory prohibitions, may not simultaneously act as a single-person governing body of another institution of higher education.

9. Meetings of the Senate shall be attended, in an advisory capacity, by the Chancellor, the Bursar, the Director of the BUW, and representatives of the trade unions operating at the University, one from each union.

§ 30 Powers of the Senate

The Senate shall:

- 1) adopt and amend the Statute;
- 2) adopt the mission and development strategy of the University developed by the Rector, and approve the faculty development strategy;
- 3) ³⁰lay down rules of operation of the University and adopt guidelines for faculty councils regarding the performance of the basic tasks of the University, in particular the development of curricula and plans for undergraduate and graduate studies, doctoral studies, postgraduate studies, and training courses;
- 4) adopt the material and financial plan;
- 5) adopt the investment plan;
- 6) adopt a resolution on the establishment of the University development fund, referred to Article. 101 s. 1a of the Act, and lay down rules for its use;
- 7) adopt financial statements, pursuant to the provisions on accounting;
- 8) evaluate activities of the University; approve the Rector's annual reports and assess the performance of the Rector;
- 9) ³¹create postgraduate studies and determine their learning outcomes, with the proviso that this power may be transferred to the Rector, to the extent specified by the Act;
- 10) adopt the Rules of Study, rules of doctoral studies and rules of post-graduate studies;
- 11) lay down rules for admission to undergraduate, graduate, postgraduate and doctoral studies;
- 12) determine, on the Rector's motion, the number of full-time students in individual degree programmes;
- 13) ³²define degree programmes conducted at the University, determine their learning outcomes and adopt resolutions on running the studies by a University organisational unit or units, including the studies conducted pursuant to Article 10a of the Act;
- 14) confer the title of doctor honoris causa and award the "Medal of Merit to the University of Warsaw";
- 15) voice the opinion of the academic community and give its opinion on matters submitted by the Rector, a faculty council or a group of at least 1/5 of the total number of members of the Senate;
- 16) give its consent: to
 - a) disposal of assets with a value exceeding the equivalent of EUR 1,000,000, in compliance to the principles set out in Article. 90 s. 4 of the Act,
 - b) acquisition of assets with a value exceeding the equivalent of EUR 5,000,000;
 - c) encumbering the property with a value exceeding the equivalent of EUR 10,000,000;
- 17) give its consent for joining a company, cooperative or another commercial organisation and for forming a company, including a special purpose vehicle referred to in Article 86a of the Act, or a foundation;

³⁰ In the wording set out in § 1 item 24(a) of the resolution referred to in footnote 2.

³¹ In the wording set out in § 1 item 24(b) of the resolution referred to in footnote 2.

³² In the wording set out in § 1 item 24(c) of the resolution referred to in footnote 2.

- 18) ³³examine, at least once a year, the conditions of study, living conditions and health conditions of students and doctoral fellows, as well as the conditions for dissemination of physical culture among them;
- 19) ³⁴examine, at least twice in its term of office, the working conditions, health conditions and activities in the area of health prevention of different groups of University employees;
- 20) perform other activities provided for in the provisions of the law and the Statute.

§ 31 Other powers of the Senate

The Senate and Senate committees shall have the right to obtain information from the University governing bodies, bodies of student government and doctoral fellows' government, and organisations operating at the University, as well as to ask all members of the academic community for explanations.

§ 32 Procedure of convening meetings and adopting resolutions of the Senate

1. Meetings of the Senate shall be convened by the Rector on his/her own initiative or on a motion of at least 1/5 of the total number of the Senate members.
2. The procedure for convening the meetings and the mode of operation of the Senate are set out in the Rules of the Senate, which form Annex 3 hereto.
3. The Senate shall adopt resolution on a motion of the Rector, a Senate committee or a group of at least five members of the Senate.
4. In personal matters which are not governed by Part III and the Electoral Regulations, the Senate shall adopt resolutions by an absolute majority of votes.

§ 33 Senate committees

1. The Senate shall establish standing committees for its term of office. To perform a specific task, the Senate may also form other committees.
2. In a resolution on the establishment of a committee, the Senate shall define its scope of activity.
3. The Senate shall elect members of the committees by an absolute majority of votes from among its members and the candidates nominated by the members of the Senate, the faculty councils, the student government and the doctoral fellows' government.
4. The Senate shall elect the committee chairperson from among the members of the Senate by an absolute majority of votes.

³³ In the wording set out in § 1 item 24(d) of the resolution referred to in footnote 2.

³⁴ In the wording set out in § 1 item 24(e) of the resolution referred to in footnote 2.

5. Meetings of the Senate committees shall be attended, in an advisory capacity, by representatives of trade unions operating at the University, one from each union.

§ 34 The Rector

1. The Rector shall manage the University's activity, represent the University externally and be the superior of employees, doctoral fellows and students.
2. The Rector shall be appointed by election.
3. The Rector shall be entitled to the honorary title of His or Her Magnificence

§ 35³⁵ Powers of the Rector

The Rector shall make decisions in all matters concerning the University, save for those reserved by the Act or this Statute as powers of the other University governing bodies or the Chancellor, and in particular shall:

- 1) determine, by ordinance, the rules for carrying out the University's tasks, in particular in matters indicated in the provisions of the Statute;
- 2) determine the rules of personnel and wage policy;
- 3) exercise supervision over the educational and research activity of the University;
- 4) supervise the implementation and development of the university system of teaching quality assurance;
- 5) establish, transform and liquidate University organisational units;
- 6) conclude agreements of cooperation with foreign entities, with the proviso that the Senate is immediately notified about every concluded agreement;
- 7) to the extent defined in § 30 item 9, establish post-graduate studies and determine their learning outcomes;
- 8) conclude the agreements referred to in Article 10a s. 2 of the Act, after consulting the Senate;
- 9) exercise supervision over the administration and management of the University;
- 10) take decisions concerning assets and economy of the University, subject to § 30 item 16;
- 11) ensure observance of the law and security at the University premises;
- 12) determine the scope of duties of the Vice-Rectors and the Chancellor to the extent not regulated in the Act or this Statute;
- 13) establish Rector's commissions and teams, including the Honorary Titles Committee, as well as other advisory and bodies formed to perform a specific task, with the proviso that only holders of an academic title may be appointed to the Honorary Titles Committee;
- 14) perform other activities provided for in the Act or the Statute.

³⁵ In the wording set out in § 1 item 25 of the resolution referred to in footnote 2.

§ 36

The Vice-Rectors

1. ³⁶Two to five Vice-Rectors shall be elected for the Rector's term of office. The number of Vice-Rectors shall be determined by the Rector-elect.
2. The candidate for Vice-Rector must meet the conditions set out in the Act for candidates for the Rector, subject to Article 75 s. 2 of the Act.
3. The scope of duties for the Vice-Rector shall be specified by the Rector, with the proviso that the person empowered to perform activities in individual matters of doctoral fellows and students shall be the Vice-Rector for student affairs.
4. In matters concerning the doctoral fellows' government, students of the University and student scientific, cultural, sports and tourist activity, the Vice-Rector for student affairs shall cooperate with the relevant bodies of the interested organisations of doctoral fellows and students, as well as associations operating at the University which unite exclusively academic teachers, doctoral fellows and students.

§ 37

Prohibition of combining positions

1. Regardless of the limitations under Article 79 s. 1 of the Act, the Rector's function cannot be combined with any function of a single-person University governing body or that of his/her deputy, with the function of head or vice-head of an inter-faculty or general university organisational unit or faculty organisational unit, or with holding the mandate by election in University collective governing bodies or councils of University organisational units. The Rector may not conduct public activity which cannot be reconciled with the office held by him/her or with the University's interests.
2. The function of the Vice-rector may not be combined with the functions of the Dean, Vice-Dean, head or deputy head of an inter-faculty or general university organisational unit, and director or deputy director of an institute..

§ 38³⁷

Composition of the faculty council

1. The faculty council is composed of:
 - 1) The Dean, as the chairperson;
 - 2) Vice-Deans;
 - 3) Representatives of independent academic teachers;
 - 4) Representatives of other academic teachers;
 - 5) Representative of doctoral fellows and students;
 - 6) Representatives of employees other than university teachers.

³⁶ In the wording set out in § 1 item 26 of the resolution referred to in footnote 2.

³⁷ In the wording set out in § 1 item 27 of the resolution referred to in footnote 2.

2. The rules of a faculty may provide that the faculty council includes all independent academic teachers, within the meaning of § 90a, who are employed at the faculty.

3. The independent academic teachers who are not the group's representatives referred to in s. 1 item 3 may participate in the sessions of the faculty council with a right to speak. The Rules of the faculty may stipulate that the Dean may invite other people to take part in the meetings of the faculty council, particularly those heading the faculty's organisational units indicated in the rules, if these persons are not members of the faculty council pursuant to the provisions of items 1 and 2.

4. Representatives of trade unions may participate in the meetings of the faculty council in an advisory capacity.

§ 39

Proportions of members in the faculty council

1. Independent academic teachers shall account for no less than half and no more than $\frac{3}{5}$ of the composition of the faculty council.

2. Other academic teachers shall account for no less than 15% of the composition of the faculty council.

3. Representatives of doctoral fellows and students shall account for no less than 20% of the composition of the faculty council.

4. Employees who are not academic teachers shall account for no more than 5% of the composition of the faculty council.

4a. Detailed proportions of the composition of the faculty board shall be determined in the Rules of the faculty.

5. ³⁸The number of elected members of the individual groups of the academic community, listed in ss. 2-4 and including the number of representatives of doctoral fellows and the number of representatives of students, shall be determined by the faculty electoral commission, in proportions determined according to s. 4a.

5a. ³⁹If the Rules of the faculty provide that all independent academic teachers are members of the faculty council, the provision of s. 5 shall apply accordingly as regards changing the number of representatives of the groups of the academic community during the faculty council's term of office.

³⁸ In the wording set out in § 1 item 28(a) of the resolution referred to in footnote 2.

³⁹ In the wording set out in § 1 item 28(a) of the resolution referred to in footnote 2.

5b. ⁴⁰In the case referred to in s. 5a, an update of the size of the groups of the academic community during the council's term of office shall be done at the 1st of October of a given academic year, with the proviso that at each of its meetings, the composition of the faculty council must meet the conditions stipulated in Article 67 ss. 4 and 5 of the Act.

6. The member of the faculty council may not hold the function of a single-person governing body or his/her deputy at another institution of higher education.

§ 40

Powers of the faculty council

The powers of the faculty council shall include:

- 1) adopting and amending the Rules of the faculty;
- 2) determining the main directions of the faculty's activity;
- 3) adopting the faculty development strategy developed by the Dean
- 4) establishing, transforming and liquidating faculty organisational units, on a motion of the Dean;
- 5) adopting plans and curricula of studies after consulting the relevant body of the student government;
- 6) adopting plans and curricula of doctoral studies in accordance with the guidelines developed by the Senate, after consulting the relevant body of the doctoral fellows' government;
- 7) adopting plans and curricula of post-graduate studies and training courses in accordance with the guidelines developed by the Senate;
- 8) adopting the faculty's financial plan;
- 9) evaluating the faculty's activity, approving the annual report of the Dean and the annual report on the execution of the financial plan, and assessing the performance of the Dean;
- 10) voicing the opinion of the faculty community in the matters submitted by the Rector, the Dean, the heads or councils of the internal faculty units or groups of at least 1/5 of the total number of members of the faculty council;
- 11) adopting resolutions on other matters, resulting from legal acts, this Statute or the Rules of the faculty.

§ 41

Organisation of work of the faculty council

1. Meetings of the faculty council shall be convened by the Dean on his/her own initiative or on a motion of a group of at least 1/5 of the total number of council members.

2. The procedure of work of the faculty council is regulated in the Rules of the faculty, observing the requirements set out in the Statute as applicable to the procedure of work of the Senate.

3. The council may set up standing committees or special task committees. The provisions of § 33 ss. 2-4 shall apply accordingly.

⁴⁰ In the wording set out in § 1 item 28(b) of the resolution referred to in footnote 2.

§ 42

Adoption of resolutions by the faculty council

1. The faculty council shall adopt resolutions on a motion of the Rector, the Dean, a council committee or a group of at least five faculty council members.

2. In personal matters or on a motion of at least one faculty council member, save for votes on formal matters, the faculty council shall adopt resolutions by secret ballot, by an absolute majority of votes.

3. Resolutions of the faculty council shall be communicated to the faculty community. The manner of communication shall be determined by the Rector in an ordinance.

4. ⁴¹Resolutions of the faculty council may be appealed to the Senate by the Rector and the Dean, within 14 days of the date a given resolution was adopted by the council, unless the council has previously annulled its resolution in full. This shall not apply to the resolutions of the faculty council adopted pursuant to the act referred to in § 11 s. 2 of the Statute. The resolution which has been appealed by the Rector or the Dean shall not become effective until the appeal is adjudicated by the Senate. The Senate shall hear the appeal no later than at the second session after the date it was lodged.

§ 43

Powers of the Dean

1. The Dean shall:

- 1) manage the faculty's activities;
- 1a) develop the faculty's development strategy, consistent with the development strategy of the University;
- 2) convene and chair faculty council meetings;
- 3) make decisions and issue ordinances necessary for the proper operation of the faculty;
- 4) represent the faculty outside;
- 5) appoint heads of the faculty organisational units;
- 6) act as the superior of the employees, doctoral fellows and students of the faculty;
- 7) supervise the management of resources and funds at the faculty's disposal;
- 8) implement the faculty's personnel policy and, after consulting the faculty council, submit to the Rector applications for employment in the positions of faculty academic teachers, as well as announce, after consulting the faculty council, contests for the positions of academic teachers, pursuant to § 94 ;
- 9) ensure proper organisation of the course of studies and monitor the right course of the educational process;
- 10) make decisions in student matters resulting from the Rules of study;
- 11) determine the scope of duties of the Vice-Deans, with the proviso that the competent person to perform actions in individual matters of students and doctoral fellows shall be the Vice-Dean for student affairs, taking into account the powers of the head of doctoral studies;

⁴¹ In the wording set out in § 1 item 29 of the resolution referred to in footnote 2.

12) carry out other activities provided for by this Statute and the Rules of the faculty.

2. The Dean shall be appointed by election.

3. The candidate for Dean shall meet the criteria set out by the Act as applicable to the candidate for Rector and shall be employed at the University as the main place of work in the position of associate or full professor.

§ 44

The Vice-Deans

1. One to three Vice-Deans, including the Vice-Dean for student affairs, shall be elected for the Dean's term of office. The number of Vice-Deans shall be set by the Dean-elect.

2. The candidate for Vice-Dean shall be employed at the faculty as his/her main place of work and hold at least a doctoral degree.

3. The provisions of § 36 s. 3 and 4 shall apply accordingly to the Vice-Dean for student affairs.

§ 45

Prohibition of combining positions of Dean and Vice-Dean

The position of the Dean or the Vice-Dean may not be combined with performing any function of a single-person University governing body or that of his/her deputy, nor with the function of the head or deputy head of a general university organisational unit or a faculty organisational unit if, pursuant to the Rules of faculty, the unit is directly subordinate to the Dean.

§ 46

The Library Council

1. The Library Council shall be the Rector's consultative body.

2. The Library council shall consist of:

- 1) five employees of the library and information system, employed in the post of at least senior librarian or equivalent elected by the employees of the units referred to in § 25 s. 1;
- 2) six academic teachers holding at least a doctoral degree, appointed by the Rector from among the persons nominated by faculty councils, in observance of the rule of equal representation of the humanities, social sciences and mathematical and natural sciences in the Council;
- 3) two students appointed by the student government;
- 4) one doctoral fellow appointed by the doctoral fellows' government;
- 5) the Director of the BUW.

3. The Library Council shall elect its chairperson from among the persons referred to in s. 2 item 2.

4. ⁴²Representatives of the trade unions operating at the University shall participate in the meeting of the Library Council in an advisory capacity, one from each trade union.

§ 47 Powers of the Library Council

1. Powers of the Library Council shall include:
 - 1) expressing opinion about the directions and principles of activity of the library and information system required by the University's teaching and research needs;
 - 2) ⁴³expressing opinion about the draft Rules of the University library and information system, prepared by the director of the BUW, and filing an application to the Rector for its approval;
 - 3) expressing opinion about the draft financial plan of the BUW and the report on its execution, as well as about reports on the activities of the University library and information system;
 - 4) expressing opinions about candidates for managerial positions in the BUW and other libraries of the University library and information system, as well as determining the directions of library staff development;
 - 4a) ⁴⁴expressing opinion about candidates for the positions of qualified librarian and qualified documentary and scientific information clerk;
 - 5) submitting proposals to the Senate concerning candidates to the library which evaluates the academic teachers employed in the units of the University library and information system.

2. The mode of operation of the Library Council shall be defined in the Rules adopted by the Library Council and approved by the Senate.

§ 48 Director of the BUW

1. The Director of the BUW shall coordinate the activities of the University library and information system and manage the BUW. The scope of duties of the Director of the BUW shall be specified by the regulations referred to in § 25 s. 5.

2. The Director of the BUW shall submit annual reports on the activity of the University library and information system to the Senate.

3. The Director of the BUW shall be appointed by the Rector for five years from among the candidates selected in a contest for the position, after consulting the Senate and the Library Council.

4. The rules of the contest shall be adopted by the Senate on a motion of the Rector.

5. The Rector may recall the Director of the BUW before the end of his/her term of office, after consulting the Senate and the Library Council.

⁴² Added by § 1 item 30 of the resolution referred to in footnote 2.

⁴³ In the wording set out in § 1 item 31(a) of the resolution referred to in footnote 2.

⁴⁴ Added by § 1 item 31(b) of the resolution referred to in footnote 2.

6. The Deputy Director of the BUW shall be appointed and recalled by the Rector, on a motion of the Director of the BUW approved by the Library Council.

§ 49 Institute scientific council

1. The tasks, powers and composition of the institute scientific council are set out in the Rules of the faculty.

2. ⁴⁵If the Rules of the faculty provide that the scientific council of an institute shall perform tasks concerned with the organisation and course of studies, which are assigned to faculty councils within the meaning of the Rules of Study, then the composition of the institute council shall include representatives of the students, in the proportion stipulated in Article 67 s. 4 of the Act. Student representatives shall participate in the voting on matters concerning the activities referred to in the Rules of Study.

3. ⁴⁶The Rules of the faculty may provide for the membership in the institute council of persons not employed at the institute, holding at least the academic degree of doktor habilitowany. These persons may account for no more than 20% of the institute council's composition and shall be considered when determining the proportions of members referred to in s. 2.

4. Only an independent academic teacher employed at the University as the main place of work may be elected the chairperson of an institute scientific council. The chairperson shall be elected by the scientific council in the composition elected for the new term of office.

5. The Rules of the faculty may provide that the director of the institute shall be ex officio the chairperson of its scientific council.

6. The term of office of the institute scientific council shall last four years and start on the 1st of September of the year of elections of the University's governing bodies.

§ 50 The institute director

1. The director of an institute shall be appointed by the Dean according to the procedure set out in the Rules of the faculty.

2. Only an independent academic teacher who meets the criteria referred to in § 54 s. 1 item 1 or s. 3 may be the director of an institute.

3. The tasks and powers of the institute director are set out in the Rules of the faculty.

⁴⁵ In the wording set out in § 1 item 32 (a) of the resolution referred to in footnote 2.

⁴⁶ In the wording set out in § 1 item 32(b) of the resolution referred to in footnote 2.

4. The Rules of the faculty may provide that the appointment of the institute director shall be preceded by selection of the candidate or evaluation of the candidates by the institute's employees, according to the procedure set out therein. The provisions of the Electoral Regulations shall not apply to the selection or evaluation of the candidates.

5. No more than two deputy directors shall be appointed in the institute. The procedure for the appointment of deputy directors shall be set out in the Rules of the faculty. The provision of s. 4 shall apply accordingly.

5a. If the Rules of the faculty provide that the selection or evaluation of the candidates referred to in ss. 4 and 5 are to be carried out by the institute scientific council, then these acts shall be performed by the council in the composition elected for the new term of office, subject to s. 4.

6. The term of office of the institute director and deputy institute director shall start on the 1st of October of the election year and last four years, unless the Rules of the faculty provide otherwise.

7. ⁴⁷The director of the institute and his/her deputies shall not hold these positions for longer than two consecutive terms of office.

8. The scope of duties of the institute deputy directors shall be defined by the director of the institute.

9. ⁴⁸If the Rules of the faculty provide that an institute shall conduct activities concerned with the organisation and course of studies, which within the meaning of the Rules of Study are assigned to the Vice-Rector for student affairs, then the deputy institute director for student affairs shall be appointed pursuant to Article. 76 s. 6 of the Act.

10. The procedure for appointment of the institute director shall apply accordingly to his/her recall.

§ 51

Heads of chairs or sections

1. The head of chair shall be appointed by the Dean from among independent academic teachers employed at the University as their main place of work, who meet the criteria referred to in § 54 s. 2 item 1 or s. 3. The Rules of the faculty may provide for higher requirements for the post of head of chair.

2. The head of section shall be appointed by the Dean from among academic teachers holding at least a doctoral degree and employed at the University as their main place of work, who meet the criteria referred to in § 54 s. 2 item 1 or s. 3. The Rules of the faculty may provide for higher requirements for the post of head of section.

⁴⁷ In the wording set out in § 1 item 33 (a) of the resolution referred to in footnote 2.

⁴⁸ In the wording set out in § 1 item 33(b) of the resolution referred to in footnote 2.

2a.⁴⁹ Duties and powers of the head of chair or section shall be set out in the Rules of the faculty.

3. The Rules of the faculty may provide that the appointment of the head of chair or section shall be preceded by selection of the candidate or evaluation of the candidates according to the procedure set out therein. The provisions of the Electoral Regulations shall not apply to the selection or evaluation of the candidates.

4. The term of office of the head of chair and section shall last four years and start on the 1st of March of the year of election of the University's governing bodies.

5. The procedure of appointment of the head of chair and section shall apply accordingly to their recall.

§ 52⁵⁰

Other faculty organisational units

The procedure for appointing heads of internal faculty units other than those referred to in § 49-51 shall be set out in the Rules of the faculty, with the proviso that only an academic teacher holding a doctoral degree may be head of an organisational unit conducting teaching or research tasks.

PART III

RULES OF ELECTING AND RECALLING UNIVERSITY GOVERNING BODIES

Chapter 1

GENERAL RULES

§ 53

Scope of application

The provision of this Chapter shall apply accordingly to the election and recall of: the following:

- 1) the Rector and the Vice-Rectors;
- 2) members of the Senate;
- 3) members of the Electoral College;
- 4) Deans and Vice-Deans;
- 5) members of the faculty council;
- 6) members of the faculty electoral college;
- 7) members of the University Electoral Commission (UKW) and other electoral commissions;
- 8) members of the Library Council;
- 9) other single-person governing bodies or members of collective bodies.

§ 54

Active and passive electoral rights

1. The right to vote at the University shall be granted to:

⁴⁹ Added by § 1 item 34 of the resolution referred to in footnote 2.

⁵⁰ In the wording set out in § 1 item 35 of the resolution referred to in footnote 2.

- 1) academic teachers employed at the University as their main place of work;
- 2) full-time employees of the University who are not academic teachers;
- 3) doctoral fellows;
- 4) students.

2. The following persons shall hold the right to be elected at the University:

- 1) ⁵¹academic teachers employed at the University as their main place of work who have not attained 67 years of age, subject to s. 3;
- 2) full time employees of the University who are not academic teachers;
- 3) doctoral fellows;
- 4) students.

3. ⁵²Academic teachers holding the academic title of professor, employed at the University as their main place of work shall have the right to be elected until they attain 70 years of age.

4. (deleted)

§ 55

Exercise of electoral rights

1. The member of the academic community shall exercise the electoral rights in a particular election only in one organisational unit and exclusively in one group of the academic community.

2. The prohibition of combining positions or mandates, set out in the Act and this Statute, shall not limit the right to be elected for the post or mandate to which said prohibition applies.

3. The unit where the doctoral fellow is studying shall mean the organisational Unit of the University running the studies in which the doctoral fellow participates.

4. The unit where the student is studying shall mean the organisational unit of the University which is his/her home unit.

§ 56

Terms of election

1. Unless special provisions provide otherwise, the election shall be deemed to have been made if one candidate has received an absolute majority of the votes cast.

2. In the case of the governing bodies referred to in § 53 items 1, 2, 4 and 7, more than half of those entitled to vote must take part in the voting.

⁵¹ In the wording set out in § 1 item 36 of the resolution referred to in footnote 2.

⁵² In the wording set out in § 1 item 6 of the resolution referred to in footnote 2.

§ 57

Term of office

1. The term of office of the university governing bodies shall be four years, subject to s. 2, and, unless the Statute provides otherwise, shall begin on the 1st of September of the election year and end on the 31st of August of the year when the term of office expires.

2. The term of office of the University collective and electoral bodies shall terminate no sooner than on the day of election of members of a given body for a new term.

3. The provisions of ss. 1-2 concerning the term of office and dates when the term starts and ends shall not apply to the representatives of doctoral fellows and students. These representatives' term of office and the dates when the term starts and ends shall be defined in the rules of the doctoral students' government and the rules of the student government, respectively.

§ 58

Principle of prorogation of collective and electoral bodies

1. The term of office of collective bodies and electoral bodies shall start, subject to the dates stated in § 57, no sooner than upon allocation of at least 2/3 of the total number of mandates specified in the Statute or the rules of a University organisational unit, as appropriate.

2. ⁵³In the period between the expiry of their term of office, specified in § 57, and the election of competent bodies of the new term, the collective and electoral bodies shall carry out their statutory tasks only in matters of urgency.

§ 59

Principle of prorogation of single-person governing bodies

1. ⁵⁴If the term of office, specified in the Statute, of a single-person governing body of a university organisational unit expires and the competent authority of the new term is not elected, then, until the appropriate authority is elected, its powers shall be exercised by the Rector in matters of urgency.

2. ⁵⁵The provisions of s. 1 shall apply accordingly to the heads of basic University organisational units if the term of office of the heads of their internal units expires.

⁵³ In the wording set out in § 1 item 37 of the resolution referred to in footnote 2.

⁵⁴ In the wording set out in § 1 item 37 of the resolution referred to in footnote 2.

⁵⁵ In the wording set out in § 1 item 38 of the resolution referred to in footnote 2.

§ 60

Expiry of the mandate

1. The mandate of a single-person governing body and the mandate in a collective or electoral body shall expire in the event of:

- 1) death;
- 2) resignation;
- 3) annulment of the election;
- 4) recall;
- 5) cessation of membership in a given academic group, if the member obtained the mandate as a representative of that academic group;
- 6) taking the post which under this Statute is not to be combined with the function or mandate held;
- 7) loss of the right to be elected;
- 8) validation of the decision about deprivation of civic rights, electoral rights or mandatory imprisonment;
- 9) imposition of the disciplinary penalty referred to in Article 140 s. 1 items 3 and 4 of the Act or Article 212 item 4 in connection with Article. 226 s 1 of the Act.

2. If the mandate of the Rector expires, the mandates of the Vice-Rectors shall also expire, with the proviso that they shall perform their functions until the day of election of a new Rector. In this case, the activities within the competence of the Rector shall be performed by the eldest Vice-Rector. The new Rector and Vice-Rectors shall be elected until the end of the term of office of the Rector whose mandate has expired.

3. The provision of s. 2 shall apply accordingly to the Dean and Vice-Deans.

§ 61

Confirmation of mandate expiry

Expiry of the mandate of a single-person governing body or the mandate in a collective or electoral body shall be confirmed by:

- 1) the UKW, in the cases referred to in § 53 items 1-3, in the case of the mandate of the member of an electoral commission and in the case when the competent body cannot be identified on the grounds of the relevant provisions;
- 2) the Senate, in the case of the mandate of the UKW member;
- 3) the Rector, in the cases referred to in § 53 items 4 and 8 and in § 72 s. 3;
- 4) the Dean, in the cases referred to in § 53 items 5-6 and in the case of the governing bodies of internal faculty units.

§ 62

By-elections

1. If the expiry of the mandate of a single-person governing body or mandate in a collective or electoral body is confirmed, the relevant electoral commission shall forthwith order and hold a by-election. The by-election shall be held no later than three months after the day when the expiry of the mandate was confirmed.

2. By-elections to a collective or electoral body shall not be ordered if less than six months remain until the end of this collective body's term of office, save when fewer than half of the total number of members of a given collective or electoral body would remain as a result of the expiry of mandates.

3. Provisions on elections shall apply accordingly to by-elections. The term of office of persons elected in by-election shall end upon the lapse of the terms of office of those persons whose mandate expired

§ 63

Changes in the percentage membership of academic groups

In the event of changes in the percentage membership of particular groups of the academic community in a collective or electoral body, which affect the ratios set out in the Act or in the Statute, § 62 shall apply accordingly.

§ 64

Recall from an elected post or deprivation of mandate in a collective body

1. Depriving the member of a collective body of his/her mandate shall be executed according to the rules and procedure defined for, respectively, the member's election or appointment, unless the Act or the Statute provide otherwise.

2. The motion to recall an elected member of a collective body may be made by at least 20% of the total number of members of the body or members of the academic community entitled to elect the same.

3. The motion referred to in s. 2, shall be submitted to the chairperson of the electoral commission competent to hold the election.

4. Rules of doctoral fellows' government and student government shall apply accordingly to depriving representatives of doctoral fellows and students of their mandates.

5. The rules of recall of a single-person governing body are provided in the Electoral Regulations, which constitute Annex 4 to this Statute.

§ 65

Electoral Regulations

The detailed procedure for the election and recall of the University's governing body shall be set out in the Electoral Regulations of the University of Warsaw.

Chapter 2
UNIVERSITY ELECTORAL COMMISSION AND OTHER ELECTORAL
COMMISSIONS

§ 66
Electoral commissions

1. The following commissions shall be appointed for the purpose of holding elections:

- 1) the University Electoral Commission (UKW)
- 2) constituency electoral commissions;
- 3) faculty electoral commissions;
- 4) the Library Electoral Commission;
- 5) electoral commissions appointed to hold elections among doctoral fellows and students

2. Provisions of faculty electoral commissions, referred to in § 18 s. 1, shall apply to electoral commissions appointed in basic organisational units other than faculties.

3. The procedure for the election of electoral commissions appointed to conduct elections among voters from the groups of doctoral fellows and students shall be set out in the rules of the doctoral fellows' government and the student government, respectively.

§ 67
Date of UKW election

1. The Senate shall elect UKW members no later than by the end of November of the year preceding the election year.

2. The term of office of the UKW shall start on the day of its establishment and last until the newly elected UKW is established.

§ 68
Composition of the UKW

The UKW shall consist of 11 members, including:

- 1) eight persons representing the groups of the academic community referred to in § 2 items 1-3;
- 2) one doctoral fellow;
- 3) two students.

§ 69
Rules of nominating candidates for UKW members

1. The UKW members referred to in § 68 s 1 shall be chosen from candidates nominated by the Rector, members of the Senate or faculty councils.

2. The UKW members representing the groups of doctoral fellows and students shall be chosen by the Senate from candidates nominated by, respectively, the doctoral fellows' government and the student government, two for each mandate granted to a given group of the academic community.

3. Candidates for UKW members shall be nominated no later than on the 15th of October of the year preceding the election year.

§ 70 Election of UKW members

UKW members shall be elected by an absolute majority of votes.

§ 71 By-elections to the UKW

1. If the mandate of a UKW member expires, the Senate shall hold a by-election no later than within two months of the day the expiry of the mandate was confirmed.

2. Provisions of § 66 ss. 2-3 and § 69 and 70 shall apply accordingly to the by-election referred to in s. 1.

§ 72 Prohibition of combining the mandate of the UKW

1. ⁵⁶The mandate of a UKW member may not be combined with: the post of a single-person governing body of the University or its deputy; the post of the head of an Inter-faculty, pan-university or internal faculty organisational unit or the mandate of an elected member of a collective or electoral body of the University or its unit.

2. ⁵⁷From the day a person agreed to run for a post or mandate referred to in s. 1, his/her membership in the UKW shall be suspended. The person whose membership has been suspended shall not participate in the work of the UKW.

3. ⁵⁸On the day of election to the post or mandate referred to in s. 1, the mandate of a UKW member shall expire.

§ 73 First meeting of the UKW

1. The first meeting of the UKW shall be convened by the Rector no later than within two weeks of its election by Senate.

2. The first UKW meeting shall be chaired by the Rector.

⁵⁶ In the wording set out in § 1 item 39(a) of the resolution referred to in footnote 2.

⁵⁷ In the wording set out in § 1 item 39(b) of the resolution referred to in footnote 2.

⁵⁸ In the wording set out in § 1 item 39(c) of the resolution referred to in footnote 2.

3. At its first meeting, the UKW shall elect the chairperson and deputy chairperson of the UKW from among its members, by secret ballot and an absolute majority of votes cast in the presence of at least of its members.

§ 74

The chairperson of the UKW

1. The UKW chairperson shall convene and chair the meetings of the UKW, and represent it outside.

2. The UKW chairperson shall also perform other activities falling within his/her competence, provided in the Act and this Statute.

§ 75

Powers of the UKW

1. The powers of the UKW shall include:

- 1) conducting the election activities specified in the Statute;
- 2) supervising election activities conducted at the University;
- 3) exercising supervision over the remaining electoral commissions;
- 4) determining the schedule of election activities;
- 5) determining electoral constituencies and the number of electors elected in them by individual groups of the academic community;
- 6) appointing members of the constituency electoral commissions and the Library Electoral Commission;
- 7) repealing resolutions and decisions of electoral commissions which are inconsistent with the Act or this Statute;
- 8) registering candidates for the post of the Rector and Vice-Rector and publishing lists of candidates;
- 9) organising meetings to present candidates for Rector or Vice-Rector and determining the principles according to which they are conducted and managed;;
- 10) establishing validity of elections of the Rector, Vice-Rector, member of the Senate, Dean, Vice-Dean, member of the faculty electoral college and faculty electoral commission;
- 11) resolving doubts concerning matters related to the course of elections
- 12) adopting resolutions on interpretation of electoral regulations, which are binding on other governing bodies;
- 13) defining standard forms, reports, voting cards, and other documents connected with election activities;
- 14) ⁵⁹(deleted)
- 15) performing other activities specified in the provisions.

2. In case of reasonable doubts as to the correctness of work of a faculty electoral commission, the UKW may dissolve or suspend the faculty electoral commission, by the majority of 3/5 of the total number of its members. In this situation, the activities falling in the competence of the faculty electoral commission shall be carried out by the UKW.

⁵⁹ Deleted by § 1 item 40 of the resolution referred to in footnote 2.

3. The provision of s. 2 shall apply accordingly to constituency electoral commissions.

§ 76

Forms of activity of the UKW

1. The UKW shall exercise its powers by adopting resolutions at meetings.
2. The UKW shall adopt resolutions by a majority of votes cast in the presence of at least half of its statutory members.
3. The UKW may adopt resolutions in matters of lesser importance, following a different procedure than that defined in s. 1, on a motion of its Chairperson.

§ 77

Faculty electoral commissions

1. In order to conduct elections at the faculty, the faculty council shall appoint a faculty electoral commission.
2. The faculty council shall elect the electoral commission no later than by the end of December of the year preceding the election year
3. The faculty electoral commission shall consist of four to eight members, elected from different groups of the academic community. At least one commission member shall be a doctoral fellow or a student.
4. The provisions of § 70-74 and § 76 shall apply accordingly, with the proviso that the powers of the Rector set out there shall be exercised by the Dean. A member of the faculty electoral commission may sit on a Senate committee.

§ 78

Powers of faculty electoral commissions

The powers of the faculty electoral commission shall include:

- 1) organising the election activities conducted at the faculty;
- 2) determining the detailed timetable of election activities at the faculty, taking into account the timetable of election activities set by the UKW;
- 3) registration of candidates and publishing the lists of candidates for the positions of the Dean and the Vice-Dean;
- 4) determining the number of representatives for each group of the academic community represented in the faculty council;
- 5) holding meetings to present candidates for the posts of Dean and Vice-Dean;
- 6) preparing reports on election activities and submitting them to the UKW;
- 7) organising election meetings to elect candidates for members of the Senate and the Electoral College from among academic teachers.

§ 79

Constituency electoral commissions

The provisions on faculty electoral commissions shall apply accordingly to constituency electoral commissions, save for § 75 s 1 items 5-6.

Chapter 3

ELECTORAL COLLEGE AND FACULTY ELECTORAL COLLEGES

§ 80

Composition of the Electoral College

The Electoral College shall consist of representatives of each group of the academic community, elected at faculties and in constituencies, hereinafter referred to as “electors”.

§ 81

Elections of electors

1. Each group of the academic community referred to in § 2 shall separately elect at least one elector at the faculty and in its constituency.

2. Only members of a given group of academic community shall participate in the election of its elector.

§ 82

Procedure for election of doctoral fellow and student electors

The procedure for the election of electors representing members of the academic community referred to in § 2 items 4 and 5, are set out in the rules of the doctoral fellows’ government and the rules of the student government, respectively.

§ 83

Rules of the Electoral College

The principles and operation mode of the Electoral College shall be set out in its Rules.

§ 84⁶⁰

Faculty electoral colleges

1. The faculty electoral college shall be made up by all independent academic teachers as 3/5 of its composition and by representatives of the remaining groups of the academic community in proportions specified in § 39 ss. 2-5.

⁶⁰ In the wording set out in § 1 item 41 of the resolution referred to in footnote 2.

2. The election of the representatives referred to in s. 1 shall be held by the faculty electoral commission, except for the representatives of doctoral fellows and students, who shall be elected by the relevant commissions of the doctoral fellows' government and the student government, respectively.

§ 85⁶¹
(deleted)

PART IV
UNIVERSITY EMPLOYEES

§ 86
University staff

The University employs academic teachers and non-teaching staff.

§ 87
Academic teachers

Academic teachers shall include:

- 1) teaching and research staff;
- 2) research staff;
- 3) teaching staff;
- 4) qualified librarians and qualified documentation and scientific information staff.

§ 88
Positions in which academic teachers are employed

1. Teaching and research staff as well as research staff shall be employed in the following positions:

- 1) full professor;
- 2) associate professor;
- 3) visiting professor;
- 4) adjunct;
- 5) teaching and research assistant.

2. Teaching staff shall be employed in the following positions:

- 1) (deleted)
- 2) senior lecturer;
- 3) lecturer;
- 4) language teacher or instructor.

3. Qualified librarians and qualified documentation and scientific information staff shall be employed in the following positions:

- 1) senior qualified custodian and senior qualified documentary;
- 2) qualified custodian and qualified documentary;

⁶¹ Deleted by § 1 item 42 of the resolution referred to in footnote 2.

- 3) library adjunct and documentation and scientific information adjunct;
- 4) library assistant or documentation and scientific information assistant.
4. (deleted)

§ 89

Basis for employment of academic teachers

1. The employment relationship with an academic teacher shall be established on the basis of appointment or contract of employment.
2. ⁶²Employment by appointment shall be used with respect to academic teachers holding the academic title of professor.
3. Employment by appointment shall be full time.
4. An academic teacher working on the basis of an employment contract shall be employed for a specified period of time, time for performing a specific task or for unspecified period of time.
5. ⁶³The Rector may define the rules of employment of academic teachers by ordinance, including the kinds and duration of employment contracts as well as forms of establishing employment relationship, with a view to ensuring high quality of teaching and research conducted.

§ 90⁶⁴

Procedure for establishment and termination of employment with academic teachers

1. The employment relationship with an academic teacher shall be established and terminated by the Rector on a motion of the Dean or head of the relevant Inter-faculty or general university organisational unit, approved by the appropriate faculty council of the relevant council of the Inter-faculty or general university unit, or on his/her own initiative, after consulting the Dean or the head of the appropriate Inter-faculty or general university organisational unit.
2. In the case of academic teachers referred to in § 87 item 4 of the Statute, the employment relationship shall be established and terminated by the Rector on a motion of the director of the BUW, approved by the Library Council, or on his/her own initiative, after consulting the director of the BUW.

⁶² In the wording set out in § 1 item 6 of the resolution referred to in footnote 2.

⁶³ Added by § 1 item 43 of the resolution referred to in footnote 2.

⁶⁴ In the wording set out in § 1 item 44 of the resolution referred to in footnote 2.

§ 90a⁶⁵
Place of work of academic teachers

1. The academic teacher employed at the University shall carry out his/her duties in a University organisational unit indicated in the document establishing the employment relationship.

2. The Rector may entrust an academic teacher with the performance of duties in a university organisational unit other than the one referred to in s. 1. Such entrustment of duties shall be preceded by consultations with the heads of relevant University organisational units.

§ 91
Terms of employment of academic teachers

1. ⁶⁶A person may be employed as full professor if he/she holds an academic title and has been approved by the Senate.

2. ⁶⁷A person may be employed as associate professor if he/she:

- 1) holds an academic title and has been approved by the Senate, or
- 2) holds an academic degree of doktor habilitowany, has significant post-doctoral academic achievements, confirmed by at least two reviewers holding an academic title, including one from outside the University, as well as has significant teaching achievements, and has been approved by the Senate. The procedure for indicating reviewers is set out in the Rules of the faculty.

3. A person may be employed as visiting professor if he/she has significant academic achievements as well as significant professional achievement in the field of study in which he/she is to teach classes.

4. A person may be employed as senior lecturer if he/she has held a teaching job at an institution of higher education for at least ten years.

5. A person who does not meet the requirements specified in the Act may be employed as associate professor or visiting professor for a specific period of time, subject to, respectively, s.2 or 3, if he/she holds a doctoral degree, has academic and professional achievements confirmed by council of the faculty at which he/she is expected to work and has been approved by the Senate. The faculty council gives its confirmation in a procedure defined in the Rules of the faculty.

6. ⁶⁸As regards the positions referred to in § 88 s. 3:

- 1) A person may be employed in the position of a qualified senior custodian or a qualified senior documentary if he/she holds at least a doctoral degree, has worked in the position of qualified custodian or qualified documentary for at least

⁶⁵ Added by § 1 item 45 of the resolution referred to in footnote 2.

⁶⁶ In the wording set out in § 1 item 46 (a) of the resolution referred to in footnote 2.

⁶⁷ In the wording set out in § 1 item 46(a) of the resolution referred to in footnote 2.

⁶⁸ Added by § 1 item 46(b) of the resolution referred to in footnote 2.

- four years, and has significant academic and teaching achievements, confirmed in the manner specified in the rules of the Library Council;
- 2) A person may be employed in the position of a qualified custodian or a qualified documentary if he/she holds at least a master's degree, has worked as library adjunct or documentation and information adjunct for at least three years or as teacher-researcher, teacher or researcher in a scientific library for eight years, and has academic and teaching achievements, confirmed in the manner specified in the rules of the Library Council;
 - 3) A person may be employed in the position of a library adjunct or a documentation and information adjunct if he/she holds at least a master's degree, has worked as a library assistant or documentation and information assistant for at least two years or as a teacher-researcher, teacher or researcher in a scientific library for five years or has academic or teaching achievements confirmed in the manner specified in the rules of Library Council;
 - 4) A person may be employed in the position of a library assistant or a documentation and information assistant if he/she holds a master's degree, has worked for at least five years at a scientific library or in a teaching-research position, and has professional skills confirmed in the manner specified in the rules of the Library Council.

§ 91a

Professor and lecturer affiliated at the University of Warsaw⁶⁹

1. The Rector, acting on a motion of the Dean or on his/her own initiative, may for a specified period of time grant the status of affiliated professor to a person employed as professor at another domestic or foreign institution of higher and participating in a research project at the University.

2. The professor affiliated at the University of Warsaw may participate in the teaching of academic courses to the extent determined by the Rector and use the resources of the University in a way specified by the Rector.

3. ⁷⁰The Rector, acting on a motion of the Dean or on his/her own initiative, may grant the status of affiliated lecturer to a person employed at a domestic or foreign institution of higher education, other than those listed in s. 1, and participating in University teaching. The provisions of s. 2 shall apply accordingly to affiliated lecturers.

§ 92⁷¹

Rules of creating posts

The Rector may, lay down the rules for creating teaching-research, teaching, and research positions in the University organisational units by issuing an ordinance.

⁶⁹ The title in the wording set out § 1 item 47(a) of the resolution referred to in footnote 2.

⁷⁰ Added by § 1 item 47(b) of the resolution referred to in footnote 2.

⁷¹ In the wording set out in § 1 item 48 of the resolution referred to in footnote 2..

§ 93

Terms and form of employment of assistants without a doctorate and adjuncts without the degree of doktor habilitowany

1. Employment of a person without a doctoral degree as an assistant shall be based exclusively on a fixed-term contract of no more than six years.

2. Employment of a person who does not hold the degree of doktor habilitowany as an adjunct shall be based exclusively on a fixed-term contract of no more than eight years.

3. ⁷²The time limits set out in s. 1 items 1 and 2 shall be suspended for the period of maternity leave, leave defined by the same rules as the maternity leave, additional maternity leave, additional leave defined by the same rules as maternity leave, paternity leave, parental leave, leave for health reasons, and leave for military or alternative service, as well the circumstances specified in Article 120 s. 2 item 2 of the Act.

§ 94

Procedure and terms of position contest

1. ⁷³A contest for the position of an academic teacher shall be announced by the Dean (or, accordingly, the head of an Inter-faculty or general university unit), after consulting the faculty council, upon the Rector's consent

2. The announcement for the contest shall specify the requirements for candidates, a list of documents to be submitted and the deadline for their submission as well as the date on which the contest will be adjudicated.

3. The contest shall be formally announced when a notice of its terms is given to the public

4. The contest committee and its chairperson shall be appointed by the Dean (or, accordingly, the head of the Inter-faculty or general university unit), after consulting the faculty council (the council of the Inter-faculty unit or general university unit).

5. The composition of the contest committee and the procedure for its appointment shall be set out in the Rules of the faculty (Inter-faculty unit or general university unit).

5a. The Dean may appoint a person or persons from outside the University to sit on the contest committee if they hold an academic title or the degree of doktor habilitowany in the discipline relevant for the position for which the contest is organized. These persons may not account for more than 30% of the committee's composition.

⁷² In the wording set out in § 1 item 49 of the resolution referred to in footnote 2.

⁷³ In the wording set out in § 1 item 50 of the resolution referred to in footnote 2.

6. The contest committee shall rank the candidates, taking into account their academic, teaching and organisational achievements, and present the result to the Dean (head of the Inter-faculty or head of the general university unit).

§ 95

Periodic assessment of academic teachers

1. The following elected bodies shall carry out the periodic assessment of academic teachers, referred to in Article 132 s. 1 of the Act:

- 1) faculty assessment committees;
- 2) the university assessment committee;
- 3) the library assessment committee;
- 4) the appeals assessment committee.

2. The assessment committees are elected for the term of office of the University governing bodies.

3. Representatives of the trade unions operating at the University shall participate in the work of the committees referred to in s. 1 in an advisory capacity, one representative from each trade union.

§ 96

Election of assessment committees

1. Faculty assessment committees shall be elected by faculty councils. The number of members and the election procedure shall be defined in the Rules of the faculty.

2. The Senate shall elect the university assessment committee consisting of ten members, the library assessment committee consisting of five members, and the appeals committee consisting of five members.

3. Candidates to the committees referred to in s. 2 shall be nominated by members of the Senate, except for candidates for the library assessment committees who shall be nominated by the Library Council.

4. The assessment committees shall choose their chairpersons.

5. A person may be a member of only one assessment committee.

6. Detailed rules of work of assessment committees, including the size of the committees, the detailed assessment procedure and the manner of documenting its results shall be determined by the Rector in an ordinance.

§ 97

Scope of activity of assessment committees

1. Faculty assessment committees shall evaluate academic teachers employed at a given faculty, subject to s. 3.

2. The university assessment committee shall evaluate academic teachers employed in organisational units other than faculties and their internal units.

3. The library assessment committee shall evaluate academic teachers employed in the units of the library and information system.

4. The appeals assessment committee shall hear appeals against the evaluations made by the library assessment committee and the faculty assessment committees.

§ 98

Assessment criteria

1. The basis for the assessment of the academic teacher shall be his/her academic, teaching and organisational achievements which are relevant to the University or connected directly with his/her work at the University. In particular, the following shall be taken into account:

- 1) scientific publications, ranked according to the position of the publisher and journal;
- 2) quality of the courses taught;
- 3) authorship of textbooks and other teaching aids;
- 4) participation in scientific conferences, ranked by the importance of conference and the nature of participation;
- 5) participation in the academic degree and academic title award proceedings;
- 6) offices held at the University and in national and international scientific associations;
- 7) reviewing scientific papers and participation in editorial boards (or programming councils) of scientific journals;
- 8) popularization activities;
- 9) awards and distinctions granted by scientific institutions and societies;
- 10) involvement in promoting new and innovative forms of teaching;
- 11) active involvement in raising external funds for research projects;
- 12) ⁷⁴in the case of persons employed as assistants who do not hold a doctoral degree – the degree of completion of the doctoral dissertation;
- 13) ⁷⁵in the case of persons employed as adjuncts who do not hold the degree of doktor habilitowany – scholarship required to complete the degree proceedings.

2. The criteria for assessment of independent academic teachers shall also include their achievements in training candidates for academic work.

3. The governing bodies which elect assessment committees may introduce additional assessment criteria. These criteria can be applied no sooner than one year after the announcement of the resolution on their introduction.

3a. An assessment committee may ask an independent expert for an assessment of the achievements of an academic teacher.

⁷⁴ In the wording set out in § 1 item 6 of the resolution referred to in footnote 2.

⁷⁵ In the wording set out in § 1 item 6 of the resolution referred to in footnote 2.

4. The assessment of a person's scientific, teaching and organisational achievements made in a degree awarding procedure or employment as full or associate professor shall be tantamount to making the assessment referred to in Article 132 s. 1 of the Act.

§ 99

Evaluation given by students and doctoral fellows

1. Evaluation given by students and doctoral fellows at the end of each study cycle shall be considered when assessing the academic teacher.

2. The evaluation referred to in s. 1 shall be based on a questionnaire conducted among the students and doctoral fellows attending the classes taught by a given teacher, which includes the criteria set out in § 98 s. 1 items 2, 3 and 10.

3. The rules for the evaluation referred to in s. 1 and for conducting the questionnaire referred to in s. 2 shall be set by the Rector with a view to ensuring the objectivity of assessment and reliability of results, after consulting the competent bodies of the doctoral fellows' government and the student government.

§ 100

Consequences of periodic assessment

1. Results of the periodic assessment have an impact on the salary, promotions and distinctions awarded to the academic teacher as well as the organisational duties assigned to him/her.

2. A negative periodic assessment may result in termination by notice of employment with an appointed academic teacher, pursuant to Article 124 item 3 of the Act.

3. Two consecutive negative periodic assessments shall result in the termination by notice of employment with an appointed academic teacher, pursuant to Article 124 s. 2 of the Act.

4. A negative periodic assessment may result in termination by notice of employment with an academic teacher, pursuant to Article 128 s. 2 of the Act.

§ 101

Procedure of periodic assessment

1. The academic teacher shall be subject to period assessment:

- 1) every two years;
- 2) at any time but no more often than once a year at the request of the head of the organisational unit at which he/she is employed.

2. ⁷⁶The academic teacher holding the academic title of professor and employed by appointment shall be subject to assessment every four years.

⁷⁶ In the wording set out in § 1 item 6 of the resolution referred to in footnote 2.

3. The assessment committee shall make the assessment based on the collected documentation, including the documents submitted by the interested party and a written opinion of his/her direct superior, as specified by the Rules of the faculty. The committee may also hear the oral explanations of the interested party.

4. The committee's assessment, together with a written justification, shall be presented to the evaluated teacher, his/her direct superior as specified by the Rules of the faculty, or the Dean and the head of the internal faculty unit at which the teacher is employed..

5. The assessment of the assessment committee may be appealed to the appeals committee.

6. The appeal shall be filed within 14 days of presentation of the committee's assessment to the teacher. The evaluated teacher shall be instructed about the possibility and deadline of filing an appeal.

7. The appeals assessment committee shall hear the appeal within 30 days of receipt of the appeal, along with the case file.

8. The appeal assessment committee shall uphold the contested assessment, change it in favour of the appellant, or repeal it and refer it for reconsideration to the assessment committee.

9. Decisions of the appeals assessment committee shall be final.

10. Provisions of ss. 5 and 6 shall apply accordingly to the library assessment committee.

§ 102

Granting permission for additional employment

1. Permission for taking up or continuing additional, contract-based employment by academic teachers at a teaching or research institution shall be granted by the Rector.

2. Taking up or continuing additional, contract-based employment by an academic teacher holding the office of a single-person governing body shall require permission of the Senate.

3. The Rector shall refuse to grant the permission referred to in s. 1 if the provision of teaching or research services at another employer reduces the ability of the proper functioning of the University or involves the use of its technical facilities or resources.

4. The criteria for granting permission by the Rector or the Senate for additional, contract-based employment under Article 129 ss. 1 and 5 of the Act shall be specified by the Senate, taking into account the following:

1) volume and nature of the applicant's teaching, research and organisational workload at the University;

- 2) connection between additional employment and the teaching or tasks performed at the University or the research conducted;
- 3) circumstances referred to § 106 s. 1.

§ 103

Consultations in termination of employment with appointed academic teachers

Employment of an appointed academic teacher may be terminated under Article 125 of the Act by the Rector's decision made after consulting the relevant faculty council or, if the person is employed at another organisational unit, after consulting the council of that unit or the Senate if the unit has no council.

§ 104

Determining the end of the semester

If the Act provides for termination of employment with an academic teacher at the end of the semester, the end of semester shall mean the 31st of March or the 30th of September, respectively.

§ 105

Working hours of academic teachers

1. The working hours of an academic teacher shall be determined by the scope of his/her teaching, research and organisational duties.

2. Rules for determining the scope of duties of academic teachers, the types of classes included in these duties, as well as the teaching workload for each teaching positions and the rules for calculating teaching hours shall be set out by the Senate, with the proviso that:

- 1) the annual teaching workload for teaching-research staff shall be 210 class hours; for staff employed as reader - 270 class hours, for staff employed as lecturers and senior lecturers – 360 class hours, and for staff employed as instructors and their counterparts – 540 class hours;
- 2) the class hour is 45 minutes; the Senate may specify conversion rates, no higher than 2, for classes conducted outside the University or on Saturdays and official holidays as well as classes with an exceptionally high level of difficulty.

3. ⁷⁷The detailed scope and volume of duties of an academic teacher, the list of classes taught in a given academic year and the distribution of these classes shall be determined by the Dean or the head of the Inter-faculty or general university unit.

3a. ⁷⁸The Rector may by ordinance define rules of performing and financing the obligatory teaching hours outside the organisational unit referred to in § 90a, recognizing the need to support projects that are conducive to achieving the University's strategic goals and taking into account the financial and staff situation of a given University organisational unit.

⁷⁷ In the wording set out in § 1 item 51(a) of the resolution referred to in footnote 2.

⁷⁸ Added by § 1 item 51 (b) of the resolution referred to in footnote 2.

4. On the request of an academic teacher and after consulting the Dean or the head of the unit, the Rector may reduce the teacher's annual teaching workload up to the minimum specified in Article 130 s. 3 of the Act, particularly for the following reasons:

- 1) poor health;
- 2) high number of organisational functions performed at the University;
- 3) considerable amount of research work;
- 4) requirements of the teaching work conducted in a given university unit.

5. While making a decision on reduction of the teaching workload of the Dean or the head of a unit, the Rector may consult the Senate.

6. The Rector may reduce an academic teacher's workload below the minimum specified in ss. 2 and 4 if the academic teacher has been assigned important tasks, is conducting a research project or performing other tasks provided in the Statute.

§ 106 Conflict of interests

1. ⁷⁹University employees shall avoid situations leading to a conflict of obligations towards the University and external entities, as well as to a conflict of own interest (including material) with the interest of the University

2. The situations which may lead to a conflict of interests, procedures for the prevention of these situations, as well as their consequences shall be defined by the Senate.

§ 107 Leaves of absence

1. The procedure of granting leaves to academic teachers shall be established by the Dean or the head of the Inter-faculty or general university unit.

2. The procedure of granting leaves to single-person governing bodies of the University shall be established by the Rector.

3. ⁸⁰The leave referred to in Article 134 s. 1 of the Act (paid sabbatical) shall be granted by the Rector at a justified request of the academic teacher, approved by his/her direct supervisor, within the meaning of the Rules of the faculty, or by the Dean or the head of the Inter-faculty or general university organisational unit.

4. The leave referred to in Article 134 s. 3 of the Act (leave to prepare a doctoral dissertation) shall be granted by the Dean or the head of the Inter-faculty or general university organisational unit at a justified request of the academic teacher, approved by his/her direct supervisor, within the meaning of the Rules of faculty, and the dissertation supervisor.

⁷⁹ In the wording set out in § 1 item 52 of the resolution referred to in footnote 2.

⁸⁰ In the wording set out in § 1 item 53 (a) of the resolution referred to in footnote 2.

4a. ⁸¹The leave referred to in Article 134 s. 4 of the act (unpaid sabbatical leave) shall be granted by the Rector after consulting the Dean or the head of the Inter-faculty or university-wide organisation unit.

5. The leave referred to in Article 134 s. 5 of the Act (leave for health reasons) shall be granted by the Rector at the request of the academic teacher, with a medical certificate attached to the request.

§ 108 Awards for academic teachers

1. The rules and procedure for granting awards to academic teachers for academic, teaching, organisational or overall achievements, made from the fund referred to in Article 155 s. 4 of the Act, shall be set in the rules adopted by the Senate.

2. The University's material and financial plan may provide for creation of an annual scholarship fund for academic teachers with the resources referred to in Article 4 of the Act. The rules and procedure for granting scholarships shall be established by the Rector.

§ 109 Disciplinary committee for academic teachers

1. The disciplinary committee for University academic teachers shall be elected by the Senate from among academic teachers nominated by faculty councils or councils of general university units or by members of the Senate (10-20 commission members) for the term of office of University governing bodies, and from among representatives of students nominated by the relevant body of the student government (2 commission members) for the term of office set out in § 57 s. 3 of the Statute.

2. ⁸²The Rector, the Vice-Rectors, Deans, Vice-Deans, directors of institutes, the Director of the BUW, and the disciplinary spokesperson cannot sit on the disciplinary committee for academic teachers. In the case of the Rector and the Vice-Rectors the ban shall be extended to four years after they left these posts.

3. Members of the disciplinary committee may perform their functions for no more than two full consecutive terms.

4. The disciplinary committee shall elect its chairperson and deputy chairperson by secret ballot.

5. The committee's chairperson shall appoint the adjudicating board and its chair for each case separately. The adjudicating board cannot include a teacher who is employed in a lower position than the defendant, is in a working relationship with the defendant or is otherwise connected with the case.

⁸¹ Added by § 1 item 53 (b) of the act referred to in footnote 2.

⁸² In the wording set out in § 1 item 54 of the act referred to in footnote 2

§ 109a⁸³
Retired University professors

1. A University professor who has retired and is no longer a University employee shall be entitled to the status of retired University professor.

2. The rights of the retired University professor shall be defined by the Rector in an ordinance.

§ 109b⁸⁴
Employment based on civil law contracts

1. In justified cases, the task of conducting academic classes can be entrusted to persons who are not University employees.

2. The Rector shall define the rules of employment based on civil law contracts in an ordinance, specifying in particular the criteria that should be met by the persons who are entrusted with teaching academic classes at the University, and taking into consideration the staff situation, the financial situation and the teaching needs of the University and its individual organisational units.

§ 110
Concluding contracts of employment with employees other than academic teachers and determining their duties

1. Contracts of employment with employees other than academic teachers shall be concluded and terminated by:

- 1) the Rector on a motion of the Chancellor, with respect to persons hired for managerial and independent positions, within the meaning of the Rules of Organisation referred to in § 136, or on a motion of the Dean or the head of the relevant unit if the employee is to work at an Inter-faculty or general university organisational unit;
- 2) the Rector on a motion of the Dean or the head of the organisational unit at which the person is to be employed, with respect to research and technical staff, within the meaning of the Rules of Organisation referred to in § 136, as well as library staff and documentation and information staff;
- 3) the Rector on a motion of the BUW director, with respect to library staff and documentation and information staff to be employed at the BUW;
- 4) the Rector on a motion of the Dean, with respect to employees other than those referred to in items 1-3 who work at the faculty;
- 5) the Chancellor, with respect to other employees.

2. The Rector or the Chancellor may authorize the head of organisational unit or another employee of the University to enter into employment contracts with certain categories of employees who are not academic teachers.

⁸³ Added by § 1 item 55 of the resolution referred to in footnote 2.

⁸⁴ Added by § 1 item 55 of the resolution referred to in footnote 2.

3. The head of the unit where the employee is working shall define the scope of his/her duties and organisational subordination, if those are not defined directly in the Rules of Organisation.

4. The research and technical employees, within the meaning of the Rules of Organisation referred to in § 136, who are employed at a faculty and hold a Master's degree or equivalent may be entrusted to conduct academic classes, with the consent of the faculty council and the interested party. The rules of entrusting teaching to such employees and the additional entitlements that may result from conducting academic classes shall be defined by the faculty council, with the proviso that the total number of these classes cannot exceed the amount set for this purpose by the Senate.

§ 111

Awards for employees other than academic teachers

1. Employees who are not academic teachers may receive the Rector's awards for achievements in their professional work.

2. Requests to grant an award shall be submitted to the Rector by:

- 1) the Vice-Rectors;
- 2) the deans and heads of Inter-faculty and general university units;
- 3) the Director of the BUW;
- 4) the Chancellor.

3. The Rector may also grant an award on his/her own initiative.

§ 112

Cooperation with trade unions

University governing bodies shall cooperate with the trade unions operating at the University to the extent resulting from the Labour Code, the Act of 23 May 1991 on Trade Unions (Journal of Laws, 2001, No. 79, item 854, as amended) and from other provisions of law.

PART V

STUDIES, STUDENTS AND DOCTORAL FELLOWS

§ 112a⁸⁵ Studies

1. The University conducts the education of:

- 1) students of degree programmes offered by the faculties and other organisational units authorized to conduct teaching;
- 2) doctoral fellows pursuing doctoral studies;
- 3) participants of post-graduate studies.

⁸⁵ Added by § 1 item 56 of the resolution referred to in footnote 2.

2. Pursuant to the Act, this Statute, and the Rules of Study, the University authorities may adopt resolutions and issue ordinances on the organisation of studies.

§ 113 **Referral to the Rules of Study**

The organisation and course of studies as well as the rights and obligations of the students, doctoral fellows and participants of post-graduate studies shall be defined, respectively, in the Rules of Study, rules of doctoral studies, and rules of post-doctoral studies.

§ 114 **Principle of internal openness of the University**

1. Students and doctoral fellows of the University shall have Access to all academic classes and teaching resources offered at the University.

2. Conditions of implementation of the principle referred to in s. 1, including its limitations, shall be set in the Rules of Study and the rules of doctoral studies.

§ 115 **Teaching quality assurance system**

1. The University shall run a teaching quality assurance system.

2. The system shall consist of quality assurance teams operating at the faculties and other organisational units conducting studies, the University quality assurance team and other teams working to ensure and enhance the quality of teaching, created by the Rector.

3. The formation procedure, composition and forms of operation of the teams referred to in s. 2 shall be defined by the Rector.

4. The education quality assurance teams referred to in s. 2 shall include representatives of doctoral fellows and students indicated by the relevant units of the doctoral fellows' government and the student government.

5. ⁸⁶In justified cases, with a view to improving quality of education, the Rector may order assessment of a degree programme run by a given basic organisational unit. The assessment shall be conducted by an accreditation agency entered in the European Register of Accreditation Agencies or another agency with which the Polish Accreditation Commission has concluded an agreement on the recognition of grades or a community accreditation commission indicated by the Rector.

⁸⁶ Added by § 1 item 57 of the resolution referred to in footnote 2.

§ 116 Procedure for opening studies

1. A resolution on conducting studies in a given degree programme, of a specific level and profile, at a given basic organisational unit of the University shall be adopted by the Senate on a motion of the council of that unit or the Rector, approved by the competent Senate committee, or according to the procedure set by the guidelines referred to in § 30 item 3.

2. The procedure set in s. 1 shall apply to the creation of specializations in which diplomas are issued within a given degree programme.

3. ⁸⁷In the case of creating a degree programme which is run by several faculties, the application shall be submitted by the council of the Inter-faculty organisational unit established for this purpose or jointly by the councils of the interested faculties. The application shall specify which governing body will make decisions on student matters in the newly created programme and which governing body will adopt resolutions on the matters of the curriculum, including the study plan.

4. ⁸⁸In the resolution referred to in ss. 1 and 3, the Senate shall identify the entity competent to perform the acts provided for in the Rules of Study and the body competent to adopt resolutions on the matters of the curriculum, including the study plan.

5. ⁸⁹The Rector may define the rules for the creation of new degree programmes by ordinance, having regard to the need to ensure high quality of teaching, to combine teaching and research, and to use the full teaching potential of the University.

§ 117 Conducting studies

Conducting studies in a degree programme by an organisational unit or a group of units shall entail:

- 1) ensuring and maintaining the staffing minimum referred to in the relevant provisions issued pursuant to the Act;
- 2) ⁹⁰preparing the curriculum and plan of studies in accordance with the learning outcomes adopted by the Senate, teaching classes in a way ensuring the achievement of these learning outcomes and modifying the curriculum and the learning outcomes according to the development of knowledge in the field or fields covered by the curriculum of studies;
- 3) having and applying an internal system of teaching quality assurance;
- 4) performing the tasks resulting from the Rules of Study.

⁸⁷ In the wording set out in § 1 item 58(a) of the resolution referred to in footnote 2.

⁸⁸ In the wording set out in § 1 item 58(b) of the resolution referred to in footnote 2.

⁸⁹ Added by § 1 item 58(c) of the resolution referred to in footnote 2.

⁹⁰ In the wording set out in § 1 item 59 of the resolution referred to in footnote 2.

§ 118

Admission to studies

1. The terms and procedure of admission to studies shall be set forth by the Senate. The Senate shall define the terms and procedure of admission to individual degree programmes or specializations within the meaning of § 116 s. 2, individual inter-area after studies and doctoral studies, after becoming familiar with the position of the council of the relevant organisational unit.

2. Admission to undergraduate, graduate and doctoral studies shall be conducted by admission committees, appointed separately by the head of the organisational unit running the given studies.

3. The University Admissions Committee shall be appointed by the Rector. The Committee shall be chaired by the Vice-Rector for student affairs and its members shall include persons holding at least a doctoral degree and one student representative, indicated by the relevant body of the student government.

4. The University Admissions Committee shall hear appeals against the decisions of committees for admission to studies.

5. ⁹¹The committee for admissions to studies shall consist of academic teachers and no more than two representatives of the students, indicated by the relevant body of the student government. The admissions commission shall be chaired by an academic teacher holding at least a doctoral degree, appointed by the head of the organisational unit conducting the admission.

6. ⁹²The committee for admissions to doctoral studies shall consist of academic teachers and no more than two representatives of doctoral fellows, indicated by the relevant body of the doctoral fellows' government. The admissions commission shall be chaired by an academic teacher holding at least the academic degree of doctor habilitowany, appointed by the head of the organisational unit conducting the admission.

§ 119

(deleted)

§ 120

Student oath and admission to the University

1. Upon matriculation, students take the following oath: *"I solemnly swear that I will constantly strive to acquire knowledge and develop my personality, respect academic laws and customs and show consideration for the dignity and honour of the student of the University of Warsaw in all my conduct"*.

⁹¹ In the wording set out in § 1 item 60 lit. a of the resolution referred to in footnote 2.

⁹² Added by § 1 item 60(b) of the resolution referred to in footnote 2.

2. Admission to the student community shall take place upon matriculation and taking the oath, but no sooner than on the date of inauguration of a given academic year.

3. The provision of s. 1 shall apply accordingly to persons admitted to doctoral students.

§ 121⁹³

Studying according to the individual curriculum of studies

A student may study according to an individual curriculum and plan of studies on the terms defined in compliance with the Rules of Study by the council of the organisational unit conducting the studies, or in the case of Inter-area studies – by the council of the Inter-faculty unit organising the studies.

§ 122

(deleted)

§ 123

(deleted)

§ 124

Rules of the student government

1. The Rules of the student government, defining its principles, organisation and operating mode, including the kinds of collective and single-person governing bodies, the procedure for their election and their powers, as well as the procedure for election of student representatives to the governing bodies of the University and its organisational units shall be adopted by the legislative body of the student government.

2. The Senate shall establish compliance of the Rules of the student government with the Act and the Statute, after consulting the relevant Senate committee.

§ 125

Rules of the doctoral fellows' government

The provisions of § 124 shall apply accordingly to the Rules of the doctoral fellows' government.

§ 126

Register of student and doctoral fellow organisations

1. The Rector shall keep a register of university organisations of students and doctoral fellows.

⁹³ In the wording set out in § 1 item 61 of the resolution referred to in footnote 2.

2. The university organisations of students and doctoral fellows shall submit annual reports on their activity.

3. ⁹⁴The Rector shall determine in an ordinance the manner of keeping the register and the terms of the registration procedure, in particular the principles of appointing patrons of scientific circles, the list of documents collected in the register and the scope and filing procedure of the report referred to in s. 2.

§ 127

Disciplinary committees and the disciplinary spokesperson for student and doctoral fellow affairs

1. The disciplinary committee for student and doctoral fellow affairs shall consist of 35 members, including 20 academic teachers, 10 students and 5 doctoral fellows.

2. The appeals disciplinary committee for student and doctoral fellow affairs shall consist of 18 members, including 10 academic teachers, 5 students and 3 doctoral fellows.

3. Members of the committees referred to in ss. 1 and 2 shall be elected by the Senate from among the academic teachers nominated by the faculty councils and members of the Senate, from among the students nominated by the legislative body of the student government, and from among the doctoral fellows nominated by the legislative body of the doctoral fellows' government.

4. The term of office of the disciplinary committee for students and doctoral fellows and the appeals disciplinary committee for students and doctoral fellows shall equal the term of office of University governing bodies and shall start on the 1st of January of the year following the election of university authorities, with the proviso that the term of office of the committee members representing students and doctoral students shall be one year.

5. At their first meetings convened by the Rector, the committees referred to in ss. 1 and 2 shall elect their chairpersons from the members who are academic teachers, and deputy chairpersons from all members.

6. The disciplinary spokesperson for student and doctoral fellows affairs and his/her deputies shall be appointed by the Rector after consulting the relevant bodies of the student government and the doctoral fellows' government for the term of office of the University authorities.

⁹⁴ In the wording set out in § 1 item 62 of the resolution referred to in footnote 2.

§ 128

University scholarship fund for students and doctoral fellows

1. The material and financial plan of the University may provide for the creation of the annual scholarship fund for students and doctoral fellows from the resources indicated in Article 104 of the Act. These scholarships may be granted regardless of the scholarships referred to in Article 178 s. 1 and Article 199 s. 1 of the Act.

2. The rules and procedure for granting the scholarships referred to in s. 1 shall be set by the Rector after consulting the relevant body of the student government and the doctoral fellows' government.

§ 129

Graduate assistantship

1. A student of the last year of second cycle studies or long second cycle studies as well as a doctoral fellow in the last year of his/her doctoral studies, with outstanding academic achievements and aptitude for research work, may be offered a graduate assistantship preparing them for the duties of the academic teacher.

2. The person referred to in s. 1 shall be entitled to a scholarship in the amount defined by the Senate for a given academic year.

3. Decisions on matters referred to in ss. 1 and 2 shall be made by the Rector on the Dean's motion.

4. The rules and procedure for the qualification of the persons referred to in s. 1, the rules of the graduate assistantship and the manner of creating the fund to be used for the scholarships referred to in s. 1 shall be set in the Rules of the faculty.

PART VI

UNIVERSITY MANAGEMENT AND ADMINISTRATION

Chapter 1

MANAGEMENT AND ASSETS OF THE UNIVERSITY

§ 130

Assets of the University

The University's assets include property and other ownership rights.

§ 131
Performance of acts in law

1. The acts in law on behalf of the University shall be performed by the Rector, subject to § 30 item 14.
2. The Rector may grant a proxy to perform the acts in law referred to in s. 1.
3. The Rector may grant a general authorisation to the Chancellor.

§ 132
Responsibility for entrusted property

The head of the organisational unit shall be responsible for the proper use and protection of the property allocated to the unit.

§ 133
Financial management of the University

1. ⁹⁵The University, within the funds available to it, shall conduct independent financial management according to an annual material and financial plan.
2. ⁹⁶The Senate, acting on a motion of the Rector, shall determine:
 - 1) principles of distribution of the funds from the budget subsidies among University organisational units;
 - 2) principles of distribution of off-budget;
 - 3) rules for settlement of research activity.
3. The detailed rules of financial management by the organisational units of the University shall be set by the Rector.

§ 134
Economic activity of the University

1. The University may conduct economic activity in the form of construction, trade, publishing, manufacturing and service provision.
2. The University may conduct economic activity to the extent and for the purpose of performing its tasks, specified in the Act and the Statute.
3. The University may conduct economic activity through financially separate university organisational units or in another form of business organisation provided for by law, in particular a company.
4. The university organisational units referred to in s. 3 shall be established, transformed and liquidated by the Rector after consulting the Senate, on the Rector's own initiative or a motion of the Dean of faculty or the head of another basic university organisational unit, or the Chancellor.

⁹⁵ In the wording set out in § 1 item 63 of the resolution referred to in footnote 2.

⁹⁶ In the wording set out in § 1 item 63 of the resolution referred to in footnote 2.

5. The detailed rules of organisation and operation of the organisational units referred to in s. 3, including the appointment and recall of their heads shall be defined in the rules of these units adopted by the Rector.

Chapter 2 UNIVERSITY ADMINISTRATION

§ 135 Structure of the University administration

1. The administration of the University shall consist of the central administration and the administration of its organisational units.

2. Supervision over the University administration shall be exercised by the Rector.

3. The functioning of the university administration shall be assessed by the Rector at least once a year and by the Senate – at least twice in its term of office.

§ 136⁹⁷ Rules of University organisation

The organisational structure of the University administration, the principles and scope of operation of its units, including the principles of subordination of their employees and the scope of duties of the unit heads shall be determined in the Rules of University Organisation issued by the Rector after consulting the Chancellor.

§ 137 Operation principles of the central administration

1. The central administration consists of central administrative units.

2. The central administration shall be managed by the Chancellor to the extent set out in the Statute and in the Rules of University Organisation.

3. The Rules of University Organisation may specify which central administrative units shall be directly subordinate to the Rector.

§ 138 Employment of heads of administrative units

1. Heads of units of the central administration of the University and the administration of its organisational units, specified in the Rules of Organisation shall be employed by contest proceeding.

⁹⁷ In the wording set out in § 1 item 64 of the resolution referred to in footnote 2.

2. The terms and procedure of the contest proceeding for the positions of heads of central administrative units shall be defined by the Rector on his/her own initiative or on a motion of the Chancellor, and with respect to the units referred to in § 137 s. 3, after consulting the Chancellor.

3. The terms and procedure of the contest proceeding for the positions of heads of administrative units of the University's organisational units shall be defined by the Rector on his/her own initiative or on a motion of the Dean.

§ 139

Procedure for employment of the Chancellor

1. The Chancellor shall be employed by the Rector after consulting the Senate.

2. The candidate for the position of Chancellor shall be selected in a contest proceeding. The terms and procedure of the contest as well as the composition of the contest committee shall be defined by the Rector.

3. The recall of the Chancellor shall follow the procedure set out in s. 1.

§ 140

Powers of the Chancellor

1. The Chancellor shall head the central administration, and on the Rector's authorisation, he/she shall supervise the economic policy of the University and make decisions about the University's assets within a general proxy, save for the matters reserved for the governing bodies of the University by the Act or the Statute.

2. To the extent defined in the Rules of University Organisation and subject to § 137 s. 3, the Chancellor shall be the supervisor of all administrative staff employed in the units of central administration and shall perform the tasks related to their employment.

3. The detailed scope of the Chancellor's duties shall be defined by the Rules of Organisation.

4. The Chancellor shall submit annual reports to the Rector and be accountable to the Rector for his/her activity.

§ 141

The Vice-Chancellors

1. On a motion of the Chancellor on his/her own initiative the Rector may employ no more than four Vice-Chancellors, including the Bursar. The provision of § 139 s. 2 shall apply accordingly.

2. The Rector shall recall the Bursar on a motion of the Chancellor, and the remaining Vice-Chancellor on a motion of the Chancellor or on his/her own initiative.

3. The scope of duties of Vice-Chancellors shall be defined by the Rector on a motion of the Chancellor, taking into consideration the separate provisions concerning the Bursar. The Bursar shall serve as the chief accountant of the University.

§ 142

Administration of organisational units

1. The supervisor of the administrative staff of the basic organisational unit of the University shall be the head of the organisational unit.

2. The detailed rules of subordination of the administrative employees of the University organisational units shall be set in the Rules of University Organisation and the rules of the individual units.

3. The provisions of § 135 s. 3 and § 138 shall apply accordingly to the administrative staff of the organisational units of the University.

4. The rules of a University organisational unit may provide for the creation of the post of Administrative Director.

PART VII

REGULATIONS ON ASSEMBLY ORGANISATION

§ 143

Organisation of assemblies

1. Employees, students and doctoral fellows of the University have the right to organize assemblies on the premises of the University according to the rules set out in Article 230 of the Act and in this paragraph.

2. The following shall not be considered assemblies:

- 1) meetings of employees, students and doctoral fellows on matters of teaching, research or organisation held by the organisational units;
- 2) meetings held by the trade unions operating at the University;
- 3) statutory meetings of the student government and the doctoral fellows' government;
- 4) statutory meetings of the student organisations entered in the register referred to in Article 205 of the Act;
- 5) statutory meetings of student associations if students of the University constitute a majority of members of the association organising a given meeting.

3. A request for permission to hold an assembly or a notification of the intention to organize an assembly should state the following:

- 1) the name, surname and full address of the person or persons organising the assembly;
- 2) the purpose and range of the assembly;
- 3) the place, date, time and agenda of the assembly;
- 4) specification of technical measures to be used;

5) rules for the maintenance of law and order, with an indication of the persons responsible.

4. The Rector may make his/her consent for an assembly conditional on adjusting its range and the technical measures to be used to the housing conditions available so as the assembly does not interfere with the execution of the University's tasks.

5. The organizers of an assembly shall have a duty to cooperate closely with the Rector or hi/her representative delegated to the assembly during its organisation and conduct, and to follow the instructors of the Rector or his/her representatives which ensure the necessary conditions of the University's operation and protect all its assets.

6. The Rector or his/her representative may speak outside the established order of speakers.

7. If the course of the assembly goes beyond the purpose identified in the application for consent or notice, poses a threat to public order or harms the interests of the University, the Rector or his/her representative shall have the right to make a motion to dissolve the assembly. The motion shall be made to the assembly organizers and considered by them forthwith, before any other motions and speeches. Making the motion shall not waive the right to dissolve the assembly pursuant to the relevant provisions of the Act.

8. When the assembly ends or is dissolved, the participants shall be required to leave the place where it was hold.

9. Employees, students or doctoral fellows who disturb or attempt to disturb the organisation of an assembly, interfering with its course or refusing to follow orders of the assembly chairperson or the Rector's representative, or who hold an assembly without the required notice or the Rector's consent or violate the provisions of generally applicable laws shall bear disciplinary responsibility, regardless of other kinds of liability..

PART VIII TRANSITIONAL AND FINAL PROVISIONS

§ 144

1. The faculties which do not meet the criteria set out in § 15 s. 1 on the date this Statute enters into force shall be obliged to meet these criteria by the end of academic year 2008/2009. After this deadline, the Senate shall adopt the resolution referred to in § 17.

2. Non-faculty units shall become general university units on the date of entry into force of this Statute.

3. The College of Inter-faculty Individual Studies in the Humanities, Inter-faculty Individual Studies in Mathematics and Natural Science, and Inter-faculty Studies in Environmental Protection which had the status of inter-faculty units shall become general university units within the meaning of this Statute on the date it enters into force.

§ 145

The principles hitherto in force, set out in Resolution No. 303 of the Senate of the University of Warsaw of 17 May 2000 (UW Monitor of 2000, No. 3, item 34) on employing adjuncts and assistants, shall apply to persons employed in the posts of assistant or adjunct prior to the day of this Statute's entry into force.

§ 146

1. The collective bodies of the University shall operate in their existing composition until the end of the term of office for which they were elected, subject to § 156.

2. The persons elected or appointed to posts of single-person governing bodies of the University shall retain their posts until the end of the term of office for which they were elected or appointed, unless their posts have ceased to exist as a result of the Statute's entry into force. In this case they shall cease to hold these posts upon the Statute's entry into force.

3. If the provisions hitherto in force did not provide for a term of office or prohibition of re-election to a given post, the possibility of re-election or re-appointment to such a post of the person who held it on the day of the Statute's entry into force shall be conditional upon whether the previous period of this person's holding the function on the day of re-election or re-appointment will also meet the requirements resulting from prohibition of re-election provided for in the Statute.

4. Combining the post or the mandate with another one with respect of which the Act or the Statute provides for a prohibition of combination shall result in their vacation or expiry after the lapse of 6 months of the day of the Statute's entry into force, unless the member of the academic community earlier resigns from the posts or mandates whose combining is prohibited by the Act or the Statute.

§ 147

The provisions of this Statute shall apply to recall from the post, deprivation or expiry of the mandate, and to supplementing the membership of collective and electoral bodies.

§ 148

The assessment committees elected pursuant to the provisions hitherto in force shall become assessment committees within the meaning of the provisions of this Statute.

§ 149

The disciplinary committees elected pursuant to provisions hitherto in force shall become disciplinary committees within the meaning of the provisions of this Statute.

§ 150

The electoral bodies and electoral commissions existing on the day of the Statute's entry into force shall become electoral commissions within the meaning of provisions of this Statute.

§ 151

The proceedings of assessment and disciplinary committees initiated before the Statute's entry into force shall be conducted according to the principles set out in this Statute. If this Statute requires collecting documents or performing acts which the provisions hitherto in force did not require, the commissions shall supplement the collected documentation and take the appropriate supplementary acts without undue delay.

§ 152

The provisions of § 151 shall apply accordingly to the contests for University posts of which notice was given before the Statute's entry into force.

§ 153

1. The University organisational units other than faculties, which had the status of basic units, pursuant to the Senate resolutions, shall cease to be basic organisational units on the date of the Statute's entry into force, unless they meet the conditions set forth in Article 2 s. 29 of the Act and are included in the list referred to in § 19.

2. The organisational units referred to in s 1, which ceased to be basic organisational units on the day of the Statute's entry into force shall be obliged to meet the conditions required for functioning of the University organisational unit by the end of academic year 2008/2009. After this deadline, the Senate shall take a resolution on the unit's further existence.

3. In the period referred to in s. 2, the governing bodies of the organisational units referred to in this provision, shall operate in their previous composition and according to the principles hitherto in force.

§ 154

Scholarships shall be paid from the University's own scholarship fund which is in existence in 2006, under the Rules of Academic Scholarships at the University of Warsaw, appended to the decision of the Minister of national Education of 27 March 2001.

§ 155

The provisions of § 36 ss. 3 and 4 and § 44 s. 3 to the extent they concern the affairs of doctoral fellows, as well as § 123 s. 2 shall come into force on the first day of academic year 2008/2009.

§ 156

1. The term of office of the Library Council elected pursuant to the provisions hitherto in force shall be shortened and shall end on the date of this Statute's entry into force. The existing Library Council shall perform its duties until the new Library Council is formed.

2. The Library Council in the composition defined in the provisions of this Statute shall be formed no later than within one month of the date of the Statute's entry into force. The term of office of the Council so formed shall last until the end of the term of office of the University's governing bodies.

§ 157

1. Within nine months of the date of the Statute's entry into force the competent University governing bodies shall harmonize the internal acts currently in force in the University and pass the acts provided for in the Statute with its provisions.

2. The acts currently in force referred to in s. 1 shall apply to the extent to which they are not inconsistent with the Statute. In case of inconsistency, the provisions of the Statute shall apply directly.

§ 158

Within nine months of the date of the Statute's entry into force the competent bodies of student government and doctoral fellows' government shall harmonize the rules of the student government and the rules of the doctoral fellows' government with the Statute. The provisions of § 157 s. 2 shall apply accordingly.

SEPCIMENS OF SYMBOLS OF THE UNIVERSITY OF WARSAW

§ 1

Emblem of the University of Warsaw

1. The University's emblem is the image of a white eagle in a crown, with its head turned right and its wings spread out, holding in its claws laurels on the right and a palm branch on the left. The eagle is surrounded with five stars whose number corresponds to the number of faculties in the year when the University was established.

2. The University's emblem may be placed on University premises, on the "Medal for Merits for the University of Warsaw", on printed matter and publications of the University, as well as on the badges to which members of the academic community are entitled and, with the Rector's consent, also on other objects.

§ 2

Seal of the University of Warsaw

The historical (traditional) University seal is the seal with an image of its emblem, which is affixed on documents of special importance, including honoris causa doctorates and renewals of doctorates.

§ 3

Banner of the University of Warsaw

The University's banner looks as follows:

- 1) the obverse side: red field of the banner; in the middle the state emblem embroidered in silver thread (golden eagle's beak, crown and claws), surrounded by a golden inscription "Uniwersytet Warszawski", along the banner's sides a golden pattern of oak leaves;
- 2) the reverse side: blue field of the banner; in the middle the University's emblem embroidered in silver thread (golden eagle's beak, crown, claws, stars, palm branch and laurels), surrounded by an inscription "Universitas Varsoviensis" embroidered in golden thread; along the banner's sides a golden pattern of laurel leaves; the flag edged with golden fringes;
- 3) the banner is mounted on a flagstaff ended with a knob representing the University's emblem; under the eagle letters UW are placed.

BASIC ORGANIZATIONAL UNITS OF THE UNIVERSITY OF WARSAW

1. Faculty of Artes Liberales
2. Faculty of Biology
3. Faculty of Chemistry
4. Faculty of Journalism and Political Sciences
5. Faculty of Philosophy and Sociology
6. Faculty of Physics
7. Faculty of Geography and Regional Studies
8. Faculty of Geology
9. Faculty of History
10. Faculty of Applied Linguistics
11. Faculty of Mathematics, Informatics and Mechanics
12. Faculty of Economic Sciences
13. Faculty of Modern Languages
14. Faculty of Oriental Studies
15. Faculty of Education
16. Faculty of Polish Studies
17. Faculty of Law and Administration
18. Faculty of Psychology
19. Faculty of Applied Social Sciences and Resocialisation
20. Faculty of Management
21. Centre for Europe
22. Centre for Foreign Language Teacher Training and European Education
23. Institute of Americas and Europe
24. Polish Centre of Mediterranean Archaeology
25. Interdisciplinary Centre for Behavioural Genetics
26. Interdisciplinary Centre for Mathematical and Computational Modelling
27. Robert Zając Institute for Social Studies
28. Antiquity of Southeastern Europe Research Centre
29. Heavy Ion Laboratory
30. Centre of Migration Research
31. Centre of New Technologies

⁹⁸ In the wording set out by Resolution No 511 and Resolution No 26, referred to in footnote 1

**RULES OF THE SENATE
OF THE UNIVERSITY OF WARSAW**

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**RULES OF THE SENATE
OF THE UNIVERSITY OF WARSAW**

**Chapter 1
CONVENING THE SENATE'S MEETINGS**

§ 1

1. The Senate's chairperson shall be the Rector.
2. The Rector shall convene the Senate's meetings at least once every two months, except for July and August. Senate meetings are held on Wednesdays unless the Rector decides otherwise.
3. Dates of Senate meetings in a given semester shall be set by the Rector and presented to the Senate at the last meeting of the preceding semester.
4. No later than seven days before the date of the meeting the Rector shall circulate the notice of the Senate meeting, together with a draft agenda and drafts of the resolutions he/she intends to submit to the Senate for adoption

§ 2

1. The agenda of the Senate's meeting shall be presented by the Rector.
2. A Senate committee or a group of at least 1/5 of Senate members may submit to the Rector a written motion to supplement the agenda, no later than 10 before the set date of the Senate meeting. The Rector shall add the proposed item to the agenda and send materials indicated by the movers along with the notice.
3. In justified cases the Rector shall refuse to consider the motion. In such event he/she shall put the motion to vote at the next Senate meeting.

§ 3

1. Extraordinary meetings of the senate shall be convened by the Rector on his/her own initiative or on a motion of at least 1/5 of the total number of Senate members, within 14 days of the receipt of the motion.
2. If an extraordinary Senate meeting is convened on a motion of a group of Senate members, the movers shall submit a draft agenda together with the motion to convene the meeting.
3. The provision of § 1 s. 4 shall apply accordingly to the convening of extraordinary meetings.

Chapter 2
MEETING PARTICIPANTS

§ 4

1. The composition of Senate and a list of persons participating in Senate meetings in an advisory capacity shall be established by the Rector.
2. The composition of the Senate and the list referred to in s. 1 shall be made public by the Rector in an announcement at the beginning of the Senate's term of office.
3. The Rector shall announce any change in the composition of the Senate according to the procedure specified in s. 2.

§ 5

1. A member of the Senate shall be obliged to participate in its meetings in person. The Senate member shall confirm his/her presence at a Senate meeting by signing the attendance list and if absent shall explain the reasons for his/her absence to the Rector in writing no later than before the next meeting.
2. In exceptional cases, the Dean may delegate the Vice-Dean to a Senate meeting, notifying the Rector about it before the start of the meeting. The Rector shall pass this information to the Senate. The person delegated by the Dean may address the meeting, but cannot participate in voting.
3. The provision of s. 2 shall apply accordingly to persons participating in Senate meetings in an advisory capacity.
4. The Rector or the Senate may invite guests to participate in the Senate meetings. The Rector shall notify the Senate of the participation of guests in the meeting.

§ 6

The right to speak shall be exercised by all the members of the Senate as well as the invited persons.

Chapter 3
MEETING PROCEDURE

§ 7

1. The Senate shall adopt resolutions on a motion of the Rector, a Senate committee or a group of at least five Senate members.
2. The Senate meetings shall be chaired by the Rector or by a Senate member designated by him/her as a replacement.

3. When the subject-matter of the proceedings is assessment of the Rector's activity, the Senate meeting shall be chaired by the eldest Senate member of those present at the meeting.

§ 8

In order for the proceedings to be opened and conducted it shall be necessary that at least half of the total number of Senate members be present. The Rector shall check the quorum on his/her own initiative or on a motion of a Senate member.

§ 9

1. The agenda presented by Rector in the notice of convention of the Senate meeting shall be approved by the Senate before the start of the proceedings.

2. Members of the Senate make motions to supplement or change the agenda before its approval.

3. The final decision to supplement or change the agenda shall be made by the Senate.

4. The individual items on the agenda which, for lack of time, are not discussed at the meeting shall be transferred to the next Senate meeting's agenda as the first items, unless the Senate decides otherwise.

§ 10

1. Members of the Senate can make written interpellations to the Rector.

2. The Rector shall reply to an interpellation at the first meeting after its submission, and not later than at the subsequent one, unless the Senate agrees to the postponement of the response.

3. The reply to an interpellation may be a subject matter of discussion in the Senate.

§ 11

1. Matters brought on the agenda of the Senate shall be presented to the Senate by the Rector or by a rapporteur indicated by him/her.

2. The Rector or the Senate may refer matters which require detailed examination to the relevant Senate committee. The matter is reported on by the chairperson of the committee or a designated rapporteur at a Senate meeting.

§ 12

1. In matters on the agenda, the Rector shall give the floor in the order of requests. The Rector may give the floor outside the order of requests to the chairperson or rapporteur of the Senate committee.

2. In order to make a formal motion, the mover shall be given the floor by the Rector immediately after he/she requests it.

3. Formal motions shall include in particular the motions to:

- 1) interrupt, adjourn or close the proceedings;
- 2) close the list of speakers;
- 3) adjourn or close the discussion;
- 4) refer the matter to the relevant committee or appoint an ad hoc committee;
- 5) vote without discussion;
- 6) hold a vote by secret ballot;
- 7) change the agenda;
- 8) limit or extend the duration of speeches;
- 9) confirm the quorum;
- 10) re-count the votes;
- 11) check compliance of the adopted resolution with the Act, the Statute and the Rules of the Senate.

4. The Senate shall vote on a formal motion immediately after hearing the mover and, possibly, one opinion to the contrary, subject to § 28 s.4 of the Statute.

5. Outside the agenda, the Rector shall give the floor to a member to rectify a misunderstood or an inaccurately cited statement of the speaker.

§ 13

The Rector may reprimand the speaker for going beyond the agenda. When the speaker has been reprimanded twice, the Rector may take the floor away from him/her. The speaker may appeal against the Rector's decision to the Senate.

Chapter 4 ADOPTION OF RESOLUTIONS

§ 14

The Senate shall express its opinion in the form of resolutions.

§ 15

1. Voting may be open or secret. If the voting is held using a ballot counting device voting by open ballot shall require the simultaneous raising of the hand.

2. Formal motions cannot be voted by secret ballot.

3. To count votes cast by secret ballot, the Rector shall appoint a ballot counting committee consisting of two Senate members (with the right to vote). The committee shall prepare a report, confirm the results with their own signatures and announce them to the Senate.

4. The provision of § 28 of the Statute shall apply to the resolutions of the Senate.

5. Re-adoption of a resolution shall be permissible only on a motion of the Rector or a group of 1/4 of the Senate members at the same meeting and only in the event of disclosure of a manifest error in the previously adopted resolution.

§ 16

The Senate may, in an open ballot, set up a working team and entrust with drawing up a matter during the meeting.

§ 17⁹⁹

A motion to amend the Statute cannot be considered at the same meeting at which it was submitted. This restriction shall not apply to amending Annex 2 to the Statute, referred to in § 19 thereof.

Chapter 5 DOCUMENTATION

§ 18

1. Minutes of the Senate meetings shall be taken.
2. The minutes approved by the Senate and signed by the meeting chairperson shall be an official record of the Senate's proceedings.
3. ¹⁰⁰The minutes shall be a brief, concise description of the course of the Senate's proceedings, with the full content of the adopted resolutions and submitted reports appended to it.
4. ¹⁰¹After a Senate meeting, the draft minutes thereof shall be delivered to its members, along with a notice of the next meeting. At his/her request, a member shall be sent the draft minutes in an electronic form, immediately after it is drawn.
5. ¹⁰²Requests for rectification of the minutes shall be submitted to the Rector in writing until the minutes are adopted by the Senate.
6. The Rector shall inform the Senate about the rectifications made or about the absence of rectification requests.
7. The Senate shall approve the meeting minutes with rectifications at its next meeting.

⁹⁹ In the wording set out in § 2 item 1 of the resolution referred to in footnote 2.

¹⁰⁰ In the wording set out in § 2 item 2 of the resolution referred to in footnote 2.

¹⁰¹ In the wording set out in § 2 item 2 of the resolution referred to in footnote 2.

¹⁰² In the wording set out in § 2 item 2 of the resolution referred to in footnote 2.

§ 19

1. The Senate resolutions shall be signed by the Rector as the Senate's chairperson and stamped with the seal of the University.

2. The minutes and resolutions of the Senate shall be sent to its members and announced to the academic community.

§ 20

The administrative and technical support shall be provided to the Senate by central administration units indicated by the Rector.

Chapter 6 SENATE COMMITTEES

§ 21

1. The Senate shall set up standing committees for its term of office. The Senate may also set up committees for the purpose of performing a specific task.

2. The Senate shall define the scope of activity of its committees.

§ 22

1. The Senate shall define the scope of activity and the number of members of the standing committee in a resolution on its appointment.

2. Members of the standing committee shall be elected by the Senate in a block vote, by an absolute majority.

3. Members of the standing committees shall be elected from among the Senate members and the candidates nominated by faculty councils, members of the Senate, the student government and the doctoral fellows' government.

4. Members of the Senate shall constitute at least 1/4 of the committee's composition.

5. On its chairperson's motion, the committee may choose a deputy chairperson from its members. The deputy chairperson shall perform the duties of the chairperson in his/her absence.

6. The committee members shall participate in the meetings in person, confirming their presence by signing the list of attendance.

7. ¹⁰³The committee chairperson or the committee as a whole may invite guests to participate in its meetings and may allow other interested parties to participate in these meetings to a reasonable extent. The chairperson shall notify the committee of the participation of guests or interested parties in the meeting.

8. The Senate members shall have the right to participate in meetings of each committee without the right to vote. They shall have the right to vote only in the commission of which they are members.

§ 23

1. Members of the committee shall be recalled by the Senate.

2. The recall referred to in s. 1 may take place in the case of:

- 1) written resignation of a committee member;
- 2) termination of employment at the University or loss of student or doctoral fellow status;
- 3) with respect to a delegated member – recall by the authorized organisation;
- 4) withdrawal of delegation;
- 5) prolonged and unjustified non-participation in the committee's work.

3. Recall of a committee member for the reason referred to in s. 2 item 5 shall be made on the motion of the committee.

4. In the event of reduction of the committee's composition due to recall or death of a member, the Senate shall supplement it. The provisions of § 22 shall apply accordingly.

§ 24

1. The committees shall examine matters within their scope of activity on a motion of the Rector, the Senate, a group of at least 1/5 of the Senate members, or on its own initiative, as well as on a motion of the governing body of a basic organisational unit, inter-faculty unit, general university unit, non-faculty unit and a body of the student government and doctoral fellow' government, if such a motion is referred to the committee by the Rector.

2. The committees shall prepare opinions, submit motions and proposals and, when instructed by the Senate or the Rector, prepare specific documents or drafts of Senate resolutions in the matters falling within their scope of activity.

3. Senate committees shall prepare opinions on the functioning of the administrative units operating in their area of competence in the assessment carried out by the Senate under § 135 s. 3 of the Statute.

¹⁰³ In the wording set out in § 2 item 3 of the resolution referred to in footnote 2.

§ 25

1. A committee's meeting shall be convened by its chairperson on his/her own initiative or on a motion of at least 1/3 of the committee members. The provisions of § 1 s. 4 and § 2 shall apply accordingly, with the proviso that the number of persons authorized to supplement the agenda shall be at least 1/3 of the committee members.

2. The provisions of § 5-6, § 8-9, § 11 s. 1 and § 12-14 shall apply accordingly to the committee's proceedings.

3. The Rector shall be notified about the committee's resolutions.

4. In the event of a difference of opinions, at the request of at least 3 members of the committee also the minority opinion shall be presented to the Senate.

§ 26

1. Minutes shall be taken of committee proceedings.

2. Members of the Senate shall receive the minutes and resolutions of the committee at their request.

3. Documentation of the committee's work shall be made available to its members and members of the Senate.

4. The administrative and technical support of the committee is provided by units of central administration indicated by the Rector.

§ 27

1. The Senate shall set up ad hoc committees, define their scope of activity and elect their members.

2. The provisions of § 22-26 shall apply accordingly.

ELECTORAL REGULATIONS OF THE UNIVERSITY OF WARSAW

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ELECTORAL REGULATIONS OF THE UNIVERSITY OF WARSAW

Chapter 1 GENERAL PROVISIONS

§ 1 Scope of application

1. Electoral Regulations of the University of Warsaw, hereinafter referred to as 'the Regulations', specifies the detailed procedure for the election, appointment and recall of the governing bodies at the University and in its organisational units, as well as conduct of other electoral actions by electoral commissions.

2. The Regulations shall not apply to the matters regulated by relevant rules of student government and doctoral fellows' government.

§ 2 Definitions

Unless special provisions stipulate otherwise, the terms used in the Regulations mean as follows:

- 1) Passive electoral rights – the right to stand for election and take a post, mandate or function which are referred to in w § 54 s. 2 of the Statute;
- 2) Active electoral rights – the right to vote, referred to in § 54 s. 1 of the Statute;
- 3) elector – member of the Electoral College;
- 4) electoral commission – the University Electoral Commission, the electoral commission of a basic organisational unit, including the faculty electoral commission and the constituency electoral commission;
- 5) Constituency – also, the faculty at which the voting is conducted;
- 6) Election year – the calendar year in which the term of office of the Senate expires;
- 7) UKW – University Electoral Commission [form the Polish name: Uczelniana Komisja Wyborcza];
- 8) The Act – the act of 27 July 2005. – Law on Higher Education (Journal of Laws No 164, item. 1365, as amended);
- 9) Election meeting – a gathering of persons who have the active electoral rights, convened in order to conduct electoral actions by an electoral commission, which is presided over by the chairperson of the commission or another member of the electoral commission who is an academic teacher, indicated by the chairperson. This provision shall not apply to the Electoral College.

§ 3 Electoral commissions

The electoral actions referred to in § 1 s. 1 shall be conducted by UKW, faculty electoral commissions, constituency electoral commissions, the Library Electoral Commission and the electoral commissions appointed to conduct elections from among doctoral fellows and students.

§ 4

Electoral timetable

1. Electoral commissions shall order and conduct elections, set the time and place of the voting and provide this information to the public in such a way that voters have the opportunity to participate in the election.

2. Relevant electoral commissions set the date of the first vote on Rector election, Vice-Rector election, election to the senate, election to the faculty council, Dean election and Vice-Dean election in such a way that the votes proceed in the above order and that the election of the rector and the Vice-Rector be completed by the 20th of May, and the election of the Dean and Vice-Dean – by the 15th of June of the election year.

§ 5

Election meetings and electronic voting

1. Voting on electoral matters as well as appointment and recall of governing bodies referred to in § 1 s. 1 shall be held at election meetings.

2. The rules of a University organisational unit may provide for voting through an electronic network.

§ 6

Consent to stand for election

1. Prior to putting a nominated candidate to vote it shall be necessary to obtain his/her written consent to stand for election and take the position or mandate.

2. The consent referred to in s. 1 shall be given to the chairperson of the relevant commission.

§ 7

Quorum

1. The validity of electoral actions conducted at an election meeting shall be conditional on the participation of a certain number of persons entitled to vote, if special provisions so provide.

2. In the case of the governing bodies referred to in § 53 items 1, 2, 4 and 7 of the Statute, more than half of the persons entitled to vote must participate in the voting.

3. If provisions require the participation of a certain number of persons entitled to vote in the voting, then the fulfilment of this condition is ascertained based on the number of signatures on the list of attendance. In the case of a discrepancy between the number of signatures on the list of attendance and the number of signatures on the list confirming the issuance of voting cards, the fulfilment of the condition referred to in the first sentence shall be settled based on the number of signatures on the list confirming the issuance of the voting cards.

§ 8
Absolute majority of votes

1. Unless the Act or the Statute provide otherwise, the election or recall shall require an absolute majority of valid votes. If this condition is met by more candidates than there are places to be filled, then the elected candidates shall be those who have received the most votes in sequence.

2. If only one candidate stands for election, the absolute majority shall mean obtaining more votes in favour than the sum of valid votes “against” and “abstain.”

§ 9
Block vote

1. Block vote consists in simultaneous casting of votes for the candidates placed on one list.

2. If the provisions provide for a block vote, then each person entitled to vote can mark no more candidates than there are seats to fill.

§ 10
Secrecy of voting

In the case of single-person governing bodies and members of collective and electoral bodies, their election and recall shall be held by secret ballot.

§ 11
Ballot card

1. A ballot card shall be valid if it has been made according to the official design and stamped, with the proviso of s. 2.

2. A ballot card which is completely torn shall be invalid.

§ 12
Order of candidates on the ballot

Names of the candidates on the ballot shall be placed in the alphabetical order, without academic titles, academic degrees and professional titles.

§ 13
Validity of votes

1. A vote shall be valid if it has been cast on a valid ballot card, on which no more candidates have been marked than there are seats to fill.

2. If no candidate has been marked on the ballot card, then such a vote shall be invalid.

3. The invalid votes shall not be taken into account when calculating the required majority of votes.

§ 14
Format of the ballot card

1. If only one candidate stands to election, the official format of the ballot card must include the possibility of voting “for”, “against” and “abstain”.

2. The ballot card shall be printed on one side only.

§ 15
Requirement of personal vote¹⁰⁴

Voting shall be done in person.

§ 16
Ordering electoral actions

Information about the time and place of voting shall be given to the voters at least seven days before the election day.

§ 17
Election meetings

1. (deleted)

1. Voting on different matters may be conducted at one election meeting.

2. The election meeting shall be conducted until all the mandates are filled. If all the mandates have not been filled in five ballots, the election meeting may decide to adjourn or close the meeting by simple majority.

§ 18
Ballot counting committee

1. The election meeting shall choose a ballot counting committee, consisting of at least three persons

2. If the election meeting is attended by members of different groups of the academic community, the ballot counting committee shall include representatives of at least two groups of academic community.

3. If a member of the ballot counting committee agrees to stand for the election held at a given election meeting, such member shall lose his/her mandate and, if necessary, the election meeting shall elect another person instead.

¹⁰⁴ The title in the wording set out in § 3 item 1 of the resolution referred to in footnote 2.

§ 19
Settlement of arithmetic doubts

In the event of arithmetic doubts regarding the percentage participation of the representatives of individual groups of the academic community in collective bodies, the division of mandates shall be decided by the competent electoral commission.

Chapter 2
MODE OF OPERATION OF ELECTORAL COMMISSIONS
AND ELECTION MEETING PROCEDURE

§ 20
Forms of activity of electoral commissions

1. Electoral commissions shall perform the activities lying in their competence in the form of resolutions adopted at their meetings.
2. Resolutions of electoral commissions shall be passed by simple majority of votes.
3. Validity of resolutions shall require the participation of at least half of the statutory composition of the electoral commission.

§ 21
First meeting of the electoral commission

1. The first meeting of the faculty electoral commission shall be convened by the Dean no later than two weeks after the commission was elected.
2. The first meeting of the electoral commission shall be chaired by the Dean.
3. At the first meeting, the electoral commission shall choose its chairperson and deputy chairperson from among its members.
4. The provisions of ss. 1-3 shall apply accordingly to constituency commissions, with the proviso that the powers of the Dean are exercised by the chairperson of the UKW.

§ 22
Chairperson of the electoral commission

1. The chairperson of the electoral commission shall convene and chair its meetings as well as represent the commission in its outsider dealings.
2. The chairperson shall also perform other duties being in his/her competence, provided by the Act and the Statute.

§ 23
Nomination of candidates

1. The right to nominate candidates for electors, members of faculty councils and members of the Senate shall be the entitlement of all meeting participants who hold the passive electoral rights. Nomination of candidates shall be public.

The decision to close the list of candidates shall be made by the election meeting.

§ 24
Ballot card

The format of ballot cards shall be determined by the UKW.

§ 25
Tasks of the ballot counting committee

1. The ballot counting committee shall determine the outcome of the election and draw up a protocol of the election activities conducted in two counterparts.

2. The protocol of election activities shall be signed by the chairperson and members of the ballot counting commission.

3. One copy of the protocol shall be immediately filed with the UKW.

4. The ballot cards together with the other copy of the protocol shall be placed in a sealed envelope. The envelope, together with the list of participants of the election meeting, shall be kept by the electoral commission throughout its term of office.

§ 26
Reporting voting results

The chairperson shall announce the results of the vote and the outcome of the election to the participants of the election meeting.

§ 27
Dissolution or suspension of the electoral commission

In the event of reasonable doubts as to the correctness of the electoral commission's work, the UKW may dissolve or suspend it, pursuant to § 75 ss. 2 and 3 of the Statute. In said situation, the activities falling in the competence of the electoral commission shall be carried out by the UKW.

Chapter 3 ELECTORAL COLLEGES

General rules

§ 28

Composition of electoral colleges

1. The Electoral College shall consist of the representatives of individual groups of the academic community, hereinafter called “electors”, chosen at the faculties and in the constituencies.

2. ¹⁰⁵The composition of the faculty electoral college is specified in § 84 of the Statute

§ 29

Scope of activity of electoral colleges

1. The Electoral College of the University shall elect:

- 1) The Rector;
- 2) The Vice-Rectors;
- 3) Members of the Senate, subject to § 29 s. 1 of the Statute.

2. The faculty electoral college shall elect:

- 1) The Dean;
- 2) The Vice-Deans.

§ 30

Constituencies

1. The electors shall be elected separately by each group of the academic community, at an election meeting held at the faculty. Employees who hold active electoral rights but are not employed at a faculty shall choose electors in their constituencies. The provision of § 5 s. 2 shall apply accordingly.

2. The constituencies for each of the groups of the academic community, referred to in s. 1, shall be set by the UKW in the amount of no more than two and separately for each group, pursuant to § 75 s. 1 item 5 of the Statute.

3. When determining the number and size of constituencies, the UKW shall take into consideration primarily the size of the group and the share a given group of the academic community holds in the University organisational units.

§ 31

Election of electors

1. Each group of the academic community shall elect at least one elector, both at the department and in the constituency.

¹⁰⁵ In the wording set out in § 3 item 2 of the resolution referred to in footnote 2.

2. Each group of the academic community shall elect an elector from among its members.

3. Only members of a given group of the academic community shall participate in the vote on the election of the electors of this group of the academic community.

4. Separate provisions shall apply to the election of student and doctoral fellows' electors.

§ 32

Determining the number of elected electors

1. The number of electors elected in a constituency from the individual groups of the academic community, referred to in § 2 items 1-3 of the Statute, shall be determined, subject to § 31 s. 1, according to the following rules:

- 1) from the group referred to in § 2 s. 1 of the Statute – one elector for every started seven members of the group;
- 2) from the group referred to in § 2 s. 2 of the Statute – one elector for every started forty members of the group;
- 3) from the group referred to in § 2 s. 3 of the Statute – one elector for every started one hundred forty members of the group.

2. The number of electors for the groups of students and doctoral fellows shall be determined and announced by the UKW, subject to Article 71 s. 1 item 1 of the Act.

§ 33

Basis for determining the number of electors

1. The number of members of individual groups of the academic community shall be determined according to the headcount as of the 31st of December of the year preceding the election year.

2. The number of electors for individual groups in the constituencies shall be determined by UKW no later than by the end of January of the election year.

3. The competent organisational units of the University shall prepare lists of voters by the 15th of January of the election year.

§ 34

Nomination of candidates for electors

Candidates for electors may be nominated by every member of a given group of the academic community holding the active electoral rights.

Chapter 4 ELECTION OF THE RECTOR AND VICE-RECTORS

§ 35 Candidate for Rector

A candidate for Rector shall be a person who meets the requirements specified in Article 72 s. 2 of the Act, who on the election day has not completed 70 years of age and is employed at the University as his/her main place of work in the position of profesor nadzwyczajny or profesor zwyczajny.

§ 36¹⁰⁶ Meeting held to elect the Rector

1. The first meeting of the Electoral College held for the purpose of Rector election shall be convened by the chairperson of the UKW.

2. The Electoral College shall choose from its members a chairperson, a deputy chairperson and a ballot counting committee, consisting of at least five persons.

3. The subsequent meeting of the Electoral College shall be convened by its chairperson or deputy chairperson, and in special cases – by the chairperson of the UKW.

§ 37 Nomination of candidates

1. Candidates for Rector shall be nominated by all the electors in a secret ballot (indicating the candidate).

2. Each elector shall have the right to nominate two candidates in the indication vote. Nomination shall not require the candidate's consent.

3. The candidates nominated in the indication vote by at least 10% of the voters shall pass to the proper vote, after having submitted their written consent to stand for election and, take the position if elected to the UKW within three days of the announcement of the outcomes of the indication vote.

4. Meeting of the Electoral College for electing the Rector shall be convened no earlier than a month after the indication vote.

5. (deleted)

¹⁰⁶ In the wording set out in § 3 item 3 of the resolution referred to in footnote 2.

§ 38
Pre-election meeting

1. The candidates for the position of Rector shall present their programme no later than three weeks before the election meeting. The election programmes shall be placed on the University website.
2. Each of the candidates for Rector shall be guaranteed the same amount of time for the presentation of his/her programme.
3. The pre-election meeting may be attended by all members of the academic community.
4. The rules of conduct of the pre-election meeting shall be determined by the UKW.

§ 39
Rules of Rector election

The candidate who has obtained the absolute majority of votes shall be elected Rector of the University. From the moment the election outcome is announced, this person shall be called Rector-elect. The vote shall be valid if it has been attended by more than half of those entitled to vote.

§ 40
Voting procedure

1. If more than one candidate for Rector has been nominated, a list of candidates in alphabetical order shall be drawn.
2. If in the first ballot none of the candidates has obtained an absolute majority of votes, the candidate who has received the lowest number of votes shall be omitted in the subsequent ballot. If the same lowest number of votes has been received by two or more candidates, they shall all be omitted in the subsequent ballot, unless then no candidate would go to the second ballot. Then in the repeat ballot selection shall be made among the candidates who have obtained the same number of votes.

§ 41
Re-election

If, following the procedure set out in § 39 and 40 the Rector is not elected, then the election shall be held again, starting with the nomination of candidates.

§ 42
Notice of the Rector's election

After confirming the validity of the Rector's election by UKW, its chairman shall immediately notify about the election outcome the Rector-elect and the Minister of Higher Education in writing, pursuant to Article 72 s. 2 of the Act.

§ 43
Candidate for Vice-Rector

Candidate for the Vice-Rector shall be an independent academic teacher of the University, who has the passive electoral rights, within the meaning of § 54 s. 2 and § 36 s. 2 of the Statute.

§ 44
Nomination of candidates for Vice-Rector

1. The exclusive right to nominate candidates for Vice-Rectors shall be held by the Rector-elect.

2. The Rector-elect shall present his/her nominations for Vice-Rectors to the chairperson of the UKW.

§ 45
Candidate for Vice-Rector for student affairs

1. Putting to vote by the Electoral College of the candidate for Vice-Rector for student affairs, nominated by the President-elect, shall require a prior consent of a majority of the members of the Electoral College representing students and doctoral fellows.

2. The representatives of students and doctoral fellows who are members of the Electoral College shall submit their position to the UKW within two weeks after the candidate for the Vice-Rector for student affairs was presented by the Rector-elect at the pre-election meeting referred to in s. 4. Failure to submit a position within the prescribed period shall be interpreted as agreement on the candidate.

3. The rules for submission of the position referred to in s. 2, subject to the requirement of secrecy, shall be determined by the chairperson of the UKW in consultation with the competent bodies of the student government and the doctoral fellows' government.

4. The pre-election meeting referred to in s. 2 shall be convened by the chairperson of the UKW in consultation with the Rector-elect and the relevant bodies of the student government and doctoral fellows' government. The rules for conducting the pre-election meeting shall be set by the UKW.

§ 46
(deleted)

§ 47
Timetable of the Vice-Rectors election

1. ¹⁰⁷The chairperson of the Electoral College or his/her deputy, and in special cases, the chairperson of the UKW, shall convene an election meeting for the election of the Vice-Rectors no later than within a month of the date of the election of the Rector.

2. The election of each Vice-Rector shall be conducted separately.

3. Lack of consent for the candidate for Vice-Rector for student affairs shall not block the putting to vote by the Electoral College of the remaining candidates.

§ 48
Proper application of regulations on Vice-Rectors election

Provisions of § 39 and 41 shall apply accordingly to the election of Vice-Rectors.

Chapter 5
ELECTION OF MEMBERS OF THE SENATE

§ 49
Election of candidates for members of the Senate

Candidates for members of the Senate shall be chosen separately by each group of the academic community, from among the members of the group, at an election meeting held at the faculty or in the constituency. The provision of § 30 shall apply accordingly.

§ 50
Nomination of candidates

Each member of a given group of the academic community, holding active electoral rights, may nominate a candidate in the election referred to in § 49.

§ 51
Number of elected candidates

Each group of the academic community at the faculty or in the constituency shall choose one candidate for member of the Senate.

¹⁰⁷ In the wording set out is § 3 item 4 of the resolution referred to in footnote 2.

§ 52
Rules for candidate selection

The candidate who has received an absolute majority of votes of the members of the academic community participating in the voting shall be elected candidate for Senate member.

§ 53
Programme declarations of elected candidates to the Senate

1. The candidate for member of the Senate may submit a declaration of his/her electoral programme to the chairperson of the UKW.
2. The declarations shall be published on the University website.
3. The UKW shall set out detailed rules and procedure for the submission of the declarations of electoral programmes.

§ 54
Voting schedule

Voting on the election of members of the Senate shall be conducted at the same election meeting of the Electoral College as the vote on the Vice-Rectors.

§ 55
Election of members of the Senate

Members of the Senate shall be elected by the electors of each group of the academic community separately, exclusively from among the candidates for the Senate selected according to § 52, who belong to a given group of the academic community.

§ 56
Procedure for election of members of the Senate

Members of the Senate shall be elected in a block vote.

§ 57
Majority required for election of member of the Senate

The candidate who has received an absolute majority of votes with at least half of the electors representing his/her group of the academic community shall be elected member of the Senate.

§ 58
Voting procedure

If the first ballot has failed to allocate all the mandates assigned to a given group of the academic community, the candidate who has received the lowest number of votes shall be omitted in the subsequent vote. If the same lowest number of votes has been received by two or more candidates, they shall all be omitted in the subsequent ballot, unless then no candidate would go to the repeat ballot. The candidates who have received the same number of votes shall participate in the repeat ballot.

§ 59
Re-election

If the election held according to the procedure set out in § 57 and 58 has failed to allocate all the mandates assigned to a given group of the academic community, then the vote to select candidates referred to in § 52 shall be conducted again, excluding those who have received the mandate in previous ballots.

Chapter 6
ELECTION OF MEMBERS OF THE FACULTY COUNCIL

§ 60
Ordering and conducting the election

1. The election of members of the faculty council shall be ordered and conducted by the faculty electoral commission.

2. Election of members of the faculty council from among doctoral fellows and students shall be conducted by electoral commissions set up under § 66 s. 3 of the Statute, on the grounds of the rules of the doctoral fellows' government and the rules of the student government.

§ 61
Determination of the number of members of the council

The faculty electoral commission, pursuant to § 39 of the Statute, shall determine the number of mandates assigned to individual groups of the academic community, subject to § 62.

§ 62¹⁰⁸
Determination of the number of independent academic teachers in the council

The number of mandates in the faculty council assigned to independent academic teachers shall be determined by the faculty electoral commission, taking into account the following rules:

¹⁰⁸ In the wording set out in § 3 item 5 of the resolution referred to in footnote 2.

- 1) The number of mandates assigned to a given group of the academic community shall be a part of its members, specified in the Rules of the faculty, who are employed, within the meaning of § 90a, at the faculty as their main place of work, or shall be expressed as a specific number.
- 2) Each organisational unit listed in the rules of faculty shall have at least one mandate of a given group.

§ 63¹⁰⁹

Election of members of the faculty council

1. Members of the faculty council shall be selected by each group of the academic community from its members at an election meeting held at the faculty. The provision of § 5 s. 2 shall apply accordingly. In the case referred to in § 62 item 2, the choice shall be made by the independent academic teachers employed, within the meaning of § 90a of the Statute, in a given organisational unit of the faculty.

2. The provisions of s. 1 shall not apply to the group of independent academic teachers if the Rules of the faculty provide for the composition of the faculty council set out in § 38 s. 2 of the Statute.

§ 64

Majority required for election

The candidate who has received an absolute majority of votes shall be elected member of the faculty council.

Chapter 7

ELECTION OF DEAN AND VICE-DEAN

§ 65

Nomination of candidates

1. Provisions on the elections of the Rector and the Vice-Rectors shall apply accordingly to the elections of the Dean and the Vice-Dean, subject to s. 2.

2. The election schedule shall be defined in the Rules of the faculty.

Chapter 8

ELECTION OF THE CHAIRPERSON AND MEMBERS OF THE INSTITUTE SCIENTIFIC COUNCIL

§ 66

Ordering and conducting the election

1. Election of the chairperson and members of the institute scientific council, which is an internal organisational unit of the faculty shall be ordered and conducted by the faculty electoral commission.

¹⁰⁹ In the wording set out in § 3 item 6 of the resolution referred to in footnote 2.

2. The rules and procedure for the election of the chairperson of the institute scientific council shall be set out in the Rules of the faculty.

§ 67
Rules of selection

Members of the institute scientific council shall be chosen by individual groups of the academic community specified in the Rules of the faculty from among its members.

§ 68
Nomination of candidates

1. Candidates for members of the institute scientific council who are not employed at the institute may be nominated exclusively by the independent academic teachers of the institute.

2. Members of the institute scientific councils who are not employed at the institute shall be chosen by the faculty council.

Chapter 9
OTHER ELECTIONS

§ 69
Election of assessment committees

1. ¹¹⁰The Senate shall elect the University assessment committee and appeals committee, which are referred to in § 95 s. 1 items 2 and 4 of the Statute from among the candidates nominated by the members of the Senate, and the library assessment committee, referred to in § 95 s. 1 item 3 of the Statute, from among the candidates nominated by the Library Council.

2. Candidate for member of the committees referred to in s. 1 shall be a member of the academic community who has active electoral rights, within the meaning of § 54 s. 1 of the Statute, and holds at least a doctoral degree.

3. Members of the committees shall be elected by simple majority in a block vote. The persons who have received the highest number of votes shall be deemed elected.

§ 70
Election of faculty assessment committees

1. Faculty assessment committees, referred to in § 95 s. 1 item 1 of the Statute, shall be elected by the faculty council from among the candidates nominated by its members.

2. The procedure for the election of the faculty assessment committee shall be set out in the rules of faculty. The provisions of § 69 ss. 2 and 3 shall apply accordingly.

¹¹⁰ In the wording set out in § 3 item 7 of the resolution referred to in footnote 2.

§ 71
Election of the Library Council

1. The election of members of the Library Council from among the employees of the library and information system shall be conducted by the Library Electoral Commission.

2. The right to nominate candidates for the Library Council shall be granted to a group of at least three employees who have active electoral rights, employed in the units referred to in § 25 s. 1 of the Statute.

Chapter 10
RECALL FROM POST OR DEPRIVATION OF MANDATE

§ 72
Motion for recall from a post

1. The motion for recall from a post or for deprivation of the mandate shall be submitted in writing to the chairperson of the electoral commission competent to conduct the vote on the filling of the post or the mandate.

2. The provisions of § 64 s 1 and 2 of the Statute shall apply accordingly to the motion for recall from the post or deprivation of the mandate, subject to the provisions of this chapter.

§ 73
Motion for recall of the Rector or Vice-Rector

1. A motion for recall of the Rector may be lodged by at least half of the statutory composition of the Senate.

2. A motion for recall of a Vice-Rector may be lodged by the Rector, and in the case of the Vice-Rector for student affairs, also by 3/4 of the representatives of doctoral fellows and students who sit in the Senate.

§ 74
Conditions of recall of the Rector and Vice-rector

1. The resolution on the recall of the Rector shall be passed by the Electoral College by a majority of at least 3/4 of the votes, with at least 2/3 of the electors present.

2. The resolution on the recall of a Vice-Rector shall be passed by the Electoral College by an absolute majority of the votes, with at least 2/3 of the electors present.

§ 75

Motion for recall of the Dean and Vice-Dean

1. The motion for recall of the Dean may be lodged by at least half of the members of the faculty council, and in the case referred to in Article. 38 s. 1 of the act, also by the Rector.

2. The motion for recall of the Vice-Dean may be lodged by the Dean, and in the case of the Vice-Dean for student affairs, also by 3/4 of the representatives of doctoral fellows and students who are members of the faculty electoral college.

§76

Conditions to recall of Dean and Vice-Dean

1. The resolution on the recall of the Dean shall be passed by the faculty electoral college by a majority of at least 3/4 of the votes, with at least 2/3 of the electors present.

2. The resolution on the recall of the Vice-dean shall be passed by the faculty electoral college by an absolute majority of the votes, with at least 2/3 of the electors present.

§ 77

Convening an election meeting on recall from post

The chairperson of the electoral commission referred to in § 72, shall convene an election meeting in order to vote on recall from a post or deprivation of the mandate no later than within 21 days of the filing of the motion.

§ 78

Convening an election meeting on supplementary elections

In case of revocation of the mandate of a member of a collective body or a single-person governing body before the end of term, the chairperson of the relevant commission shall convene an election meeting to conduct supplementary elections no later than within 21 days after this situation was ascertained, within the meaning of § 61 of the Statute.

Chapter 11

VALIDITY OF ELECTIONS AND APPEALS

§ 79

Establishing the validity of elections

1. The validity of the election shall be determined by the UKW.

2. The UKW shall establish the validity of the election after the expiry of the deadline for lodging motions for annulment of the election, or after consideration of such a motion.

§ 80
Annulment of elections

1. The UKW shall annul elections ex officio or on a motion.

2. The UKW shall annul the election in case of a serious breach of legal regulations, which has affected the outcome of the election.

§ 81
Submission of motions

A motion for annulment of the election may be submitted by a group of at least 5% of the voter, including no less than three persons entitled to vote in the election whose outcome is being challenged.

§ 82
Formal conditions of motion submission

The motion for annulment of the election shall be submitted to the chairperson of the UKW in writing, with justification, no later than within seven days of the vote.

§ 83
Effects of non-compliance with formal requirements of the motion

The UKW shall not consider the motions for annulment of elections which do not meet the criteria set out in § 81 or § 82.

§ 84
Consideration of the motion

1. The motion for annulment of elections shall be considered by the UKW no later than 14 days of its receipt.

2. The motion for annulment of the elections of the Rector or the Vice-Rectors shall be considered by the UKW no later than seven days of its receipt.

§ 85
Proper application

The provisions of this charter shall be used mutatis mutandis to appeal.

Chapter 12
FINAL PROVISIONS

§ 86
Interpretation of the electoral regulations

The matters concerning the elections which are not regulated by the Act of the Statute shall be resolved by the UKW.