

The Ministry of Education, Youth and Sports registered pursuant to Section 36 (2) of Act No. 111/1998 Coll., On Higher Education Institutions and on Amendments to Other Acts (Higher Education Act), the Statutes of the University of Pardubice on December 20, 2016 under Ref. No. MSMT-38440/2016.

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Mgr. Karolína Gondková
Director of the Department of Higher Education

THE STATUTES OF THE UNIVERSITY OF PARDUBICE OF DECEMBER 20, 2016

*The Academic Senate of the University of Pardubice,
according to Section 9, Subsection 1, Clause b) and Section 17, Subsection 1, Clause a) of the Act No. 111/1998 Coll., on universities and amendments to other Acts (the Higher Education Act), as amended,
passed these Statutes of the University of Pardubice:*

PART ONE Introductory Provisions

Article 1 Basic Provisions

(1) In accordance with the Act No. 111/1998 Coll. on Higher Education Institutions and Amendments to Other Acts (the Higher Education Act), as amended (hereinafter referred to as the "Act"), the Statutes of the University of Pardubice (hereinafter referred to as the "Statutes") is a fundamental legal document of the University of Pardubice as a public school of the University type. The University of Pardubice is defined by the following basic concepts:

*Name: **The University of Pardubice** (abbreviated as "UPa")*

Address: Studentská 95, 532 10 Pardubice

Established: On June 27, 1950 by an executive order regarding certain changes in the organization of higher education institutions, No. 81/1950 Coll. as the College of Chemistry in Pardubice.

Historical changes to the names: On 27 November 1953 by an executive order, on the changes in the organization of universities, No. 98/1953 Coll., to the College of Chemical Technology in Pardubice, on 16 February 1994 by the Act, on the change of the name of the College of Chemical Technology in Pardubice, No. 46/1994 Coll. to the University of Pardubice.

Legal predecessor: University of Pardubice pursuant to the Act No. 172/1990 Coll. on Universities, as amended by the Act No. 216/1993 Coll.

Identification Number (ICO): 00216 275

Tax Identification Number (DIC): CZ00216275

(2) Translation of the name into English reads **University of Pardubice**.

(3) Using the names of University of Pardubice (hereinafter referred to as "University"), or a derived forms of the word, by the constituents not listed in the Statute of the University, both in the name of these parts and in the name of events is subject to a written permission by the Rector of the University (hereinafter referred to as the "Rector").

Article 2
Focus and Long-term Orientation

- (1) The educational and scientific activities, research activities, development and innovation activities, art and other creative activities at the University, which continues a long tradition and reflects development trends, includes the branches of
 - a) social science, especially historical, philosophical, sociological, philological and pedagogical courses,
 - b) natural science, chemistry, microbiology, biochemistry, mathematics, physics,
 - c) economy and administration, focused mainly on the field of public administration,
 - d) engineering and technology, focused on the area of chemistry, transport and communications, computer science, electrical engineering, materials engineering,
 - e) health care, focused especially on nursing and other paramedical courses,
 - f) art, focused on the restoration and conservation of artworks within fine arts,
 - g) related crossover and interdisciplinary courses.

Article 3
Activities and Support for Activities

- (1) Education takes place
 - a) in accredited study programmes (hereinafter referred to as the "study programme"),
 - b) in lifelong learning programmes.
- (2) Scientific, research, development and innovation, artistic and other creative activities (hereinafter referred to as "creative activity") take place ranging from research activities to development activities, in relation to the needs of practice. As a research organization, the University carries out activities under Act No. 130/2002 Coll., On the Promotion of Research, Experimental Development and Innovation from Public Funds and on the Amendment to Certain Related Acts (Act on the Promotion of Research, Experimental Development and Innovation), as amended.
- (3) Additional activities pursuant to Section 20, Subsection 2 of the Act shall be carried out in connection with activities pursuant to Sections 1 and 2.
- (4) To support the activities under Sections 1 and 2 and to support harmonious development of personality of the student and the entire academic community the University creates conditions, particularly through
 - a) information activities and services, by assuring access to library and magazine funds and electronic and other information,
 - b) sporting, physical education and cultural activities and services, organized as voluntary, or as an option for students in study programmes,
 - c) social activities and services within the capability of the University, especially accommodation and meals for students.
- (5) The University also
 - a) creates conditions and promotes international cooperation on the higher education level, participation in transnational higher education institutions, student mobility,
 - b) organizes other activities to develop and strengthen relations, especially between universities and other educational and scientific institutions, graduates of the University, state administration and local government authorities and activities fulfilling the mission that follows for the University from Section 1 of the Act and the traditions of the University.

Article 4
Study Programmes and Fields of Habilitation Procedure and Procedure for Appointment of Professors

- (1) Study programmes of the University are prepared and taught at faculties. Their list is published in the public part of the University's website with the particulars specified in Section 21, Subsection 1, Clause h) of the Act, including the corresponding study plans.

(2) The guarantor of the study programme is appointed and removed by the dean of the faculty where the study programme is carried out or is mainly carried out in accordance with Section 44 of the Act.

(3) The list of branches of study in which the University is authorized to hold a habilitation or a professorship appointment procedure is published in the public section of the University's website.

(4) The implementation of study programmes can involve the University's departments specifically designed for educational and creative activities and for the provision of information services or technology transfer, as well as other legal entities having their registered office, central administration or principal place of business in the territory of a Member State of the European Union, or which were established or founded under the law of a Member State of the European Union engaged in educational and creative activities.

(5) Information on the limitation or withdrawal of an institutional accreditation, limitation or termination of authorization to conduct a study programme, limitation or withdrawal of accreditation of study programmes and suspension or withdrawal of accreditation of habilitation or professor appointment procedures shall be published in the public part of the University's website.

Article 5

Internal Regulations and Internal Standards of the University of Pardubice

(1) In addition to the Internal Regulations referred to in Section 17, Subsection 1 of the Act, other internal regulations of the University that are subject to registration by the Ministry of Education, Youth and Sports (hereinafter referred to as the "Ministry") are:

- a) Rules for Economic Management of the University of Pardubice,
- b) Rules for depositing the pecuniary and non-pecuniary contributions to legal persons by the University of Pardubice,
- c) Rules for Lifelong Learning of the University of Pardubice,
- d) Rules for Habilitation Procedure and Proceedings for the Appointment of Professors at the University of Pardubice.

(2) The University's internal regulations are published in the public section of the University's website, including the period of their validity and effectiveness.

(3) Internal University standards that are not subject to registration by the Ministry are, in addition to the internal regulations of faculties under Section 33 of the Act, directives, orders, measures and announcements issued by the University or faculties, orders of the special purpose facilities of the University, or orders of other constituents of the University.

PART TWO

Admission to Study in the Study Programmes, Study-Related Fees and Student Council

Article 6

Admission to Study

(1) Applicants for studies at the University are admitted to study in a particular study program on the basis of an admission procedure. Admission to study in a study program takes place at the respective faculty.

(2) The admission procedure is announced in the public part of the website in accordance with the Act by an internal standard of the relevant faculty, which contains in particular:

- a) the deadline for the filing of applications, the manner in which they are to be filed in paper or electronic form and the particulars, including the amount of the fee for the procedures associated with the admission procedure (Section 58, Subsection 1 of the Act), payment symbols, bank account number and form of reimbursement,
- b) the conditions of admission set out in Section 49, Subsections 1 and 3 of the Act and the deadline and method of verification of their fulfilment, in particular the form of the admission procedure, the specification of the courses and the conditions of the admission procedure, the binding terms and place of the entrance examinations, the method of evaluating the results of the entrance examination

- c) medical fitness requirements for studying the relevant study program if the applicant's medical fitness is a condition of admission,
- d) different conditions for the admission of applicants in accordance with Section 49, Subsection 3 of the Act, if any,
- e) the maximum number of students admitted to study in the relevant study program, the form and the general content of the entrance examination, if required, and the criteria for its evaluation, the rules for the possible exemption from the admission examination,
- f) the method of assessing excuses for absence at the admission procedure, or alternatively a possibility to carry out the admission procedure on an alternative date.

(3) The admission procedure starts with the submission of the application for study with the requirements of Section 50 of the Act to the faculty implementing the given study program. If the application fails to have the prescribed requirements or suffers from other defects, the relevant study department shall return it to the applicant for correction and completion. If the applicant fails to eliminate the material defects of the application within the set deadline, he/she has not met the condition for admission and the admission procedure shall be stopped.

(4) If the applicant fails to pay as specified in the Statutes and within the specified time the fee for the admission procedure under Section 58, Subsection 1 of the Act, he/she has failed to fulfil the condition for admission to study and admission proceedings will be suspended.

(5) The applicant is invited to participate in the admission procedure in a written or electronic form. If the applicant fails to appear without prior excuse or if the excuse is not accepted, he/she has failed to fulfil the condition for admission.

(6) The decision must be issued no later than 30 days after the verification of the conditions for admission to study pursuant to Section 50, Subsection 4 of the Act.

(7) The appeal body is the Rector. In examining the admission decision, the Rector examines the compliance of the contested decision with the proceedings that preceded the decision, the acts, the internal regulations of the University and the faculty, and the conditions for admission to study.

(8) The University delivers documents to applicants for study itself or through a postal service provider. If the applicant's application for admission to study has been successful, the decision can be delivered to the applicant through the University's electronic information system if the applicant agreed to such a delivery in advance in the application; the day of delivery and notification of the decision shall be deemed to be the first day following the making available of the decision in the University's information system to the applicant.

Article 7

Entrance Examination

(1) The entrance exam can be written, oral or combined, that is, it has a written and oral part. If the admission test consists of several parts, it may not take place at any one time. An unsatisfactory result of the admission test or that of any part of the combined admission test is a failure to meet the conditions for admission to study. Before the entrance examination, and also upon request during it, the applicant shall prove his/her identity with a valid personal identification.

(2) If a written entrance exam for related study programs offered at a faculty verifies the conditions for admission from the same subject, the Dean may decide that the candidate enrolled in the admission procedure for the study of these programs shall pass this exam only once. The result of the exam shall apply for all study programs listed in the decision.

(3) The candidate may be exempt from the entrance examination in relation to the results of previous studies or another demonstrated study activity. The exemption shall be decided by the Dean on the basis of previously published conditions.

Article 8

Enrolment in Studies

(1) The candidate is obliged to register in person or to appoint a representative, who will prove themselves with an officially validated power of attorney, within the deadline set by the relevant faculty. If he/she is unable to attend in a timely fashion, he/she shall apologize in writing in advance or, in case of emergency, within five

days after the specified date of enrolment.

(2) If the apology has been accepted, an alternative date or alternative form of enrolment shall be set. The Dean shall decide on the acceptance of the excuse, on an alternative date or the form of registration.

(3) The right to enrolment expires to the applicant admitted to the study in the event that he/she did not appear within the specified time without an excuse at the enrolment or his/her apology was not accepted.

(4) After registration, the student is matriculated at an academic ceremony where he/she takes a prescribed oath.

Article 9

Conditions of Study for Foreigners

(1) Applicants for admission to study at the University of the state citizenship other than the Czech Republic (hereinafter referred to as "foreigners") are admitted to study in the Czech language under conditions identical to the other candidates if

- a) the education they have achieved is recognized as education required by the Act for admission to the respective type of the study programme,
- b) they have met the requirements of the admission procedure specified for other candidates,
- c) they have demonstrated the language proficiency to study in the study programme in the Czech language no later than on the date of enrolment.

(2) In admitting foreigners to study in the framework of international treaties and agreements, by which the Czech Republic is bound, the conditions in Section 1 shall apply *mutatis mutandis*, i.e. the date may be changed of the admission procedure and the applicant's education may be assessed individually, or alternatively the entrance examination is not required.

(3) Detailed conditions for admission to study in a foreign language and conditions of the study shall be laid down in a directive issued by the faculty providing the respective study programme.

Article 10

Fees for Acts associated with the Admission Procedure

(1) The fee for the acts associated with the admission procedure for study in bachelor, master or doctoral study program is CZK 500. The fee is the University's income.

(2) The fee for the procedures related to the admission procedure is non-refundable. The applicant for the study (hereinafter referred to as the "applicant") shall pay it by the A-type postal money order, by bank transfer to the University account or by credit card. When paying the fee, the applicant is obliged to provide a variable and specific payment symbol. The applicant shall pay the fee by the deadline for submission of applications.

Article 11

Study Fees

(1) The study fee to be determined by the University pursuant to Section 58, Subsection 3 of the Act if the student studies in a bachelor's or master's degree program is CZK 15,000 for each further six months of study. The amount of study fees for the next academic year shall be determined and published no later than the last day of the deadline set for the submission of applications for studies in the public section of the University's website.

(2) The decision on the assessment of the study fee (hereinafter referred to as "the decision") shall be issued by the Dean within 30 days following the date when the student was obliged to pay the study fee. The study fee is due on the first day after the expiration of 90 days following the decision.

(3) The procedure for deciding on the assessment of the study fee is covered by Section 68 of the Act.

(4) The student may, within 30 days of the date of notification of the decision, file an appeal against the decision through the registry of the University. The appeal body is the Rector.

(5) The student is required to attach evidence to the appeal that demonstrates the reasons given in the appeal against the decision.

(6) The study fee shall be paid by the student by the A-type postal money order, by bank transfer to the University account or by credit card. When paying the study fee, the student is required to provide a variable and

specific payment symbol. The symbols for the payment of the study fee are set out in the decision on the assessment of the study fee.

(7) The failure to pay the study fee on the due date is a violation of the student's obligations under Section 63, Subsection 3, Clause a) of the Act, and disciplinary proceedings may be initiated upon the Dean's proposal.

(8) The fee for the acts associated with the admission to the Rigorosum and the holding of this exam is double the basis.

(9) The amount of payment for the use of equipment and information technology needed for preparation for the State Rigorous Exam in accordance with Section 46, Subsection 5 of the Act shall be determined by the faculty that carries out the Rigorosum.

(10) The amount of payment for study in lifelong learning programs under Section 60 of the Act shall be laid down by the University's internal regulations. Education in the Lifelong Learning Program does not confer on its participants the legal status of a student under the Act.

Article 12

Fees for Study in a Foreign Language

(1) The fee for study in a foreign language study program according to Section 58, Subsection 4 of the Act shall be determined as follows:

- a) for students enrolled in a study program in a foreign language, except for students who fully pay for their studies, the fee for each academic year or part thereof in bachelor and master study programs is CZK 10,000 and in the doctoral study program CZK 0,
- b) for students enrolled in a study program in a foreign language who fully pay for their studies, the fee for each academic year or part thereof shall be determined according to the formula: basic normative × the economic intensity of the study program + the amount to cover other costs associated with studying in a foreign language, as set out in Paragraph 1.

(2) If the student studies in a bachelor or master study program in a foreign language longer than the standard period of study, increased by one year, he/she shall always be considered to be a student who fully pays for his/her studies in a foreign language.

(3) Students shall pay the fee for studying in a foreign language by bank transfer or credit card at the University's account. The fee for study in a foreign language is payable at the latest on the day of enrolment in the study, and in the following years of study at the latest on the day of the beginning of the academic year.

(4) The amount of fees for study in a foreign language, bank details, payment details, and the form of payment for the next academic year shall be published in the publicly accessible section of the University website prior to the deadline for submission of applications.

Article 13

Proof of Studies

(1) Documents proving studies are uniform at the University. The binding sample of the proof of studies according to Section 57 of the Act shall be provided in a Directive issued by the University.

(2) A payment is required for issuance of documents pursuant to Section 57, Subsection 1, Clause d) and e) of the Act and replacement documents, specified by the Act, and other documents unspecified by the Act. The amount of the payment shall be specified in a Directive issued by the University.

Article 14

Proceedings for the Declaration of Invalidity of a State Examination or Part Thereof or a Dissertation Defence

- (1) Part of the documents for the decision to invalidate a state examination or part thereof or a dissertation defence is the opinion of the review committee appointed ad hoc by the rector for each proceeding in accordance with the conditions specified in the Act.

- (2) The Dean of the faculty, at which the state examination or part thereof or a dissertation defence was performed, is entitled to propose to the Rector 1/3 of the members of the examination committee in accordance with Section 47c of the Act.

Article 15 Student Council

(1) The Student Council of the University (hereinafter referred to as "SRUPa") negotiates in behalf of the student part of the academic community of the University with the bodies of the University or with the bodies of the faculties.

(2) Full members of the SRUPa are, in particular, the members of the Student Chamber of the Academic Senate of the University, the members of the Student Chambers of the Academic Senates of the Faculties, the Delegate in the Student Chamber of the Council of Higher Education Institutions and his/her substitute, the representative of the students in the Internal Evaluation Council.

(3) The term of office of the individual members of the SRUPa shall be for the duration of membership of the bodies referred to in Paragraph 2.

(4) Sessions of the SRUPa shall be convened by its Chairperson. At the request of the Rector, the Chairperson of the SRUPa shall convene an extraordinary session of the SRUPa. The election of the Chairperson and the modalities of the meetings of the SRUPa shall be governed by its Rules of Procedure.

PART THREE Bodies of the University

Article 16

- (1) The bodies of the University are the bodies defined in Section 7 of the Act. Articles 17 to 22 specify their competencies within the University.

Article 17 Academic Senate

(1) The number of members of the Academic Senate of the University (hereinafter referred to as the "Senate"), the method of their election, the reasons and the day of termination of Senate membership and the term of office of the Senate shall be determined by the Rules of Procedure of the Academic Senate of the University of Pardubice.

(2) The method of election of the Chairperson of the Senate, Senate bodies and their establishment shall be determined by the Rules of Procedure of the Academic Senate of the University of Pardubice.

(3) A member of the Senate, who was elected as a student and during the term properly completed a bachelor's study programme and submitted an application to study at the same faculty in the follow-up master's study programme or a duly completed a master's study programme and submitted an application to study at the same faculty for a doctoral study programme, remains a member of the Senate until a final decision on non-admission to the studies has been made. A copy of the application to study shall be submitted to the Board of the Senate no later than on the due date of graduation.

(4) The Senate has a right to material and administration provision of its activities and to all information necessary for its activities. The Senate's information requirements are presented by the Rector to the Chairperson of the Senate. The activities of the Senate are provided for in material and administrative terms by the Rector's office.

(5) The Chairperson of the Senate shall convene at least once a year a meeting of the academic community of the University. The Chairperson of the Senate is obliged to convene a meeting of the academic community of the University at the request of the Rector or at the request of more than 15 percent of the members of the academic community of the University.

(6) The Chairperson of the Senate shall be obliged to ensure the submission of proposals for which, upon approval thereof by the Senate, the approval of the Management Board of the University is required by law in

accordance with Article 21, Subsection 3, to the Management Board of the University.

Article 18 Rector

(1) The procedure for the adoption of a resolution on the nomination of a candidate for the post of the Rector, or a proposal to dismiss the Rector from office, is determined by the Rules of Procedure of the Academic Senate of the University of Pardubice.

(2) The powers and responsibilities of the Rector specified in Section 10 of the Act and other specific legal regulations are amended as follows:

- a) the Rector lays down the number and powers of the vice-rectors,
- b) the Rector issues decisions about which of the vice-rectors is authorized to deputize him/her to the full extent,
- c) the Rector issues instructions on how to be represented on a case-by-case basis,
- d) the Rector appoints the members of the College of the Rector of the University (hereinafter referred to as the "College"), which is his/her advisory body. Members of the College also include a representative of students. The Rector may invite other persons to whom the matters in hand concern,
- e) the Rector convenes the Extended Management of the University (hereinafter referred to as the "Extended Management"), which is his/her advisory body and is made up of members of the University Management and Deans of the faculties of the University,
- f) the Rector convenes the University Management Board (hereinafter referred to as the "Management Board"), which is his/her operative advisory body.

Article 19 Scientific Council

(1) The Chairperson of the Scientific Council of the University (hereinafter referred to as "the Scientific Council") is the Rector who appoints and dismisses the other members of the Scientific Council.

(2) Membership of the Scientific Council expires

- a) upon the removal of the member after prior consent of the Senate,
- b) with death or on the effective date of the court's decision declaring the member dead or missing.

Article 20 Internal Evaluation Board

(1) The Chairperson of the Internal Evaluation Board of the University (hereinafter referred to as the "Internal Evaluation Board") is the Rector. The Vice-Chairperson of the Internal Evaluation Board is appointed by the Rector from among the academic workers of the University who are professors or associate professors.

(2) The Internal Evaluation Board has nine members, the rules for meetings and other rules for its activities, shall be determined by the Internal Evaluation Council's Rules of Procedure.

(3) The powers and competencies under Section 12a of the Act shall be supplemented in accordance with Section 12, Subsection 3 and Section 12a, Subsection 4, Clause e) of the Act as follows:

- a) it approves study programs submitted by the Rector at the proposal of the Scientific or Artistic Board of the respective faculty;
- b) it approve the intention to submit an application for accreditation, extension of accreditation or extension of the accreditation period of study programs submitted by the Rector at the proposal of the Scientific or Artistic Board of the respective faculty;
- c) it approves the intention to submit an application for accreditation of the habilitation procedure or the procedure for appointing a professor submitted by the Rector at the proposal of the Scientific or Art Council of the respective faculty;

- d) it approves the intention to submit an application for an institutional accreditation for a field or fields of education and for the extension of the institutional accreditation for another field or fields of education;
- e) it approves the intention to renounce an institutional accreditation, the intention to cancel a study program and the intention to renounce the accreditation of a habilitation procedure or the procedure for appointing a professor.

Article 21 Management Board

(1) The Management Board of the University (hereinafter referred to as the "Management Board") has twelve members.

(2) The Secretary of the Management Board shall be appointed and dismissed by the Rector after a statement of the Chairperson of the Management Board.

(3) The date of referral pursuant to Section 14, Subsection 5 of the Act means the certified delivery to the Secretary of the Management Board through the University's electronic information system.

Article 22 Bursar

(1) The Bursar shall be appointed by the Rector following an open competition.

(2) The Bursar's scope of authority, powers and responsibilities shall be determined by the Rector in a measure.

(3) The Bursar is authorized to suspend a decision of the constituents of the University concerning management and treatment of assets contrary to the interests of the University until the Rector has made the final decision.

(4) The Bursar cooperates with the secretaries of the faculties to ensure a coordinated course of the faculties while managing them methodically.

PART FOUR Constituents of the University

Article 23 Faculties

(1) The University has seven faculties with the following names:

- a) Dopravní fakulta Jana Pernera (abbreviated as "DFJP"),
- b) Fakulta ekonomicko-správní (abbreviated as "FES"),
- c) Fakulta filozofická (abbreviated as "FF"),
- d) Fakulta chemicko-technologická (abbreviated as "FChT"),
- e) Fakulta restaurování (abbreviated as "FR"),
- f) Fakulta zdravotnických studií (abbreviated as "FZS"),
- g) Fakulta elektrotechniky a informatiky (abbreviated as "FEI").

The names of the faculties are translated into English as follows:

- a) Faculty of Transport Engineering,
- b) Faculty of Economics and Administration,
- c) Faculty of Arts and Philosophy,
- d) Faculty of Chemical Technology,
- e) Faculty of Restoration,

- f) Faculty of Health Studies,
- g) Faculty of Electrical Engineering and Informatics.

(2) Bodies of the faculties are authorized to exercise rights under Section 24, Subsection 2 of the Act in full, in accordance with the University's internal regulations.

(3) The faculties have the right to dispose of the tangible and intangible movable property of the University used for its activities and to support these activities.

(4) The Dean has the right to decide or act on behalf of the University in matters concerning the cooperation in educational and creative activities related to the faculty with other legal entities engaged in activities related to the content of the study programmes provided by the faculty.

(5) The labour-law relations of the academics carrying out their educational activities at more parts of the University are dealt with by the Dean of the Faculty where the academic has the greatest length of working time.

(6) Disputes between the faculty of the University and other constituents of the University over the performance of duties and rights granted shall be arbitrated by the Rector.

(7) If a student elected to the Academic Senate of the Faculty during his/her term of office is immediately admitted to another, follow-up study programme or a doctoral study programme, provisions of Article 17, Section 3 shall accordingly apply to membership in the Academic Senate of the Faculty.

(8) The Secretary of the Faculty reports to the Dean; in matters of the economic management of the faculty he/she is methodologically directed by the Bursar.

(9) The Dean reports for the state and activities of the faculty to the Rector.

Article 24

Facilities for Educational and Creative Activities and for the Provision of Information Services or Technology Transfer

(1) University purpose-built facilities for educational and creative activities and for the provision of information services or technology transfer are:

- a) Centrum informačních technologií a služeb / Centre for Information Technology and Services (abbreviated as „CITS“),
- b) Centrum transferu technologií a znalostí / Technology and Knowledge Transfer Center (abbreviated as „CTTZ“),
- c) Jazykové centrum / Language Centre (abbreviated as "JC"),
- d) Katedra tělovýchovy a sportu / Department of Physical Education and Sport (abbreviated as "KTS"),
- e) Univerzitní ekologické centrum / University Environmental Center (abbreviated as "UEC"),
- f) Zkušební laboratoř AL DFJP / AL DFJP Test Laboratory (abbreviated as "ZLALDFJP").

(2) The facilities referred to in Paragraph 1 shall, in particular, cover the following activities:

- a) The CITS provides information and library services in accordance with the Library Regulations, the implementation and management of information systems, the management of the single telephone and data network and University servers, the purchase and maintenance of computer and audiovisual equipment including software and related services; it is headed by a director who reports to one of the Vice-Rectors,
- b) The CTTZ provides an agenda related to the application and protection of the industrial property of the University, secures the commercialization of the results of science and research at the University, seeks and coordinates the cooperation between the University departments and the industrial sphere; it is headed by a director who reports to one of the Vice-Rectors,
- c) The JC is a purpose-built facility with the University-wide scope of activities for basic foreign language learning and teaching; it is headed by a manager who reports to one of the Vice-Rectors,
- d) DPES is a facility with the University-wide scope of activities, in addition to teaching it is responsible for the use of sports facilities of the University; it is headed by a manager who reports to one of the Vice-Rectors,

- e) The UEC is a purpose-built facility with the University-wide scope of activities for teaching and studying ecological issues; it is headed by a manager who reports to the Dean of FChT; the activities of UEC are governed by the Statutes of the Faculty.
- f) ZLALDFJP is a purpose-built facility for conducting accredited tests in the field of transport; it is headed by a manager who reports to the Dean of DFJP, the activities of ZLALDFJP are governed by the Statutes of the Faculty.

(3) Educational and creative activities of the University and its constituents can involve joint facilities of the University established in cooperation with other legal entities (hereinafter referred to as the "joint facilities"). The contract on the establishment of a joint facility is concluded on behalf of the University by the Rector after approval by the Senate. Incorporation into the organizational structure of a constituent of the University is determined by the Statutes of the Faculty. The share of the joint facility in the educational and creative activities of the University is stipulated in the contract. Joint facilities can participate in the complementary activities of the University and its constituents.

(4) The Dean of the faculty, at which the joint facility is established, shall be responsible for the quality and activities of the joint facility.

Article 25

Specialized Facilities Providing Accommodation, Catering and Operation Services at the University

(1) Správa kolejí a menzy / Accommodation and Catering Services (abbreviated as "SKM") is a special purpose facility for accommodation and catering mainly for students and University employees. SKM is headed by a director who reports to the Bursar.

(2) Other special purpose facilities of the University are

- a) Vydavatelství a polygrafické středisko / Printing and Publishing Center (abbreviated as "VPS"),
- b) Technické oddělení / Technical Department (abbreviated as "TO").

(3) The facilities referred to in Paragraph 2 shall provide the following activities:

- a) The VPS provides for the coordination and management of publishing activities related to the preparation, production, publication and distribution of papers and electronic documents produced by the University; it is headed by a manager who reports to the Bursar,
- b) The TO provides the management and maintenance of buildings, property and land, investments, construction work, records of buildings and structures, security and surveillance of the property, management of energy and transport; it is headed by a manager who reports to the Bursar.

Article 26

Departments Providing Administrative, Management, Economic and Control Activities at the University

(1) The Rector's Office is a department for administrative, management and economic security of the activities of the University. It methodically directs such activities at other parts of the University and their organizational units.

(2) The structure of the Rector's Office and the subordination of departments and sections shall be defined by the organizational regulations of the University.

(3) The Rector's Office includes a section for audit, inspection and complaints who reports to the Rector. The position of this section within the University is independent.

PART FIVE

Economic Management Rules

Article 27

Economic Management of the University

(1) The economic management of the University is governed by the Act, rules for providing subsidies and grants published by the Ministry, as well as the special legal regulations and internal regulations and university standards.

(2) The University manages property according to the budget of expenses and revenues compiled according to approved rules for one calendar year. The budget of the University shall not be compiled as deficit. Rules of construction of the budget are presented for consideration by the Rector to the Senate and the Management Board prior to consideration by the budget itself. If the Senate does not approve the draft budget submitted by the Rector, the Rector shall submit a new proposal within 30 days. Until the Senate and the Management Board have approved the budget, it shall be processed in accordance with the original draft budget, including proposals for the allocation of non-investment funds to the faculties and other constituents of the University, reduced by 10%. During this period, the investment funds shall be used to fund only actions already approved.

(3) Pursuant to the approved budget of the University, faculties and other constituents of the University shall receive the limit of funds for the calendar year.

(4) The University is governed in its activities by the Economic Management Rules of the University of Pardubice. The method and accounting procedures are laid down by specific legislation and internal regulations and standards of the University.

Article 28

Economic Management of the Faculties and Other Constituents of the University

(1) The faculties, specialized facilities and other departments autonomously manage the funds allocated in accordance with the Act, other specific acts and internal regulations and standards of the University.

(2) The faculties manage the allocated funds autonomously, including the wages, pursuant to their own budget approved by the Academic Senate of the faculty.

(3) The constituents of the University referred to in Article 25, Section 1, Clause a) and b) and Article 26 expend the allocated funds autonomously, including the wages, and the funds raised by their own activities according to their budget approved by the management.

(4) Individual departments and offices of the Rector's Office manage the funds allocated, with the exception of the wages, and with funds raised by their own activities.

(5) Inspection of the economic management of the faculties, and special-purpose facilities is carried at least in an annual period and the Bursar is responsible for ensuring it. An unscheduled inspection of the economic management of the constituents of the University by the Department of Internal Audit, Inspections and Complaints may be ordered by the Rector as needed.

PART SIX

Assuring and Assessing the Quality of the University's Activities and its Constituents

Article 29

Quality Assurance

(1) The quality of the educational, creative and related activities is ensured in accordance with the Rules of Quality Assurance for Educational, Creative and Related Activities and Internal Assessment of the Quality of Educational, Creative and Related Activities of the University of Pardubice (abbreviated as "Rules of Quality Assurance and Assessment"), which are internal regulations of the university.

Article 30

Quality Assessment

(1) The University carries out the assessment of educational, creative and related activities in accordance with Section 77a of the Act as internal and external.

(2) The internal assessment shall be carried out in accordance with the established Quality Assurance and Assessment Rules.

(3) The external assessment is carried out by:

- a) National Accreditation Office,
- b) other external entities.

PART SEVEN

Academic Staff

Article 31

Position of the Academic Staff

(1) Academic staff performs both pedagogical and creative work. These activities must be demonstrably proven over a longer period of time, and may not be performed concurrently, or in a comparable range and level. The typical activities of the academic staff include in particular

- a) in the field of pedagogical activities, as a rule:
 1. direct participation in the implementation of study programs in the forms specified in the Study and Examination Rules, in particular lectures, seminars and exercises, examinations and consultations,
 2. work in the supervising position of Bachelor's and Master's theses in examining and course boards,
 3. acting as supervisor of doctoral programmes and opponent of dissertations,
 4. participation in curriculum programmes and membership in committees of doctoral study programmes,
 5. preparation of newly introduced or upgraded courses,
 6. preparation of study materials,
- b) in the field of creative activity, as a rule:
 1. work as a investigator or co-investigator of announced programmes and projects, under special regulations,
 2. active involvement in researching teams, programmes and projects under special legislation or in securing activities of the University on the basis of contractual relationships,
 3. participation in designing and implementing major engineering works,
 4. second reader activities in habilitation procedures and procedures for the appointment of Professor,
 5. publication or presentation activities.

(2) The scope and quality of performance of activities pursuant to Section 1 is assessed comprehensively in terms of the content and time extent and the length of activity and is expressed by job classification "academic staff".

(3) A time-limited absence of any activity referred to in Section 1 shall not be decisive for the academic staff position and shall not change the employment relationship.

(4) The recognition of the academic staff status on a faculty shall be decided by the respective Dean, in other cases by the Rector.

Article 32

Sabbatical Leave

(1) The granting of sabbatical leave to the academic staff shall be decided by the Dean of the Faculty. The granting of sabbatical leave to the academic staff at university facilities designed for educational and creative activities shall be decided upon by the Rector. If he/she rejects the request, he/she shall specify the circumstances that led to the refusal.

(2) The results that the academic staff achieved at the time of the sabbatical leave are part of the evaluation of the academic staff.

Article 33

Membership in Academic Senates, Scientific or Artistic Councils and Other Bodies

(1) The activities of academic staff and students in the bodies and committees as defined by the Act and other specific legislation relating to the mission of universities are particularly the membership:

- a) in the Senate and the Academic Senates of the faculties,
- b) in the Internal Assessment Board,
- c) in the Scientific Council, in the Scientific or Artistic Councils of the faculties and in the Scientific Councils or Artistic Councils of other universities and faculties,
- d) in the National Accreditation Office and its working commissions,
- e) in representation bodies of universities pursuant to Section 92 of Act,
- f) in other boards.

(2) Membership of boards and bodies referred to in Section 1 is an important part of their labour rights and obligations arising from the position of a member of the academic community. Managerial employees at all levels of the management are required to create conditions for participation of students and staff at meetings, and reflect these activities in the evaluation of the academic staff.

Article 34

Fees for Acts Associated with the Habilitation Proceedings or Proceedings for the Appointment of a Professor

- (1) The fee for acts associated with the habilitation proceedings is CZK 6,000.
- (2) The fee for acts associated with the appointment of a professor is CZK 8,000.

Article 35

Honorary, Visiting and Emeritus Professor

- (1) The status of an honorary professor is governed by Section 70, Subsection 2 of the Act.
- (2) A prominent foreign expert who is admitted to the university
 - a) with the definition of activities corresponding to the definition of activities of professor or associate professor,
 - b) for at least one semester or with a longer stint, but for a fixed period,

may be granted the status of "visiting professor", by decision of the Rector, as a rule upon the proposal of the faculty's scientific or artistic council.

(3) A professor who has greatly contributed to the development of the university and is a former member of the academic community of the university may be awarded the status of "emeritus professor" by decision of the Rector after a decision by the scientific council of the faculty. This status does not constitute a labour-law relation with the university.

- (4) Visiting and Emeritus professors are not members of the University's academic community.

Article 36

Proceedings to Annul the Appointment of Associate Professor

- (1) Part of the documents for the decision in proceedings to annul the appointment of an associate professor shall be the opinion of the Review Committee appointed ad hoc by the Rector for each proceeding in accordance with the conditions specified in the Act.
- (2) The Dean of the Faculty, where the habilitation procedure was held, is entitled to propose to the Rector 1/3 of the members of the Review Committee in accordance with Section 74a, Subsection 6 of the Act.

PART EIGHT Information System

Article 37

Components of Information System

(1) The University Information System is a functional unit providing information for educational and creative activities at the University, for administrative and technical-economic activities related to the management of the University and its constituents, additional activities and also for the state administration, commercial area and the public.

(2) The information system provides and includes

- a) access of the staff and students to available information providing educational and creative activities at a comparable global level, notably through libraries, reading rooms, local and global information networks,
- b) providing guaranteed information specified by the Act,
- c) collecting, processing, preserving and making available information necessary for security of the managing, economic and administrative functions of the University and its constituents,
- d) providing information about the University to make them available to the public, especially via the Internet.

(3) The strategy, design and general guidelines for using the information system are within the authority of one of the vice-rectors.

(4) Within the communication at the University computer network, all the constituents and their departments shall comply with standards and security measures imposed by a directive of the University.

(5) Senior employees at all levels are responsible for the timeliness and up-to-dateness of published information and legality of the use of software products.

PART NINE

Academic Symbols and Awards

Article 38

Academic Officials, Insignia and Ceremonies

(1) The outward expression of the academic traditions, rights and freedoms at the University and its faculties are academic officials, academic insignia and academic ceremonies.

(2) The academic officials of the University are the Rector, Vice-Rectors, Deans, Vice-Deans, and, for the academic ceremony, the graduation official.

(3) The academic insignia of the University and its faculties are chains, maces and gowns.

(4) The academic ceremonies are especially inauguration of the Rector or installation of the Dean, matriculation, bachelor and master promotions, honorary doctorate, ceremonial session of the Scientific Council, festive gatherings of the academics, ceremony graduation in a lifelong learning programme.

(5) The modification or design of new insignia shall be decided by the Rector following the Senate's approval.

(6) The content and course of academic ceremonies shall be proposed in the spirit of University traditions by the relevant Vice-Rector or Vice-Dean and approved by the Rector or Dean.

Article 39

Academic Insignia and Their Use

(1) The sceptre of the University, Rector's chain and gown are symbols of the University and their use is associated with the office of the Rector.

(2) The sceptre of the faculty, Dean's chain and gown are symbols of the faculty and their use is associated with the office of the Dean.

(3) The Vice-rector's gown and chain, and Vice-Dean's chain and gown or graduation official's are symbols of the office of the vice-rector or dean or graduation official.

(4) The gowns are the symbols of the office of a member of the Scientific Council and of a member of the scientific councils of the faculties or artistic councils of the faculties and of the chairperson of the Senate and of

the chairpersons of the faculties' senates.

(5) The gown of the Bursar and the gowns of the faculty secretaries are symbols of their offices.

(6) The Doctor's gown and chain is bestowed during the ceremony to a person who is awarded the honorary degree "doctor honoris causa" (abbreviated as "Dr.h.c").

Article 40 Honorary Degree Dr.h.c

(1) In the spirit of University traditions, the University awards an honorary degree "doctor honoris causa" to eminent domestic and foreign personalities who have contributed significantly to the development of areas forming the focus and long-term orientation of the University (Article 2).

(2) The granting of honorary degrees shall be decided by the Scientific Council. The proposals are submitted by:

- a) the Rector,
- b) scientific or artistic councils of faculties through the Dean,
- c) members of the Scientific Council.

(3) The personality proposed must agree with the granting of the honorary degree. Pre-approved by the Scientific Council, the assent shall be requested by the Rector.

(4) The honorary degree shall be awarded at an academic ceremony.

Article 40 Medals and Awards

(1) On behalf of the University, the Rector confers medals and awards in recognition, in particular, of

- a) contributions to the development of the University, its status and prestige in the Czech Republic and abroad,
- b) significant activities at the University,
- c) contributions to the development of higher education,
- d) activities in the areas related to the focus of the University.

(2) Awarded shall be the following medals of the University:

- a) Medal of Merit of the University of Pardubice,
- b) Commemorative Medal of the University of Pardubice.

The rules for the granting of these medals are laid down by a directive of the University.

(3) In appreciation of exceptional students' results during their studies at the University, the Rector shall confer the Student Prize of the Rector of the University of Pardubice. The rules for the granting of this award are laid down by a directive of the University.

PART TEN Transitional and Final Provisions

(1) The Statutes of the University of Pardubice, registered by the Ministry on March 6, 2006, Ref. No. 5792 / 2006-30, as subsequently amended, is hereby repealed.

(2) These Statutes were approved pursuant to Section 9, Subsection 1, Clause b), Subclause 3 of Act No. 111/1998 Coll., On Higher Education Institutions and on Amendments to Other Acts (Higher Education Act), as amended, by the Academic Senate of the University of Pardubice on November 29, 2016.

(3) These Statutes shall come into force in accordance with Section 36 Section 4 of the Act on the day of registration by the Ministry.

(4) These Statutes shall take effect on the day of registration by the Ministry.

prof. Ing. Miroslav Ludwig, CSc., v. r.

Rector