

# **Statute of Gdańsk University of Technology**

Gdańsk, 2020

Consolidated text of 30 September 2020

(first revision)

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## **I. GENERAL PROVISIONS**

### **§ 1**

1. Pursuant to the decree of the Council of Ministers of 24 May 1945 on the transformation of Gdańsk University of Technology into a Polish state academic school (Journal of Laws of 11 June 1945, No. 21, item 121), Gdańsk University of Technology is an academic public university.
2. Gdańsk University of Technology, hereinafter also referred to as the University, has a legal personality, and is seated in the city of Gdańsk.
3. The mission of Gdańsk University of Technology is high-quality education for the benefit of the economy and society, scientific research and its commercialisation, at a level ensuring the participation of the University in socio-economic transformations, enrichment of culture and development of science and technology.
4. Gdańsk University of Technology cherishes academic traditions and customs, cares for the University's landmarked buildings, studies and promotes its history and heritage.

### **§ 2**

The Latin name of the University is Politechnica Gedanensis, and in English –Gdańsk University of Technology. The Rector may specify, by the way of a decree, other names of the University in foreign languages.

### **§ 3**

1. The employees of the University, its students and doctoral students form a community of Gdańsk University of Technology.
2. Gdańsk University of Technology is guided by the principles of freedom of teaching, research, artistic creativity, as well as the principles of ethics and respect for rights, including intellectual property rights. Gdańsk University of Technology precludes all forms of discrimination.
3. The University is autonomous in the scope specified in the Act of 20 July 2018 on The Law on Higher Education and Science (Journal of Laws of 2018, item 1668, as amended), hereinafter referred to as the Act.

### **§ 4**

1. The primary tasks of the University include in particular:
  - 1) pursuing scientific activity, providing research services and transferring knowledge and technology;
  - 2) providing various forms of education;
  - 3) education, support for professional development and promotion of the University's staff;
  - 4) creating appropriate conditions for disabled persons to fully participate in the life of the University;
  - 5) educating students in the spirit of responsibility for the Polish state, national traditions, strengthening the principles of democracy, due regard for human rights and respect for multiculturalism and diversity;
  - 6) creating appropriate conditions for the development of students' physical culture;
  - 7) disseminating and multiplying the achievements of science and culture, *inter alia* by gathering and making available the library, information and archive collections;
  - 8) taking actions for the benefit of local and regional communities as part of the University's third mission.
2. While performing the tasks referred to in section 1 of this paragraph, the University shall cooperate with institutions creating the higher education system and with other national or foreign institutions and organisations.

### **§ 5**

1. Gdańsk University of Technology maintains lasting ties with its graduates through cooperation

with the Graduates Association of Gdańsk University of Technology operating at the University, as well as other organisations and associations.

2. In order to adapt its educational offer to the changing needs of the socio-economic environment, the University may monitor the careers of its graduates.

## **§ 6**

1. The students and doctoral students of the University have the right to affiliate with students' and doctoral students' university organisations according to the rules specified in the Statute and the Act.
2. With the Rector's consent and according to the rules specified in relevant regulations, organisations associating employees, retired employees, graduates and friends of the University may operate at Gdańsk University of Technology.
3. The consent referred to in section 2 of this paragraph shall not be required for the activities of trade union organisations associating the employees of Gdańsk University of Technology.
4. The Rector may establish clubs at the University to develop a team spirit in the academic community, exchange experiences and promote the University, and may transform them and close them. The clubs are open to employees, retired employees and persons cooperating with the University.

## **§ 7**

1. The University is a member of the Conference of Rectors of Academic Schools in Poland.
2. The Rector may decide that the University shall join other national and foreign organisations.

# **II. UNIVERSITY SIGNS, TRADITION, DIGNITIES AND DISTINCTIONS**

## **University signs**

## **§ 8**

1. Gdańsk University of Technology has an emblem, a banner and a flag, which must be used ensuring due respect.
2. Templates of the emblem, banner and flag are set out in Annex No. 1 to this Statute. The rules of using the banner, emblem and flag shall be determined by the Senate.
3. Gdańsk University of Technology has its visual identification system, including the Visual Identification Book.
4. The elements of the visual identification system not included in the Visual Identification Book shall be determined by the Rector.
5. Gdańsk University of Technology has an anthem, the text and score of which is approved by the Senate.

## **§ 9**

The motto of Gdańsk University of Technology is: "History is wisdom – future is a challenge".

## **§ 10**

1. A badge with the emblem of Gdańsk University of Technology and a student cap are the symbols of belonging to the University's community. Templates of the badge and the student cap are set out in Annex No. 1 to this Statute.
2. The academic symbols include a ceremonial costume and the insignia of the Rector, Vice-Rectors, Deans, former Rectors of the University and honoris causa doctors of Gdańsk University of Technology. The designs of the ceremonial costumes, including the costumes of the Senate

members and other representatives of the University, shall be determined by the Rector after consultation with the Senate.

### **University tradition and customs**

#### **§ 11**

1. Each member of Gdańsk University of Technology community is obliged to respect the University's tradition and act in accordance with good academic practices.
2. Gdańsk University of Technology strives to preserve the memory of its employees, doctoral students, students and graduates.
3. The Senate may give the names of persons of particular merits to buildings and auditoria, and make decisions to place commemorative plaques, monuments and sculptures at the University's premises. The Senate may determine other forms of commemorating distinguished persons.
4. The former Rectors of Gdańsk University of Technology are honoured with portraits in the Senate Hall, their names placed on the plaque in front of the Senate Hall and appointment to the Chapter of Honourable Dignities and Distinctions of Gdańsk University of Technology.

#### **§ 12**

The Day of Gdańsk University of Technology community is the day of a formal session of the University Senate devoted to academic promotions.

### **University dignities, titles and distinctions**

#### **§ 13**

1. Academic dignities and titles are:
  - 1) *honoris causa* doctor of Gdańsk University of Technology,
  - 2) honorary professor of Gdańsk University of Technology,
  - 3) emeritus professor and honorary emeritus professor of Gdańsk University of Technology,
  - 4) personality of Gdańsk University of Technology.
2. The dignity and title of *honoris causa* doctor of Gdańsk University of Technology shall be awarded by the Senate.
3. The titles of Gdańsk University of Technology specified in section 1, items 2 and 4 of this paragraph can be awarded by the Senate following the Chapter of Honourable Dignities and Distinctions' opinion.
4. The titles of Gdańsk University of Technology specified in section 1, item 3 of this paragraph shall be awarded by the Rector following the Chapter of Honourable Dignities and Distinctions' opinion.
5. The distinctions of Gdańsk University of Technology are:
  - 1) Medal and Golden Medal for Services to Gdańsk University of Technology,
  - 2) Commemorative Medal of Gdańsk University of Technology,
  - 3) Golden Badge of the Graduate of Gdańsk University of Technology.
6. The distinctions of Gdańsk University of Technology specified in section 5, item 1 of this paragraph shall be awarded by the Chapter of Honourable Dignities and Distinctions of Gdańsk University of Technology, while the distinctions listed in section 5, items 2 and 3 of this paragraph shall be awarded by the Rector.
7. The awarding of dignities and distinctions of Gdańsk University of Technology shall take place during a ceremony on the University's Day, on days other than the University's celebrations or during a session of the Senate.

#### **§ 14**

1. The highest dignity and academic title of Gdańsk University of Technology is the title of *honoris causa* doctor.

2. The dignity and title of honoris doctor shall be conferred by the University to distinguished Polish citizens and foreigners in recognition of their outstanding achievements in science, education, culture and art, social and political activity.
3. The initiative to award the dignity and title of honoris causa doctor may be taken by:
  - 1) Rector,
  - 2) Dean,
  - 3) Director of a university institute.
4. The dignity and title of honoris causa doctor cannot be awarded to former and current employees of the University.
5. The rules and procedure of awarding the dignity and title of honoris causa doctor are set out in Annex No. 2 to this Statute.

## **§ 15**

1. The honorary title of professor of Gdańsk University of Technology shall be awarded to professors of national or foreign universities not employed at Gdańsk University of Technology, having significant scientific or professional achievements, and actively cooperating with Gdańsk University of Technology.
2. The initiative to award the title may be taken by:
  - 1) Rector,
  - 2) Dean,
  - 3) Director of a university institute.
3. Persons awarded the title of honorary professor at Gdańsk University of Technology receive an "Allegory of Science" miniature statuette and a commemorative diploma.
4. The rules and procedure of awarding the title of honorary professor at Gdańsk University of Technology are determined by the Senate.
5. The model of the "Allegory of Science" statuette is set out in Annex no. 3 to this Statute.

## **§ 16**

1. A professor of Gdańsk University of Technology may be awarded the title of emeritus professor of Gdańsk University of Technology or honorary emeritus professor of Gdańsk University of Technology.
2. The title of emeritus professor or honorary emeritus professor of the University shall be awarded to retired titular professors of Gdańsk University of Technology after termination of their employment.
3. The initiative to award the title may be taken by:
  - 1) Rector,
  - 2) Dean,
  - 3) Director of a university institute.
4. Professors who have been awarded the titles receive a commemorative medal and a diploma.
5. The rules, procedure and rights resulting from the award of the title of emeritus professor and honorary emeritus professor of Gdańsk University of Technology are determined by the Senate.
6. The model of the honorary emeritus professor medal is set out in Annex No. 3 to this Statute.

## **§ 17**

1. The title of Personality of Gdańsk University of Technology shall be awarded by Gdańsk University of Technology to employees and graduates of the University in recognition of special services to the University in the scope of development and promotion of science, education, culture, economy and public activity.
2. One such title shall be granted per calendar year.

3. The persons recommended to be awarded the title of Personality of Gdańsk University of Technology should be figures of authority and unquestionable leaders in their environment, should be role models and should be characterised by an impeccable ethical and moral attitude.
4. The initiative to award the title of Personality of Gdańsk University of Technology may be taken by:
  - 1) Rector,
  - 2) Dean,
  - 3) Director of a university institute.
  - 4) organisations and associations operating at Gdańsk University of Technology.
5. The rules and procedure of awarding the title of Personality of Gdańsk University of Technology and the model of the award are determined by the Senate.

#### **§ 18**

1. Gdańsk University of Technology honours persons and legal entities who contributed to the development of the University with the Medal and Golden Medal for Services to Gdańsk University of Technology.
2. The initiative to award the medals specified in section 1 of this paragraph may be taken by:
  - 1) Rector,
  - 2) persons performing managerial functions at the University,
  - 3) organisations and associations operating at Gdańsk University of Technology.
3. The rules and procedure of awarding the Medal and the Golden Medal for Services to Gdańsk University of Technology shall be determined by the Senate.
4. The model of the Medal and Golden Medal for Services to Gdańsk University of Technology is set out in Annex No. 3 to this Statute.

#### **§ 19**

1. The Rector honours natural and legal persons with a commemorative medal of Gdańsk University of Technology.
2. The commemorative medal shall be awarded by the Rector and persons authorised by the Rector to present it on the Rector's behalf.
3. The initiative to award the commemorative medal may be taken by:
  - 1) Rector,
  - 2) persons performing executive functions at the University,
  - 3) organisations and associations operating at Gdańsk University of Technology.
4. The commemorative medal of Gdańsk University of Technology shall be awarded to graduates of the University on the occasion of the 50th anniversary of graduation, as well as to emeritus professors of Gdańsk University of Technology.
5. The model of the commemorative medal of Gdańsk University of Technology is set out in Annex No. 3 to this Statute.

#### **§ 20**

1. The Golden Badge of the Graduate of Gdańsk University of Technology is an honorary distinction awarded by the Rector to graduates who obtained a university graduate diploma with honours.
2. The rules and procedure of awarding a university graduate diploma with honours are specified in the study rules.
3. Deans have the right to nominate for the awarding of the badge.
4. The Rector, Vice-Rectors and Deans have the right to present the badge.
5. The model of the Golden Badge of the Graduate of Gdańsk University of Technology is set out in Annex No. 3 to this Statute.



## **§ 21**

At the Rector's request, the Senate may establish and award dignities, titles and distinctions other than those specified herein.

### **The Chapter of Honourable Dignities and Distinctions of Gdańsk University of Technology**

## **§ 22**

1. The Chapter of Honourable Dignities and Distinctions is composed of:
  - 1) Rector, in the capacity of the President of the Chapter,
  - 2) former Rectors of the University.
2. The Chapter is an opinion-giving body in all matters related to the awarding of dignities, titles and distinctions of the University specified in § 13 of this Statute.

## **III. UNIVERSITY BODIES**

## **§ 23**

1. The Rector is a single-person body of the University.
2. The collegial bodies of the University are the Senate, the University Council, scientific discipline boards and scientific field boards.
3. The College of Electors is the University's electoral body.

### **Rector**

## **§ 24**

1. The Rector holds the highest office at the University. They have the title of His Magnificence or Her Magnificence.
2. The Rector is the superior of all members of the University's community.
3. The Rector's duties include matters concerning the University, except for matters reserved by the Act or this Statute to the competence of other bodies of the University.
4. The Rector's duties include in particular:
  - 1) representing the University;
  - 2) managing the University;
  - 3) preparing the draft Statute and Strategy of the University;
  - 4) submitting a report on the implementation of the Strategy;
  - 5) performing activities in the scope of labour law;
  - 6) appointing persons to hold executive positions at the University and dismissing them;
  - 7) managing HR policies at the University;
  - 8) establishing, transforming and closing the University's organizational units;
  - 9) establishing, transforming and closing specific field, levels and profiles of studies;
  - 10) establishing, transforming and closing the doctoral school;
  - 11) managing the financial affairs of the University;
  - 12) ensuring the fulfillment of the regulations in force at the University;
  - 13) ensuring safe and hygienic conditions of work and education at the University;
  - 14) taking care of maintaining order and safety at the University.
5. The Rector establishes the organizational regulations which specify the following:
  - 1) the University's organizational structure and the responsibilities of organizational units,
  - 2) the organization and operational rules of the University administration.
6. The establishment of the organizational regulations requires prior Senate's opinion.

7. The Rector, as part of the financial management of the University, shall allocate funds earmarked for incentive mechanisms other than those specified in the Act.

## **§ 25**

1. The position of Rector may be held by a person who meets the requirements specified in Article 20(1)(1) to (7) of the Act, and also holds the title of professor or the degree of habilitated doctor or powers equivalent to those conferred by the degree of habilitated doctor.
2. A member of the currently operating University Council may not be a rector candidate.
3. The person elected to hold the position of Rector shall be employed at the University as the place of primary employment as understood in the Act not later than on the day of commencement of the term of office. The requirement to conduct an open competition referred to in Article 119(1) of the Act shall not apply to the employment of that person.
4. The same person may hold the position of Rector for not more than 2 consecutive terms of office. In the event of expiry of the Rector's mandate and the supplementary election of the Rector for the period up to the end of the term of office, this period shall not be included in the number of terms of office referred to in the preceding sentence.
5. The Rector's term of office shall be four years and shall begin on 1 September of the year in which he or she was elected.
6. Rector candidates shall be appointed by:
  - 1) University Council;
  - 2) University College of Electors;
7. The Rector shall be elected by the university college of electors.
8. The composition and method of electing the members of the college of electors and the procedure of electing the Rector are specified in the Election Rules and Regulations of Gdańsk University of Technology, which constitute Annex No. 5 to this Statute.

## **§ 26**

1. Activities in the field of labour law in relation to the Rector shall be performed by the president of the university council.
2. The Rector's basic salary and the functional supplement shall be determined by the minister competent for higher education and science at the request of the university council.
3. The University Council may grant the Rector a task-based supplement under the rules referred to in Article 138(3) of the Act.

## **§ 27**

1. The Rector may be dismissed by the college of electors by a majority of at least 3/4 of votes in the presence of at least 2/3 of its statutory members.
2. A motion to dismiss the Rector may be submitted by the Senate by a majority of at least 1/2 of its statutory members or by the University Council.
3. If the Rector's mandate expires before the end of the term of office, the Rector's duties shall be assumed by the oldest of the Vice-Rectors until the day of election of a new Rector.

## **Senate**

## **§ 28**

1. The tasks of the Senate include:
  - 1) enactment of the Statute;
  - 2) enactment of the study rules in agreement with the student self-government;
  - 3) approval of the Strategy of the University and the report on its implementation;
  - 4) appointing and dismissing members of the University Council;

- 5) expressing opinions on candidates for the position of rector;
  - 6) conducting an annual evaluation of the University's functioning;
  - 7) formulating recommendations for the University Council and the Rector in the scope of their tasks;
  - 8) awarding the dignity and title of honoris causa doctor;
  - 9) determining the terms and conditions, procedure and time of commencement and end of recruitment for studies;
  - 10) determining study programmes after consultation with the student self-government;
  - 11) determining post-graduate study programmes;
  - 12) establishing the rules of recruitment to the doctoral school;
  - 13) enacting the rules and regulations of the doctoral school in agreement with the doctoral student self-government;
  - 14) determining education programmes in the doctoral school after consultation with the doctoral student self-government;
  - 15) determining the manner of confirming learning outcomes;
  - 16) approving the templates of university graduate diplomas;
  - 17) appointing candidates to the representative institutions of the higher education and science environment;
  - 18) performing tasks related to the assignment of levels of the Polish Qualifications Framework, hereinafter referred to as the PQF, to qualifications awarded upon the completion of post-graduate studies and related to the inclusion of qualifications awarded after the completion of post-graduate studies and other forms of education in the Integrated Qualification System – in accordance with the Act of 22 December 2015 on the Integrated Qualification System (Journal of Laws of 2018, item 2153, consolidated text);
  - 19) expressing opinions on matters submitted by the Rector or at least 1/5 of the statutory number of Senate members;
  - 20) expressing opinions on the strength of individual scientific discipline and scientific field boards;
  - 21) adopting resolutions on other matters listed in the Act, executive regulations or the Statute;
  - 22) determining the rules and procedure of awarding dignities, titles and distinctions of the University.
2. The Senate's powers shall also include giving consent, at the Rector's request, to participate in projects financed from external sources, including foreign ones, if such consent is required or if the value of the project is higher than EUR 1,000,000 (in words: one million euro).
  3. In the case of disciplines or fields of science not having their corresponding a discipline or field boards, the Senate shall award the degree of doctor and habilitated doctor by a vote of persons authorised under the Act.

## § 29

1. The Senate is composed of:
  - 1) Rector in the capacity of the President;
  - 2) professors and university professors, who represent not less than 50% of the Senate members , where two representatives from each faculty and at most one representative from other non-faculty units shall be appointed within this group;
  - 3) students and doctoral candidates, who represent not less than 20% of the Senate members , where each of these groups shall be represented by at least one representative;
  - 4) academic teachers employed at positions other than those specified in item 2 of this section and employees not being academic teachers, who represent not less than 25% of the Senate members, where each of these groups shall be represented by at least one representative.
2. Persons belonging to the groups referred to in section 1 of this paragraph shall elect Senate members from among themselves. A candidate may be proposed by any member of the University's community. The election shall be secret. The manner of electing the members of the Senate is specified in the Election Rules and Regulations of Gdańsk University of Technology, which constitute Annex No. 5 to the Statute.

3. The number of representatives referred to in section 1, item 2-4 of this paragraph shall be determined by the outgoing Senate at the request of the Rector-Elect.
4. A member of the Senate may be a person who meets the requirements specified in Article 20(1)(1) to (5) and (7) of the Act, and the provisions of Article 20(4) and (5) of the Act shall apply accordingly.

### **§ 30**

1. The Senate's term of office shall be 4 years and shall begin on 1 September of the year in which it was elected.
2. The same person may be a Senate member for not more than two consecutive terms of office. This provision shall not apply to a person elected Rector.
3. The procedure for electing representatives of students and doctoral students, including the rules of informing the chairperson of the university election committee about the dates and results of the election, as well as their term of membership of the Senate, shall be specified in the rules and regulations of the student self-government and the rules and regulations of the doctoral student self-government.

### **§ 31**

1. The Senate shall adopt resolutions at sessions in the presence of at least half of the statutory number of members.
2. The Senate's sessions shall be attended by a representative of each trade union operating at the University in an advisory capacity.
3. The Rector may invite other persons to participate in the Senate's session.
4. Members of the University Council shall have the right to participate in the Senate's sessions with the right to speak.
5. The procedure for convening sessions and mode of operation of the Senate of Gdańsk University of Technology are set out in Annex No. 4 to the Statute.

## **University Council**

### **§ 32**

1. The tasks of the University Council include:
  - 1) expressing opinion on the draft Strategy of the University;
  - 2) expressing opinion on the draft Statute;
  - 3) monitoring the University's financial management;
  - 4) monitoring the management of the University;
  - 5) proposing candidates for the position of rector following the Senate's opinion;
  - 6) expressing opinion on the report on the implementation of the Strategy.
2. As part of the University's financial management monitoring, the University Council:
  - 1) expresses opinion on the plan of activities and expenditures,
  - 2) approves the report on the implementation of the plan of activities and expenditures,
  - 3) approves the financial statements,
  - 4) selects an audit firm with proper authorisation to audit financial statements to audit the University's annual financial statements in accordance with the generally applicable provisions of law.
3. While performing its tasks, the University Council may request access to the University's documents.
4. The members of the University Council shall act with the University's best interests in mind .

5. The president of the University Council shall submit an annual report on the university council's operations at the last meeting of the Senate in a given calendar year. The report shall be for reference and shall not be voted upon.
6. At the Senate's motion, the university council or the Rector, or on his or her own initiative, the president of the Council shall present the position of the University Council on specific matters.

### **§ 33**

1. The University Council is composed of 7 persons:
  - 1) 6 persons appointed by the Senate, including 5 persons from outside the University and 1 person from the University's community;
  - 2) the President of the student self-government.
2. The President of the student self-government holding office on the date of electing the other members of the Council shall become a member of the Council on the day of the election. His or her membership of the University Council shall expire on the day when a newly elected president of the student self-government assumes his or her position. The newly elected president shall become a member of the University Council on the following day.
3. The member of the University Council referred to in section 1, item 1 of this paragraph shall be entitled to a monthly salary, whose amount may not exceed 67% of the minimum monthly basic salary of a professor at a public university, as specified in the regulations issued pursuant to Article 137(2) of the Act. The amount of the salary shall be determined by the Senate at the first ordinary session held in the academic year in which the term of office of the University Council begins.

### **§ 34**

1. A member of the University Council may be a person who meets the requirements specified in Article 20(1)(1) to (7) of the Act.
2. The provisions of Article 19 of the Act of 16 December 2016 on the principles of managing state property (i.e. Journal of Laws of 2018, item 1182) shall apply to the members of the university Council.
3. Membership of the University Council may not be combined with the function of a body of Gdańsk University of Technology or another university, or employment in public administration.

### **§ 35**

1. The term of office of the University Council shall be 4 years and shall begin on 1 January of the year following the year in which the term of office of the Senate began.
2. The members of the University Council shall be appointed and dismissed by the Senate in accordance with the procedure specified in the Election Rules and Regulations of Gdańsk University of Technology, which constitute Annex No. 5 to the Statutes.
3. The same person may be a member of the University Council for not more than two consecutive terms of office. The period referred to in § 37 section 4 of the Statute shall not be included in the number of these terms of office.

### **§ 36**

1. The position of the University Council on matters falling within its competence shall be expressed in the form of a resolution.
2. The University Council shall pass resolutions at its sessions in the presence of at least 1/2 of the statutory number of members.
3. Sessions of the University Council shall be held at least 4 times a year, but not less frequently than every 4 months. The sessions shall be convened by the president of the university council.
4. A session of the University Council may be also convened at the request of the Rector or the Senate. In such a case, the president of the council shall convene a session immediately, not later than within 10 days from the date of receiving the request.

5. The University Council shall pass resolutions on the tasks specified in the Act not later than within 14 days from the date of receiving the request of the Rector or the Senate, unless the requestor indicates a longer time limit.
6. The president of the University Council shall provide the Rector with the council's resolutions without undue delay.
7. The president of the University Council may invite other persons to participate in a session of the university council.
8. Administrative services are provided to the Council by an organizational unit indicated by the Rector.
9. The University Council rules of conduct in matters not regulated by the Statute shall be specified in the rules and regulations enacted by it.

### **§ 37**

1. A member of the University Council may be dismissed by the Senate in the event of:
  - 1) a gross violation of generally applicable law or the University's internal act;
  - 2) acts or omissions that impair the dignity of the University.
2. A resolution on the dismissal of a member of the University Council shall require an absolute majority of votes in the presence of at least half of the number of Senate members.
3. Membership of the University Council shall expire in the event of:
  - 1) death;
  - 2) resignation from membership;
  - 3) failure to submit the declaration referred to in Article 7(1) of the Act specified in Article 20(1)(5) of the Act;
  - 4) failure to submit the information referred to in Article 7(3a) of the Act specified in Article 20(1)(5) of the Act, or
  - 5) no longer meeting the requirements specified in Article 20(1) of the Act.
4. If membership of the University Council ceases before the end of the term of office, the Senate shall immediately elect a new member for the remainder of the term of office.

### **Scientific discipline boards and scientific field boards**

### **§ 38**

The tasks of a scientific discipline board and a scientific field board include:

- 1) conducting proceedings for awarding the academic degrees of doctor and habilitated doctor in the scope of the powers held by the University and appointing doctoral advisors and auxiliary doctoral advisors at the request of persons intending to initiate proceedings for awarding the doctor degree as a result of submitting a dissertation prepared in the self-study mode;
- 2) conducting proceedings for recognition of academic titles;
- 3) performing activities related to education in the doctoral school as defined in separate provisions, including substantive supervision over education in the doctoral school within a given discipline or field of science, and granting consent to the performance of the function of a doctoral advisor;
- 4) defining research directions, strategies and plans within a given discipline or field of science;
- 5) formulating recommendations concerning the HR policy (e.g. recruitment, employment, evaluation, dismissal and promotion) for research staff and research and teaching staff to ensure a high scientific standard in a given discipline or field and expressing opinion on the employment of research staff and research and teaching staff;
- 6) formulating rules concerning the method of allocation and use of funds allotted to a given discipline or field of science at the faculty as part of a subsidy.

### **§ 39**

1. The Rector can establish and dissolve the scientific discipline boards and scientific field boards after consultation with the Senate. Only one board may be created for a given discipline or field of science.
2. A scientific discipline board shall be composed of 12 to 24 members, while a scientific field board shall be composed of 18 to 36 members. The strength of individual boards shall be determined by the Rector following the Senate's opinion.
3. Scientific field boards shall have equal numbers of representatives of each constituent discipline of science in which the University has the power to award academic degrees.
4. The members of scientific discipline boards and scientific field boards may be research staff and research and teaching staff with the degree of doctor or habilitated doctor, or the title of professor, representing a given discipline or field, where not less than 2/3 of the members of a board are persons with the title of professor or the degree of habilitated doctor or powers equivalent to those resulting from the degree of habilitated doctor. The provisions of Article 20(1)(1) to (7) and (2) to (4) of the Act shall apply accordingly to persons who are members of scientific discipline boards and scientific field boards.
5. A scientific discipline or scientific field board shall be composed of:
  - 1) academic teachers appointed by the Rector – not more than 1/2 members of the board ;
  - 2) academic teachers appointed by election – in the number corresponding to the number of vacancies after the appointment referred to in item 1 of this paragraph. The active and passive voting rights in the election of the members of a scientific discipline board and a scientific field board shall be vested in all academic teachers with the title of professor or the degree of doctor or habilitated doctor, employed at the University at research positions and research and teaching positions on a full-time basis, who declare that they belong to a given discipline or field of science in at least 25%, in accordance with the last declaration submitted under Article 343(7) of the Act.
6. Members of a board who are professors and university professors shall take part in votes as part of proceedings for awarding degrees in sciences and arts. Resolutions shall be passed in the presence of at least half of the members of the board.
7. Representatives of doctoral students appointed by the doctoral student self-government, one in each board , shall take part in the works of scientific discipline boards and scientific field boards.
8. The provisions of Article 20(1)(1) to (7) and (2) to (4) of the Act shall apply accordingly to persons appointed as members of scientific discipline boards and scientific field boards.
9. The rules and regulations of scientific discipline boards and scientific field boards regarding proceedings for the awarding of academic degrees shall be enacted by the Senate.

### **§ 40**

The president of a scientific discipline board or a scientific field board shall be appointed and dismissed by the Rector from among the members of the board with the title of professor or the degree of habilitated doctor, or powers equivalent to those resulting from the degree of habilitated doctor. The appointment shall take place after consultation with the deans of the faculties where the discipline or field of science is represented.

### **§ 41**

1. A member of a scientific discipline board or a scientific field board shall be appointed for a 4-year term of office, which coincides with the Rector's terms of office.
2. Membership of a scientific discipline board or a scientific field board shall cease in the event of:
  - 1) resignation of a member of the board submitted in writing to the Rector,
  - 2) termination of employment at the University or termination of employment as a research employee or research and teaching employee,
  - 3) continuous absence from work for more than 6 months.

## **Rector's conformance check of resolutions passed by University bodies**

### **§ 42**

1. The Rector can suspend the execution of a resolution of the Senate, the University Council, a scientific discipline board or scientific field board which is in contravention of the provisions of generally applicable law, the Statute or the current Strategy of the University. When suspending the execution of the resolution, the Rector shall indicate the scope of the breach and formulate recommendations concerning further proceedings.
2. If the body which passed the resolution fails to respond to the Rector's recommendations within 2 months from the date of their submission, the suspended resolution shall expire.
3. If the Rector's motion is accepted within the time limit specified in section 2 of this paragraph, the body shall take another vote on the resolution at the next meeting.
4. If the resolution violating the provisions of law is re-passed by the body, the Rector shall notify the minister competent for higher education and science.
5. The provisions of section 1 of this paragraph shall not apply if the provisions in force provide for a different procedure.

### **§ 43**

The University Council may formulate written motions or suggestions regarding acts issued by the Rector if such acts are in contravention of the provisions of the generally applicable law or the Statute, or the University's interest. The Rector shall respond to such a motion in writing within 2 months.

### **§ 44**

The provisions of the Act of 14 June 1960 – Code of Administrative Procedure shall apply to proceedings before the University's bodies regarding individual cases settled by an administrative decision, to the extent not regulated by the University's Statute or by separate regulations.

### **§ 45**

The rules and procedures of preparing, issuing, announcing and registering the University's internal acts shall be specified in the Rector's decree.

## **IV. EXECUTIVE POSITIONS**

### **General provisions**

### **§ 46**

1. The following executive positions as understood in the Act can be held at the University:
  - 1) Vice-Rector,
  - 2) Dean,
  - 3) Director of a university institute.
  - 4) Director of the doctoral school.
2. The scope of tasks of persons performing managerial functions is specified in the organizational rules and regulations of the University.
3. The Rector shall appoint persons to perform managerial functions for a period not longer than until the end of his or her term of office and may dismiss such persons before the end of his or her term of office.
4. The same person may be appointed to perform a managerial function by a new Rector for his or her term of office. The number of periods of performing managerial functions by a given person is not limited, subject to the case referred to in § 48 section 7.



5. Article 20(1)(1) to (5) and (4) of the Act shall apply accordingly to the persons appointed to perform managerial functions referred to in section 1 of this paragraph.
6. The Rector grants a written power of attorney or authorisation to the person performing a managerial function to make declarations of will on behalf of the University in the scope of the function performed.

## **Vice-Rector**

### **§ 47**

1. The task of a Vice-Rector is to assist the Rector in managing the University's activities in the entrusted area.
2. The number of Vice-Rectors shall be determined by the Rector-Elect or Rector, where the number of Vice-Rectors shall not exceed 5.
3. The position of Vice-Rector may be held by a person employed at the University as the place of primary employment, holding the title of professor or the degree of habilitated doctor, or powers equivalent to those resulting from the degree of habilitated doctor, subject to section 4.
4. A Vice-Rector whose scope of responsibilities includes students' affairs may be a person employed at the University as the place of primary employment, holding the title of professor or the degree of habilitated doctor, or powers equivalent to those resulting from the degree of habilitated doctor, or employed at the position of a university professor.
5. The appointment of a Vice-Rector whose scope of responsibilities includes students' or doctoral students' affairs shall be agreed with the student self-government or the doctoral student self-government respectively. The failure of the student self-government or the doctoral student self-government to take a position within 2 weeks from the date of the Rector's submitting a proposal shall be regarded as consent.

## **Dean**

### **§ 48**

1. The Dean is the head of a faculty.
2. The Dean shall be appointed and dismissed by the Rector. The appointment of the Dean requires consultation with the faculty council.
3. The Dean shall be accountable to the Rector for all aspects of the faculty's functioning within the scope of the powers specified in the organizational rules and regulations of the University.
4. The position of Dean may be held by a person employed at the University as the place of primary employment, holding the title of professor or the degree of habilitated doctor, or powers equivalent to those resulting from the degree of habilitated doctor, or employed at the position of a university professor.
5. The detailed scope of the Dean's duties shall be determined by the Rector.
6. The Dean shall define the duties of the faculty's organizational units and shall supervise their implementation.
7. The same person may hold the office of the Dean for not more than two consecutive terms.
8. In the event of dismissal or expiry of the Dean's function and the supplementary appointment of the Dean for the period until the end of the term of office, this period shall not be included in the number of terms of office referred to in section 7 of this paragraph.

## **Director of a university institute**

### **§ 49**

An institute is headed by a director holding the title of professor or the degree of habilitated doctor, or powers equivalent to those resulting from the degree of habilitated doctor, employed at the University as the place of primary employment.

## **Director of the doctoral school**

### **§ 50**

1. The doctoral school shall be headed by the director.
2. The position of the director may be held by a person with the title of professor and employed at the University as the primary place of employment.
3. The director shall be appointed by the Rector after consultation with the Senate and the doctoral student self-government.
4. The failure of the doctoral student self-government to take a position on the appointment of the director within 14 days shall be regarded as consent.

## **Ombudsman**

### **§ 51**

1. The University shall appoint the Ombudsman who protects academic rights and values.
2. The Ombudsman is impartial, acts in the University's best interest and complies with the principle of equal treatment of all members of the academic community based on merits.

### **§ 52**

1. The Ombudsman's tasks include in particular:
  - 1) conducting mediation and resolving disputes between members of the University's community,
  - 2) taking care of the good image of the University.
2. In order to perform his or her tasks, the Ombudsman shall have the right to:
  - 1) submit requests to the University's bodies or to persons holding managerial positions at the University;
  - 2) have access to the University's documents, to the extent necessary for the performance of the Ombudsman's tasks, unless the generally applicable provisions of law provide otherwise;
  - 3) take part in meetings of the University's collegial bodies with the right to speak;
  - 4) participate, as an observer, in all stages of proceedings related to the disciplinary liability of members of the University's community, including to present his or her position on the matter to the disciplinary proceedings representative or the disciplinary committee.
3. A single-person body, the president of a collegial body or a person holding a managerial position shall be obliged to respond to the Ombudsman's written request referred to in section 2, item 1 of this paragraph. The response shall be given in writing within 14 days from the date of delivery of the request.
4. If it is impossible to respond to the Ombudsman's request within the time limit referred to in section 3, the relevant body shall be obliged to notify the Ombudsman about the actions taken to respond and about the expected date of giving the response.

### **§ 53**

1. The position of the Ombudsman may be held by an academic teacher with at least the degree of doctor, employed at the University as the primary place of employment.
2. An Ombudsman candidate may be proposed by:
  - 1) a group of at least 5 members of the Senate,

- 2) a group of at least 10 University employees,
  - 3) the student and doctoral student self-government jointly,
  - 4) trade unions operating at the University.
3. The function of the Ombudsman shall not be combined with a function of the University's body, with a membership of the University's body, managerial functions at the University or the function of a unit manager.
  4. The Ombudsman shall be appointed by an absolute majority of votes in the presence of at least half of the statutory number of Senate members.

#### **§ 54**

1. The Ombudsman's term of office shall be 4 years and shall begin on 1 January of the year following the year in which the Rector's term of office commences.
2. The Ombudsman may be dismissed by the Senate before the expiry of the term of office at the request of at least 1/4 of the statutory number of Senate members, under a resolution passed by an absolute majority of votes in the presence of at least half of the statutory number of Senate members.

## **V. ORGANIZATIONAL STRUCTURE**

### **General provisions**

#### **§ 55**

1. The organizational units of Gdańsk University of Technology include:
  - 1) faculty,
  - 2) institute,
  - 3) centre,
  - 4) doctoral school,
  - 5) school,
  - 6) Library,
  - 7) department,
  - 8) sub-unit,
  - 9) laboratory.
2. The units referred to in section 1, items 1 and 3 to 6 of this paragraph are university units.
3. The units referred to in section 1, items 7 to 9 of this paragraph are units operating within university units.
4. The unit referred to in section 1, item 2 of this paragraph may be a university unit or a unit operating within a faculty.

#### **§ 56**

1. Intradisciplinary or interdisciplinary centers and research, application, commercialisation or educational teams may also be established at the University.
2. The centers and teams referred to in section 1 of this paragraph may have an inter-academic, university or interdepartmental character.
3. The centers and teams referred to in section 2 of this paragraph shall be appointed by the Rector.
4. The centers and teams at a faculty are appointed by the Dean.

## Faculty

### § 57

1. A faculty is an organizational unit of the University established to conduct educational activities, scientific research, industrial research, research and development or commissioned research for the benefit of the socio-economic environment.
2. The organizational structure of a faculty shall be approved by the Rector at the Dean's request.

### § 58

1. The Rector shall appoint a Vice-Dean at the Dean's request.
2. The number of Vice-Deans shall be determined by the Rector at the Dean's request.
3. A Vice-Dean shall be dismissed by the Rector at the Dean's request.
4. The position of a Vice-Dean may be held by a person employed at the University as the primary place of employment, having at least the academic degree of doctor.
5. The same person may be appointed for more than one term of office.
6. The Dean shall be obliged to agree upon the candidate for the Vice-Dean for students' affairs with the faculty's student self-government.

### § 59

1. The faculty council is the faculty's consultative and advisory body.
2. The tasks of the faculty council include in particular:
  - 1) expressing opinion on the candidate for the position of dean proposed by the Rector-Elect or the Rector;
  - 2) expressing opinion on the faculty's strategy and expressing opinion on the report of its implementation on an annual basis.
  - 3) expressing opinion on the programs of study carried out at the faculty;
  - 4) expressing opinion on the diploma award rules,
  - 5) expressing opinions on the employment of teaching staff.
3. The faculty council is composed of:
  - 1) Dean;
  - 2) Vice-Deans;
  - 3) 5 to 10 representatives of professors and habilitated doctors;
  - 4) 5 to 10 representatives of other academic teachers (hereinafter referred to as ATs);
  - 5) 3 to 5 representatives of employees who are not ATs;
  - 6) representatives of students, representing not less than 20% of the faculty council members number.
4. The faculty's rules of conduct shall be determined by the Dean.
5. The number of elective representatives in the faculty council shall be determined by the person appointed to serve as Dean.
6. The term of office of the faculty council shall be 4 years and shall coincide with the Rector's term of office.
7. The rules of electing the elective members of the faculty council are specified in the Election Rules and Regulations of Gdańsk University of Technology, which constitute Annex No. 5 to the Statutes.
8. A representative of each trade union operating at the faculty shall participate in the meetings of the council. He or she shall have the right to speak on employee matters.

## **§ 60**

1. Institutes may be established at the faculty.
2. The director a faculty institute shall be appointed and dismissed by the Rector at the Dean's request.
3. At the request of the director of a faculty institute, the Dean shall appoint and dismiss the vice-directors of the faculty institute. The position of a vice-director may be held by persons employed at the University as the primary place of employment.

## **Institute**

## **§ 61**

1. An institute is an organizational unit of the University, conducting research, research and development or educational activity or training in specialised courses of study.
2. At the request of the director of an institute, the Rector shall appoint and dismiss vice-directors of the institute. The position of a vice-director may be held by persons employed at the University as the primary place of employment.
3. The rules for the establishment, operation and closing of an institute shall be determined by the Rector.

## **Center**

## **§ 62**

1. A center may be established to perform teaching, research and development, service, commercialisation and application tasks or to cooperate with the economic or social environment.
2. The rules for the establishment, operation and closing of a center shall be determined by the Rector.

## **Doctoral school**

## **§ 63**

1. A doctoral school is an organizational unit in which doctoral students are educated.
2. At the request of the school director, the Rector shall appoint and dismiss school vice-directors. The position of a vice-director may be held by persons employed at the University as the primary place of employment.
3. The rules of operation of doctoral schools are specified in § 93-§ 98 of the Statute.

## **School**

## **§ 64**

1. A school is an organizational unit of the University in which post-graduate studies or other forms of education, such as in particular training, courses, workshops, may be conducted.
2. The rules for the establishment, operation and closing of a school shall be determined by the Rector.

## **Library**

## **§ 65**

1. The Library of Gdańsk University of Technology (hereinafter referred to as the GUT Library) is a university organizational unit with research, teaching and service tasks. The GUT Library, along

with its branches at the faculties, constitutes the uniform library and information system of Gdańsk University of Technology.

2. The rules of operation of the GUT Library are specified in § 110 of the Statute.

## **Department**

### **§ 66**

1. A department may be established when it employs at least one person with the title of professor or two persons with the degree of habilitated doctor, or with powers equivalent to those resulting from the degree of habilitated doctor.
2. The task of a department is to conduct teaching, research and research and development activities.
3. The head of a department shall be appointed and dismissed by the Rector at the request of the Dean or the director of a university institute.
4. The position of the department head may be held by a person who holds the title of professor or the degree of habilitated doctor, or powers equivalent to those resulting from the degree of habilitated doctor. The head of a department shall remain in office not longer than until the end of the academic year in which he or she turned 70.
5. The department head's term of office shall be 4 years and shall begin on 1 September in the year following the election of the Rector.
6. At the request of the department head, the Dean may appoint a vice-head of the sub-faculty.
7. The function of the department head cannot be combined with the function of Rector and the managerial function of Dean.

## **Subunit**

### **§ 67**

1. A subunit may be established to conduct scientific research or educational activity, where at least one employee shall be employed at the position of a university professor.
2. The head of a sub-unit shall be appointed and dismissed by the Dean or the director of a university institute.
3. A person who has at least the academic title of doctor may be the head of a sub-unit .
4. The term of office of the sub-unit head shall be 4 years and shall begin on 1 September in the year following the election of the Rector.
5. The sub-unit head may be dismissed by the Dean or the institute director before the expiry of his or her term of office.

## **Laboratory**

### **§ 68**

1. A laboratory is a separate entity conducting research or development works.
2. A laboratory can be established or closed by the Rector at the request of the relevant head of a university organizational unit.
3. The manager of a laboratory shall be appointed and dismissed by the Rector at the request of the relevant head of a university organizational unit.

## **VI. UNIVERSITY STAFF**

### **§ 69**

The University's staff is composed of academic staff and non-academic staff.

#### **Academic staff**

### **§ 70**

1. Academic staff are employed in the following groups of employees:
  - 1) teaching staff,
  - 2) research staff,
  - 3) research and teaching staff.
2. Academic staff shall be employed at the positions of:
  - 1) professor,
  - 2) university professor,
  - 3) assistant professor,
  - 4) assistant,
  - 5) senior lecturer,
  - 6) language teacher,
  - 7) instructor.
3. The academic staff listed in section 2, items 5 to 7 of this paragraph shall be employed only in the group of teaching staff.
4. The group in which an employee is employed can be changed at the request of the Dean or the director of a university institute or the director of a university center.

### **§ 71**

1. Persons meeting the criteria specified in the Act and the conditions specified in sections 2 to 6 of this paragraph may be academic teachers at individual positions.
2. A person holding the title of professor shall be employed at the position of a professor.
3. A person holding the degree of habilitated doctor or with equivalent powers resulting from the degree of habilitated doctor shall be employed at the position of a university professor.
4. The position of a university professor may be held by a person holding the degree of doctor and significant achievements of the following nature:
  - (a) teaching or professional — in the case of teaching employees;
  - (b) scientific or artistic — in the case of research employees;
  - (c) scientific, artistic or teaching — in the case of research and teaching employees.
5. A person who holds the degree of doctor shall be employed at the position of an assistant professor.
6. A person with the professional title of master of arts, master of science or equivalent may be employed at the position of a senior lecturer, assistant, language teacher or instructor.

### **§ 72**

The first employment contract with an academic teacher at Gdańsk University of Technology shall be concluded for:

- 1) an indefinite period of time, or
- 2) a specified period of time up to 4 years.

### **§ 73**

1. When employed at the position of a university professor for the first time, a person who does not have the degree of habilitated doctor or powers equivalent to those resulting from the degree of habilitated doctor shall be employed for a period not exceeding 6 years.

2. A candidate for the position of a university professor who does not have the degree of habilitated doctor or powers equivalent to those resulting from the degree of habilitated doctor shall present a programme of activity to the Rector.
3. The period of work at the position of a university professor may be extended for an indefinite period of time if the implementation of the programme referred to in section 2 of this paragraph is positively evaluated.

#### **§ 74**

1. The employment relationship with an academic teacher is established based on an employment contract.
2. The University Council grants consent for the Rector to perform additional paid activities under the conditions specified in the Act.
3. The University Council grants consent for an academic teacher employed at the University as the primary place of employment to assume additional employment under the conditions specified in the Act.

#### **§ 75**

1. The employment relationship with an academic teacher shall be concluded and terminated by the Rector.
2. The employment relationship with an academic teacher may be terminated by the Rector at the request of the employee, Dean or director of an organizational unit or at the Rector's initiative after obtaining the opinion of the unit's council if the unit has one. The council's opinion shall not be required in the event of:
  - 1) termination of the employment relationship by mutual agreement of the parties or termination by the employee;
  - 2) termination of the employment relationship with an academic teacher without notice.
3. The Rector declares the expiry of the employment relationship in the cases specified in the Act.
4. If the employment relationship with an academic teacher is terminated at the end of a term, the end of a term shall be understood as the last day of February or 30 September respectively.

#### **§ 76**

1. The establishment of the first employment relationship with an academic teacher at the University for a period longer than 3 months, in excess of half of the full working time, shall take place after an open competition.
2. The competition shall be announced by the Rector, the Dean or the director of a university organizational unit. The competition shall be announced by making its terms and conditions public, in particular on the websites referred to in Article 119(3) to (4) of the Act.
3. The announcement of a competition for the position of a professor and a university professor shall require the Rector's consent.
4. The competition committee shall be appointed by the Rector, the Dean or the director of a university unit.
5. If the competition concerns the position of a professor and a university professor, the chairperson of the committee shall be a person with the title of professor and the other members shall have at least the title of habilitated doctor.
6. The competition committee shall provide the Rector, the Dean or the director with information about the progress of the competition and a motion regarding its result. The council of the organizational unit shall express its opinion on the motion of the competition committee. The decision on employment shall be made by the Rector.
7. The provisions on competition procedures shall not apply in the cases specified in Article 119(2) of the Act.



## **Disciplinary liability of academic staff**

### **§ 77**

An academic teacher shall bear disciplinary liability for disciplinary offences which constitute acts in conflict with the duties of the academic teacher or the dignity of the academic teacher profession according to the rules specified in the Act.

### **§ 78**

1. The disciplinary committee for academic teachers shall be appointed to adjudicate in disciplinary procedures against academic teachers (hereinafter referred to as the disciplinary committee for ATs).
2. The disciplinary committee for ATs shall be competent in the matters specified in the Act.
3. The term of the disciplinary committee for ATs shall be 4 years and shall begin at the beginning of the Senate's term of office.

### **§ 79**

1. The disciplinary committee for ATs is composed of 7 members.
2. The committee for ATs is composed of:
  - 1) 6 academic teachers, including at least 3 with the degree of habilitated doctor and 2 with the title of professor;
  - 2) 1 representative of the student self-government.
3. At the request of the person concerned, a representative of the designated trade union operating at the University may participate in the meetings of the disciplinary council for ATs.

### **§ 80**

1. A member of the disciplinary committee for ATs may not be a person:
  - 1) subjected to a legally binding disciplinary penalty referred to in Article 276(1) of the Act;
  - 2) convicted by a final and legally binding judgment for an intentional offence.
2. Membership of the disciplinary committee for ATs may not be combined with membership of any other disciplinary committee of the University.
3. Persons performing the functions of the University's bodies, persons being members of the University's bodies, persons performing managerial functions at the University and persons performing the functions of unit managers may not be members of the disciplinary committee for ATs.
4. Persons performing the functions of the University's bodies, persons being members of the University's bodies, persons performing managerial functions at the University and persons performing the functions of unit managers may be members of the disciplinary committee for ATs after four years from ceasing to perform such functions.
5. The members of the disciplinary committee for ATs may perform their functions for not more than two consecutive terms.

### **§ 81**

1. The members of the disciplinary committee for ATs referred to in § 79 section 2, item 1 of the Statute shall be elected by the Senate from among academic teachers employed at the University. Any member of the Senate or a group of at least 5 academic teachers may propose a candidate.
2. The member of the disciplinary committee for ATs referred to in § 79 section 2, item 2 of the Statute shall be elected by the resolution-passing body of the student self-government from among all the students of the University. Candidates may be proposed by each student.
3. The members referred to in sections 1 to 2 of this paragraph shall be elected by an absolute majority of votes in the presence of at least half of the statutory number of members.

## **§ 82**

1. At the first meeting, chaired by the oldest member of the disciplinary committee for ATs, the committee shall elect the chairperson and his or her deputy from among the members of the committee.
2. A teacher with the title of professor or the degree of habilitated doctor may be the chairperson and his or her deputy.
3. The chairperson of the disciplinary committee for ATs shall appoint an adjudicating panel composed of three persons to examine a case pending before the committee, including the presiding member of the adjudicating panel, taking into account the requirement referred to in Article 291(3) of the Act.

## **§ 83**

1. The members of the disciplinary committee for ATs shall undergo compulsory training in the scope of disciplinary proceedings and, in particular, intellectual property rights.
2. In the event of failure to undergo the training, a member of the disciplinary committee shall be unable to participate in any proceedings pending.

## **§ 84**

1. Membership of the disciplinary committee shall end before the expiry of the term of office in the event of:
  - 1) election to perform the function of a body, to be a member of a body or to perform a managerial function at the University or the function of a unit manager;
  - 2) loss of the status of a student or a doctoral student at the University or a transfer to another university;
  - 3) termination of the employment relationship of an academic teacher at the University;
  - 4) a final and legally binding disciplinary penalty referred to in 276(1) of the Act or conviction with a final and legally binding judgment for an intentional offence;
  - 5) a resignation submitted in writing;
  - 6) death.
2. At the written request of a member or the chairperson of the disciplinary committee for ATs, the Senate may dismiss a member of the committee due to:
  - 1) long-term illness,
  - 2) long-term absence at the University,
  - 3) any other long-term obstacle preventing the performance of duties.
3. In the event of termination of membership or dismissal of a member of the disciplinary committee for ATs, a new member shall be appointed for the remainder of the term of office of the committee.
4. The procedure specified in the provisions above shall apply accordingly to the supplementary election to the disciplinary committee for ATs during the term of office.

## **Employees other than academic teachers**

## **§ 85**

An employment contract with an employee who is not an academic teacher shall be concluded and terminated by the Rector or a person authorised by the Rector at the request of the unit's manager.

## Common provisions

### § 86

1. Each employee shall have the right to submit complaints or requests regarding his or her own employee matters to his or her superior with respect to official channels. The immediate superior shall be obliged to reply within two weeks.
2. The University's bodies shall cooperate with trade unions in the scope resulting from the Labour Code of 26 June 1974, the Act of 23 May 1991 on trade unions and other provisions of law.
3. The terms and conditions of remunerating the University's employees are specified in the Remuneration Rules and Regulations.

## VII. EDUCATION

### § 87

1. Gdańsk University of Technology shall provide education to students on undergraduate and graduate studies, both full-time and part-time.
2. The University may conduct uniform Master's studies.
3. The University may conduct individual multidisciplinary studies, joint studies and dual studies under the terms and conditions specified in the Act.
4. The University shall conduct doctoral programmes in the doctoral school.
5. The University shall provide education on post-graduate studies and as part of other forms of education, in particular: training sessions, courses, including improvement courses.
6. The study rules of studies and the doctoral school, as well as the rights and obligations of students and doctoral students, are set out in the study rules and the doctoral school rules and regulations.
7. The study rules of post-graduate studies and other forms of education are set out in the rules and regulations approved by the Rector. The templates of certificates of completion of post-graduate studies and other forms of education shall be determined by the Rector.
8. The University may conduct other educational activities, including public outreach activities for the benefit of local, regional, national and international communities, implementing the University's third mission.
9. The academic year shall last from 1 October to 30 September and shall be divided into two terms.

### Studies and students

### § 88

1. Admission to studies shall take place through:
  - 1) recruitment,
  - 2) confirmation of learning outcomes,
  - 3) transfer from another Polish or foreign university under the terms and conditions specified in the Act.
2. The Senate shall specify:
  - 1) the terms and conditions, procedure and date of commencement and end of recruitment for studies and the manner in which it shall be conducted;
  - 2) the rules of admission to studies of winners and finalists of central-level contests and the rules of admission to studies of winners of national and international contests;
  - 3) the rules of confirming learning outcomes.
3. The University may conduct proceedings concerning the recognition of foreign university graduate diplomas or proceedings to confirm graduation from studies at a specific level in accordance with

the Act and the relevant regulation of the minister competent for higher education and science.

4. One shall be accepted as a student of Gdańsk University of Technology upon taking the following oath:  
"Upon joining the academic community of Gdańsk University of Technology, I take a solemn oath to:
  - persevere in acquiring knowledge and skills, and train my mind and character with a view to creative and responsible professional work;
  - comply with the study rules, the rules of academic life and academic tradition;
  - act with dignity and honesty, and bear in mind the good name of Gdańsk University of Technology".
5. Studies shall be conducted in a specific field, level and profile on the basis of a study programme in accordance with the study rules. The rules of establishing, managing and closing fields of study shall be determined by the Rector. A study programme shall be reviewed by the student self-government not later than within 14 days from the date of its receipt. In the case of ineffective expiry of this period, the requirement of consultations shall be deemed to have been met.
6. The University may charge fees for educational services listed in the Act under the terms and conditions specified therein. The rules of charging fees, the amount of fees and agreements drafts on the terms and conditions of charging fees shall be determined by the Rector.
7. The rules of awarding the benefits referred to in Article 86(1)(1) to (4) and Article 104 of the Act, including their amount and the detailed criteria and procedures for awarding them, are defined in the rules of benefits determined by the Rector in agreement with the student self-government.

#### **§ 89**

1. Lectures at Gdańsk University of Technology conducted as part of full-time studies shall be open.
2. The University shall create opportunities for highly talented school students to participate in classes provided for in the study programme in accordance with the rules specified in the study rules.

#### **§ 90**

1. The students of Gdańsk University of Technology shall have the right to join university student organisations, in particular science clubs and artistic and sports teams, in accordance with the rules specified in the Act.
2. The Rector shall be immediately notified about the establishment of a new student organization by its body.

#### **§ 91**

1. The students of Gdańsk University of Technology shall form the student self-government, which is the exclusive representative of all the students of the University.
2. The self-government shall act through its bodies, including the president and the resolution-passing body.
3. The student self-government shall operate based on the Act, the Statute and the rules and regulations enacted by the university resolution-giving body of the student self-government.
4. The rules and regulations referred to in section 3 of this paragraph specify the organization and manner of operation of the student self-government and the manner of appointing representatives to the University's bodies, as well as to the college of electors. These rules and regulations shall enter into force after the Rector has ascertained their compliance with the Act and the Statute within 30 days from the date of their submission.
5. The student self-government shall conduct activities at the University in the scope of students' affairs, including social, economic and cultural affairs.
6. The University shall provide conditions necessary for the functioning of the student self-

government and students' activities, including the infrastructure and financial resources that shall be managed by the self-government as part of its operations.

## **Doctoral students**

### **§ 92**

1. The doctoral students of Gdańsk University of Technology shall form the doctoral student self-government. The regulations regarding the student self-government shall apply accordingly to the doctoral student self-government.
2. Doctoral students shall have the right to joint doctoral student organisations at the University. The provisions of the Act on university student organisations shall apply accordingly to doctoral student organisations and associations whose members are only doctoral students, students and employees of the University.

### **§ 93**

1. Doctoral students receive education in the doctoral school, which operates for at least two disciplines of science.
2. The doctoral dissertation may be supervised by:
  - 1) the University on its own,
  - 2) together with other entities, on terms and conditions specified in the agreement.
3. The doctoral school referred to in section 2, item 1 of this paragraph shall be operated as a separate organizational unit of the University.
4. The doctoral school referred to in section 2, item 2 of this paragraph may be operated as a separate organizational unit of the University.
5. The Rector can establish, transform and close the doctoral school and shall conclude agreements concerning its operation with other entities referred to in section 2, item 2 of this paragraph.
6. The provisions of § 94 to § 99 of the Statute shall apply accordingly to the doctoral school referred to in section 2, item 2 of this paragraph, with the powers entrusted to the University in the agreement.

### **§ 94**

1. Recruitment to the doctoral student shall be conducted by way of a competition on the terms and conditions set out by the Senate at the Rector's motion.
2. Admission to the doctoral school shall take place by way of an entry in the list of doctoral students by the director of the doctoral school.
3. Admission to the doctoral student shall be refused by means of an administrative decision.

### **§ 95**

1. A person admitted to the doctoral school shall acquire the rights of a doctoral student after taking an oath before the Rector, Vice-Rector or director of the doctoral school.
2. The text of the oath:

"Upon joining the community of doctoral students of Gdańsk University of Technology, I take a solemn oath to:

  - persevere in acquiring knowledge and skills, and train my mind and character with a view to creative and responsible professional work;
  - comply with the study rules, the rules of the doctoral school and academic tradition;
  - act with dignity and honesty, and bear in mind the good name of Gdańsk University of Technology".

## **§ 96**

1. The organization of education to the extent not regulated by the Act shall be determined in the rules and regulations of the doctoral student enacted by the Senate.
2. The rules and regulations of the doctoral school or amendments thereto shall enter into force at the beginning of a new academic year and shall be adopted at least 5 months before its beginning.
3. The rules and regulations of the doctoral school shall be agreed with the doctoral student self-government. If, the Senate and the doctoral student self-government do not agree on their content within 3 months from the enactment of the rules and regulations, the rules and regulations shall enter into force based on another resolution of the Senate passed by a majority of at least 2/3 of its statutory members.

## **§ 97**

The programme of education in the doctoral school shall be determined by the Senate. The opinion of the doctoral student self-government shall be required to adopt the programme. The doctoral student self-government shall give their opinion on the programme not later than within 14 days from the date of its receipt. In the case of ineffective expiry of this period, the requirement of consultations shall be deemed to have been met.

## **§ 98**

The doctoral school council is a consultative and advisory body to the school director. The procedure for its appointment and its rules of operation are specified in the rules and regulations of the doctoral school.

## **Disciplinary liability of students and doctoral students**

## **§ 99**

1. Students and doctoral students, under the rules specified in the Act, shall bear disciplinary liability for violating the provisions in force at the University and for committing acts that violate the dignity of a student and doctoral student.
2. The Senate shall appoint the following by 30 June of the electoral year for the University's bodies to rule on disciplinary cases regarding students and doctoral students:
  - 1) Disciplinary Committee for Students,
  - 2) Disciplinary Board of Appeal for Students,
  - 3) Disciplinary Committee for Doctoral Students,
  - 4) Disciplinary Board of Appeal for Doctoral Students,
3. The Disciplinary Committee for Students is composed of:
  - 1) 1 academic teacher from each faculty;
  - 2) 1 student from each faculty;
4. The Disciplinary Board of Appeal for Students is composed of:
  - 1) 5 academic teachers, where one faculty may be represented by not more than 1 academic teacher;
  - 2) 5 students, where one faculty may be represented by not more than 1 student.
5. The Disciplinary Committee for Doctoral Students and the Disciplinary Board of Appeal for Doctoral Students are composed of:
  - 1) 5 academic teachers with an academic title or degree;
  - 2) 5 doctoral students.
6. It shall not be possible to be a member of a disciplinary committee and a disciplinary board of appeal at the same time.
7. Candidates for the committees/boards referred to in sections 2 to 5 of this paragraph shall be proposed by:
  - 1) from among academic teachers to the committee/board for students – deans,

- 2) from among academic teachers to the committee/board for doctoral students – the director of the doctoral student,
  - 3) from among students – a university student self-government body,
  - 4) from among doctoral students – a university doctoral student self-government body.
8. A person performing the function of the University's body may be a member of a disciplinary committee after 4 years from ceasing to perform the function.

#### **§ 100**

1. At the first meeting, chaired by the oldest member of a committee, each disciplinary committee shall elect its chairperson and his or her deputies from among the members of the committee – academic teachers.
2. The term of office of a committee shall be 4 years and shall commence at the beginning of the term of office of the University's Senate. The term of office of students and doctoral students who are members of a committee shall be one year.
3. The procedure specified in § 99 sections 2-8 of the Statute shall apply accordingly to the supplementary election to a committee during the term of office.
4. The disciplinary committees shall adjudicate in 5 persons, including 2 representatives of students or doctoral students. The adjudicating panel shall be chaired by the chairperson of a committee or by his or her deputy. The composition of the adjudicating panel shall be determined by the chairperson of a committee. The minutes of committee meetings shall be taken by a keeper of minutes appointed by the Vice-Rector for students from among his or her subordinate staff, at the request of the chairperson of the committee.

#### **§ 101**

The chairperson of a committee shall submit annual reports on the committee's activity to the Senate.

### **VIII. THE RULES OF ALLOCATING THE UNIVERSITY'S PROPERTY, ADMINISTRATION AND THE RULES OF CONDUCTING BUSINESS ACTIVITY BY THE UNIVERSITY**

#### **The rules of allocating the University's property**

#### **§ 102**

1. The University's property shall be allocated by the Rector with the assistance of authorised employees.
2. While performing management activities, each of the persons referred to in section 1 of this paragraph shall be guided by the principles resulting from the generally applicable provisions of law, including public finance regulations.

#### **§ 103**

1. The property of organizational units constitutes a separate part of the University's property.
2. Persons performing managerial functions at the University and managers of the University's organizational units referred to in the Statute or the University's organizational rules and regulations shall allocate and manage the funds and property assigned to them in accordance with the generally applicable regulations and resolutions of the University's bodies and the Rector's decrees.
3. A decision concerning the acceptance of property or the transfer of property with a value lower than the value specified in Article 423 (2) of the Act shall be made by the Rector at the request of the head of an organizational unit after consultation with the chancellor.
4. Pursuant to the rules specified in Articles 38 to 41 of the Act of 16 December 2016 on the rules of managing state property, a state university shall require the consent of the President of the Office

of the General Attorney of the Republic of Poland to perform an act in law with regard to the disposal of fixed assets, as understood in the Accounting Act, and to perform an act in law in the scope of giving these assets to another entity for use for a period longer than 180 days in a calendar year in cases where the market value of these assets or the market value of the subject of the act in law exceeds PLN 2,000,000 (in words: two million zlotys). A request for consent shall be accompanied by the consent of the University Council.

5. Articles 38 to 41 of the Act of 16 December 2016 on the rules of managing state property shall not apply to the performance of commercialisation activities and a contribution to a special-purpose company.
6. In order to determine the rules of using intellectual property, commercialising research results and using the University's property, including the research infrastructure used for commercialisation, the Senate shall enact:
  - 1) the rules of management of copyrights, related rights and industrial property rights and the rules of commercialisation;
  - 2) the rules of using research infrastructure.

#### **§ 104**

1. Gdańsk University of Technology conducts independent financial management based on the plan of works and expenditures, as part of funds obtained from the state budget and local governments, donations, domestic and foreign legacies, as well as on account of its teaching, scientific, service and other paid activities, in accordance with the regulations on public finances.
2. The University keeps accounts in accordance with the Accounting Act, taking into consideration the rules specified in the Act.
3. The rules of conducting financial management by the University's organizational units shall be determined by the Rector.
4. Organizational units draw up plans of works and expenditures within the time limit specified by the Rector. The plans of these units shall form the basis for preparing the University's plan of works and expenditures for a given year, which shall require the opinion of the university council.
5. After consulting the University Council, the Rector shall approve the plan of works and expenditures.
6. The plan of works and expenditures shall be binding upon all the University's organizational units. The Rector shall exercise supervision over the implementation of the plan of works and expenditures with the assistance of the employees indicated in the organizational rules and regulations of the University.
7. The report on the implementation of the plan of works and expenditures prepared by the Rector shall be approved by the University Council.

#### **§ 105**

1. The University has the following funds:
  - 1) basic fund;
  - 2) scholarship fund;
  - 3) people with disabilities support fund;
  - 4) own fund for scholarships for learning outcomes for students and for academic scholarships for employees and doctoral students;
  - 5) other funds provided for in separate provisions.
2. The Rector may establish funds other than those specified in section 1 of this paragraph, specifying the purpose, financial resources for a given fund and the rules of their use.
3. The rules of establishing and using the fund referred to in section 1, item 4 of this paragraph are specified in the rules and regulations approved by the Rector. The rules of awarding scholarships to doctoral students and students shall be determined in agreement with the competent self-governments.



## Administration

### § 106

The Rector shall supervise the University's administration.

### § 107

1. The Chancellor manages, under the Rector's authority, the University's administration and financial affairs, makes decisions regarding the University's property in the scope of ordinary management, except for matters reserved in the Act or the Statute for the University's bodies.
2. The Chancellor shall be employed and dismissed by the Rector.
3. The Chancellor shall report directly to the Rector.

### § 108

1. The Bursar shall perform the duties of the chief accountant, whose powers and responsibilities are specified in separate provisions.
2. The Bursar shall be employed and dismissed by the Rector.
3. The Bursar shall report directly to the Chancellor.

## The rules for conducting business activity

### § 109

1. Gdańsk University of Technology may conduct separate business activities with the scope specified in a deed on the establishment of a separate organizational unit of the University intended to conduct specific activity within the Polish Classification of Activities (PKD).
2. The costs of separate business activities shall be covered from the revenues earned by the unit referred to in section 1 of this paragraph.
3. The University, for the purpose of indirect commercialisation, consisting in acquiring or purchasing interests or shares in companies or acquiring subscription warrants giving the right to subscribe for or acquire shares in companies, in order to implement or prepare the implementation of the results of scientific activities or know-how related to these results, may establish exclusively single-person joint-stock companies, subject to Article 150(1) of the Act, hereinafter referred to as the "special-purpose companies".
4. The University may conduct business activities also in the form of joint-stock companies, a limited partnership or a limited joint-stock partnership in the scope of:
  - 1) building works related to the erection of buildings (PKD 41);
  - 2) accommodation (PKD 55);
  - 3) catering activities (PKD 56);
  - 4) publishing activities (PKD 58);
  - 5) motion picture, video and television programme activities (PKD 59);
  - 6) computer consultancy activities (PKD 62);
  - 7) information technology service activities (PKD 63);
  - 8) activities of holding companies (PKD 64);
  - 9) activities related to fund management (PKD 66);
  - 10) real estate activities (PKD 68);
  - 11) business and other management consultancy activities (PKD 70);
  - 12) architectural and engineering activities; technical testing and analysis (PKD 71);
  - 13) research and development works (PKD 72);
  - 14) market research and public opinion polling (PKD 73);
  - 15) leasing of intellectual property, except for copyrighted works (PKD 74);
  - 16) rental and leasing (PKD 77);
  - 17) organization of conventions and trade shows (PKD 82.30);
  - 18) other out-of-school forms of education (PKD 85);

- 19) medical practice (PKD 86.2);
  - 20) other healthcare activities (PKD 86.90);
  - 21) sports, amusement and recreation activities (PKD 93);
  - 22) other personal service activities (PKD 96).
5. The University may not be a general partner in the companies indicated in section 4 of this paragraph.
  6. The decision on the establishment, transformation or liquidation of the unit referred to in section 1 of this paragraph or the company referred to in section 4 of this paragraph shall be made by the Rector after receiving the opinion of the University Council, taking into account its usefulness in achieving the University's objectives.

## **IX. LIBRARY AND INFORMATION SYSTEM**

### **§ 110**

1. The University has a uniform library and information system based on the GUT Library.
2. The GUT Library is a scientific library open to the public, as well as an element of the national library network and the national documentation and scientific information network.
3. The GUT Library operates based on the organizational rules and regulations of the GUT library, approved by the Rector.
4. The rules of using the University's library and information system by employees, doctoral students and students of Gdańsk University of Technology are specified in the Rules and Regulations for Making Available the Resources of the GUT Library, approved by the Rector. These rules and regulations also specify the rules of using the University's library and information system by persons who are not employees, doctoral students or students of Gdańsk University of Technology. The resources of the library and information system at the University shall be used by way of interlibrary loans on the basis of appropriate agreements concluded with other national and foreign libraries.
5. For the purposes of the University's library and information system, the GUT Library processes the following personal data of persons using this system: first and last name, registered address of residence, current address of residence, e-mail address, telephone number, place of work, name of the university, form and field of studies, year of studies, university ID number, identity document name and number, personal identification number .

## **X. ASSEMBLIES**

### **§ 111**

1. The members of the community of Gdańsk University of Technology shall have the right to organise assemblies at the premises of the University under the terms and conditions specified in the Statute and the Act.
2. Any members of the community of Gdańsk University of Technology organising assemblies at the premises of the University shall be obliged to notify the Rector thereof.
3. Organising an assembly at the premises of the University shall require the Rector's consent.

### **§ 112**

1. A notice of intention to organise an assembly or a request for consent to the organization of an assembly shall be submitted to the Rector in writing at least 24 hours before the beginning of the assembly.

2. In special cases justified by the urgency of the case, the Rector may accept a notice or request within a shorter period of time.

#### **§ 113**

1. The notice of intention to organise an assembly or the request for consent to the organization of an assembly shall include:
  - 1) name of the organiser(s) responsible for the assembly;
  - 2) name of the assembly leader – only if the leader is not the organiser indicated in item 1 of this section;
  - 3) details of the place, date and time of start and the planned duration of the assembly;
  - 4) purpose and programme of the assembly;
  - 5) expected number of assembly participants;
  - 6) rules of keeping order during the assembly, including the names of persons responsible;
  - 7) measures necessary to ensure the safety of the assembly as may be provided by the University;
  - 8) signature of the organiser(s);
  - 9) the request shall be accompanied by a photograph of the leader and his or her written consent to accept the duties of the assembly leader.
2. If the notice does not contain all the data referred to in section 1 of this paragraph, the Rector may request that they be provided within the time limit indicated by the Rector.
3. Failure to provide the data within the time limit specified by the Rector shall be considered a decision not to organise the assembly.

#### **§ 114**

1. The consent for an assembly may be subject to the adjustment of the place, time or means to be applied to the University's capacities.
2. The Rector shall refuse to grant consent for an assembly or shall prohibit an assembly if:
  - 1) its purpose or programme violates the provisions of law or the provisions of the Statute;
  - 2) the assembly may pose a threat to human life or health, or cause damage to property.

#### **§ 115**

1. The time, place and course of an assembly may not:
  - 1) disrupt the performance of the University's activities,
  - 2) pose a threat to human life or health,
  - 3) cause damage to property,
  - 4) pose a threat to the course of another assembly.
2. The organiser and the participants of the assembly shall be obliged to comply with the generally applicable provisions of laws, Statute, internal acts of the University and the principles of good conduct during the assembly or in connection with its organization.
3. The participants of the assembly shall not disrupt the course of the assembly.
4. Persons carrying weapons, explosives, pyrotechnic products or other hazardous materials or tools may not participate in assemblies.

#### **§ 116**

1. The organiser of the assembly shall be accountable to the Rector for its course.
2. The Rector may delegate his or her representative to the assembly.
3. The organiser shall be obliged to:
  - 1) ensure safety and order during the assembly;
  - 2) ensure that the assembly takes place in a peaceful manner and in accordance with law and good practices;
  - 3) cooperate with the Rector or his or her representative during the assembly, including giving him or her the floor outside the set order of speakers;

- 4) execute the orders of the Rector or his or her representative intended to ensure the safety of the participants, secure the University's property or ensure the uninterrupted operation of the University;
- 5) stay in contact with the University's security staff in the event of their arrival at the assembly place;
- 6) inform the participants about the necessity to leave the assembly place after the end or dissolution of the assembly.

#### **§ 117**

1. The leader of the assembly shall be the organiser or a person indicated by him or her in the request referred to in § 112 section 1 of the Statute.
2. The leader shall lead the assembly, including opening and closing it.
3. The leader shall be entitled to:
  - 1) summon a participant of the assembly not to behave in a manner that disrupts the performance of the University's activities, poses a threat to human life or health or that may cause damage to property or pose a threat to the course of another assembly;
  - 2) order the removal of a participant of the assembly who disrupts the performance of the University's activities, poses a threat to human life or health or who may cause damage to property or pose a threat to the course of another assembly;
  - 3) dissolve the assembly if its participants fail to comply with his or her appeals or orders.

#### **§ 118**

Employees, doctoral students and students of the University who:

- 1) attempt to prevent the organization of the assembly or disrupt it;
- 2) fail to comply with the appeals or orders of the assembly leader or the Rector's representative;
- 3) convene the assembly without the required notification, consent or contrary to the Rector's prohibition;
- 4) violate the generally applicable provisions of law, the provisions of the Statute or internal acts of the University

shall bear disciplinary liability as referred to in this Statute, irrespective of other types of legal liability.

#### **§ 119**

1. The Rector or his or her representative shall dissolve the assembly if it:
  - 1) violates the provisions of law, the Statute, internal acts of the University or the principles of good conduct;
  - 2) may pose a threat to human life or health or may cause damage to property;
  - 3) goes beyond the purpose specified in the request.
2. The assembly shall be dissolved upon the public announcement of this information to the participants of the assembly after having warned the participants twice about the possibility of its dissolution.
3. Upon the dissolution of the assembly by the Rector or his or her representative, or upon the closing of the assembly by its leader, the participants of the assembly shall be obliged to leave the assembly place without undue delay.

## **XI. TRANSITION AND FINAL PROVISIONS**

#### **§ 120**

1. The Rector of Gdańsk University of Technology elected for the 2016-2020 terms of office shall perform his or her function until the end of the term of office.
2. The Senate of Gdańsk University of Technology elected for the 2016 to 2020 term of office shall continue until the end of its term of office in its current composition.

3. The term of office of the first University Council, which was appointed under the resolution of the Senate of Gdańsk University of Technology of 13 March 2019, shall continue until 31 December 2020.

#### **§ 121**

1. The first scientific discipline boards and scientific field boards referred to in § 38 of the Statute shall be established for the period from 1 October 2019 to 31 August 2020, where the election of elective parts of scientific discipline boards or scientific field boards shall take place by 30 June 2019.
2. During the period referred to in section 1 of this paragraph, the scientific discipline boards and scientific field boards shall perform only the tasks referred to in § 38, items 1-2 of the Statute, while the tasks referred to in § 38, items 3-6 of the Statute shall be performed by the deans after consultation with the faculty councils.

#### **§ 122**

The university college of electors elected for the 2016 to 2020 term of office shall operate until the end of its term of office.

#### **§ 123**

1. The Vice-Rectors, Deans and Vice-Deans elected under the Statute referred to in § 138, section 2 of the Statute, pursuant to the Act, shall cease to perform their function on 30 September 2019.
2. The Rector shall appoint persons to perform the managerial functions referred to in § 46 section 1 of the Statute for the period from 1 October 2019 to 31 August 2020, on the terms and conditions and in the manner specified in the Statute, subject to sections 4-6 of this paragraph.
3. As from 1 October 2019, persons performing managerial functions shall perform the tasks specified in the Statute.
4. The student self-government and doctoral student self-government shall express their opinion referred to in § 47 section 4 of the Statute in the period from the date of enactment of the Statute until the day preceding the effective date of the Statute.
5. Until 31 August 2020, the opinion referred to in § 48 section 2 of the Statute shall not be required to appoint Deans.
6. The Senate shall express the opinion referred to in § 50 section 3 of the Statute in the period from the date of enactment of the Statute until the day preceding the effective date of the Statute.
7. The Rector shall appoint, at the request of Deans, the Vice-Deans referred to in § 58, section 1 of the Statute, for the period from 1 October 2019 to 31 August 2020, subject to § 58, section 6 of the Statute.

#### **§ 124**

The Senate shall appoint the Ombudsman for academic rights and values referred to in § 51, section 1 of the Statute for the period from 1 November 2019 to 31 December 2020.

#### **§ 125**

1. As of 30 September 2019, under the Act, the term of office of the faculty council being the University's collegial bodies shall expire. As of 1 October 2019, the councils shall become consultative and advisory bodies to the deans referred to in § 59 section 1 of the Statute.
2. The faculty councils referred to in section 1 of this paragraph shall operate by 31 August 2020 on the terms and conditions set out in § 59 of the Statute.

#### **§ 126**

1. The provisions of the repealed Act of 27 July 2005 on Higher Education (hereinafter referred to as the Repealed Act) and the provisions issued pursuant to Article 151(1) of this Act until 30

September 2020 shall apply to the employment contracts applicable as of 1 October 2018 and concluded in the period from that day until 31 December 2018.

2. Academic teachers who, as of 1 October 2018, are teaching and research, teaching or research employees shall be employed respectively in the groups of research and teaching, teaching or research employees referred to in § 70 section 1 of the Statute.
3. The University's employees employed on the basis of appointment as of 1 October 2018 shall remain employed in the same form and for the same period. The provisions of section 1 of this paragraph shall apply accordingly to these employees.
4. An opinion on the termination of the employment relationship with an appointed academic teacher as referred to in Article 125 of the Repealed Act shall be given, as from the date of entry into force of the Statute, by the competent faculty council referred to in the second sentence of Article 125, section 1, second sentence of the Statute.
5. By 30 September 2020, the positions of persons employed on the basis of appointment, excluding the position of a reader, shall be adjusted to the positions specified in the Act and the Statute.
6. By 30 September 2020, academic teachers shall be issued ID cards and their validity shall be confirmed on existing terms.

## **§ 127**

1. A person employed, as of the date of entry into force of the Statute, at the position of:
  - 1) full professor,
  - 2) associate professor with the academic title of professor,
  - 3) visiting professor with the academic title of professorshall be employed at the position of a professor referred to in § 70 section 2, item 1 of the Statute in one of the groups referred to in section 1 of this paragraph.
2. A person employed, as of the date of entry into force of the Statute, at the position of:
  - 1) associate professor,
  - 2) visiting professor,
  - 3) assistant professor with the academic degree of habilitated doctor,
  - 4) senior lecturer with the academic degree of habilitated doctorshall be employed at the position of a professor referred to in § 70 section 2, item 2 of the Statute in one of the groups referred to in section 1 of this paragraph.
3. A person employed, as of the date of entry into force of the Statute, at the position of:
  - 1) assistant professor with the academic degree of doctor,
  - 2) assistant with the academic degree of doctor,
  - 3) senior lecturer with the academic degree of doctor
  - 4) lecturer with the academic degree of doctorshall be employed at the position of an assistant professor referred to in § 70 section 2, item 3 of the Statute in one of the groups referred to in section 1 of this paragraph.
4. A person employed, as of the date of entry into force of the Statute, at the position of an assistant shall be employed at the position of assistant referred to in § 70 section 2, item 4 of the Statute in one of the groups referred to in section 1 of this paragraph.
5. Person employed, as of the date of entry into force of the Statute, at the position of:
  - 1) assistant,
  - 2) senior lecturer,
  - 3) lecturermay be employed at the position of an assistant or a senior lecturer referred to in § 70 section 2, item 4 or 5 of the Statute in the group referred to in section 1 of this paragraph. Employment in one of these positions may take place only at the request of the head of a university unit.
6. A person employed, as of the date of entry into force of the Statute, at the position of a language teacher shall be employed at the position of a language teacher referred to in § 70 section 2, item 6 of the Statute in the group referred to in section 1 of this paragraph.

7. A person employed, as of the date of entry into force of the Statute, at the position of an instructor shall be employed at the position of an instructor referred to in § 70 section 2, item 7 of the Statute in the group referred to in section 1 of this paragraph.
8. A person employed before 1 October 2018 at the position of a reader on the basis of appointment for an indefinite period of time shall remain in the position until the end of the period indicated in the appointment letter, but not longer than until the end of the academic year in which he or she turned 67 if he or she acquired the right to retirement. If, after turning 67, a person at the position of a reader has not acquired the right to retirement, the termination of employment shall take place at the end of the academic year in which he or she acquires the right.

#### **§ 128**

1. Academic teachers who, as of the date of entry into force of the Act, are certified librarians and certified documentation and scientific information employees shall remain academic teachers, but not longer than until 30 September 2020.
2. The persons referred to in section 1 and occupying the position of a library assistant professor shall remain in the current position to termination of the employment relationship. The qualification requirements for this position in force as of the date of entry into force of the Act shall be kept.

#### **§ 129**

The term of office of the disciplinary committees referred to in Article 142(1)(1) of the Repealed Act shall end as of 31 August 2020.

#### **§ 130**

1. Any studies commenced before the 2019/2020 academic year shall be conducted on the basis of the existing education programmes.
2. In the period from 1 May 2019 to 31 December 2021, Gdańsk University of Technology may establish, without the required permit, studies in fields assigned to disciplines in which the University has the right to grant the degree of habilitated doctor.
3. Contracts with students concluded before the 2019/2020 academic year shall remain in force. The provisions of the Repealed Act shall apply to these contracts.

#### **§ 131**

1. Any doctoral studies commenced before the 2019/2020 academic year shall be conducted on the existing terms and conditions but not longer than until 31 December 2023.
2. From 1 October 2019 to 31 December 2023, substantive supervision over the doctoral studies referred to in section 1 of this paragraph shall be exercised by the competent scientific discipline boards or scientific field boards. If no scientific discipline board or scientific field boards is appointed for a given discipline or field, substantive supervision shall be exercised by the Senate.
3. From 1 October 2019 to 31 December 2023, doctoral student self-government shall be formed by the doctoral students referred to in Article 215(1) of the Act, as well as the participants of doctoral studies referred to in section 1 of this paragraph.
4. Any doctoral dissertation procedures and procedures for awarding the degree of habilitated doctor initiated before 30 April 2019 and not completed shall be conducted as of the date of entry into force of the Statute by the scientific discipline boards or scientific field boards, or – if no appropriate board is appointed – by the Senate.
5. Activities related to procedures for awarding the academic title of professor initiated before 30 April 2019 and not completed shall be conducted from the date of entry into force of the Statute by the Senate.

## **§ 132**

1. Starting from 1 October 2019 to 31 December 2023, the rules of benefits for students referred to in § 88 section 7 of the Statute shall apply accordingly to doctoral students who started doctoral studies before the 2019/2020 academic year.
2. Participants of full-time doctoral studies commenced before the 2019/2020 academic year may receive the doctoral scholarship referred to in Article 200(1) of the Repealed Act, in an amount not less than 60% of the minimum basic salary of an assistant referred to in the provisions issued pursuant to Article 151(1) of the Act, and the doctoral scholarship increase referred to in Article 200a(1) of that Act.

## **§ 133**

1. The terms of office of the disciplinary committees referred to in Article 213(1) and in Article 226(2) of the Repealed Act initiated before the date of entry into force of the Act referred to in § 3(3) of the Statute, shall continue until the date of appointment of disciplinary committees under this Statute.
2. The terms of office of disciplinary proceedings representatives for students' affairs and the terms of office of disciplinary proceedings representatives for doctoral students' affair initiated before the date of entry into force of the Act shall continue until 31 December 2020.

## **§ 134**

1. The student organisations operating at the University shall become university students' organisations as understood in Article 111 of the Act.
2. The doctoral students' organisations operating at the University shall become doctoral students' organisations as understood in Article 216 of the Act.

## **§ 135**

1. The Center Knowledge and Technology Transfer of Gdańsk University of Technology shall become a technology transfer center and an academic incubator of entrepreneurship, as referred to in Article 148(1) of the Act.
2. The special-purpose company established by Gdańsk University of Technology pursuant to the previously existing provisions becomes a special-purpose company as understood in Article 149 (1) of the Act.

## **§ 136**

1. The Rector shall adapt the University's organizational structure and promulgate the University's organizational rules and regulations meeting the requirements specified in the Act and the Statute by 31 December 2019.
2. Until the Rector has promulgated the organizational rules referred to in section 1 of this paragraph, the existing organizational rules and regulations of the University shall apply to the extent not inconsistent with the Statute and the Act. Disputes shall be resolved by the Rector.

## **§ 137**

1. Gdańsk University of Technology acts in accordance with the Act of 3 July 2018 - Regulations introducing the Act on the Law on Higher Education and Science (Journal of Laws of 2018, item 1669, as amended), referred to in § 3(3) of the Statute, other generally applicable legal acts and this Statute.
2. Any amendments to the Statute may be made in the manner provided for its enactment.
3. A motion for an amendment together with a statement of reasons may be submitted in writing by the Rector or at least five members of the Senate. A vote on the motion shall take place at the next ordinary session of the Senate.
4. The provisions of the Statute shall be interpreted by the Senate.



## **§ 138**

1. This Statute shall enter into force as of 1 October 2019, subject to § 121(1) and (3) and § 123(4) and (6), which shall enter into force as of the date of enactment of the Statute.
2. As of the effective date of this Statute, the Statute passed by the Senate of Gdańsk University of Technology on 18 January 2012 – consolidated text of 13 September 2017, taking into account the amendments of 25 September 2013, 23 October 2013, 19 February 2014, 26 March 2014, 15 April 2015, 16 March 2016, 19 October 2016 and 13 September 2017, shall lose force.
3. The internal acts of the University issued on the basis of the previous Statute shall apply to the extent not inconsistent with the Act, together with the implementing provisions and this Statute, until the entry into force of acts issued pursuant to this Statute.

## ANNEXES

### 1. Templates of the signs of Gdańsk University of Technology

#### 1. Template of the banner of Gdańsk University of Technology



*Design: Jan Buczkowski*

#### 2. Template of the emblem of Gdańsk University of Technology



*Design: Mamastudio – Michał Pawlik, Piotr Hołub*

### 3. Template of the flag of Gdańsk University of Technology



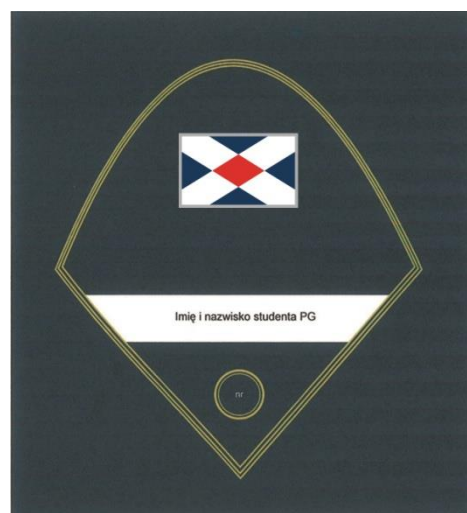
*Design: Jan Buczkowski*

### 4. Template of the badge with the emblem of Gdańsk University of Technology



*Design: Jan Buczkowski*

### 5. Model of the student cap



*Design: Jan Buczkowski*

## **2. The rules and procedure of awarding the dignity and title of honoris causa doctor of Gdańsk University of Technology**

- § 1** The dignity and title of honoris causa doctor is the highest honorary academic distinction of Gdańsk University of Technology and may be awarded to persons meeting the conditions specified in § 14 section 2 of the Statute.
- § 2** The Rector, Dean and director of a university institute may take the initiative to award the dignity and title of honoris causa doctor.
- § 3** The title of honoris causa doctor of Gdańsk University of Technology shall be awarded by the Senate.
- § 4** The initiator of awarding the dignity and title of honoris causa doctor shall request the competent scientific discipline board or scientific field board to conduct a procedure for the title of honoris causa doctor.
- § 5** The scientific discipline board or the scientific field board conducting the procedure shall issue a resolution on submitting a motion to the Senate to initiate proceedings and shall indicate candidates for the advisor and two reviewers. A person with the title of professor may be a reviewer.
- § 6** While issuing a resolution on the opening of the procedure, the Senate shall appoint the advisor and shall submit a motion for reviews to the Senates of selected universities or scientific boards of the relevant units in which the reviewers work.  
The reviews shall be provided to the scientific discipline board or the scientific field board conducting the procedure.
- § 7** After obtaining positive reviews, the scientific discipline board or the scientific field board conducting the procedure shall pass, in a secret vote, a resolution on the awarding of the dignity and title of honoris causa doctor by a simple majority of votes in the presence of at least half of the members.
- § 8** The motion for awarding the dignity and title of honoris causa doctor of the University of Gdańsk University of Technology shall be submitted together with a detailed statement of reasons and the reviews to the Senate, which shall pass, in a secret vote, a resolution on the awarding of this distinction.
- § 9** The positive resolution of the Senate shall constitute the basis for the ceremony of awarding the title of honoris causa doctor according to the scenario used in Gdańsk University of Technology and in accordance with the academic tradition.
- § 10** The document of awarding the dignity and title of honoris causa doctor of Gdańsk University of Technology is a diploma handed over during a formal session of the Senate.
- § 11** The last names of honoris causa doctors of Gdańsk University of Technology shall be placed on a special board located in the central place of the Main Hall.

### 3. Models of the distinctions of Gdańsk University of Technology

#### 1. Golden Medal for Services to Gdańsk University of Technology



*Design: Wiktor Tolkin*

#### 2. Medal for Services to Gdańsk University of Technology



*Design: Wiktor Tolkin*

#### 3. Commemorative Medal of Gdańsk University of Technology



*Design: Sylwia Jakubowska*

4. Emeritus Professor Honorary Medal of Gdańsk University of Technology



*Design: Dobrochna Surajewska*

5. "Allegory of Science" statuette



*Design: Dąbrowka Tyślewicz*

6. Golden Badge of the Graduate of Gdańsk University of Technology



*Design: Jan Buczkowski*



## **4. The rules of convening meetings and operation of the collegial bodies of Gdańsk University of Technology**

### **I. General provisions**

- § 1** Meetings of collegial bodies shall be convened by the presidents of these bodies.
- § 2** The Senate's rules of conduct are defined in the Act and the Statute.
- § 3** The rules of conduct of other collegial bodies are defined in the Act and the rules and regulations of these bodies.
- § 4** The position of collegial bodies on matters falling within their legal and statutory competence shall be expressed in the form of a resolution.
- § 5** The president of a collegial body may decide to hold a meeting of the body, including to pass resolutions, using IT technologies that ensure the control of their course and registration and enable the secrecy of votes.
- § 6** Sessions of the Senate shall be convened under an ordinary or extraordinary procedure.

### **II. Convening Senate sessions**

- § 7** Sessions of the Senate shall be convened under an ordinary or extraordinary procedure.
- § 8** Ordinary sessions shall be convened once a month. They may be convened also in the time when no teaching classes are held.
- § 9** Ordinary sessions shall be convened by the President, who shall indicate the date, place and agenda of the meeting, at least 48 hours before the scheduled date.
- § 10**
1. Extraordinary sessions shall be convened by the President of the Senate:
    - 1) on his or her own initiative,
    - 2) at the written motion of at least 1/3 of the statutory number of Senate members.
  2. The date of the Senate's extraordinary session shall be set by the President, where the date of a session convened at the request of Senate members shall not fall later than within 14 days of the date of submitting the motion.
  3. Extraordinary sessions shall be convened with the indication of the date, place and agenda of the session, at least 24 hours before the scheduled date.

### **III. Setting the agenda and sending the Senate's materials**

- § 11**
1. The agenda of an ordinary session of the Senate shall be set by the President on the basis of:
    - 1) his or her own initiative;
    - 2) a decision of the Senate taken at its previous session, including a decision regarding any matters brought by its members;
    - 3) a motion of at least 1/5 of the statutory number of Senate members or of all the representatives of the University's community if their number is less than 1/5 of all the members of the body.
  2. The President of the Senate shall be responsible for introducing, in due time, all issues to be considered by the body to the draft agenda.
  3. The agenda of an extraordinary session of the Senate shall be determined by the President. When convening an extraordinary session at the request of Senate members, the President shall set the agenda in accordance with the content of the request.
- § 12** The agenda, minutes of the previous session, draft resolutions and other materials shall be

attached to the notice of a session convened under the ordinary procedure.

#### **IV. Attendance at a Senate sessions**

##### **§ 13**

1. The members of the Senate shall be required to participate in Senate sessions.
2. In the event of absence, an excuse shall be provided to the President of the collegial body.

**§ 14** The persons referred to in § 31 section 2 of the Statute and persons invited by the Rector referred to in § 31 section 3 of the Statute shall or may participate in Senate sessions in an advisory capacity.

#### **V. Course of Senate sessions**

##### **§ 15**

1. A Senate session shall be chaired by the President or a member of the body authorised by him or her.
2. The session regarding the President of the Senate shall be chaired by a person elected by the body.

##### **§ 16**

1. The agenda of an ordinary session shall be approved by the Senate.
2. Upon the consent of more than 1/2 Senate members present, items not included in the agenda may be introduced to the agenda, except for personal matters.

##### **§ 17**

1. An agenda item related to the adoption of a resolution shall be presented by the proposer of the motion or a participant of the session authorised by him or her.
2. The presenter gives a brief account of the reasons for passing the resolution, the results of the preparatory work and the draft resolution together with the justification.
3. The competent committees give their opinions on draft resolutions.

##### **§ 18**

1. The President shall give the floor according to the order of priority.
2. If there are any formal motions, the President shall give the floor outside the order.
3. During the discussion on a draft resolution, one may take the floor only once as a rule, speaking for or against the resolution.
4. The President may take back the floor if the speaker does not speak to the point.

##### **§ 19**

1. A vote may be held if more than half of all the statutory members of the collegial body are present, unless the Act or the Statute require a higher number.
2. A vote on significant decisions concerning individual groups of the University's community shall be held after consultation with their representatives in the Senate.

##### **§ 20**

1. Resolutions, except for the cases specified in section 2 of this paragraph, shall be passed in an open vote.
2. The following resolutions shall be passed in a secret vote:
  - 1) in personal matters;
  - 2) on the President's decree;
  - 3) at the motion of a Senate member.

##### **§ 21**

1. A resolution covering more than one decision may be voted upon jointly if none of those present objects.



2. All the members of the Senate shall vote on a resolution on awarding the dignity and title of honoris causa doctor.

## **§ 22**

1. Resolutions of the Senate shall be passed by a simple majority of votes, unless the Act or the Statute set higher requirements.
2. Resolutions of the Senate on:
  - 1) the enactment or amendment of the Statute shall require an absolute majority in the presence of at least half of the statutory number of members, after consultation with the University Council, expressed by a majority of votes of the statutory number of members, and after consultation with trade unions operating at the University,
  - 2) a re-vote on resolutions suspended by the Rector shall require a qualified majority of 3/4 of votes in the presence of at least 2/3 of the statutory number of Senate members,
  - 3) the re-adoption of the study rules and the rules and regulations of the doctoral school, if there was no agreement with the student self-government and the doctoral student self-government respectively, shall require a qualified majority of at least 2/3 of the statutory number of Senate members.
3. Resolutions of the Senate on personal matters shall require an absolute majority in the presence of at least half of the statutory number of members.

## **§ 23**

1. Whenever the Statute refers to the passing of a resolution by a simple majority of votes, it shall be understood that the number of valid votes cast for the motion is greater than the number of votes against, irrespective of the number of abstaining votes.
2. Whenever the Statute refers to the passing of a resolution by an absolute majority of votes, it shall be understood that the number of valid votes cast for the resolution (motion, candidate) is greater at least by one than the sum of the remaining valid votes cast (against and abstaining ones).
3. Whenever the Statute refers to the passing of a resolution by a qualified majority, it shall be understood that the number of votes cast for the resolution (motion, candidate) is greater than the number of members of the body, determined by the proportion of votes cast for the resolution to the total number of those entitled to vote or the total number of those participating in the vote, e.g. 2/3, 3/4.

## **§ 24**

1. Members of the Senate shall have the right to submit enquiries to the President.
2. The President of the Senate or the person authorised by him or her shall respond to an enquiry at the nearest session of the Senate.

**§ 25** Postponing a debate on the agenda items that have not been covered shall not be considered to be the closing of the meeting but a break. The duration of this break shall be determined by the Senate.

## **VI. Senate committees**

### **§ 26**

1. In order to improve its work, the Senate shall establish standing and ad-hoc committees and shall determine their composition and tasks.
2. The chairperson of a committee shall be appointed by the Senate at the rector's request.
3. The Senate's committees shall be composed of its members and other employees, doctoral students and students of the University.

### **§ 27**

1. The standing committees may adopt their rules of procedure. The rules shall be approved by the Senate.

2. The committees shall have the right to use the assistance of consultants and experts.
3. The results of a committee's work shall be presented to the Senate in the form of opinions, motions or draft resolutions.
4. The position of a committee shall be determined through a vote by a simple majority in the presence of at least half of the members of the committee.

**§ 28** Each Senate member shall have the right to submit their own opinion in the case at hand by submitting it to the committee in writing.

## **VII. Organizational support of the Senate**

**§ 29** Organizational support is provided to the Senate and its committees by organizational units designated by the Rector.

### **§ 30**

1. Sessions of the Senate shall be minuted and recorded (sound) in order to draw up and verify the minutes.
2. Minutes are taken of summaries of statements of the members of the Senate and invited persons, while any motions and resolutions constitute attachments to the minutes.
3. Any speaker may request that their statement be included in whole as an attachment to the minutes, provided that their speech has been read and submitted in writing at the same session.
4. The minutes shall be approved by the Senate. Each participant of a session shall have the right to make comments and corrections.
5. Resolutions and session minutes, except for the matters referred to in section 6 of this paragraph, shall be available to all members of the University's community after their approval.
6. Parts of session minutes covered by state or official secrecy may be made available only to persons having the right of access to this type of information.

## **5. Election Rules and Regulations of Gdańsk University of Technology**

### **Election rights, electoral districts and election committees**

#### **§ 1**

1. Gdańsk University of Technology elects the Rector and members of the University Council, the Senate, the university college of electors and elective parts of the scientific discipline boards and scientific the field boards.
2. The members of the University's community, i.e. the University's employees, doctoral students and students, shall have active voting rights.
3. The right to stand for election shall be granted to:
  - 1) full-time employees of the University;
  - 2) doctoral students;
  - 3) students;persons meeting the legal and statutory conditions for election to a body or for a function.
4. The employment requirement shall not apply to candidates for the Rector and candidates for the University Council from outside the University's community.

#### **§ 2**

1. In order to hold elections, the Senate shall, by the end of November of the last academic year of its term of office, establish electoral districts and establish a university election committee of between 5 and 7 persons, including its chairperson.
2. In order to hold elections in districts comprising faculties and in other districts, the Rector shall establish, within the time limit specified in section 1 of this paragraph, faculty and district election committees composed of 5 to 7 persons, including their chairpersons.
3. The university election committee shall be appointed for a term of office of 4 years and shall operate until the election committee is appointed for the next term of office.

#### **§ 3**

1. The tasks of the university election commission include organising and supervising the course of elections at the University, in particular:
  - 1) developing an election instruction, to be approved by the Senate, which sets out a detailed procedure for holding elections at the University, including the schedule of electoral activities, as well as the conditions and rules of voting using IT technologies that ensure the control of their course and registration, as well as enable the secrecy of voting;
  - 2) dividing mandates in the university college of electors according to the state of employment as of 1 January of the year of the elections;
  - 3) dividing the mandates referred to in § 29 section 3 of the Statute, as determined by the outgoing Senate, into individual electoral districts;
  - 4) accepting proposals of candidates for the Rector;
  - 5) announcing the list of designated candidates for the Rector;
  - 6) supervising the course of elections in electoral districts;
  - 7) organising and conducting election meetings in order to elect the Rector;
  - 8) declaring the election of members of the university college of electors;
  - 9) resolving doubts regarding issues related to the course of elections;
  - 10) examining electoral protests;
  - 11) declaring the invalidity of elections if they were conducted improperly;
  - 12) securing the election documentation.
2. The tasks of the faculty and district election committee include in particular:
  - 1) establishing a detailed schedule of electoral activities;

- 2) organising and conducting faculty meetings in order to elect members of the Senate, the university college of electors and elective part of the faculty council from among academic teachers and other employees of the electoral district;
- 3) informing the university election committee about the established detailed schedule of electoral activities and about the course and results of elections;
- 4) securing the electoral documentation.

### **Election instruction**

#### **§ 4**

The detailed organization of elections, including the election schedule and the conduct of elections, shall be specified in the election instruction approved by the Senate each time for the next term of office.

### **Proposing candidates for the Rector**

#### **§ 5**

1. A candidate for the Rector shall be proposed in writing to the university election committee within the time limit specified in the election instruction. The following persons shall be entitled to propose candidates:
  - 1) members of the University Council,
  - 2) each member of the University's community.
2. A candidate for the Rector must meet the conditions set out in § 25 sections 1, 2 and 4 of the Statute, and must give his or her written consent to stand for election.
3. The university election committee shall provide the list of candidates proposed in the manner specified in section 1 and meeting the conditions set out in section 2 of this paragraph to the Senate for an opinion. The Senate expresses its opinion on each of the persons proposed in a secret vote.
4. The Senate shall provide the University Council and the university college of electors with the list of candidates together with the vote results.
5. The University Council shall appoint not less than 2 and no more than 7 candidates for the Rector from among the persons previously evaluated by the Senate.
6. The university college of electors shall appoint, in a secret vote, candidates for the Rector from among the persons previously evaluated by the Senate. Each member of the college of electors may support only one candidate. Any candidate who received at least 15 votes in favour shall be appointed by the university college of electors as a candidate for the Rector pursuant to § 25 section 6, item 2 of the Statute.

### **University college of electors**

#### **§ 6**

1. The task of the university college of electors is to elect the Rector.
2. The total number of members of the university college of electors is equal to the triple number of members of the outgoing Senate. The percentage share of representatives of individual groups of the University's community shall be determined by the outgoing Senate within the limits corresponding to the percentage share of these groups provided for in the Statute for the next term of office, where students and doctoral students shall represent at least 20%. The number of students and doctoral students shall be determined in proportion to the number of both these groups at the University, provided that each of these groups is represented at least by one representative.
3. The representatives of individual groups shall be elected by members of the University's community from among themselves in electoral districts.

4. A person who meets the requirements set out in Article 20(1)(1) to (5) and (7) of the Act may be a member of the college of electors. Article 20(3) and (4) shall apply accordingly.
5. The oldest elector who is an academic teacher may be the chairperson of the university college of electors. His or her tasks include:
  - 1) notifying the minister competent for higher education about the election of the Rector;
  - 2) declaring the expiry of the Rector's mandate.
6. The term of office of the university college of electors shall be 4 years and shall expire upon the appointment of the college for the next term of office.
7. The procedure of appointing students and doctoral students as members of the university colleges of electors and the duration of their membership in the college of electors shall be governed by the rules and regulations of the student self-government and the rules and regulations of the doctoral student self-government.

#### **Pre-election meetings**

##### **§ 7**

The managers of the University's organizational units, at the Rector's request, shall be obliged to provide technical support for pre-election information meetings convened on such dates as to end not later than 24 hours before the date of the election meeting.

#### **Election meetings**

##### **§ 8**

The Rector shall be elected by the university college of electors at an election meeting chaired by the university election committee. The meeting shall be convened in accordance with the election schedule, where the election of the Rector shall be held not later than by 31 May in the last year of the expiring term of office.

#### **Elections to the Senate**

##### **§ 9**

1. Candidates for Senate members may be proposed by any member of the University as part of his or her electoral district.
2. Members of the University's community, except for students and doctoral students, shall elect their representatives in accordance with the division into electoral districts.
3. The candidates for Senate members referred to in section 1 of this paragraph shall express their written consent to stand for election.
4. Students shall elect their representatives in accordance with the procedure provided for in the rules and regulations of the student self-government.
5. Doctoral students shall elect their representatives in accordance with the procedure provided for in the rules and regulations of the doctoral student self-government.

#### **Elections to the University Council**

##### **§ 10**

1. Candidates for members of the University Council shall be proposed by Senate members within the time limit specified in the election instruction. The proposal shall include the candidate's written statement that he or she agrees to stand for election and a statement on the fulfilment of the legal requirements. The absence of these statements shall be considered to be a resignation from standing for election.
2. The Senate shall approve each candidate for a member of the University Council separately in a secret vote, by an absolute majority of votes in the presence of at least half of the members of the Senate. The approval shall be preceded by the presentation of the candidates in alphabetical order.

3. If the number of candidates approved is less than the number of mandates, the President of the Senate shall announce an additional recruitment of candidates. Any candidates who have not obtained the absolute majority of votes in the previous vote may not be proposed again.
4. Elections from among the candidates approved by the Senate shall be held at the next ordinary meeting of the Senate. The Senate shall elect the members of the University Council in a secret vote, by an absolute majority of votes.
5. If all members of the University Council have not been elected, it shall be necessary to propose an additional candidate or candidates for vacant mandates and to repeat the election procedure.

## **§ 11**

1. Within up to 4 weeks from the appointment of the University Council, the Council shall appoint a candidate for the president of the Council from among the elected members of the council who are not members of the University's community.
2. The president of the University Council shall be elected in a secret vote, by an absolute majority of votes, in the presence of at least half of the number of members.
3. If the candidate appointed by the Council does not obtain the required majority of votes, the President of the Senate shall order the repetition of the procedure for appointing the candidate and voting on his or her candidacy by the Senate.

### **Elections to a scientific discipline board or a scientific field board**

## **§ 12**

1. An election meeting regarding the election of the members of a scientific discipline board or a scientific field board shall be convened by the chairperson of the election committee of the faculty in which the committee has organizational powers, at least three months before the end of the term of office of the scientific discipline board or the scientific field board. The meeting participants shall elect the chairperson and returning committee composed of at least three persons.
2. Elections shall be held separately for a group of candidates with the title of professor or the degree of habilitated doctor and for a group of candidates with the degree of doctor. Voters vote for candidates from their group. Candidates in the order of the highest number of votes cast who have obtained an absolute number of votes shall be elected to the board.

### **Elections to the faculty council**

## **§ 13**

1. Elections to the elective part of the faculty council shall be held at election meetings convened in order to elect the elective representatives of employees specified in § 59 of the Statute.
2. Students shall elect their representatives in accordance with the procedure provided for in the rules and regulations of the student self-government.
3. Doctoral students shall elect their representatives in accordance with the procedure provided for in the rules and regulations of the doctoral student self-government.
4. The expiry of the membership of the faculty council before the end of the term of office shall require a supplementary election, in accordance with the procedure indicated in section 1 of this paragraph.

### **Supplementary elections**

## **§ 14**

1. The mandate of a single-person body or a member of a collegial body, as well as a member of the university college of electors, shall expire in the cases specified in the Act and the Statute.
2. The expiry of the mandate shall be declared accordingly by:

- 1) for the Rector – the president of the university college of electors,
  - 2) for a member of the University Council – the President of the Senate,
  - 3) for a member of the Senate – the President of the Senate,
  - 4) for a member of a scientific field board or a scientific discipline of board – the president of the relevant committee,
  - 5) for a member of the university college of electors – the chairperson of the university election committee
  - 6) for an elective member of the faculty council - the Dean,
  - 7) for the president of a scientific field board or a scientific discipline board – the Rector.
3. The expiry of the mandate shall be declared immediately after receiving information about the loss of relevant powers.
  4. The expiry of the mandate of the Rector or an elected member of a collegial body earlier than 6 months before the expiry of the term of office shall require a supplementary election.
  5. The university college of electors, within 1 month, excluding the period from 1 July to 31 August, shall elect the Rector according to the procedure specified in these rules and regulations.
  6. The time limits referred to in section 5 of this paragraph shall also apply in the case of supplementary elections of a member of a collegial body.
  7. The expiry of the mandate of a member of the university college of electors shall require a supplementary election in the same electoral district and in the same group; sections 4 and 5 of this paragraph shall apply accordingly.

### **Special provisions**

#### **§ 15**

If the number of mandates in elections to the Senate or in elections to the university college of electors per a group of employees is lower than the number of electoral districts, the Senate may adopt elections in combined electoral districts.

### **Validity of elections**

#### **§ 16**

1. The election of the Rector shall be valid when not less than 2/3 of the members of the university college of electors participate in the election meeting.
2. Elections of the members of the Senate, the university college of electors and the elective parts of the faculty councils shall be valid irrespective of the number of votes cast.
3. Elections shall be resolved in a secret vote, by an absolute majority of votes, i.e. more than half of valid votes cast, subject to section 4 of this paragraph.
4. If there are still vacant mandates after two rounds of vote due to the lack of an absolute majority in elections to the Senate or the university college of electors held in districts comprising units that are not faculties or in combined electoral districts, a third round of vote shall be held at another date, where the election shall be based on a simple majority of votes.
5. Voters shall cast their votes in person.