

APPROVED

by the Resolution of the Government of the
Republic of Lithuania No 1326
of 9 November 2011
(Wording of the Resolution of the
Government of the Republic of Lithuania
No 947 of 18 July 2012

**STATUTE OF VILNIAUS KOLEGIJA/
UNIVERSITY OF APPLIED SCIENCES**

I. GENERAL PROVISIONS

1. The Statute of Vilniaus kolegija/University of Applied Sciences (hereinafter referred to as the "Statute") shall determine the name of Vilniaus kolegija/University of Applied Sciences, its registered office address, the legal form, aims and objectives of the activities, fields and types of the activities, main provisions of organising the process of higher education and research, the Kolegija management bodies and their competences, the procedure of their elections (appointment, convening) and their recall, rights, duties and responsibilities of students and employees, the procedure of enrolment and elimination of students, the procedure for setting up committees for dispute resolution between students, the administration and other employees, for considering disputes and implementing decisions, funding sources and the procedure for using assets and funds, the procedure of quality assurance in higher education and research, the procedure for amending the Statute, and other.

2. Vilniaus kolegija/University of Applied Sciences (hereinafter referred to as the "Kolegija") shall be a state higher education institution which provides higher professional education, develops applied research and professional art.

3. The founder of the Kolegija shall be the Government of the Republic of Lithuania (hereinafter referred to as the "Government"). The Kolegija shall have the rights of a legal entity, which operates as a public institution.

4. The owner of the Kolegija shall be the Republic of Lithuania.

5. The owner's of the Kolegija tangible and intangible rights and liabilities shall be implemented by the Government and its authorised institution.

6. The Kolegija shall have its seal with the Lithuanian coat of arms and its name, shall possess its accounts in Lithuanian and foreign banks. The Kolegija and its academic divisions may also possess symbols, flags and other attributes. Attributes and their usage shall be approved by the Kolegija Academic Council (hereinafter referred to as the "Academic Council"). The registered office address of

the Kolegija shall be in Vilnius, 15 J. Jasinskio st.

7. The Kolegija shall have the autonomy which covers academic, administrative, economic and financial management activities based on the principle of self-government and academic freedom laid down by the Constitution of the Republic of Lithuania, the Law of the Republic of Lithuania on Higher Education and Research¹, (hereinafter referred to as the "Law on Higher Education and Research") and the Statute. The autonomy of the Kolegija shall be harmonised with the accountability to the public, the Government and the Ministry of Education and Science.

8. Pursuant to the Law of the Republic of Lithuania on Charity and Support² the Kolegija is the recipient of support (hereinafter referred to as the "Law on Charity and Support").

II. MISSION, AIMS, OBJECTIVES, FIELDS AND TYPES OF ACTIVITIES

9. Having evaluated the proposals introduced by the Academic Council, the mission of the Kolegija shall be approved by the Kolegija Board (hereinafter referred to as the "Board").

10. Aims of the Kolegija:

10.1. to carry out studies which provide a person with higher professional education and higher education qualifications which satisfy the needs of the State, society and the economy of Lithuania, and conform to the level of science, latest technologies and professional art;

10.2. to develop applied research necessary for the region, to provide consultation to local government and economic entities;

10.3. to create conditions for persons to improve their acquired knowledge and skills, to implement the principle of lifelong learning;

10.4. to develop a society receptive to education and culture, which is able to work under the conditions of rapid technology change;

10.5. to propagate scientific, technological and artistic knowledge to the public.

11. Objectives of the Kolegija:

11.1. to create equal conditions for persons seeking higher professional education, regardless of gender, age, ethnicity, religion, political opinion, disability and social status;

11.2. to ensure high quality studies that guarantee its students the development of a competent, critical and responsible personality that continuously strives to enrich one's own knowledge;

11.3. to develop the system of the quality assurance;

11.4. to carry out applied research and consultancy activities aimed at improving the quality of studies;

¹ http://www3.lrs.lt/pls/inter3/dokpaieska.showdoc_l?p_id=366717 (Official Gazette, 2009, No 54-2140)

² (http://www3.lrs.lt/pls/inter/dokpaieska.showdoc_l?p_id=5483) (Official Gazette, 1993, No 21-506; 2000, No 61-1818)

11.5. to create a modern contemporary resources and facilities, to develop new technologies;
11.6. to ensure rational use of financial resources;;
11.7. to enable members of the public to constantly improve regardless of nationality, gender, religious or political beliefs.

12. The main activity of the Kolegija shall be education. The main scope of the Kolegija activities shall be carrying out higher professional education.

13. Other kinds of the Kolegija activities (according to the Classifier of Economic Activities):

- 13.1. Technical and vocational secondary education, code – 85.32;
- 13.2. Other education, code – 85.5;
- 13.3. Educational support activities, code – 85.60;
- 13.4. Other human health activities, code – 86.90;
- 13.5. Veterinary activities, code – 75;
- 13.6. Crop and animal production, hunting and related service activities, code – 01;
- 13.7. Other professional, scientific and technical activities n.e.c., code – 74.90;
- 13.8. Other information technology and computer service activities, code – 62.09;
- 13.9. Publishing activities, code – 58;
- 13.10. Scientific research and development, code – 72;
- 13.11. Library and archives activities, code – 91.01;
- 13.12. Creative, arts and entertainment activities, code – 90.0;
- 13.13. Other accommodation, code – 55.90;
- 13.14. Other food service activities, codes – 56.29;
- 13.15. Manufacture of bakery and farinaceous products, code – 10.7;
- 13.16. Manufacture of other food products, code – 10.8;
- 13.17. Other amusement and recreation activities, code – 93.29;
- 13.18. Other personal service activities, code – 96.

14. The Kolegija may conclude cooperation and other agreements with Lithuanian and foreign scientific and educational, and other institutions, as well as natural persons for studies, applied research, professional development, student and teacher academic exchanges and other issues.

15. The Kolegija shall have the right to carry out scientific research, experimental (social, cultural) development and artistic activities under contracts with natural and legal persons of the Republic of Lithuania and foreign countries, as well as to participate in international and foreign education and research programmes.

16. The Kolegija may establish staff and student associations, the activities of which are in compliance with the laws, Statute and aims of the Kolegija.

III. MANAGEMENT BODIES OF THE KOLEGIJA, THEIR COMPETENCES, PROCEDURE OF THEIR ELECTIONS (APPOINTMENT, CONVENING) AND RECALL, DIVISIONS OF THE KOLEGIJA

17. The Kolegija management bodies shall be composed and their competence established pursuant to the Civil Code of the Republic of Lithuania ³ (hereinafter referred to as the “Civil Code”), and the Law on Higher Education and Research. The Kolegija must have the collegial management bodies – the Board and the Academic Council, as well as a single-person management body – the Rector of the Kolegija (hereinafter referred to as the “Rector”).

18. The Kolegija may establish divisions necessary for its activity.

19. The activity of the Board, the Academic Council and Faculty Councils shall be governed by the Labour Regulations.

20. The Board shall be a management body of the Kolegija.

21. The Board shall perform the following functions:

21.1. upon evaluating the proposals of the Academic Council, approve the the vision and mission of the Kolegija and the Strategic Action Plan presented by the Rector;

21.2. upon evaluating the proposals of the Academic Council, submit amendments of the Statute to the Government for approval;

21.3. consider and approve plans for reorganisation of the structure of the Kolegija presented by the Rector;

21.4. upon evaluating the proposals of the Academic Council, set the procedure of management, use and disposal of funds of the Kolegija (as well as funds designated for remuneration of the administration staff and other employees) and the assets managed by the right of ownership;

21.5. set principles for selection and assessment of the administration staff and other employees of the Kolegija;

21.6. on the recommendation of the Rector set a tuition fee and the rates of fees which are not directly related to the implementation of a study programme;

21.7. upon evaluating the proposals of the Academic Council, set the general number of student places, taking into account the possibilities of quality assurance in studies and research, artistic activities;

21.8. maintain support to the Kolegija;

21.9. consider an annual statement of revenue and expenditure of the Kolegija presented by the Rector and approve a report on the execution of this statement;

21.10. approve an annual report on the activities of the Kolegija presented by the Rector;

21.11. upon evaluating the proposals of the Academic Council, approve plans for reorganisation

³ http://www3.lrs.lt/pls/inter/dokpaieska.showdoc_l?p_id=107687 (Official Gazette, 2000, No 74-2262)

or liquidation of the Kolegija and submit them to the Government;

21.12. two months before the expiry of the term of office or if the powers have terminated before the expiry of the term of office, as well as in other cases established by law, announce the election of the Academic Council;

21.13. upon evaluating the proposals of the Academic Council, approve the procedure for organising the election of the Rector through open competition, elect, appoint to the office and dismiss from it the Rector;

21.14. prepare an annual report on its activities and announce it publicly on the website of the Kolegija prior to 1 April of each year;

21.15. approve the internal rules of the Kolegija;

21.16. perform the functions prescribed in the Statute and other legal acts.

22. The Board shall consist of 11 members:

22.1. one member of the Council shall be appointed by the Students' Representative Council (hereinafter referred to as the "Students' Council") in accordance with the procedure laid down by it, and in the absence of such – a general meeting (conference) of students;

22.2. five members of the Board shall be appointed by other members of the academic community, in accordance with the procedure laid down by the Kolegija;

22.3. pursuant to the procedure laid down by the Academic Council, 4 members not belonging to the staff and students of the Kolegija shall be selected through open competition and appointed and recalled upon hearing the opinion and recommendation of the Council of Higher Education;

22.4. pursuant to the procedure laid down by the Students' Council, and in the absence of such – a general meeting (conference) of students, 1 member not belonging to the staff and students of the Kolegija shall be selected upon hearing the opinion and recommendation of the Council of Higher Education.

23. The composition of the Board shall be publicly announced by the Chairman of the Academic Council

24. A person may be a member of the Board if he is of good repute, held or holds a position of responsibility in the sphere of education, sciences and humanities, culture, public activity or business (this requirement shall not apply to a representative of students) and has knowledge and competence enabling him to pursue the goals of the Kolegija and to fulfil its mission. The same person may serve on the Board only for two consecutive terms of the Board.

25. The President of the Republic, members of the Seimas and the Government as well as civil servants of political (personal) confidence may not be members of the Board.

26. The term of office of a member of the Board shall be five years. Not later than a month before the expiry of the term of office of a Board member the Chairman of the Academic Council shall

announce the composition of a newly formed Board.

27. When commencing the duties of his office, a member of the Board shall, at the first meeting of the Board, sign a commitment to follow the interests of the Kolegija and the public and in good faith fulfil the functions set forth by the Law on Higher Education and Research.

28. The Board shall elect the Chairman of the Board from among its members and recall him from office by the majority of votes cast by all members of the Board. A person belonging to the staff of the Kolegija or a student may not be the Chairman of the Board.

29. The Board shall approve its rules of procedure. The Board shall take decisions by a simple majority of votes cast by the Board members attending the meeting. A meeting of the Board shall be valid if it is attended by at least two thirds of the members of the Board. The Board shall publicly announce its decisions on the website of the Kolegija.

30. The Rector may attend meetings of the Board in an advisory capacity.

31. If a member of the Board fails to properly perform the duties set out by the Statute, the rules of procedure of the Board or the commitment referred to in paragraph 7 of Article 20 of the Law on Higher Education and Research or fails to sign the commitment referred to in paragraph 7 of Article 20 of the Law on Higher Education and Research, the Chairman of the Board shall have the right to address the person who has appointed the said member with a request to recall the appointed member of the Board.

32. If the powers of the member of the Board are terminated before the expiry of his term of office, a new member of the Board shall be appointed in accordance with the procedure laid down in paragraph 3 of Article 20 of the Law on Higher Education and Research by the person who appointed the member of the Board whose powers are terminated. A new member of the Board shall commence his duties after the Chairman of the Board announces his appointment and the member of the Board signs a commitment specified in paragraph 7 of Article 20 of the Law on Higher Education and Research.

33. Members of the Board may be remunerated for the activities during the tenure with the funds of the Kolegija under the contracts signed for the performance of their respective functions.

34. The Rector shall ensure organisational conditions necessary for the activities of the Board.

35. The Academic Council shall be the management body of the Kolegija.

36. The Academic Council shall execute the following functions:

36.1. approve study programmes and submit proposals to the Rector regarding the funding of these programmes and the reorganisation of the Kolegija structure which is necessary for the implementation of the said programmes, evaluate the results of conducted research, as well as the quality and level of applied research and artistic activities of the Kolegija;

36.2. lay down the procedure of studies, approve the internal system of quality assurance in

studies and control its implementation;

36.3. approve qualification requirements for positions of teaching and research staff members, lay down the procedure of performance evaluation of research and teaching staff members as well as the procedure of organisation of a competition to fill a position;

36.4. convene meetings of the academic community of the Kolegija to discuss important issues concerning activities of the Kolegija on demand of more than half of the members of the Academic Council. The academic community shall be informed about the meeting location, time and agenda no later than 5 calendar days prior to the event;

36.5. upon proposals of the Faculty Council or the Rector and taking into account the results of personal research, pedagogical and/or other society-oriented and the Kolegija-oriented activities bestow honorary or other titles;

36.6. consider and submit proposals to the Board regarding the vision and mission, strategic action plan of the Kolegija;

36.7. consider and submit proposals to the Board regarding amendments of the Statute;

36.8. consider and submit proposals to the Board regarding the suitability of the candidates to occupy the position of Rector;

36.9. consider and submit proposals to the Board regarding the reorganisation of the Kolegija or the plans of its liquidation;

36.10. lay down the procedure of management, use and disposal of funds of the Kolegija (as well as funds designated for remuneration of the administration staff and other employees) and the assets managed by the right of ownership;

36.11. consider and submit proposals to the Board regarding the setting of the general number of student places, taking into account the possibilities of quality assurance in studies and research, artistic activities;

36.12. perform other functions prescribed by legal acts and the Statute;

37. The Academic Council shall fulfil the following duties:

37.1. publicly inform the academic community about its decisions on the notice board and the Kolegija website no later than 7 working days from the decision making;

37.2. once a year shall account for its activities to the Kolegija academic community.

38. The Academic Council shall have the right to submit proposals to the Rector concerning amendments of the Kolegija management structure.

39. The Academic Council shall be elected for a period of 5 years.

40. Members of the academic community of the Kolegija, administrative staff who are ex officio members of the Academic Council, as well as scientists, teachers and established artists of other higher education and research institutions may be members of the Academic Council.

41. The Academic Council shall be formed on the principle of representation:

41.1. 3 members of the Academic Council shall be appointed among the teaching staff and research workers by each Faculty Council; persons holding the position of an associate professor or senior research staff member must comprise no less than 20 per cent of the members of the Academic Council;

41.2. The Students' Council shall appoint one student from each faculty; representatives appointed by students must comprise no less than 20 per cent of the members of the Academic Council;

41.3. The Rector and the Vice-Rector for Academic Affairs – persons who are ex officio members of the Academic Council. Persons who are ex officio members of the Academic Council must comprise no more than 10 per cent of the members of the Academic Council.

42. The composition of the Academic Council shall be announced by the order of the Rector.

43. Activities of the Academic Council shall be regulated by the rules of procedure of the Academic Council approved by the Academic Council. A meeting of a newly elected Academic Council shall be convened by the Rector.

44. The Academic Council by a majority of votes shall elect the Chairman and the Deputy Chairman of the Academic Council. The Rector may not be the Chairman of the Academic Council. The term of office of the Chairman of the Academic Council shall last for so long as the powers of the Academic Council.

45. If the Chairman of the Academic Council fails to properly perform the duties set out by the rules of procedure of the Academic Council, he may be recalled from his office before the expiry of his term of office. If a member of the Academic Council fails to properly perform the duties set out by the rules of procedure of the Academic Council, the Chairman of the Academic Council shall have the right to address the body that has appointed the said member with a request to recall the appointed member of the Academic Council and appoint (elect) a new person. The decision to recall the Chairman of the Academic Council or other member from his office shall be approved if at least two-thirds of all the Academic Council members vote for it.

46. The Rector shall be a single-person management body of the Kolegija, shall act in the name of the said institution and represent it.

47. The Rector shall execute the following functions:

47.1. head the Kolegija, organise its activities, ensuring the implementation of a strategic action plan;

47.2. issue orders;

47.3. having received the approval of the Academic Council, for the duration of his term of office appoint the Vice-Rector for Academic Affairs, Deans and Vice-Deans; announce a public competition to a position of a lecturer, admit to a position of a lecturer and dismiss, recruit and dismiss

other employees of the Kolegija;

47.4. submit to the Board for the setting of tuition fees and fees which are not directly related to the implementation of a study programme;

47.5. be responsible for financial activities of the Kolegija, proper management, use and disposal of funds and assets;

47.6. submit to the Board for approval and publicly announce an annual report on the activities of the Kolegija;

47.7. announce an annual report on the activities of the Kolegija to the Academic Council;

47.8. submit to the Academic Council for consideration and the Board for approval strategic plans for activities of the Kolegija and for reorganisation of the structure of the Kolegija;

47.9. admit and exclude students in accordance with the procedure laid down by the Statute;

47.10. motivate employees and students;

47.11. impose disciplinary sanctions on employees and students;

47.12. coordinate cooperation of the Kolegija with other Lithuanian and foreign institutions of studies and research as well as social partners;

47.13. maintain the quality of studies and the level of education provided by the Kolegija;

47.14. represent the Kolegija at the Directors' Conference of Lithuanian Colleges, and in Lithuanian, foreign and international organisations;

47.15. consider and take decisions concerning the management, use and disposal of funds of the Kolegija (as well as funds designated for remuneration of the administration staff and other employees) and the assets;

47.16. perform other functions prescribed in legal acts and the Statute.

48. Based on the order of the Rector, a part of his functions, except the functions prescribed by the laws and other legal acts that must be executed by the head of the institution, may be delegated to Vice-Rectors.

49. The Rector shall be elected by the Board in accordance with the procedure laid down.

50. The Board shall announce an open competition to fill a position of the Rector. The Rector shall be considered to be elected if at least three-fifths of all the Board members vote for him.

51. The Rector may be a person who has the experience in pedagogy and management.

52. The Chairman of the Board or any other person authorised by the Board shall sign in the name of the Kolegija an employment contract with the elected Rector for the duration of his term of office.

53. The term of office of the Rector shall be five years. The same person may be elected the Rector of the Kolegija for not more than two terms of office in succession and not earlier than after an interval of five years since the end of the last term of office, if the last term of office was the second

consecutive term.

54. If an annual report on activities of the Kolegija presented by the Rector is not approved by a majority of all the members of the Board, the Rector shall, in accordance with the procedure laid down by legal acts, be dismissed from office by a majority of votes of seven members of the Board.

55. The Faculty shall be an academic unit of the Kolegija that shall organise studies in interrelated study areas, applied research and/or artistic activities, ensure the quality of academic activities and plan activities of the Faculty. The Faculty consists of departments, laboratories, centres, divisions and other units.

56. The Faculty shall be directed by the Dean.

57. The Faculty Council shall be an academic self-governing institution of the Faculty. The composition and formation procedure of the Faculty Council shall be provided by the meeting of the Faculty teaching staff. The Students' Council of the Faculty shall appoint its representatives to the Faculty Council. Representatives appointed by students must comprise not less than 10 per cent of the members of the Faculty Council.

58. The Faculty Council shall perform the functions laid down in the Faculty Regulations approved by the Academic Council.

59. The activities of the Faculty Council shall be directed by the Chairman. The Chairman of the Faculty Council shall be elected by the members of the Faculty Council in accordance with the procedure laid down in the Faculty Regulations.

60. The Faculty Council shall approve its rules of procedure.

61. The Faculty Dean shall perform the functions laid down in the Faculty Regulations.

62. The Department shall be the main organizer and performer of studies as well as applied research and/or artistic activities.

63. The activities of the Department shall be regulated by the Department Regulations approved by the Rector.

64. The Department shall perform the functions laid down in the Department Regulations.

65. The composition of the Department shall be recommended by the Dean and approved for one-year tenure by the Rector.

66. The Head of the Department shall be recommended by the Dean and approved by the Rector.

67. The Head of the Department shall perform the functions laid down in the Department Regulations.

IV. ESTABLISHMENT OF BRANCHES AND REPRESENTATIVE OFFICES AND TERMINATION OF THEIR ACTIVITIES

68. In order to ensure its activities, the Kolegija may establish its branches and representative offices.

69. The Kolegija branch is a structural division owning its registered office and performing all or part of the Kolegija functions. The branch shall act in accordance with the approved provisions of the Board. The branch shall not be a legal person. The Kolegija shall be responsible as to the extent of liabilities of the branch, while the branch shall be responsible in line with the Kolegija liabilities.

70. A representative office shall act as prescribed by the approved provisions of the Kolegija. A representative office is not a legal person. The Kolegija shall be responsible as to the extent of liabilities of the branch, while the branch shall be responsible in line with the Kolegija liabilities.

71. Upon the decision of the Board, the Kolegija branches and representative offices shall be established and their activities terminated in accordance with the procedures laid down in the Civil Code and other legal acts.

V. STUDIES, RESEARCH AND ARTISTIC ACTIVITIES

72. Studies at the Kolegija shall be carried out in accordance with the degree awarding and non-degree study programmes.

73. In accordance with the study programmes which award a degree, the Kolegija shall carry out Professional Bachelor's degree study programmes of the first cycle.

74. Only accredited study programmes shall be carried out at the Kolegija.

75. The volume and duration of studies shall be determined in accordance with the Law on Higher Education and Research, other legal acts and documents approved by the Academic Council.

76. Studies at the Kolegija shall be implemented in full-time and part-time modes. The description of full-time and part-time modes of studies shall be approved by the Minister of Education and Science. The education acquired by completion of studies in different modes shall be of equal value.

77. On completion of study programmes of higher professional education persons shall be awarded a Professional Bachelor's degree of an appropriate study field or a Professional Bachelor's degree and qualification.

78. On completion of a study programme of higher professional education, a Professional Bachelor's diploma together with a diploma supplement (addendum) shall be issued.

79. On completion of a part of a study programme, which provides knowledge and skills, and which is assessed in accordance with the procedure laid down by the Academic Council, a certificate attesting the partial studies shall be issued.

80. The Kolegija may implement joint study programmes with other institutions of higher education, on completion of which a joint qualification degree is awarded. A joint qualification degree shall be awarded in the event when a study programme is implemented by at least two higher education institutions, usually from different countries.

81. The Kolegija may implement joint study programmes, on completion of which a double qualification degree is awarded. A double qualification degree shall be awarded when a study programme satisfies not only the requirements of the principal study field, but also the minimum requirements of the other study field.

82. The language of instruction at the Kolegija shall be the Lithuanian language. Other languages of instruction shall be introduced under the following conditions:

82.1. the contents of the study programme is related to the other language;

82.2. the lectures are read or other academic discourse is presented by foreign higher education institution teachers;

82.3. studies are provided in joint study programmes or the study programmes the accomplishment of which allows awarding double qualification degrees and a part of these programmes shall be provided in other countries, non-state higher education institutions the language of instruction in which shall be other than Lithuanian, or conform to the cases set out in paragraph 1 or 2 of this Article;

82.4. studies are provided according to study programmes designed for foreigners or in the case of study exchange.

83. The system, conditions, organisation and implementation of studies shall be regulated by the study procedures set out by the Academic Council.

84. The procedure of admission to higher professional education programmes, a list of competition subjects according to study fields and principles of composition of the competition score, the lowest passing entrance score shall be announced by the Kolegija no later than two years prior to the beginning of the respective academic year.

85. The order of enrolment into the study programmes of higher professional education provided in the Student Admission Rules shall be approved by the Academic Council.

86. Persons who enrol to other study and education programmes not provided in the Student Admission Rules shall be admitted in accordance with the procedure laid down by the Academic Council.

87. Persons shall be provided with an opportunity to study according to an individual study plan in accordance with the procedure laid down by the Kolegija.

88. The results of studies in other higher education institutions may be accredited in accordance with the procedure laid down by the Ministry of Education and Science and the Academic Council.

89. In accordance with the procedure prescribed by the law the Kolegija may carry out basic vocational training programmes.

90. Study programmes which do not award a degree shall provide qualification or create opportunities for preparation for an independent practical activity in accordance with cases and the order determined by the Government and its authorised institutions.

91. On completion of study programmes which do not award a degree, a certificate attesting the completed studies shall be issued.

92. In order to meet the needs of the society and economy, the Kolegija shall organise studies for person's requalification, qualification development and improvement of professional skills. These studies are provided in accordance with the conditions set forth in the agreement.

93. The Kolegija shall develop applied research and professional art.

94. The Kolegija shall ensure the unity of studies, research and art. The unity shall be ensured through a close contact with the practice – participation of teaching staff and students in applied research and experimental, social and cultural development works commissioned by business, industry and other sectors as well as regional development projects and consulting activities.

95. The area and the theme for applied research and artistic activities shall be determined by the Kolegija taking into consideration qualification of the research and artistic staff, availability of financial resources, needs of studies and demand of contracting authorities. The Kolegija shall promote the development of thematic projects and carry out commissioned works of applied research submitted by private and public sector bodies.

96. The results of applied research and artistic activities shall be communicated to the public (in the Internet or in any other way) to the extent this kind of communication is in compliance with the legal acts regulating the protection of intellectual property, commercial or state secrets.

97. The Kolegija shall promote dissemination of education (art), organise students' scientific and practical conferences, workshops and competitions.

98. The Kolegija shall publish compilations of research works, research, methodological and educational literature.

VI. ACADEMIC COMMUNITY

99. The academic community shall consist of students, the teaching staff, the research staff, other researchers, and professors emeritus of the Kolegija.

100. Members of the academic community shall be guaranteed academic freedom which encompasses:

100.1. the freedom of thought, the freedom of expression;

100.2. the freedom to choose methods of and access to research, artistic and pedagogical activities, which is in conformity with the recognised principles of ethics;

100.3. protection against restrictions and sanctions for making public the results of his or her research, and for the manifestation of his or her beliefs, with the exception of the cases when the information made available to the general public is a State or official secret and/or is in violation of laws of the Republic of Lithuania.

101. The academic community shall be also guaranteed the following:

101.1. the copyright of creative and intellectual work as established in laws and international agreements of the Republic of Lithuania;

101.2. equal rights to take part in competition;

101.3. objective and open reviewing of scientific works.

102. The academic community shall make use of academic freedom and act in compliance with the Code of Academic Ethics of the Kolegija (hereinafter referred to as the "Code of Academic Ethics"), which is prepared and approved by the Academic Council in accordance with the recommendations of the Supervisor of Academic Ethics and Procedures.

VII. SELF-GOVERNANCE OF STUDENTS

103. Students of the Kolegija shall be persons who study at the Kolegija according to a study programme.

104. Persons having at least the secondary education shall be admitted by way of competition to a Professional Bachelor's degree study programmes of the first cycle, taking account of persons' learning results, entrance examinations or other criteria laid down by the Academic Council.

105. Unclassified students of the Kolegija shall be persons who study according to non-formal education programmes or separate study subjects (their sets).

106. Conditions, rights and duties of students and unclassified students shall be determined in their agreements with the Kolegija.

107. Students shall have the following student rights:

107.1. to study in the chosen programme;

107.2. to study by an individual study plan in compliance with the procedure laid down by the Academic Council;

107.3. to study in more than one study programme or other subjects at the Kolegija or in another higher education institution;

107.4. to evaluate the quality of the study subjects regarding their teaching and study equipment and facilities;

107.5. to choose teachers if the same subject is taught by several teachers;

107.6. to propose the final thesis topic or choose from a number of the proposed topics;

107.7. to account for the assigned work by applying alternative methods in case of disability

which causes difficulties in accounting for the assigned work, and the alternative method ensures the achievement of the set study objectives;

107.8. to apply to the Faculty Administration for recognition of the study outcomes achieved at the Kolegija or any other Lithuanian or foreign higher education institution;

107.9. to appeal to the Kolegija or Faculty Administration, the Dispute Resolution Committee for the violations of their rights and legitimate interests.

107.10. to terminate and resume studies upon the student's written request and the order of the Rector; in this case a student shall receive a study certificate of the subjects studied and their assessments;

107.11. to take an academic leave without losing the status of a student and retaining the right to proceed studies after an academic leave without losing a state-funded student place if such was the student's status before an academic leave;

107.12. to participate in international academic exchange;

107.13. to participate in the Kolegija governing bodies;

107.14. to participate in applied research, technical, creative and artistic activities;

107.15. to get incentive scholarship in accordance with the procedure laid down by the Academic Council;

107.16. to get sponsors' scholarships;

107.17. to get other types of support provided in accordance with the procedure laid down by the Government;

107.18. to elect student representatives and be elected;

107.19. to join other associations freely in accordance with the procedure laid down in the Law on Associations of the Republic of Lithuania⁴;

107.20. to express thoughts and opinions;

107.21. to exercise the rights defined by the law, this Statute and other legal acts.

108. Students shall have the following duties and obligations:

108.1. to study diligently;

108.2. to carry out obligations laid down in the study agreements;

108.3. to follow legal decisions of the teaching staff, self-government institutions of the Kolegija and orders of the Rector.

108.4. to comply with the procedures laid down in the Law on Higher Education and Research, this Statute, other legal acts and internal rules of the Kolegija.

108.5. to follow the Academic Code of Ethics approved by the Academic Council;

108.6. to respect members of the academic community, administration and other employees,

⁴ (http://www3.lrs.lt/pls/inter/dokpaieska.showdoc_l?p_id=226938) (Official Gazette, 2004, No 25-745)

worthily represent the Kolegija.

109. For the violation of students' duties, no later than one month after the determination of the offence, the Rector may impose disciplinary sanctions upon students.

110. The procedure for imposing disciplinary measures on students shall be laid down in accordance with the order determined by the Rector upon the evaluation of proposals issued by the Students' Council.

111. Interests of the students of the Kolegija shall be represented by the Students' Council, in the absence of such – a general meeting (conference) of students. Students of the Faculties of the Kolegija shall delegate representatives elected by the majority of votes in a general student meeting of the Faculty to the general student conference of the Kolegija. The Students' Council shall consist of students elected in a general student meeting (a conference).

112. Activities of the Students' Council shall be guided by the Law on Associations of the Republic of Lithuania, other legal acts as well as the Statute and the Regulations of the Students' Council approved by a general student meeting (conference). The activity of the Students' Council shall be based on the legality, democracy, openness, transparency, honesty, collegiality and self-governance.

113. A general meeting (conference) of students shall be valid if attended by more than half of all the students. Decisions of a general student meeting (conference) shall be accredited if more than half of the attending students vote in favour of them.

114. The Regulations of the Students' Council must define the procedure for delegating students to the management bodies of the Kolegija. Representatives of students shall have a decisive vote in activities of the management bodies in accordance with the procedure laid down by the Statute.

115. The Students' Council, in the absence of such – a general meeting (conference) of students, shall have the right to receive information and explanations from the Kolegija and its units on all issues pertaining to studies.

116. The Kolegija shall, in accordance with the procedure laid down by the Board, support the Students' Council and other organisations of students, provide premises and funds to finance their activities, as well as provide funds for cultural, sports and public activities of students.

117. The Students' Council, in the absence of such – a general meeting (conference) of students, shall have the right to express its opinion on all issues which are of interest to students and to make a written request to reconsider the decision adopted by the management bodies of the Kolegija.

118. The Students' Council shall account for the funds appropriated by the Kolegija according to the procedure laid down by the Accounting Policy of the Kolegija and the Regulations of the Students' Council.

VIII. THE KOLEGIJA PERSONNEL

119. The personnel of the Kolegija shall consist of the teaching staff, the research staff, the administration and other employees needed for carrying out activities of the Kolegija. An employment contract ensuring the conditions of work and social guarantees in accordance with procedure laid down in the laws of the Republic of Lithuania and other regulations shall be concluded with the employees of the Kolegija.

120. The positions of the teaching staff of the Kolegija shall be as follows: professor, associate professor, lecturer and assistant.

121. A scientist or an acknowledged artist may hold the position of a professor. A scientist who holds the position of a professor shall train researchers, teach students, conduct research and experimental (social, cultural) development work and supervise them, announce research results. An acknowledged artist holding a professor's position shall train professional artists, teach students, participate in artistic activities and/or develop art research areas and supervise them, announce research results.

122. A scientist or an acknowledged artist may hold the position of an associate professor. A scientist who holds the position of an associate professor shall teach students, conduct research and experimental (social, cultural) development work and announce the results of this activity. An acknowledged artist who holding an associate professor's position shall train professional artists, teach students, participate in artistic activities. With the consent of the Academic Council, a person who has a considerable practical experience in the sphere of a specific subject (subjects) and a Master's qualification degree or a higher education qualification equivalent to it may be accepted to the position of an associate professor in the Kolegija for a period of one year.

123. A scientist or a person who has at least a Master's qualification degree or a higher education degree equivalent to it may be a candidate for the position of a lecturer. A lecturer shall teach students, perform methodological work.

124. A person who has at least a Master's qualification degree or a higher education qualification equivalent to it may be a candidate for the position of an assistant lecturer. An assistant lecturer shall supervise student practical activities (practical work, training, student practice and other).

125. The qualification requirements for the positions of a teacher and research worker (except for the position of a scientist trainee), the procedure of organising competitions for the said positions as well as the order of attestation of a teacher and research worker (except for the position of a scientist trainee) are laid down in the Requirements for the procedure of organising competitions for the teacher position and attestation, and approved by the Academic Council.

126. The research staff shall be researchers holding the position of a chief research worker, senior research worker, research worker and junior research worker. The research staff shall participate

in the study process in accordance with the procedures set forth by the Academic Council.

127. Persons shall be accepted to the positions of a teacher and research worker of the Kolegija, except for the position of a scientist trainee, and persons indicated in Article 128 and Article 131 of the Statute, through an open competition for a five-year term of office. No later than 3 months prior to the end of term of office of a teacher and research worker, an open competition for the said positions shall be announced. A person already holding the same position shall be allowed to participate in the competition. The Teacher Admission Committee (hereinafter referred to as the “Admission Committee”) which evaluates candidates for the position of a teacher and a research worker shall be set up in accordance with the procedure laid down by the Academic Council. No less than one third of the members of the Admission Committee must be persons who do not work in the Kolegija. When making arrangements for a competition for the position of a chief research worker or a professor, at least one international expert must be involved in the Admission Committee.

128. With a person, who has won the competition for the same position of a teacher or research worker for the second time in succession, an employment contract of indeterminate duration for this position shall be signed. This person shall be attested every 5 years in accordance with the order set forth by the Academic Council. A non-attested teacher or research worker shall be dismissed from the position.

129. Admission to a higher position of a teacher and research worker shall be possible only through an open competition.

130. Under the order set forth by the Academic Council, an extraordinary attestation of a teacher or research worker may be organised.

131. The Kolegija may invite teachers and research workers for work under a temporary contract for a period no longer than 2 years without a competition.

132. Employees of the Kolegija shall be hired and dismissed in accordance with the Labour Code of the Republic of Lithuania ⁵ (Hereinafter referred to as the “Labour Code”) and other labour law acts.

133. The Kolegija shall have administration necessary to perform administrative functions of the Kolegija and its units, to implement the objectives of research and experimental (social, cultural) development, and economic activities. In addition to their administrative position, they may perform pedagogical and/or scientific research work. Rights, duties and functions of other employees of the Kolegija shall be assigned by the Rector.

134. In accordance with the order set forth by the Academic Council, every five years, the members of the Kolegija teaching staff may be exempted from pedagogical work for no longer than one year and may take a sabbatical leave to carry out scientific research and develop their scientific,

⁵ http://www3.lrs.lt/pls/inter/dokpaieska.showdoc_l?p_id=169334 (Official Gazette., 2002, No 64-2569)

artistic or pedagogical qualification. During this period of time, the teacher shall be paid his/her average salary.

135. The Kolegija teaching and research staff, under the order of legal acts, shall have the right to:

135.1. in accordance with their competence, participate in competitions for the implementation of research programmes and acquisition of funding for science and studies, and have the assigned funds at their disposition;

135.2. participate in competitions for internships in the Republic of Lithuania and abroad;

135.3. receive information necessary for scientific research work from state institutions. If such information is a state or official secret, it shall be provided and used in accordance with the procedure laid down by legal acts;

135.4. participate while considering the Statute and activity areas of the Kolegija;

135.5. work independently or organise creative groups;

135.6. publish their research works independently.

136. The teaching staff and research workers shall follow the Code of Academic Ethics, this Statute and conditions laid down in their employment contract.

137. In case of failure to comply with the rules set forth in the Law on Higher Education and Research, the Statute and other legal acts or improper performance, the Kolegija employees shall be held accountable in accordance with the legal acts of the Republic of Lithuania.

138. Rights, duties and responsibilities of the employees of the Kolegija are assigned by the laws of the Republic of Lithuania, the Statute and other legal acts, as well as documents approved by the management bodies of the Kolegija.

IX. DISPUTE RESOLUTION

139. The Kolegija shall have two committees for dispute resolution:

139.1. The Labour Dispute Resolution Committee which handles individual labour disputes between the Kolegija administration and other employees;

139.2. The Dispute Resolution Committee which handles disputes related to the research and study activities, as well as disputes between students and the Kolegija administration or other employees.

140. The Labour Dispute Resolution Committee shall be formed in accordance with the procedure laid down in the Labour Code and shall be guided by it.

141. The Dispute Resolution Committee shall be comprised of 6 members for the period of two years and approved by the Rector. The administration of the Kolegija and the Students' Council shall

appoint an equal number of representatives to the Dispute Resolution Committee. The duties of the Chairman of the Dispute Resolution Committee shall be sequentially performed by the administration and student representatives at each meeting respectively.

142. The Rector or a person authorised by him shall, upon receipt of students' written applications or complaints concerning violations of their rights or legitimate interests laid down in the Law on Higher Education and Research, the Statute or other legal acts, examine them and reply in writing within a period of 15 calendar days. The students shall have the right to appeal to the Dispute Resolution Committee if they are unsatisfied with the response provided by the Rector or a person authorised by him or having not received a response within the period of 15 calendar days.

143. The Dispute Resolution Committee shall examine the received student's complaint no later than within a period of one month after receipt. The meetings of the Dispute Resolution Committee shall be legitimate provided that no less than two-thirds of the Committee take part in it. The decision of the Committee shall be taken by a majority of votes of more than half members of the Committee. The student shall be informed of the decision of the Committee in written form.

144. The Rector or a person authorised by him shall execute the decision of the Dispute Resolution Committee within 10 calendar days after receipt. The decision of the Dispute Resolution Committee shall be final at the Kolegija.

X. QUALITY ASSURANCE OF RESEARCH, ARTISTIC ACTIVITIES AND STUDIES

145. The Kolegija shall be responsible for the quality of research, artistic activities, studies and other activities.

146. Research (art) work and study quality shall be assured by the Kolegija internal quality assurance system, external evaluation and accreditation of the study programmes, external evaluation of research activity and external evaluation and/or accreditation of the Kolegija..

147. The internal research and quality assurance system is based on the European Higher Education Area quality assurance provisions and guidelines, the strategy and means of activity quality improvement approved by the Academic Council that help to ensure the quality of higher professional education provided by the Kolegija.

148. The Kolegija shall constantly announce on its website and in other ways the newest, accurate and unbiased quantitative and qualitative information about study programmes, awarded higher education qualifications, research and artistic activities, self-assessment results, opinions of students, graduates and other interested parties about study quality, assessments of activities of the Kolegija performed by the accredited institutions, career indicators of graduates and other data necessary to inform the public about studies.

149. The Kolegija shall constantly perform self-analysis of research, artistic activities and

studies.

150. Evaluation of the quality of the Kolegija activities shall comprise all fields of activities and shall be based on the criteria of conformity of the activities with the mission of the Kolegija, with the international level of higher education and research, on the criteria of conformity of the evaluation of study results with the set requirements, on the criteria of the implementation of the requirements of academic ethics and procedures, and on the criteria of the efficiency of the use of state funds.

XI. ASSETS AND FUNDS

151. The Kolegija shall manage, use and dispose of its property guided by the principles of public benefit, effectiveness, rationality, accountability to the public and autonomy of economic activities.

152. The Kolegija shall make use of:

152.1. fixed tangible assets belonging to the State by the right of ownership and transferred by the right of trust and under a property trust agreement to the Kolegija;

152.2. assets belonging to the Kolegija by the right of ownership;

152.3. other assets obtained in legal ways.

153. The following shall comprise the assets managed, used and disposed of by the Kolegija:

153.1. assets invested by the State;

153.2. income received as payment for studies, as well as income received from economic, research activities and rendered services;

153.3. funds and other assets received as charity under the Law on Charity and Sponsorship;

153.4. other funds, with the exception of State Budget funds of the Republic of Lithuania (hereinafter referred to as the “State Budget”);

153.5. assets purchased with the State Budget funds and with the funds indicated in Articles 153.2–153.4 of the Statute, with the exception of the immovable property acquired with the European Union assistance, funds of the State Budget and State foundations;

153.6. donations;

153.7. inherited property;

153.8. property rights arising from intellectual activity results (scientific or artistic works and objects of industrial property rights - patents, design, trademarks and topographies of semiconductor products, other intellectual property objects);

153.9. income, assets or other benefit gained while managing, using and disposing of the funds or other assets indicated in Articles 153.1–153.8 of the Statute.

154. Funds of the Kolegija shall comprise the following:

154.1. resources of the basic funding of the State Budget;

154.2. State budgetary funds allocated for studies in accordance with the procedure laid down by the Law on Higher Education and Research;

154.3. funds of State investment programmes and State investment projects;

154.4. funds for the development of international projects and exchanges;

154.5. funds received as competition-based programme funding of research;

154.6. income received as tuition fee for studies;

154.7. income received from research and artistic activities;

154.8. income received from economic activities and rendered services;

154.9. assets from State funds;

154.10. assets allocated by international and foreign funds and organisations funds;

154.11. funds received as charity under the Law on Charity and Sponsorship;

154.12. other legitimately obtained assets.

155. Resources of the basic funding of the State Budget shall be allocated for:

155.1. applied research, experimental (social, cultural) development and expansion of artistic activities;

155.2. administration and economy;

155.3. other needs.

156. The State Budget funds for studies shall be allocated to:

156.1. cover the cost of studies in the state-funded study places;

156.2. purposeful financing of studies;

157. Fixed tangible assets belonging to the State by the right of ownership and under the trust agreement transferred to the Kolegija shall be managed, used and disposed of in accordance with the law ⁶ and the trust agreement of the State assets.

158. Assets belonging to the Kolegija by the right of ownership shall be managed, used and disposed of in accordance with the procedure set by the Board.

159. The Kolegija shall make use of the right to the inviolability of their territories and buildings. Only the Government may, upon having evaluated the opinion of the Board, change the boundaries of the territory of the Kolegija or the managers of the state buildings

160. The Kolegija may lease the State assets transferred to it under a property trust agreement to the third persons, may transfer these assets under a contract of loan for use, if that has been provided for in the property trust agreement and if this is necessary to ensure activities of the Kolegija.

161. The State assets transferred under a property trust agreement may not be the object of recovery according to the obligations of the Kolegija, including the obligations which occurred while managing, using and disposing of the said assets.

⁶ http://www3.lrs.lt/pls/inter/dokpaieska.showdoc_l?p_id=57676 (Official Gazette, 1998, No 54-1492; 2002, No 60-2412)

162. Funds, received as income accrued from persons paying the full price for studies, income from research and artistic activities, as well as income received from economic activities and rendered services, shall be included in the State Budget income, however, the Kolegija shall use them in accordance with specific programmes intended for the implementation of the intended goals and objectives set forth in the Statute.

163. The Kolegija shall be accountable for the funding, received from the State Budget and other institutions, to carry out orders in accordance with the procedure laid down by legal acts.

164. The Kolegija shall each year (but not later than until March) publicly announce and submit to the Ministry of Education and Science and the founder annual reports on activities, as well as publicly announce annual revenue and expenditure estimates and reports on their implementation.

165. The Kolegija shall have the right to borrow, i.e. is to sign loan agreements, lease (financial lease) agreement and other promissory debt instruments, observing the general limit on borrowing, as fixed by the Law on the Approval of Financial Indicators of the State Budget and Municipal Budgets of the relevant year and set forth by the Ministry of Education and Science. The Kolegija shall account for the undertaken debt obligations to the Ministry of Education and Science in accordance with the procedure laid down by it. The Kolegija may not mortgage more than 20 per cent of the tangible assets managed by the right of ownership in order to ensure the performance of debt obligations. Before concluding immovable property mortgage contracts it shall be required to obtain in the manner prescribed by the Government, consent of the Government or an institution authorised by it.

XII. FINAL PROVISIONS

166. Amendments to the Statute may be initiated by the Board, the Academic Council and the Rector.

167. Upon hearing the proposals of the Academic Council, amendments to the Statute shall be submitted to the Government by the Board.

168. The procedure of termination and restructuring of the Kolegija shall be regulated by the rules of procedure laid down in the Civil Code, the Law on Higher Education and Research and other legal acts. A decision concerning reorganisation of the Kolegija shall be taken by the Government on the recommendation of the Board or the recommendation of the Ministry of Education and Science, after having evaluated the opinion of the Board.

169. Issues concerning the activities of the Kolegija which are not covered in this Statute shall be considered according to the procedure laid down in the laws of the Republic of Lithuania and other legal acts, as well as regulated by the Board, the Academic Council or decisions taken by the Rector.