

*The University of Zagreb (Universitas studiorum Zagrabiensis) was founded by King Leopold I by his decree of September 23, 1669 on recognition of the university rights and privileges to the Zagreb Academy, led by Jesuits, and approved by the Croatian Parliament (Sabor) on November 3, 1671.*

*The University of Zagreb, as a central source of spiritual, intellectual and scientific strength of the Croatian people, deciding autonomously on its organization and mission, for the purpose of assembling the creative and developmental forces and of transferring knowledge to new generations, in accordance with the constitutional and legal provisions of the Republic of Croatia, by which the autonomy of Croatian universities is guaranteed, adopts this Statute as its fundamental act.*

According to Article 59 of the Science and Higher Education Act (Official Gazette nos. 123/2003, 105/2004, hereinafter: the Act)), the Senate of the University of Zagreb, at its 10<sup>th</sup> session held on February 25, 2005, in the academic year 336, adopted and proclaimed

## **THE STATUTE OF THE UNIVERSITY OF ZAGREB**

### **1. GENERAL PROVISIONS**

#### **Subject of regulation**

##### Article 1

This Statute regulates: organization, activities and commercial business of the University of Zagreb (hereinafter: the University), the legal status of its constituent units, composition, jurisdiction and procedure of decision-making by the University bodies, organization and conduct performing of university studies, the status of educators, associates, scientists and other employees, the status of students, scientific, artistic and developmental research, and other issues of significance to the University.

##### Article 2

- (1) The University shall be a legal entity with the status of a public institution.
- (2) The name of the University shall be The University of Zagreb.
- (3) The seat of the University shall be in Zagreb, 14 Marshal Tito Square.
- (4) The University was founded on September 23, 1669 by the Charter of King Leopold I, recognizing to the Academy of Zagreb, led by Jesuits, rights equal to general studies in the Austrian territories. The University was re-established by the decision of the

Parliament of the Kingdoms of Croatia, Dalmatia and Slavonia of March 11, 1869 and organized by the Law of January 5, 1874.

- (5) The University Day shall be November 3.
- (6) The founder and bearer of founding rights in relation to the University shall be the Republic of Croatia.

### **Mission of the University**

#### Article 3

- (1) The mission of the University shall be based on scientific and artistic research aimed at sustainable development, artistic creativity and professional work as well as organization and performance of university studies grounded thereupon and, exceptionally, occupational studies.
- (2) As a central and leading institution, the University shall give special regard to carrying out the programs of strategic interest for the Republic of Croatia and for the development of regional and local communities.
- (3) All university activities shall aim at full development of human personality and promotion of human rights and fundamental freedoms.

### **Coat of Arms, Stamp and Flag of the University**

#### Article 4

- (1) The University shall have its coat of arms, stamp and flag.
- (2) The coat of arms of the University shall be of circular shape. In its center, there shall be a drawing of the historical building of the University and, along the perimeter, the inscription "THE UNIVERSITY OF ZAGREB" in Croatian or "UNIVERSITAS STUDIORUM ZAGRABIENSIS" in Latin. Under the drawing there shall be inscription of the year of foundation of the University "1669" below the Croatian inscription, or "MDCLXIX" below the Latin inscription.
- (3) The embossed stamp and rubber stamp of the University shall be of circular shape and equal to the coat of arms of the University as described in section 2 of this Article. It shall have a diameter of 40 millimeters. The University shall also have a seal of the equal form but with a 24-millimeter diameter.
- (4) Documents issued by the University on the grounds of public authority shall be officially approved by the embossed stamp or the stamp which shall be of circular shape with the drawing of the coat of arms of the Republic of Croatia at the center and the inscription "Republic of Croatia" in the upper and "University of Zagreb" in the

lower part of the perimeter. The embossed stamp shall have a diameter of 36 millimeters and the rubber stamps with diameters of 28 or 36 millimeters.

- (5) The flag of the University shall be navy blue. The ratio between the length and the width of the flag shall be 2 to 1. In the center of the horizontally laid flag, the width of which is along the pole, there shall be the coat of arms of the University in gold. The diameter of the coat of arms on the flag shall be half of the width of the flag.

### **Usage of the Name, Coat of Arms and Flag**

#### Article 5

- (1) Within the scope of their fundamental activities, the University member institutions and organizational units shall have the right and obligation to use the name, coat of arms and flag of the University, and to include them into their own insignia, wholly or partly.
- (2) The name University of Zagreb shall be positioned before the name of the composite unit.
- (3) In all other cases, usage of the name, coat of arms and flag shall be approved by the Rector.

### **Members of the Academic Community and Academic Freedoms**

#### Article 6

- (1) Members of the academic community shall be all the educators, scientists, associates, students and other participants engaged in the process of higher education, scientific and artistic research and artistic creation, as well as expert work.
- (2) Solidarity and partnership of all the members of the academic community shall be the fundamental principle of the University activities.
- (3) Academic freedom at the University shall be freedom of scientific and artistic research and creation, teaching, cooperation and association of each member. The University shall respect the constitutional principle of non-discrimination (on grounds of race, gender, language, religion, political or other opinion, national or social origin, property, birth, education, social status, invalidity, sexual orientation and age, or otherwise).
- (4) Members of the academic community shall indicate when they act publicly on behalf of the University.

- (5) Members of the academic community shall behave in a politically neutral manner avoiding expression of their personal political views at the University.

## **Organization of the University**

### *Article 7*

The University shall be composed of scientific-educational constituent units, artistic-educational constituent units, scientific constituent units, and other constituent units, which serve to ensuring the unity and common standards of the University.

## **Status of Constituent Units**

### *Article 8*

- (1) Decisions on establishment of new constituent units, altering the status or cessation thereof, shall be made by the Senate by a two-thirds majority of all its members.
- (2) The status and activities of the constituent units, as well as limits of their competences in commerce and business, shall be determined by this Statute and the decision on establishment of particular constituent units. Jurisdiction of the University bodies relating to constituent units shall be determined accordingly.

## **Connecting Higher Education, Science and Arts to the Environment**

### *Article 9*

- (1) The University, faculties and academies of arts may establish legal entities or organizational units (commercial companies), for activities aimed at connecting higher education, science and arts to the environment.
- (2) The Senate shall give approval to establishment of such a legal entity or organizational unit, unless in cases when this Statute or the Senate decision requires approval by the Field Council.

## **External Colleges**

### *Article 10*

- (1) The University may be a founder or co-founder of public colleges, which shall perform occupational studies outside of its organization.
- (2) The Senate shall decide by a two-thirds majority on establishing such a college and the way in which the University shall participate in its operation.

## **II. UNIVERSITY BODIES**

### **Management of the University**

#### Article 11

- (1) The University management shall consist of the Rector, Senate, University Council (hereinafter: the Council) and the Rector's Collegium.
- (2) Field councils shall participate in decision-making in cases provided by this Statute.
- (3) Bodies under sections 1 and 2 may establish expert or advisory bodies for assistance in performing their tasks.

#### **Rector**

#### Article 12

- (1) The Rector shall be the head and the leader of the University, with rights and obligations of the director of a public institution.
- (2) The insignia of the Rector's authority shall be the chain and the mace.

### **Authority of the Rector**

#### Article 13

- (1) The Rector shall:
  1. represent the University and act on behalf thereof,
  2. participate in operation of the Rectors' Conference,
  3. organize the operation and manage the business of the University, in accordance with this Statute,
  4. preside over the Senate, prepare and propose the agenda for its sessions,
  5. issue rules and regulations when authorized by this Statute,
  6. propose to the Senate measures needed to improve the operation of the University,
  7. implement the Senate decisions,
  8. give to the Senate prior opinions in proceedings of appointing deans and other heads of constituent units,
  9. monitor observance of law and the Statute by deans, and take by measures provided by the Act and this Statute,
  10. chair the Rector's Collegium,
  11. participate in sessions of the University Council without the right to vote,

12. grant The Rector's Award and other awards and acknowledgements of the University,
  13. perform other duties provided by the Act and this Statute.
- (2) The Rector shall have the right to undertake all legal transactions on behalf and expense of the University up to the amount of one million Kuna. Legal transactions of higher value, up to three million Kuna, shall require the approval of the Enlarged Rector's Collegium, and of the value over three million Kuna the approval of the Senate.
  - (3) The Rector may appoint commissions for expert assistance in performing his or her duties or for preparation of the Senate sessions.

### **Annual Report of the Rector**

#### Article 14

- (1) The Rector shall be responsible to the Senate.
- (2) The Rector shall regularly submit an annual report on the operation and business of the University and on his or her activities to the joint session of the Senate, the field councils, the Council and the Enlarged Rector's Collegium.

### **Election of the Rector**

#### Article 15

- (1) The Rector shall be elected for a four-year term and may be re-elected once.
- (2) The Rector shall be elected from the ranks of the University educators with the scientific or artistic title of full professor.
- (3) The Electoral Commission composed of the chairperson and six members, appointed by the Senate from among its members, shall control the procedure of candidacy. Terms and obligations of the Electoral Commission shall be determined by the decision on their appointment.
- (4) Election procedure shall be instituted by the Electoral Commission issuing a public invitation for candidacies, at least eight months before the expiration of the mandate of the incumbent Rector.
- (5) The field councils, one or more, or at least three councils of the scientific-educational or artistic-educational units (faculties, academies of art, departments) may submit the candidacy, together with the written assent of the candidate. One field council may not propose more than one candidate. The proposal shall contain

the curriculum vitae and work program of the candidate and shall be put on the Web-site of the University at least two weeks before the joint session of the Senate and the field councils, upon which the candidates shall present and defend their programs.

- (6) The Electoral Commission shall examine the submitted proposals in order to establish whether the candidates fulfill the requirements prescribed by the Act and the Statute.
- (7) Candidates who fulfill the requirements from the previous section shall present and defend their programs at the joint session of the Senate and the Field Council.
- (8) The Rector shall be elected by a secret ballot, at a joint session of the members of the Senate and the members of all the field councils. Each member of the electoral body shall have one vote. The ballot shall take place during the term not shorter than one and not longer than two weeks after the conclusion of the session under section 7.
- (9) The Rector shall be elected by a majority vote of all the members of the electoral body. If no candidate obtains such a majority in the first election, the second election shall be held, whereas the two candidates who have obtained the largest number of votes in the first election shall have the right to stand for election.
- (10) If more than two candidates remain for a new election because of the equal number of votes in the first election, an interim election shall take place to select among those candidates who have obtained the equal number of votes.
- (11) In the second election, a majority of present members of the electoral body shall elect the Rector. If even after the final vote no one obtains the required majority, the procedure of election shall be repeated. In such a case, the Senate shall determine appropriate terms of procedure.
- (12) The oldest present member of the Senate shall preside over the joint sessions of the Senate and the field councils.
- (13) The election procedure shall be concluded at the latest two months before the beginning of the mandate of the newly elected Rector.
- (14) The term of office of the Rector shall begin, as a rule, on October 1 of the year of election and expire on September 30 of the year of cessation of the mandate. If the Rector's mandate happens to terminate before the expiration of the term for which he or she has been elected, the Senate shall select the acting Rector from among its members, who shall perform the duty until the election of a new Rector.

In such a case, the Senate shall determine by a special decision the terms of the procedure of selection as well as the date of assuming the mandate by the newly elected Rector.

### **Relief of the Rector of Duty**

#### Article 16

- (1) The Rector may be relieved of duty before the expiration of mandate if he or she:
  1. submits a resignation,
  2. does not fulfill the duties of the Rector,
  3. gravely and persistently offends the provisions of the Statute, the University rules and regulations or other laws, bylaws and regulations,
  4. abuses the function of the Rector,
  5. violates the reputation of his or her duty,
  6. loses the ability to perform the duty.
- (2) When the Senate decides to put on its agenda the proposal to relieve the Rector of duty, the oldest member of the Senate shall preside over the session.
- (3) The Senate shall make the decision to initiate the procedure of relieving the Rector of duty by a majority of votes of all its members.
- (4) The decision on relief of the Rector of duty shall be made by the electoral body for election of the Rector, by a secret ballot, at a special session presided over by the oldest member of the Senate.
- (5) In the case of relieving the Rector of duty, the electoral body shall select the acting Rector, at the same session, at the proposal of the presiding member.
- (6) The procedure of electing a new Rector shall begin within the term of thirty days.

### **Vice-Rectors**

#### Article 17

- (1) Vice-Rectors shall assist the Rector in his or her work in accordance with the provisions of the Statute and the proposal of the Rector grounded on his or her program.
- (2) Vice-Rectors shall be elected and relieved by the Senate by a majority of all its members, from the ranks of professors upon a proposal of the Rector. The area and competences of Vice-Rectors shall be specified by the decision on their election.
- (3) The mandate of the Vice-Rector shall last during the term of the mandate of the Rector on whose proposal he or she has been elected, and may be renewed.

## **Tasks and Competences of Vice-Rectors**

### Article 18

- (1) The Vice-Rector shall be a member of the Rector's Collegium and participate in the work of the Senate without the right to vote.
- (2) The Rector may authorize the Vice-Rector to substitute for him or her in representing the University, or in performing certain duties from the Rector's authority Article 13 section 1 line 4, 11 and 13 of this Statute.
- (3) The Vice-Rector who under the authorization of the Rector presides over the session of the Senate shall, in the absence of the Rector, have the right to vote.

## **Relief of the Vice-Rector of Duty**

### Article 19

- (1) The Vice-Rector may be relieved of duty if he or she:
  1. submits a resignation,
  2. does not fulfill the duties of a vice-rector,
  3. gravely and continuously offends the provisions of the Statute, the University rules and regulations or other laws, bylaws and regulations,
  4. abuses the function of the vice-rector,
  5. violates the reputation of his or her duty,
  6. loses the ability to perform the duty.
  7. if so proposed by the Rector.
- (2) The Senate shall decide on the relief from duty of the vice-rector by a majority of votes of all its members.

## **The Senate and Its Composition**

### Article 20

- (1) The Senate shall be the expert council of the University.
- (2) The Senate shall consist of seventy members as follows:
  1. the Rector as of duty,
  2. 53 employees with a scientific educational or artistic educational title, out of which 8 from bio-medical, 5 from bio-technical, 9 from social, 7 from humanistic, 5 from natural, 15 from technical and 4 from artistic fields.

3. 8 students of undergraduate and graduate studies, i.e. one from each field and one representative of the Student Union,
4. 4 students of postgraduate studies, i.e. one from artistic field, one from social and humanistic fields, one from technical and natural fields and one from bi-medical and bio-technical fields, and
5. 4 members elected from other employees, out of which at least one representative with the title of educator, representing scientific-educational fields as provided in item 4 of this Article.

(3) The mandate of the Senate members shall be for a four-year term. Student representatives shall be elected every two years. In the case when the mandate of a certain member is terminated, the newly elected representative shall conclude the mandate of the replaced member.

(4) All the members, except the Rector and the student representatives, shall be members of respective field councils.

(5) The Senate members shall be elected directly by employees with scientific-educational and artistic-educational titles through the expert councils of the constituent units in such a manner as to ensure proportional representation of the constituent units in the Senate.

(6) Each scientific-educational and artistic-educational constituent unit shall have at least one representative in the Senate.

(7) Chairpersons of the field councils shall be the Senate members as of duty.

(8) Elected representatives of other employees and students in the field councils shall directly elect their representatives to the Senate.

(9) Each Senate member shall have a deputy.

(10) Procedure for election of members and their deputies shall be regulated by the Senate decision.

### **Authority of the Senate**

#### Article 21

(1) The Senate shall:

1. determine strategic developmental policies of the University,
2. determine educational, scientific, artistic and professional policies of the University,
3. enact the Statute and other University rules and regulations within its authority, by a two thirds majority of all its members,
4. adopt the budget of the University, upon a proposal of the Rector's Collegium,

5. decide on the establishment, change of the status or cessation of scientific or artistic educational constituent units, at the proposal of the Enlarged Rector's Collegium, by a two thirds majority of all its members,
6. decide on the establishment of organizational units under Article 8, colleges under Article 10 and organizational units under Article 9 of this Statute,
7. approve doctoral proposals which cover multiple scientific fields,
8. award honorary doctorates and titles of "*professor emeritus*" and "*deserving scientist*",
9. approve appointments into the title of full professor and to the position of scientific counselor,
10. appoint the Electoral Commission in the procedure of electing the Rector,
11. participate in the electoral body for election or relief from duty of the Rector,
12. decide on initiating the procedure to relieve the Rector from duty,
13. elect vice-rectors and relieve them from duty, at the proposal of the Rector,
14. approve the statutes of the constituent units, at the proposal of the Committee for the Statute,
15. give consent to the programs of candidates for deans of faculties and academies of arts or heads of university departments,
16. decide on the Rector's temporary decision to suspend the implementation of decisions of deans or other heads of constituent units, or suspension from duty of deans or other heads of units, in accordance with law,
17. approve appointments or elections of heads of other University constituent units, unless differently provided by this Statute, the foundation charter, or the statute of the unit,
18. appoint representatives of the University to the University Council,
19. ascertain study capacities and the policy of admission, determine admission quotas, define standards of study and oversee their implementation through its Committee and Office for Quality Management,
20. decide on study programs,
21. initiate multidisciplinary scientific projects and study programs, which encompass multiple scientific or artistic fields,
22. monitor international cooperation of the University and make proper decisions thereupon,
23. adopt plans of employment in scientific and artistic educational, scientific and associate positions and make plans of personal organization, upon proposals of the field councils,
24. decide on capital investments and maintenance investments and acquisitions of equipment of the value over three million kuna, at the proposal of the Rector's Collegium,

25. approve decisions of the Rector and heads of constituent units on undertaking legal transactions on behalf and expense of the University of the value over three million Kuna,
26. appoint members of the Committee for the Statute, Committee for Quality Management, and Committee for the Budget and other committees and oversee their operation,
27. appoint members of its standing and temporary working bodies, and
28. perform other duties in accordance with law, the Statute and rules and regulations of the University.

### **Proceedings of the Senate**

#### Article 22

- (1) The Senate shall perform business from its jurisdiction in sessions.
- (2) The Senate shall make legally valid decisions at sessions with a majority of all its members present.
- (3) The Rector shall preside over the Senate.
- (4) Representatives of trade unions in the sector of science and higher education shall be invited to participate in the sessions of the Senate without the right to vote.
- (5) The Rector may invite to the Senate sessions other persons as guests, and especially the heads of particular constituent units of the University when issues from their operation are deliberated.
- (6) The Senate shall decide by a majority of the present members, unless specified differently by the Act or this Statute. When votes are equally divided, the Rector's vote shall decide.
- (7) The business and decision-making of the Senate shall be regulated in detail by the Rules of Procedure.

### **Composition of Field Councils**

#### Article 23

- (1) All the employees in scientific-educational, artistic-educational, educational and associate titles shall belong to one of the respective scientific (biomedicine, bio-technical sciences, social science and humanities, natural sciences and technical sciences) fields or to the artistic field.
- (2) Field councils shall be expert councils under section 1.
- (3) Scientific-educational, artistic-educational and scientific constituent units shall elect their representatives into the councils of the fields in which they have employees in scientific-educational, artistic-educational, educational and scientific titles, on elections carried out by the expert councils of constituent units.

(4) The Field Council (hereinafter: the Council) shall consist of three factions of representatives of employees and a faction of students in the respective field: 1. employees in scientific-educational, artistic-educational or educational titles (80%), 2. students of all the three stages (15%) and 3. employees in the associate status (5%).

(5) The basis for estimate of a number of members of the Council shall consist of the number of employees in scientific-educational, artistic-educational and educational titles in the field. The number of representatives of employees in scientific-educational, artistic-educational and educational titles in the Council shall be determined in such a way that one representative shall be elected for each 20 employees in such a title within the field. In fields with less than 210 employees in scientific-educational, artistic-educational or educational titles, this criterion shall be adjusted, so that there shall be 21 representatives in the Council in the respective status.

(6) The dean, a member of the Senate and a deputy member of the Senate shall be members of the Council as of duty.

(7) The Senate shall regulate the procedure for election of the Council members and other issues related to the establishment and operation of the Councils, by a special decision enacted by a two thirds majority of votes. In regulating such issues, the Senate shall respect the necessity of proportional representation of particular constituent units and professions, appropriate representation of students and the principle of avoiding abuse of majority in decision-making.

(8) The head of a constituent unit shall be a member of the Council of the field to which the majority of employees in scientific-educational, artistic-educational, educational and scientific titles belong.

### **Jurisdiction of the Field Council**

#### Article 24

(1) The Field Council shall:

1. elect the chairperson of the Field Council with a two-year mandate,
2. appoint its representative into the Enlarged Rector's Collegium,
3. propose to the Senate decisions on development of the field,
4. determine criteria and measures to assure quality of study programs and of scientific and artistic work within the field,
5. Plan personnel management of the field, in cooperation with the constituent units,
6. determine requirements for appointments into the scientific-educational, artistic-educational and educational titles and into scientific positions within the field,

7. approve appointments into the scientific-educational, artistic-educational and educational titles and into scientific positions when the procedure is carried out by the constituent units, except for the selection of full professors and scientific counselors, which shall be approved by the Senate,

8. coordinate the organization and performance of teaching and stimulate interdisciplinary programs within the field,

9. take care of teaching and representation of disciplines from other parts of the University in the field,

10. encourage and evaluate introduction of interdisciplinary research projects and projects linked to aimed and innovative research,

11. assess plans for establishment of laboratories, institutes, research teams, artist workshops and projects, developmental centers, commercial companies and alike, linked to the field,

12. propose the initiation of the procedure of establishment, change of the status or cessation of scientific-educational and scientific constituent units in the field,

13. perform other duties in accordance with this Statute and the rules and regulations of the University.

### **Issues of Special Interest for Students**

#### **Article 25**

(1) Student representatives in the Senate and the Field Councils, as well as student representatives in expert councils of scientific-educational constituent units, shall have the right to veto decisions on issues of special interest for students.

(2) Issues of special interest for students shall be the following: regulation of rights and duties of students, altering the system of study, quality assurance of studies, adoption of study programs, determination of curricula and the student standard of living.

(3) Veto shall be exercised by a majority of all the student representatives in the Senate, the Field Council or the expert council of the constituent unit. When the student veto is exercised, the Senate, the Field Council or the expert council of the constituent unit shall reconsider the issue after the expiration of 8 days. A new decision on the issue shall be made by a majority of all the members of the Senate, the Field Council or the expert council of the constituent unit and it may not be vetoed.

### **University Council and Its Composition**

#### **Article 26**

(1) University Council is an advisory and overseeing body of the University.

- (2) The Council shall have twelve members.
- (3) Upon the invitation from the Senate, the Parliament of the Republic of Croatia and the Croatian Chamber of Commerce shall appoint two members each, and the City of Zagreb and the City of Varaždin one member each.
- (4) The Senate shall appoint six representatives of the University, at the proposal of the Field Councils and the Student Union, five of whom shall be the employees with the title of full professor and one shall be a student.
- (5) Members of the University Council shall from among their ranks elect the chairperson and the vice-chairperson of the Council.
- (6) The mandate of the Council members shall be for a four-year term.
- (7) In the case of termination of the mandate of a Council member before its expiration, a new Council member shall be elected for the rest of the term of his or her predecessor.

### **Proceedings of the University Council**

#### *Article 27*

- (1) The Council shall work in sessions, convened at least four times a year, presided over by its chairperson or, in his or her absence, on authorization thereof, the vice-chairperson.
- (2) Majority of all the members shall be necessary for valid deliberation and decision-making, whereas at least three external members and three representatives of the University must be present.
- (3) The Council shall make decisions by a majority of votes of all its members. When votes are equally divided, the vote of the chair shall decide.
- (4) The Rector shall participate in the proceedings of the Council without the right to vote.
- (5) Work and decision-making of the Council shall be regulated in detail by the Rules of Procedure.

### **Jurisdiction of the University Council**

#### *Article 28*

- (1) The Council shall:
  1. monitor and analyze the realization of the activities of the University according to the Foundation Charter and this Statute.
  2. take care of the development of the University and its interaction with the social environment,
  3. consider and approve the strategic decisions of the Senate, in accordance with this Statute,

4. oversee the execution of the responsibilities of the University in accordance with the Act,
  5. oversee legality of operation of the University and its constituent units,
  6. appraise rational use of personnel and material resources,
  7. oversee implementation of the decisions of the Senate and the Rector's Collegium.
  8. perform other duties provided by the Foundation Charter and this Statute.
- (2) The Council may convene the Rector's Collegium or the Senate, and put on their agenda certain issues from its jurisdiction.
- (3) The Council shall submit an annual report on the operation of the University to the founder. The Council shall notify the Senate on the report submitted.

### **Composition of the Rector's Collegium**

#### Article 29

- (1) The Rector's Collegium shall be the managing board of the University.
- (2) The Rector's Collegium shall consist of the Rector and Vice-Rectors.
- (3) The Enlarged Rector's Collegium shall consists of the Rector, Vice-Rectors, one representative appointed by each Field Council as a rule from among the heads of constituent units, and one student of the University appointed by the student representatives in the Senate among themselves.
- (4) The mandate of the members of the Enlarged Rector's Collegium shall be for a two-year term.

### **Proceedings of the Rector's Collegium**

#### Article 30

- (1) The Rector shall convene the Rector's Collegium when needed.
- (2) The Enlarged Rector's Collegium shall work in sessions convened by the Rector at least once a month.
- (3) Majority of all the members shall be present for valid deliberation and decision-making of the Enlarged Rector's Collegium.
- (4) The Rector may invite other members of the academic community to participate in sessions of the Rector's Collegium. When expressly stipulated in the agenda, the Rector may invite the head of a certain constituent unit, who shall be obliged to attend.
- (5) The Enlarged Rector's Collegium shall decide by a majority of votes of all its members. If votes are equally divided, the Rector's vote shall decide.

- (6) A representative of the Field Council shall, when needed, convene a collegium of the heads of constituent units of the field in order to consult and reach common views regarding his or her participation in the work of the Rector's Collegium.
- (7) Representatives of the Field Councils and the student representative may demand a specific decision on the item of the agenda to be delayed for the purpose of consultation with the heads of constituent units of the field or the student representatives in the Senate.
- (8) The student member of the Rector's Collegium shall have no right to veto the Collegium's decision on issues under Article 25 section 2, but a majority of all the student representatives may demand the issue to be re-examined at a session of the Senate.
- (9) The Rector shall convene a meeting of all the heads of constituent units at least twice a year and when otherwise deemed necessary.
- (10) Deliberations and decision-making of the Rector's Collegium shall be regulated in detail by the Rules of Procedure.

### **Jurisdiction of the Rector's Collegium**

#### Article 31

- (1) The Rector's Collegium shall:
1. discuss the issues of current business and assist the Rector in making decisions,
  2. prepare decisions of the Enlarged Rector's Collegium,
  3. prepare sessions of the Senate, and
  4. perform other duties in accordance with the Statute.

### **Jurisdiction of the Enlarged Rector's Collegium**

#### Article 32

- (1) The Enlarged Rector's Collegium shall:
1. propose the University budget to the Senate,
  2. propose to the Senate developmental and research plans and programs, capital investments and investments into research and educational equipment of the value of over three million Kuna.
  3. make business decisions on investments of the value between one and three million Kuna, at the proposal of the Rector.
  4. propose to the Senate decisions on the establishment, organization and cessation of the constituent units of the University,
  5. propose to the Senate decisions on establishing commercial companies,

6. propose to the Senate decisions on study capacities, admission quotas, study expenses and fees,
7. propose to the Senate decisions on the student standard of living,
8. prepare and monitor negotiations with the competent ministry on the annual university budget and other financial issues,
9. prepare and monitor negotiations with the external, in particular governmental bodies and other universities, as well as commercial and scientific institutions.
10. propose to the Senate candidates for the chairperson and members of the Budget Committee,
11. establish committees and other advisory bodies for business from its jurisdiction,
12. coordinate international cooperation and propose to the Senate appropriate decisions.
13. take care of sport and recreational activities of members of the academic community,
14. perform other duties in accordance with this Statute and the rules and regulations of the University.

### **Standing Committees**

#### Article 33

- (1) The University shall have: Committee for the Statute, Committee for the Budget and Committee for Quality Management, as expert and advisory bodies of the Senate, the Rector, the Rector's Collegium and the University Council.
- (2) The Senate shall, by a special decision, regulate composition, organization and other issues of relevance for the work of the committees under section 1 of this Article.

### **Committee for the Statute**

#### Article 34

- (1) Committee for the Statute shall, as an advisory body of the Senate and the Rector's Collegium:
  1. oversee the implementation of the Statute and other rules and regulations of the University,
  2. warn the Rector, the Senate and the University Council in cases of infringements of the Statute by the University bodies, or the bodies of the constituent units, and propose a resolution thereof,

3. give advisory opinion on the drafts of rules and regulations of the University and constituent units,

4. take care of improvement of professional administrative and legal services at the University.

(2) The Committee shall have a chairperson and two members who shall be appointed by the Senate from among employees with scientific-educational and artistic-educational titles and one member from each field who shall be appointed by the Field Councils.

(3) An Academic Secretary or an assistant to the Rector for legal affairs shall participate in the work of the Committee without the right to vote.

(4) The Committee shall work in sessions. The Committee shall at least once a year submit a report on its work to the Senate. The report shall point out the changes in fundamental documents deemed necessary to improve quality of the organization of the University operation.

(5) The Office for Legal Affairs shall be an expert service of the Committee.

### **Committee for the Budget**

#### Article 35

(1) The Committee for the Budget shall, as an advisory body to the Senate and the Rector's Collegium:

1. prepare a proposal of the University budget,
2. audit the usage of the budget,
3. examine the annual budgetary accounts of the University and its constituent units and other financial reports,
4. propose measures of rationalization in financial operation of the University and its constituent units,
5. propose to the University Council measures in cases of disregarding the budget and determined financial policy of the University.

(2) The Committee shall have a chairperson and six members, one from each field, who shall be appointed by the Senate at the proposal of the Enlarged Rector's Collegium.

(3) The Committee shall work in sessions. The Office for the Budget shall be an administrative expert service of the Committee.

### **Committee for Quality Management**

#### Article 36

(1) The Office for Quality Management shall, as an advisory body of the Senate and the Rector's Collegium:

1. plan, manage and analyze procedures of evaluation of the complete scientific and research system and the system of higher education at the University,

2. represent the University in the national network of quality assurance.

(2) The Committee shall have a chairperson who shall be appointed by the Senate from the ranks of employees with scientific-educational, or artistic-educational titles, one member from each field who shall be appointed by the respective Field Councils, and two Senate members from the ranks of students, out of whom one from postgraduate and one from undergraduate or graduate study.

(3) The Committee shall work in sessions. The Committee shall at least annually submit a report to the Senate on the state of quality assurance and improvement at the University.

(4) The Office for Quality Management shall be an administrative expert service of the Committee.

(5) The Office shall simultaneously be a center of the University within the national network, which shall be, according to the Act, coordinated by the Agency for Science and Higher Education.

### **Central University Offices**

#### *Article 37*

Central University offices may operate within the University for the purposes of efficient performance of common University activities, such as: the Office for International Cooperation, the Office for Public Relations, the Office for Advancement of Business Processes, the Office for Academic Affairs, the Office for Evaluation of Foreign Qualifications in Higher Education, Office for AMAC/AMCA, the Office for Regional Development etc.

## **III. CONSTITUENT UNITS OF THE UNIVERSITY**

### **Constituent units**

#### *Article 38*

(1) Scientific-educational and artistic educational constituent units of the University shall be faculties, academies of art, university departments and university centers. Scientific constituent units shall be clinics, institutes, scientific research centers and developmental and technological centers. Constituent units ensuring unity and standards necessary to the

University shall be the University Library, the University Computing Center and student centers.

(2) The Constituent units under section 1 shall be organized as public institutions or as branches of the University, unless otherwise specified by this Statute or the decision on foundation thereof.

(3) The University Senate shall, at the proposal of the Committee for the Statute, give approval to the statutes or regulations of constituent units, which may not enter into legal force without it. The statutes and regulations of constituent units must not contradict the provisions of this Statute.

(4) The University shall be a founder of the constituent units and exercise the founding rights in accordance with this Statute, the law and the foundation charter of the constituent unit.

(5) Constituent units shall use the name of the University together with their own names in commerce, in accordance with this Statute, the Act and general regulations of the constituent units.

### **Abidance by the Law and the Statute**

#### Article 39

(1) The head of the constituent unit shall be responsible for legality of its operation and its abidance by this Statute. He or she shall be responsible to the expert council of the constituent unit and the Rector for his or her work.

(2) The Rector shall have the right to oversee legality of operation of the constituent unit and compliance with this Statute and the statute of the constituent unit.

(3) In cases of acts disregarding the law and this Statute, the Rector shall warn in writing the head and the expert council of the constituent unit.

(4) The Rector shall have the right to suspend the implementation of every decision of the head or other body of the constituent unit by which the law or this Statute is infringed.

(5) In cases of grave and persistent infringements of the law and this Statute and decisions grounded thereupon, the Rector may temporarily suspend from duty the head of the constituent unit and appoint an acting head. In such a case the Senate shall, during the term of thirty days, decide on confirmation of the suspension by a two-thirds majority of all its members. If the suspension is thus confirmed, the head of the constituent unit shall be relieved from duty by the force of the Statute and a new head shall be elected during the term of three months. In such procedure, the relieved head may not be a candidate for new election.

(6) Provisions of this Statute related to suspension of implementation of decisions, suspension and relief of duty of the constituent unit head shall apply to other constituent units in accordance with their foundation charters or other general rules and regulations.

## **Faculties and Academies of Arts**

### **Article 40**

(1) Faculties shall be higher education institutions within the composition of the University and shall organize and conduct university studies and scientific and expert work in one or more scientific fields.

(2) Academies of art shall be higher education institutions within the composition of the University and shall organize and perform university studies and artistic, scientific and expert work in the artistic field.

(3) Faculties and academies of arts may exceptionally also perform occupational studies under the conditions prescribed by the Act.

(4) Faculties and academies of arts (hereinafter: faculties) shall be public institutions within the composition of the University and shall have the jurisdiction and competences in commerce and business in accordance with the Act and this Statute.

(5) Faculties may have organizational units (departments, institutes, chairs, field studies, clinics, clinical institutes, centers, pharmacies, laboratories, collections, ensembles, galleries, libraries, experimental units, and others) and may establish legal entities and branches.

(6) The faculty council or the council of the academy shall decide on establishing or closing of a faculty organizational unit. Approval of the Senate shall be required for establishment or closing of an organizational unit whose operation includes multiple fields.

(7) Managing bodies of faculties shall be: the dean and the faculty council or the academy council (hereinafter: expert council). Faculties may have other bodies whose composition and jurisdiction shall be regulated by the statutes of faculties.

## **Competences of the Dean of the Faculty**

### **Article 41**

(1) The Dean shall be a head of the faculty and shall have jurisdiction stipulated by this Statute and the statute of the faculty.

(2) The insignia of the Dean's authority shall be the chain of the dean. The mandate and authority of the Dean shall be for a two or three-year term, as provided by the faculty statute,

and may be repeated once. The Dean is responsible for his or her work to the expert council and the Rector, in accordance with this Statute and the statute of the faculty.

(3) The Dean shall:

1. represent and act on behalf of the faculty,
2. make business decisions in accordance with the regulations,
3. preside over the expert council and propose the agenda for its sessions,
4. be a member of the respective field council as of duty,
5. propose to the expert council measures for improvement of the faculty operation,
6. implement the decisions of the expert council and the decisions of the Senate and the field council related to the faculty,
7. perform other duties in accordance with the Act, this Statute and the statute of the faculty.

(4) The Dean shall have the right to make business decisions on behalf and expense of the faculty in the value up to one million Kuna. For legal transactions of up to three million Kuna the Dean shall need approval of the expert council and of the Senate for transactions of the value over three million Kuna.

(5) The Dean is responsible to the expert council and the Rector, and shall annually submit the report to them on operation and business of the faculty and the report on his or her work, including the report on the budget proposal of the faculty and the execution of the current budget.

(6) Vice-Deans shall assist the Dean in performing his or her duties in accordance with the faculty statute. The mandate of Vice-Deans shall last as the term of the Dean upon whose proposal the Vice-Dean has been appointed. The Dean may appoint standing or ad hoc commissions for performing tasks from the jurisdiction of the Dean.

### **Election and Relief of the Dean of Duty**

#### Article 42

(1) The Dean may be elected from among the educators of the University and of the respective constituent unit, with the title of full or associate professor.

(2) The election procedure of the Dean commences by an invitation of the expert council for submission of candidacies. Candidates submit their curricula vitae and work programs which they present orally before the expert council. Proposals approved by the expert council shall be sent to the Senate, which shall, at the proposal of the Rector, decide during one-month term whether to give consent to the appropriately addressed proposal. If consent is denied, the

decision of the Rector and the Senate thereupon must be explained. The expert council shall elect the Dean by a secret ballot from among the candidates approved by the Senate in the procedure regulated by the faculty statute. The candidate who, in the final ballot, obtains a majority of votes of all the members of the expert council shall be elected the Dean.

(3) The Dean shall assume the duty on the first day of the new academic year.

(4) If the new dean is not elected until the expiration of the previous mandate, the expert council shall, within the term of thirty days, propose to the Senate a person who fulfils the requirements as an acting dean until the election of the new dean. The Senate shall appoint the acting dean within the term of thirty days after receiving the approval of the Rector.

(5) In case that the expert council does not submit a proposal within the prescribed term, the Senate shall, at the proposal of the Rector, appoint the acting dean.

(6) The Dean may be relieved of duty before the expiration of his or her mandate if he or she:

1. submits a resignation,
2. does not fulfill the duties of the dean,
3. gravely and persistently violates the provisions of the Statute, the University rules and regulations or other laws, bylaws and regulations,
4. abuses the function of the dean,
5. violates the reputation of his or her duty,
6. loses the ability to perform the duty.

(7) The procedure of relieving the dean of duty shall commence by a decision to initiate procedure made by the expert council by a majority of votes of all its members.

(8) The expert council shall conduct the procedure and decide on the proposal of relief by a majority of votes of all the members within the term of two months from the commencement of the procedure.

(9) If the Rector decides to suspend the dean from duty on the grounds of disregarding the law, other regulations or this Statute or the University decisions grounded upon them, such a decision shall be considered and confirmed by a two thirds majority of all the members of the Senate within the term of thirty days after the day of suspension by the Rector. If the decision on suspension is confirmed, the dean shall be deemed as relieved of duty on the day of making the decision on confirmation of suspension.

(10) In the case when the dean is relieved of duty, the Senate shall appoint the acting dean until a new dean is elected. The procedure of electing the dean shall be carried out in accordance with this Statute and the statute of the faculty. In such procedure, the relieved dean must not be a candidate.

## **Jurisdiction of the Faculty Council and the Council of the Academy**

### Article 43

(1) The faculty council and the council of the academy shall be expert councils thereof.

(2) The expert council shall consist of the employees with the scientific-educational, artistic-educational, scientific, educational and associate status or their representatives and the representatives of students. The statute of the faculty shall regulate in detail the composition and the proceedings of the expert council. The council may be organized upon the principle of delegation.

(3) The expert council shall:

1. enact the Statute of the faculty by a majority vote of all the members,
2. elect the dean and vice-deans,
3. elect the members of the field councils,
4. consider and approve the annual report of the dean,
5. adopt the budget and the annual financial report of the faculty,
6. take care and make decisions in order to assure quality of studies and of scientific or artistic work,
7. initiate procedure and take care of implementation of teaching programs, studies, scientific and artistic-productive projects and programs as a whole or in parts from its field of operation,
8. establish new and develop the existing research capacities on the level of respective scientific or artistic disciplines,
9. initiate and carry through the procedures of selection into scientific-educational title, artistic-educational title and other titles, in accordance with the law and the statute of the constituent unit,
10. ensure conditions for the realization of freedom of individuals or groups of researchers, educators and students in scientific, artistic, educational and professional activities,
11. give opinion on acquisition, installation and usage of major equipment from the area of its activities at the University,
12. give approval to the dean for undertaking legal transactions of the value over one million Kuna up to three million Kuna,
13. perform other duties as provided by the Act, this Statute and the statute of the faculty.

#### Article 44

The Status and operation of the Catholic Theological Faculty in Zagreb shall be regulated by the Act, this Statute, the provisions of ecclesiastical legislation, international agreements between the Holy Chair and the Republic of Croatia, and by the Agreement on the Status and Operation of the Catholic Theological Faculty in Zagreb of March 11, 1996.

### **University Department**

#### Article 45

- (1) The University department (hereinafter: the department) shall be organized as a scientific-educational or artistic-educational constituent unit of the University, which may have the status of the University branch and which shall participate in performing university, and exceptionally occupational, studies and shall organize and perform scientific or artistic, educational and expert work in one scientific or artistic area, or in multiple related areas.
- (2) Members of the department shall be educators, scientists and associates of the University from a certain scientific area or from a certain artistic area.
- (3) The department shall have its head as a leader and the department council as an expert council.
- (4) Detailed regulations on the work of departments, method of selection, appointment and relief of duty of its head, jurisdiction of the departmental head and the council, manner of department's participation in legal transactions, its position towards other, in particular the central and related constituent units, and on other issues of importance for the work of departments, shall be defined by the Senate decision on establishment of a certain department, which shall be passed by a two-thirds majority, and by its general regulations.

### **University Center**

#### Article 46

- (1) The University center shall be an organizational unit which shall organize and perform the scientific, artistic, educational and expert activities or coordinate such activities within the University.
- (2) The University center shall be established and ceased by the two-thirds majority decision of the Senate.
- (3) Detailed regulation of the status, internal organization and operation of the university center shall be provided by the foundation charter and its general regulations.

(4) The University center shall have the head as a leader and the expert council in which scientists, artists and educators participate, performing the activities of the center.

(5) The head of the University center shall be appointed by the Rector with approval of the Senate and with a prior opinion of the expert council of the University center.

### **University Institute**

#### Article 47

(1) The institute shall be a scientific constituent unit of the University, which shall organize and perform scientific and expert work in one or more scientific areas.

(2) Detailed provisions on the status and organization of institutes and their bodies and jurisdiction, shall be defined by the foundation charter of the institute and by its general regulations by analogy to the provisions of the Act related to scientific institutes.

### **The System of University Libraries and the University Library**

#### Article 48

(1) The system of university libraries shall functionally interconnect the libraries of scientific-educational, artistic-educational and educational constituent units.

(2) The system of university libraries shall, by its library-information services, be a part of the scientific, research, artistic and educational operation of the University.

(3) The University may by a contract confine the tasks of the university system of libraries and of the Central University Library to the National and University Library in Zagreb.

(4) The operation and development of the University system of libraries shall be overseen by the Committee whose composition and jurisdiction shall be regulated by a special act.

### **University Computing Center (UCC)**

#### Article 49

(1) The UCC, as an infra-structural institution of the academic community in the area of information and communication technology (ICT) shall be a central knot of information, communication and computing infrastructure of the system of science and higher education, and a center for education in application and support to ICT in the activities of the University.

(2) The UCC shall coordinate planning, projecting, construction and maintenance of ICT infrastructure at the University and shall, with the approval of the Senate, operate as a part of a wider system of planning, projecting, construction, maintenance and application of ICT within the academic community on the national level.

(3) The founder of the UCC shall be the University of Zagreb.

(4) The bodies of the UCC shall be the managing council, manager and other bodies whose method of appointment, composition and jurisdiction shall be regulated by the statute of the UCC.

(5) The manager of the UCC shall be appointed and relieved of duty by the Managing Council of the UCC in the procedure defined by the statute of the UCC, with the approval of the Senate.

### **Student Centers**

#### *Article 50*

(1) Student centers shall be constituent units of the University, which, as public institutions or commercial companies, operate in the area of ensuring the student standard of living, in particular of housing, catering, culture and sports.

(2) The founder of the student centers shall be the University of Zagreb.

(3) Internal organization, management, financing and other issues of relevance for the operation of student centers shall be regulated by the foundation charter and general regulations grounded thereupon.

(4) General regulations shall be approved by the Senate of the University.

## **IV. STUDENTS**

### *Admission to the Student Status*

#### *Article 51*

(1) The student is a person enrolled at the University.

(2) The student status shall be proved by a document whose content shall be specified by the Senate.

### *Full-time and Part-time Students*

#### *Article 52*

(1) Students may be full-time and part-time students.

(2) Full-time students are those who study according to the full-time program of study. The costs of full-time study shall be subsidized, partially or fully, depending on the achievement in the placement procedure or during the course of study as well as

resources available from the state budget, in compliance with the regulations of the University.

- (3) Part-time students are those who participate in the same program of study as full-time students, but according to a special curriculum. The costs of such study shall be fully or partially covered by the student, in compliance with the regulations of the University.

### *Visiting Students*

#### Article 53

- (1) The visiting student is a full-time or part-time student from another university who enrolls on certain courses of the program of study at the University in accordance with a special contract with other universities on recognition of the ECTS credits. The status of the visiting student shall last not longer than one academic year. Rights and obligations of the visiting student, the manner of covering the costs of study, the possibility of continuing study at the University and other issues connected with the status of the visiting student shall be regulated by the contract with other universities.
- (2) Attendance and examinations passed by the visiting student from the previous section shall be recorded in the document under Article 51 section 2 of this Statute.

### *Student Status*

#### Article 54

- (1) A student shall have the status of the full-time student during the required course of study and not longer than twice as long as the required course of study. During the course of study under this section, dormant students' obligations shall not be taken into account.
- (2) Full-time students may at the same time take only one course of study or one two-subject course of study at the University. Exceptionally talented students may be allowed by the University to take another simultaneous course of study.
- (3) The right to health insurance, subsidized board and lodging in the students' dormitory and other rights shall be acquired by full-time students in accordance with special regulations.
- (4) The status of part-time students and visiting students and their rights and obligations shall be regulated in accordance with this Statute by the decision of the Senate and the

constituent unit. The Senate may decide that the status of part-time students be partially or fully regulated by the constituent units. Such a decision shall be considered to be made by the Senate if it has approved the statute of the constituent unit in which the status of part-time students and their rights and obligations are regulated.

*Admission to Undergraduate, Graduate and Postgraduate Studies*

Article 55

- (1) Students shall have the right of admission to undergraduate and graduate studies within the admission quotas approved by the Senate at the proposal of the constituent unit conducting the study and the Rector's Collegium.
- (2) Admission to study shall be performed on the basis of public competition announced by the Senate. The University shall announce the admission competition for undergraduate study at least 6 months before the beginning of the teaching period. Competition for graduate and postgraduate studies shall be announced at least one month before the beginning of the teaching period.
- (3) Competition under section 2 shall specifically contain:
  1. requirements for admission to study provided by the regulations of the University and its constituent units,
  2. number of available places according to types of studies,
  3. number of places which are fully or partially subsidized from the state budget,
  4. information on placement procedure and application,
  5. criteria for selection (kind of completed secondary school and success in previous education, success in entrance examination, special knowledge, skills or abilities, etc.),
  6. registration terms, and
  7. other information.
- (4) Exceptionally, in accordance with the regulations of the constituent unit conducting the study, a person without previously completed appropriate education may be admitted to study in the case of exceptionally promising persons for whom successful completion of study may be expected without the completion of previous appropriate education.

- (5) Foreign citizens shall be admitted to study under the same conditions as Croatian citizens with the requirement of paying the costs of study in accordance with law and the regulations of the University or its constituent unit.
- (6) Conditions for the transfer from occupational study to university study and transfer from one to another study within the University shall be regulated by the rules and regulations of the University and its constituent units.
- (7) A person with completed graduate university study who fulfils conditions under the regulations of this study may be admitted to postgraduate study. Persons who completed occupational study with 240 or more ECTS credits may also be admitted to postgraduate specialist study.

### ***Rights and Obligations of Students***

#### Article 56

- (1) Rights and obligations of students shall be:
  1. to attend classes regularly, to fulfil obligations determined by the study program and curriculum and general and individual regulations of the University and the constituent unit in which they study,
  2. to participate in evaluation of the quality of instruction and instructors in the manner provided by regulations of the University,
  3. to enrol in the higher semester or year of study after fulfilling all the obligations specified by the study program and curriculum,
  4. to pass examinations in the manner and within the terms specified by general and individual regulations of the University and the constituent unit in which they study,
  5. to complete the study according to the admission program within the terms provided by the regulations of the University.
- (2) The student shall also have the right to:
  1. quality study and educational process as provided by the appropriate study program,
  2. quality teaching staff,
  3. freedom of thought and expression of opinions,
  4. participation in scientific and professional projects according to his or her abilities and needs of the University or its constituent unit,

5. of his or her own choice, for the purpose of acquiring additional knowledge, enrol on courses and pass examinations at other study programs within the University, in conformity with regulations,
6. choose the teacher of his or her own choice if there are more than one teachers of the selected subject,
7. consultations,
8. choose the leader of the undergraduate and graduate studies as well as the mentor in postgraduate studies,
9. use the library and other resources available at the University,
10. participate in decision-making at the University and its constituent units in accordance with this Statute and other regulations,
11. take examinations alternatively if his or her psycho-physical condition so requires,
12. psychological, spiritual and other forms of advisory support in accordance with the regulations of the University,
13. organized sports activities for the purpose of harmonious individual psycho-physical development,
14. participate in the work of students' organizations at the University, in accordance with their rules,
15. lodge a complaint to the head of the constituent unit or the University in the case of violation of some of his or her rights.

The student shall have the obligation to:

- (1) respect the regulations of the University and the constituent unit where he or she studies,
- (2) protect the reputation and dignity of the University, students, teachers and other members of the academic community and
- (3) behave in accordance with the code of ethics of the members of the academic community.

### ***Right to Dormant Obligations***

#### Article 57

The right to dormant obligations shall be exercised:

- (1) during military service,
- (2) during pregnancy,

- (3) for the student father or the student mother up to one year of age of the child,
- (4) during serious disease,
- (5) in other justified cases in accordance with the regulations of the University or the constituent unit in which the student studies.

### ***Specific Conditions of Study***

#### Article 58

- (1) The student who has the status of the excellent athlete or artist may study according to the part-time curriculum under the conditions provided by the regulations of the University or the constituent unit.
- (2) The exceptionally successful student may be allowed to enrol on more than one programs of study under the conditions provided by the regulations of the constituent unit or the University. Such a student may study one of these programs according to the curriculum for part-time students.
- (3) Exceptionally successful students may be allowed to complete the study in a shorter period of time than the time required for the completion of the study, in accordance with the regulations of the University or the constituent unit where the student studies.
- (4) Students may be allowed, in accordance with the regulations of the constituent unit or the University, to attend certain courses or the academic year and/or pass examinations at another institution of higher education within the University or at another university in the country or abroad.

### ***Student Disciplinary Responsibility***

#### Article 59

- (1) Disciplinary responsibility of the student, particularly disciplinary offences, disciplinary procedure and disciplinary sanctions shall be stipulated by the regulations of the University or the constituent unit.
- (2) The disciplinary measure of expulsion from the study may be stipulated and applied only for serious disciplinary offences.
- (3) A student representative shall obligatorily be a member of the body deciding on student disciplinary responsibility, except when the head of the higher education institution or another competent body decides on responsibility without disciplinary

proceedings. In such a proceeding conducted in respect of the legal remedy, the student representative shall obligatorily participate in decision-making.

### ***Termination of the Student Status***

#### Article 60

The student status shall terminate:

1. upon completion of study,
2. upon withdrawal from study,
3. if the student does not register for the following academic year (or semester),
4. if the student does not earn at least 35 ECTS credits during two consecutive academic years,
5. by expulsion on the basis of the decision of the competent body, and
6. in other cases provided by the regulations of the University or the constituent unit where the student studies.

## **V. STUDY**

### ***University Studies***

#### Article 61

(1) Higher education shall be conducted at the University through university studies.

(2) Exceptionally, in accordance with law, occupational studies shall also be conducted at the University.

### ***Types of Studies***

#### Article 62

(1) University study shall be organized and conducted as:

1. undergraduate study, which shall as a rule last for three to four years, and by its completion from 180 to 240 ECTS credits shall be earned,
2. graduate study, which shall as a rule last for one to two years, and by its completion from 60 to 120 ECTS credits shall be earned, and
3. postgraduate study, which may be organized as doctoral study lasting at least for three years, or a specialist study lasting, as a rule, for one to two years. By

satisfying the requirements for each year of postgraduate study, 60 ECTS credits shall be earned.

- (2) Occupational study shall as a rule last for three years and by its completion 180 ECTS credits shall be earned.
- (3) Particular programs of university study may be conducted as integrated at the undergraduate or graduate levels of study. Such conduct of the program of study shall be approved by the National Council for Higher Education.
- (4) Graduate study may last longer than two years, by the approval of the National Council for Higher Education.
- (5) Postgraduate doctoral study and postgraduate specialist study may partially be conducted as integrated study so that as a rule 30% of subjects taught at the postgraduate doctoral study may be the subjects of one or more specialist postgraduate studies.
- (6) In addition to the studies under sections 1 and 4, the University and constituent units may also organize various programs of professional improvement up to one year, taking into consideration the concept of lifelong education and improvement, for which a special certificate of attendance shall be issued.

### ***Subjects of Studies***

#### Article 63

- (1) The University shall organize studies by the decision of the Senate in accordance with this Statute. Studies shall be conducted at the faculties, academies, university departments and university centres.
- (2) The subject of study shall be one of the constituent units. If more than one constituent units conduct the study, one of them shall be, according to the decision of the Senate, the subject – coordinator.
- (3) The University may, on the basis of agreement on cooperation approved by the Senate, organize and conduct studies together with another institution of higher education or scientific institution from the country or abroad.

### ***Postgraduate Study Centre***

#### Article 64

- (1) The postgraduate study centre of the University shall be the subject of particular postgraduate studies.
- (2) Tasks of the Centre shall also be:
  1. coordination of doctoral and specialist postgraduate studies at the University,
  2. quality management of postgraduate studies, and
  3. interconnection of the existing and promotion of new postgraduate studies.
- (3) Organization and activity of the Centre shall be stipulated by regulations.

### ***Conduct of Study outside the Scientific-educational Constituent Units***

#### Article 65

- (1) A part of university study may be conducted by educational institutions approved by home/competent higher education institutions, the university institute and research institutes outside the University under the conditions:
  1. that the subject of study has no adequate equipment necessary for the conduct of the study program, and
  2. if it substantially improves the educational process.
- (2) In the case of study under section one of this Article students shall enrol on the study at the constituent unit which is the subject of the study.
- (3) Methods and conditions of the conduct of study shall be regulated by the contract between the University and the subject of study at the proposal or upon the opinion of the Senate.

### ***Program of Study***

#### Article 66

- (1) University study shall be organized according to the program of study adopted by the Senate of the University.
- (2) Programs of study shall be proposed to the Senate by expert councils of the faculties and university centres through field councils.
- (3) The proposal of the program should be made in accordance with the Act and regulations provided by the Senate.
- (4) The conduct of study programs and their quality shall be supervised by the Senate through the Office for Quality Assurance.

## ***Content of the Program of Study***

### **Article 67**

- (1) The program of study shall contain:
1. information on the length of study and the term for completion of study,
  2. professional or academic title or degree awarded upon completion of study,
  3. requirements for admission to study,
  4. outline of the content of compulsory and optional subjects and the number of hours necessary for their conduct,
  5. credit value of each subject determined according to the ECTS,
  6. forms of instruction and methods of assessment of knowledge for each subject,
  7. list of subjects from other university studies (study programs) recommended to the student,
  8. requirements for registration of the student to the subsequent semester or year and preconditions for enrolment on a particular subject or group of subjects,
  9. manner of completion of study, and
  10. provisions on whether and under what conditions students who have interrupted the study may continue the study.
- (2) As a rule, optional subjects should include at least 15% ECTS credits for undergraduate programs, 20% ECTS credits for graduate programs and 50% ECTS credits for postgraduate programs.
- (3) University study programs may contain occupational subjects only in justified cases.

## ***Curriculum***

### **Article 68**

- (1) Studies shall be conducted according to the curriculum adopted, in conformity with the Act and the regulations of the University, by the constituent units which conduct the study.
- (2) By the curriculum, the following shall be specified:
1. teachers and associates who will conduct teaching according to the program of study,
  2. places of teaching,

3. beginning and end of teaching as well as the teaching schedule,
  4. forms of teaching (lectures, seminars, practical training, consultations, fieldwork, testing knowledge etc.),
  5. method of examination, examination periods, examination criteria,
  6. list of literature for study and examination,
  7. possibility of teaching in a foreign language,
  8. possibility of distance learning, and
  9. other important facts for regular conduct of teaching.
- (3) Literature recommended for a particular course and examination must be coordinated with the scope of the study program.
- (4) The curriculum shall be announced before the beginning of the teaching period in the particular academic year and accessible to the public. The curriculum shall be obligatorily publicized on the Internet website of the constituent units conducting the study.
- (5) For justified reasons, the curriculum may also be changed during the academic year. The change shall be announced in the manner prescribed by section 4.

### ***Organization of Teaching and the Student Load***

#### Article 69

- (1) The curriculum of full-time students shall be based on the student working load of 40 hours per week, taking into account teaching itself, fieldwork, practical training and other forms of instruction as well as the time necessary for the preparation of students. The student load should be balanced during the whole course of study.
- (2) Teaching shall be organized in semesters according to the provisions of the curriculum.
- (3) The academic year shall as a rule consist of 44 working weeks, out of which 30 weeks of teaching and 14 weeks within which time necessary for consultations, preparations for examinations and examinations shall be provided and during which there shall be no obligation of other forms of instruction.
- (4) Overall weekly obligations of students in teaching may at the maximum amount to:
  1. 26 hours in undergraduate studies,
  2. 20 hours in graduate studies, and

3. 12 hours in postgraduate studies, while academies of arts will regulate their students' obligations by their statute according to the requirements of their profession.
- (5) In studies conducted in two cycles, weekly obligations of students may not average above 24 hours.
- (6) Exceptionally from section 4 of this Statute, students' obligations may be greater when according to the program of study an increased number of hours is necessary for practical and field instruction.
- (7) Teaching of a particular subject shall be conducted as a rule within one semester, and may not last longer than two semesters.
- (8) Teaching of particular subjects may also be organized in a shorter period of time as teaching in shifts or blocks. If teaching is organized in a shorter period of time, weekly obligations of students may exceptionally be greater than those provided by section 4.
- (9) The share of practical and/or field instruction shall be determined by the ECTS credits.
- (10) Full-time students shall earn in one semester from 25 to 35 ECTS credits.
- (11) Exceptionally successful students may be allowed to earn more than 35 ECTS credits for the purpose of earlier completion of study or broader education.
- (12) Instruction and extra-curricular activities of students concerning physical and health culture shall be conducted outside the schedule provided by section 4, as compulsory in the first and second years of undergraduate study and as optional in other years of study. For this type of instruction credits shall not be granted.
- (13) The load of part-time students shall be specified by the curriculum and shall not be greater than the load provided by this Article.

### ***Distance Learning***

#### Article 70

- (1) Studies may be organized through the system of distance learning specially approved by the National Council for Higher Education.
- (2) The proposal for the curriculum of the study which includes distance learning shall be submitted by the institution of higher education which conducts the study, and approved by the Senate upon previous opinion of the field council.

## *Examinations and Other Knowledge Tests*

### Article 71

- (1) Students' knowledge may be tested and assessed during the course of teaching (preliminary examination, practical assignments, artistic performance, artistic teaching production and similar), while the final grade shall be determined at the examination.
- (2) The achievement of the student at the examination and other knowledge tests including endeavour, shall be expressed by the following grades: 5 – excellent, 4 – very good, 3 – good, 2 – satisfactory, 1 – unsatisfactory. Subjects of studies shall be obliged to keep permanent records on examinations. Passing grades: 5, 4, 3 and 2 shall be recorded in the student's record or other student's documents. Grade unsatisfactory (1) is failing and shall be recorded only in the student's record.
- (3) The numerical system of grading shall correspond to the ECTS system of grading as follows:

5 = A	A = 5
4 = B	B = 4
3 = C	C = 3
2 = D	D, E = 2
1 = F	FX, F = 1
- (4) The examination from the same subject may be taken at most four times. For the fourth time, the examination shall be taken before the examination commission. The student who has not passed the examination from the same subject for the fourth time shall be obliged to retake this course in the following year. If the student even after the repeated course does not pass the examination in the manner provided by section 1 of this Article, he or she shall lose the right to this study.
- (5) It may be determined by the curriculum that some forms of instruction shall be conducted without grading, or that grading shall be descriptive.
- (6) The teacher or the associate who conducts the teaching of the subject shall have the right to test and assess the student's knowledge in every form of instruction.

- (7) By the curriculum of the subject of teaching it may be provided that the assessment of the student's knowledge in particular forms of instruction may be calculated into the final evaluation of the student's knowledge of the subject achieved at the examination and/or other tests.

### *Examination Periods and Assessment Methods*

#### Article 72

- (1) Examination periods shall be: winter, summer and autumn. Examination periods shall last for at least three weeks. When justified, the head or the expert council of the constituent unit may also determine extraordinary examination periods. In each examination period there shall be two examination terms for each subject with the shortest interval of 8 days. The examination calendar shall be announced at the beginning of the academic year and shall be a constituent part of the curriculum.
- (2) If continuous testing of students' knowledge for a certain subject is conducted during the semester, the constituent units are not obliged to have the mentioned examination periods and may determine the number and schedule of terms by their regulations.
- (3) Examination may be taken by the student who has satisfied all the requirements specified by the curriculum. Examinations shall be public and the student has the right, if taking an oral examination, to require the presence of the public.
- (4) Examinations may be theoretical and practical, and shall be taken only in writing, only orally, or in writing and orally, or by performance/presentation of a practical work, or by realization or presentation of an artistic task. Overall examination must be completed during the period of at most 5 working days, except in special justified cases.
- (5) The results of examination shall be accessible to the public, and the person who can prove legal interest shall have the right to the insight into the examination results.
- (6) The student shall have the right to complaint on grade and to be examined before the commission thereof. In the case of complaint on the written part of the examination, the commission shall be obliged to re-evaluate the student's written examination in front of him or her.
- (7) The method of conducting examinations, their time and schedule, withdrawal from examinations, examinations upon complaints, method of keeping records on

examinations and other issues connected with the conduct of examinations shall be regulated by the higher education institution conducting the examination.

### ***Enrolment in the Following Year of Study***

#### Article 73

- (1) The student may enrol on only those subjects for which he or she has fulfilled all the requirements according to the program of study and curriculum.
- (2) The student shall acquire the right to enrolment in the following year of study when he or she fulfils all obligations expressed in ECTS credits, which he or she has undertaken by the enrolment in the previous year of study.
- (3) The program of study and curriculum may be based on the enrolment in the semester.
- (4) The student who has not fulfilled conditions under section 2 may continue the study by re-enrolment on the courses for which he or she has not fulfilled requirements in the previous year as well as to enrol on some new courses, but in such a way that his or her overall study obligations in a particular semester are within the limits of obligations provided by Article 69 section 10, i.e. 25-35 ECTS credits per semester.
- (5) The program of study and curriculum according to which teaching is conducted in semesters or in shifts (i.e. in such a way that teaching of a particular subject is conducted within half a semester or in a shorter period of time) may provide for exceptions from sections 2 and 3 in order not to prevent the student from taking study obligations within the limits of Article 69 section 10 due to non-fulfilment of a small number of obligations from the previous year of study.

### ***Completion of Study***

#### Article 74

- (1) Undergraduate study shall be completed by passing all examinations and fulfilling other study obligations and, depending on the program of study, producing the final paper and/or passing the final examination if provided by the program of study.
- (2) Graduate study shall be completed by passing all the examinations and fulfilling all other study obligations, producing the diploma paper and passing public diploma examination in accordance with the program of study, as well as earning 300 credits as a minimum.

- (3) The passing of the final or diploma examination shall be specifically regulated by the regulations of the University and the constituent unit.
- (4) Postgraduate doctoral study shall be completed by passing all examinations, producing and defending in public of the scientific or artistic doctoral dissertation.
- (5) Postgraduate specialist study shall be completed by passing all examinations, producing the final work and/or passing the appropriate final examination in accordance with the program of study.
- (6) By the program of study, it may be provided that postgraduate artistic study shall be completed by passing all examinations and passing the final examination before the examination commission and/or producing or performing a work of art.
- (7) Procedure for the application, assessment and defence of the doctoral dissertation or producing and /or performing a work of art at the University shall be regulated by special regulations of the University and the constituent unit.

### ***Titles, Degrees and Documents on Completion of Study***

#### Article 75

- (1) Upon completion of study, in conformity with the provisions of the previous Article of this Statute, the student shall be awarded the corresponding professional or academic title and degree as well as all other rights according to the Act and special regulations.
  1. Upon undergraduate university study, a certificate shall be issued to the student certifying the completion of study and acquisition of the academic title of *baccalaureus* or *baccalaurea* with the specification of profession or study specialization, unless otherwise provided by a special law.
  2. Upon graduate university study, a diploma shall be issued to the student certifying the completion of study and acquisition of the academic title in accordance with the Act.
  3. Upon occupational study, a certificate shall be issued certifying the completion of study and acquisition of the professional title in accordance with the Act.
  4. Upon postgraduate doctoral study, a diploma shall be issued certifying the completion of study and acquisition of the academic degree of the doctor of science (dr.sc.) or the doctor of art (dr. art.).

5. The student of postgraduate doctoral study who earns more than 120 ECTS credits by fulfilling required obligations may be given a certificate of the obtained number of credits.
6. The person who has accomplished scientific or artistic achievements which by their significance satisfy the requirements for the election to scientific or artistic titles, may be awarded a doctor's degree according to the conditions provided by the regulations of the University and with the approval of the Senate.
7. Upon postgraduate specialist study, a diploma shall be issued to the student certifying the completion of study and acquisition of the title of specialist in a specific field (spec.) in accordance with the Act.
8. To the participant in the program of professional improvement lasting up to one year, a certificate of attendance shall be issued upon the fulfilment of required conditions.
9. In addition to the certificate of graduation, diploma or certificate of attendance, a supplementary document (diploma supplement) shall be issued certifying the examinations passed, grades achieved and ECTS credits earned. At the student's own request, a preliminary supplementary document may be issued before the completion of study.
10. Diplomas, certificates of graduation and other certificates issued by the University shall be official documents.
11. The content of diplomas and supplementary study documents shall be prescribed by the Minister. The University shall by its regulations prescribe the form of diplomas and supplementary study documents, the content and form of certificates of graduation and certificates for the transfer of the ECTS credits.

### ***Honorary Doctorate***

#### Article 76

- (1) Persons of exceptional prominence, as well as persons who by their work contributed to the development of the University, Croatian science and culture, an honorary doctorate may be awarded by the University.

- (2) The procedure of awarding an honorary doctorate may be initiated by an elaborated proposal of particular University bodies, University constituent units, or individuals.
- (3) Upon the receipt of the elaborated proposal, the Senate shall nominate an expert commission. On the basis of the expert commission report, the Senate shall make a final decision on awarding an honorary doctorate.

### ***Graduation Ceremony***

#### Article 77

- (1) Graduation ceremony is a solemn conferment of diplomas on completed study and obtained or awarded (honorary) doctorates.
- (2) The conferrer at undergraduate and graduate studies shall be the Dean, the Head of the Department or the Head of the Study. The academic degree of the doctor of science shall be conferred by the Rector.

## **VI. EMPLOYEES**

### ***Conduct of University Activities***

#### Article 78

- (1) Educational, scientific, artistic and professional activities at the University shall be conducted by employees whose qualifications shall be confirmed by election to corresponding scientific-educational, artistic-educational, educational, professional and associate titles, in accordance with the Act and this Statute.
- (2) Educational, scientific, artistic and professional activities at the University may also be conducted by persons elected to nominal titles.
- (3) According to the law and this Statute, other persons may participate in teaching, who may by their scientific, artistic or professional work and achievements contribute to the quality of the educational process or scientific, artistic and professional work, or artistic educational production at the University. Such persons may be assigned only up to one third of the teaching subject, under the condition that the basic part of the teaching subject is conducted by the persons elected to scientific-educational or artistic-educational titles. Exceptionally, in conducting the whole teaching subject at

the academies of arts, persons who by their artistic achievements in the country and abroad may considerably contribute to the quality of the educational process, artistic work, or artistic educational production may also participate, without the obligation of election to a title, under the conditions provided by the statute of the academy and with the approval of the Senate.

- (4) Postgraduate students may participate in teaching undergraduate and graduate students, according to the program of study and on the basis of contract with the University or its constituent unit at which the program is conducted only if they have been elected to a title.
- (5) Students may assist in teaching as well as in scientific and artistic work in accordance with the regulations of the University or its constituent unit.

### ***Code of Ethics***

#### Article 79

- (1) Persons from the previous Article must in their work, activities and behaviour respect moral principles and the principles of professional ethics and base their work upon freedom of scientific and artistic creativity.
- (2) The Senate shall adopt the code of ethics on professional and public activity of teachers, scientists, artists and other employees in consistence with the dignity and reputation of the University.
- (3) Persons under section 1 and 2 of this Article shall have disciplinary responsibility for infringements of work obligations and violations of the code of ethics, in accordance with this Statute and the regulations of constituent units.

### ***Visiting Teachers, Scientists and Experts***

#### Article 80

- (1) For the purpose of teaching, scientific and artistic work, the University and institutions of higher education which are part of it may invite and nominate a distinguished foreign teacher, scientist, artist or expert from abroad as a visiting teacher, scientist or expert.
- (2) Persons under section 1 of this Article may be entrusted by the decision of the Senate or field council, without the election to the scientific-educational or artistic-

educational title, to teach a particular subject for two consecutive academic years at most.

***Election to Titles and Corresponding Employment Positions***

Article 81

- (1) General conditions for the election to scientific, scientific-educational, artistic-educational, educational and associate titles shall be provided by the Act and the conditions prescribed by the National Council for Science and the Rectors' Conference. The University and its constituent units shall provide for special conditions (scientific, artistic, educational, professional, psycho-physical and others) for the election to particular titles by their special regulations.
- (2) The election to titles under section 1 may also be conducted without concluding an employment contract. A person may be elected to such a, nominal, title if he or she participates or will participate, partially or completely, in teaching a particular subject. Conditions and procedure for the election to nominal titles are identical to those under section 1 of this Statute.

***Conditions for the Election to Scientific, Scientific-educational, Artistic-educational, Educational and Associate Titles and Corresponding Employment Positions***

Article 82

- (1) A person may be elected to the scientific title and the corresponding employment position if he or she:
  1. satisfies the conditions for the election in the field specified by public competition under Article 83,
  2. satisfies psycho-physical and other conditions prescribed by the regulations of the University or its constituent unit.
- (2) A person may be elected to the scientific-educational title and the corresponding employment position if he or she:
  1. has been elected or satisfies the conditions for the election to the corresponding scientific title in the field specified by public competition under Article 84, as follows:

- I. assistant professor: scientific associate, senior scientific associate, scientific adviser,
  - II. associate professor: senior scientific associate, scientific adviser,
  - III. full professor: scientific adviser,
2. satisfies the conditions of the Rectors' Conference in respect of educational, teaching and professional work for the election to the scientific-educational employment position,
  3. satisfies psycho-physical and other conditions provided by the regulations of the University or its constituent unit.
- (3) A person may be elected to the artistic-educational title and to the corresponding employment position if his or her artistic achievements by their significance correspond to the conditions for the election to the scientific-educational employment position, in accordance with section 1 and the Act.
- (4) A person may be elected to the educational and professional title and to the corresponding employment positions if:
1. he or she satisfies the conditions for the election according to the Act,
  2. the University conducts corresponding professional study,
  3. the subject of teaching does not require a scientific approach, or at the academy of arts for the needs of rehearsals or similar collaboration in the educational process.
- (5) A person may be elected to the associate title and the corresponding employment position if he or she:
1. satisfies the conditions for the election according to the Act,
  2. satisfies psycho-physical and other conditions provided by the regulations of the University or its constituent unit.

### ***Institution of the Election Procedure to the Title and the Employment Position***

#### Article 83

- (1) Elections to scientific, scientific-educational, artistic-educational, educational, associate and professional titles as well as elections to nominal titles shall be instituted on the basis of public competition announced in the Official Gazette "Narodne novine", the daily press and on the Internet website of the University and /or the constituent unit.

- (2) The University or its constituent unit may announce competition for the election to titles and employment positions only if the employment position has been specified by the corresponding regulation of the University or the constituent unit approved by the Senate. Such employment positions shall be financed from the University budget.
- (3) The constituent unit may also announce competition for employment positions additional to those under section 2 of this Article if the required financial resources have been provided for this purpose.
- (4) The provision of this Article shall also be adequately applied to the employment of employees to the positions for which election to a title is not required.

***Election Procedure to Scientific, Scientific-educational and Artistic-educational Titles and Corresponding Employment Positions***

Article 84

- (1) Elections to scientific, scientific-educational, artistic-educational, associate and professional titles as well as elections to nominal titles shall be instituted by the University or its constituent unit. The procedure for the acquisition of the scientific title may be instituted by the person who considers that he or she satisfies the conditions for the election to a particular scientific title.
- (2) If the election is instituted by the University, the entire election procedure shall be conducted by the field council.
- (3) If the election is instituted by the constituent unit authorised for conducting the election, the procedure shall be conducted by its council, with the approval of the appropriate field council of the Senate, in accordance with section 10.
- (4) If the election is instituted by the constituent unit which is not authorised for conducting part of the election to scientific titles according to the Act, the election procedure to the scientific title shall be conducted by the authorised constituent unit, while the election to the scientific employment position shall be conducted by the council of the constituent unit.
- (5) Competition for the election to the same or higher scientific, scientific-educational or artistic-educational titles and corresponding employment positions due to the expiry of the term for which the employee has been elected in the previous competition shall be announced at least three months before the expiry of the term. By a special decision of the council conducting the election to scientific employment position and to the

scientific-educational and artistic-educational employment position (hereinafter: selection council), and with the consent of the employee, competition may be announced even one year before the expiry of the term for which the employee has been elected, but not before the expiry of three years from the previous election.

- (6) The council which conducts the election procedure to the scientific title (hereinafter: authorised council) shall at least 30 days after the expiry of the term for applications to the competition nominate an expert commission with an odd number of members. If the competition is announced by the constituent unit, the commission shall consist of up to two thirds of its employees. Members of the commission must have the same or higher scientific title with respect to the one for which the election is announced.
- (7) If the election to the corresponding scientific title should be conducted for an applicant, the authorised council shall, on the basis of the report and proposal of the commission, deliver their opinion and proposal within the term of one month to the competent standing committee.
- (8) Upon the receipt of the decision of the competent standing committee, the commission under section 6 shall deliver to the council of the constituent unit a report determining the applicant or applicants which it proposes for the election to the scientific-educational or artistic-educational title and the corresponding employment position.
- (9) If for none of the applicants it is necessary to conduct the election procedure to the scientific title, the commission under section 6 shall deliver its report to the council of the constituent unit or the field council.
- (10) The field council shall confirm the election to the scientific-educational, artistic-educational and scientific titles, except the election to the title of full professor and scientific adviser whose election shall be confirmed by the Senate, by which the election becomes legally valid.
- (11) All the applicants in election procedures for the election to titles and to corresponding employment positions shall be informed about the results of the election within the term of 15 days from the date of its completion.
- (12) If the Senate or the field council does not confirm the election conducted by the council of the constituent unit, the election procedure shall be cancelled.

***Election Procedure to Educational and Professional Titles  
and Corresponding Employment Positions***

Article 85

- (1) Election to the educational and professional titles and corresponding employment positions shall be instituted and conducted by the constituent unit in accordance with Articles 83 and 84 of this Statute.
- (2) The election procedure shall be conducted by the council of the constituent unit in accordance with the Act, this Statute and regulations of the constituent unit.
- (3) Provisions under Article 84 section 6 shall be applied to the election procedure.

### ***Associate Titles and Corresponding Employment Positions***

#### Article 86

- (1) Election to the associate titles of assistant and senior assistant and corresponding employment positions shall be conducted on the basis of public competition.
- (2) The election procedure, appointment of the mentor and monitoring of the work of assistants shall be within the competence of the council of the constituent unit with which the assistant has concluded the employment contract, in accordance with the Act, this Statute and the regulations of the constituent unit.
- (3) If the assistant concludes the employment contract with the University, the competence under section 2 shall be within the corresponding field council.

### ***Employment Contract and Other Corresponding Contracts***

#### Article 87

- (1) The University or its constituent unit shall conclude employment contracts with the applicants elected to scientific, scientific-educational, artistic-educational, educational, professional and associate titles and corresponding positions, as well as other employees, in conformity with the Act.
- (2) If in the competition procedure for a particular employment position another person is elected, the employee who has been previously employed in this employment position shall be offered another adequate employment position or, in the absence of such a position, the employment contract shall be terminated.
- (3) If for the competition procedure under section 2 the employee fails to submit application or if he or she is not elected due to non-fulfilment of conditions for re-

- election, the procedure for dismissal with notice on the grounds of personal capability shall be instituted, without the obligation of offering another employment position.
- (4) When it is required by the nature of tasks performed by a person, another appropriate contract instead of employment contract shall be concluded in conformity with the law.
  - (5) Employment contracts of employees in scientific-educational, artistic-educational or scientific employment positions shall terminate by the expiry of the academic year in which he or she reaches the age of 65 because of retirement.
  - (6) When there is a need for a full professor with the permanent title to continue working, the employment may be prolonged for the period up to the expiry of the academic year in which he or she reaches the age of 70. The decision on the prolongation shall be made by the council of the constituent unit and confirmed by the field council. At making such a decision, special regard shall be paid to the scientific or artistic contribution of the employee, as well as his or her success in the educational process and training of young scientists and teachers.
  - (7) The employment contract of a teacher may be terminated only with the approval of the expert council of the constituent unit with which the employment contract has been concluded, except if it is terminated under the law or disciplinary responsibility.

### ***Administrative and Technical Activities***

#### Article 88

- (1) Administrative and technical activities at the institutions of higher educations shall be performed by the employees who fulfil the conditions specified by regulations.
- (2) The number of employees performing such activities and the conditions required for particular employment positions shall be provided by the regulations of the University and its constituent units.

### ***Professor Emeritus***

#### Article 89

- (1) The honorary title of *professor emeritus* shall be awarded to retired full professors with the permanent title.

- (2) The nominees for the election to the title of *professor emeritus* shall be those who have specially contributed to the development and advancement of the University, as well as those whose scientific/artistic, professional and educational contribution has gained international and domestic reputation.
- (3) *Professor emeritus* shall have an advisory role at the University or the constituent unit by which he or she has been proposed for the election to this title.
- (4) *Professor emeritus* may participate in research or artistic work and partially in teaching at the University postgraduate studies, may be a member of the election commission to scientific-educational and artistic-educational titles as well as procedures for obtaining doctoral degrees, and exceptionally, on the basis of a special decision of the council of the constituent unit or the field council, may be a mentor for the doctoral dissertation or final work at the postgraduate specialist study.
- (5) The manner of nomination and election, criteria for the election and the rights and obligations of *professor emeritus* shall be specified by the regulations of the Senate. These regulations shall provide for the maximum number of nominees for the election to the honorary title of *professor emeritus* at a certain period of time and ensure the appropriate representation of nominees from particular fields or constituent units.

***Rights and Obligations of the Employees with Scientific, Scientific-educational,  
Artistic-educational and Educational Titles***

Article 90

- (1) The employee elected to the scientific-educational or artistic-educational title shall have, on the basis of the employment contract, the right and obligation to:
  1. work in teaching, science or art and regularly fulfil obligations thereof, develop professional and correct relations with other teachers and students and
  2. conduct teaching at undergraduate, graduate and postgraduate studies within the scientific field or artistic area in which he or she has been elected, according to the programs whose subject is the University or its constituent unit, in conformity with the relevant regulations and decisions of the competent council.
- (2) The employee elected to the scientific-educational or artistic-educational title of full or associate professor shall have, on the basis of the employment contract, the right to take a paid sabbatical every six years of work at the University or its constituent unit

for the purpose of scientific, professional or artistic improvement or preparation of a scientific or artistic work, under the conditions specified by regulations and on the basis of the decision of the competent council, which shall also determine the manner in which the University or its constituent unit shall secure continuous conduct of teaching and fulfilment of other obligations of the absent employee.

- (3) The employee elected to the scientific-educational or artistic-educational title or to scientific employment position may, when provided by regulations and with the approval of the competent council, take a paid or unpaid leave for the purpose of scientific and professional improvement or development of teaching, scientific, artistic and professional advancement at another scientific or educational institution. Along with the approval of such leave, the University or its constituent unit shall ensure continuous conduct of teaching and fulfilment of other obligations of the absent employee.
- (4) The employee elected to the scientific-educational, artistic-educational or educational title or to the scientific employment position shall have the right to dormant terms for the election to titles and to employment positions in accordance with the Act, as well as during the mandate as the Rector, Vice-Rector, head of the constituent unit, or performing some public duty.
- (5) The employee under section 3 appointed or elected to the public duty, for the performance of which he or she has concluded the respective employment contract, may continue performing scientific work and conducting teaching at the University in such a manner as to conclude, in accordance with the Act, an employment contract or another corresponding contract with the University or its constituent unit. Such an employee shall have the right, according to the above-mentioned contract, to return to the employment position at which he or she has been employed before assuming the public duty, or to another adequate employment position.

### ***Work outside the University***

#### Article 91

- (1) Scientific, artistic, educational or professional activities of the employee outside the University and financial and other interests resulting from such activities shall not be in conflict with the interests of the University and its constituent units.

- (2) The Rector, the head of the constituent unit or another authorised person may prohibit, restrict or condition the employment contract under section 1 with legal persons outside the University if such a contract would negatively affect the work of the University and its constituent units, or if it is a matter of a contract with an organization whose activity is in competition with the activities of the University.
- (3) Outside teaching activity of the University employees at another institution of higher education shall be regulated by an agreement of the University and the institution of higher education, in accordance with the regulations of the University. Such activity shall not exceed 30% of the employee's regular teaching activity at the University.
- (4) If the University employees conduct altogether more than 30% of the study program at another institution of higher education, the Senate may give approval for such activity only if it is the matter of the joint program of the University and the institution of higher education.

### *Quality Assurance*

#### Article 92

- (1) The work of employees in scientific-educational, artistic-educational or educational titles or on scientific employment positions shall be subject to quality assurance, in accordance to the regulations of the University.
- (2) Regular quality assurance of the work of employees shall be carried out at least once in two years at the University and its constituent units. Quality assurance shall also take into consideration the results of the students' questionnaire. The method of quality assurance shall be prescribed by the Senate, taking into account specific characteristics of study programs and subjects of study.

### *Awards and Acknowledgements*

#### Article 93

For successful work and contribution to the reputation of the University, the University shall give awards and acknowledgements to employees, students and other deserving individuals in the form of and in the manner provided by the regulations of the Senate and councils of the constituent units.

## ***Disciplinary Procedure***

### Article 94

- (1) Non-fulfilment of obligations, violations of the rules of conduct set forth in this Statute or the statutes of the constituent units or regulations based on them and damage caused to the reputation of the University and its employees shall be subject to disciplinary responsibility.
- (2) Teachers and associates who have committed deeds under section 1 of this Article may be sanctioned by caution, public caution and dismissal from employment.
- (3) The description of disciplinary offences and disciplinary procedure shall be determined by the regulations of the University and its constituent units.

## **VII. SCIENTIFIC, ARTISTIC AND PROFESSIONAL WORK**

### ***Research and Creativity***

#### Article 95

- (1) Freedom of scientific, artistic and professional research and creativity as well as mutual cooperation and association are academic freedoms which, according to the Constitution of the Republic of Croatia and the Act, shall belong to all the members of the academic community.
- (2) Scientific, artistic and professional research activity is the fundamental right and obligation of the employees of the University and its constituent units elected to scientific-educational and artistic-educational titles, scientific employment positions and associate titles, provided by this Statute, regulations of the constituent units and employment contracts.
- (3) Research activity of the employees under section 2 shall be realized:
  1. by assuming contractual obligations and working on research programs, projects, analyses, expertise and
  2. by individual research and creativity.

### ***Rights and Obligations Based on Research Activities***

#### Article 96

- (1) The University shall support permanent and professional (research, artistic and expert) activities of general interest of its employees and students, and present and publish the results of such activities in public.
- (2) By their activities under section 1, the employees shall not act contrary to the realization of fundamental tasks of the University provided by Article 5 of this Statute, nor they may use the name and mark of the University for commercial purposes.
- (3) In their scientific, research and artistic work at the University, members of the academic community shall enjoy protection of intellectual property according to the highest standards and shall have all the rights deriving from their work, in accordance with the law. The University and all its employees shall be obliged to respect the rights of intellectual property of the third persons.

### ***Proposals of Programs, Projects, Analyses and Expertise***

#### Article 97

- (1) The employee or a group of employees under Article 96, section 2, shall propose and contract scientific and artistic programs and projects, as well as analyses and expertise (hereinafter: projects) upon the written approval of the Rector or the head of the constituent unit.
- (2) Projects under section 1 of this Article must satisfy the criteria of research and/or expert work of the University.

### ***Contracting and Conducting Programs, Projects, Analyses and Expertise***

#### Article 98

- (1) The contract on the performance of the project shall be signed, besides the ordering party, by the proposing party or the leader of the project and the subject of the activity (the Rector or the head of the constituent unit).
- (2) Organizational, administrative, technical and other forms of support to the performers of the project shall be ensured, depending on the kind of activity, by the University or its constituent unit, or the ordering party to the contract according to the provisions of the contract.

### ***Foundations, Donations and Sponsorships***

#### Article 99

- (1) Foundations, donations, sponsorships and other forms of endowment may be accepted as support to the University activities determined by the Act and this Statute.
- (2) Resources of foundations, donations, sponsorships or other forms of endowment may be accepted upon the approval of the Rector or the head of the constituent unit.

## **VIII. PROPERTY AND BUSINESS OF THE UNIVERSITY**

### ***Property of the University and Its Constituent Units***

#### **Article 100**

- (1) The property of the University shall consist of the immovable and movable property owned by the University, including property rights and financial resources procured by the founder of the University, acquired by offering services and selling products or from other sources (donations, inheritance and similar).
- (2) The property of the constituent units of the University with legal personality shall consists of immovable and movable property owned by the constituent unit, including property rights and financial resources procured by the founder, acquired by offering services and selling products or from other sources (donations, inheritance and similar).
- (3) The University shall specify by regulations general business conditions and responsibilities of the University and its constituent units.

### ***Financial Resources and the Budget***

#### **Article 101**

- (1) The University shall acquire its financial resources according to Article 107 of the Act.
- (2) The University and its constituent units shall adopt their budgets.
- (3) The University shall make and announce its consolidated budget consisting of the budget of the University and the budgets of the constituent units of the University.
- (4) Funds for the work of the University which are ensured by the State budget of the Republic of Croatia for the implementation of the Program of basic activities of

departments, higher education institutions and institutes shall be allocated to the University budget as a lump sum for the purposes set forth in Article 109 of the Act for all parts and all constituent units of the University. Resources allocated for the work of the constituent units shall represent a constituent part of separate budgets of the constituent units of the University as parts of the University budget.

- (5) Funds for the work of the University, which are not ensured by the State budget of the Republic of Croatia but which are acquired by the University on the market by performing its own teaching, scientific and expert activities shall be a constituent part of the budgetary income of the constituent units which have acquired them, thus also being part of the University budget. These funds of the constituent units shall be used in accordance with this Statute.

### ***Management of Property***

#### Article 102

- (1) The University shall manage its property, including the income from activities, in accordance with its rules and regulations and this Statute. The University shall use its own income exclusively for the purpose of performance and development of the University activities in conformity with the Statute of the University.
- (2) The constituent unit of the University shall manage its property, including the income from activities, in accordance with its rules and regulations and this Statute. The constituent units shall use their own income exclusively for the performance and development of their activities in conformity with the charter of foundation and the statute of the constituent unit.

### ***Basic Activity***

#### Article 103

- (1) The basic activity of the University and its constituent units shall comprise its studies conducted for students whose costs of study shall be covered partially or fully by the Republic of Croatia in accordance with Article 109 of the Act.
- (2) An integral part of the basic activity under section 1 of this Article shall consist of scientific and artistic activities of the academic staff with scientific-educational,

artistic-educational and associate titles which, as a rule, shall consist of 50% per cent of their working hours.

### ***Supplementary and Additional Activities***

#### Article 104

- (1) The supplementary activity of the University shall comprise educational, scientific, artistic and other activities of the University and its constituent units whose costs shall be funded from the state budget in accordance with the Act, as well from other sources of income different from those from the budget.
- (2) Additional activities of the University shall refer to the issues connected with the student standard, sport, cultural and other extra-curricular activities, activities of general interest to the Republic of Croatia or other users (librarian, informational and other activities). The above activities shall be financed according to a special contract with the Republic of Croatia or another user of services.

### ***Financing of Basic Activities***

#### Article 105

- (1) Funds for the conduct of the Program of basic activities shall be distributed according to the following kinds of expenditure:
  1. gross salaries (including taxes, contributions, benefits and others),
  2. gross material expenses (heating, stationary and laboratory equipment, periodicals and similar),
  3. capital investments, investment maintenance and/or depreciation (buildings, equipment, books etc.),
  4. financial costs (interest, insurance etc.).
  5. students' interest organization (Students' Union and non-political students' organizations for the improvement of study and position of students) and
  6. development, i.e. extension of the scope and increase of the level of basic activities of the University.
- (2) The required number of teachers and associate instructors, as well the costs of the conduct of teaching shall be determined on the basis of the accepted standard of the conduct of teaching (size of teaching groups, types of teaching, teachers' load etc.)

- (3) At the distribution of funds for covering expenses under section 2 of this Article, attention shall be paid to the capacity of the higher education institution, number of employees and other costs of study, taking into account the existing situation and the plan of the development of the University.
- (4) The distribution of funds under section 2 shall be regulated by detailed rules and regulations of the Senate.

### ***Capacity of Higher Education Institutions, Admission, Tuition and Fees***

#### Article 106

- (1) The higher education institution may admit students to particular study within the limits of its capacity.
- (2) If budgetary funds do not cover the costs of study of all admitted students, the higher education institution may determine tuition and fees for all students or certain groups of students according to the criteria stipulated by its rules and regulations.
- (3) The amount of the tuition for each type of study shall be determined by the institution of higher education which conducts instruction, taking into account the costs of study, number of ECTS credits which a student may earn in the academic year for which he or she pays tuition, the student's achievement during the study or in placement procedure, market evaluation of the program and other important factors, with the approval of the Senate.

### ***Adoption of the Budget and the Budget Plan***

#### Article 107

- (1) All the income and expenses of the University and its constituent units during the period of three calendar years shall be estimated by the University budget plan for this period. Realization of the estimation shall be evaluated by annual reports.
- (2) All the income and expenses of the University and its constituent units in one calendar year shall be stipulated by the University budget for this year, and shall be concluded by the annual financial statement of the University for the same year.
- (3) Rules and regulations under sections 1 and 2 of this Article shall be made:
  1. for the University, at the proposal of the Rector's Collegium, upon the prior opinion of the Committee for the Budget, by the Senate,

2. for the constituent units, at the proposal of the head of the scientific-educational or artistic-educational teaching unit, or the director of the scientific unit, by the expert council, and
  3. for the constituent unit which is not scientific-educational, artistic-educational or scientific, by the organ designated by the statute of the constituent unit.
- (4) The constituent units shall adopt the budget proposal of the University for the following year until 15 May of the current year, and the budget of the constituent unit for the calendar year after the adoption of the budget by the Senate of the University.
- (5) The Senate shall adopt the budget proposal of the University for the following calendar year until 15 June of the current year, and the budget of the University for the calendar year after the adoption of the budget of the Republic of Croatia for this year.
- (6) The constituent unit shall adopt its budget plan for the period of three years at the latest five months after the election of the Rector and five months before the beginning of the three-year period for which the plan is adopted.
- (7) The Senate shall adopt the budget plan of the University for the period of three years at the latest six months after the election of the Rector and six months before the beginning of the three-year period for which the plan is adopted.

### ***Other Financial Resources***

#### Article 108

Resources procured by the constituent units on the basis of property rights arising from shares in institutions, institutes or companies, as well as other income gained by the constituent units by selling products and services, donations, sponsorships or any other legitimate ways, shall be the income of the constituent units. Such income shall be calculated into the budget of the constituent unit as well as into the consolidated budget of the University.

### ***Capital Investments***

#### Article 109

- (1) Resources for capital investments shall be secured from the State budget, income of the University and its constituent units and other appropriate resources and shall be planned in the budget of the University and its constituent units.
- (2) For the investment projects which are not estimated by the budget and whose value exceeds one million Kuna (construction, major repairs, extension, purchase of

equipment and similar), prior approval of the Senate is required, except for urgent repairs whose delay might cause damage.

***Duty of Spending Funds for Designated Purposes***

Article 110

- (1) The institution of higher education shall spend designated funds granted from the University budget for the conduct of the Program, in such a manner that it shall independently, according to real needs, and rationally deploy expenses within the granted amount.
- (2) The institution of higher education shall once a year submit the latest number and structure of employees as well as the expenditure for the conduct of the Program to the University Committee for the Budget.

***Development Fund of the University***

Article 111

- (1) Part of resources earned by the constituent units of the University on the market by performing their own activities, as well as from income outside the Program of basic activity, shall be appropriated into the Development Fund of the University and the constituent units according to general regulations.
- (2) The following portions from the total income of particular activities shall be appropriated into the Fund:
  1. from undergraduate and graduate studies 3%
  2. from postgraduate studies 2%
  3. from scientific and expert activities, permanent education and other educational programs, publishing activities and similar 1%
  4. from rents 6%
  5. from donations and sponsorships 0%
  6. from other earnings 3%
- (3) The resources of the Fund shall be spent in accordance with the rules and regulations of the University.

## **IX. PUBLICITY OF WORK AND CLASSIFIED INFORMATION**

### ***Publicity of the Work of the University***

#### Article 112

- (1) The work of the University shall be public.
- (2) The University shall be obliged to timely and truthfully inform the public about the performance of its activities.
- (3) The University shall inform the public through the communication media, by giving individual oral information, by publishing regular and special publications as well as by announcements on notice boards and the Internet websites of the University and its constituent units.

### ***Classified Information***

#### Article 113

- (1) The University shall withhold the information on data which are classified.
- (2) The following data shall be classified:
  1. those proclaimed by the Rector as classified,
  2. those which refer to the measures and manners of conduct in emergencies,
  3. those which refer to defense, and
  4. those proclaimed by the competent government bodies as confidential.
- (3) The Rector shall be in charge of the application of sections 1 and 2, and responsible for their implementation.

## **X. TRANSITIONAL AND CONCLUDING PROVISIONS**

### ***Existing Scientific-educational and Artistic-educational Constituent Units***

#### Article 114

- (1) On the day of the enactment of this Statute, the scientific-educational and artistic-educational constituent units of the University with the status of public institutions are as follows:

University of Zagreb Faculty of Agricultural Engineering

University of Zagreb Academy of Dramatic Arts

University of Zagreb Academy of Fine Arts

University of Zagreb Faculty of Architecture  
University of Zagreb Faculty of Rehabilitation and Special Education  
University of Zagreb Faculty of Economics  
University of Zagreb Faculty of Electronics and Computer Science  
University of Zagreb Faculty of Chemical Engineering and Technology  
University of Zagreb Faculty of Organization and Informatics  
University of Zagreb Faculty of Political Science  
University of Zagreb Faculty of Transport Studies  
University of Zagreb Faculty of Mechanical Engineering and Naval Architecture  
University of Zagreb Faculty of Pharmacy and Biochemistry  
University of Zagreb Faculty of Philosophy  
University of Zagreb Faculty of Geodetics  
University of Zagreb Faculty of Geo-technology  
University of Zagreb Faculty of Civil Engineering  
University of Zagreb Faculty of Graphics  
University of Zagreb Catholic Theological Faculty  
University of Zagreb Faculty of Educational and Rehabilitation Sciences  
University of Zagreb Faculty of Medicine  
University of Zagreb Faculty of Metallurgy  
University of Zagreb Academy of Music  
University of Zagreb Faculty of Law  
University of Zagreb Faculty of Food Technology and Biotechnology  
University of Zagreb Faculty of Natural Science and Mathematics  
University of Zagreb Faculty of Mining, Geology and Petroleum  
University of Zagreb Faculty of Dental Medicine  
University of Zagreb Faculty of Forestry  
University of Zagreb Faculty of Textile Technology  
University of Zagreb Teachers Academy  
University of Zagreb Faculty of Veterinary Medicine

On the day of the enactment of this Statute, the scientific-educational constituent unit with the status of a branch is

University of Zagreb – University Center of Croatian Studies.

(2) The constituent units under section 1 shall continue their work as public institutions, unless there is a change of their status according to this Statute.

## **Existing Organizational Units**

### Article 115

(1) On the day of the enactment of this Statute, the organizational units of the University are:

1. Center for Postgraduate Study,
2. Postgraduate Center Dubrovnik,
3. International Research Center for Late Antiquity and the Middle Ages in Motovun,
4. International Research Center for Archeology Brijuni – Medulin.

(2) The constituent units under section 1 shall continue their work as public institutions, unless a change of their status takes place, in accordance with this Statute.

## **Other Legal Entities**

### Article 116

(1) Public institutions and other legal entities whose founder or co-founder is the University, or those whose founding rights have been transferred to the University by law, or those upon which the University has acquired the founding or managing rights otherwise, shall continue their operation according to their general rules until these rules are changed in accordance with this Statute.

(2) Legal entities under section 1 are:

1. Student Center in Sisak,
2. Student Center in Varaždin,
3. Student Center in Zagreb,
4. University Computing Center in Zagreb
5. University Printing Facilities Ltd.
6. Croatian University Publishers Ltd.

(4) Cultural, sport and other organizations which operate under the auspices of the University shall continue their operation. These organizations are: Cultural Artist Society “Ivan Goran Kovačić”, University Mountaineers Society “Velebit”, Croatian Academic Sports Club “Mladost”, Society of University Educators and University Alumni Association AMAC (*Almae Matris Alumni Croatiae*).

## **Election of the Field Councils and the Senate**

### Article 117

- (1) Under Articles 20 and 23 of this Statute, the Senate in the present composition shall by a special decision determine the structure of the Field Councils and the Senate in the new session at least two months before the elections for the Field Councils and the Senate.
- (2) The first session of the Field Councils and the Senate shall be elected and constituted until September 15, 2005.
- (3) The present Senate shall adopt the decision under section 1 and other necessary rules and regulations and undertake all the acts needed for timely election of the Field Councils and the Senate in accordance with this Statute.
- (4) Constituent units of the University shall carry out elections for the Field Councils and the Senate in the terms provided by the University decision by direct application of this Statute and decisions grounded thereupon under section 3 of this Article.

### **Other Bodies**

#### Article 118

- (1) Elections or appointments of other bodies stipulated by this Statute shall be completed until December 1, 2005, except the Rector's Collegium and the University Council, which shall be elected and appointed until October 1, 2005 when they shall begin functioning.
- (2) On justified grounds, the Senate may decide by a two-thirds majority of all its members whether to prolong the term under section 1 for another month, or to appoint the Senate commission, which shall temporarily perform duties of a certain body until its election or appointment.
- (3) In accordance with Article 114 section 5 of the Science and Higher Education Act, the mandate of the Rector and Vice-Rectors on duty on the day of entering into force of this Statute shall last until the expiry of the term they were elected for, and this Statute shall be applied to the election of a new Rector.
- (4) Student representatives in the bodies of the University shall be elected into the University bodies at the occasion of their first constituting under this Statute, from among the students who were elected at the latest elections before entering into force of this Statute.

### **Rules and Regulations**

#### Article 119

- (1) The University rules and regulations provided by this Statute shall be enacted until December 31, 2005. Until then the positive rules and regulations shall apply unless in collision with the provisions of this Statute.

(2) Constituent units of the University shall adjust their statutes to this Statute until July 1, 2005 and submit them to the Senate for approval.

(3) Until entry into force of the statutes under section 2, the constituent units shall apply their positive statutes. Terms for enacting other necessary regulations shall be determined by the statutes of constituent units.

### **Study**

#### Article 120

(1) Conduct of programs according to this Statute shall begin by the academic year 2005/2006.

(2) Conduct of postgraduate study according to this Statute shall begin at the latest from the academic year 2005/2006, unless differently provided by the law.

(3) Students who commenced their studies before entry into force of this Statute shall have the right to complete their studies under the programs and rules applied before the entry into force of this Statute, in terms and manner defined by the decisions of the scientific-educational and artistic-educational constituent units of the University.

### **Provisions on Funding**

#### Article 121

(1) Provisions of this Statute related to funding of the University and its constituent units shall enter into force on the first day of the year which follows after the funding is organized on a lump sum system.

(2) The Senate may by a two-thirds majority of all its members decide that separate provisions of this Statute related to financing enter into force before the expiry of the term under section 1.

### **Entry into Force**

#### Article 122

This Statute shall enter into force on the fifteenth day after its enactment.

Zagreb, February 25, 2005

Rector

Professor Helena Jasna Mencer, Ph.D.

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