

**STATUTE OF THE FACULTY OF SCIENCE,
JAN EVANGELISTA PURKYNĚ UNIVERSITY IN ÚSTÍ NAD LABEM
OF 28 FEBRUARY 2018**

PART I

OPENING PROVISIONS

Article 1

Seat and Name of Faculty

1. The seat of the Faculty of Science, Jan Evangelista Purkyně University in Ústí nad Labem (hereinafter the “faculty”) is Ústí nad Labem.
2. The full name of the faculty is “Přírodovědecká fakulta Univerzity Jana Evangelisty Purkyně v Ústí nad Labem.” The official English name is the “Faculty of Science, Jan Evangelista Purkyně University in Ústí nad Labem” and in Latin “Facultas Rerum Naturalium Universitas Purkiniana Ustensis”.
3. The faculty has a round official seal with the national emblem and text:
“Přírodovědecká fakulta - Univerzita Jana Evangelisty Purkyně v Ústí nad Labem.”

Article 2

Mission of the Faculty

1. The faculty is a component of Jan Evangelista Purkyně University in Ústí nad Labem (hereinafter “UJEP”) in compliance with Section 22 of Act No. 111/1998 Coll., on higher education institutions and on the amendment and supplementation of other acts, (Higher Education Institutions Act), as amended, (hereinafter the “Act”). The activity of the faculty is governed by this Act, other generally binding legal rules, internal rules of UJEP and the internal rules of the faculty.
2. The faculty was established by transformation of the Institute of Science, Jan Evangelista Purkyně University in Ústí nad Labem on 4 November 2005.
3. The powers and rights of the faculty are governed by Section 24(1) of the Act and Article 16 of the UJEP Statute.
4. The internal rules of the faculty govern the matters of the faculty that fall under its self-administration powers and its relationship to UJEP, if they are not regulated by law. The internal rules of the faculty are as follows:
 - a) Statute of the Faculty (hereinafter the “Statute”),
 - b) Election Rules of the Academic Senate of the Faculty,
 - c) Rules of Procedure of the Academic Senate of the Faculty,
 - d) Rules of Procedure of the Faculty’s Scientific Board (hereinafter the “Rules of Procedure of the Scientific Board”),
 - e) Faculty’s Disciplinary Code (hereinafter the “Disciplinary Code”),
 - f) Scholarship Rules of the Faculty,

- g) Rigorous Rules of the Faculty,
 - h) Study and Examination Rules for Study within Doctoral Study Programmes at the faculty.
5. The mission of the faculty is the provision and development of higher education in the bachelor's, master's and doctoral study programmes and performance of creative activities in the fields of science, informatics, mathematics and in the interdisciplinary areas of these fields.
 6. The faculty also undertakes supplementary activities, which are related with its major mission.
 7. The faculty cooperates with other institutions of higher learning, scientific and research centres in Czechia and abroad, as well as production or other institutions and realises life-long educational programmes.

PART II

FACULTY ACTIVITIES

Article 3

Study

1. The conditions for enrolment of students and the enrolment proceedings are stipulated according to Section 48 to 51 of the Act and Articles 20 to 22 of the UJEP Statute.
2. The study conditions at the faculty are regulated by the Study and Examination Rules for Study in Bachelor's and Master's Study Programmes of UJEP and the Study and Examination Rules for study in the faculty's doctoral study programmes. The conditions, method and progress of the rigorous management shall be governed by the Rigorous Rules of the faculty.
3. The faculty provides higher education leading to the award of the following:
 - a) bachelor's academic title (abbreviated "Bc."),
 - b) master's academic title (abbreviated "Mgr."),
 - c) engineer's academic title (abbreviated "Ing."),
 - d) doctor's academic title (abbreviated "Ph.D.").The faculty also awards the academic title of *rerum naturalium doctor* (abbreviated "RNDr.").
4. Study in the given study programmes is accomplished in the form of full-time learning, distance-learning or their combination.
5. Study in the study programmes is done on the basis of accreditation of the study programme or on the basis of authorisation to provide the study programme as a result of institutional accreditation.
6. For each study programme, the Dean of the faculty (hereafter the "Dean") shall appoint and recall the study programme guarantor (Section 44(6) of the Act) in accordance with the rules stipulated under Article 18 of the UJEP Statute.

Article 4

Lifelong Education

1. Lifelong education is realised in programmes focused on the performance of professions and in interest programmes. The organisation, form, economic balance and focus of such type of education is proposed by the head of department and approved by the Dean.

2. The life-long education conditions are stipulated by the UJEP Life-long Education Rules, and more detailed conditions are stipulated by the Faculty's Life-long Education Rules.
3. The Dean shall be a guarantor for each life-long education programme. In the event of a life-long education programme provided within the scope of an accredited study programme, the guarantor of such type of education is always the guarantor of the given study programme.
4. The participants in this type of education are not students according to the Act.

Article 5

Educational and Teaching Activities

1. Teaching activity is a primary right and obligation of the faculty's academic staff.
2. The scope and focus of the teaching activity of the individual departmental staff members is determined by the department head in compliance with Article 22 paragraphs 2 and 3 also taking into consideration their professional and scientific focus and achievement of the qualification. The academic staff member may file an appeal against the Department Head's decision with the Dean.
3. The educational activity is based on the results of the scientific activities of the academic staff and their modern science results. It is realised within the framework of academic freedom of teaching, science, research and the freedom to publish their results.
4. The educational activity is organised to allow students to fulfil their full study programme, the participants in life-long education to fulfil the life-long education programme and the academic staff to fulfil both teaching and creative activities.

Article 6

Creative Work

1. Creative activity is a primary right and obligation of the faculty's academic staff. It is realised within the framework of academic freedom of teaching, science, research and the freedom to publish their results.
2. The creative activity is primarily focused on fields in which the faculty provides tuition and in related fields (Article 2 paragraph 5).
3. The faculty creates the conditions for creative activities of the members of the faculty's academic community (hereinafter the "academic community").

Article 7

Editorial Activity

The faculty engages in publishing activities in compliance with the applicable legal rules.

Article 8

International Relations

1. The heads of departments, academic staff and students of the faculty are authorised, in compliance with fulfilment of their working and study obligations, to independently establish international contractual relations with legal entities engaged in activities that are in terms of content related to the study programmes provided by the faculty or its creative activities.

They therefore do so in their own name, but not in the name of the faculty. These contractual relations may only become official by the decision of the Dean.

2. The faculty creates conditions for realisation of foreign contacts, particularly in compliance with contracts concluded with the UJEP or faculty.
3. The Dean approves foreign study, lecture and other working stays of faculty staff and students funded both by the faculty and from other sources.
4. The faculty makes scientific or educational stays of foreign experts at its workplaces possible.

Article 9

Other Activities

1. The faculty may create further equipment and workplaces for purposes related to its activities.
2. The faculty may also engage in other activities provided they are not in conflict with the educational and creative activities of the faculty, the Act, other legal rules, UJEP Statute and other internal rules and standards of UJEP.

Article 10

Quality Assurance and Internal Quality Assessment

1. The faculty shall, during the provision and assessment of the quality of its activities, comply with the Rules of the System for Assurance of Quality of the educational, creative and related activities and internal assessment of the quality of the educational, creative and related UJEP activities (hereinafter the “UJEP Internal Quality Assurance and Assessment System Rules”), which are after prior approval by the UJEP Board for Internal Assessment and the UJEP Academic Senate registered by the Ministry of Education Youth and Sport of the Czech Republic, (hereinafter “MEYS”) as the internal regulation of the UJEP.
2. The powers of the study programme guarantor in the area of the assurance and internal assessment of the study programme quality is regulated under Section 44(7) of the Act, Article 18 of the UJEP Statute, the UJEP Internal Quality Assurance and Assessment System Rules and the UJEP Rules for creation, approval and amendment of the study programmes.
3. The powers of the life-long education guarantor in the area of internal quality assurance and assessment of the life-long education programme are regulated by the UJEP Internal Quality Assurance and Assessment System Rules.

Article 11

Study-Related Fees

In the assessment of fees associated with the studies, the faculty is governed by Article 23 of the UJEP Statute and its Annex No 2.

PART III
FACULTY BODIES

Article 12

Academic Community and Academic Senate of the Faculty

1. The academic community comprises academic staff working at the faculty and its enrolled students.
2. The members of the academic community are obligated to uphold the good name of UJEP and the faculty.
3. The legal status of the Faculty's Academic Senate (hereinafter the "Academic Senate"), its establishment, competency, powers and responsibilities are stipulated by the Act, the UJEP Statute and in their framework also by other internal rules of UJEP and the faculty.
4. The Academic Senate comprises fifteen members, nine of whom are academic staff and six are students.
5. The rules for election of the Academic Senate members are stipulated by the Election Rules of the Faculty's Academic Senate and the meetings of the Academic Senate are regulated by the Rules of Procedure of the Faculty's Academic Senate.
6. The term of office for the Academic Senate is two years.

Article 13

Dean

1. The entire faculty is headed by the Dean who manages, represents and acts in its name provided the Act does not stipulate otherwise.
2. The legal status of the Dean, their competency, powers and responsibilities are stipulated by the Act, the UJEP Statute and in their framework also by other internal rules of UJEP and the faculty.
3. The details of the choice of candidate to be appointed by the Dean is regulated by the Election Rules for Candidates for Appointment by the Dean, which forms Annex No 1 to this Statute.
4. The Dean is subordinate to the Rector.
5. The Dean is appointed and recalled by the Rector on the proposal of the Academic Senate. The Rector may recall the Dean on their own initiative in compliance with Section 28(3) of the Act.
6. The Dean's office term is four years.
7. The Dean is represented in some stipulated areas by vice-deans. The vice-deans are appointed and recalled by the Dean after prior consultation with the Academic Senate.

Article 14

Scientific Board

1. The legal status of the Faculty's Scientific Board (hereinafter the "Scientific Board"), its establishment, competency, powers and responsibilities are stipulated by the Act, the UJEP Statute and in their framework also by other internal rules of UJEP and the Faculty of Science.

2. The activities and rules for the meetings of the Scientific Board are regulated by the Rules of Procedure of the Scientific Board.

Article 15

Disciplinary Committee

1. The legal status of the Disciplinary Committee of the faculty (hereinafter the “committee”), its appointment and competency, powers and responsibilities are stipulated by the Act, the UJEP Statute and in their framework also by this statute and the UJEP Disciplinary Code and the disciplinary code.
2. The binding internal rules for the activities and proceedings of the committee are the UJEP Disciplinary Code and the disciplinary code.
3. The committee discusses the disciplinary offences of students enrolled at the faculty and submits a proposal to the Dean for decision.

Article 16

Secretary

1. The Secretary performs the internal management and administration of the faculty particularly to the extent stipulated in the Organisational Rules of the faculty (hereinafter the “Organisational Code”). The Secretary is subordinated to the Dean and is liable to them for their activities.
2. The Secretary is appointed and recalled by the Dean.

Article 17

Faculty Advisory Bodies

1. The Dean’s Collegium is the Dean’s advisory body for important faculty operational and development issues. Its members are the vice-deans, the secretary and the department heads.
2. The Dean may create other permanent or temporary advisory bodies.

PART IV

ORGANISATIONAL STRUCTURE OF THE FACULTY

Article 18

Faculty Structure

The faculty is broken down into departments and other workplaces whose relations and competences are regulated by the organisational code.

Article 19

Departments

1. The departments are the basic workplaces that perform the educational and creative activities.
2. The department is headed by the department head who is liable for their activities to the Dean.

3. The Dean appoints the department head to manage the department on the basis of a tender. In exceptional cases, the position of department head may be occupied without a tender for a maximum period of one year.
4. The competency, powers and responsibility of the department head are primarily regulated by the organisational code.
5. The departments may be divided into sections.

Article 20

Other Faculty Workplaces

1. Further workplaces are the research oriented institutes and specialised centres, which may participate in the educational activities, and other workplaces, which provide services to the departments, institutes, centres and students of the faculty or are intended for administration of the faculty.
2. A research oriented institute and specialised centre has a head who manages it and is responsible to the Dean's office for the activities of the workplace.
3. The Dean appoints the head of the research-oriented institute or specialised centre to manage it on the basis of a tender. In exceptional cases, the position of workplace head may be occupied without a tender for a maximum period of one year.
4. The names, relations, competences, division and management of other workplaces is regulated by the organisational rules.

PART V

FACULTY EMPLOYEES

Article 21

Labour-Law Relations

The faculty staff are FTE of UJEP, whereby under Section 24(1)(e) of the Act, the labour issues are decided by the Dean of UJEP in compliance with Section 24(4) of the Act.

Article 22

Academic Staff

1. Under Section 70 of the Act, the academic staff perform both teaching and creative activities at the faculty.
2. The basic scope of the teaching work of the individual categories of academic staff is determined by the Dean in compliance with the Working Rules of UJEP staff, which is issued in the form of the Rector's Order.
3. An academic staff member has a career plan. Details about the compilation of the career plan of an academic staff member are shown in the Career Rules of the UJEP Academic Staff issued under the Rector's Directive.
4. An academic staff member may request relief from faculty educational tasks so that they can solely devote their only to research activities. This relief is permitted by the Dean on the basis of a request under Section 76(1) of the Act.
5. All academic staff positions are occupied by tender. The tender details are stipulated in the Tender Rules for occupation of UJEP academic staff positions.

Article 23

Other Employees

The rights and duties of the remaining staff are governed by the Labour Code, the internal rules of UJEP and the faculty as well as the Working Rules of UJEP staff.

PART VI

STUDENTS

Article 24

Rights and Responsibilities of Students

1. The basic rights and duties of students are stipulated under Sections 62 and 63 of the Act.
2. Students are required to fulfil their study obligations according to the study programme for which they are enrolled. The details are stipulated by the Study and Examination Rules for Study in Bachelor's and Master's Study Programmes of UJEP or the Study and Examination Rules for Study in Doctoral Study Programmes for the faculty's doctoral students.
3. The appreciation of the excellent results of the students in studies and participation in the scientific activities is stipulated by the faculty's Scholarship Rules.
4. Violation of the obligations stipulated by the legal rules or the internal rules of UJEP and the faculty are solved according to the UJEP Disciplinary Code and in its framework according to the disciplinary code.
5. Students have the right to accomplish part of their studies at another institution of higher learning without interruption of studies at the faculty subject to the conditions stipulated by the Study and Examination Rules for Study in Bachelor's and Master's Study Programmes of UJEP or the Study and Examination Rules for Doctoral Studies for the faculty's doctoral students.
6. The Dean may declare a Dean's holiday for the students. This holiday usually applies to full-time students.
7. Further students' rights and obligations come from academic community membership, respectively, office.

PART VII

FACULTY MANAGEMENT

Article 25

Basic Provisions

1. The faculty is in its operations primarily subject to the Act, generally binding legal rules in the areas of finance, accounting, taxes and levies, payroll and prices, UJEP Operating Rules (Annex No. 1 to the UJEP Statute), other internal rules of UJEP and the faculty as well as the internal standards of UJEP and the faculty.
2. In its financial management, the faculty also abides by the decisions on award of allowances and grants from the national budget, their purpose of use and settlement of grants with the national budget, which are primarily provided by the MEYS.

Article 26

Budget and Its Sources

1. The faculty manages its major activities according to the processed internal cost and revenue budget of the faculty, which is compiled for the period of one calendar year. This budget is approved by the academic senate, which checks its fulfilment and drawing on a quarterly basis. The cost and revenue budget for a supplementary activity must ensure the profitability of such an activity.
2. The financial resources for securing the activities using non-investment and investment resources are obtained by the faculty from UJEP through the internal budget of UJEP processed according to the actually approved and valid rules for the internal distribution of non-investment and investment resources. The faculty may also obtain financial resources from other domestic and international sources.

Article 27

Supplementary Activities

1. The faculty uses the assets of UJEP in its operations, which it must primarily use to fulfil tasks in the educational and creative activities (hereinafter the “major activity”). The faculty may also use the assets in its supplementary activity.
2. In the supplementary activity, the faculty performs activities related to its major activity for consideration. The supplementary activity must not jeopardise the quality, scope and availability of the faculty’s major activity.

Article 28

Management Responsibility

The faculty is obligated during fulfilment of its activity to act economically and use the resources from the national fund effectively according to the grant decision, internal budget rules of UJEP and in compliance with the factual performance. The Dean is liable to the Rector of UJEP for the effective use of these resources and every member of staff of the faculty is liable to their direct superior within their competency.

PART VIII

ACADEMIC INSIGNIA AND CEREMONIES

Article 29

Faculty Insignia

1. The outer expression of the powers of the academic functionaries of the faculty during ceremonial occasions are the faculty’s insignia.
2. The documentation of the insignia are kept by the Dean’s secretariat.
3. The modes of use of the insignia are determined by the Dean.

Article 30

Faculty Gowns

1. The following may use the faculty gowns during ceremonial occasions:

- a) the Dean and vice-deans of the faculty, also the professors and associate professors,
 - b) the faculty secretary,
 - c) other faculty staff according to the Dean's decision,
 - d) significant faculty guests according to the Dean's decision.
2. The mode of gown use is determined by the Dean.

Article 31

Matriculation

1. Matriculation is the ceremonial act that expresses the acceptance of a student as a member of the faculty's academic community.
2. The Dean compiles the basic ceremonial matriculation programme.
3. Part of the matriculation is the student's ceremonial pledge:

"I ceremoniously promise that I will honourably fulfil all the obligations, which arise from my enrolment for study at this institution of higher education. As a member of the academic community of the Faculty of Science, Jan Evangelista Purkyně University in Ústí nad Labem, I accept all the related obligations.

I promise that I will defend academic freedom, particularly the freedom to obtain and propagate knowledge. I will make all possible effort to achieve a high level of professional knowledge and skills. I will conduct myself in such a manner to uphold the good name of my faculty and university and will not engage in any act that would dishonour them."

Article 32

Graduation

1. Graduation is the ceremonial act of completion of higher education and receipt of the higher education diploma.
2. The Dean compiles the basic graduation programme.
3. During graduation, graduates make the graduation pledge to the Promotor.

Bachelor's pledge:

"I promise on my honour and conscience that upon graduation from the Faculty of Science, Jan Evangelista Purkyně University in Ústí nad Labem, I will uphold the ideals, which I have acquired during my studies, and the good name of this faculty where I obtained my university education, and will keep it in good memory. In all my future activities, I shall bear in mind the development of scientific knowledge and use it for the benefit of and service to all mankind."

Master's pledge for the teaching study programmes:

"I promise on my honour and conscience that upon graduation from the Faculty of Science, Jan Evangelista Purkyně University in Ústí nad Labem, I will uphold the ideals, which I have acquired during my studies, and the good name of this faculty where I obtained my university education, and will keep it in good memory. In all my future activities, I shall bear in mind the development of scientific knowledge and use it for the benefit of and service to all mankind.

As a teacher, I will bear in mind the versatile benefit of my pupils, ensure their harmonious development, lead them to love acquisition of knowledge and train them in compliance with the high ideals of humanity and democracy.”

Master’s oath for non-teaching study programmes:

“I promise on my honour and conscience that upon graduation from the Faculty of Science, Jan Evangelista Purkyně University in Ústí nad Labem, I will uphold the ideals, which I have acquired during my studies, and the good name of this faculty where I obtained my university education, and will keep it in good memory. In all my future activities, I shall bear in mind the development of scientific knowledge and use it for the benefit of and service to all mankind.”

Doctoral oath:

“I promise on my honour and conscience that upon graduation from the Faculty of Science, Jan Evangelista Purkyně University in Ústí nad Labem, I will uphold the ideals, which I have acquired during my studies, and the good name of this faculty where I obtained the academic title of doctor, and will keep it in good memory. In all my future activities, I shall bear in mind the development of scientific knowledge and use it for the benefit of and service to all mankind.”

Rigorous oath:

“I promise on my honour and conscience that upon award of the academic title of doctor of science at the Faculty of Science, Jan Evangelista Purkyně University in Ústí nad Labem I will uphold the good name of this faculty and will keep it in good memory. In all my future activities, I shall bear in mind the development of scientific knowledge and use it for the benefit of and service to all mankind.”

Article 33

Faculty Medal and Other Awards

1. The faculty may endow commemorative medals and other awards upon its staff, students and other persons as an expression of appreciation of their credit for development of the faculty, education, science and research.
2. The commemorative medals and other awards are endowed by the Dean.

Article 34

Emeritus

The conditions for emeritus appointment and their position at the faculty are regulated by Article 31 of the UJEP Statute.

PART IX

FINAL AND TEMPORARY PROVISIONS

Article 35

Changes in the Statute

Proposals for changes in the Statute are submitted by the Dean and approved by the Academic Senate. The changes come into force upon approval by the UJEP Academic Senate.

Article 36

Temporary Provisions

1. For the period when the breakdown into study fields is maintained according to Section 2(4) of Act No. 137/2016 Coll., amending Act No. 111/1998 Coll., on institutions of higher learning and amendment of some acts (hereinafter referred to only as the "Universities' Act"), as amended, the provisions of this Statute on the study programmes shall also adequately apply to the study fields.
2. If the internal regulation or internal standard of the faculty refers to a statute that is in force prior to the effective date of this Statute, the reference to the applicable provisions of the statute in force prior to the effective date of this Statute shall apply.
3. Students of the bachelor's and master's study programmes are up to 16 September 2018 governed by the Study and Examination Rules for Study in Bachelor's and Master's Study Programmes of the faculty (from 8 September 2010, as amended), which is an internal regulation of the faculty.

Article 37

Final Provisions

1. The Statute of the Faculty of Science, Jan Evangelista Purkyně University in Ústí nad Labem approved by the UJEP Academic Senate on 27 September 2006, as amended, is here by repealed.
2. The Study and Examination Rules for Study in the Bachelor's and Master's Study Programmes of the Faculty of Science, Jan Evangelista Purkyně University in Ústí nad Labem approved by the UJEP Academic Senate on 8 September 2010, as amended, is hereby repealed.
3. In accordance with Section 27(1)(b) of the Act, the draft of this Statute was approved by the Faculty's Academic Senate on 14 February 2018.
4. In accordance with Section 9(1)(b)(2), these Rules were approved by the UJEP Academic Senate on 28/02/2018.
5. The Statute comes into force on the date of approval by the UJEP Academic Senate.
6. This Statute comes into force on the date of its approval by the UJEP Academic Senate, with the exception of paragraph 2, which comes into force on 17 September 2018.

doc. RNDr. Jaroslav Pavlík, CSc., in own hand

Dean