



AKADEMIA • ACADEMY
TEMPULLI

REGULATION "ON THE ORGANIZATION AND FUNCTIONING OF THE ACADEMIC COUNCIL"

Article 1

Legal basis

The activity of the Council of the Tempulli Academy (hereinafter AT) is based on Article 11 of Law no. For Higher Education in the Republic of Kosovo”, as well as the statute of the Tempulli Academy.

Article 2

The Academic Council is the highest academic body of the Academy.

The Academic Council is the highest body of the Tempulli Academy which determines the development policies of the institution, programs, coordinates, directs and controls the teaching and research activities and evaluates their efficiency.

The Academic Council applies in its activity the principles of academic autonomy and freedom, as well as respect for the rights of students.

Article 3

1. The responsibility of the Academic Council is to:

1.1 Approve its rules of procedure;

1.2 Nominate 2 (two) members for the Steering Council;

- 1.3 Form the Standing Councils / Committees / Commissions and elect the members of these commissions according to the procedures defined in the regulation of the main unit;
- 1.4 Exercise all other competencies, according to the provisions of the statute;
- 1.5 Gives an opinion-proposal for supply, placement and use of basic equipment and tools for the Academic Council;
- 1.6 Approve and address the manner of initiating and conducting the procedure for the selection of teachers and associates in professional teaching vocations;
- 1.7 Decides on the establishment of new study programs (specializations), renaming existing study programs (specializations), merging (merging) study programs (specializations), terminating study programs (specializations) and sends them to the Steering Council for approval;
- 1.8 Approve the act on the organization of jobs in the Academy;
- 1.9 Issue regulations for the regulation of academic matters in the Academy;
- 1.10 Authorize the teaching staff in teaching certain subjects;
- 1.11 Analyze quality assurance reports and approve the improvement plan;
- 1.12 Approve the regulation for Quality Assurance;
- 1.13 Approve the regulation for the selection of academic staff;
- 1.14 Approve other regulations which regulate various academic processes in the Academy;
- 1.15 The Academic Council performs other tasks in accordance with the legal provisions in force, and the Statute of the Academy.

Article 4

1. The Academic Council consists of the following members with the right to vote:
 - 1.1 Program Coordinators;
 - 1.2 Two members elected from the ranks of the academic staff;
 - 1.3 A member elected by the administration staff, and
 - 1.4 A representative from the student parliament;
 - 1.5 The Secretary and the Director of the Academy are permanent members of the Council, without the right to vote.
2. Until the election of permanent members of the Academic Council, the SC appoints temporary members from the academic staff.

2.1 The first constitutive meeting of the academic council is convened by the Secretary General of the Academy.

Article 5

1. Decisions of the Academic Council are taken by a majority vote of the total number of members of this Council.
2. The term of office for the members of the Academic Council is 4 years.

Article 6

1. More than half (50 + 1%) of the total number of council members must be present at the meetings of the Academic Council.
2. The Council takes a decision by a majority of the members of the total number.
3. The Academic Council forms its own temporary academic and professional bodies as needed. With a decision on the formation of commissions, determines their composition, number and competencies.

Article 7

1. The Academic Council is chaired by the Chairman of the Academic Council;
2. The Chairperson is elected by the Academic Council by a majority vote of its members from the proposed candidates;
3. Each member, with the right to vote, has the right to nominate a candidate or to run for chairperson;
4. The Chairman of the Academic Council may transfer his rights and competencies with a special authorization and decision for a certain period of time;
5. The Chairman of the Academic Council signs all official documents on behalf of the Academic Council.
6. In the absence of the Chairman, the Council is chaired by the oldest member of the Academic Council.

7. In cases when one of the members is elected a member of the board of directors, he can no longer be part of the academic board. Vacancy positions must be filled by a new member, according to applicable procedures.

8. The mandate of the Chairman of the Academic Council is four years.

Article 8

The meeting of the Council is opened by the Chairman of the Academy Council presenting the agenda and the issues to be discussed or voted on. The meeting then goes through the procedures of verifying the presence of members and guests, as well as their legitimacy on a case by case basis. The meeting of the Council continues with the presentation of issues by the representatives of the academic proposer structures, with the development of discussions, the giving of opinions by other members, and then in the voting for the proposals.

Article 9

The meeting of the Council is documented in a mandatory record, which is kept by the administrative staff.

Article 10

The Chairman of the Academy Council formats in an official document the decision of the Council by signing it and accompanying its submission to the subordinate academic and administrative structures with concrete orders for implementation.

Article 11

The Chairman of the Academy Council is one of the Program Coordinators, only in the conditions when his presence is impossible due to work or health reasons, as well as when the meeting of the Council has an urgent character.

Article 12

The decisions approved by the Academic Council are binding for implementation by any other academic and administrative instance within the set deadlines and procedures. Any deviation, delay, negligence or mismanagement of the decisions of the Council, is analyzed case by case in its meetings, deciding to take concrete measures to restore order and discipline in the Academy.

Article 13

The Academic Council meets in regular sessions 3 (three) times a semester. Meetings of the Academic Council take place at the headquarters of the Academy.

Article 14

Pursuant to the Statute, the Academic Council considers any proposal submitted by the lower levels of academic structures, regarding curricula and scientific research, their opening,

amendment or closure. The Academic Council guarantees the internal quality of the Academy through the evaluation of the teaching-research activity of the academic staff and the provision of conditions for their improvement.

Article 15

The Academic Council has the right to set special criteria for the admission of students to study programs, for the recruitment of academic staff, as well as for the election of members of the Ethics Committee. All the above issues are passed by the Academic Council for a simple majority vote in the presence of all its members.

Article 16

The mandate of the member of the Board of Directors of the College is 4 years and is renewable.

1. The mandate of a member of the Council ends when the term on his election ends;
2. Resigns;
3. Dies, is physically or mentally unable to exercise the function;
4. In case of serious violation of the law on higher education in Rr. Kosovo, the statute and regulations of the Institution;
5. Is punished by a final decision for committing a criminal offense
6. Does not fulfill, unjustifiably, the contractual obligations for at least a period of three months.

Article 17

This Regulation enters into force after approval by the Academic Council and signature by the Chairman of the Academy Council

Chairman of the Academy Council

Prishtina,

Dt.