# The Republic of Serbia THE ACADEMY OF CRIMINALISTIC AND POLICE STUDIES

No.

## Belgrade

Pursuant to Article 63, paragraph 1, point 1 of the Law on Higher Education ("Official Gazette of the Republic of Serbia" No. 88/17) and point 10, paragraph 1 of the Decision on the Establishment of the Academy of Criminalistic and Police Studies ("Official Gazette of the Republic of Serbia" No. 28/14), and on the proposal of the Senate,

At its meeting held on 17, July 2018 the Council of the Academy of Criminalistic and Police Studies passed

## S T A T U T E OF THE UNIVERSITY OF CRIMINAL INVESTIGATION AND POLICE STUDIES

#### **GENERAL PROVISIONS**

### Scope of Stipulation

#### Article 1.

This Statute herein stipulates the organization and activity of the University of Criminal Investigation and Police Studies (hereinafter: the University), the manner of operation, management, the legal position of organizational units, studies and curriculums, as well as other issues of relevance to the work of the University.

All terms in the Statute that indicate the positions, professions, or occupations and titles, expressed in grammatical masculine gender shall imply the natural male and female gender of the person to whom they relate.

## The Statute of the University

#### Article 2.

The University shall be an independent higher education institution for the realization of curriculums for the needs of police education established by the Decision of the Government of the Republic of Serbia ("Official Gazette of the Republic of Serbia" No. 28/14) as a legal successor of the Academy of Criminalistic and Police Studies. In carrying out its activities, it unites educational, scientific, research and professional activities, as components of a unique higher education process.

The University shall be an institution that performs higher education activities through the realization of all types and all levels of studies primarily for the needs of police education, from several scientific and professional fields within the educational and scientific fields of social sciences, natural sciences and technical sciences, and can also implement interdisciplinary, multidisciplinary and transdisciplinary (hereinafter: IMT) studies. The University shall also implement other forms of vocational education and education throughout the life of importance for police and security work, as well as other work of public interest for the Republic of Serbia.

The University shall also perform scientific and research work through basic, applied and developmental research, which is primarily in the function of development and modernization of the field of internal affairs and security.

## Name, Headquarters and Activity

#### Article 3.

The name of the University shall be: the University of Criminal Investigation and Police Studies.

The headquarters of the University is in Belgrade, No. 196, Cara Dušana, Zemun.

Within the scope of higher education, in accordance with the law, the University shall also perform scientific, expert, consulting and publishing activities.

In order to commercialize scientific results and inventions, the University may be the founder of a business, and may perform other tasks that commercialize the results of scientific research work, provided that such work does not jeopardize the quality of teaching and the basic activity of the University, whereby the realized profit can be used exclusively for improving the activity of a higher education institution. In case of establishment of a company, it is necessary to obtain the prior approval of the Ministry of Interior.

The University's activities shall be:

- 1. higher education code 85.40;
- 2. higher education code 85.42;
- 3. other education code 85.59;
- 4. auxiliary educational activities code 85.60;
- 5. scientific research and development code 72;
- 6. development in humanities code 72.20;
- 7. research and development in other natural and technical-technological sciences code 72.19.
- 8. research and experimental development in natural and technical-technological sciences code 72.11;
- 9. research and experimental development in biotechnology code 72.11;
- 10. technical testing and analysis code 71.2;
- 11. managerial consulting jobs code 70.20;
- 12. computer programming, consulting and related activities code 62.0;
- 13. publishing code 58;
- 14. books and magazines publishing, and other publishing activities code 58.1;
- 15. book publishing code 58.11;
- 16. paper publishing code 58.13;
- 17. publishing journals and periodicals code 58.14;

- 18. other publishing activities code 58.19;
- 19. other software release code 58.29;
- 20. data processing, hosting and other code 63.11;
- 21. web portals code 63.12;
- 22. computer equipment management code 62.03;
- 23. telecommunications code 61;
- 24. other IT services code 62.09;
- 25. consultancy activities in the field of IT code 62.02;
- 26. computer programming code 62.01;
- 27. consulting activities related to business and other management code 70.22;
- 28. print preparation services code 18.13;
- 29. reproduction of the recorded material code 18.20;
- 30. communication and public relations code 70.21;
- 31. engineering and technical consulting code 71.12;
- 32. retail sale of books in specialized stores code 47.61;
- 33. retail sale in non-specialized stores code 47.19;
- 34. retail sale of other goods in specialized stores code 47.7;
- 35. librarianship and archiving code 91.01;
- 36. museums, galleries and collections activities code 91.02;
- 37. resorts and similar short stay accommodations code 55.20;
- 38. the activity of preparing and serving food and beverages code 56;
- 39. sports, entertainment and recreational activities code 93;
- 40. other accommodation code 55.90;
- 41. organizing meetings and fairs code 82.30;
- 42. renting and managing owned or leased real estate code 68.20;
- 43. private security activity code 80.1;
- 44. washing and dry cleaning of textile and fur products code 96.01;
- 45. security services code 80.2.

#### REPRESENTATION

#### **Legal Transactions Status**

#### Article 4.

The founder of the University shall be the Republic of Serbia.

On the proposal of the state administration body responsible for internal affairs (hereinafter: the Ministry of Interior), the Government shall closely regulate the conditions and method of realization of curriculums and the position of teaching staff and students in terms of the characteristics related to the aims and nature of police education.

Administrative supervision over the work of the University and the realization of curriculums shall be carried out by the Ministry of Interior.

The University shall have the status of a legal entity with the rights, obligations and responsibilities stipulated by the law, the founding act and the Statute herein.

In legal transactions and towards third parties, the University shall proceed independently, and for its obligations shall be held responsible with its entire assets (full responsibility).

The University shall be represented by the rector of the University.

In the absence of the rector, the University shall be represented by a prorector, authorized with the power of attorney by the rector.

The rector may, within the scope of his powers, authorize prorector, secretary general or other persons at the University to represent, conclude contracts or undertake other individual legal actions of importance for the activities of the University.

The content and scope of the power of attorney shall be determined by the rector. The representative is obliged to abide by the authorized authority.

## University Marks, Emblem, Dry Stamp, Seal, and Stamp

Article 5.

The university shall have a sign (emblem) and university honorary marks (insignia).

The mark (emblem) of the University of Crime Investigation and Police Studies shall be a stylized shield. In the upper part of the shield are radial rays, and below them there is a slightly curved field placed horizontally along the whole width. There is an inscription "Kriminalističkopolicijski univerzitet" (the University of Crime Investigation and Police Studies) in the filed in three rows. The left and right ends of the field have a Serbian tricolour. In the middle of the shield there is a cross with four firesteels. Cross and firesteels are in the field. The part of the shield between the fields and the rim is decorated with a display of a series of semi-spherical cuttings.

University honorary marks (insignia) shall be a rector chain (for the rector) and the toga (for the rector and prorectors).

The Senate shall make a decision on the use of the sign and the appearance and use of the University's insignia.

The day of the University shall be February 8, in memory of the day when the first police school was established in 1921 by the Decree of the Ministry of the Interior of the Kingdom of Serbs, Croats and Slovenes.

The university shall have a dry seal, seal and stamp.

The dry stamp shall be used for the certification of diplomas issued by the University. The round shape is 32 mm in diameter. In the circumference of the circle there is a text written in Serbian in Cyrillic script, which reads: "Republika Srbija, Kriminalističko-policijski univerzitet, Beograd" (The Republic of Serbia, the University of Crime Investigation and Police Studies), and in the middle is the coat of arms of the Republic of Serbia.

The stamp shall be used for the authentication of documents and acts issued by the University.

The University shall have round shape seals for a chemical dye imprints, size 32 mm and 20 mm, the content of which is the same and printed in the same way as the content of the dry stamp referred to in paragraph 7 of this Article.

The stamp shall be used for recording reference numbers. It is of rectangular shape with the text in the upper part: "Kriminalističko-policijski univerzitet, Beograd" (the University of

Crime Investigation and F	Police Studies). I	Below the text	there is a place	for a number,	and below
the place for date (number	:, date	).			

The secretary general of the University, or the person authorized, shall be responsible for the proper use and preservation of the University's dry trademark, seal and stamp.

#### THE ORGANIZATION OF THE UNIVERSITY

#### Article 6.

The University shall integrate the functions of all its organizational units by implementing a unified policy whose goals are continuous improvement of the quality of teaching, improvement of scientific research work and support for students in academic and career development.

In order to achieve the objectives referred to in paragraph 1 of this Article, the University shall have special competencies in the following areas:

- 1. strategic planning;
- 2. adoption of the curriculums;
- 3. quality assurance and quality control;
- 4. enrollment policy;
- 5. conferment of title to the teaching staff;
- 6. issuing diplomas and diploma supplements;
- 7. international cooperation and mobility;
- 8. investment planning;
- 9. defining the Code of Professional Ethics and Code of Conduct in the institution;
- 10. intellectual property management in the processes of knowledge transfer;
- 11. planning the employment policy and engagement of teachers and associates;
- 12. the formation and development of a single information system;
- 13. education throughout life;
- 14. advising and supporting students;
- 15. planning and management of finances;
- 16. and other areas in accordance with the law.

#### **DEPARTMANTS**

#### Article 7.

The university shall consist of three departments as basic higher education units with no legal entity capacity, established for the purpose of achieving accredited curriculums and scientific work in the related disciplines, that is, scientific and professional fields within the respective educational and scientific fields.

The departments within the University shall be:

- 1. the Department of Criminalistics;
- 2. the Department of IT;
- 3. the Department of Forensic Engineering.

#### Article 8.

With the development of its higher education activity, the University can, in accordance with positive regulations, establish new departments as well.

#### Article 9.

In the event that the University, or units in its composition, perform multidisciplinary, interdisciplinary studies and scientific research activities, several departments may be involved in their implementation.

Making decisions and submitting proposals related to IMT curriculums for which a joint participation of several Departments is necessary, will be realized through the sessions of the Electoral Council.

#### Article 10.

The departments of the University as internal organizational units shall have the right to propose certain issues determined by this Statute, and the University realizes a unique activity of higher education.

In order to continuously improve the quality of teaching, improving scientific research work and supporting students in academic and career development, the departments shall have competencies to determine proposals related to:

- 1. adoption of curriculum;
- 2. quality assurance and control;
- 3. conferment of title to the teaching staff;
- 4. international cooperation and mobility;
- 5. defining the Code of Professional Ethics and Code of Conduct in the institution;
- 6. formation and development of a single information system;
- 7. education throughout life;
- 8. advising and supporting students;
- 9. other areas in accordance with the law.

#### Article 11.

The department of the department shall be managed by the head of the department and, within their competences and entrusted tasks, they coordinates the work of the departments.

The head of the department shall be appointed by the rector for a period of three years from the rank of full professors of the respective department, who are in full-time employment with the possibility of one consecutive election.

Further job description of the head of department shall be regulated by the act regulating the organization and systematization of jobs.

The expert body of the department shall be the Council of Departments.

#### Chairs

#### Article 12.

A chair shall be a part of the internal organizational structure of the University and represent a basic professional teaching-scientific unit of pedagogical and scientific research work in the function of development of disciplines belonging to a chair.

#### Article 13

A chair shall directly organize and perform educational, scientific and research work in accordance with the Law and this Statute established activity of the University, and perform tasks related to the programming of studies, improvement of teaching and other activities in the field of teaching and scientific work.

#### Article 14

The University shall organize a chair for one or more of the related scientific fields.

The number of chairs at the University, their name, composition and schedule of subjects by department shall be determined by a special Senate decision.

## Article 15

A chair shall consist of all teaching staff and associates elected and appointed to positions that, in accordance with the decision of the Senate and the general act regulating organization and classification of jobs at the University, belong to that chair.

#### Article 16

All members of a chair who are employed at the University shall have the right to decide on a chair meeting.

#### Article 17

A chair shall be managed by the head who also directs its.

If there is only one chair within a department, it shall be managed directly by the head of the department.

## Article 18.

The head of a chair shall be appointed by the rector on the proposal of the head of the Department, as a rule from the list of teaching staff elected to the rank of full and associate professor, and in exceptional cases

if that is not possible, from the ranks of the teaching staff elected to assistant professors, too. Before submitting the proposal to the rector, the head of the department shall obtain the opinion of the chair.

The head of a chair shall be appointed for a period of 3 years with the possibility of one successive appointment of the same person.

A closer job description of the head of the department shall be regulated by the act regulating the organization and job classification.

#### SCIENTIFIC AND RESEARCH CENTRE

#### Article 19.

Scientific and Research Center shall be an organizational unit of the University formed for the needs of development and realization of basic, applied and developmental research in the field of crime and safety, but also in other scientific and professional fields within educational and scientific fields of humanities, sciences and technical-technological sciences.

#### PROFESSIONAL SERVICES

#### Article 20.

Professional services shall consist of employees of the University who perform professional, administrative, technical and other tasks.

Professional services shall be organized for the purpose of performing activities or certain professional tasks within their competence, in accordance with the general act on jobs classification, which prescribes positions, type and level of education, necessary knowledge, number of executors and other conditions.

Within the professional services, the tasks shall be provided which are necessary for achieving the integrative functions of the University based on common procedures for conducting business processes, that is, the standard procedures and rules determined by the University.

#### Article 21.

Professional services shall be managed by the rector or prorector according to the scope of work and the rector's orders, the secretary general, the manager of the university and the heads of inner organizational units in accordance with the act regulating the organization and jobs classification at the University.

#### OTHER UNITS BELONGING TO THE COMPOSITION OF THE UNIVERSITY

#### Article 22.

In order to improve its scientific activity, the University can have scientific institutes in its composition.

In order to carry out innovation activities and provide infrastructure support for the development of innovations and commercialization of the results of scientific research, the University can have in its composition: innovation centers, centers of exceptional values, technology transfer centers, business-technological incubators, science and technology parks and other organizations, in accordance with the law regulating scientific research activity.

The University may realize a part of the accredited master academic studies curriculums and doctoral studies at the institutions referred to in paragraphs 1 and 2 of the article herein.

#### **BODIES OF THE UNIVERSITY**

#### Article 23.

The University shall have a steering committee, a management body, professional bodies and the Student Parliament.

#### The Council

#### Article 24.

The steering committee of the University shall be the Council.

The Council shall carry out tasks within its competence at the meetings that shall be held as required, and are convened by the President of the Council.

The Council shall work and decide by public announcement of the Council members, except for the issues for which it is stipulated by a secret ballot.

The Council shall work and decide at a meeting attended by the majority of Council members.

The Council shall elect the president and deputy president.

At the constituent meeting of the Council, verification of the term of office of the members of the Council shall be carried out, followed by the election of the president and the deputy president of the Council.

The president of the Council shall be elected from the rank of the representatives of the University teaching staff.

## **Composition, Election Procedure and Dismissal of Members**

## Article 25.

The Council shall count 17 members, 9of which shall be representatives of the University, 3 shall be the representatives of students and 5 the representatives of the founders appointed by the Government of the Republic of Serbia.

Out of the 9 members of the Council from the University, 6 shall be nominated and elected by the Electoral Council of the teaching staff and associates, 3 of which shall be proposed and elected by the professional services of the non-teaching staff.

For the representatives of the University of the Council, only the persons who are full-time employed at a University can be elected.

The term of office of the members of the Council shall be four years, with the exception of student representatives, whose mandate shall be two years, but who may be re-elected.

#### **Election Procedure**

#### Article 26.

The election procedure of the members of the Council from the ranks of employees at the University shall be initiated by the President of the Council no later than 3 months before the expiry of the term of office of the current members of the Council.

The president of the Council shall establish a three-member commission for the implementation of the procedure for the election of representatives of employees in the Council.

The initiative for the implementation of the selection procedure shall be addressed to:

- 1. the Electoral Council, in order to conduct the procedure for the election of representatives of teachers and associates in the Council;
- 2. the secretary-general, in order to carry out the procedure for the election of representatives of the non-teaching staff in the Council.

#### Article 27.

The chairperson of the Electoral Council shall schedule a meeting of the Council in the shortest possible time at which the election procedure of members of the Council shall be carried out by a secret ballot.

Representatives of employees from the ranks of the teaching staff and associates of the University shall be elected by forming a list of interested candidates that the members vote for or against in the process of secret ballot by circling a candidate on the list.

For the representatives of the employees among the teaching staff and associates in the Council, the top 6 candidates from the list who received the highest number of votes shall be elected. If the last placed candidates have the same number of votes, so that a list of six candidates cannot be formed, in the second round of voting, members of the Election Panel shall again vote for or against the candidates with the same number of votes.

### Article 28.

The secretary general shall, in the shortest possible time, inform the employees, non-teaching staff, that they may apply for the election procedure for the members of the Council of the non-teaching staff. After registering candidates, a list of interested candidates shall be formed.

The election of members of the Council of representatives of employees from the line of the non-teaching staff shall be conducted by secret ballot, based on the list of interested candidates.

The first three candidates from the list who win the highest number of votes shall be elected for the representatives of the line of non-teaching staff in the Council. If the candidates have the same number of votes, so that a list of 3 candidates cannot be formed, the Commission shall vote for or against these candidates in the second voting round.

A member of the Senate cannot be proposed or elected as a member of the Council.

#### Article 29.

Students' representatives shall be elected by the Student Parliament for two years, in accordance with the law and the Rulebook of the Student Parliament.

## **President and Deputy President of the Council**

#### Article 30.

The president of the Council shall be elected by secret ballot from the rank of the representatives of the University teaching staff for the period that he is left with until the expiration of his term of office as a member of the Council, with the possibility of one consecutive election.

#### Article 31.

Members of the Council shall first determine the list of candidates by public announcement of the interested parties.

In the first round of voting, members of the Council shall vote for or against in secret ballot on candidates from the list by circling one of the candidates.

In the event that one candidate in the first round of voting received the majority of votes from the total number of members of the Council, the election procedure shall end in the first round.

In the second round of voting, the members of the Council shall vote for against a candidate who received the highest number of votes in the first round.

For the president of the Council, the candidate who enters the second round shall be elected if he receives the majority of votes in the second round of the vote from the total number of members of the Council.

In case the candidate does not get the required majority, the selection procedure shall be repeated.

#### Article 32.

The deputy president of the Council shall be elected on the motion of the President, of the line of the representatives of the founders.

The deputy president of the Council shall be elected by public vote and shall be elected if he receives the majority of votes of the present members of the Council.

#### Article 33.

The term of office of the president of the Council may be terminated before the expiration of the time period for which he was elected:

- 1. on a personal request;
- 2. in case of termination of the term of office in the Council on all grounds;
- 3. in other cases provided for by law;
- 4. on the initiative of a member of the Council.

In the cases stipulated in points 1-3 of the previous paragraph, the Council shall determine the reasons by the Decision and dismiss the president, while in the case defined in item 4 of the previous paragraph, the Council shall respond to the initiative in the secret ballot procedure and dismiss the president if the majority of the total number of members Council seconds the motion.

In case of termination of the term of office of the president of the Council before the expiration of the period for which he was elected on any grounds, the deputy president of the Council shall preside over the Council until the election of the new president of the Council.

In the sense of the previous paragraph, the election of the president of the Council shall be implemented in the shortest time possible, not longer than 8 days from the moment of termination of the term of office of the former president.

## Termination of the Term of Office of a Member of the Council before the Expiration of the Election Term

#### Article 34.

The term of office of a member of the Council of the line of representatives of the employees at the University may be terminated even before the expiration of the period for which he was elected:

- 1. on a personal request;
- 2. due to termination of employment at the University;
- 3. by dismissal, at the initiative of the electoral body and at the initiative of the president of the Council;
- 4. in other cases provided for by law.

In the case referred to in paragraph 1 of this Article, under 1, 2 and 4, the Council at the meeting shall determine the termination of membership.

## Article 35.

The motion for the dismissal of a member of the Council from the ranks of the representatives of the University prior to the expiration of the period for which he was elected may be submitted by the president of the Council on the initiative of two thirds of the members of the Council, or:

The Electoral Council at the initiative of half of the members if it is about the dismissal of a member of the Council from the line of teaching staff, or half of the employees of the non-teaching staff, if it is about a member of the Council who is a representative of the non-teaching staff.

#### Article 36.

The decision on dismissing a member of the Council of representatives of the University of the line of teaching staff, by a majority of votes from the total number of members, shall be made by the Electoral Council by a secret ballot, and at the same time a new representative in the Council shall be appointed by implementing the stipulated election procedure.

#### Article 37.

The decision on the dismissal of a member of the Council of the representatives of the University from the rank of the non-teaching staff, based on the motion of the majority of the total number of employees from the rank of the non-teaching

staff, shall be passed by the Council, and at the same time the election of a new representative in the Council shall be initiated by implementing the stipulated election procedure.

#### Article 38.

The decision to dismiss a member of the Council from the line of the representatives of the students of the University, by a majority of votes from the total number of members, shall be passed by the Student Parliament on the initiative of half of the members of the Student Parliament or the President of the Council.

The Student Parliament shall vote for or against the dismissal by public vote, and at the same time a new representative in the Council shall be appointed by implementing the stipulated election procedure.

#### Article 39.

The president of the Council may initiate the dismissal of representatives of employees and students in the Council if he does not participate in the work of the Council for a longer period, or if he has knowledge that the student representative has lost the status of a student for some reason and in other cases determined by the law.

#### Article 40.

In the event of termination of the term of office prior to the expiration of the term for which he was elected, the term of office for a new member of the Council shall last until the expiry of the term of office of a member of the Council whose term of office ends before the term for which he was elected.

## **Competences**

#### Article 41.

The Council of the University shall:

- 1. adopt the Statute of the University, upon the motion of the Senate, and after obtaining the prior approval of the Ministry;
- 2. elect and dismiss the rector of the University;
- 3. elect and dismiss prorectors of the University;
- 4. decide on the complaint against the first instance decisions of the rector;
- 5. adopt a financial plan, on the proposal of the Senate;
- 6. adopt a business report and an annual account, on the proposal of the Senate;
- 7. adopt a plan for the use of investment funds, on the proposal of the Senate;
- 8. give consent to the decisions on the management of the property of the University;
- 9. give consent to the distribution of funds;
- 10. make a decision on the amount of tuition fees, on the proposal of the Senate;
- 11. submit to the founder a work report at least once a year;
- 12. adopt the rulebook on disciplinary responsibility of students;
- 13. supervise the actions of the management bodies for the execution of the acts of the educational inspector determined by the law regulating higher education in relation to the elimination of illegality;

14. perform other duties in accordance with the law and the Statute herein.

The Council shall decide by a majority of the total number of members.

The rector shall participate in the work of the Council without the right to vote.

Other employees may, upon the invitation of the President of the Council, participate in the work of the Council in the capacity of a rapporteur on issues that are considered at the session without the right to vote.

Detailed provisions on convening and implementing the Council sessions shall be laid down in the Rules of Procedure.

## The Rector

#### Article 42.

The management body of the University shall be the rector.

The rector shall be elected for a period of three years from the rank of full professors employed full-time at the University, with the possibility of one consecutive election.

#### The Election and Dismissal Procedure

#### Article 43.

The Council of the University shall decide on initiating the procedure for the selection of the rector by announcing an internal call and appoint the Commission for the implementation of the competition.

The Commission for the implementation of the competition shall have three members, two of which are elected from among the members of the Council of Representatives of the University, and one member shall be elected from the rank of the representatives of the founders.

The members of the Commission for the implementation of the competition shall be elected by public vote.

## **Application of the Interested Candidates** and Making the Final List of Candidates

## Article 44.

The interested candidates should submit applications to the commission within the deadline stated in the text of the internal call which cannot be shorter than 8 days from the date of announcing the call.

Along with the application the candidates shall submit all documents stipulated by the call and work program of the University for the period of the term of office.

The applications that have not been submitted within the specified deadline shall be considered as late and the commission shall discard them.

#### Article 45.

After the completion of the candidate application procedure, the commission for the implementation of the competition shall consider the fulfillment of the requirements provided by the law and the Statute of the University.

The Commission shall determine the final list of candidates that meet the eligibility criteria and submit it to the Council within a time limit which cannot be longer than 5 days.

## **Procedure before the Management Body**

#### Article 46.

After receiving the nominations for a rector nominated by the commission, the president of the Council shall request the approval of the Ministry of Interior for the election of the proposed candidates.

In case none of the proposed candidates receives the approval of the Ministry of Interior, the entire election procedure shall be repeated. The candidates who did not receive consent cannot participate again in the election procedure.

Upon receiving the consent referred to in paragraph 1 of this Article, the president of the Council shall, in the shortest possible time, not exceeding 8 days, convene a meeting of the Council at which the procedure for the election of the rector shall be conducted by secret ballot.

#### Article 47.

The candidate has been elected as the rector if the majority of the total number of members of the Council has voted for him in the process of secret ballot.

If none of the proposed candidates receives the required majority of votes, the members of the Council shall vote for or against the two candidates who received the highest number of votes. If no one receives the required majority after the reiterated voting of Council, the entire election procedure shall be repeated.

As a rule, the procedure for choosing the rector begins on April 1 and shall end at the latest by the end of June, whereby the rector's term of office begins on October 1 of the current year.

## **The Rector's Competences**

#### Article 48.

The rector shall be responsible for the business, the legality of work and the realization of the University's curriculums.

The rector shall manage the work of the organizational units of the University in order to implement the attitudes, decisions and conclusions of the bodies of the University in relation to the achievement of the role, tasks, activities and competencies of the University that are established by law, the Statute herein and other general acts of the University.

The rector shall be assisted in his work by the prorectors and the secretary general.

#### Article 49.

The rector shall perform the following work:

- 1. represent and act on behalf of the University;
- 2. manage the work and business process of the University;

- 3. decide on the establishment and termination of the employees' employment, in accordance with the law;
- 4. be the ordering authority in material and financial business, decide on all types of costs other than those for which the law, the statute herein or general act prescribes that they be approved by another body;
- 5. preside over the meeting and sign the Senate decisions;
- 6. sign diplomas and diploma supplements;
- 7. implement decisions of the Council of the University;
- 8. pass regulations on internal organization and job classification; the rules on salaries and other general acts in accordance with the law and the Statute herein;
- 9. promote the doctors of science and professor emeritus;
- 10. appoint and dismiss the heads of departments;
- 11. appoint and dismiss the secretary-general of the University, managers and managers of organizational units;
- 12. sign contracts and agreements, both in national as well as in international legal transactions, orders and other acts by which decisions of other bodies are executed and independently decides within the limits of his powers in accordance with the law, the Statute herein and general acts of the University;
- 13. decide on the objections of students;
- 14. perform other duties in accordance with the law, the Statute herein and general acts of the University.

## Termination of the Term of Office before the Expiration of the Appointment and the Appointment of the Acting Authority

#### Article 50.

The rector's term of office may be terminated before the expiration of the period for which he was elected, on a personal request and in cases provided for by law.

The rector may be dismissed before the expiration of the period to which he is elected if he violates the provisions of the Law, the Statute here, the general acts of the University and other regulations.

The decision on dismissal shall be adopted by the Council by a secret ballot, by a majority of votes from the total number of members, except in the cases provided for in paragraph 1 of this article, in which the Council issues a decision stating that the rector has been dismissed without voting.

#### Article 51.

In the event of termination of the rector's term of office prior to the appointment period expiration on any grounds, the president of the Council shall convene a meeting on which the Council shall appoint one of the prorectors as the acting rector.

The Council shall simultaneously initiate a procedure for the election of the rector, which is to be implemented as soon as possible, not longer than 60 days from the date of the appointment of the acting authority.

The acting rector shall be fully equal to the rector in terms of the rights of obligations and authorities.

#### The Prorectors

#### Article 52.

There shall be four prorectors at the University who assist the rector in managing certain areas of work at the University, such as: prorector for the curriculum, prorector for scientific and research work, prorector for material and financial affairs and prorector for international and interinstitutional co-operation.

#### Article 53.

The prorectors from the line of teaching staff in the rank of full professors who are full-time employees at the University shall be appointed and dismissed on the proposal of the rector by the Council for a period of three years, with the possibility of one consecutive election.

The Council shall elect the prorectors by secret ballot by the majority of votes of the total number of members.

#### **Prorector for the Curriculum**

#### Article 54.

- 1. manages organizational units within the scope of their competencies and delegated tasks;
- 2. supervises the realization of curriculums (lectures, practical training, mid-term exams, consultations, supervisor work, exams, etc.) and is responsible to the rector for the fulfillment of legal and other obligations of the University in the educational work;
- 3. participates in the preparation of the financial plan of the University in the part related to the realization of teaching;
- 4. participates in the preparation of the annual work program and takes measures for its execution;
- 5. coordinates and direct the work of the department in the field of teaching;
- 6. responsible for the implementation of the coverage of all courses covered by appropriate teaching and associate personnel;
- 7. monitors the success of studying, organizes work on the preparation of the necessary analysis of students' success and suggests measures for reducing the time of study;
- 8. monitors the implementation of the procedure for the election of the teaching staff, indicates possible irregularities and takes measures to eliminate them;
- 9. controls the procedure for exercising the right to defend final thesis;
- 10. controls the keeping of legally established records in the field of education activities;
- 11. controls and directs the work of the heads of professional services from their scope of work;
- 12. reports to the rector on his work;
- 13. performs other tasks stipulated by the general acts and at the order of the rector.

#### Prorector for Scientific and Research Work

#### Article 55.

- 1. manages organizational units within the scope of his competencies and delegated tasks;
- 2. carries out the obligations of the University in the field of scientific and research activity;
- 3. participates in the preparation of the financial plan of the University in the part relating to scientific research work:
- 4. directly directs the work of the Scientific and Research Centre;
- 5. coordinates and directs the work of departments in the field of scientific and research work;
- 6. in cooperation with departments, organizes the preparation of annual, medium and long-term programs of scientific research at the University and takes care of their implementation;
- 7. undertakes or proposes concrete measures for the development of scientific research at the University;
- 8. monitors the realization of individual scientific research projects;
- 9. is the organizer and is responsible for the organization and realization of scientific conferences or one of the organizers is the University,
- 10. gives the opinion to the rector on the proposed research teams for individual projects;
- 11. is responsible for organizing and providing assistance in forming scientific research at the University of highly valuable students and proposing measures for their inclusion in scientific research work;
- 12. with the consent of the rector, plans and organizes the participation of teachers and associates of the University at scientific and professional conferences;
- 13. submits a report to the rector on his work and the realization of the program of scientific and research work;
- 14. controls and directs the work of the heads of professional services from their scope of work.
- 15. performs other tasks stipulated by the general acts on the order of the rector.

## **Prorector for Material and Financial affairs**

Article 56

- 1. manages organizational units within the scope of his competencies and delegated tasks;
- 2. carries out the obligations of the University in the field of material and financial operations;

- 3. participates in the preparation and implementation of the financial plan and plan for using the funds for the investments of the University;
- 4. coordinates and directs the work of the department in the field of material and financial operations;
- 5. controls the preparation of the report on the operation and annual calculation of the University;
- 6. reports to the rector on his work;
- 7. controls and direct the work of the heads of professional services from their scope of work;
- 8. performs other tasks stipulated by the general acts and at the order of the rector.

## **Prorector for International and Interinstitutional Co-operation**

## Article 57.

- 1. performs activities of importance for the positioning of the University in the republic and international higher education area;
- 2. carries out the obligations of the University in the field of international and interinstitutional cooperation;
- 3. participates in the preparation of the financial plan of the University in the part related to the implementation of projects of international and interinstitutional cooperation;
- 4. coordinates and directs the work of departments in the field of international and interinstitutional cooperation;
- 5. in co-operation with departments, organizes the development of the international cooperation plan of the University and takes care of its implementation;
- 6. undertakes or proposes concrete measures for the development of international and interinstitutional cooperation and public relations at the University;
- 7. monitors the realization of certain activities within the framework of international and interinstitutional co-operation by the University;
- 8. submits a report to the rector on his work and realization of activities within his scope of work:
- 9. coordinates the mobility of students, teaching staff, researchers and non-teaching staff within the framework of international and interinstitutional cooperation of the University;
- 10. controls and directs the work of the heads of professional services from their scope of work;
- 11. performs other tasks stipulated by the general acts and at the order of the rector.

#### The Senate

#### Article 58.

The Senate shall be the professional body of the University which comprises of rector, prorectors, departments managers and secretary-general of the University.

## Article 59.

When the Senate discusses and decides on the issues relating to quality assurance of teaching, the reform of curriculums, the analysis of the efficiency of studies and determining of the scores of each course, expressed in accordance with the European Credit Transfer and Accumulation System (hereinafter: ECTS), three student representatives also participate in the work of Senate elected by the Student Parliament, and then they make part of the total number of members of the professional body. Student representatives do not decide and do not participate in the work of the Senate on other issues within its competence.

#### Article 60.

## Within its jurisdiction, the Senate:

- 1. shall adopt curriculums on the proposal of the higher departments and further regulate the rules of studies conducted at the University;
- 2. shall determine the narrower scientific areas and appoint members of larger scientific areas;
- 3. shall form professional bodies of the University and confer title to a full professor;
- 4. shall make a decision on the number of chairs, their names and the schedule of subjects by chairs:
- 5. shall analyse the quality of teaching and study efficiency, monitor and reform curriculums;
- 6. shall perform evaluation of foreign curriculums in the process of recognition of a foreign higher education degree;
- 7. shall decide on the conditions, manner and procedure of realization of education programs throughout their lives;
- 8. shall adopt a general act on further conditions for the election of the teaching staff and associates;
- 9. shall adopt the Code of Professional Ethics and Code of Conduct at the University;
- 10. shall propose financial plan, business report and annual financial statement of the University;
- 11. shall adopt a general act on the criteria for determining the amount of tuition, give an opinion on the amount of tuition for the next school year and determines the proposal for a decision on the regular services covered by the tuition fee;

- 12. shall regulate the conditions and procedure for granting consent for the engagement of the teaching staff at another higher education institution;
- 13. shall establish the Proposal of the Statute and proposals for decisions on the issues of the development strategy of the University;
- 14. shall elect representatives of the University of the University Conference;
- 15. shall monitor the international cooperation of the University and makes appropriate decisions:
- 16. shall perform other duties in accordance with the law, this Statute and other general acts of the University.

The decision on the appointment to the rank of full professor may be made only by the members of the Senate in the rank of full professor, by majority of votes out of the total number of members of the Senate in that profession.

The Senate shall work and decide in accordance with the Rules of Procedure.

## **The Council of Departments**

#### Article 61.

The Council of Departments shall be a professional body of a department.

The head of the department shall preside over the Council of Departments and sign the decisions thereof.

## The Composition of the Council of Departments

#### Article 62.

The Council of Departments shall be made of all teaching staff, associates and researchers who are employed at the University and teach at the curriculums carried out at the department.

When the Council of Departments discusses and decides the on issues related to quality assurance of teaching, reform of curriculums, analysis of the efficiency of studies and determining the number of ECTS, in the work of the Council of Departments, in accordance with the law, students' representatives elected by the Student Parliament shall also be included in the total number of members of the professional body. Students' representatives shall not decide and not participate in the work of the Council of Departments on other issues within the competence of departments.

#### Article 63.

## The Council of Departments shall:

- 1. propose to the Senate the adoption and modification of the corresponding curriculums;
- 2. appoint members of commissions for preparing reports on candidates for conferment of title to teachers, researchers and associates;
- 3. decide on issues related to second and third degree studies in accordance with the rules on enrollment and studies of the second and third degree of the corresponding curriculums;

- 4. make decisions on recognition of exams passed by students of appropriate curriculums at other higher education institutions;
- 5. perform other duties in accordance with the law, the Statute herein and other general acts of the University.

#### Article 64.

The Council of Departments shall work and decide in accordance with the Rules of Procedure.

All members of the Council who are employed at the University shall have the right to decide in the Chamber of Departments.

#### The Electoral Council

### **Composition**

#### Article 65.

The Electoral Council shall be the body of the University whose members are all teaching staff and associates employed at the University, as well as researchers assigned to the researcher job.

## **Competences**

#### Article 66.

The Electoral Council shall:

- 1. elect members of the Council of representatives of the University from the teaching staff;
- 2. make a decision on determining the proposal for the conferment of title to teachers for the title of full professor, associate professor and assistant professor, based on the proposal of the commission for the preparation of reports on candidates for election.
- 3. make a decision on the conferment of title to the teachers professors of vocational studies, senior lecturers and lecturers, as well as on conferment of associate titles, upon motion of the commission for preparation of reports on candidates for election;
- 4. make decisions related to the implementation of interdisciplinary, multidisciplinary and transdisciplinary (IMT) curriculums;
- 5. establish a proposal for acquiring a scientific or research title;
- 6. perform other duties in accordance with the law, the Statute and other general acts.

#### Article 67.

The rector of the University shall preside over the Electoral Council and sign the decisions thereof.

The Electoral Council shall operate and decide in accordance with the Rules of Procedure.

All members of the Electoral Council who are employed by the University shall have the right to decide on the Electoral Council.

## The Council of Scientific Areas

Article 68.

The University shall have:

- 1. the Council of Scientific Areas of humanities and IMT studies;
- 2. the Council of Scientific Areas of science and technical-technological studies.

The Council of Scientific Areas shall count 5 members appointed by the rector from the rank of full professors and scientific advisers of the University, on the proposal of the rector for the research work.

The term of office of the members of the Council of Scientific Areas shall last for 3 years.

The President of the Council of Scientific Areas shall be appointed by the Rector.

The jurisdiction of the Council of Scientific Areas shall be related to the scientific fields, regardless of the department where the curriculum is being carried out.

The Council of Scientific Areas shall:

- 1. make a decision on the title conferment to associate professor and assistant professor, based on the decision of the Electoral Council on determining the proposal for the election of teaching staff:
- 2. give opinion to the Senate on the election of a full professor, based on the decision of the Electoral Council on determining the proposal for the selection of teachers;
- 3. make a decision on the approval of the topic of the doctoral dissertation and the appointment of a supervisor thereof;
- 4. make a decision on the report of the Assessment Commission and appoint the Commission for the Defence of the Doctoral Dissertation;
- 5. consider other matters entrusted to him by the Senate and decide on them;
- 6. perform other duties in accordance with the law, the Statute and other general acts.

The Council of Scientific Areas shall operate and decide in accordance with the Rules of Procedure.

#### **Student Parliament**

Article 69.

The Student Parliament shall be organized at the University in order to realize the rights and interests of students.

Exercising rights and protecting the interests of students shall also be realized via the elected representatives of the Student Parliament in the governing body and professional bodies of the University, as well as bodies of other institutions in which the student representatives are represented.

The right to elect and be elected as a member of the Student Parliament shall have all university students enrolled in studies in the school year in which the Student Parliament is elected for a term of two years. The election of members of the Student Parliament shall be held every second year in April by secret and direct ballot.

The Rules of the Student Parliament shall regulate the way of election of members of parliament, jurisdiction, and mode of action and other issues of importance for the work of the Student Parliament.

#### UNIVERSITY STAFF

#### Article 70.

Teaching staff of the University shall be made of persons who realise educational, scientific and research activity.

Teaching staff shall consist of: teachers, researchers and associates.

Non-teaching staff shall be made of persons who perform professional, administrative, technical and other tasks.

Further organization, classification and job description shall be prescribed by the Rulebook on Internal Organization and Classification of Workplaces at the University, adopted by the rector, with the previously obtained opinion of the Ministry of the Interior.

#### Article 71.

The rector, or the person authorized by him, shall decide on the individual rights, obligations and responsibilities of the employees of the University in accordance with the law.

The Council of the University shall decide on the individual rights, obligations and responsibilities of the rector.

## **The Secretary General**

#### Article 72.

The Secretary General shall assist the rector in his work, participate in the work of the University authorities by giving expert opinions in the field of law, respect the lawfulness and regularity of work at the University and manage the work of professional services within his competences and the entrusted job.

Further job description of the Secretary General shall be regulated by the act regulating the organization and classification of jobs.

## The Manager of the University

#### Article 73.

The Manager of the University shall assist the rector in the work within his competencies and the entrusted job.

Further job description of the Secretary General shall be regulated by the act regulating the organization and classification of jobs.

## The Titles of the Teaching Staff

#### Article 74.

The titles of the University teaching staff shall be: lecturer, senior lecturer, professor of vocational studies, assistant professor, associate professor and full professor.

The teachers in the title of lecturer, senior lecturer or professor of vocational studies shall teach only on vocational studies.

The teachers in the title of assistant professor, associate and full professor shall teach on all types of studies.

Foreign language teachers at the University shall teach foreign languages in all titles.

#### The Title of Associate

#### Article 75

The titles of associates are: teaching associate, teaching assistant and teaching assistant with doctorate.

For the purposes of realization of curriculums, the University may also hire associates employees, as well.

The manner of selection and the time that the employees are engaged outside the labour relations shall be further regulated by general act.

## Terms and Conditions for the Conferment of Title of Teaching Staff and Associates

#### Article 76.

A teacher or an associate shall be elected for a narrow scientific field in accordance with effective regulations.

In addition to the statutory requirements for the election of teaching staffs or associates, the conditions for election shall be regulated by the general act of the University, in accordance with the regulations governing this field.

## Article 77.

A person convicted by a final judgment for a criminal offense against sexual freedom, forgery of a document issued by a higher education institution or a receipt of a bribe in the performance of work in a higher education institution cannot obtain the conferment of a teacher or an associate.

If the person referred to in paragraph 1 of this Article has acquired the title of teacher or associate, the Senate shall issue a decision prohibiting the performance of the duties of a teachers or associates.

The employment of a person referred to in paragraph 2 of this Article shall be terminated in accordance with the law.

The appointment of a teacher or associate at the University cannot be acquired by a person who seriously violates the code of professional ethics, which is determined by a final decision in accordance with the general act of the University.

If a person who has acquired the title of a teacher, associate or researcher violates the code of professional ethics, the procedure of revoking the title shall be carried out in the manner prescribed by the law or by the general acts of the University.

## **Teachers of Foreign Languages and Skills Teachers**

#### Article 78.

Apart from the person who has acquired the title: lecturer, senior lecturer, professor of vocational studies, assistant professor, associate professor and full professor, foreign languages classes and police skills classes may also be taught by a teacher of a foreign language or a teacher of police skills teacher who has acquired undergraduate higher education and has published professional papers in the appropriate field and ability for teaching.

The decision on the conferment of title to a teacher of a foreign language or a teacher of police skills referred to in paragraph 1 of this Article shall be made by the rector for a period of four years on the proposal of a commission of at least three teachers.

The commission referred to in paragraph 2 of this Article shall be formed by the rector.

#### **On-Contract Teacher**

#### Article 79.

At the proposal of the competent council of the department, the University may engage an on-contract teacher who has acquired higher education of at least master academic studies and who has the necessary knowledge and skills in the appropriate field and shows the sense of teaching, as part of active teaching (including lectures and practical training) at the first and second level of study, no more than one third of classes per course during the semester.

#### Article 80.

On-contract teacher can be engaged exclusively on professional-applicative courses.

The course directors employed at a higher education institution shall be responsible for ensuring the quality of teaching delivered by the on-contract teachers.

#### Article 81.

The method of election and the period of engaging the on-contract teacher shall be further regulated by the general act.

With a person who is engaged as a teacher on call an engagement contract is concluded for a maximum of one school year with the possibility of extension, and payments under this contract shall be realized from the own income of a higher education institution.

## **Associate for Practical Teaching**

#### Article 82.

For the purpose of realization of practical lessons, the University may confer title to an on-contract associate a person employed in an institution where a part of practical teaching is realized.

Special conditions for the election of on-contract associates shall be determined by the general act of the University.

#### **Professor Emeritus**

#### Article 83.

The University may grant the title of emeritus professor to a full professor retired in the previous three school years, who has at least 20 years of work experience in higher education and in the field of science, who particularly stands out with his scientific work, who has gained an international reputation and achieved results in providing teaching successors in the area for which he has been elected and who has spent at least seven years in full-time employment in the institution.

The decision on conferring the title of emeritus professor shall be made by the Senate, in the procedure and under the conditions determined by the general act of the University, in accordance with the regulations regulating the conferment of title of a full professor at the university, as established by the National Council for Higher Education.

The total number of emeritus professors at the University cannot be higher than 3% of the total number of teachers in the University, with the Senate seeing to it that this number is uniformly filled over time.

Professor emeritus may participate in all forms of teaching at second and third level academic studies, be a supervisor and member of the commission in the process of drafting and defending doctoral dissertations, be a member of the commission for preparing proposals for the election of teachers of the University and participate in scientific and research work.

The rights and obligations of emeritus professors shall be regulated by a contract on teaching engagement, which is concluded based on the decision of the Senate on the conferment of the title.

#### Researcher

## Article 84.

A person elected to a scientific title in the manner and in accordance with the procedure prescribed by the law regulating scientific and research activity, can participate in the execution of all forms of teaching at the master and doctoral academic studies, be a supervisor and member of the commissions in the process of drafting and defending the final master thesis and doctoral dissertations,

be a member of the commission for preparing proposals for the election of teaching staff and associates of the University and to participate in scientific research work.

#### Article 85.

If a person with the scientific title conferred is not in labour relations at the University and not appointed to the position of researcher, a contract for teaching engagement shall be concluded with him.

Further conditions for the engagement of persons elected to the scientific title shall be regulated by the general act of the University.

## Teacher from another Higher Education Institution and a Teacher on Call

#### Article 86.

In situations where in order to provide uninterrupted teaching, the rector may, without prior announcement of a call for electing a teacher, conclude a teaching contract for a school year with a teacher from another accredited higher education institution (or institute) who has acquired a teaching or scientific title for the relevant scientific field.

Before concluding the contract from the previous paragraph, it is necessary to obtain the consent of the institution where the engaged teacher is employed.

#### Article 87.

The university may hire a prominent scientist or expert to give a certain number of lectures per semester as a teacher on call.

The proposal for engagement shall be made by an appropriate council of the department, and the rights and obligations of the teachers by invitation shall be regulated by an engagement contract for the giving a part of lectures.

## **Working on other Higher Education Institutions**

#### Article 88.

In order to prevent conflict of interest and maintaining the quality of teaching, a teacher or associate of the University may conclude a contract engaging in work at another higher education institution in the country or abroad only with the prior consent of the Senate.

The conclusion of a contract for work engagement at another higher education institution without the prior approval of the Senate shall constitute a violation of the working discipline.

The conditions and procedure for granting consent for the work of teachers or associates at another higher education institution shall be regulated by the general act of the University.

#### Paid Leave

#### Article 89.

After having worked for five years at the University, a teacher can be granted paid leave of up to one academic year for scientific or professional training.

The teacher should submit to the Senate a reasoned request for granting the paid leave, with complete documentation regarding scientific or professional training.

The Senate shall consider the submitted request and, if it finds it justified will propose to the Council to grant the request. Otherwise the Senate shall make a decision on rejecting the teacher's request.

The final decision on granting the paid leave referred to in paragraph 1 of the Article herein shall be passed by the Council, upon the proposal of the Senate or upon a complaint by a teacher whose request has been rejected by the Senate.

### **Termination of Labour Relations of a Teacher**

#### Article 90.

A teacher's employment at the end of a school year and who has turned 65 and has gained at least 15 years of professional service shall be terminated.

#### Article 91.

If there is a need for continuation of work, a teacher who has fulfilled the requirements of the previous article in the title of a full professor can have his employment contract extended for a definite period of time up to two years, with the possibility of additional extension, by the end of the school year in which he is 70 years old the longest.

## Article 92.

A teacher whose employment would terminate due to the fulfillment of the conditions for retirement, at the end of the school year in which he turned 65 years of age and at least 15 years of service, could have their labour relations extended, provided that:

- 1. he has at least 20 years of working experience in higher education;
- 2. after acquiring the title of a full professor he has achieved results in scientific work and in the development of teaching-scientific support that are necessary for the election of a full professor;
- 3. he has been employed at the University for at least 10 years and
- 4. the University does not have a sufficient number of teaching staff for uninterrupted and quality performance of all forms of teaching.

#### Article 93.

The decision to initiate the procedure for extending the employment relationship shall be made by the rector.

In case the decision on the extension of employment of a person elected is to be made for the rector, the decision referred to in paragraph 1 of the Article herein shall be made by the president of the Council. The forming and operation of the Commission for assessing the fulfillment of the conditions referred to in Article 92 of this Statute shall be conducted analogously with the rules provided for in the general act regulating the procedure for the selection of teaching staff and associates at the University.

#### Article 94.

A teacher whose labour relations were terminated due to retirement shall keep the title he had at the time of retirement.

The teacher from the previous paragraph may keep the undertaken obligations at master academic and doctoral studies as a supervisor or member of the commission in the process of drafting and defending the final theses, or dissertations in those studies, for a maximum of two more academic years after retirement.

Based on the decision of the Senate, a teacher whose labour relations were terminated due to retirement can perform all forms of teaching at master academic and doctoral studies and be a member of the commission in the process of elaboration and defence of final works, or dissertations on these studies, for a maximum of two more academic years after retirement.

A teacher whose labour relations terminated due to retirement may be a member of the commission for the preparation of proposals for the election of teachers and associates of the University.

#### STUDIES AND CURRICULUMS

## The Language of Studies

#### Article 95.

The University shall organize and carry out studies in the Serbian language.

The university may organize exams and conduct studies or individual parts of the studies, as well as organize the preparation and defence of final, master thesis or specialist thesis and doctoral dissertation, i.e., to realize a curriculum in the language of a national minority and in a foreign language, if such program is accredited as a special curriculum, in accordance with the Statute.

#### The Curriculum

#### Article 96.

The curriculum is a set of compulsory and elective study areas, or subjects, with framework content. On mastering the curriculum, a student acquires the necessary knowledge and skills and the right to acquire a diploma for an appropriate degree and type of study.

## Article 97.

The curriculum shall be used to determine:

- 1. title and objectives of the curriculum, types of studies and outcomes of the learning process;
- 2. professional, academic and scientific title;
- 3. conditions for enrollment in the curriculum;
- 4. list of compulsory and elective study areas, or courses, with a framework content;

- 5. the method of conducting the studies and the time required for executing certain forms of studies:
- 6. the score of each subject presented in accordance with the European Credit Transfer and Accumulation System and the final value of the final thesis on undergraduate, specialist and master studies, or the a doctoral dissertation, expressed in ECTS points;
- 7. conditions for enrollment in certain courses or groups of courses;
- 8. the method of selecting subjects from other curriculums and the conditions for switching from other curriculum within the same or related fields of study;
- 9. other issues of importance for the implementation of the curriculum.

#### Article 98.

Curriculums are realized in one of the following educational and scientific fields: humanities, natural sciences, technical-technological sciences, as well as IMT.

#### Article 99.

Each curriculum course shall be expressed in of ECTS.

A total of 60 ECTS shall correspond to an average total student engagement within a 40-hour working week in a school year.

The total engagement of students shall consist of active teaching (lectures, practical training, seminars, practical and special forms of teaching), independent work, mid-term exams, exams, student practice, drafting final thesis, volunteer work in the local community and other forms of engagement.

Student engagement in the total number of hours of active teaching cannot be less than 600 hours during the school year.

The number of points to which the final thesis is expressed shall enter the total number of points required for completing the studies.

#### Article 100.

Academic curriculums shall be implemented on academic studies, which train students to develop and apply scientific and professional achievements.

A vocational curriculum shall be implemented on vocational studies, which trains students to apply and develop the professional knowledge and skills necessary for inclusion in the work process.

#### Article 101.

In the process of determining curriculums, the University shall acquire the opinion of the Ministry.

#### Article 102.

Academic studies of the University can be organized and realized as follows:

- 1. first degree studies:
  - undergraduate academic studies shall last four years and bear 240 ECTS;
- 2. second degree studies:
  - master academic studies shall last one year and bear 60 ECTS,
- specialist academic studies shall last one year and bear 60 ECTS (having previously completed master academic studies);
- 3. third degree studies:
- PhD studies shall last three years and bear 180 ECTS with having previously acquired the scope of 300 ECTS at undergraduate academic and master academic studies.

Vocational studies of the University can be organized and realized as follows:

- 1. first degree studies:
  - undergraduate vocational studies shall last three years and bear 180 ECTS,
  - specialist vocational studies shall last one year and bear 60 ECTS;
- 2. second degree studies:
- master vocational studies shall last two years and bear 120 ECTS with having previously acquired the scope of 180 ECTS on first degree studies.

## **Work-Study Program**

Article 103.

The university can organize work-study programs for students who are employed in state administration bodies in charge of internal affairs, national security or defence affairs, as well as in other state bodies.

Further conditions and ways of organizing curriculums shall be regulated by the general act of the University.

#### **Distance Learning**

Article 104.

The university may organize a curriculum for distance learning, in accordance with the work permit.

Further conditions and methods of realization of the distance learning curriculum shall be regulated by the general act of the University, in accordance with the law.

## **Short Course of Study**

Article 105.

For the purpose of vocational training of persons with acquired higher education for inclusion in the work process, the University may organize a short course of study with a clearly defined structure, purpose and learning outcomes, and for which a certificate of completion and acquired competencies is issued.

A short course of study can be conducted in the range of 30 to 60 ECTS.

Further conditions and ways of organizing the short course of study shall be regulated by the general act.

#### STUDY REGIME AND STUDENTS

#### **Exam Periods**

Article 106.

The University shall organize and perform studies during the school year, which shall begin as a rule on October 1, and last 12 calendar months.

The school year shall be divided into two semesters: winter and summer.

The University shall organize 6 regular exam periods and 2 exam periods for final year students.

Regular exam periods shall be:

- 1. in January, from 16 to 25, Jan;
- 2. in February, from 5 to 14, Feb;
- 3. in April, from 25 March till 5, April;
- 4. in June, from 1 to 30, June;
- 5. in September, from 1 to 15 Sep;
- 6. in October, from 25 Sept to 5 Oct.

The exam periods for final year students shall be:

- 1. in November, from 1 to 10 Nov;
- 2. in December, from 1 to 10 Dec.

#### Article 107.

Teaching individual subjects, as a rule, shall be organized during one semester, and in exceptional cases during two semesters, which shall be regulated by the curriculum.

#### **Number of Students**

#### Article 108.

The decision on the number of students financed from the budget for the enrollment on the first year of a curriculum of the University shall be passed by the Government of the Republic of Serbia upon the proposal of the Ministry.

The decision on the number of self-financed students for enrollment on the first year of curriculums of the University shall be made by the Council in accordance with the number of students approved by the act on accreditation of the curriculum and the work permit of the University.

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

#### Article 109.

The student has rights and obligations established by law, this Statute and other general acts of the University.

#### The student shall be entitled to:

- 1. enrollment, quality education and objective assessment;
- 2. timely and accurate information on all matters related to studies;
- 3. active participation in decision-making, in accordance with the law, this Statute and other general acts of the University;
- 4. self-organization and expression of one's own opinion;
- 5. benefits deriving from student status;
- 6. equally quality study conditions for all students;
- 7. on diversity and protection against discrimination;
- 8. respect for personality, dignity, honour and reputation;
- 9. elect and be elected to the Student Parliament and other bodies of the University.

## The student shall be obliged to:

- 1. fulfills teaching and pre-exam obligations;
- 2. respect the general acts of the University;
- 3. respect the rights of employees and other students;
- 4. participate in decision-making in accordance with the law.

A student shall be entitled to complain to the rector should the University violate any of the obligations arising out of the rights of students referred to in paragraph 2, 1-3 of the Article herein.

The deadline for lodging a complaint shall be eight days from the date of the knowledge that some of the obligations of the University have been violated and the complaint can be lodged no later than one year after the alleged violation of the obligation occurred.

#### Article 110.

The University's general acts on enrollment and studies of different levels shall regulate the obligations of the University regarding the manner of organization and time of study,

the rules for enrollment on studies, the rules on the status of the student and their rights and obligations, as well as other issues of relevance to students.

Disciplinary responsibility of students shall be regulated by the rules on disciplinary responsibility of students.

#### LIFE-LONG LEARNING

#### Article 111.

Within its scope of activities, the University can implement education programs throughout life, outside the curriculums for which it has been granted a work permit.

The programs referred to in paragraph 1 of this Article shall be established by the Senate.

#### **SELF-EVALUATION**

#### Article 112.

On the proposal of the rector the Senate of the University shall appoint the Commission for the Activities of Monitoring, Securing, Improving and Developing the Quality of Curriculums, Teaching and Working Conditions (hereinafter: the Commission). The Commission shall implement procedures for self-evaluation and evaluation of the quality of curriculums, teaching and working conditions at the University, or the department in its composition.

The Commission shall implement the procedure of self-evaluation and evaluation of the quality of curriculums, teaching and working conditions at intervals of up to three years.

In the process of self-evaluation students' assessment shall also be taken into consideration.

Self-evaluation shall be carried out in the manner and in accordance with the procedure prescribed by the University's rulebook on self-evaluation and assessment of the quality of curriculums, teaching and working conditions, in accordance with the act on standards for self-evaluation and quality assessment of higher education institutions and curriculums.

#### SCIENTIFIC AND RESEARCH WORK

#### Article 113.

Scientific research shall be the fundamental right and obligation of teaching staff, researchers and associates of the University.

In accordance with the development of science, as well as in accordance with the needs of the Ministry of the Interior and other interested parties, scientific research at the University shall be realized through basic, applied and developmental research in the field of crime and safety, as well as other scientific and professional areas within the educational-scientific fields of humanities, natural sciences and technical-technological sciences.

The research referred to in paragraph 2 of this Article shall be realized in order to develop educational and scientific activity, and in particular to increase the quality of teaching, scientific improvement, training scientific and teaching successors and introducing students into scientific work.

The University shall adopt five-year curriculums of scientific research, taking into account the expressed needs of the Ministry of the Interior and with the previously obtained opinion of the Ministry of the Interior.

#### Article 114.

The Senate shall adopt a general act regulating the rights and obligations of the head of the scientific research project and subproject, researchers, associates and other persons related to scientific research projects that shall be, in whole or in part, realized at the University.

#### **PUBLISHING ACTIVITY**

#### Article 115.

For the needs of educational and scientific research activities, and in accordance with the possibilities, the University may, independently or in cooperation with appropriate institutions from the country and abroad, publish basic textbooks, supplementary textbooks, draft notes, monographs, scientific journals, brochures and periodicals and other publications.

The preparation, granting, publishing and use of teaching literature and scientific, professional and other publications at the University shall be determined by a general act adopted by the Senate of the University.

#### FINANCING OF THE UNIVERSITY

#### Article 116.

The University shall acquire funds for carrying out its activities in accordance with the law from the following sources:

- 1. funds provided by the founder;
- 2. tuition fees;
- 3. income from the exams;
- 4. donations, gifts and endowments;
- 5. funds for financing scientific and professional work;
- 6. projects and contracts related to the realization of teaching, research and consulting services:
- 7. fee for commercial and other services;
- 8. founder's rights and contracts with third parties;
- 9. other sources in accordance with the law.

The University shall manage the funds from paragraph 1 of this Article independently.

## Article 117.

The funds provided by the founder shall be the funds for performing the activities of the University that are provided in the budget of the Republic of Serbia in accordance with the needs of police education, within the means defined by the law on the budget, and used for the following purposes:

- 1. material costs, current and investment maintenance;
- 2. salaries of employees in accordance with law and collective agreement;
- 3. equipment;
- 4. library fund;
- 5. carrying out scientific research work in the function of raising the quality of teaching;
- 6. scientific and professional training of employees;
- 7. encouraging the training of teaching and scientific successors;
- 8. working with gifted students;
- 9. international co-operation;
- 10. the work of knowledge and technologies transfer centers;
- 11. sources of information and information systems;
- 12. publishing activity;
- 13. the work of the centers for career guidance and counselling;
- 14. the work of the student parliament and extra-curricular activities of students;
- 15. other purposes in accordance with the law.

#### Article 118.

The funds that the University earns, except for the funds provided by the founder, shall constitute the University's own income.

Own funds shall be used to improve the work and improve the quality of work.

## INTERNATIONAL COOPERATION AND MOBILITY

#### Article 119.

The university can realize international cooperation and mobility of employees and students that is of interest to the University as a whole.

In the realization of mobility and the choice of partner institutions, particular attention shall be paid to the specificity of the University of Criminal Investigation and Police Studies, the curriculums, students and special conditions that they have to fulfill, as well as the goals and needs of the founders for which the University was founded.

The realization of international cooperation and mobility shall be further regulated by the general acts of the University.

#### FINAL PROVISIONS

#### Article 120.

In connection with item 10 of the Decision on Founding the University of Criminal Investigation and Police Studies ("Official Gazette of the Republic of Serbia" No. 28/14), until the election of the rector and the prorectors in accordance with the provisions of this Statute, work competences of the rector shall be performed by the dean of the Academy of Criminalistic and Police Studies and the work competences of prorectors shall be performed by the teachers who were assigned the duties by the vice dean of the Academy of Criminalistic and Police Studies, according to the relevant fields of activity of the University.

## Article 121.

By the entry into force of the Statute herein, the Statute of the University of Criminal Investigation and Police Studies 17 no. 72/4-3-2014 as of 04 April, 2014 shall ceases to be valid.

## Article 122.

The Statute herein shall enter into force on the day following its adoption.

## PRESIDENT OF THE COUNCIL

Prof. Slaviša Vuković, PhD