

APPROVED

by Resolution No. SPN-44 of 22 September 2020
of the Senate of Vilnius University
(wording of Resolution No. SPN-18 of 21 April 2026
of the Senate of Vilnius University)

REGULATIONS OF ŠIAULIAI ACADEMY OF VILNIUS UNIVERSITY

CHAPTER I GENERAL PROVISIONS

1. Šiauliai Academy (hereinafter the ‘Academy’) of Vilnius University (hereinafter the ‘University’) shall be the internal organisational structure of the University with the status of a *sui generis* core academic unit, within which all types of the principal activities of the University shall be carried out. The Academy shall exercise internal autonomy, the limits of which shall be determined by these Regulations.

2. The Academy shall be established and liquidated, and its Regulations approved, by the Senate of the University (hereinafter the ‘Senate’) upon proposal from the Rector of the University (hereinafter the ‘Rector’).

3. The Academy shall carry out its activity in accordance with the Statute of the University (hereinafter the ‘Statute’), the Regulatory Framework for Research, Artistic Activity and Studies, these Regulations, other legal acts passed by the Senate, the Council of the University, the Rector, and the governing bodies of the Academy within their competency, and the laws and by-laws of the Republic of Lithuania.

4. The activity of the Academy shall be financed from the appropriations from the State budget, the own funds of the University, and other lawfully acquired funds.

5. The Academy shall possess a Senate-approved Academy flag, template, logo, and seal that correspond to the traditions of the University and comply with the requirements set out in the Visual Identity Guide of Vilnius University. The Academy website shall comply with the requirements set out in the Visual Identity Guide of the University. The template and seal of the Academy shall be used in the Academy’s operational documents attributed to the Academy’s competency.

6. The self-governance of the Academy shall be implemented by the Council of the Academy (hereinafter the ‘Council’) established under the procedure laid down by the Statute, the Senate, and these Regulations.

7. The Academy shall be headed by, and the responsibility for its activity shall be undertaken by the head of the Academy – the director (hereinafter the ‘Director’), who shall be appointed by the Rector.

8. The structure of the Academy shall comprise the governing bodies of the Academy (the Council and the Director) and the internal organisational structures – branch academic units (institutes) and branch non-academic units.

9. In accordance with the procedure laid down by the law and the legal acts of the University, the Academy may have a right to independently take decisions on public procurement and independently carry out procurement, have a separate budget line for procurement, independently conclude procurement contracts, and use its budget for making payments pursuant to those contracts.

CHAPTER II THE PURPOSE AND OBJECTIVES OF THE ACTIVITIES

10. The activities of the Academy shall be based on the mission, objectives, and principles of activity of the University set out in the Statute, and the priorities provided for in the Action Plan

of the Academy. The purpose of the Academy's activities – training highly qualified specialists and researchers; developing scientific and artistic research of a high international level; ensuring the unity of science and studies; ensuring the quality of scientific and artistic research and studies; educating active and responsible citizens and leaders of society.

11. The main objectives of the Academy shall be the following:

11.1. to initiate, organise and conduct scientific and artistic research in the areas of natural, technological, health, social sciences, and the humanities, as well as interdisciplinary ones at an international level, to pursue dissemination of scientific, artistic, and technological achievements locally and internationally;

11.2. to initiate, organise, and conduct studies of all cycles, non-formal studies, postdoctoral fellowships, train researchers, conduct teacher training in order to achieve international and national recognition, and carry out other educational or teaching (lecturing) activities;

11.3. to join international scientific and artistic research networks and institutions, implement advanced best practices in the area of research and studies organisation;

11.4. to participate in national and international scientific, studies, and educational programmes and projects, taking into account their relevance to the fields of activity developed by the Academy;

11.5. to build state-of-the-art infrastructure for scientific and artistic research, experimental, social, cultural, and technological development, artistic creation, and innovation activities, based on the principles of open access;

11.6. to promote and develop cooperation among science, business, and public sectors by implementing innovations, cooperate with Lithuanian and foreign study, science, and business institutions, as well as social partners, and represent the University locally and worldwide;

11.7. to carry out and develop service provision, consulting, and expert activities;

11.8. to nurture the values and long-standing traditions of the University, to encourage the participation of members of the Academy's community in general University activities, as well as their socially responsible behaviour and volunteering;

11.9. to nurture and develop relations with the Academy alumni;

11.10. to carry out other activities necessary for the implementation of the University's Strategic Plan.

12. The purpose and objectives of the Academy shall be implemented by the Academy's community.

13. In accordance with the University's Strategic Plan, the Academy shall prepare and implement its Action Plan, which shall identify the priorities, measures for their implementation, time limits, indicators, resources, and persons responsible for the implementation of measures. The Action Plan of the Academy shall be drawn up for a period of five years in accordance with the University's Strategic Plan and the purpose and objectives of the Academy.

CHAPTER III THE COUNCIL

14. The Council shall be a collegial self-governance body of the Academy formed for a period of four years.

15. Members of the Council, except for those indicated in Items 16(3)–16(5) of the Regulations, shall be elected in a direct election by research and teaching staff members of the Academy meeting the requirements set out in Article 12(4) of the Statute (hereinafter the 'electors').

16. The Council shall comprise 11 members:

16.1. two professors and/or research professors working at the Academy and conforming to the requirements set out in Article 12(4) of the Statute;

16.2. two associate professors and/or senior researchers working at the Academy and conforming to the requirements set out in Article 12(4) of the Statute;

16.3. five members of the Council appointed by the Rector, of which:

16.3.1. no less than one representative of the social partners;

16.3.2. one candidate proposed by the University Students' Representation.

16.4. one students' representative of the Academy meeting the requirements of Article 21(11) of the Statute;

16.5. Director (*ex officio* member).

17. The general requirements for the procedure for electing and recalling the members of the Council shall be set out in the Description of the Procedure for the Election of Members of the Councils of Core Academic Units approved by the Senate. A member of the Academy's Council may be recalled by the entity that has elected or appointed the said Council member due to a crime, misdemeanour, administrative offence, violation of the work duties or official misconduct, gross violation of the Statute or the Code of Academic Ethics, or any other breach of legal or moral norms that is inconsistent with the duties of a member of the Academy's Council. Additional grounds and procedures for recalling students' representatives from the Council may be set out by the Students' Representation of the University. Members of the Council indicated in Item 16(3) of the Regulations may also be recalled by the Rector at their own discretion due to other reasons not detailed in this Item.

18. Each branch academic unit of the Academy shall be represented by no less than one representative of each of the categories indicated in Items 16(1)–16(2).

19. The election (including the registration of candidates) of the Council members indicated in Items 16(1)–16(2) of the Regulations shall be organised and its results established by the electoral commission of the Academy. The composition of the electoral commission of the Academy, upon proposal from the Director, shall be approved and its chairperson shall be appointed by the Central Electoral Commission of the University. Members of the electoral commission of the Academy may not stand as candidates to members of the Council. Members of the Council – students' representatives – shall be appointed (elected) following the procedure laid down by the Students' Representation of the University in accordance with the requirements laid down in Article 21(11) of the Statute.

20. The Council shall elect its chairperson from among its members. Upon proposal from its chairperson, the Council shall approve the deputy chairperson. The Director, their deputy, and the students' representative shall not be elected the chairperson of the Council or the deputy chairperson. The chairperson and the deputy chairperson of the Council shall not work at the same branch unit. In the event that the chairperson of the Council is unable to perform their duties due to illness or other important reasons, their functions shall be performed by the deputy chairperson of the Council.

21. The activity of the Council shall take the form of meetings. A meeting of the Council shall be deemed lawful if it is attended by at least two-thirds of the members of the Council. In the exercise of its powers, the Council shall adopt resolutions. Resolutions of the Council shall be adopted by a simple majority of the present members of the Council, except in cases when these Regulations or the Rules of Procedure of the Council call for a qualified majority. Minutes of Council meetings, resolutions, and legal acts approved thereby shall be registered in the University document management system and made public following the procedure established by the Academy.

22. Members of the Council must notify the Council of any potential conflict of interest that may arise from addressing an item on the agenda for a meeting and withdraw from the consideration and resolution of that item. A member of the Council shall have a duty to withdraw in any of the following circumstances, when:

22.1. the matter directly relates to the member of the Council themselves;

22.2. the matter relates to persons with whom the member of the Council is related by a close relationship of consanguinity, affinity, marriage, partnership, or guardianship;

22.3. the member of the Council, their spouse (cohabitant) or their close relatives have a direct or indirect interest in the outcome of the item under consideration;

22.4. there are other circumstances that may call into question the impartiality of the member of the Council.

23. The Council shall:

- 23.1. approve its Rules of Procedure;
- 23.2. upon proposal from the Director, consider the Action Plan of the Academy and submit it to the Rector for approval;
- 23.3. upon proposal from the Director, consider the annual performance report regarding the implementation of the Action Plan of the Academy and submit it to the Rector for approval no later than 1 March;
- 23.4. if the Rector does not approve the annual performance report of the Academy, a one-month period is granted during which the Director must amend the report and/or revise and re-submit it for approval to the Rector; if the Rector does not re-approve the annual performance report of the Academy, the Rector may express no confidence in the Director and revoke them from office;
- 23.5. upon proposal from the Director, establish and liquidate branch academic units of the Academy and propose the Rector to submit related amendments to the Regulations of the Academy to the Senate for approval;
- 23.6. upon proposal from the Director, consider and approve the regulations of branch academic units of the Academy;
- 23.7. upon proposal from the Director, consider and propose the Rector to submit amendments to the Regulations of the Academy to the Senate for approval;
- 23.8. upon proposal from the Director, consider proposals to the Rector on the establishment and liquidation of branch non-academic units of the Academy;
- 23.9. upon proposal from the Director, establish and liquidate structures without the rights of an administrative unit;
- 23.10. upon proposal from the Director, approve the implementation report of the annual revenue and expenditure estimate of the Academy;
- 23.11. upon proposal from the Director, approve the Academy's fields of scientific and artistic research, as well as the topics of research and artistic creation (programmes);
- 23.12. propose to the Rector for approval the composition(s) of the Doctoral Studies Committee(s) for the relevant field(s) of science;
- 23.13. consider study programmes and submit them to the Senate for approval following the procedure established at the University;
- 23.14. upon proposal from the Director, establish the committees for study programmes implemented at the Academy and approve their chairpersons;
- 23.15. consider proposals from the Director regarding the number of student places at the Academy and the requirements for admission;
- 23.16. upon proposal from the Director, approve the legal acts regulating research and studies at the Academy that do not fall within the competency of the Senate and the Rector or their authorised person;
- 23.17. get familiarised with the outcomes of the institutional evaluation, comparative expert assessment, and formal assessment of research activities and study fields, the implementation plans of submitted self-analyses and feedback reports or recommendations, and monitor the implementation plans;
- 23.18. consider proposals from the Director to the Rector to announce competitions for the positions of professor and research professor;
- 23.19. consider and submit to the Rector the candidates for the titles (status) laid down in the Regulations on Emeritus, Affiliation and Honours of the University;
- 23.20. upon proposal from the chairperson of the Council, establish the Academic Ethics Commission of the Academy and appoint its chairperson;
- 23.21. upon proposal from the chairperson of the Council, establish the Dispute Resolution Commission of the Academy and appoint its chairperson;
- 23.22. perform other functions established in the legal acts of the University, as well as exercise power not directly specified in the legal acts that relates to the purpose of the Council laid down by Article 28(3) of the Statute and Item 6 of these Regulations.

CHAPTER IV THE DIRECTOR

24. A person who conforms to the requirements for a head of a core academic unit specified in the Statute shall be eligible to be appointed the Director.

25. The Director shall be responsible and accountable to the Council and the Rector. The Director shall be an *ex officio* member of the Rectorate and shall participate in the strategic governance of the University. On the issues of the economy and asset management, as well as other issues of the organisation of non-academic activities of the Academy, the Director shall also be accountable to the Chancellor of the University (hereinafter the 'Chancellor').

26. The Director shall be appointed by the Rector for a period of five years.

27. The same person shall not serve as the Director for longer than two consecutive terms of office. This provision shall also apply when the person did not hold the position of the Director for a full term of office (during either of the terms of office).

28. The Director shall have deputies, one of whom shall be responsible for the organisation of studies at the Academy. The Director's deputies shall be subordinate and accountable to the Director. The number of the Director's deputies shall be established and they should be appointed by the Rector or their authorised person upon proposal from the Director.

29. The term of office of the Director's deputies shall correspond to that of the Director: upon the appointment of the Director, the terms of office of the deputies to the outgoing Director shall expire. The newly appointed Director may submit a proposal to the Rector to temporarily extend the term of office of the deputies to the outgoing Director until new Director's deputies are appointed following the procedure established in these Regulations.

30. The Director shall:

30.1. be responsible for the management of the Academy and the implementation of the Action Plan of the Academy in accordance with the Strategic Plan of the University;

30.2. be responsible for the compliance of the activities of the Academy with the Statute, laws and their implementing legal acts, and the legal acts of the University;

30.3. be responsible for the overall efficiency of study programmes and research as well as the quality of art efficiency; ensure links between study programmes and research, and the artistic creation topics (programmes);

30.4. draft the Action Plan of the Academy and its amendments and submit them to the Council for consideration and to the Rector for approval upon having assessed the opinion of the Council; organise measures, accumulate resources, and create incentives necessary for the implementation of the Action Plan of the Academy; monitor, control, and regulate the implementation progress of the Action Plan as well as take responsibility for the Action Plan's implementation quality;

30.5. submit the annual performance report of the Academy to the Council for consideration and to the Rector for approval upon having assessed the opinion of the Council;

30.6. submit the number of Director's deputies, their candidatures, and functions to the Rector or their authorised person for approval;

30.7. submit proposals to the Council on the establishment and liquidation of branch academic units of the Academy and, upon the approval of the Council, propose the Rector to submit to the Senate the relevant amendments to the Regulations of the Academy for approval;

30.8. submit proposals to the Council on the amendments to the Regulations of the Academy;

30.9. submit the regulations of branch academic units of the Academy to the Council for consideration and approval;

30.10. submit proposals for the Rector to the Council on the establishment and/or liquidation of branch non-academic units for consideration; upon the approval of the Council, propose the Rector to establish and/or liquidate the aforementioned units and approve their regulations; submit proposals to the Council on the establishment and liquidation of structures without the rights of an administrative unit;

30.11. submit the implementation reports on the annual revenue and expenditure estimates of the Academy to the Council for approval;

30.12. upon the approval of the Council, submit proposals to the Rector on the research programmes of the Academy;

30.13. upon the approval of the Council, submit proposals to the Rector on the number of student places at the Academy and admission requirements;

30.14. submit proposals to the Rector or their authorised persons on the sizes of the cost of tuition of studies carried out by the Academy, fees not directly related to the implementation of study programmes, and other services provided by the Academy;

30.15. submit the rules governing studies and research at the Academy to the Council for approval;

30.16. upon the approval of the Council, propose the Rector to announce competitions for the positions of professor and research professor;

30.17. propose the Rector or their authorised person to employ and dismiss employees of the Academy, award them incentives;

30.18. ensure the professional development of the employees of the Academy;

30.19. organise and ensure lawful and efficient use of the Academy's funds and assigned assets;

30.20. take responsibility for public procurement at the Academy;

30.21. take responsibility for the international relations of the Academy;

30.22. coordinate the conclusion of contracts necessary for research and studies activities carried out at the Academy and ensure the execution of contracts concluded at the initiative of the Academy;

30.23. perform other functions and characteristic duties conferred on the head of the core academic unit by the legal acts of the University.

31. In implementing the Action Plan of the Academy and the functions and tasks assigned to them, the Director shall, within their competency, issue orders, decrees, and give binding instructions to the academic community and other employees of the Academy.

32. A permanent directorate shall advise the Director on the issues of the organisation of activities. The directorate must comprise Director's deputies, heads of branch academic units of the Academy, and the chairperson of the Students' Representation of the University at the Academy. The activity of the directorate shall take the form of meetings. The meetings of the directorate shall be headed by the Director or a chairperson of the meeting appointed by the Director.

33. The Director may establish activity planning, international advisor, trustee, and other structures to advise them on a temporary or permanent basis.

34. The mandate of the Director shall be terminated at the end of their term of office, upon their resignation, in the event of their death, or upon the Rector recalling them.

CHAPTER V STRUCTURAL UNITS

35. The structural units of the Academy shall be branch academic units with the rights of an administrative unit (institutes, other structures approved by the Council) and branch non-academic units with the rights of an administrative unit (divisions, services, etc.), the number and purpose of which shall be determined following the efficient management priorities of the Academy. Organisational structures without the rights of an administrative unit may also be established within the Academy.

36. A branch academic unit shall be a structural unit of the Academy, the principal activities of which shall be research, artistic creation activities, and studies. The number and names of the branch academic units shall be established in the Regulations of the Academy. The name of the branch academic unit, alongside the name of the University, shall be used in the affiliations of scientific

publications and other documents related to scientific activity. No less than 10 per cent of the electors of the Academy shall work at the branch academic unit.

37. Branch academic units shall have their regulations, prepared following the Model Regulations of a Branch Academic Unit and taking into account the Regulations of the Academy. The regulations of a branch academic unit, coordinated with the Legislative Division of the University's Central Administration, shall be approved by the Council upon proposal from the Director.

38. The branch academic units of the Academy shall be the Institute of Education of Šiauliai Academy, Vilnius University (in Lithuanian, *Vilniaus universiteto Šiaulių akademijos Edukologijos institutas*) and the Institute of Regional Development of Šiauliai Academy, Vilnius University (in Lithuanian, *Vilniaus universiteto Šiaulių akademijos Regionų plėtros institutas*), as well as other structures approved by the Council.

39. A branch academic unit shall have its head – director of an institute. The head of a branch academic unit shall be a person with a scientific degree and pedagogical experience who meets the qualification requirements for the job position.

40. Organisational structures without the rights of an administrative unit may operate within a branch academic unit. In cases when required by national legal acts and/or contracts and when targeted funding is available, units having the rights of an administrative unit may be established and liquidated, subject to the Council's approval upon proposal from the Director, with approval from the Senate, following the Rector's decision.

41. A branch non-academic unit shall be a structural unit of the Academy, which shall provide services ensuring the academic activities of the Academy and/or performing other non-academic functions of the Academy. Branch non-academic units shall be established and liquidated by the Rector upon proposal from the Director. The regulations of branch non-academic units shall be approved by the Director.

CHAPTER VI RESEARCH AND STUDIES

42. The Academy shall carry out research in the areas of natural, technological, medical and health sciences, social sciences, and the humanities, as well as interdisciplinary research and artistic creation activities, of a high international level.

43. Organisational structures without the rights of an administrative unit may be established at a branch academic unit for organising and carrying out research.

44. The Academy shall organise full-time and part-time studies. In accordance with the procedure laid down by the law and the legal acts of the University, studies of three cycles – first (Bachelor), second (Master and professional (special)), and third (Doctoral studies) – shall be carried out, as well as professional, minor field, and bridging, pedagogical specialisation, module studies of teaching a school discipline, and non-formal studies.

45. The studies of the first and second cycle shall be coordinated and administered by the Director's deputy responsible for the organisation of studies and the Studies Office that is subordinate to the Director.

46. The study programmes of the first and second cycle shall be coordinated, their implementation supervised, and their reports submitted to the Council by study programme committees. Study programme committees shall be formed and act following the procedure set out in the legal acts of the University.

47. The chairpersons of the study programme committees of the Academy and a delegated person of the Students' Representation of the University shall form a board dies which shall advise the Director's deputy responsible for the organisation of studies.

48. Following the procedure set out in the legal acts, for the purpose of organising and implementing Doctoral studies, Rector-approved Doctoral studies committee(s) for the relevant

field(s) of science shall be formed. A school of Doctoral studies may also be established following the Regulations of the Schools of Doctoral Studies approved by the Senate.

CHAPTER VII ASSETS OF THE ACADEMY

49. The funds of the Academy shall comprise:

49.1. the share of appropriations from the State budget received by the University, which, following the procedure established in the legal acts, is intended to finance first and second cycle studies, Doctoral studies, and research at the Academy, after deductions for general University purposes established at the University;

49.2. own funds and endowment funds received by the Academy for studies and educational services as well as for implementing scientific, innovative activities and technological development, after the allocation of part of the funds established at the University to cover general expenditures of the University;

49.3. funds received as support to the Academy, and other lawfully obtained funds, after the allocation of part of the funds established at the University to cover general expenditures of the University.

50. The assets managed and used by the Academy shall be part of the University's assets assigned to it for the purpose of implementing the activities established in these Regulations following the procedure set out in the legal acts of the University. The assets of the Academy shall be accounted following the procedure established at the University.

CHAPTER VIII INTERNAL ADMINISTRATION CONTROL OF THE ACADEMY

51. The control of the financial and economic activities of the Academy shall be exercised by the Chancellor or their authorised employees following the procedure established at the University.

52. The monitoring and control of the implementation of the Action Plan of the Academy shall be exercised by the Rector or their authorised person based on the conclusion submitted to the Rector by the Council.
