

Daugavpils University Constitution

Preamble

The origin of Daugavpils University dates back to November 1921, when, under the conditions of the independent Republic of Latvia, a pedagogical school was founded in Daugavpils, thus laying the basis for systemic preparation of teachers in Latgale. The pedagogical school was later renamed Teacher Training Seminary, whereas from 1 August 1923 – Teacher Training Institute. In 1952 Daugavpils Teacher Training Institute was reorganized into a higher education establishment – Daugavpils Pedagogical Institute (DPI).

On the order of Latvian Minister for Education of 22 February 1993 No. 78, Daugavpils Pedagogical Institute was renamed Daugavpils Pedagogical University. Daugavpils Pedagogical University Constitution was adopted by the Constitutional Assembly of the higher education institution on 15 March 1993. The Constitution was approved by Act of 10 April 1997 “On Daugavpils Pedagogical University Constitution”. Daugavpils Pedagogical University Constitutional Assembly on 5 March 2001 adopted Daugavpils University Constitution.

I. GENERAL PROVISIONS

1. Daugavpils University is a state academic and professional higher education and science institution of the Republic of Latvia that is located in Latvia and serves her interests. Daugavpils University is registered in the Register of Higher Education Institutions.

The short name of Daugavpils University is DU.

The name of Daugavpils University in other languages is:

Universitas Daugavpiliensis (in Latin)

Daugavpils University (in English)

Universität Daugavpils (in German)

Даугавпилский университет (in Russian)

Université de Daugavpils (in French)

Daugpilio Universitetas (in Lithuanian)

Daugavpilsī ūlikool (in Estonian)

Daugavpils University legal address – Vienības iela 13, Daugavpils, Latvija.

2. Daugavpils University is a derived public person. Daugavpils University is state founded and acts as an autonomous self-governing institution. Reorganization or liquidation of Daugavpils University shall take place by the decision of the Cabinet of Ministers on the proposal of the Minister for Education and Science.

3. Daugavpils University’s self-governance is based on the rights and opportunities of the staff to engage in academic and scientific, administrative, and economic decision-making. Daugavpils University acts on the basis of the Constitution of the Republic of Latvia, Law on Education, Law on Scientific Activity, Law on Higher Education Institutions, Daugavpils University Constitution, and other laws and regulations.

4. Daugavpils University has a seal with the small coat of arms of the Republic of Latvia and inscription: Republic of Latvia, Daugavpils University.

5. Daugavpils University has its colours, coat of arms, and anthem. The description and arrangements of the use of symbols are determined by the regulation approved by the Senate.

II. BASIC DIRECTIONS AND OBJECTIVES

6. Daugavpils University is a regional centre of higher education and science that unites and develops the main academic and research potential of Eastern Latvia in the spheres of natural sciences, humanities, social and education sciences. The task of Daugavpils University is ensuring high quality studies and scientific research compliant with the contemporary demands, creating the intellectual base for the harmonious development of the region.

7. Daugavpils University organizes its work for the public interests, informs wider public of its activities, of trends and opportunities for studies and scientific research, disseminates the acquired scientific, artistic, and professional findings, methods, and research outcomes.

8. Daugavpils University creates prerequisites for conducting scientific research and acquiring research degrees. Daugavpils University attends to preparing new scientists, provides an opportunity for researchers to engage in international circulation.

9. The major objectives of Daugavpils University are:

9.1. to act as a regional University in the spheres of natural sciences, humanities, social and education sciences, granting opportunities for diversified high quality studies and research;

9.2. to offer high quality study programmes and conduct research in compliance with the dynamics of the labour market and the public demand;

9.3. to create opportunities for enhancing the professional mobility of the population by developing further education;

9.4. to develop personality who can think analytically, critically perceive and creatively process information, who is able to contribute to the development of the state and regions of Latvia and raising the population welfare level;

9.5. to preserve and develop the national identity and culture legacy of the Latvian people, simultaneously engaging in international integration;

9.6. to implement quality provision systems within the institution that establish policy and procedures for the provision of the quality of higher education, elaborate mechanisms for study programme development, their intra-institutional approving, monitoring, and periodic control, form and disseminate such criteria, provisions, and procedures of the assessment of students' academic performance that make it possible to verify the reaching of the envisaged study outcomes, establish regulations and mechanisms for ensuring the qualification and quality of the work of the academic staff, provide for collecting and analysing the information on students' academic progress, graduates' employment, students' satisfaction with their study programmes, efficiency of work of the academic staff, available study facilities and their costs, significant indicators of Daugavpils University activity.

III. PRINCIPLES OF ACTIVITY AND COMPETENCE

10. Daugavpils University activity is based on the following principles:

10.1. freedom of cognition, studies and research: free choice of study courses, programmes, research work content and method, free expression (publishing) of a scientific opinion and research results, if this freedom does not contradict ethical norms, other persons' rights, and legislation of the Republic of Latvia;

10.2. unity of studies and scientific research;

10.3. coordination of studies and scientific research with the public needs and demand.

11. Due to studies and scientific research, Daugavpils University shall be entitled to:

11.1. independently determine the study programme content and form, additional terms of student admission, matriculation procedure as well as Daugavpils University research work directions;

11.2. execute promotion, confer qualification, issue respective Daugavpils University diplomas recognized in the Republic of Latvia;

11.3. conclude agreements with other academic and research institutions in Latvia and foreign countries;

11.4. act in national and international foundations and projects;

11.5. open branches and representations;

11.6. organize congresses, conferences, and other assemblies;

11.7. engage in economic activity;

11.8. establish foundations, societies, commercial associations, establishments, institutions, including public agencies;

11.9. announce competitions;

11.10. organize courses and lectures.

12. Daugavpils University determines its organization and governance structure, recruits staff.

13. Daugavpils University determines and approves by the Senate decision its Regulations.

14. Daugavpils University provides an opportunity to acquire academic and professional higher education for citizens of Latvia and persons who have a non-citizen passport issued by the Republic of Latvia, irrespective of sex, social and property status, race and ethnicity, political views, and religious belief. Foreigners have a right to study at Daugavpils University.

IV. DAUGAVPILS UNIVERSITY REPRESENTATION, ADMINISTRATION, AND DECISION-MAKING BODIES

15. Daugavpils University representation, management, and decision-making bodies shall be:

15.1. Constitutional Assembly;

15.2. Senate;

15.3. Rector;

15.4. *deleted*;

15.5. Academic Court of Arbitration.

15¹. Daugavpils University as a derived public person organs are the Constitutional Assembly, the Senate, rector, and Academic Court of Arbitration.

15². Daugavpils University collegial bodies are the Senate, faculty council, the scientific council of the scientific institute of the University or institute council, as well as the department and division meeting.

16. Daugavpils University administrative management is ensured by:

16.1. vice-rectors;

16.2. *deleted*;

16.3. *deleted*;

16.4. Council of Studies;

16.5. Council of Science;

16.6. *deleted*.

17. The Constitutional Assembly is a higher collegial body for representation, administration, and decision-making authorized by Daugavpils University that is elected for 3 years by secret ballot from amongst professors and other academic staff – 70 representatives (70%), from students – 20 representatives (20%), and from amongst general staff – 10 representatives (10%).

17.1. If the elected representatives discontinue their employment (study) relations with Daugavpils University, within three months other representatives are elected from the respective staff group;

17.2. Constitutional assembly delegate is revoked by the meeting of the staff group that has elected the delegate. The decision of the staff group meeting within 7 days is submitted to the chair of the Constitutional Assembly of Daugavpils University.

18. The Constitutional Assembly shall:

18.1. adopt the Constitution of Daugavpils University;

18.2. adopt the Regulation of Daugavpils University Constitutional Assembly;

18.3. amend the Constitution of Daugavpils University and the Regulation of the Constitutional Assembly;

18.4. elect Daugavpils University Senate, adopt and amend the Regulation of the Senate, revoke Senate members;

18.5. elect and remove a rector;

18.6. listen to the report of the rector;

18.7. approve the Regulation of the Academic Court of Arbitration;

18.8. *deleted*;

18.9. elect the Academic Court of Arbitration.

The Constitutional Assembly shall be entitled to accept other conceptual issues regarding activity and development of Daugavpils University for review and decision.

19. The Constitutional Assembly shall be convoked by the rector or Senate at least once per three years. Extraordinary meetings of the Constitutional Assembly shall be

convoked, if demanded by the Senate, rector, or not less than one third of the number of the Constitutional Assembly delegates.

20. Constitutional Assembly activity shall be determined by the Regulation of Daugavpils University Constitutional Assembly. The Constitutional Assembly decision may be appealed in 10 days' time to the Academic Court of Arbitration. Until the decision of the Academic Court of Arbitration and its approval by the Senate, the acting of the decision of the Constitutional Assembly shall be suspended.

21. Constitutional Assembly shall elect by open voting a chairperson, a vice-chairperson, and a secretary.

22. The Senate is a collegial management and decision-making body of Daugavpils University staff that approves procedures and provisions that regulate all the areas of the University activity.

23. The Senate shall be elected by the Constitutional Assembly for three years: 21 representatives from Daugavpils University academic staff, 6 representatives from students, and 1 representative from the administrative staff upon the rector's recommendation. Representatives of the academic staff shall be delegated to the Senate by meetings of the representatives of the academic staff. Representatives of students shall be delegated to the Senate by the Student Council.

24. The Senate in compliance with the main directions of Daugavpils University activity may form standing commissions that elaborate proposals or provide statements on decision projects within their competence. The work procedure of commissions is regulated by Regulations approved by the Senate.

25. Senate meetings shall be conducted by the Senate chairperson or vice-chairperson. Senate activity is governed by the Regulation approved by the Constitutional Assembly.

26. Senate decisions may be appealed to Daugavpils University Academic Court of Arbitration within one week after the Senate meeting by submitting an application with justified demand for decision deregulation. At the current Senate meeting the Academic Court of Arbitration shall inform about the results of considering the application. If the Academic Court of Arbitration admits it as justified, the issue shall be reconsidered by the Senate, if it is not justified, the Senate decision shall remain in force.

27. Senate work shall be organized and secured by the Senate leadership: chairperson, vice-chairperson, and secretary. Rector may suspend the acting of the Senate decision immediately after it is made, if the decision contradicts law and other regulations or Daugavpils University Constitution.

28. Daugavpils University Senate shall:

28.1. elect and dismiss:

28.1.1. Senate chairperson and vice-chairperson;

28.1.2. vice-rectors;

28.1.3. Advisory Board;

28.1.4. Senate budget commission;

28.2. approve:

- 28.2.1. Senate secretary on the proposal of the Senate chairperson;
- 28.2.2. after election to the position, deans, institute directors, heads of departments, centres, docents, and senior researchers;
- 28.2.3. study programmes;
- 28.2.4. additional terms of enrolment;
- 28.2.5. Regulation on Daugavpils University structural units, commissions, and councils;
- 28.2.6. Regulation on associations, commercial associations, foundations, public agencies founded at Daugavpils University;
- 28.2.7. Regulation on electing to academic and administrative positions;
- 28.2.8. Regulation of the Student Council;
- 28.2.9. conceptual documents regulating the study process and scientific activity;
- 28.2.10. Daugavpils University budget;
- 28.2.11. Regulation of the Advisory Board;
- 28.2.12. internal work regulations;
- 28.3. decide on Daugavpils University major academic and scientific activity issues.

29. Daugavpils University has the Advisory Board. It fosters the coordination of the work of University with the public interests, advises the Senate and rector concerning the issues of Daugavpils University development strategy. The Advisory Board shall be elected and its Regulation shall be approved by the Senate.

30. Rector shall be elected of professors by the Constitutional Assembly for 5 years, no more than for two terms in succession. Rector shall be approved by the Cabinet of Ministers of the Republic of Latvia. Rector is the highest official of Daugavpils University who implements the administrative management of University and without special authorization represents Daugavpils University. Within his/her competence the rector shall issue orders. Rector is removed from position by the Cabinet of Ministers upon the proposal of Daugavpils University Constitutional Assembly or Ministry of Education and Science, in case of infringements of law or other regulatory enactments in rector's activities. Rector shall:

- 30.1. conduct the activity of Daugavpils University, bear responsibility for it, implementing requirements of the present Constitution, decisions of the Constitutional Assembly and the Senate;
- 30.2. bear responsibility for the compliance of the activity of Daugavpils University with the Law on Higher Education Institutions and other regulatory enactments, as well as Daugavpils University Constitution;
- 30.3. bear responsibility for the quality of education to be acquired, scientific research and artistic creative activity conducted at Daugavpils University;
- 30.4. ensure lawful, economical, and purposeful utilization of funds from the State budget assigned to Daugavpils University as well as the property of Daugavpils University; bear personal responsibility for the financial activity of the University;
- 30.5. promote and bear responsibility for the development of the staff of Daugavpils University and ensure the academic freedom of the academic staff and students;

30.6. bear responsibility for the implementation of the strategy of Daugavpils University and prepare the budget of the University;

30.7. perform other duties of a rector specified in regulatory enactments and Daugavpils University Constitution.

30¹. Persons who are not part of the staff of Daugavpils University may dispute the administrative instruments or actual deeds of Daugavpils University by filling a submission to the rector of Daugavpils University. The decision taken by rector may be appealed to court in accordance with the procedures specified in the Administrative Procedure Law.

30². Persons who are not part of the staff of Daugavpils University may dispute the administrative instruments or actual deeds of rector to the Ministry of Education and Science. The decision taken by the Ministry may be appealed to court in accordance with the procedures specified in the Administrative Procedure Law.

31. For the sake of audit, certified auditor has the right to inspect the accordance of all spheres of Daugavpils University activity with the laws and regulations, Daugavpils University Constitution, and administrative body decisions, request and receive explanations from officials, familiarize with all documents referring to Daugavpils University financial and economic activity.

32. The Academic Court of Arbitration shall be elected for three years in a body of seven persons including four representatives from amongst the academic staff who are elected by secret ballot by the Constitutional Assembly, three students who are elected by the Students' Council. The Academic Court of Arbitration shall examine arguments between University officials, the administrative bodies of structural units that are subject to a subordinate relationship as well as submissions of students and academic staff regarding the restriction or infringement of their academic freedom and rights prescribed in the Constitution of Daugavpils University. Members of the Academic Court of Arbitration shall bear responsibility for their work before the Constitutional Assembly, and upon the employer's initiative they can be relieved from office exclusively by its agreement. Members of the Academic Court of Arbitration are dismissed from the Academic Court of Arbitration upon the initiative of Daugavpils University Senate by Daugavpils University Constitutional Assembly. Daugavpils University staff may contest administrative acts or actual deeds by Daugavpils University at Academic Court of Arbitration but the decision of the Academic Court of Arbitration is appealed to court in accordance with the procedure stipulated by Administrative procedure law. The Regulation on the Academic Court of Arbitration shall be approved by the Constitutional Assembly.

33. The number of vice-rectors shall be stated by rector. Vice-rectors shall be elected by the Senate in accordance with the Regulation on administrative positions. Their duties are determined by respective Regulations.

34. *Deleted.*

35. Study programme implementation is coordinated at Daugavpils University by the Council of Studies as a body of study programme representation. Council of Studies includes vice-rector for studies, deans, and the head of the Department of Studies. Its composition is approved for three years by Daugavpils University Senate. Members of the Council of Studies are dismissed from the council by Daugavpils University Senate. The main duties of the Council of Studies are coordinating the elaboration and execution of bachelor and master's study curricula and programmes, elaboration of

the scheme of studies, its analysis and determining the main directions of its improvement and development. Council of Studies shall be entitled to approve study timetables, study programmes and curricula, terms of enrolment. The Regulation of the Council of Studies shall be approved by Daugavpils University Senate.

36. Scientific activity at Daugavpils University is coordinated by the Council of Science as a body of representation of branches and sub-branches of science. Council of Science consists of vice-rector for science, representatives of the academic staff delegated from faculties and institutes, and representatives of Daugavpils University Young Scientists' Association; its composition shall be approved for three years by Daugavpils University Senate. Members of the Council of Science are dismissed from the council by Daugavpils University Senate. The main duties of the Council of Science are setting priority directions of research, planning and coordinating the scientific work by the academic staff and students, facilitating international cooperation in science, assessing and collecting research outcomes. The Council of Science shall be entitled to consider and decide issues of financing scientific research, approve expert candidates and regulations of promotion councils. The Regulation of the Council of Science shall be approved by Daugavpils University Senate.

37. *Deleted.*

DAUGAVPILS UNIVERSITY STRUCTURAL UNITS

38. Daugavpils University structural units for education and scientific work are: faculties (departments), institutes (centres), departments, scientific laboratories. For production of organizational, economic, and service work, Daugavpils University shall have the right to establish more structural units.

38.1. Daugavpils University may open branches and representations in compliance with the Law on Higher Education Institutions.

38.2. Branches and representations shall function on the basis of Regulation approved by Daugavpils University Senate. Head of a branch or representation shall act by authorization granted by Daugavpils University.

39. Daugavpils University structural units are no legal persons.

40. Daugavpils University structural units shall be established, reorganized, or liquidated by decision of the Senate, and their activity shall be governed by the Regulations approved by the Senate.

41. Faculty is a structural unit that unites and organizes studies and scientific work of one or several directions of science, art, or profession. Faculty activity shall be governed by Regulation approved by the Senate.

41.1. Faculty activity is led and managed by dean. Faculty dean shall propose candidates for the faculty council members. The council composition shall be approved by rector's order. The percentage of students within the faculty council shall be not less than 20%; the representatives of students shall be delegated by the faculty student self-governance. The composition of the council shall correspond to the requirements of the promotion council in the respective branch or sub-branch of science (except for students' representation) and not less than a half of its members shall be professors, associate professors, senior researchers, and experts approved by the Latvian Council of Science. Faculty council shall elect docents, senior researchers, lecturers, researchers, and assistants; from the academic staff the chairperson of the council, dean, and heads of departments are elected. Council shall

decide issues of studies, faculty economic, financial and other matters or decide as to bringing the matter to consideration in the Senate. Faculty council shall be entitled to propose to dismiss faculty staff from their position. Faculty council activity shall be governed by the Regulation approved by the Senate.

41.2. Dean shall be elected by the faculty council in an open competition for 5 years and no more than for two terms in succession. The order of election is set by the Regulation. Dean is the official representative of the faculty. Dean shall be responsible for preparing council meetings, implementing decisions, for organizing studies and scientific work, the economic and financial activity of the faculty.

42. Department is a structural unit of academic and research work that elaborates and implements study programmes and produces scientific research in certain sub-branches of science. Departments shall be established, reorganized, and liquidated by the Senate decision upon the proposal of the faculty council or vice-rector for studies. Department activity shall be determined and guided by the meeting of the academic staff of the department. Academic staff meeting shall nominate a candidate of professors, associate professors, or docents for the head of the department who shall be elected by open voting by the faculty council for the term of six years. Head of the department is the official representative of the department in all its matters. Departments may form their own structural units. Department regulations shall be approved by the Senate.

43. *Deleted.*

44. Scientific laboratory implements research work programmes, performs research in a sub-branch of science, and participates in the realization of study programmes. Laboratory shall be established, reorganized, and liquidated upon the proposal of the faculty or institute council. Its Regulation shall be approved by the Senate.

45. Scientific institute is a structural unit that is engaged in scientific activity as well as activity related to acquiring and updating scientific qualification in the branch of science determined by the founder. The legal base, administering, financing and monitoring as well as other issues related to its activity shall be determined by the Regulation approved by the Senate.

Scientific institute shall be administered by a collegial body of scientists – scientific council and director elected by it. Director shall be elected by open voting for a term no longer than 5 years and no more than for two terms in succession.

46. Daugavpils University structural units shall be entitled to open sub-accounts.

VI. STAFF

47. Daugavpils University staff shall consist of:

47.1. the academic staff – employees elected to academic positions at Daugavpils University;

47.2. the general staff;

47.3. students, including master's programme and doctoral students.

48. Daugavpils University general staff is administrative staff, academic attending staff, technical staff, economic and other staff, except academic staff. Daugavpils University administrative staff includes rector, vice-rector, dean, and other officials

whose basic function is administrative work. General staff shall be recruited and dismissed from work in compliance with laws and regulations.

49. For the study programme implementation, research project realization, and other duties, University may involve employees for whom Daugavpils University is not the place of election. Their duties shall be similar to those of Daugavpils University staff.

50. The rights and duty of Daugavpils University staff shall be to promote the freedom of study and research work and to promote transparency in the administration of Daugavpils University and the settling of the matters thereof. The staff shall perform their work duties so that Daugavpils University is able to implement its tasks, so that the rights of any other person are not offended and the fulfilment of position or work duties is not disturbed. Staff members shall have rights in accordance with the present Constitution to participate in the adoption of Daugavpils University management and self-governance decisions and Daugavpils University internal regulatory enactments, participate and be heard at Daugavpils University collegial management body meetings as well as to take part in the making of a decision related to the interests of the staff. Staff shall have the right to participate in the elections of Daugavpils University self-governance and be elected therein.

51. The obligation of the management of Daugavpils University shall be to attend to the working conditions of the staff as well as provide an opportunity for in-service training and retraining.

52. The staff shall be responsible for fulfilling the duties thereof. The Senate on the basis of the legislation in force shall determine the procedures according to which infringements are qualified and penalties for the failure to fulfil duties are imposed.

53. Daugavpils University academic staff shall consist of:

53.1. professors, associate professors;

53.2. docents, senior researchers;

53.3. lecturers, researchers;

53.4. assistants.

Academic staff shall conduct scientific research and participate in the educating of students. The amount of tasks shall be determined by the respective structural unit.

54. Person elected to an academic position (professor, associate professor, docent, lecturer, assistant) may be simultaneously elected to the position of senior researcher or researcher.

55. For a special contribution to higher education, professors and associate professors reaching the age of retirement may be assigned the honorary title of professor emeritus.

56. Professor is an internationally recognized specialist in the respective field who conducts scientific research or artistic creative work pursuant to the contemporary developments and ensures high quality studies in the relevant branch or sub-branch of science or art. A person who has a doctoral degree and has not less than three years of work experience in the position of associate professor or professor may be elected to the position of professor at Daugavpils University. In art specialities, a person whose artistic works conform to the Regulation on academic positions of Daugavpils University may also be elected to the position of professor. Professor shall be elected

by open voting for a time period of six years by the professor council of the respective branch of science, and a rector shall enter into a contract of employment with him or her for the whole period of election. The number of professor positions at Daugavpils University is determined by the Minister for Education and Science.

The main tasks of professor shall be:

56.1. delivering highly qualified lectures, supervising studies, classes, and examinations in his or her study courses;

56.2. supervising research work in the sub-branch of science or artistic creative work in a field, which conforms to the title of the position of professor;

56.3. supervising doctoral studies and research work in the sub-branch of science or artistic creative work in a field, which conforms to the title of the position of professor;

56.4. participating in the evaluation of the work and quality of study programmes, Daugavpils University and DU structural units;

56.5. training the new generation of scientists, artists, and academics.

57. A person who has a doctoral degree may be elected to the position of associate professor at Daugavpils University. In art specialities, a person whose artistic works conform to the Regulation on academic positions of Daugavpils University may also be elected to the position of associate professor. Associate professor shall be elected by open voting for a time period of six years by the professor council of the respective branch of science, and a rector shall enter into a contract of employment with him or her for the whole period of election. The number of associate professor positions at Daugavpils University is determined by Daugavpils University Senate upon recommendation of rector and the Council of Studies.

The main tasks of associate professor shall be:

57.1. conducting research work in the sub-branch of science or artistic creative work in a field, which conforms to the title of the position of associate professor;

57.2. supervising research work for the acquisition of doctoral degrees and master's degrees;

57.3. the provision of academic work, specifically conducting classes and examinations at higher levels of studies in respective courses, delivering lectures;

57.4. training and supporting the new generation of scientists, artists, and academics.

58. A person who has a doctoral degree may be elected to the position of docent at Daugavpils University. In art specialities, a person whose artistic works conform to the Regulation on academic positions of Daugavpils University may also be elected to the position of docent. A docent shall be elected for a time period of six years by the faculty or institute council, and a rector shall enter into a contract of employment with him or her for the whole period of election. The main tasks of docent shall be:

58.1. research work in the sub-branch of science or artistic creative work which conforms with the title of the position of the docent;

58.2. delivering lectures, conducting classes, tests, and examinations in the respective study programme (course, branch), especially in the basic courses thereof.

59. A person holding a doctoral degree may be elected to the position of senior researcher by open voting. Senior researchers are elected for conducting scientific research at faculties or institutes in compliance with the Law on Scientific Activity. A rector shall enter into a contract of employment with him or her. The main tasks of senior researcher shall be:

59.1. producing independent scientific research in the respective sub-branches of science;

59.2. supervising the research work of other scientists.

60. A person who has a doctoral degree or master's degree may be elected to the position of lecturer. Lecturer is elected for a time period of six years by the faculty or institute council, a rector shall enter into a contract of employment with him or her for the whole period of election. The main tasks of lecturer shall be:

60.1. research work in the respective sub-branch of science;

60.2. delivering lectures, conducting seminars, practical classes, laboratory work, examinations in the respective study programme.

61. A person who has a doctoral degree or master's degree may be elected to the position of researcher by open voting. Researchers are elected for producing scientific research at faculties or institutes in compliance with the Law on Scientific Activity. A rector shall enter into a contract of employment with him or her for the whole period of election – six years. The main task of researcher shall be qualified research work in the respective sub-branch of science.

62. A person who has a doctoral degree or master's degree may be elected to the position of assistant. Assistant is elected for a time period of six years by the faculty or institute council no more than for two terms in succession if a candidate does not have a doctoral degree. A rector shall enter into a contract of employment with him or her for the whole period of election. The main tasks of assistant shall be:

62.1. research work in the respective sub-branch of science;

62.2. conducting seminars, practical classes, and laboratory work;

62.3. supervising practical placements, term papers, and projects;

62.4. reviewing test works and students' independent work;

62.5. organizing examinations.

63. In pursuance of the necessity for acquiring practical skills and knowledge, in professional study courses academic staff without an academic degree may be elected:

63.1. to associate professor's position a person may be elected who has respective higher education and at least 10 year practical work experience in the respective branch;

63.2. to docent's position a person may be elected who has respective higher education and at least 7 year practical work experience in the respective branch;

63.3. to lecturer's and assistant's position a person may be elected who has higher education and at least 5 year practical work experience compliant to the respective study course.

Requirements to applicants to these positions shall be determined by the Regulation on academic positions.

64. If there is an academic position vacancy or temporary vacancy at Daugavpils University, the Senate upon the proposal of the faculty council may decide not to announce a competition but to hire a visiting professor, visiting associate professor, visiting docent, visiting lecturer, or visiting assistant for a time period of up to two years. Their rights, obligations, and remuneration shall be the same as those of professors, associate professors, docents, lecturers, and assistants but they shall not be entitled to participate in the activities of the elected management bodies.

65. Each year academic staff has the right to a paid vacation of eight weeks, but every six years – to a paid academic vacation of six calendar months for scientific research or the conducting of scientific research work outside his or her working place. Academic staff has the right to receive a one-time paid study educational leave of three months for the drafting of a doctoral thesis.

66. Principles of salary of the academic staff shall be determined by the Senate. Post salaries shall not be lower than those settled by the Cabinet of Ministers.

VII. STUDENTS, TUITION FEES, AND CREDITS

67. The students of Daugavpils University shall be:

67.1. students of bachelor and master's degree study programmes;

67.2. students of professional study programmes;

67.3. doctoral students.

67¹. Student matriculation, studies, and exmatriculation take place in compliance with the Law on Higher Education and Daugavpils University Regulation on Studies.

68. Students of Daugavpils University have the right to:

68.1. acquire higher academic education;

68.2. acquire higher professional education;

68.3. obtain doctoral scientific degree;

68.4. receive information related to the process of studies and possible career;

68.5. acquire the individual free choice part of studies;

68.6. do scientific research and artistic creative work;

68.7. in accordance with the prescribed procedures, use Daugavpils University premises, libraries, equipment, and hardware, culture, sports, and medicine objects;

68.8. in accordance with the prescribed procedures, suspend and resume studies;

68.9. in accordance with the prescribed procedures, attend learning activities in other institutions of higher education as listeners (also abroad) and take the necessary examinations;

68.10. elect and be elected to the Students' Council, participate in Daugavpils University self-governance bodies of all levels;

68.11. openly voice and defend their thoughts and opinions;

68.12. found societies, associations, clubs.

69. Studies of foreign students at Daugavpils University shall take place in accordance with the Law on Higher Education Institutions.

70. The state determines the number of study places at Daugavpils University to be financed from the funds of the State budget. The study fees for study places that are not financed from the funds of the State budget, shall be covered by students, legal persons or natural persons, entering into a relevant agreement with Daugavpils University.

70¹. Students whose studies are financed from the funds of the State budget shall have the right to apply for grant in the procedure established by the Cabinet of Ministers.

71. Students studying in accredited study programmes shall have the right to apply for study or student loan. The procedures for the allocation and repayment of a study loan and student loan shall be determined by the Cabinet of Ministers.

VIII. SCIENTIFIC RESEARCH

72. Scientific research shall be an integral part of Daugavpils University activities, and the entire academic staff of DU shall take part therein. The aim thereof shall be the acquiring of scientific findings, the scientific justification and further development of training and studies, the solving of tasks of practical importance with the help of research methods. Activities of scientific research at Daugavpils University shall proceed in accordance with the Law on Scientific Activity.

73. The supervisors of scientific research work shall independently determine the themes of their research work within the framework of the financing of Daugavpils University in accordance with the resources allocated for scientific research work. Council of Science shall co-ordinate the common plans of research at Daugavpils University and decide on issues of financing the research themes.

74. Daugavpils University no rarer than once a year shall publish the summarizing materials regarding conducted research and send it to other higher education institutions as well as Latvian Council of Science, Ministry of Education and Science and other interested state institutions.

75. Daugavpils University has promotion councils that confer doctoral degrees in the respective branches of science. Regulations on the work of promotion councils shall be approved by the Council of Science. The procedure of conferring doctoral degrees shall be determined by the Regulation on the procedure and criteria of promotion.

IX. STUDENTS' COUNCIL

76. Daugavpils University students have their own self-governance – Students' Council, elected independent body to represent students' rights and interests that shall operate in accordance with the Regulation approved by the Senate. The Senate may refuse to approve it only due to legal reasons. Daugavpils University Students' Council shall:

76.1. defend and represent the interests of students in matters of academic, material, and culture life at Daugavpils University and other State authorities;

76.2. represent the students of Daugavpils University in Latvia and foreign states;

76.3. determine the procedures for the election of students to Daugavpils University collegial bodies.

77. The duty of Daugavpils University management bodies shall be to support and promote the activities of the Students' Council. The Students' Council shall be financed in accordance with the Law on Higher Education Institutions.

78. Daugavpils University Students' Council shall have the right to request and receive information and explanations from any structural unit of Daugavpils University in all issues related to the interests of students.

79. Students shall have veto rights in the Constitutional Assembly, Senate, councils in issues related to the interests of students. Representatives of the Students' Council shall be entitled to participate in Daugavpils University decision-making bodies as well as be present as observers in tests and examinations.

X. PROPERTY, BUDGET, AND ECONOMIC ACTIVITY

80. Daugavpils University shall be entitled to possess:

80.1. movable property;

80.2. immovable property;

80.3. intellectual property;

80.4. funds in Latvia and foreign states.

81. Daugavpils University property shall be formed by:

81.1. segregated state property part transmitted to Daugavpils University by decision of the Cabinet of Ministers;

81.2. land, movable and immovable property gifted by physical and legal persons or purchased by Daugavpils University for earned or state allocated budgetary funds;

81.3. Daugavpils University intellectual property in compliance with the Copyright law.

82. Daugavpils University shall be entitled to make use of its property for achieving the aims stated in the Constitution.

83. *Deleted.*

84. Daugavpils University budget, its structure and allocation shall be determined by Daugavpils University Senate.

85. Daugavpils University budget comprises State budget subsidy from general revenue, paid services and other revenues, legal and physical person donations and gifts.

86. Daugavpils University shall have rights to:

86.1. conclude agreements with physical and legal persons as well as perform other legal activities compliant with the Law on Higher Education Institutions and other laws and regulations;

86.2. announce competitions, purchase and sell movable and immovable property, various property and securities in compliance with laws and regulations and in line with the aims of Daugavpils University activities;

86.3. engage in economic activities pursuant to the profile of Daugavpils University, the income from which shall be transferred into the University budget for its development as well as invested in other undertakings in accordance with the aims of Daugavpils University.

87. Daugavpils University shall be entitled to receive tax relief as well as exemption from taxes and duties in the cases stated in laws and regulations on taxes and duties.

88. The compliance of the financial and economic activities of Daugavpils University with regulatory enactments shall be examined each year by an independent certified auditor. A written opinion prepared by the certified auditor regarding the financial and economic activity of Daugavpils University shall be submitted to the Ministry of Education and Science.

XI. CONSTITUTION ADOPTION AND AMENDMENT PROCEDURE

89. Daugavpils University Constitution shall be adopted and amended exclusively by Daugavpils University Constitutional Assembly authorized by Daugavpils University staff and elected according to the approved procedure.

90. Constitution amendments shall be proposed by Daugavpils University Constitutional Assembly.

91. The procedure of electing the Constitutional Assembly and rules of its work procedure shall be determined by the Regulation of Daugavpils University Constitutional Assembly. The Regulation of Constitutional Assembly shall be amended by the Constitutional Assembly.

92. Daugavpils University Constitution and amendments to it shall be enforced after their approval by the Saeima of the Republic of Latvia.