

In accordance with Article 36 (2) of Act No. 111/1998 Sb., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), the Ministry of Education, Youth and Sports, registered, on 11 April 2017, under Ref. No. MSMT-9273/2017, Procedural Regulations of the Academic Senate of the University of West Bohemia.

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Mgr. Karolína Gondková
Director of the Higher Education Department

**PROCEDURAL REGULATIONS OF THE ACADEMIC SENATE
OF THE UNIVERSITY OF WEST BOHEMIA
DATED 11 APRIL 2017**

**PART ONE
GENERAL PROVISIONS**

**Article 1
Introductory Provisions**

These Procedural Regulations of the Academic Senate of the University of West Bohemia (hereinafter referred to as "PR"), pursuant to Act No. 111/1998 Sb., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended, (hereinafter referred to as the "Act"), regulate the procedures carried out by the Academic Senate of the University of West Bohemia (hereinafter referred to as the "UWB AS"). Furthermore, these Regulations govern the activities performed by UWB AS bodies, as well as their establishment.

**PART TWO
PROCEDURAL REGULATIONS**

**Chapter I
UWB AS Bodies**

**Part 1
UWB AS Chairperson, Deputy Chair and Secretary**

Article 2

(1) The Chairperson presides over UWB AS meetings, cooperates with other UWB bodies, or Faculties, and represents the Senate externally.

(2) The Deputy Chair acts as the Chairperson in case the Chairperson temporarily cannot perform his/her function, or does not attend a meeting of the UWB Board, or a UWB AS plenary

session. Moreover, the Deputy Chair acts in matters for which he/she is authorised by the Chairperson.

(3) The Secretary is responsible for organizational and administrative matters of the UWB AS and acts in matters for which he/she is authorised by the Chairperson or Deputy Chair.

(4) The Chairperson, Deputy Chair and Secretary of the UWB AS shall be elected at a UWB AS plenary session by secret ballot.

(5) The Chairperson, Deputy Chair, or Secretary may be removed from office on the proposal of at least one-fifth of all UWB AS members. The resolution thereon shall be approved by a majority of three-fifths of all UWB AS members. If the Chairperson, Deputy Chair or Secretary is removed from office, the UWB AS shall elect a new Chairperson, Deputy Chair or Secretary.

(6) In case the term of the Chairperson ends, it is the Deputy Chair who shall run the UWB AS plenary sessions until a new Chairperson is elected; in case the term of the Deputy Chair also ends, it is the Secretary who shall run the UWB AS plenary sessions, and in case the term of the Secretary ends, it is the oldest member of the UWB AS who shall be in charge thereof.

Part 2 UWB AS Board

Article 3 Members

(1) The UWB AS Board consists of the Chairperson, Deputy Chair, Secretary, one representative from each electoral unit and one representative from the UWB AS Student Chamber.

(2) The Board representatives of an electoral unit shall be elected by the UWB AS members who were elected for the relevant electoral unit and by the members of the Student Chamber from among their ranks. The members shall be elected by secret ballot. A representative may be removed from office only upon the election of a new representative. Upon the election of a new representative, the term of the previous representative shall be terminated. In the course of one calendar month, only one representative may be removed from office.

(3) In the period from the termination of membership of a representative of an electoral unit, or the Student Chamber, to the election of a new representative, it is the oldest member of the relevant electoral unit, or Student Chamber, who shall hold the office of a temporary Board member. The office of a temporary Board member shall end upon the election of a new representative. A temporary Board member has the same rights and obligations as its representative.

(4) In case the term of the Chairperson, Deputy Chair, or Secretary ends, the temporary Board members shall not take up these positions in the period from the termination of office to the election of a new Chairperson, Deputy Chair, or Secretary. Moreover, the number of UWB AS Board members shall be reduced accordingly. In case the term of the Chairperson ends, it is the Deputy Chair who shall run the UWB AS Board meetings until a new Chairperson is elected; in case the term of the Deputy Chair also ends, it is the Secretary who shall run the UWB AS Board meetings, and in case the term of the Secretary also ends, it is the oldest member of the UWB AS who shall be in charge thereof.

Article 4 Meetings

- (1) Board meetings are not open to the public.
- (2) The date and place of a Board meeting shall be specified by the UWB AS Chairperson.
- (3) The Board members shall be informed about a UWB AS Board meeting usually at least 24 hours in advance, unless a matter cannot be postponed, or its nature justifies a later notification.
- (4) Board meetings shall be chaired by the UWB AS Chairperson, or by an authorised UWB AS member, typically the Deputy Chair. If neither the Chairperson nor the Deputy Chair attend the meeting and they do not authorize a member who should chair the meeting, it is the oldest member of the UWB AS Board who shall be in charge thereof.
- (5) A UWB AS Board meeting may be attended by the Rector, or by a person authorised by the Rector. The Rector, or the authorised person, shall be given the floor whenever they request it.
- (6) The Chairperson is in particular obliged to decide who will be given the floor; he/she shall announce a break and terminate a meeting.
- (7) The UWB AS Board organizes UWB AS plenary sessions and approves the proposal of their agenda. Moreover, the Board shall specify the date and place of every plenary session. If the UWB AS Board organizes a plenary session the result of which should be the approval of matters referred to in Section 9(1)(b)(3)(c and i) of the Act, the documents related thereto shall be available at the Board meeting preceding the plenary session.
- (8) A brief written report is to be taken of every UWB AS Board meeting. This report shall include the place and time of the meeting, the names of participants and a brief summary of the agenda. Resolutions which are related to UWB AS plenary sessions, or to urgent matters, shall be accompanied by a verbatim record.

Article 5 Quorum

- (1) The UWB AS Board has a quorum if at least one half of its members are present at a meeting. If the actual number of UWB AS Board members is below the full complement as specified, the Board has a quorum if at least one-half of the actual number of its members is present at a meeting.
- (2) A draft resolution may be submitted by any UWB AS Board member, the Rector, or a person authorised by the Rector.
- (3) A resolution must be adopted by an absolute majority of all UWB AS Board members; the voting procedure may be carried out electronically.
- (4) The UWB AS Board may adopt a resolution by use of means of remote communication. In order to carry out the remote electronic voting, the Chairperson shall provide the UWB AS Board members with the text of the resolution to be adopted, and shall specify a deadline by which the members are obliged to cast their vote. If a UWB AS Board member fails to cast his/her vote by this deadline, he/she is deemed to disagree with the draft of the resolution. Resolutions must be adopted by an absolute majority of all UWB AS Board members. After the deadline, the Chairperson shall inform the UWB AS Board members about the results thereof. Moreover, the Chairperson shall keep records of all documents related to the voting process. Whenever requested, he/she shall present these documents to a UWB AS Board member.

(5) In the period between two UWB AS plenary sessions, the UWB AS Board shall decide on urgent matters which can otherwise be resolved only at a UWB AS plenary session. Thus adopted decisions shall be upheld at the upcoming UWB AS plenary session; otherwise they become void.

Part 3 UWB AS Plenary Sessions

Article 6 Plenary Sessions

(1) AS plenary sessions are open to the public.

(2) The first plenary session shall be convened by the Rector no later than one month after the Senators take up their positions. The plenary session shall be run by a UWB AS member authorised by the Rector; usually, the Rector authorises the oldest UWB AS member. Once the plenary session is initiated, the UWB AS Chairperson shall be elected by secret ballot. The UWB AS member who runs the plenary session during the secret ballot must not be a member of the election committee established thereto. Once elected, the UWB AS Chairperson shall preside over the plenary session. Subsequently, the UWB AS Deputy Chair and Secretary shall be elected by secret ballot. After that, the UWB AS Committees shall be established. However, it may be decided that this act will be carried out at the following plenary session.

(3) A plenary session shall be convened by the UWB AS Board members at regular intervals, usually once a month; plenary sessions usually do not take place in July and August.

(4) UWB AS members are obliged to participate in the plenary sessions and can be excused only for serious reasons. An apology for absence in written or electronic form shall be sent to the UWB AS Secretary usually two days before the plenary session takes place.

(5) The plenary session shall be chaired by the UWB AS Chairperson, or by an authorised UWB AS member, typically the UWB AS Deputy Chair. If neither the UWB AS Chairperson nor the Deputy Chair attend the plenary session, and they do not authorise a member who should chair the plenary session, it is the oldest member of the UWB AS Board who shall be in charge thereof.

(6) The person who presides over the plenary session shall in particular appoint observers and candidates for the membership of the secret ballot committee, and shall decide who will be given the floor, announce a break and terminate the plenary session.

(7) UWB AS members, the Rector, or Vice-Dean acting on his/her behalf, a Dean, the Chairperson of the UWB Board of Trustees, or an authorised member acting on his/her behalf, as well as a member of the Board for Internal Evaluation authorised by its Chairperson, have the right to be given the floor at a plenary session whenever they ask for it. The order of speakers is determined by the chair of the plenary session, whereby he/she shall respect the order in which individual speakers registered to participate in the plenary session. The UWB AS plenary session members are entitled to decide whether a discussion concerning a particular issue shall be terminated. In this case the floor may be given to the participants who registered to participate in the plenary session before the voting on the termination thereof takes place and to those who have the right to be given the floor whenever they ask for it.

(8) Minutes of a plenary session are to be taken by the UWB AS Secretary, and in his/her absence, by a UWB AS member authorised by the person who presides over the plenary session. The minutes shall include a detailed record of the course of the plenary session and, in particular,

the date and place of the plenary session, names of participants and if the quorum requirement was met. Furthermore, the minutes shall indicate the essential content of the speeches delivered by those who were given the floor during the UWB AS plenary session. If there was a resolution to be discussed at the plenary session, the minutes shall include the name of the proposer, exact wording of the draft resolution and the voting results, stating if the draft was or was not adopted. The final part of the minutes shall include an overview of all adopted resolutions.

(9) A written copy of the minutes shall be distributed by the UWB AS Secretary within five working days after the last plenary session; this copy shall be sent by email to all UWB AS members, and UWB AS Committee members, as well as to the Rector, Vice-Rectors and Bursar to comment thereon. Comments can be submitted by these persons and by other participants in the plenary session within 12 working days from the date of distribution. After consultation with the UWB AS Chairperson, the Secretary shall incorporate the submitted comments into the minutes. The UWB AS Secretary shall publish the minutes on the public UWB website not later than 21 days after the plenary session.

Article 7

Quorum

(1) A draft resolution may be submitted by a UWB AS member, the Rector, a person authorised to act on his/her behalf, or persons who are entitled to act in matters referred to in Section 9 of the Act. The methods for submitting a draft resolution regarding a UWB Internal Regulation, or its Part, are described in Articles 20-22. The proposer may withdraw the draft until the voting process commences.

(2) The written draft shall include the exact wording of the resolution on which the UWB AS shall decide. In case the draft is not submitted at the plenary session, it shall be presented to the Chairperson, or the Deputy Chair. Furthermore, it is necessary to indicate at which plenary session it should be discussed; otherwise, it will be discussed at the next UWB AS plenary session. If the draft is submitted at the UWB AS plenary session, it shall be submitted to the person who presides over the session. If the draft was not submitted at the UWB AS plenary session, the proposer shall, at the beginning of the session, inform the chair about the fact that the draft was submitted and that it is necessary to take a vote thereon.

(3) The voting process is open to the public. A secret ballot takes place if the resolution stipulates a mandatory regulation or, UWB Internal Regulation, or if the members of the plenary session vote thereon during a voting process conducted in public. The person who presides over the plenary session is obliged to announce the voting results. Immediately after the announcement thereof, the person who presides over the plenary session asks the participants if they have any objections regarding the conduct of the voting process. Objections may be raised immediately thereafter. In case any objections are raised, the person who presides over the plenary session shall answer them immediately. If the objections are justified, the voting process shall be repeated; otherwise, the announced results shall be considered valid.

(4) In case of a voting process conducted in public, the votes shall be counted by two observers, one of whom is usually a member of the UWB AS Student Chamber. The observers shall be appointed by the person who presides over the plenary session. The voting process can be performed electronically. Electronic voting cannot be performed in the case of a secret ballot. If the UWB AS Plenary session takes a secret ballot, a three-member election committee shall be established during a public election process. This committee shall oversee the secret ballot and count the votes cast. The technical equipment for the conduct of the secret ballot shall be ensured by the person who presides over the plenary session.

(5) The UWB AS Plenary session has a quorum if an absolute majority of all UWB AS members is present at the session.

(6) A resolution must be adopted by an absolute majority of all UWB AS plenary session members, unless stated otherwise in these Procedural Regulations. A proposal to dismiss the Rector is adopted if at least three-fifths of all UWB AS members agree therewith.

Part 4 UWB AS Committees

Article 8 Establishing Committees

(1) The UWB AS establishes from among its members and other persons the UWB AS Committees. A Committee can only be chaired by a UWB AS member.

(2) The number of established Committees, their powers and Chairpersons shall be determined at the first UWB AS meeting. The members of individual Committees shall be elected at an upcoming UWB AS plenary session. The members of a Committee shall be proposed by its Chairperson after discussion with the UWB AS Chairperson and Deputy Chair. The Chairperson of the Committee shall inform UWB AS members about his/her proposals no later than three days prior to a UWB AS plenary session, at which the new Committee members shall be elected.

(3) The UWB AS shall always establish a budget and a legislative Committee.

(4) During its term of office, the UWB AS may establish or dissolve a Committee; it may merge Committees, or increase the number of their members, if necessary. In order to select a Chairperson and members of a new, merged or expanded Committee, the provisions stated in Article 2 shall apply.

(5) A Committee member can be dismissed only on the proposal of its Chairperson. The Chairperson is entitled to dismiss a current Committee member and, at the same time, propose a new Committee member to be elected.

(6) The UWB Student Chamber is entitled to have one representative in each UWB AS Committee.

Article 9 Committee Meetings

(1) A Committee meeting shall be convened by its Chairperson at regular intervals. It is the Chairperson who shall set the rules to be followed at the meeting, run the meeting and represent the Committee externally.

(2) The Chairperson is also responsible for the record keeping of the meeting minutes and for administrative acts related to the activities of the Committee. The costs related to the activities of the Committee shall be borne by the UWB AS.

(3) A Committee shall discuss the issues presented either by the Chairperson or its members. At a UWB AS plenary session, the Committee Chairperson is entitled to express the opinions of the Committee members concerning every issue which is discussed at the plenary session and was already discussed at a Committee meeting. If the Committee discussed an issue delegated to its members by the UWB AS Chairperson, the Committee is obliged to take a stand thereon if asked by the UWB AS Chairperson.

Part 5
UWB AS Student Chamber

Article 10
Members

(1) The members of the Student Chamber shall be members of the UWB AS elected in student electoral parts pursuant to Article 3(1)(a) and in the electoral unit pursuant to Article 3(1)(c) of the UWB AS Electoral Regulations.

(2) The Student Chamber elects and dismisses its Chairperson, Deputy Chair and Secretary.
(2) The Deputy Chair acts as the Chairperson in case the Chairperson temporarily cannot perform his/her office, or does not attend a meeting of the Student Chamber, or a UWB AS plenary session. Moreover, the Deputy Chair acts in matters for which he/she is authorised by the Chairperson.

Article 11
Meetings

(1) Meetings of the Student Chamber shall be convened by its Chairperson at regular intervals. The Chairperson presides over the meetings and represents the Chamber externally. The Code of Conduct shall be approved by all members of the Chamber at its first meeting.

(2) The Chairperson is also responsible for the record keeping of the meeting minutes and for administrative acts related to the activities of the Chamber. The costs related to the activities of the Chamber shall be borne by the UWB AS.

(3) The Chamber shall discuss the issues presented either by the Chairperson or its members. At a UWB AS plenary session, the Chairperson is entitled to express the opinions of the Chamber members concerning every issue which is discussed at the plenary session and was already discussed at a Chamber meeting. If the Chamber discussed an issue delegated to its members by the UWB AS Chairperson, the Chamber is obliged to take a stand thereon if asked by the UWB AS Chairperson.

Article 12
Quorum

(1) The Chamber has a quorum if an absolute majority of all members is present at its meeting. If the actual number of members is lower than its full complement as specified, the Chamber has a quorum if an absolute majority of the actual number of members is present at a meeting.

Resolutions shall be passed by an absolute majority of all members present at a meeting.

Chapter II
Presence of a Senator at a Meeting Held by the UWB AS Board or Committee

Article 13

A UWB AS member has the right to attend a UWB AS Board or Committee meeting even if he/she is not a member thereof; a UWB AS member has the right to be given the floor at a UWB AS Board or Committee meeting only if he/she is given permission thereto.

Chapter III Special Provisions

Part 1 Questioning the Rector

Article 14 Admissibility of Questions

(1) UWB AS members have the right to question the Rector in writing with questions regarding issues related to UWB, or its Parts. The Committees have the same right.

(2) A specific question asked by a member of the Senate or a Committee shall be presented to the Rector through the UWB AS Chairperson.

(3) The Rector shall answer the question through the UWB AS Chairperson within 15 days from the receipt thereof.

Part 2 Election of Candidates for the Office of Rector

Article 15 General Provisions

(1) A candidate for the office of Rector shall be elected by secret ballot.

(2) To be elected as a candidate for the office of Rector, it is necessary to secure the votes of an absolute majority of all UWB AS members.

Article 16 Announcement of Elections

(1) The UWB AS has the right to announce the elections of candidates for the post of Rector at the earliest nine and at the latest seven months before the end of the term of the current Rector.

(2) In its resolution on the announcement of elections, the UWB AS determines a deadline until which it is possible to submit proposals for candidates, and this deadline shall not end earlier than six and not later than five months before the end of the term of the current Rector.

Article 17 Proposal of Candidates

(1) Proposals of candidates for the office of Rector may be submitted only by a Senator.

(2) A proposal must be submitted in writing and it shall include the written agreement of the candidate.

(3) The proposal shall be submitted in duplicate by one of the proposers to the UWB AS Chairperson, Deputy Chair, or Secretary. The person who receives the proposal shall check its formal aspects and shall mark both copies with the date, time and place of submission and affix his/her legible signature. The proposer shall receive one copy.

(4) After the submission deadline, the UWB AS Chairperson, Deputy Chair and Secretary shall determine, by a vote, which proposals were submitted correctly and which are invalid. The

results shall be published on the UWB official notice board not later than two days after the submission deadline.

(5) Proposers whose proposals are considered invalid may file a complaint against the decision, pursuant to Section 4, at the latest two days after the publication thereof. The UWB AS Board shall decide on the filed complaints at the latest 15 days after the submission deadline.

Article 18

First Election Round

(1) The first round of the first election shall be announced by the UWB AS Board at the earliest 15 days and at the latest one month after the submission deadline. The first round of the first election shall not take place earlier than four or later than three months before the end of the term of the current Rector.

(2) Ballot papers state the nominated candidates in alphabetical order of their last name. The election committee shall issue the ballot papers to the individual UWB AS members on signing an attendance sheet. Ballot papers shall be marked properly, so that it is clear which election round the members are participating. Moreover, every ballot paper shall bear the UWB AS stamp.

(3) If a candidate for Rector is not elected in the first round of the first election, the second round shall take place. The date of the second round shall be determined by the UWB AS Board immediately after the first round is completed. The second round of the first election usually takes place no later than two months before the end of the term of the current Rector.

(4) Those candidates who received the maximum number of votes cast shall proceed to the second round of the first election. If only a single person received the maximum number of votes cast, those candidates who received the second highest number of votes cast shall also proceed to the second round.

(5) If a candidate for Rector is not elected in the second round of the first election, a second election shall take place.

Article 19

Second Elections

(1) For the repeated election process, it is necessary to submit new proposals of candidates for the office of Rector. Proposals submitted for the first election are invalid.

(2) The deadline for the submission of proposals shall be determined by the UWB AS Board at the latest one week after the second round of the first election.

(3) The date of the repeated election process shall be determined by the UWB AS Board at the earliest after the second round of the first election and at the latest one week after the submission deadline for candidates for the repeated election process.

(4) If a candidate for Rector is not elected in the first round of the repeated election process, the second round shall take place. The date of the second round shall be determined by the UWB AS Board immediately after the first round of the repeated election. The second round of the repeated election process usually takes place no later than one month before the end of the term of the current Rector.

(5) If a candidate for the office of Rector is not elected in the second round of the repeated election process, the Rector shall dissolve the UWB AS and extraordinary elections shall be held according to the provisions of the UWB AS Electoral Regulations.

Part 3
Adopting UWB Internal Regulations

Article 20
Submission of Proposals

(1) For the purposes of these Procedural Regulations, internal regulations shall be the Internal Regulations of Faculties, Institutes and other UWB Parts, as stated in Article 4 of the UWB Statutes.

(2) With the exception of these Procedural Regulations, a proposal of an internal regulation shall be submitted only by the Rector, as stated in Article 4 of the UWB Statutes. A proposal of Procedural Regulations shall be submitted to the UWB AS by its member; the UWB AS shall ask the Rector for his/her opinion thereon. A proposal of Procedural Regulations of a Faculty shall be submitted to the UWB AS by the Faculty Academic Senate; the UWB AS shall ask the Rector for his/her opinion thereon. A proposal of Procedural Regulations of an Institute or another UWB Part shall be submitted by the Rector.

(3) A proposal concerning Internal Regulations pursuant to paragraph 1 must specify the text, or its parts, which shall be amended, added or abrogated. The proposal shall include a statement of reasons explaining briefly the purpose thereof.

Article 21
Consultation Procedure

(1) Internal Regulations pursuant to Article 4 of the UWB Statutes, with the exception of the Procedural Regulations or, Internal Regulations of Faculties, Institutes and other UWB Parts are subject to a consultation procedure.

(2) The consultation procedure shall be initiated when the Rector distributes the proposal of an internal regulation, or an internal regulation of an Institute, or another UWB Part, to the consultation bodies as stated in Article 4 of the UWB Statutes. This shall not apply to the Procedural Regulations. Consultation bodies refer to the UWB AS bodies and their members, the Rectorate, Faculties, Institutes, and other UWB Parts.

(3) The Rector determines the place to which the comments on a proposal shall be sent. Furthermore, the Rector specifies a deadline, which shall not be shorter than three weeks, and during which the individual consultation bodies are entitled to express their opinions on the proposal. If required by an urgent matter, the above-mentioned deadline may be, with the approval of the UWB AS Chairperson, reduced to 24 hours. Comments received after this deadline will not be taken into account. The UWB AS bodies and their members shall send their opinions to the UWB AS Legislative Committee, whose Chairperson, after the above-mentioned deadline, sends them, together with the Committee's opinions, to the place specified by the Rector. Other consultation bodies shall send their opinions to the place specifically determined by the Rector.

(4) After the deadline, the Rector shall examine the received opinions with regard to their content and decide on final steps to be taken. At the same time, he/she is entitled, with regard to the content of opinions received, to rewrite the proposal.

(5) The Rector makes the wording of a proposal, together with his/her comments, available to the members of the academic community in a manner allowing remote access.

(6) The consultation procedure is terminated when the proposal is made available pursuant to paragraph 5.

Article 22

UWB AS Proposal

(1) Pursuant to Article 4 of the UWB Statutes, a proposal of a UWB internal regulation or of an internal regulation of an Institute, or another UWB Part, shall be discussed by the UWB AS in the version referred to Article 21(5). This shall not apply to Procedural Regulations. The Rector shall submit the proposal at the latest seven days before the UWB AS plenary session takes place.

(2) The proposal of an internal regulation of a Faculty shall be discussed by the UWB AS in a version approved by the academic senate of the relevant Faculty.

(3) When discussing the proposals, each UWB AS member is entitled to propose amendments. This shall not apply to Procedural Regulations. An amendment with the same content may be proposed only once.

(4) If an amendment is proposed in accordance with paragraph 3, the UWB AS shall not vote on the proposal, and the consultation procedure referred to in Article 21 shall be repeated. In such a case, the deadline for the submission of comments may be shortened to one week.

(5) The proposer (Article 20(2)) may withdraw his/her proposal until the date the voting process is initiated.

(6) Pursuant to Article 4 of the UWB Statutes, the Rector is obliged, without undue delay, to send the approved internal regulation for registration at the Ministry of Education, Youth and Sports.

Part 4

Approving the Budget, Medium-Term Budget Plan, Strategic Plan and its Annual Implementation Plan

Article 23

(1) The draft budget drawn up in accordance with the budget methodology shall be submitted by the Rector.

(2) The draft of the medium-term budget plan shall be submitted by the Rector.

(3) The draft of the Strategic Plan for educational, scientific, research, development, innovative, artistic and other creative activities, and the annual plan for the implementation of the Strategic Plan (hereinafter referred to as the "Strategic Plan"), shall be submitted by the Rector.

(4) The draft budget, its medium-term plan and the draft of the Strategic Plan shall be approved by the UWB AS pursuant to the provisions referred to in Article 7.

(5) The approved draft budget, its medium-term plan and the Strategic Plan shall be subsequently approved by the UWB Board of Trustees.

(6) It is the Rector who shall present the approved draft budget, its medium-term plan and the Strategic Plan to the UWB Board of Trustees.

(7) Pursuant to paragraph 6, the approved draft budget, its medium-term plan and the Strategic Plan are handed over to the UWB Board of Trustees on the day the Rector delivers them to the Chairperson of the Board of Trustees. Records concerning the date of delivery shall be kept the Rector's office.

(8) The UWB Board of Trustees shall take a decision on the approved draft budget, its medium-term plan and the Strategic Plan within two weeks from the delivery of these

documents; otherwise, they will be considered approved. If the UWB Board of Trustees does not approve the drafts, the documents, together with reasons for a new discussion, shall be returned to the UWB AS; the original drafts are considered approved without the additional approval of the UWB Board of Trustees, if they were approved by at least three-fifths of all UWB AS members. If the UWB AS agrees with comments made by the UWB Board of Trustees, the new drafts must be approved by an absolute majority of UWB AS present at a meeting.

PART THREE JOINT, TRANSITIONAL AND FINAL PROVISIONS

Article 24 Joint Provisions

(1) The provisions of these Regulations shall always be construed pursuant to their meaning and purpose and with regard to the status and function of the UWB AS within the system of UWB academic institutions.

(2) If these Regulations do not specify the powers of individual UWB AS members, they shall be exercised by the UWB AS Chairperson, unless stipulated otherwise by the nature of the matter, or other relevant circumstances.

(3) If a particular situation is not subject to the provisions of these Regulations, the provision which is by nature closest thereto with regard to the meaning, purpose, status and function of the UWB AS within the system of UWB academic institutions shall be applied.

Article 25 Transitional Provisions

UWB AS bodies and officials appointed in accordance with the existing legislation become bodies and officials under these Regulations on the date these Regulations become effective.

Article 26 Final Provisions

(1) These Regulations were approved, pursuant to Article 9, Section 1, subsection (b)(1) of the Act, by the UWB Academic Senate on 29 March 2017.

(2) Pursuant to Article 36, Section 4 of the Act, these Regulations come into force on the day of their registration by the Ministry of Education, Youth and Sports.

(3) These Regulations come into effect on the day of their registration by the Ministry of Education, Youth and Sports.

RNDr. Petr Tomiczek, CSc., m.p.
Chairman of the UWB Academic Senate

Doc. Dr. RNDr. Miroslav Holeček, m.p.
Rector