

APPROVED  
AT DU CONSTITUTIONAL ASSEMBLY  
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## DAUGAVPILS UNIVERSITY SENATE REGULATIONS

1. The Senate is a collegiate managing and decision-making body of Daugavpils University (DU) staff, which approves the procedure and regulations governing all areas of the University's performance.
2. DU Senate -
  - 2.2. elects and recalls the Senate Chairperson and Deputy Chairperson;
  - 2.3. elects:
    - 2.3.1. Vice Rectors;
    - 2.3.2. the Advisory Board;
    - 2.3.3. the Senate Committee on the budget.
  - 2.4. approves:
    - 2.4.1. the Senate Secretary upon the proposal of the Senate Chairperson;
    - 2.4.2. Deans, Directors of institutes, Heads of departments, docents, leading researches;
    - 2.4.3. study programmes;
    - 2.4.4. additional requirements for the admission procedure;
    - 2.4.5. Regulations of Daugavpils University structural units, commissions and councils;
    - 2.4.6. Statutes and Regulations of DU-founded associations, commercial associations, foundations, public agencies;
    - 2.4.7. Regulations on elections to academic and administrative positions;
    - 2.4.8. the Student Council and its Regulation;
    - 2.4.9. conceptual documents regulating the study process and scientific activity;
    - 2.4.10. the budget of Daugavpils University;
    - 2.4.11. the Advisory Board Regulation;
    - 2.4.12. Regulations on internal procedures.
  - 2.5. decides on the issues regarding DU academic and scientific activity:
    - 2.5.1. creation, reorganization or liquidation of departments, laboratories, faculties, institutes, schools and other structural units, associations and enterprises, granting the legal status to the structural units and their relations with the University;
    - 2.5.2. creation of professor groups;
    - 2.5.3. significant issues regarding the economic activity;

2.5.4. principles of staff remuneration;

2.5.5. the calling of the Constitutional Assembly.

DU Senate may also accept other issues regarding the University's performance for consideration, as well as provide explanations regarding the adoption of the Constitutional norms.

3. The Senate is elected by the Constitutional Assembly for the period of three years: 21 representatives from DU academic staff (including 5 representatives from the Deans, Heads of departments, Heads of scientific institutes); 6 representatives in the Senate are elected from the students and 1 from the administrative staff upon the Rector's proposal. Representatives of the academic staff are elected to the Senate upon the decisions taken at the meetings of the representatives of the academic staff. Students' representatives are elected by the Student Council.

4. In accordance with DU main directions of performance, the Senate may form constant commissions to make proposals or provide conclusions on draft decisions within their field of competence. The performance of the commissions shall be regulated by the regulations approved by the Senate.

5. The Senate performance shall be regulated by the Regulations approved by the Constitutional Assembly.

6. The decisions taken by the Senate may be appealed to the DU Academic Court of Arbitration within one week after the Senate session by submitting an application with a substantiated request for the cancel of the decision. At the forthcoming session of the Senate, the Academic Court of Arbitration shall report on the results of the consideration of the application. In case the Academic Court of Arbitration declares the application to be justified, the issue shall be reconsidered by the Senate, in case it is declared unjustified, the decision of the Senate shall remain valid. The work of the Senate is organized and ensured by the Senate Secretariat (Chairperson, Deputy, Secretary).

7. If a senator terminates his employment (studies) at DU or changes his/her position, his/her senatorial term ends the day after the ordinance is issued. If a senator terminates his/her employment in the Senate of his/her own volition, his/her senatorial term ends the day after submitting a written resignation notice to the Senate Chairperson. A respective staff group elects a new senator approved by the Senate.

8. A session of the Senate shall be fully legitimate if minimum two thirds of the total number of senators are present.

9. The decisions of the Senate shall be taken by a majority votes of the senators. Decisions of the Senate related to finances come into effect after the Rector's ordinance has been issued.

10. The Senate sessions are open to DU staff only. With the invitation of the Senate, other persons may attend the sessions. They may be closed if requested by at least three quarters of the senators present.

11. The students in the Senate have a veto right regarding the issues affecting students' interests. Having applied of the veto, the issue is dealt with by a coordination commission set up by the Senate on a parity basis.

12. In accordance with the main directions of University performance, the Senate may form commissions which make proposals or give conclusions on draft decisions in accordance with their competence.

13. The Senate shall meet at least once every two months. Open sessions of the Senate may be called by the DU Advisory Board. The day of the Senate session shall be announced at least one week in advance by sending a notice addressed to each senator along with the agenda of the Senate session.

14. The sessions of the Senate shall be opened and chaired by the Chairperson of the Senate or his/her Deputy. The sessions of the Senate shall be recorded in the minutes. The protocol of the sessions shall be signed by the Chairperson and the Secretary of the Senate session.

15. The work of the Senate sessions and preparation of materials shall be organized by the Senate Secretary. All issues on the agenda of the Senate sessions must be previously considered by the respective DU council or commission, which shall give its conclusion regarding the issues under consideration.

16. Issues for consideration in the Senate may be submitted by the Rector, the Vice Rectors, the senators, the Advisory Board, the Student Council and the Heads of structural units. The materials on the issues under consideration shall be submitted to the Senate Secretary not later than two weeks prior to the Senate session. The Senate Secretary shall forward the received materials to the respective council or commission for the preparation and consideration of the issue in the Senate session.

17. The Rector may suspend the decision of the Senate immediately after its adoption if the decision contravenes laws and other regulatory enactments or DU Constitution.

18. The Senate documentation is included in DU nomenclature as the documentation of an independent structural unit.