

Statute of the Gdansk University of Technology

as adopted by the Gdansk University of Technology Senate on 7 June 2006
together with amendments introduced on 24 February and 14 March 2007
as well as on 21 January 2009
– a single text



Gdansk, 1 May 2009

Table of Contents

I.	General provisions	5
II.	University organisation.....	7
III.	University authorities.....	11
IV.	Elections.....	19
V.	Studies, students and doctoral students.....	21
VI.	University employees.....	26
VII.	University administration, economic activity and finances.....	35
VIII.	Regulations regarding the organisation of assemblies.....	37
IX.	Transitional and final provisions.....	38
Appendix 1		
	Gdansk University of Technology standard, coat of arms and flag.....	40
Appendix 2		
	Principles and procedure of awarding the Gdansk University of Technology doctor honoris causa title.....	41
Appendix 3		
	Medal of Service to the Gdansk University of Technology	43
Appendix 4		
	Procedure for convening the meetings and the work of Gdansk University of Technology collegiate authorities	44
Appendix 5		
	Principles of using the Gdansk University of Technology library and information system by persons who are not Gdansk University of Technology employees, students or doctoral students.....	50
Appendix 6		
	Gdansk University of Technology electoral regulations.....	53
Appendix 7		
	Regulations regarding the granting of the rector's awards to employees who are not academic teachers for achievements in their professional work.....	57

I. General Provisions

Article 1

1. Gdansk University of Technology [Politechnika Gdańska], founded on 24 May 1945 by a decree of the Council of Ministers (Dz.U. [Journal of Laws of the Republic of Poland] nr 21, item 121), is a public university.
2. Gdansk University of Technology is a legal entity with its head offices in the City of Gdansk.
3. Gdansk University of Technology, also referred to in this statute as 'the University', functions in accordance with the Higher Education Act of 27 July 2005 (Dz.U. nr 164, item 1365 including later amendments), hereinafter referred to as 'the Act', as well as other binding legal acts and this statute.

Article 2

1. Gdansk University of Technology has a standard, flag and coat of arms. Their designs are shown in Appendix 1 of this statute. The principles of using the standard, flag and coat of arms are determined by the senate.
2. The name Politechnika Gdańska [Gdansk University of Technology] is translated into other languages as follows:
 - 1) Gdansk University of Technology – in English,
 - 2) Université Technologique de Gdansk – in French,
 - 3) Technische Universität in Gdansk – in German,
 - 4) Гданьский Политехнический Университет – in Russian,
 - 5) Politecnico di Gdansk – in Italian,
 - 6) Universidad Politécnica de Gdańsk – in Spanish.

Article 3

1. University employees, students and doctoral students form a self-governing academic community.
2. Symbols of belonging to the Gdansk University of Technology academic community include the University coat of arms as well as the cap of designs stipulated by the senate.

Article 4

1. The University is autonomous in all aspects of its activities, in accordance with principles defined in the Act.
2. The University is statutorily independent, i.e. it has the right to adopt a statute as well as to make amendments to the statute that become effective on the day defined by a resolution of the senate.

Article 5

1. The University's activities are based on the principles of the freedom of education, the freedom of research and the freedom of artistic creativity.
2. The University's essential assignments include:
 - 1) the education of students in preparation for their professional careers,
 - 2) the education of students to become enlightened, law abiding and responsible citizens,

- 3) the carrying out of scientific research and technological development as well as the provision of research services,
- 4) the education and promotion of academic staff,
- 5) the increase and propagation of scientific, cultural and technical achievements,
- 6) creating conditions for students to develop physical culture,
- 7) integrating with society by means of:
 - a) the transfer of knowledge and technology,
 - b) participation in the development of an economy based on knowledge,
 - c) actions for the benefit of local and regional communities,
 - d) collaboration with the regional education authorities.

Article 6

Lectures given at the Gdansk University of Technology as part of free studies are open to the public.

Article 7

1. Gdansk University of Technology maintains continual contact with its graduates in collaboration with the Gdansk University of Technology Graduates' Society.
2. The Gdansk University of Technology Community preserves the memory of its distinguished employees, graduates, students and doctoral students.

Article 8

1. Doctor honoris causa is the name of the honorary academic title awarded by the Gdansk University of Technology.
2. The Gdansk University of Technology doctor honoris causa honorary title is conferred by the senate for particular contributions to the Gdansk University of Technology or in recognition of outstanding achievements in the fields of science, technology, education, art, culture, social work or politics.
3. The principles and procedure of awarding the doctor honoris causa title are defined by the regulations set out in Appendix 2 of this statute.

Article 9

1. The Gdansk University of Technology honours persons who have made significant contributions to the development of the University by awarding them the Medal of Service to the Gdansk University of Technology. The Medal is awarded by the Chapter of the Medal, whose composition and regulations are determined by the senate.
2. The design of the Medal of Service to the Gdansk University of Technology is shown in Appendix 3 of this statute.
3. Gdansk University of Technology may also institute and award other medals, decorations and distinctions as defined by the regulations for decorations and distinctions motioned by the rector and adopted by the senate.

Article 10

1. Persons who have made particular contributions to the Gdansk University of Technology as well as particularly important events may be honoured with memorial plaques. The senate

may establish other forms of commemorating particularly meritorious persons or particularly important events. Resolutions concerning such matters are passed by the senate.

2. Gdansk University of Technology rectors are commemorated with portraits in the Senate Hall as well as by having their names inscribed on a plaque outside the Senate Hall.

Article 11

1. Associations of employees, doctoral students, students, graduates and friends of the University may be established in accordance with relevant regulations and the Gdansk University of Technology rector's permission.
2. The permission referred to in paragraph 1 does not require the participation of the trade unions representing Gdansk University of Technology employees.

Article 12

The University is a member of the Conference of Rectors of Academic Schools in Poland.

II. University Organisation

Article 13

1. The basic organisational units of the Gdansk University of Technology are the faculties.
2. Other Gdansk University organisational units include:
 - 1) University units: University institute, University school, research centre, education centre,
 - 2) faculty units: faculty institute, department, division, laboratory, team, studio,
 - 3) institute units: division, laboratory, team, studio,
 - 4) departmental units: division, laboratory, team, studio,
 - 5) other units associated with the functioning of the University: the library and administrative units.

Article 14

1. The purpose of a faculty, the basic organisational unit of the University, is to create conditions for the conduct of educational and scientific activities as well as to train future scientific staff and other University employees.
2. A faculty should fulfil conditions required for awarding the habilitated doctor degree.
3. The decision to create, dissolve or transform a faculty is made by the senate on a motion filed by the rector after the relevant faculty councils have been consulted.
4. When a new faculty is created or when an existing faculty is divided or when two existing faculties are merged, up until the establishment of relevant faculty authorities, elected in accordance with the statute's resolutions, the principles of organising work within the faculty are defined by the senate in its resolution for the faculty's creation.

5. Institutes, departments, divisions, teams, studios, laboratories, administrative units as well as other organisational units may be founded within a faculty in accordance with its assignments.
6. The organisational plan of a faculty is approved by the rector on the basis of an application submitted by the dean and supported by a resolution of the faculty council.
7. A faculty is directed by the dean, who defines the faculty organisational units' assignments and oversees their realisation.
8. The faculty administration is supervised by the faculty administration director, who is subordinate to the dean.
9. Faculty property is a separate part of University property. The faculty manages its own finances in accordance with binding regulations as well as the senate's resolutions and the rector's instructions.

Article 15

1. The faculty institute is an organisational unit which conducts, educational, scientific and technological activities associated with a particular course of studies or a group of taught subjects concerning a particular scientific discipline.
2. An institute may be founded when it has the legally required number of qualified staff to award doctorate degrees. The competences of the institute council are defined by the faculty council as well as the Act of 14 March 2003 on the Academic Degrees and the Academic Title as well as on the Degrees and the Title within the Scope of Art (Dz. U. nr 65, item 595, including later amendments).
3. If an institute does not fulfil the requirements set out in paragraph 2 over a period of three years, it is liable to be transformed in accordance with the procedure set out in paragraph 2 of Article 20.
4. Within an institute there may exist: divisions, teams, studios, laboratories, administrative units as well as other organisational units.
5. An institute is managed by the director, who is responsible for the realisation of the institute's assignments.
6. The director of an institute is employed by the rector on the basis of an application submitted by the dean after the fulfilment of competition procedures. The director may be an academic teacher with an academic title or habilitated doctor degree who is employed at the University as his/her basic place of work.
7. With the approval of the dean and after consultation with the faculty council, an institute director may apply for the rector to employ up to a maximum number of two deputy directors at the institute. A deputy director may be an academic teacher with an academic degree who is employed at the University as the basic place of work.
8. The term in office of an institute director and his/her deputies lasts four years, commencing from 1 September of the year after the election of the rector. A director and his/her deputies may be reappointed to the same posts.
9. The director and his/her deputies are dismissed by the rector on the dean's request.
10. The director is the superior of all institute employees.

11. The director's responsibilities include in particular:
 - 1) managing the institute's property and utilising the institute's funds,
 - 2) ensuring conditions for the conduct of academic and educational activities within the institute as well as coordinating the institute's activities within the scope defined by the faculty council,
 - 3) ensuring conditions for institute employees to carry out research,
 - 4) submitting applications for the employment, promotion and awarding of institute employees,
 - 5) submitting to appropriate collegiate and individual authorities applications in all matters concerning the institute,
 - 6) performing other actions foreseen by the regulations of law, the resolutions of this statute as well as the resolutions and instructions of the University authorities,
 - 7) making decisions in all matters concerning the institute which are not restricted to the competences of other university authorities.
12. The director of the institute is accountable to the faculty authorities and the rector for the work of the institute.

Article 16

1. The department is an organisational unit of the faculty.
2. The purpose of a department is to conduct academic, educational and scientific activities as well as to train scientific staff and other employees.
3. A department may be created when it can employ as the basic place of work at least one person with an academic title or two people with the habilitated doctor degree.
4. If a department does not fulfil the requirements set out in paragraph 3 over a period of three years, it is liable to be closed or transformed, in accordance with the procedure defined in paragraph 2 of Article 20.
5. The head of a department may be a professor or habilitated doctor employed at the University as the basic place of work.
6. A scientific division or scientific and educational division conducts scientific research within the scope of a particular specialisation and/or participates in the educational process. An educational division conducts separate educational activities.
7. A scientific division or scientific and educational division may be established when it employs as the basic place of work at least one person with at least a habilitated doctor's degree. An educational division may be established if it employs as the basic place of work at least one person holding the post of docent or senior lecturer.
8. The head of a department or division is employed by the rector for a period no longer than four years on the request of the dean after consultation with the faculty council. Employment in these posts is renewable.
9. A department/division head is dismissed by the rector on the dean's request.

10. The responsibilities of a department/division head include in particular:
 - 1) organising academic, educational and scientific activities as well as ensuring that such activities are of an appropriate standard,
 - 2) caring for the continual development of scientific staff,
 - 3) caring for the honest performance of scientific and educational tasks by the staff and doctoral students as well as undergraduate students engaged in scientific and educational activities.
 - 4) submitting applications for the employment, promotion and awarding of department/division staff.
11. The department/division head is the superior of staff employed in the department/division.

Article 17

1. In order to conduct scientific and educational activities, the University may create University institutes or research centres.
2. The organisational units referred to in paragraph 1 may be established by the University on the basis of understandings made with other entities, in particular with domestic or foreign institutions.
3. The procedure for establishing the management, organisational structure, objectives and scope of activities of the units referred to in paragraphs 1 and 2 is set out in their foundation documents. Such documents are adopted or endorsed by the senate.

Article 18

1. For the purpose of conducting academic activities as well as other activities associated with the education and development of students, the University may create education centres.
2. The organisation, assignments and scope of activities of a centre are defined in the regulations referred to in paragraph 2 of Article 21.
3. The rules set out in paragraphs 4-7 of Article 19 are applicable with the provision that a director is employed to manage the centre.

Article 19

1. The Gdansk University of Technology University may establish schools for the realisation of educational assignments.
2. The organisation, assignments and scope of activities of such a university school are defined in the regulations referred to in paragraph 2 of Article 21.
3. A university school conducts educational activities of a defined scope.
4. The head of a university school may be an academic teacher employed at the University as the basic place of work.
5. The university school head is hired and dismissed by the rector.
6. The responsibilities of university school head include in particular:
 - 1) managing the university school's property and utilising the university school's funds,

- 2) ensuring that teaching is of an appropriate standard,
 - 3) submitting applications for the employment, promotion and awarding of school staff,
 - 4) submitting all applications to the senate and rector that concern the university school,
 - 5) performing other actions foreseen by law, the provisions of this statute as well as resolutions of the senate and instructions of the rector,
 - 6) making decisions in all matters concerning the university school which are not restricted to the competences of other university authorities.
7. The university school head is the superior of all university school staff.

Article 20

1. The university units referred to in item 1 of paragraph 2 of Article 13 are established, transformed and closed by the rector after receiving the senate's approval.
2. Organisational units belonging to a faculty are established, transformed and closed by the rector on the dean's request after the motion is accepted by the faculty council.
3. Organisational units of an administrative function that do not belong to a particular faculty are established, transformed and closed by the rector on the basis of an application submitted by the chancellor.

Article 21

1. The organisational structure of a faculty as well as its purpose and scope of activity are set out in the faculty's organisational regulations, which are adopted by the faculty council on a motion filed by the dean. These regulations are approved by the rector.
2. The organisation, purpose and scope of activity of a university unit are set out in its regulations, which are issued by the rector on the basis of an application submitted by the head/director and supported by the unit's council insofar as one has been established. If required by the Act or this statute, these regulations are confirmed by the senate.
3. The tasks, scope of activities and organisational structure of a faculty institute are set out in regulations adopted by the faculty council on a motion filed by the dean.

III. University Authorities

Article 22

1. The University's collegiate authorities are the senate and the faculty councils.
2. The University's individual authorities are the rector and the deans.
3. The University's electoral authorities are the electoral colleges.

Article 23

1. The senate is the highest collegiate authority of the Gdansk University of Technology.
2. The term of the senate lasts four years, commencing on 1 September of the electoral year and ending on 31 August of the last year of the term.

3. Members of the senate include:
 - 1) the rector, as the chairperson,
 - 2) the vice-rectors,
 - 3) the deans,
 - 4) a single elected representative of academic teachers who has an academic title or habilitated doctor degree for each faculty and university institute, with the number of senate members referred to in items 1-4 accounting for no less than 50% and no more than 60% of the total number of senate members (the Act, article 61, paragraph 4),
 - 5) elected representatives of remaining academic teachers, accounting for 10-20% of the senate's composition,
 - 6) elected representatives of the University's non-teaching staff, accounting for up to 10% of the senate's composition,
 - 7) elected representatives of the students, accounting for no less than 10% of the senate's composition, as well as elected representatives of the doctoral students, who together with student representatives account for no less than 20% of the senate's composition; the number student and doctoral student representatives should be proportional to the total numbers of students and doctoral students, though there must always be at least one doctoral students' representative.
4. The number of representatives referred to in items 4-7 of paragraph 3 is every time determined by the outgoing senate on a motion filed by the rector-elect.
5. Persons may not be members of the senate if they hold the position of an individual authority at another university.
6. Participating in senate sessions as advisers are: the chancellor, the bursar, the director of the University library, the directors of University institutes, the directors/heads of research and education centres, the heads of University schools as well as single representatives of each of the trade unions that are active at the University.
7. The rector is entitled to invite other persons to senate sessions.

Article 24

1. The competences of the senate, as defined in the Act, are as follows:
 - 1) adopting the statute,
 - 2) determining the University's strategy and main courses of activity,
 - 3) adopting regulations for all courses of study as well as the criteria for recruiting students,
 - 4) determining the principles of procedure for the University and faculties as well as other units in carrying out the University's basic assignments,
 - 5) accepting the rector's annual reports on the University's activities,
 - 6) assessing the performance of the rector, the faculties and other University units,
 - 7) adopting resolutions for the establishment of University branches, external faculties or external education centres as well as resolutions regarding the establishment or closure of study courses,
 - 8) approving the creation of academic business incubators or technology transfer centres in the form of a University unit, foundation or company providing teaching, scientific or other services,

- 9) awarding the doctor honoris causa title,
 - 10) expressing the opinions of the University's academic community as well as expressing opinions concerning matters raised by the rector, faculty councils or at least 1/5 of senate members or alternatively all the representatives of the academic community if their number is less than 1/5 of the senate.
2. Other competences of the senate include:
- 1) adopting the University's financial plan,
 - 2) accepting the Gdansk University of Technology's annual financial report in accordance with the Accounting Act as well as adopting resolutions regarding the division of profits or the covering of financial losses,
 - 3) establishing the principles of purchasing, selling and encumbering securities beyond the scope of public finance and securities turnover regulations,
 - 4) defining the principles of managing the University's intellectual property,
 - 5) with due regard to the provisions of item 4 of article 90 of the Act, accepting:
 - a) the purchase, sale or encumbrance of property worth more than 1,000,000 PLN on motions filed by the rector,
 - b) membership in a company, cooperative or other business organisation or the founding of a company or foundation.
 - 6) adopting resolutions concerning other matters mentioned in the Act or this statute.
3. Senate resolutions are published by the Gdansk University of Technology information service in print or on the Internet.

Article 25

The procedure for convening senate sessions and conducting senate work is set out in Appendix 4.

Article 26

1. The rector is the highest individual authority at the Gdansk University of Technology.
2. The rector may be an academic teacher with an academic title or the habilitated doctor degree who is employed at the University as the basic place of work.
3. The rector governs the University and represents it externally. The rector may individually make statements on the University's behalf. He/she is the superior of University employees, students and doctoral students.
4. The rector's competences are defined by the Act and this statute. The rector makes decisions in all matters concerning the University with the exception of those restricted by the Act or this statute to the competences of other University authorities or the chancellor. The rector in particular:
 - 1) makes decisions regarding the University's property and economy,
 - 2) creates, transforms and closes down the organisational units specified in this statute,
 - 3) oversees the academic, educational and research activities of the University,

- 4) oversees the administration and economic management of the University,
- 5) is responsible for the general observance of law and maintenance of safety on University premises.
5. The resolves issues concerning the activities of the Gdansk University of Technology that are not subject to the regulations of the Act, other laws or this statute.
6. The rector may in writing authorise a named employee of the Gdansk University of Technology to undertake specified organisational actions and to make statements on behalf of the University.
7. The rector selects a body entitled to examine the Gdansk University of Technology financial report and informs the senate of this decision in its first session after the selection is made.
8. The rector makes agreements with foreign entities and informs the senate in its first ordinary session after such agreements are made.

Article 27

1. The rector is assisted in governing the University by vice-rectors. The number of vice-rectors, ranging from two to five, is defined by the rector-elect.
2. A vice-rector may be a Gdansk University of Technology academic teacher with an academic title or a habilitated doctor degree who is employed at the University as the basic place of work.
3. A vice-rector's scope of responsibilities and competences is defined by the rector.

Article 28

1. The faculty council is the highest collegiate authority in the faculty.
2. The term of a faculty council lasts four years, commencing on 1 September of the electoral year and ending on 31 August of the last year of its term.
3. Members of the faculty council include:
 - 1) the dean, as the chairperson,
 - 2) vice-deans,
 - 3) professors and habilitated doctors employed in the faculty, with the number of councillors referred to in items 1-3 accounting for no less than 50% and no more than 60% of the faculty council members,
 - 4) elected representatives of remaining academic teachers employed in the faculty, accounting for 10-20% of the faculty council membership,
 - 5) elected representatives of faculty staff who are not academic teachers, accounting for up to 10% of the faculty council membership,
 - 6) elected representatives of the students, accounting for no less than 10% of the faculty council membership, and elected representatives of the doctoral students, who together with the student representatives account for no less than 20% of the faculty council membership. The number of student representatives and doctoral student representatives should be proportional to the actual number of students and doctoral students in the faculty, although there must always be at least one representative of the doctoral students, provided the faculty actually has ongoing doctoral studies.

4. The number of representatives referred to in paragraph 3 items 4-6 is defined by the outgoing council on a motion filed by the dean-elect. This procedure does not concern a newly formed faculty during the term of the University authorities that created it.
5. In the case where over forty professors and habilitated doctors are employed in a faculty, the number of their representatives in the faculty council may be determined by a resolution of the faculty council pursuant to the procedures set out in paragraph 4, provided this number accounts for no less than 1/3 of the faculty's professors and habilitated doctors.
6. Faculty council members may be academic teachers employed at the University as their basic place of work, persons who are not academic teachers but employed fulltime by the University as well as full status students and doctoral students. Faculty council members may not be persons holding individual authority positions at other universities.
7. Participating in faculty council as advisers are:
 - 1) the faculty's director of administration,
 - 2) a single representative for each of the trade unions that are active within the faculty.
8. The dean may invite persons to participate in faculty council sessions as advisers, including:
 - 1) professors and habilitated doctors employed at the University part-time as an additional place of work,
 - 2) retired professors as well as retired habilitated doctors and associate professors/docents who were employed in the faculty before their retirement,
 - 3) other persons.

Article 29

The competences of the faculty council, as defined by the Act, in particular include:

- 1) determining the faculty's general directions of activity,
- 2) adopting the faculty's financial plan,
- 3) adopting, having consulted the appropriate students' self-government authority and in accordance with guidelines determined by the University senate, studies curricula .
- 4) adopting, having consulted the appropriate doctoral students' self-government authority and in accordance with guidelines determined by the University senate, doctoral studies programmes,
- 5) adopting, in accordance with guidelines determined by the University senate, postgraduate studies plans and programmes as well as complementary courses,
- 6) conducting, in accordance with existing rights (Act of 14 March 2003 on the academic degrees and the academic title as well as degrees and the title within the scope of art, Dz.U. nr 65, item 595, including later amendments), the qualifying process for obtaining academic degrees and the academic title,
- 7) adopting resolutions on other matters defined in the Act or this statute.

Article 30

The procedure for convening and conducting faculty council sessions is set out in Appendix 4.

Article 31

1. The dean has the right to appeal to the senate against faculty council resolutions.
2. The appeal must be submitted within fourteen days after the adoption of the resolution.

Article 32

1. The dean is the highest individual authority in the faculty.
2. The dean may be an academic teacher with an academic title or the habilitated doctor degree who is employed at the University as the basic place of work. The post of dean (and vice-dean) may not be held by a person who holds the post of an individual authority at another university.
3. The competencies of the dean in particular include:
 - 1) representing the faculty externally,
 - 2) convening and chairing faculty council meetings, with the exception of those sessions during which the dean's work is assessed,
 - 3) presenting to the faculty council matters that need to be examined by this body,
 - 4) realising those faculty council resolutions that are within his/her competence,
 - 5) appointing decanal commissions as well as decanal plenipotentiaries.
 - 6) using the faculty's funds in accordance with the principles established by the senate, the rector and the faculty council,
 - 7) overseeing the activities of organisational units within the faculty,
 - 8) undertaking actions essential to the proper functioning of the faculty,
 - 9) caring for the maintenance of law and order as well as safety on the faculty's premises,
 - 10) establishing detailed timetables of lessons to be conducted in the faculty,
 - 11) dividing educational assignments among organisational units within the faculty,
 - 12) making decisions regarding cooperation in educational matters with other faculties and University organisational units,
 - 13) providing approval for persons not employed by the University to conduct lessons,
 - 14) deciding, on agreement with the students' self-government, the distribution of the material aid fund among students,
 - 15) making decisions concerning the faculty that do not belong to the competences of other University authorities or the chancellor.
4. The dean is the superior of all faculty employees as well as the superior and guardian of faculty students and doctoral students.
5. The dean reverses the decision of the head of a subordinate organisational unit if it contravenes the Act, this statute or is contrary to the interests of the University or faculty.

6. Appeals against decisions made by the dean are addressed to the rector.
7. Appeals are to be submitted within fourteen days after the submission or announcement of the decision to the person concerned.

Article 33

1. The dean is assisted in the management of the faculty by vice-deans. The number of vice-deans, from two to four, is determined by the dean-elect.
2. A vice-dean may be an academic teacher with at least a doctorate who is employed at the Gdansk University of Technology as the basic place of work.
3. The dean determines the competences and scope of responsibilities of vice-deans in accordance with the Act and this statute.

Article 34

1. The University library comprises the Main Library and its branches, which together form the University's uniform library and information system.
2. The organisational structure of the University library is set out in its organisational regulations, which are confirmed by the rector.
3. The principles of using the University's library and information system by Gdansk University of Technology employees, doctoral students and students are defined by the library regulations.
4. The principles of using the University library and information system by persons who are not employees, doctoral students or students of the Gdansk University of Technology are defined in Appendix 5.
5. For the needs of the University library and information system the library records, the following personal details of the system's users: first name and surname, home address, current address, email address, place of work, name of university, type and course of studies, index booklet number, name and number of identity card and PESEL [Universal Electronic System for Registration of the Population] number.
6. The library has publishing rights.

Article 35

1. The University library council serves as an opinion giving body to the rector.
2. Members of the library council include:
 - 1) a representative of each University faculty who is delegated by the faculty council from among the faculty's academic teachers and has at least a doctor's degree,
 - 2) a representative of each University institute who is delegated by the institute director from among the institute's academic teachers with at least a doctor's degree,
 - 3) a student delegated by the University's student's self-government,
 - 4) a doctoral student delegated by the University's doctoral student's self-government,
 - 5) the University library director.
3. The library council chairperson is nominated by the rector from among the academic teacher representatives in the library council.

4. Library council sessions may be attended by persons invited by the council's chairperson.

Article 36

1. Library council competencies concern giving opinions on the organisation, functioning and financing of the University's library and information system, including in particular:
 - 1) opinions on matters concerning the activities and development of the University library,
 - 2) assessing the University library's material and financial plan as well as reports on how it was executed,
 - 3) defining the principles of acquiring library collections,
 - 4) giving opinions on reports submitted by the University library director to the rector,
 - 5) applying to the rector for confirmation of the University library organisational regulations.
2. University library procedures are defined by regulations prepared by the library council and confirmed by the rector.

Article 37

1. The University library is managed by the director.
2. The University library director's responsibilities concern management of the University's uniform library and information system and in particular:
 - 1) managing the library's property and financial resources,
 - 2) preparing the University's financial plan,
 - 3) applying to the rector in matters concerning employment, promotion and awards,
 - 4) drafting reports for the rector.
3. The University library director is the superior of all University library employees.
4. The University library director is hired and dismissed by the rector after consultation with the senate.

Article 38

The attendance of permanent members and academic community representatives at University collegiate body sessions, as well as commissions selected from these bodies, is compulsory.

Article 39

1. The procedure for convening and conducting the work of collegiate bodies is defined in Appendix 4, which is an integral part of this statute.
2. Resolutions concerning academic degrees and titles are made pursuant to the act on the academic degrees and the academic title as well as the degrees and the title within the scope of art.

IV. Elections

Article 40

1. At the Gdansk University of Technology the following are elected:
 - 1) those members of the senate and faculty councils who are subject to elections,
 - 2) the rector, vice-rectors, deans and vice-deans,
 - 3) electoral colleges.
2. The rector and vice-rectors are elected by the University college of electors, whereas deans and vice-deans are elected by the college of electors of a given faculty.
3. The composition of a college of electors as well as the way in which members are elected are defined by the electoral regulations presented in Appendix 6.
4. University elections are conducted by electoral commissions. Their composition is defined in the electoral regulations.

Article 41

1. Procedure for elections to the Gdansk University of Technology senate:
 - 1) representatives of professors and habilitated doctors in individual faculties and University institutes are elected by the professors and habilitated doctors of the relevant faculty or University institute,
 - 2) representatives of remaining teachers are elected by members of their group in relevant electoral wards,
 - 3) representatives of employees who are not academic teachers are elected by members of their group in relevant electoral wards,
 - 4) representatives of the University's students are elected according to the procedure set out in the students' self-government regulations, provided these are in agreement with art. 71, paragraph 1 of the Act,
 - 5) representatives of the University's doctoral students are elected according to the procedure set out in the doctoral students' self-government regulations, provided these are in agreement with art. 71, paragraph 1 of the Act.
2. Procedure for elections to faculty councils:
 - 1) representatives of academic teachers who are not professors or habilitated doctors are elected by members of their group in faculty elections,
 - 2) representatives of employees who are not academic teachers are elected by members of their group in faculty elections,
 - 3) representatives of the students are elected by the students, pursuant to the procedure set out in the students' self-government regulations, with the stipulation stated in paragraph 1, item 4,
 - 4) representatives of the doctoral students are elected by the doctoral students, pursuant to the procedure set out in the doctoral students' self-government regulations, with the stipulation stated in paragraph 1, item 5,
 - 5) the elections of the representatives mentioned in items 1 and 2 are supervised by the faculty electoral commission.
3. If a new faculty is created during the elected University authorities' term of office, the membership of the new faculty's council and the procedure pursuant to which its members are selected are defined in a resolution of the senate concerning the creation of the new

faculty , provided they are in keeping with the stipulations of the Act concerning council membership.

4. Representatives of students and doctoral students to all collegial authorities are elected on an annual basis.
5. Elections organised by the students' self-government and the doctoral students' self-government have to be held in accordance with a schedule defined by relevant electoral commissions.

Article 42

1. Gdansk University of Technology collegiate authorities appoint electoral commissions and their chairpersons by the end of November in the last academic year of their term of office. This does not concern commissions appointed pursuant to the procedure in paragraph 3.
2. An electoral commission is active until a new electoral commission is appointed.
3. The elections of the dean, vice-deans and faculty council of a newly formed faculty are supervised by an electoral commission appointed by the senate in a resolution creating the new faculty.
4. The detailed organisation of elections, with the provision for specific statute rules regarding newly created faculties, are defined in the electoral regulations which are adopted in accordance with the Act and presented in Appendix 6 of this statute.

Article 43

1. The mandate of an elected member of a collegiate body or an individual authority expires as a consequence of:
 - 1) the end of their elected term in office,
 - 2) the termination of one year in the case of representatives of students and of doctoral students, with the provision that if a relevant self-governing body fails to organise new elections by the end of 1 year, the representative's mandate will continue to be valid, but for no longer than until 31 December of the election year,
 - 3) when a representative joins another employee group, in the case of a group representative in a collegiate authority,
 - 4) resignation from a mandate,
 - 5) cessation in employment status, change of basic place of work in the case of academic teachers, or employment reduced to less than fulltime in the case of employees who are not academic teachers,
 - 6) acquisition of leave for a period lasting longer than 6 months,
 - 7) a legally binding prison conviction,
 - 8) loss of student or doctoral student status,
 - 9) receiving one of the disciplinary penalties referred to in art. 140, paragraph 1, items 3 and 4 or art. 212, item 4 of the Act,
 - 10) the recalling of an individual authority or their deputy by the body that elected them,
 - 11) the recalling of a representative of students or doctoral students in accordance with the procedures defined in the regulations of the relevant student or doctoral student self-government.

2. An application to recall a dean may be submitted in writing to the chairperson of the faculty electoral commission when it is supported by at least 2/3 of the statutory members of the faculty council. An application to recall a vice-dean may be submitted in writing by the dean; an application to recall a vice-dean assigned to deal with student affairs may be submitted to the electoral commission chairperson if it is supported by at least ¾ of the student and doctoral student representatives in the faculty council.
3. Voting regarding the recalling of a dean or vice-dean is valid if no fewer than 2/3 of the members of the faculty college of electors participate. A motion to recall a dean is adopted if it obtains at least ¾ of the valid votes, whereas a motion to recall a vice-dean is adopted if it obtains an absolute majority of the votes.
4. The termination of the mandate of an elected individual authority or the elected member of a collegiate authority before the end of their term in office is announced by:
 - a) the chairperson of the collegiate authority, in the cases referred to in paragraph 1, items 3-9,
 - b) the chairperson of the relevant electoral commission, in the cases referred to in paragraph 1, items 10 and 11.
5. The termination of the mandate of a rector, vice-rector, dean, vice-dean or elected members of a collegiate authority at a time earlier than 6 months before the expiry of their term of office requires the election of a successor for the rest of the term. With the exception of the period from 25 June to 30 September, relevant colleges of electors are to conduct elections pursuant to the procedures defined in the electoral regulations.
6. The authorities of a new faculty that is formed during the University authorities' term of office perform their functions until the end of that term.

Article 44

1. The term of collegiate and individual University authorities lasts four years, commencing from 1 September of the electoral year and ending on 31 August of the year the term ends.
2. The term of University colleges of electors and faculty colleges of electors lasts four years and expires once a new college is elected for the new term.
3. The function of rector or vice-rector cannot be combined with the function of dean, vice-dean, institute director or institute deputy director.
4. The function of dean or vice-dean cannot be combined with the function of institute director or institute deputy director.

IV. Studies, students and doctoral students

Article 45

1. The University conducts both fulltime and extramural higher education studies of the first and second degree, uniform masters' [magisterium] studies and doctoral studies.

2. Apart from the studies referred to in paragraph 1, the Gdansk University of Technology also conducts postgraduate and complementary studies.
3. Gdansk University of Technology may also conduct interdisciplinary studies as well as macro courses according to the conditions defined in the Act.
4. The University may conduct courses and other forms of education referred to in paragraphs 1-3 within inter-university units or joint units that are created on the basis of an agreement with other universities, academic institutions or other entities, including those located abroad.
5. The University may conduct open courses which persons who are not university students may attend.
6. The creation, transformation or cancellation of a specific type and system of studies occurs on the basis of instructions issued by the rector in response to a request submitted by the dean after the matter has been consulted with the faculty council.
7. Higher education and doctoral studies at the Gdansk University of Technology are conducted in accordance with the student studies regulations and doctoral student studies regulations as well as with teaching curricula adopted by faculty councils. The curricula are confirmed by the rector, whereas controversies regarding curricula are resolved by the senate.
8. Rules regarding postgraduate studies are defined by the Gdansk University of Technology postgraduate studies regulations.
9. A student may pursue an individual course and curriculum of studies in accordance with principles defined by the dean.
10. With the dean's approval, a student may acquire the right to study abroad as part of a European or World programme of education. During such studies such a student shall retain full student status at the Gdansk University of Technology.
11. The organisation of the academic year is determined by the rector, after consultation with the University's student self-governing body.

Article 46

1. In accordance with art. 99 of the Act, the University may charge fees for the provision of educational services.
2. The types of education services for which the University charges fees as well as the detailed criteria for charging fees, including the procedures and conditions for students or doctoral students being fully or partly exempted from paying fees, whether on account of outstanding results in studies or particular financial difficulties, are established by the senate.
3. The size of the fees is determined by the rector on the basis of calculations submitted by the head of the organisational unit providing the education service.

Article 47

1. The detailed principles and procedures for the enrolment of students and doctoral students are defined by the senate in the form of a resolution that complies with articles 169 and 196 of the Act.

2. The resolution referred in paragraph 1 is published in a newsletter for university studies candidates and on the University's Internet pages.
3. Student enrolment is conducted by an enrolment commission appointed by the head of the unit providing the university course.
4. An appeal against a decision made by the an enrolment commission may be reviewed within 14 days of such a decision being received by the University enrolment commission, which is appointed by the rector. The rector then chooses whether or not to overrule the decision, on the basis of the University enrolment commission's proposal. The rector's decision is final (the Act, art. 169, paragraph 8).
5. The student enrolment commission is composed of academic teachers and administration staff as well as a student presented by the students' self-government; the University enrolment commission also includes representatives of the students' self-government.
6. The results of enrolment proceedings are open.

Article 48

The limits of new student admissions to first year university studies or general enrolment to particular university courses are determined by the dean and confirmed by the senate on a motion filed by the rector.

Article 49

1. Admission to the Gdansk University of Technology student fellowship occurs after the taking of the following solemn oath:
On joining the Gdansk University of Technology academic community, I solemnly swear:
 - *to persistently acquire knowledge and abilities as well as develop intellect and character for the purpose of creative and responsible professional work,*
 - *to conform to studies regulations, the rules of living in a community and academic traditions,*
 - *to conduct myself with dignity and honesty and to have in consideration the good name of Gdansk University of Technology.*
2. Admission to the Gdansk University of Gdansk doctoral student fellowship occurs after the taking of the following solemn oath:
On joining the Gdansk University of Technology doctoral students' community, I solemnly swear:
 - *to persistently acquire knowledge and abilities as well as develop intellect and character for the purpose of creative and responsible scientific work,*
 - *to conform to the rules of living in a community and academic traditions,*
 - *to conduct myself with dignity and honesty and to have in consideration the good name of Gdansk University of Technology.*
3. The rights and responsibilities of students and doctoral students are defined in the Act, this statute as well as relevant student and doctoral student studies regulations.

Article 50

1. A student in the last year of second degree studies or uniform *magisterium* [MSc] studies who has made outstanding achievements in the acquisition of knowledge as well as obtained

at least a 'good' grade average for major course subjects may be employed as an intern with the prospect of becoming an academic teacher.

2. The decision to grant a student an internship and the definition of the intern's responsibilities are made by the dean on the basis of an application submitted by the head of the relevant organisational unit, after consultation with the faculty council.
3. A student intern and assistant is entitled to a scholarship pursuant to the regulations of the relevant scholarship fund.

Article 51

1. In keeping with principles defined in the Act, Gdansk University of Technology students have a right to convene in student organisations, particularly in scientific circles as well as artistic and sports groups. The decision to register a student organisation is made by the rector, after consultation with the University student self-governing authority.
2. First and second degree students as well as students doing uniform magisterium [MSc] studies at this University form the students' self-government.
3. The sole representatives of the University's students are student self-government authorities.
4. The students' self-government acts in accordance with the Act as well as regulations of the University's student self-government resolution-passing authority, pursuant to this University's statute.
5. The student self-government regulations become effective after they are confirmed by the senate as compliant with the Act and the University statute.
6. The activities of the student self-government at the University concern student affairs, including students social, material and cultural needs. Student self-government authorities decide on the distribution of financial resources that are allocated by the University authorities to student needs.
7. The University provides the essential resources for the functioning of the student self-governing authorities.
8. According to the Act, students have a right to organise protest actions to support demands if these are the subject of collective disputes and concern matters that are generally important or concern students' interests.
9. Students of doctoral studies conducted by the University form the doctoral students' self-government.
10. The provisions set out in paragraphs 3-8 apply accordingly to the doctoral students' self-government.

Article 52

Students and doctoral students have a right to apply for material help on the conditions defined in the Act as well as material help regulations established by the rector in consultation with the University's student self-government and doctoral self-government authorities.

Article 53

1. A student or doctoral student who has breached University regulations or has violated the dignity of a member of the academic community is answerable to a disciplinary commission or the students' or doctoral students' tribunal regardless of any eventual court proceedings.
2. For minor offences, the rector may issue an admonition. Pursuant to the Act, students and doctoral students have the right to appeal against such an admonition.
3. Preliminary investigations are conducted by the disciplinary spokesperson for student and doctoral student affairs, who is selected from among the University's academic teachers and appointed by the rector for the University authorities' term of office. The rector may appoint more than one disciplinary spokesperson for student and doctoral student affairs.
4. The disciplinary spokesperson for student and doctoral student affairs appears before the disciplinary commission as the prosecutor and is obliged to follow the instructions of the rector.

Article 54

1. To make pronouncements on disciplinary matters concerning students and doctoral students, the senate appoints the following commissions for a period up to 31 December of the University authorities' election year:
 - 1) Disciplinary Commission for Student Affairs,
 - 2) Disciplinary Commission for Doctoral Student Affairs,
 - 3) Student Disciplinary Appeals Commission,
 - 4) Doctoral Student Disciplinary Appeals Commission.
2. A Disciplinary Commission for Student Affairs comprises:
 - 1) an academic teacher from each of the faculties,
 - 2) a student from each of the faculties.
3. A Student Disciplinary Appeals Commission comprises:
 - 1) five academic teachers, with the provision that a faculty may be represented by no more than one academic teacher,
 - 2) five students, with the provision that a faculty may be represented by no more than one student.
4. A Disciplinary Commission for Doctoral Student Affairs as well as a Doctoral Student Disciplinary Appeals Commission each comprise:
 - 1) five academic teachers with an academic title or at least a doctorate,
 - 2) five doctoral students' representatives.
5. One cannot simultaneously be a member of a disciplinary commission and a disciplinary appeals commission.
6. Academic teacher candidates to the commissions referred to in paragraphs 2-4 are nominated by the deans of their respective faculties; student candidates are nominated by the University students' self-government and doctoral student candidates are nominated by the University doctoral students' self-government.
7. During their first meeting, which is chaired by the most senior commission member, each of the disciplinary commissions selects a chairperson and two deputies from among the commission members who are academic teachers.

8. The term of a commission commences on 1 January of the year after the election of University authorities and lasts four years. The term in office of student and doctoral student commission members lasts one year.
9. By-elections to commissions during a term are conducted pursuant to the procedures defined in paragraphs 1 and 6.
10. Disciplinary commission pronouncements are made by a panel of five commission members, including two representatives of the students or doctoral students. The judging panel is headed by the commission chairperson or their deputy. The commission chairperson selects the panel members. Commission session minutes are taken by a minutes secretary appointed by the vice-dean for student affairs from among his/her subordinate employees on the request of the commission chairperson.
11. Commission chairpersons submit to the senate annual reports on their commission's activities.

VI. University Employees

Article 55

1. The University's employees are academic teachers as well as employees who are not teachers.
2. Academic teachers include:
 - 1) teachers of science and scientists employed as:
 - a) full professor,
 - b) associate professor,
 - c) visiting professor,
 - d) assistant professor,
 - e) scientific instructor;
 - 2) teaching staff employed as:
 - a) docent,
 - b) senior lecturer,
 - c) lecturer,
 - d) foreign language teacher or instructor;
 - 3) certified librarians as well as certified documentation and scientific information staff.

Article 56

1. Academic teachers holding specific posts may be persons meeting the criteria defined in the Act and fulfilling the conditions defined in paragraphs 2-8.
2. The post of professor ordinarius may be held by a person with an academic title. Their work must meet scientific discipline standards and their achievements in the field of science should also be presented in the international forum.
3. The post of professor extraordinarius may be held by a person with an academic title. Persons with the academic degree of habilitated doctor may hold this post on the basis of a fixed-term contract.

4. The post of visiting professor may be held by a person with an academic title or the habilitated doctor degree who has considerable achievements in the fields of science and education. Their scientific achievements should be presented in the international forum. The candidate should present to the faculty council a scientific and teaching programme for their period of employment at the Gdansk University of Technology.
5. The post of assistant professor may be held by a person who has at least a doctorate.
6. The post of associate professor/docent may be held by a person who has a doctorate and at least 15 years' experience as a teacher or professional directly involved in the specific subject to be taught.
7. The post of senior lecturer may be held by a person with a doctorate and at least five years' teaching experience or the professional title of magister [MSc/MA] and at least ten years' experience as a teacher or professional directly involved in the specific subject to be taught.
8. The post of lecturer may be held by a person with the academic degree of doctor or the magister professional title and at least five years' experience as a teacher or professional directly involved in the specific subject to be taught.

Article 57

1. A person with a habilitated doctor's academic degree may be appointed to the post of professor extraordinarius for a period of five years. This period of appointment may be extended for another three years if on the basis of achievements in the field of science there exists a good chance of being awarded an academic title.
2. The post of professor extraordinarius or visiting professor may be held by a person who fulfils the requirements defined in art. 114, paragraphs 2 and 3 of the Act. The candidate must have a doctorate and considerable achievements in scientific, professional or artistic work.
3. To confirm the achievements of the person referred to in paragraph 2 and employ such a person, the procedure defined in paragraph 61 of this statute is applied.

Article 58

1. The employment of a person on the post of assistant professor who does not acquire the academic degree of habilitated doctor should not last longer than nine years. The tenure may be extended by the rector on the request of the dean in consultation with the assistant professor's direct superior and faculty council and after receiving a positive appraisal, but no more than three times:
 - 1) first extension for four years.
 - 2) second extension for two years,
 - 3) third extension for two years if in that time the habilitation procedure seems likely to result in the awarding of a habilitated doctor's degree.

2. The employment of a scientific instructor without a doctorate should not last longer than five years. Employment on this post may be extended to eight years if such a person's preparations for a doctoral dissertation are positively appraised.
3. The tenures referred to in paragraphs 1 and 2 are suspended in the case of maternity or child care leave, extended sick leave or for the duration of military service

Article 59

1. An employment relationship with an academic teacher commences on the basis of an appointment or employment contract.
2. Academic teachers may be appointed for fulltime employment only. An academic teacher is employed by the University as the basic place of work by appointment after their submission of a declaration that at no other university are they included among the minimum group of persons referred to in art. 6 of the act of 14 March 2003 on the academic degrees and the academic title as well as on the degrees and the title within the scope of art (Dz.U. nr 65, item 595 with later amendments).
3. With exception of persons holding an academic title, the first appointment of an academic teacher is for a fixed term of no more than five years. A subsequent appointment may be for an indefinite period.
4. Academic teachers are employed on the basis of a contract in the following cases:
 - 1) the one referred to in the Act, art. 138, paragraph 2,
 - 2) when the University is not the basic place of work.
5. Any type of employment relationship with an academic teacher may be preceded by a competition. The competition procedure is defined in the provisions of paragraph 61 of this statute.
6. On the basis of art. 129, paragraph 1 of the Act, the senate establishes the criteria according to which the rector agrees to the employment of additional staff or the undertaking of a business activity.
7. The collegiate body authorised to make the agreements referred to in art. 129, paragraph 2 of the Act is the University senate.

Article 60

1. An employment relationship with an academic teacher is established by the rector at the request of a dean, who has consulted the matter with the appropriate faculty council or University unit head.
2. An employment relationship with an academic teacher is dissolved by the rector:
 - 1) by way of mutual agreement between the parties,
 - 2) after one of the parties submits a termination notice,
 - 3) without a notice of termination in cases referred to in art. 126 of the Act.
3. Dissolution of an employment relationship with an academic teacher by the rector may ensue at the request of the employee or of the head of their organisational unit or out of the rector's initiative, after receiving approval from the faculty council or, if the employee's unit is not part of a faculty, the senate. The consent of a collegiate authority is not required when:

- 1) dissolution of the employment relationship is achieved with the mutual consent of both parties or the employee submits a termination notice,
 - 2) a termination notice is submitted by the University for the reasons referred to in art 124 of the Act,
 - 3) the dissolution of an employment relationship with an academic teacher occurs without notice being given for the reasons referred to in art. 126 of the Act.
4. The rector states that an employment contract has expired in the cases defined in the Act.
 5. In the case where an employment relationship with an academic teacher expires at the end of a semester, it is understood to mean the last day of February or 30 September.

Article 61

1. The first employment of an academic teacher on the basis of an appointment is through qualification by means of a competition.
2. The competition is announced by the dean, head of University unit or University library director. The announcement of a competition constitutes making public its terms and conditions.
3. The announcement of a competition for the posts of associate professor, professor extraordinarius and professor ordinarius requires the rector's approval.
4. A competition commission is appointed by the dean of the faculty, the head of the University unit or the director of the University library.
5. Information regarding a competition should include:
 - 1) specific requirements regarding the candidates,
 - 2) a list of required documents,
 - 3) the deadline for submitting the documents,
 - 4) the deadline by when the competition will be resolved,
 - 5) the provision that the competition may be ended without the selection of a candidate.
6. The competition commission should comprise: the person who is to be the future employee's direct superior as well as at least two persons representing the same or a closely related scientific discipline.
7. If the competition concerns the post of professor ordinarius or professor extraordinarius, the head of the competition commission should have an academic title, while the remaining members should have at least a habilitated doctor scientific degree.
8. The competition commission is obliged to inform the relevant organisational unit council on the course of the competition and to present the official result. The organisational unit council judges the competition commission's result.

Article 62

1. The ongoing appraisal of academic teachers is the duty of their direct superiors.
2. All academic teachers are subject to periodic appraisals regarding their fulfilment of

duties referred to in art. 111 of the Act. The detailed procedure of appraisal is defined in regulations on the appraisal of academic teachers adopted by the senate.

3. The following are appointed for the appraisal of academic teachers:
 - 1) Faculty appraisal commissions,
 - 2) The Gdansk University of Technology Academic Teacher Appraisal Commission.
4. The chairperson of the faculty appraisal commission is a vice-dean nominated by the dean. The members of the faculty appraisal commission are appointed by the faculty council.
5. The chairperson of The Gdansk University of Technology Academic Teacher Appraisal Commission is a vice-rector nominated by the rector. The commission members are appointed by the senate.
6. One can be a member of no more than one appraisal commission.
7. The term of office of the commissions referred to in paragraph 3 begins on 1 January in the year following the year the University authorities are elected and lasts four years.

Article 63

1. The faculty appraisal commission appraises academic teachers employed in the given faculty.
2. In the case of appraising academic teachers employed in an institute that does not belong to a faculty an institute appraisal commission should be established to which the relevant regulations concerning faculty appraisal commissions should be applied.
3. The academic teachers of other organisational units that do not belong to a faculty are appraised by the heads of the units.
4. The chairpersons and members of appraisal commissions referred to in paragraph 1 as well as the heads of units referred to paragraphs 2 and 3 are appraised by The Gdansk University of Technology Academic Teacher Appraisal Commission, whose chairperson is, in turn, appraised by the rector.

Article 64

1. The criteria for appraising the fulfilment of an academic teacher's duties as defined in art. 111 of the Act are achievements in the fields of education, science or art as well as in organisation. An appraisal should consider in particular:
 - 1) achievements in education, including:
 - a) the standard of conducted lessons,
 - b) authorship of textbooks, university course books and other teaching aids,
 - c) participation in the development of teaching laboratories,
 - d) supervising postgraduate work,
 - e) serving as a guardian of a year, group and/or internship,
 - f) an appropriately educational approach towards students,
 - g) cooperation with student scientific circles,
 - h) popularising activities,
 - i) developing educational cooperation between universities, on an international scale and/or with the world of business;

- 2) creative achievements in science or art concerning documented inventions or implementations, in particular:
 - a) scientific papers or artistic works,
 - b) scientific publications, taking into account the reputation of the publisher or journal,
 - c) inventions and patents, taking into account their application,
 - d) awards and distinctions granted by universities, industrial organisations, national and foreign institutions as well as scientific or artistic societies,
 - e) advancement in writing theses or dissertations,
 - f) the preparation or implementation of new technologies, devices, specialisations and laboratories;
 - 3) contributions to the scientific or scientific and technological communities and domestic economy, including:
 - a) positions held in national and international organisations as well as scientific and scientific and technological or artistic societies,
 - b) participation in the editorial teams of scientific journals and the reviewing of scientific papers,
 - c) participation in scientific conference committees, taking into account the prestige of the conference,
 - d) participation in the procedure for awarding academic degrees or academic titles,
 - e) activity in acquiring research funds from external sources,
 - f) achievements resulting from cooperation between scientific and business communities;
 - 4) organisational work for the faculty, University and environment.
2. In the appraisal of persons with an academic title or the degree of habilitated doctor achievements in the field of educating and developing scientific staff should also be taken into consideration.
 3. Authorities appointing appraisal commissions may introduce additional appraisal criteria. These criteria may be applied no earlier than one year after the announcement of their introduction.
 4. To fulfil periodic appraisal criteria, there shall be an appraisal of scientific, educational and organisational achievements carried out in the pursuit acquiring an academic title or the post of professor extraordinarius or professor ordinarius.
 5. In appraising an academic teacher in academic and educational terms, the opinions of the students shall be taken into consideration. These opinions are assessed on the basis of questionnaire surveys conducted among the students, which consider in particular the criteria defined in item 1 of paragraph 1. In special cases the commission conducts an additional investigation to verify the students' opinions. An academic teacher cannot be given a positive periodic appraisal of their educational work if the opinion verified by the commission is negative.
 6. The principles and procedure of preparing and conducting a questionnaire survey and appraisal are defined in the academic teacher appraisal regulations referred to in art. 62, paragraph 2 of this statute.

Article 65

1. The results of appraisals in particular affect:
 - 1) the level of pay,
 - 2) promotion and distinctions,
 - 3) appointment to administrative posts.
2. A negative appraisal may be the reason for dissolving an employment relationship with an academic teacher. The dissolution of an employment relationship with an appointed academic teacher follows the procedure defined in art. 124, item 3 of the Act.

Article 66

1. The appraisal of an academic teacher together with its justifications is presented to the academic teacher by the dean or the head of their organisational unit.
2. An academic teacher may appeal against the appraisal made by a faculty appraisal commission or the head of an organisational unit to The Gdansk University of Technology Academic Teacher Appraisal Commission.
3. Appeals against the appraisals of The Gdansk University of Technology Academic Teacher Appraisal Commission referred to in paragraph 2 are judged by the rector.
4. An appeal against an appraisal should be submitted within 14 days after its presentation to the academic teacher concerned. The person appraised should be informed of the possibility and the deadline of submitting an appeal.
5. The appeals authority is obliged to examine an appeal together with documents concerning the case within 30 days after it is received.

Article 67

1. An academic teacher's working time is defined by the scope of their teaching, scientific and organisational duties as referred to in art. 111 of the Act.
2. The detailed scope and scale of an academic teacher's duties are determined by their direct superior and confirmed by the dean or University unit head.
3. The number of hours spent teaching and the principles determining the scale of teaching duties for a given academic year are established by the senate on a motion filed by the rector, pursuant to art. 130, paragraph 3 of the Act.
4. The academic teacher is obliged to present to their direct superior a schedule of hours they will spend at the University to perform the duties defined in paragraph 1 (no less than ten and no more 20 hours a week above the defined working time).

Article 68

1. If the rector commissions an academic teacher to perform important tasks for the University (e.g. to act as a plenipotentiary or carry out additional organisational work), he/she may for the time these tasks are being fulfilled reduce the academic teachers teaching hours, but by no more than 50%.

2. In justified cases, on a request filed by the dean, the rector may reduce the number of teaching hours to 120 a year for people who are in the final stages of work on a doctorate or habilitation.
3. The principles of establishing the scope of duties for academic teachers, the types of educational assignments to be included in these duties, together with the scale of educational work related to particular posts as well as principles determining the number of teaching hours are all defined by the senate.

Article 69

1. The procedure for granting leave to an academic teacher is defined by the rector.
2. Paid leave for research purposes, referred to in art. 134, paragraphs 1-4 of the Act, is granted by the rector on the basis of the employee's motivational letter, which has been approved by the dean, with the consent of the employee's direct superior and faculty council, and in the case of a doctoral process, also the promoter.
3. The granting of leave to an academic teacher referred to in paragraph 2 must not disrupt the teaching process, research work or the functioning of University collegiate bodies.
4. Long-term sick leave referred to in art. 134, paragraph 5 of the Act is granted by the rector on the basis of a written application that has been submitted by the academic teacher. The application should include a medical certificate, issued according to the procedure specified in the minister of health's instructions referred to in art. 134, paragraph 6 of the Act.

Article 70

1. An academic teacher may apply for:
 - 1) a doctoral scholarship,
 - 2) a habilitation scholarship.
2. The principles of granting scholarships and their use is defined by the senate.

Article 71

The reductions in the number of teaching hours and the granting of leave or scholarships referred to in paragraph 2 of art. 68, paragraph 2 of art. 69 and paragraph 1 of art. 70 apply to persons for whom the Gdansk University of Technology is the only employer.

Article 72

1. Academic teachers may receive the rector's awards for achievements in science, education or organisation or for lifetime achievements.
2. Employees who are not academic teachers may receive the rector's awards for achievements in their professional work.
3. The principles and procedure for the granting of the rector's awards to academic teachers are defined by the senate, whereas the granting of awards to employees who are not academic teachers are defined in Appendix 7 of this statute.

Article 73

An academic teacher is subject to disciplinary proceedings for conduct contrary to the duties and dignity of a teacher.

Article 74

1. The Academic Teachers Disciplinary Commission is appointed to pronounce on disciplinary matters concerning academic teachers.
2. Members of this commission are selected by the senate from among academic teachers nominated by the deans. Commission members representing academic teachers may be teachers with an academic title or the habilitated doctor degree, with the provision that at least one of the commission members should also hold the post of professor ordinarius.
3. Student representatives are selected by the senate from among students nominated by the University student self-government authority.
4. From among commission members the senate selects the commission chairperson and his/her deputies.
5. Persons holding the post of an individual authority cannot be members of the commission.
6. The disciplinary commission is active for four years and commences with the start of the University authorities' term of office. The senate is to select commission members by 31 August of the election year.
7. By-elections to the disciplinary commission during its term are conducted pursuant to the procedures defined in paragraphs 2-4.

Article 75

1. Employees who are not academic teachers include:
 - 1) the chancellor and his/her deputies, including the bursar as well as workers of the central administration, faculty administration and University unit administration,
 - 2) employees referred to in art. 82 of this statute,
 - 3) University library workers not mentioned in art. 55, paragraph 2, item 3) of this statute,
 - 4) scientific technicians and engineering technicians,
 - 5) labourers and service workers.
2. The employment of an employee who is not an academic teacher is on the basis of an employment contract. The employment contract, prepared on the basis of an application submitted by the head of the employing organisational unit, is made and dissolved by the rector.
3. The head of the employing organisational unit defines the employee's scope of duties and level of subordination.

Article 76

1. All employees have a right to submit complaints or applications regarding matters concerning their work to their superiors. Direct superiors are obliged to reply within two weeks, other superiors are obliged to reply within a month.

2. The University authorities cooperate with trade unions within the scope defined by the employment law, the trade unions act and other regulations of law.

VII. University administration, economy and finance

Article 77

Tasks of an administrative, financial, economic, technical or service nature concerning the functioning of the Gdansk University of Technology are carried out by units of the central administration, faculty administration as well as administrative and financial services of other University organisational units.

Article 78

1. The Gdansk University of Technology administration is divided into:
 - 1) central administration,
 - 2) faculty and University unit administration.
2. The organisational structure and precisely delineated areas of activity of the central administration as well as faculty administration and the administration of other University units are defined by the Gdansk University of Technology organisational regulations, confirmed by the rector.
3. At least once during a term of office the performance of the central administration and the administration of other University units is appraised by the senate, whereas the performance of faculty administration is appraised by the faculty council.

Article 79

1. The chancellor is employed by the rector after consultation with the senate.
2. The chancellor is directly subordinate to the rector.
3. On requests submitted by the chancellor, the rector employs or dismisses from one to four deputies of the chancellor. One of the deputies to be employed and dismissed by the rector is the bursar.
4. With the rector's consent, the chancellor establishes the range of duties of his/her deputies.
5. The duties and rights of the bursar, who is the University's chief accountant, are defined in separate regulations.

Article 80

1. With the rector's authorisation, the chancellor manages the University administration and economy as well as makes decisions regarding University property within the scope of their normal executive responsibilities, with the exception of matters restricted to the University authorities by the Act or this statute.
2. The scope of normal executive responsibilities includes those activities concerning property that are essential to the proper functioning of the University. In particular it embraces activities associated with the use and maintenance of items of University property, collecting the benefits from these items as well as managing matters essential for execution of these activities.

3. The duties of the chancellor include in particular:
 - 1) taking actions and making decisions ensuring the preservation and proper use of University property as well as defining principles concerning the management of University property,
 - 2) organising and coordinating administrative, financial, technical and economic activities,
 - 3) fulfilling duties as overall superior of staff who are not academic teachers and not employed by other University authorities, in particular all staff of the central administration and services.

Article 81

The organisational subordination of University administration and service units to the chancellor are defined by the organisational regulations.

Article 82

The legal adviser, internal investigations specialist, head of the University internal audit unit, the plenipotentiary for classified information as well as the head of the internal security affairs cell are directly subordinate to the rector, who signs and dissolves their employment contracts.

Article 83

The chancellor submits to the rector a report on the performance of the University administration and is answerable for its performance to the rector.

Article 84

1. The Gdansk University of Technology conducts an independent financial policy using funds received from the state budget, local governments, donations, domestic and foreign legacies as well as fees charged for teaching and scientific activities, as services or in another form, in accordance with relevant regulations and on the basis of a financial plan confirmed by the senate.
2. Individual organisational units draft their own financial plans. It is on the basis of these individual unit plans that the bursar prepares the Gdansk University of Technology's financial plan for a given year.
3. The rector presents a report on the fulfilment of the financial plan to the senate no later than by 30 June of the year subsequent to that of the plan's implementation.
4. The Gdansk University of Technology creates its own scholarship fund for its employees, students and doctoral students. The principles of granting scholarships are defined by the regulations of the University's own scholarship fund, which are confirmed by the rector.

5. The Gdansk University of Technology separately conducts business activities in areas defined by a resolution of the senate concerning the establishment of units conducting such activities. Business activity may be conducted particularly in the field of:
 - design services,
 - production of articles and equipment,
 - research services,
 - publishing and graphic design.
6. The units referred to in paragraph 5 must be liquidated if they fail to make a profit.

Article 85

1. The property of faculties and individual organisational units constitutes a separate part of the University's property.
2. The head of a University administrative unit uses and manages its property and allocated funds in accordance with regulations, senate resolutions and rector's instructions.
3. Decisions concerning the receiving or granting of property with a smaller value than that defined in art. 24, paragraph 2, item 5) are made by the rector on an application submitted by the head of the organisational unit concerned after consultation with the chancellor.
4. Issues concerning intellectual property are defined in a resolution adopted by the senate.

VIII. Regulations regarding order in the organisation of assemblies

Article 86

1. University employees, students and doctoral students planning to organise assemblies on University premises are obliged to inform the rector of their intention. The rector's consent is an essential prerequisite for the organisation of an assembly on University premises.
2. The rector should be informed in writing of the intention to organise an assembly at least 24 hours before it is due to take place. In cases of justified urgency the rector may be informed and grant consent within a shorter period of time.
3. Notice of a planned assembly should include:
 - 1) the first names, surnames and addresses of the persons convening the assembly or responsible for its course, including the person presiding over the assembly,
 - 2) the exact location and time (date and hour of commencement) of the assembly,
 - 3) the assembly's purpose or agenda.

Article 87

The person chairing the assembly is responsible for its course.

Article 88

The rector may delegate his/her representative to attend assemblies. In the case of assemblies organised on faculty premises, the rector's representative is the dean. If an assembly is conducted in a manner that violates the law, the rector's representative, having warned the organisers, has the right to break up the assembly.

Article 89

Employees, students and doctoral students who obstruct or attempt to obstruct the organising of an assembly or disrupt its proceedings, fail to comply with the instructions of the assembly's chairperson or rector's representative, or who organise an assembly without submitting required notification or receiving the rector's required consent, or contravene any general rules of law are subject to disciplinary proceedings regardless of any other legal liability.

IX. Transitional and final provisions

Article 90

1. Persons who before 1 September 2006 did not receive at least an eight-year extension of employment beyond the period of nine years may apply for an extension of employment pursuant to the procedure specified in paragraph 1 of art. 58 of this statute.
2. Persons who have had their employment extended pursuant to provisions that were valid up to when the University statute of 7 June 2006 became effective retain their posts until the extended period of employment expires. After this period, further employment shall be considered with regard to the principle that a person without the scientific habilitated doctor degree cannot be employed as an assistant professor for longer than 17 years.
3. Persons who before 1 September 2006 had been employed as scientific instructors for no longer than eight years may apply for an extension of employment according to the procedure specified in paragraph 2 of art. 58 of this statute.
4. Despite the expiry of the period referred to in paragraph 2, persons referred to in art. 267 of the Act and employed as assistant professors may – having applied for the dissolution of their employment relationship on the day of acquiring relevant qualifications – apply for employment in their current posts to be extended.

Article 91

The following regulations and rector's instructions that were in force before this statute becomes effective shall remain in force to the extent where they do not contravene the Act or this statute until the day of their annulment:

- 1) Gdansk University of Technology rector's instruction nr 15/2003 of 12 March 2003:
Regulations for the granting of awards to academic teachers for achievements in science, art and education.
- 2) Regulations regarding Gdansk University of Technology medals and distinctions.
- 3) Daytime Studies Regulations.
- 4) Evening and Weekend Studies Regulations.
- 5) Extramural Supplementary Magister [MSc/MA] Studies Regulations.

- 6) Gdansk University of Technology rector's instruction nr 9/99 of 19 May 1999: Postgraduate Studies Regulations.
- 7) Gdansk University of Technology rector's instruction nr 24/92 of 19 October 1992: Gdansk University of Technology financial management regulations.
- 8) Gdansk University of Technology rector's instruction nr 16/2001 of 26 June 2001: Principles of granting employees extra pay for work carried out in conditions that are hazardous to health.
- 9) Gdansk University of Technology rector's instruction nr 12/2005 of 14 March 2005: Gdansk University of Technology Employment Regulations.
- 10) Gdansk University of Technology rector's instruction nr 8/2005 of 25 February 2005: Gdansk University of Technology Public Procurement Regulations.
- 11) Gdansk University of Technology organisational regulations, effective since 1 September 1998.
- 12) Gdansk University of Technology election instructions as ratified by the senate on 26 January 2005.
- 13) Gdansk University of Technology Doctoral Students' Self-Government Regulations.
- 14) Gdansk University of Technology Students' Self-Government Regulations.

Article 92

1. This statute may be amended pursuant to the procedure foreseeing its adoption.
2. Interpretation of this statute's provisions belongs to the senate.

Article 93

1. The statute adopted by the senate of the Gdansk University of Technology on 7 June 2006 on the basis of paragraph 2 of art. 56 of the Act becomes effective on 1 September 2006.
2. The day this statute becomes effective the Gdansk University of Technology statute of 3 July 1991 expires, with the exception of art. 62, paragraph 7, which became effective on 1 September 2008. Until the start of the appraisal commissions' term of office referred to in art. 62, paragraph 3, the appraisal commissions whose membership was established before this statute's adoption shall remain effective.

Appendix 1

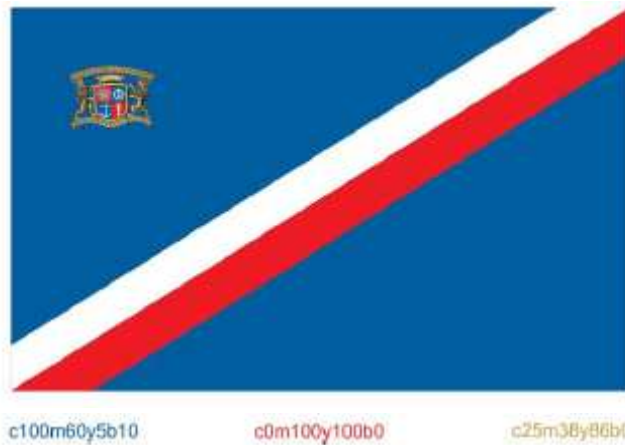
1. Gdansk University of Technology standard:



2. Gdansk University of Technology coat of arms:



3. Gdansk University of Technology flag:



Appendix 2

Regulations for the awarding of the Gdansk University of Technology doctor honoris causa title

Article 1

The title and distinction of doctor honoris causa is the highest honorary academic distinction of the Gdansk University and may be awarded to persons fulfilling the conditions defined in art. 8, paragraph 2 of the Gdansk University of Technology statute.

Article 2

The initiative to award the doctor honoris causa title may come from:

- 1) a Gdansk University of Technology faculty that is entitled to award the habilitated doctor's degree.
- 2) The Gdansk University of Technology rector.

Article 3

The Gdansk University of Technology doctor honoris causa title is awarded by the senate.

Article 4

When it is the rector's initiative to grant someone the doctor honoris causa title, he/she turns to a faculty with the right to confer the habilitated doctor degree to conduct the process of awarding the doctor honoris causa title.

Article 5

The faculty conducting the process passes a resolution to start proceedings and nominates a promoter. This provides the motion for the senate to accept or reject the resolution.

Article 6

If the senate accepts the resolution, the proposer of the motion is obliged to present at least two reviewers. A reviewer should be a person with the scientific title of professor.

Article 7

After acquiring positive reviews, the council of the faculty conducting the proceedings passes a resolution to apply to the Gdansk University of Technology for awarding the title and distinction of doctor honoris causa.

Article 8

The motion to award the Gdansk University of Technology title and distinction of doctor honoris causa is presented together with a detailed justification and acquired reviews to the senate, which next votes in a secret voting procedure.

Article 9

A positive resolution of the senate is the basis for conducting a solemn ceremony of awarding the doctorate according to a scenario established by the Gdansk University of Technology and academic tradition.

Article 10

The document certifying the award of the Gdansk University of Technology honoris causa doctorate is a diploma which is granted during a solemn session of the senate.

Article 11

The names of Gdansk university of Technology doctors honoris causa appear on a special plaque located in the centre of the University's main building.

Appendix 3

Medal of Service to the Gdansk University of Technology

1. Gold Medal of Service to the Gdansk University of Technology



2. Medal of Service to the Gdansk University of Technology



Appendix 4

Procedure for convening the meetings and the work of Gdansk University of Technology collegiate authorities

I. General provisions

Article 1

The competence and membership of University collegiate authorities are defined by the Act and this statute.

Article 2

The procedure for convening and the work of collegiate authorities are defined by the Act and this statute.

Article 3

Collegiate authorities hold ordinary and extraordinary sessions.

Article 4

The stance of collegiate authorities on matters concerning their competences as defined by the Act and this statute is expressed in the form of a resolution.

Article 5

The chairperson of the senate is the rector, and the chairperson of a faculty council is the dean.

II. Convening meetings

Article 6

With the exception of periods when there is no teaching or when an extraordinary procedure applies, the meetings of collegiate authorities are convened according to the ordinary procedure at least once a month.

Article 7

According to the ordinary procedure, the time, place and agenda of collegiate meetings are announced by the chairperson at least 48 hours in advance.

Article 8

1. Extraordinary sessions are announced by the chairperson:
 - 1) out of his/her own initiative,
 - 2) on the basis of the written request of at least 1/3 of the collegiate body's members.
2. The time of an extraordinary collegiate authority session is determined by the chairperson, with the provision that sessions requested by collegiate authority members should convene no later than 14 days after the request was submitted.

3. The time, place and agenda of an extraordinary session are announced at least 24 hours before the session is convened.

III. Establishing session agendas and sending out materials

Article 9

1. The agenda of an ordinary session of a collegiate body is determined by the chairperson of that collegiate body on the basis of:
 - 1) his/her own initiative,
 - 2) decisions made by the collegiate authority during its previous session, including matters raised by the authority's members,
 - 3) an application made by at least 1/5 of the collegiate authority's members or all the representatives of an academic community if their number accounts for less than 1/5 of the authority's membership.
2. The collegiate body's chairperson is responsible for introducing on time the session agenda, including relevant matters to be considered by the body.
3. The agenda of an extraordinary collegiate authority session is defined by the chairperson of that authority. When an extraordinary collegiate authority session is convened at the formal request of its members, the chairperson is obliged to determine the agenda in accordance with the contents of the formal request.

Article 10

Notification of a collegiate authority's session according to the ordinary procedure should include the agenda, the minutes of that collegiate authority's previous session and the now proposed resolutions as well as other materials.

IV. Session attendance

Article 11

1. The attendance of members at collegiate authority sessions is compulsory.
2. In the case of non-attendance, justification should be presented to the collegiate authority chairperson.

Article 12

1. Persons participating in sessions of the senate as advisers include: the chancellor, the bursar, the University library director, the directors of University institutes, the directors/managers of research and teaching centres, the heads of University schools as well as representatives of all the trade unions that are active at the University.
2. Persons participating in faculty council session include:

- 1) as advisers, the director of faculty administration, a representative of each of the trade unions that are active in the faculty,
- 2) persons invited by the dean and allowed to participate as advisers:
 - a) professors and habilitated doctors employed at the University but not as the basic place of work and not fulltime,
 - b) retired professors, habilitated doctors and docents who were employed at the faculty before their retirement.
3. The chairpersons of collegiate authorities may also invite other persons.

V. The course of sessions

Article 13

1. The session of a collegiate body is chaired by the chairperson or a member of the body that he/she authorises.
2. A collegiate body session concerning the chairperson of that authority is chaired by a person selected by that body.

Article 14

1. A collegiate authority confirms the agenda of an ordinary session.
2. With the consent of over half of the collegiate authority members, matters not on the agenda may be included in a session, provided that they are not personal matters.

Article 15

1. Items on the agenda associated with the passing of a resolution are presented by the proposer or a session participant that is authorised by the proposer.
2. The presenter of the draft resolution concisely explains its genesis, the results of preparatory work and the basic reasons justifying its approval.
3. Appropriate commissions present opinions concerning the draft resolution.

Article 16

1. The chairperson grants the right to speak in the order in which requests to speak are submitted.
2. In the case of formal motions, the chairperson allows the proposer to speak out of turn.
3. When debating a draft resolution, speakers are essentially allowed to express their views only once, either to support or to reject the motion.
4. The chairperson has the right to deny a participant the right to speak if he/she digresses from the debated subject.

Article 17

1. Voting on particular resolutions may take place if over half the collegiate authority's statutory members are present, unless the Act or this statute require a larger quorum.

2. Voting on significant issues concerning particular groups within the academic community may proceed once representatives of this community in the collegiate body are consulted.

Article 18

1. With the exception of the cases defined in paragraph 2, resolutions are passed by means of open voting.
2. Resolutions are passed by secret voting when:
 - a) the vote concerns personnel,
 - b) it is requested by the chairperson,
 - c) on a motion filed by a member of the collegiate body.

Article 19

A resolution including more than one decision may be passed as one resolution if no objection is raised by those attending the session.

Article 20

1. Motions concerning the granting of a doctorate, habilitated doctor degree or professorial title may be voted on by persons holding an academic title or habilitated doctor's degree only.
2. Motions on the awarding of the doctor honoris causa title are voted on by all the members of the collegiate body.

Article 21

1. Collegiate authority resolutions are passed with a simple majority, provided the Act or the statute do not require a higher majority.
2. The passing of resolutions by the senate in particular concerns:
 - 1) the accepting or amending of a statute – at least 2/3 of the senate's statutory members' votes required,
 - 2) personnel – absolute majority required,
 - 3) secondary votes regarding resolutions suspended by the rector – requiring at least 3/4 of the votes of those present and at least 2/3 of the statutory senate membership.
3. Faculty council resolutions regarding personnel require an absolute majority of votes.

Article 22

1. Whenever this statute refers to the adopting of a resolution with a simple majority, it means that the number of valid votes in the resolution's favour is greater than those rejecting it (though not necessarily the total sum of votes against together with abstained votes).
2. Whenever this statute refers to the adopting of a resolution with an absolute majority, it means that at least one more vote was given in support of the resolution (motion or candidate) than the sum total of other votes (against or abstained).

3. Whenever this statute refers to the adopting of a resolution with a qualified majority, it means that the number of members who voted in favour of the resolution (motion or candidate) was greater than the number those voting against (e.g. 3/4) or entitled to vote against (e.g. 2/3).

Article 23

1. Members of a collegiate body have the right to submit interpellations to the body's chairperson.
2. The chairperson or the person authorised by him/her is obliged to respond to an interpellation during the subsequent session of that collegiate body.

Article 24

If an unfinished part of the agenda is deferred to a later meeting, the session is not considered ended and instead a recess is announced. The time of this recess is determined by the collegiate body.

VI. Commissions

Article 25

1. In order to make its work more efficient, a collegiate body may appoint a permanent or temporary commission as well as define its composition and purpose.
2. The commission chairperson is appointed by the collegiate body on a motion filed by the collegiate body's chairperson.
3. Collegiate body commissions comprise members of the given collegiate body as well as other members of staff, doctoral students and undergraduate students of the University.

Article 26

1. The commission accepts matters that are presented to it for consideration by the collegiate body or that body's chairperson.
2. A permanent commission may adopt its own regulations. The regulations are confirmed by the collegiate body.
3. Commissions have the right to benefit from the assistance of consultants and experts.
4. A commission's findings are presented to the collegiate body in the form of an opinion, motion or draft resolution.
5. A commission's stance is determined by a simple majority vote when at least half of the commission's members are present.

Article 27

Each member of a collegiate body has a right to submit in writing their own concept to a commission for consideration.

VII. Council administration

Article 28

1. The senate is administered by the Rector's Office, whereas the faculty councils are administered by a person or persons appointed by the dean.
2. The commissions are administered by organisational units appointed accordingly either by the rector or the dean.

Article 29

1. Minutes are taken during collegiate body sessions.
2. Session minutes should include brief summaries of what was said by collegiate body members and invited guests, whereas the full texts of motions and resolutions should be attached to the session minutes as appendices.
3. Session participants have a right to require that their statements be recorded in the minutes in full, provided these statements are read out and submitted in writing during the given session.
4. The minutes of a session need to be confirmed by the collegiate body. Every participant of the session has a right add a comment or explanation correcting facts.
5. After confirmation, and with the exception of the matters referred to in paragraph 6, the resolutions and minutes of sessions may be revealed to all members of the University's academic community.
6. Parts of session minutes that concern a state or professional secret may only be revealed to persons with a right of access to such information.

Article 30

The senate and faculty councils may, without breaching the above rules, adopt their own regulations.

Appendix 5

Principles of using the Gdansk University of Technology library and information system by persons who are not the employees, doctoral students or undergraduate students of the Gdansk University of Technology

I. General principles

1. The University library and information system comprises the University library as well as specialist faculty libraries(branches).
2. The detailed rules of using the University's library and information system are defined in the Regulations of Access to the Gdansk University of Technology Library Collections.
3. Use of the University library collection may take the form of:
 - 1) on site reading - in the library reading rooms and studios,
 - 2) borrowing – from the library lending division.
4. The use of the University's library and information system by persons who are not employees, doctoral students or undergraduate students of the Gdansk University of Technology may not infringe licence agreements or copyright laws.

II. Making use of collection in the library reading rooms and studios

5. Anyone with valid identification has the right to use the collections found in the library reading rooms and studios.
6. Making use of the library reading room and studio collections is free of charge.
7. Library reading rooms and studios provide access to their own collections to the extent defined in the Regulations of Access to the Gdansk University of Technology Library Collections.

III. Using the library lending section

8. Persons who are not the employees, doctoral students or undergraduate students of the Gdansk University of Technology have a right to use the library lending section.
9. The library collection books that may be lent are defined in the Regulations of Access to the Gdansk University of Technology Library Collections.
10. The document entitling the holder to borrow books from the library collections is the Gdansk University of Technology Main Library card.
11. Entitled to use the Gdansk University of Technology Main Library card are:
 - 1) the staff and students of state schools of higher education,
 - 2) the staff of scientific research institutes in the Pomorze Voivodeship [province],
 - 3) the staff of public institutions in the Pomorze Voivodeship,
 - 4) students of Pomorze Voivodeship high schools (above gymnasium level),

- 5) the undergraduate students, doctoral students and staff of non-public schools of higher education in the Pomorze Voivodeship,
 - 6) the owners and staff of enterprises that are active in the Pomorze Voivodeship.
12. The condition for obtaining a Gdansk University of Technology Main Library card is the presentation of:
- 1) a filled out declaration containing personal details and a commitment to follow the Regulations of Access to the Gdansk University of Technology Library Collections;
 - 2) submission of the following documents:
 - a) in the case of staff and students of state schools of higher education, personal identification and student card as well as a letter from the given school containing a clause stating that this school shares pecuniary responsibility for borrowed volumes,
 - b) in the case of the staff of scientific research institutes and of public institutions in the Pomorze Voivodeship, personal identification and a guarantee from the employer that he shares pecuniary responsibility for borrowed volumes,
 - c) pupils of above gymnasium level secondary schools in the Pomorze Voivodeship, school ID card and other personal identification as well as a guarantee from the school with a clause stating that it shares pecuniary responsibility for borrowed volumes,
 - d) students, doctoral students and staff of non-public schools of higher education as well as the owners and staff of private enterprises active in the Pomorze Voivodeship, personal identification card, student card and a guaranty from the library (school) with a clause stating that it shares pecuniary responsibility for borrowed volumes as well as a non-refundable payment to the Gdansk University of Technology according to the library service fees list;
 - 3) the payment for the issuing of a library card in accordance with the library service fees list.
13. The validity of a Gdansk University of Technology Main Library card is determined as follows:
- 1) students of state schools of higher education – for the duration of their studies,
 - 2) staff of state schools of higher education, scientific research institutes and public institutions in the Pomorze Voivodeship – five years from the date of registration,
 - 3) pupils of above gymnasium level secondary schools in the Pomorze Voivodeship –for the duration of their school years,
 - 4) students, doctoral students and staff of non-public schools of higher education as well as the owners and staff of private enterprises active in the Pomorze Voivodeship – for one year from the date of registration.
14. A Gdansk University of Technology Main Library card may be prolonged after the submission of the documents referred to in item 12.

15. The Gdansk University of Technology Main Library card entitles readers from beyond the University to borrow two works for two months with the possibility of prolonging the loan by an extra month.
16. The Gdansk University of Technology Main Library card is not transferable to other persons. In the case of the library card being lost or the holder's personal details changing, the library should be immediately informed.
17. In the case of a book not being returned on time the University library may impose the following sanctions:
 - 1) closing the reader's account,
 - 2) charging a fine according to the library service fees list,
 - 3) after three reminders with no response, the University library is entitled to start legal proceedings in an civilian court appropriate to the University's main offices.
18. The reader's responsibilities in cases when a borrowed library book is lost, damaged or destroyed are defined in the Regulations of Access to the Gdansk University of Technology Library Collections.
19. The users of the Gdansk University of Technology Main Library who are from beyond the University are obliged to settle their accounts with library within 14 days of losing a guarantee.

Appendix 6

Gdansk University of Technology Election Regulations

Article 1

At the Gdansk University of Technology the posts of the rector, vice-rectors, deans, vice-deans as well as the mandates of representatives of the staff, doctoral students and undergraduate students in collegiate bodies and also colleges of electors are granted by means of elections.

Article 2

1. For the purpose of conducting elections, by the end of November in the last year of its term, the Gdansk University of Technology senate creates electoral wards and appoints a University electoral commission comprising from five to seven members, including a chairperson.
2. For the purpose of conducting elections in wards including a faculty, the faculty council appoints within the term defined in paragraph 1 a faculty electoral commission comprising from five to seven members, including a chairperson.
3. For the purpose of conducting elections in the remaining wards, the rector appoints within the term defined in paragraph 1 electoral commissions comprising from five to seven members, including a chairperson.

Article 3

1. The tasks of an electoral commission include organising and supervising elections at the University, and in particular:
 - 1) electoral instructions which establish the detailed procedures for conducting elections at the University and are confirmed by the senate,
 - 2) setting the election schedule,
 - 3) dividing the University college of electors mandates in proportion to number of those employed on 1 January of the election year,
 - 4) overseeing the course of elections in the faculties,
 - 5) drafting and announcing rector and vice-rector candidate lists,
 - 6) organising and conducting election meetings for the purpose of electing the rector and vice-rectors,
 - 7) confirming the election of the University college of electors as well as the election of the rector and vice-rectors,
 - 8) resolving disputed elections,
 - 9) declaring elections void in the case procedural irregularities,
 - 10) resolving queries in matters concerning the course of the elections,
 - 11) securing election documentation.
2. The tasks of a faculty electoral commission include in particular:

- 1) setting a detailed election schedule,
 - 2) organising and conducting faculty election meetings for the purpose of electing members of the senate and University college of electors from among the academic teachers and other staff of the faculty, with the provision defined in paragraph 9,
 - 3) organising and conducting faculty election meetings for the purpose of selecting the faculty college of electors,
 - 4) organising and conducting faculty election meetings for the purpose of electing representatives to the faculty council as well as the dean and vice-deans,
 - 5) informing the University electoral commission on the detailed election schedule set, on the course of the elections and on their result,
 - 6) securing election documentation.
3. The tasks of a ward electoral commission include in particular:
- 1) setting a detailed election schedule,
 - 2) organising and conducting ward election meetings for the purpose of electing representatives to the senate and University college of electors from among the staff of the individual University units and central administration,
 - 3) informing the University electoral commission on the detailed election schedule set, on the course of the elections and on their result,
 - 4) securing election documentation.

Article 4

1. After the election of the rector and the vice-rectors, the senate establishes the number of senate members for the subsequent term, in accordance with the requirements of paragraphs 3 and 4 of art. 61 of the Act and paragraphs 3 and 4 of art.23 of this statute as well as the current organisational structure of the University.
2. After the election of the dean and vice-deans, the faculty council establish the number of council members for the subsequent term, in accordance with the requirements of paragraphs 4 and 5 of art. 67 of the Act and paragraphs 3 and 4 of art. 28 of this statute.

Article 5

1. The total number of members in the University college of electors is three times larger than the number of members in the outgoing senate. The percentage of representatives of particular groups of the academic community within the University college of electors should be equal to their percentage within the outgoing senate.
2. University college of electors representatives of professors and habilitated doctors are elected by professors and habilitated doctors at meetings organised by faculty or ward electoral commissions.
3. University college of electors representatives of other academic teachers are elected by members of their staff group at meetings organised by faculty electoral commissions.
4. University college of electors representatives of other academic teachers employed outside faculties are elected at meetings organised by ward electoral commissions. The number of these electors is proportionate to the number of such staff employed in units on 1 January of the election year.

5. Student and doctoral student electors are elected in accordance with the respective regulations of the students' self-government and doctoral students' self-government.. The division of mandates within this electoral group is conducted by the University electoral commission according to the proportionate numbers of students and doctoral students at the University on 30 November of the year preceding the election year.
6. Electors from among the staff who are not academic teachers are elected at meetings organised faculty and ward electoral commissions.
7. When the number of electoral mandates representing one of the staff groups referred to in paragraphs 3, 4 and 6 is smaller than the number of electoral wards, the senate may pass a resolution for elections to be held in united electoral wards.

Article 6

The terms of the University college of electors and the faculty colleges of electors last four years and end with the election of new colleges of electors for the next term.

Article 7

The elections of the rector, vice-rectors, deans and vice-deans are held successively on different dates, determined by relevant electoral commissions, with the provision that the elections of the rector and vice-rectors should be held by 31 May, whereas those of the deans and vice-deans by 15 June of the last year of a given term in office.

Article 8

1. Candidates for the post of rector may be nominated by any University member of staff, student or doctoral student with a right to vote.
2. The number of vice-rectors, from two to five, is determined by the rector elect, who proposes an initial division of their functions and presents to the University electoral commission a single candidate for each vice-rector post.
3. A candidate for the post of vice-rector for student affairs requires the acceptance of a majority of student and doctoral student representatives in the University college of electors. If there are no objections within five working days after the candidature is announced, the candidate is considered accepted.

Article 9

The senate representatives of particular staff, student and doctoral student groups are elected according to the procedure defined in paragraph 1 of art. 41 of this statute. If the number of mandates allocated to a particular staff group is smaller than the number of electoral wards, the senate may pass a resolution for certain electoral wards to be joined.

Article 10

The number of members in a faculty college of electors is determined by the outgoing faculty electoral commission. A faculty college of electors includes representatives of staff as well as student and doctoral student groups within the faculty. The proportions of representatives of each group in the faculty electoral college are determined according to paragraph 3 of art. 28 of this statute.

Article 11

1. Candidates for the post of dean may be nominated by any member of the faculty staff, student or doctoral student with a right to vote.
2. The number of vice-deans, from two to four, as well as an initial division of their functions are determined by the dean elect, who presents to the faculty electoral commission a single candidate for each vice-dean post.
3. A candidate for the post of vice-dean for student affairs requires the acceptance of a majority of student and doctoral student representatives in the faculty college of electors. If there are no objections within three working days after the candidate is announced, the candidature is considered accepted.

Article 12

Representatives of particular staff, student and doctoral student groups in the faculty council are elected according to the procedure defined in paragraph 2 of art. 41 of this statute.

Article 13

During elections to the authorities of a newly formed faculty the role of the dean in office is performed by the rector, while the role of the faculty council is performed by the senate.

Article 14

1. Elections to University collegiate and electoral bodies are valid regardless of the number of votes cast.
2. Elections for the posts of single person authorities are valid provided the following participate:
 - 1) no less than 2/3 of electoral college members in the first round,
 - 2) no less than 50% of electoral college members in the second round.
3. Elections are resolved with an absolute majority of the votes, i.e. over half of all valid votes cast.

Article 15

On the request of candidates to the posts of single person authorities, the heads of organisational units are obliged to provide the technical service for pre-election meetings, which are organised in time to end no later than 24 hours before the actual election meeting deadline.

Appendix 7

Regulations regarding the granting of the rector's awards to employees who are not academic teachers for achievements in their professional work

Article 1

The University creates an annual awards fund equivalent to 1% of the planned annual payroll expenditure for staff who are not academic teachers for the purpose of granting awards to this particular group of employees.

Article 2

After consultation with the trade unions, a certain proportion of the annual awards fund is allocated to the separate rector's reserve. The rest of the fund is divided among specific organisational units in proportion to the amount they spent on staff pay from 1 January to 30 June. The amounts of money allocated from the awards fund to particular units is determined by the Payroll Department, which after obtaining the rector's approval, informs the relevant units on the sums that have been allocated to them.

Article 3

A prize may be awarded to an employee who has worked at the Gdansk University of Technology for at least a year and in the last year of his/her employment has:

- 1) Made exceptional achievements in the professional realisation of specific tasks, including contributions to the awarded projects of scientific and research teams.
- 2) Performed professional duties with distinction.

Article 4

The rector may grant an award or pension to a retiring member of staff, on the request of that person's superior, ahead of the annual schedule.

Article 5

The financial size of an award granted to an employee who is not an academic teacher may not be more than double the amount of his/her monthly salary in the previous year.

Article 6

Applications for the granting of awards are submitted to the rector by the heads of the organisational units of the employees concerned. The chancellor submits the application for granting awards to subordinate directors of the central administration. Awards to the chancellor and other staff directly answerable to the rector are granted from the rector's own initiative.

Article 7

All awards to University staff are granted by the rector.

Article 8

Staff members awarded by the rector receive special diplomas whose copies are included in their employment record file. The award money is paid no later than by 5 October.