



**Disciplinary Code for Students
Silesian University in Opava,
Faculty of Public Policies
of July 24, 2017**

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Article 1

General Provisions

1. The Disciplinary Code for Students of the Silesian University in Opava, Faculty of Public Policies in Opava (hereinafter the “Disciplinary Code”) is an internal regulation of the Silesian University in Opava (hereinafter the “University”), the Faculty of Public Policies in Opava (hereinafter the “Faculty”) pursuant to § 33 paragraph 2 section e) of the Act no. 111/1998 Coll., on universities and on changes and amendments to other acts (hereinafter the “Act”).
2. The disciplinary code applies to students who are studying in study programmes offered by the Faculty.

Article 2

Faculty Disciplinary Committee

1. The Disciplinary Committee of the Faculty (hereinafter the “Committee”) discusses disciplinary offences of students enrolled at the Faculty and submits decision proposals to the Dean. The status and powers of the Committee are defined by § 31 of the Act and as applicable by Article 7 of the Faculty Statute.
2. The members of the Committee are proposed and appointed by the Dean with prior approval of the Faculty Academic Senate. The Committee’s term of office is two years.
3. The Committee consists of four members with half of them consisting of students enrolled at the Faculty.
4. The Committee elects a Chairperson for the term from their midst in their meeting within 30 days of their appointment. The vote on the member nominated for the Committee Chairperson is done by acclamation and the nominated member of the Committee must obtain an absolute majority of votes of the Committee members.
5. The Committee Chairperson sets meeting dates of the Committee and convenes Committee meetings upon the Dean’s proposal. The Committee members are informed on the disciplinary offence to be discussed at least 7 days prior to the meeting of the Committee.
6. The Committee may start proceedings and submit their decision proposal to the Dean if simple majority of its members are present.
7. The Committee’s votes are not public, only Committee members are present and the vote is done by acclamation.
8. The Committee decision proposal is accepted if simple majority of members present vote in favour.
9. In case of equal numbers of votes, the Chairperson’s vote prevails.

Article 3

Disciplinary Offence

1. A disciplinary offence is a caused breach of the obligations specified by law and internal regulations of the Faculty and of the University. Debate of a disciplinary offence shall be governed by § 64 to § 67 of the Act. Disciplinary offence is particularly constituted by:
 - a. behaviour eliciting public nuisance or offensive to any other member of the Academic Community of the Faculty or staff of the University,
 - b. intentional damage to property of the University,
 - c. fraudulent conduct in connection with the study or participation in scientific, researching or other creative activity;
 - d. plagiarism, i.e. the inclusion of large amount of text in a written work elaborated in accordance with the terms of the relevant curriculum at the completion of a course or of the study without marking the relevant part of the text of the work properly and without explicitly quoting the source.
2. Disciplinary offences may lead to imposition of the following penalties:
 - a. reprimand,
 - b. conditional expulsion from the study with a determination of terms and conditions of redress,
 - c. expulsion from the study.
3. The imposition of penalties can be waived if the disciplinary proceedings themselves lead to redress of the offence.
4. The character of the action constituting disciplinary offence, the circumstances under which it occurred, the consequences, the extent of fault, as well as previous behaviour of the student who committed the offence, and also the demonstrated efforts to remedy the consequences of the offence are taken into account when imposing penalties. Expulsion is possible only in case of intentionally committed disciplinary offence.
5. Disciplinary offence cannot be discussed if the period of one year from the day on which it was committed has elapsed or a final judgement of conviction in a criminal case has been reached. The one-year period excludes the time when the person is not a student.
6. Any student who has been accepted to study as a consequence of his or her fraudulent behaviour will be expelled from the study.

Article 4

Disciplinary Procedure

1. Initiative to discuss a disciplinary offence by a student may be submitted in writing to the Dean by any member of the Academic Community, or by any other person. The complaint shall contain a description of the act, the evidence on which it is based, and a justification for the classification of the act as a disciplinary offence.
2. The person filing the complaint to initiate disciplinary proceedings to the Dean is informed on the initiation of disciplinary proceedings. This person may attend the disciplinary Committee, i.e. only those cases which he or she has initiated. If required by circumstances, the Chairperson of the Committee may invite other persons to be present at the disciplinary proceedings based on decision of the Committee.
3. Invitation of the student to the Committee meetings and the decision on disciplinary offence must be sent to the student by personal handover mail. . Service of documents is governed by Article 25 of the Statute of the Silesian University in Opava as applicable.

4. The Committee meetings are not public, their progress is reported in written minutes. The student has the right to be present at the Committee meeting at which the proposal pending a disciplinary offence is debated, he or she has the right to present his or her statements, propose witnesses and submit evidence in his or her favour.
5. The Committee may also act in the absence of the student in the event that:
 - a. the student failed to appear for the disciplinary proceedings without excuse despite being duly invited;
 - b. the meeting of the Committee is third in line and the student excused him or herself from the previous two duly. If the student excuses him or herself from the two consecutive meetings of the Committee duly, the Chairperson shall choose the date of the third meeting with regard to the circumstances of previous excuses.
6. The student may appeal the decision within 30 days of notification. The appeal shall have suspensory effect. The appellate administrative authority is the Rector.
7. If it becomes clear that the action is not a disciplinary offence, if the proceedings fail to prove that the student was the one who committed the disciplinary offence, or if the person has ceased to be a student, the disciplinary proceedings shall be terminated.

Article 5

Final provisions

1. The Disciplinary Code for Students of the Silesian University in Opava, Faculty of Public Policies in Opava from November 25, 2008, as amended and supplemented is hereby invalidated.
2. This Disciplinary Code for Students was approved pursuant to § 27 paragraph 1 section b) of the Act by the Faculty Academic Senate on May 25, 2017.
3. This Code was approved pursuant to § 9 paragraph 1 section b) of the Act by the University Academic Senate on June 24, 2017 and comes into force on this day.
4. This Code comes into force on September 1, 2017.

In Opava on August 24, 2017

prof. PhDr. Rudolf Žáček, Dr., m.p.
Dean

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