

*Internal regulations of the Silesian University in Opava*

*The Ministry of Education, Youth and Sports registered, in accordance with Section 36(2) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), on 14 April 1999 under Ref. No. 19 248/99-30 Rules of Procedure of the Scientific Council of the Silesian University in Opava.*



## **Rules of Procedure of the Scientific Council of the Silesian University in Opava**

### **Cl. 1**

#### **Introductory provisions**

The Rules of Procedure of the Scientific Council of the Silesian University in Opava (hereinafter referred to as the "Scientific Council") are internal regulations of the Silesian University in Opava (hereinafter referred to as the "University") pursuant to Section 17(1)(d) of Act No. 111/1998 Coll., on higher education institutions and on amendments and supplements to other acts (the Higher Education Act), (hereinafter referred to as the "Act").

### **Cl. 2**

#### **Convening of the Scientific Council**

- (1) A regular meeting of the Scientific Council shall be held at least once per semester.
- (2) Regular meetings of the Scientific Council shall be convened by the Rector no later than four weeks before the meeting. The information about the meeting of the Scientific Council shall include the date, time and place of the meeting.

(3) No later than one week before the regular meeting of the Scientific Council, a detailed agenda and the necessary materials for the meeting of the Scientific Council shall be sent to all members of the Scientific Council.

(4) The rector may convene an extraordinary meeting of the Scientific Council if necessary. Extraordinary meetings of the Scientific Council are governed by Articles 3 and 4.

### **Cl. 3**

#### **Management of the Scientific Council**

The meetings of the Scientific Council shall be chaired by the Rector or, in his absence, by a member of the Scientific Council appointed by him.

### **Article 4**

#### **Voting by the Scientific Council**

(1) The Scientific Council shall be quorate if two-thirds of its members are present.

(2) The Scientific Council shall vote on all proposals in the order in which they were submitted.

(3) Voting on resolutions of the Scientific Council shall be public or secret. The Scientific Council shall decide on the method of voting. An exception is voting on resolutions pursuant to Section 12(1) of the Act, which shall always be secret.

(4) In a secret ballot, a proposal for a resolution is adopted if a majority of the members of the Scientific Council present vote in favour of it.

(5) In a public vote, a draft resolution shall be adopted if a majority of the members of the Scientific Council present vote in favour of it, or if half of the members of the Scientific Council present vote in favour of it, provided that the Rector is included in this half.

(6) The opinion of a member of the Scientific Council who disagrees with the adopted resolution shall be recorded in the minutes if he or she so requests.

### **Article 5**

#### **Organisational matters**

(1) The secretary of the Scientific Council shall be the Vice-Rector for Science, Research and International Relations.

(2) The administration of the Scientific Council shall be provided by the Rector's Office for Science, Research and International Relations.

### **Article 6**

#### **Final provisions**

(1) Appendix No. 6 to the University Statutes entitled Rules of Procedure of the University Scientific Council, registered by the Ministry of Education, Youth and Sports (hereinafter referred to as the "Ministry") on 30 June 1992 under Ref. No. 20 152/92-30, as amended by subsequent registered amendments and supplements.

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(2) These rules were approved in accordance with Section 9(1)(b) of the Act by the Academic Senate of the University on 30 March 1999.

(3) These rules shall enter into force in accordance with Section 36(4) of the Act on the date of registration by the Ministry.

Prof. RNDr. Demeter Krupka, DrSc., v. r.  
Rector