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Košice, dated 22/06/2023  
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**Pavol Jozef Šafárik University in Košice**  
**Faculty of Medicine**

**STATUTE**

**June 2023**

The Academic Senate of Pavol Jozef Šafárik University in Košice, pursuant to Section 9 (1) (a) (3) of Law Act No. 131/2002 Coll. on Higher Education and on Amendments and Addenda to Certain Law Acts, as amended (hereinafter referred to as the "Higher Education Law Act" or "HELA"), approved on 22 January 2012, based on the motion of the Dean of the Faculty, after prior discussion in the Academic Senate of the Pavol Jozef Šafárik University in Košice, Faculty of Medicine (hereinafter referred to as the "Academic Senate of the Faculty") on 21/06/2023 the following

## **Statute**

### **Part One Introductory Provisions**

#### **Article 1 Basic Provisions**

- 1) The name of the Faculty reads in Slovak:  
Univerzita Pavla Jozefa Šafárika v Košiciach, Lekárska fakulta,  
English: Pavol Jozef Šafárik University in Košice, Faculty of Medicine,  
French: Université Pavol Jozef Šafárik à Košice, Faculté de Médecine,  
German: Pavol Jozef Šafárik Universität in Košice, Medizinische Fakultät,  
Latin: Universitas Šafarikiana Cassoviensis, Faculta Medicae.
- 2) For internal use, the abbreviation UPJŠ FM may be used.
- 3) The University of Pavol Jozef Šafárik in Košice Faculty of Medicine (hereinafter referred to as "Faculty" or "UPJŠ FM") is part of the public university - Pavol Jozef Šafárik University in Košice (hereinafter referred to as "UPJŠ" or "University") and is a self-governing, educational, and scientific institution with its own revenues. The Faculty's expenditure is linked to the University's budget and is managed in accordance with its approved budget.
- 4) The Faculty subscribes to the traditions of Universitas Cassoviensis founded by Bishop Benedict Kisdý on 26/01/1657 and affirmed by the Golden Bull of the University of Košice issued by Leopold I on 07/08/1660. The Faculty was established by the Law Act No. 191/1948 Coll. of 20 July 1948 as a branch of the Faculty of Medicine of the Slovak University in Bratislava. Government Resolution No. 58/1959 Coll. of 12/08/1959 established the University of Košice with a medical faculty based in Košice, while the medical faculty was established from a branch of the Faculty of Medicine of the Comenius University in Bratislava with its seat in Košice. On 24/11/1959, the name of the University of Košice was established by Government Decree No. 69/1959 Coll.: "Pavol Jozef Šafárik University in Košice". Pursuant to Law Act No. 361/1996 Coll. on the split of Pavol Jozef Šafárik University in Košice, with effect as of 01/01/1997, Pavol Jozef Šafárik University in Košice was established as a budgetary organisation by splitting Pavol Jozef Šafárik University in Košice into two higher education institutions, and the Faculty of Medicine became part of the newly established Pavol Jozef Šafárik University in Košice. With effect as of 01/04/2002, by Law Act No. 131/2002 Coll. on Higher Education Institutions and on Amendments and Addenda to Certain Law Acts, as amended, Pavol Jozef Šafárik University in Košice was transformed into a public higher education institution. Pursuant to Section 2(13) of the Higher Education Law Act as in force until 31 October 2018, UPJŠ was incorporated among university-type higher education institutions. The UPJŠ FM also confirms its intellectual continuity and subscribes to the values attained since 1959.
- 5) The Faculty headquarters are located: at: Trieda SNP No. 1, 040 11 Košice.
- 6) The Faculty website is: <https://www.upjs.sk/lekarska-fakulta/>

## **Article 2**

### **Faculty Mission and Scope of Operation**

1. The Faculty is part of UPJŠ, which is a public university. The Faculty is not a legal entity.
2. The Faculty:
  - a) contributes to the accomplishment of the mission of the University as stipulated in Article 2 of the Statutes of the University (hereinafter also referred to as "the UPJŠ Statutes"),
  - b) participates in the accomplishment of the main tasks of UPJŠ in the field of medicine,
  - c) provides, organises, and ensures higher education within the study programmes at all the levels in the group of fields of study " Health Sciences and Disciplines Aimed at the Enhancement of Life". In the field of medicine, nursing, and non-medical study programmes, the Faculty scientific and educational activities also include curative and preventive care. The Faculty also provides, organises, and ensures further education of healthcare professionals. The Faculty also provides further education in accordance with applicable legislation,
  - d) carries out research, development, and other creative activities in accordance with its field of activity.
3. The Faculty cooperates with both national and international universities, scientific and research institutions, and other legal and natural entities. It creates conditions for the participation of members of the academic community in this cooperation. As a rule, the forms and methods of cooperation between the Faculty and legal entities are regulated in special agreements.
4. The Faculty may carry out entrepreneurial activities which are related to its educational, research, development, medical-preventive, or other creative activities or activities which serve to make more efficient use of its human resources and property. The business activities of the Faculty shall not compromise the quality, scope, and availability of activities fulfilling its mission.<sup>1</sup>

## **Article 3**

### **Academic Rights and Academic Freedoms**

1. The Faculty shall guarantee the academic rights and academic freedoms to members of the academic community and shall act in their defence in the event of their possible restriction.
2. The scope of academic rights and freedoms, their use and the inviolability of the Faculty's campus shall be regulated by the Higher Education Law Act and the UPJŠ Statute.
3. To ensure academic freedoms and academic rights at the University, the inviolability of its campus is guaranteed except in cases of threat to life, health, property or in cases of natural disaster. Academic grounds shall consist of the area defined by immovable property owned, managed, or leased by the University and its faculties where the mission and main tasks of the University and its faculties are carried out. Law enforcement officials are permitted to enter the campus by the University Rector.
4. On campus, everyone is required to conduct him/herself in a manner that does not endanger life, health, or property, that does not restrict academic rights and freedoms, and that does not disrupt collegial and fair interpersonal relationships.
5. Political parties and political movements may not conduct any political activity or establish their organisations on campus.

## **Article 4**

### **Academic Insignia of the Faculty**

1. Insignia of the Faculty shall be the external expression of the authority and responsibility of the academic officials of the Faculty.

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<sup>1</sup> Section 18 (1) Law Act on Higher Education.

2. Insignia of the Faculty include:
  - a. the Faculty Sceptre,
  - b. the Faculty Emblem,
  - c. the chains of the academic officials,
  - d. the gowns of the academic officials.
3. The Faculty's sceptre is a hexagonal rod about 1 m long, which has a circle at the top, in which a snake is depicted wrapped around a stick. Below the circle, there is an extension, decorated with leaves and semi-precious stones. The sceptre is used mainly at matriculations, graduations, and other ceremonial occasions and academic ceremonies.
4. The emblem of the Faculty consists of a circle with the image of a woman kneeling on her left knee and holding a bowl in her right hand and a stick encircled by a snake in her left hand, with the inscription 'FACULTY OF MEDICINE OF P. J. ŠAFÁRIK UNIVERSITY - 1959 -' along the inner circumference of the circle.
5. The Faculty gowns may be worn on ceremonial occasions by the Dean, Vice-Deans, the President of the Academic Senate, Professors, Associate Professors and, at the Dean's discretion, by other teachers and research staff of the Faculty and its distinguished guests.
6. The external marking of the gowns varies depending on the position held. The fabric of which the gowns for academic officials are made is black with a border of status affiliation, which for the Faculty is red.
7. The manner of use of the Faculty insignia shall be determined by the Dean in an internal regulation of the Faculty.
8. The documentation of the Faculty insignia shall be kept at the Secretariat of the Dean of the Faculty.

#### **Article 5**

#### **Academic Ceremonies at the Faculty**

1. The Faculty shall have the authority to hold academic ceremonies in accordance with the internal regulations and traditions of the University.
2. The Faculty shall hold matriculation ceremonies for newly admitted students and graduation ceremonies for graduates from higher education, as a rule, in the presence of the Rector and academic officials of the Faculty. Graduation ceremonies for graduates of further education may also be held at the Faculty. Details of the holding of academic ceremonies shall be laid down in the matriculation and graduation regulations issued by the Dean of the Faculty.

#### **Article 6**

#### **Medals of the Faculty**

1. The Dean of the Faculty shall have the right to award the gold, silver, and bronze medals of the Faculty and the commemorative certificate of the Faculty to employees of the Faculty, students and other persons who have contributed to the development of the Faculty, science, education. and academic freedom and to the promotion of the Faculty.
2. The details of the awarding of Faculty medals and the Faculty commemorative certificate shall be laid down in the internal regulation of the Faculty, which shall be issued by the Dean after its approval by the Academic Senate of the Faculty.
3. The documentation related to the awarding of Faculty medals shall be administered by the Secretariat of the Dean of the Faculty.

## **Part Two**

### **Scope and Organisation of the Faculty**

#### **Article 7**

##### **Academic Community of the Faculty**

1. Members of the academic community of the Faculty are those members of the academic community of the University who are entitled to participate in the exercise of the self-governing competence of the Faculty to the extent entrusted to it by the UPJŠ Statute (hereinafter also referred to as the "academic self-government of the Faculty").
2. The academic community of the Faculty is divided into the staff part and the student part.
3. The members of the staff part of the academic community of the Faculty are the members of the staff part of the academic community of the University who are organisationally assigned to the Faculty.
4. Members of the student part of the academic community of the Faculty are members of the student part of the academic community of the University who are enrolled in at least one study programme conducted at the Faculty.

#### **Article 8**

##### **Status of Members of the Academic Community of the Faculty**

1. Members of the academic community of the Faculty shall be guaranteed the following academic freedoms and rights:
  - (a) Freedom of scientific enquiry, research, and other creative activity, including the choice of professional profile, freedom of access to the necessary sources of information, and freedom to publish the results attained.
  - (b) Freedom of teaching, based on openness to scientific views, different scientific theoretical concepts, orientations, and scientific methods.
  - (c) The right to learn, including the freedom to choose a field of study within accredited programmes of study and the freedom to express opinions in teaching.
  - (d) The right to participate in academic and professional conferences, meetings, and internships.
  - (e) The right of access to the premises constituting the campus of the University and the Faculty for the purpose of educational, scientific, research and other creative activities and for the purpose of study.
  - (f) The right to nominate candidates and elect members of the Academic Senate of the Faculty and to be elected as a member of the Academic Senate of the Faculty.
  - (g) The right to nominate a candidate for Rector in the manner prescribed by the UPJŠ Statute.
  - (h) The right to nominate, in accordance with the provisions of this Statute, a candidate for Dean.
  - (i) The right to participate in the meetings of the Academic Senate of the Faculty and the Academic Board of the Faculty unless the meetings of the Academic Boards are declared closed to the public.
  - (j) The right to information on the activities of the Faculty and the activities of its academic self-governing bodies.
  - (k) The right to be familiarised with the records of the deliberations of the Academic Senate and the Academic Board, including the content of the resolutions.
  - (l) The right to address suggestions, comments, and complaints to the academic self-governing bodies; these bodies shall be obliged to deal with the complaint

- without undue delay,
- (m) The right to speak in defence of academic rights and freedoms and academic self-government.
2. The following shall be the duty of a member of the academic community:
    - (a) complying with generally binding legal regulations and internal regulations of the University and the Faculty;
    - (b) actively defending academic rights and freedoms, academic self-government and the integrity of the University and the Faculty;
    - (c) upholding the University and Faculty's high reputation.
  3. Each member of the academic community of the Faculty shall be obliged to observe the principles of ethics in scientific and educational activities and studies, to behave honestly, and to refrain from knowingly providing false information.

### **Article 9 Organisation of the Faculty**

1. The Faculty shall be structured into:
  - (a) Dean's Office,
  - (b) Institutes,
  - (c) Clinical Departments,
  - (d) Research and experimental centres,
  - (e) Specialised teaching facilities,
  - (f) Purpose-built facilities,
  - (g) Specialised scientific research units.
2. Details on the organisational structure of the Faculty, on internal organisational and management relations within the Faculty and the names of the units of the Faculty shall be regulated by the organisational regulations of the Faculty.

### **Article 10 Bodies of the Faculty**

1. The bodies of the academic self-government of the Faculty shall include:
  - (a) the Academic Senate of the Faculty,
  - (b) the Dean of the Faculty,
  - (c) the Faculty Disciplinary Commission for Students (hereinafter referred to as the "Faculty Disciplinary Commission").
2. Other bodies of the Faculty shall include:
  - (a) Vice-Deans of the Faculty,
  - (b) the Faculty Secretary,
  - (c) the Faculty Academic Board.
3. The bodies of the Faculty shall exercise their powers based on this Statute, the UPJŠ Statute and the HELA within their limits and to the extent and in the manner laid down in this Statute, the UPJŠ Statute. and the HELA.
4. In exercising their activities, the bodies of the Faculty shall contribute to the attainment of the long-term plan of the University in accordance with the values and mission of the University.

## **Article 11**

### **Self-governing Competence of the Faculty**

1. In accordance with the UPJŠ Statute, the Faculty shall have the following scope of self-governing competence:
  - (a) determination of other terms and conditions of admission to study and decision-making in the admission procedure for study programmes offered at the Faculty (Section 57 (1) et seq. of the HELA),
  - (b) implementation of accredited study programmes at the Faculty,
  - (c) creation and submission for approval to the Internal Quality Assurance Board of motions for new accredited study programmes and their implementation at the Faculty or their amendments,
  - (d) deciding on matters relating to the academic rights and obligations of students enrolled for the study under study programmes implemented at the Faculty (Sections 70 to 72 of the HELA),
  - (e) concluding, amending, and cancelling employment relationships of employees organisationally assigned to the Faculty. If the Dean has entered an employment relationship with an employee who has been recruited to the post of professor and researcher with scientific qualification grade I, the Rector shall issue a special decree to such an employee declaring his/her recruitment to that post at the University.
  - (f) granting of personal salaries to staff members organisationally assigned to the Faculty in accordance with a special legal regulation.<sup>2</sup> The personal salary of the Faculty's employees shall be granted by the Rector on the basis of a motion by the Dean of the Faculty, in accordance with the University's Staff Regulations, which shall be duly substantiated, indicating the specific facts in which the performance of significant work activities or particularly demanding work tasks consists. Where the Faculty has issued an internal regulation on remuneration for its staff, the motion shall also correspond to the content of that internal regulation,
  - (g) exercising entrepreneurial activities (Section 18 of the HELA) in accordance with the rules and to the extent determined by the internal regulations of the University,
  - (h) cooperation with other universities, legal entities and natural persons, including international ones, in the fields in which the Faculty operates, to the extent and under the terms and conditions determined by a special regulation of the University,
  - (i) internal organisation of the Faculty,
  - (j) determination of the number of admitted candidates for studies in the manner determined by the UPJŠ Statute,
  - (k) the organisation of studies in accordance with the study regulations of the University,
  - (l) determining the focus and organising research, development, and other creative activities,
  - (m) determination of the number and structure of jobs of the employees employed at the Faculty to the extent specified in this Statute,
  - (n) election of members of the academic self-government bodies of the Faculty,
  - (o) conducting international relations and activities in the areas in which the Faculty operates,
  - (p) management of funds allocated to the Faculty by the University and of funds otherwise received by the Faculty for the performance of its tasks; the Faculty shall also have a say in the management of property used for the performance of its tasks.

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<sup>2</sup> Section 7a of Law Act No. 553/2003 Coll. on the remuneration of certain employees in the performance of public work and on amendments and supplements to certain law acts, as amended.

## **Article 12**

### **Academic Senate of the Faculty**

1. The Academic Senate of the Faculty shall be the body of academic self-government of the Faculty.
2. Members of the Academic Senate of the Faculty shall be elected members of the academic community of the Faculty in direct and secret elections. The staff members of the academic community of the Faculty shall be entitled to elect only those representatives in the Academic Senate of the Faculty who are members of the staff members of the academic community of the Faculty. The student part of the academic community of the Faculty shall be entitled to elect only those representatives in the Academic Senate of the Faculty who belong to the student part of the academic community of the Faculty.
3. The Academic Senate of the Faculty shall have 39 members, of which 24 members in the staff part and 15 members in the student part.
4. The position of a member of the Academic Senate of the Faculty is incompatible with the position of the Rector, Vice-Rector, Dean, Vice-Dean, Secretary, and Secretary of any faculty of UPJŠ, the head of any other teaching, research, development, artistic, economic-administrative, and information workplace of the University, and the head of a special-purpose facility of the University.
5. The Academic Senate of the Faculty and its members shall be accountable for their activities to the academic community of the Faculty. In the performance of their duties, the members of the Senate shall be bound only by their conscience, generally binding legal regulations, and valid internal regulations of UPJŠ and the Faculty, taking into account the interests of UPJŠ and the Faculty as a whole.
6. The term of office of the members of the Academic Senate shall not exceed four years. The term of office shall commence on the date of handing over the certificate of election as a member of the Academic Senate of the Faculty and shall terminate on the date of handing over the certificates to the members of the new Academic Senate of the Faculty.
7. Membership of the Academic Senate of the Faculty shall cease:
  - (a) at the end of the term of office of the member,
  - (b) appointment of a member of the Academic Senate of the Faculty to one of the positions referred to in paragraph 4,
  - (c) termination of membership of the staff section of the academic community of the Faculty,
  - (d) interruption of the studies of a member of the student section of the Academic Senate of the Faculty,
  - (e) termination of the study of a member of the student part of the Faculty Academic Senate, unless he/she has applied for suspension from the Faculty Academic Senate pursuant to paragraph 10,
  - (f) failure to enrol for the study at the Faculty no later than the last day set for the enrolment of admitted applicants for study in the relevant academic year, if the member is a member with suspended membership,
  - (g) expiry of six months from the date of suspension; this shall not apply if membership is reinstated within that period,
  - (h) resignation as a member of the Academic Senate of the Faculty,
  - (i) removal of a member from office by the academic community of the Faculty;
  - (j) death of a member.
8. If a member of the UPJŠ LF Academic Senate ceases to be a member before the end of the term of office pursuant to paragraph 7 (b) to (j), the corresponding part of the academic community shall elect a new member of the Academic Senate of the Faculty to fill the vacancy, whose term of office shall last until the end of the term of office of the member whose membership has prematurely ceased, or, if the principles of the elections to the Academic Senate of the Faculty so provide, the elected alternate shall take his/her place.
9. The term of office of the alternate or new member of the Academic Senate of the Faculty



- elected in the by-election shall last until the end of the term of office of the member whose membership has been prematurely terminated.
10. A member of the student part of the Academic Senate of the Faculty who is not a student of a doctoral study programme may request in writing the suspension of his/her membership in the Academic Senate of the Faculty before the regular completion of his/her study. Membership shall be suspended as of the day following the date of the regular termination of his/her studies. Membership shall be restored on the date on which he/she rejoins the student section of the Faculty Academic Senate unless it has ceased for any other reason at that time. For the duration of the suspension, the suspended member shall be deemed to be absent from the deliberations of the Academic Senate of the Faculty.
  11. The Dean and the senior staff of the Faculty shall be obliged to take into account a member of the Academic Senate of the Faculty in the performance of his/her duties or study obligations. A member of the Academic Senate of the Faculty shall not be penalised for activities he/she performs or has performed for the Academic Senate of the Faculty.
  12. Details on the conditions and conduct of elections, by-elections and dismissal of members of the Academic Senate of the Faculty shall be regulated by the Principles of Elections to the Academic Senate of the UPJŠ FM.

### **Article 13**

#### **Competence of the Academic Senate of the Faculty**

1. Academic Senate of the Faculty:
  - (a) shall approve the long-term plan in the educational, research, development, artistic or other creative activities of the Faculty (hereinafter also referred to as the "long-term plan of the Faculty") drawn up in accordance with the long-term plan of the University, submitted by the Dean after discussion in the Academic Board of the Faculty, and its update,
  - (b) shall deliberate on the proposal of the Dean on the list of candidates submitted by the Dean to the Rector for appointment as Vice-Deans,
  - (c) shall discuss the Dean's motion for the removal of a Vice-Dean,
  - (d) shall consider information from the Rector on the establishment and achievement of performance criteria by the Dean,
  - (e) shall comment on the legal acts referred to in Article 12(1)(f) of the UPJŠ Statute, if they concern property used for the performance of the tasks of the Faculty,
  - (f) shall approve the draft budget of the Faculty, which shall be submitted by the Dean,
  - (g) shall inspect the management of the Faculty financial resources and the disposal of the Faculty's property and, in justified cases, shall communicate the results of the inspection to the University's Board of Trustees,
  - (h) shall approve the Dean's motion for the appointment and dismissal of the members of the Faculty Academic Board,
  - (i) shall approve the annual report on the activities and the annual report on the management of the Faculty submitted by the Dean,
  - (j) shall approve other conditions of admission to study programmes carried out by the Faculty submitted by the Dean,
  - (k) shall, on the proposal of the Dean, approve the draft internal regulations of the Faculty pursuant to Article 23(4)(a) and (e) in accordance with the procedure pursuant to Article 37(5) of the UPJŠ Statute before submitting them to the Academic Senate of the University for approval,
  - (l) shall approve the internal regulations of the Faculty on the motion of the Dean, except for the internal regulations referred to in Article 23(4)(b) and (j) of the Statute,
  - (m) shall approve the internal regulations of the Faculty referred to in Article 23(4)(b)

- and (j) of the Statute, on a motion of the President of the Academic Senate of the Faculty,
- (n) shall approve the members of the Electoral Assembly pursuant to Article 16(7) of the Statute, on a motion by the President of the Academic Senate of the Faculty,
  - (o) shall elect and dismiss the Chairperson of the Academic Senate of the Faculty and the Vice-Chairperson of the Academic Senate of the Faculty,
  - (p) shall comment on the Dean's proposal for the establishment, merger, amalgamation, division or abolition of departments of the Faculty,
  - (q) shall elect the Faculty representative to the Council of Universities,
  - (r) shall report once a year to the academic community of the Faculty on its activities, which shall be published on the website of the University for at least four years,
  - (s) shall approve the criteria for the provision of scholarships from the Faculty scholarship fund,
  - (t) shall submit motions and comments to the Dean or the Rector for discussion and decision,
  - (u) shall approve motions for the award of the Faculty gold, silver, and bronze medals and the Faculty's commemorative certificate,
  - (v) shall perform such other tasks and activities as are expressly entrusted to it by the UPJŠ Statute, this Statute, or the HELA.
2. The Academic Senate of the Faculty shall be obliged to inform the Rector of the outcome of the proceedings on the proposals in the matters referred to in paragraph 1 (a) to (e) of this Article of the Statute.
  3. Members of the Academic Senate of the Faculty shall, in addition to fulfilling their duties connected with the performance of their positions in the Academic Senate of the Faculty, be obliged to aid in the performance of the tasks of the University and the Faculty, in particular:
    - (a) to participate in selection procedures for the filling of posts at the University,
    - (b) to participate in the activities of the Internal Quality Assurance Board,
    - (c) to participate in the work of the Curriculum Boards.
  4. Details concerning the principles of elections to the Faculty Academic Senate, its activities and the manner and exercise of powers of the Faculty Academic Senate, as well as other facts concerning the Faculty Academic Senate shall be regulated in greater detail by the Rules of Procedure of the Faculty Academic Senate.
  5. Resolutions of the Academic Senate of the Faculty shall come into force and effect on the day of their approval by the Academic Senate of the Faculty, unless otherwise provided by a resolution of the Academic Senate of the Faculty, the Statute, the UPJŠ Statute, the HELA or the Rules of Procedure of the Academic Senate of the Faculty.

#### **Article 14**

##### **Commissions of the Academic Senate of the Faculty**

1. The Academic Senate of the Faculty shall establish standing committees as its advisory bodies; their members may also be non-members of the Academic Senate of the Faculty. These are in particular:
  - (a) Commission on Legislation, Employees, and Organisational Structure,
  - (b) the Economic and Budgetary Affairs Committee,
  - (c) the Commission for Teaching and Student Affairs,
  - (d) the Commission for Science and Research,
  - (e) the Ethics Committee,
  - (f) the Electoral and Mandates Committee.

**Article 15**  
**Sessions of the Academic Senate of the Faculty**

1. Meetings of the Academic Senate of the Faculty shall be public and shall be convened by the President of the Academic Senate of the Faculty.
2. A meeting of the Academic Senate of the Faculty shall be convened by the President of the Academic Senate of the Faculty without undue delay, but no later than within 14 days from the day on which a written and reasoned request of at least 1/3 of all members of the Academic Senate of the Faculty or the Dean of the Faculty has been received by the President of the Academic Senate of the Faculty (hereinafter also referred to as an "extraordinary meeting"). The Rector may also request the convening of an extraordinary meeting of the Academic Senate of the Faculty.
3. If the Chairperson of the Academic Senate of the Faculty does not convene an extraordinary meeting at the request of the Dean or the Rector, the Dean of the Faculty shall convene the extraordinary meeting.
4. Meetings of the Academic Senate of the Faculty shall be held at least once a month during the academic year. The Dean, the Vice-Deans and the Secretary of the Faculty shall be invited to attend the meetings of the Academic Senate of the Faculty.
5. The Dean or, in his/her place, the Vice-Dean or the Secretary of the Faculty and the Rector of the University shall have the right to speak at a meeting in accordance with the Rules of Procedure of the Academic Senate of the Faculty whenever they so request.
6. Details of the manner and rules of proceedings of the Academic Senate of the Faculty shall be regulated by the Rules of Procedure of the Academic Senate of the Faculty.

**Article 16**  
**Dean of the Faculty**

1. The Dean of the Faculty shall be accountable to the Rector for the performance of the activities he/she carries out on behalf of the University within the meaning of the delegated powers.
2. The Dean shall be accountable for his/her activities to the Academic Senate of the Faculty. The Dean shall be accountable to the Rector for his/her activities in matters in which he/she acts on behalf of the University, for the management of the Faculty and for his/her other activities to the extent determined by the internal regulations of the University.
3. The Faculty shall be managed by the Dean, who shall be appointed and dismissed by the Rector. The term of office of the Dean shall be four years. At the Faculty, the same person may hold the office of dean for a maximum of two consecutive terms.
4. A person who has served as a member of the Executive Board of the Slovak Accreditation Agency for Higher Education (hereinafter referred to as "SAAHE") may be appointed as dean not earlier than after three years have elapsed since the expiry of his/her membership in the Executive Board of SAAHE.
5. The Dean shall be appointed by the Rector based on an election. The candidate for the post of Dean shall be elected by the Electoral Assembly by a majority of all members of the Electoral Assembly. The Rector may dismiss the Dean only with the prior consent of a supermajority of all members of the Electoral Assembly.
6. The Electoral Assembly shall consist of 52 members. One quarter of the members of the Electoral Assembly shall be the persons appointed by the UPJŠ Rector. The other members of the Electoral Assembly are persons who are members of the Academic Senate of the Faculty at the time of the election of a candidate to fill the position of dean or of the decision on granting consent to the dismissal of the dean by the Rector, i.e., the Electoral Assembly shall consist of 13 members appointed by the UPJŠ Rector and 39 members of the Academic Senate of the Faculty.
7. If the total number of members of the Electoral Assembly established according to the preceding paragraph is less than 52, the remaining members of the Electoral Assembly shall be persons elected by the Academic Senate of the Faculty from among the members

- of the academic community of the Faculty on the motion of the President of the Academic Senate of the Faculty. The details of the establishment of the Electoral Assembly, the details of the election of a candidate to fill the office of dean and the decision on the approval of the motion for the removal of the dean shall be regulated by the principles for the election of a candidate for the office of dean approved by the Academic Senate of the Faculty.
8. The dean shall have an employment relationship with the University in which he/she is ranked in the Faculty which he/she directs; termination of the employment relationship related to the performance of the office of dean shall be conditional upon the prior termination of the performance of the office of dean. When appointing a dean, the Rector shall enter into a contract with the dean for the duration of the term of office, which shall include measurable indicators for the purpose of improving the quality of higher education provided by the Faculty and the level of research, development or artistic and other creative activities of the Faculty, and objectives which result from the long-term plan of the University.
  9. Within his/her areas of competence, the Dean shall also facilitate the attainment of the objectives and participate in ensuring cooperation between the RVC and the Faculty.
  10. In the event that the office of the Dean has ceased to exist and no person has been elected as a candidate for the office of dean as of that moment, the Rector shall be entitled, on the basis of his/her own choice and after discussion in the Academic Senate of the Faculty, to entrust a person designated by him/her with the leadership of the Faculty on a temporary basis for the necessary period of time, in the same capacity as the position of the Dean of the Faculty. This person shall be a member of the academic community of the Faculty. The assignment may not exceed a period of 6 months and may, with the consent of the Academic Senate of the Faculty, be extended up to once.
  11. The office of dean shall be terminated for reasons pursuant to Section 22(7) of the HELA. The Rector may dismiss the Dean for reasons pursuant to Section 22(8) of the HELA.

### **Article 17**

#### **Vice-Deans of the Faculty**

1. The number of Vice-Deans and their respective areas of competence in their term of office shall be determined by the Dean. Within their areas of competence, the Vice-Deans also contribute to the attainment of the objectives and participate in ensuring cooperation between the RVK and the Faculty.
2. Vice-Deans shall be appointed and dismissed by the Rector on the motion of the Dean, usually during the act of induction.
3. The list of candidates for appointment as Vice-Deans shall be submitted by the Dean to the Academic Senate of the Faculty. The Academic Senate of the Faculty shall discuss the proposal for the appointment of Vice-Deans.
4. The Dean shall submit the motion of the candidates for appointment as Vice-Deans together with the opinion of the Academic Senate of the Faculty to the Rector.
5. The Rector shall appoint the Vice-Deans from the list of candidates submitted by the Dean pursuant to paragraph 4 of this Article.
6. The term of office of Vice-Deans shall be four years.
7. The Rector shall be entitled to decide to reject a motion submitted by a candidate for a Vice-Dean and shall be obliged to justify his/her decision. The grounds for rejecting such a nomination shall be in the fact that:
  - (a) the motion has not been discussed in the Academic Senate of the Faculty; or
  - (b) the Academic Senate's opinion on such a motion was negative; or
  - (c) the proposed candidate has been convicted of a deliberate criminal offence or has been convicted of a criminal offence and the court has not decided to suspend the imposition of a prison sentence in his/her case and, at the date of submission of the candidate's proposal to the Rector, such conviction has not been expunged.
8. Vice-Deans shall be the representatives of the Dean especially in the field of teaching,

scientific research activities, further education, international relations, and development of the Faculty. Vice-Deans shall represent each other in a manner to be determined by the Dean.

9. The Dean shall appoint one of the Vice-Deans as his/her first deputy, who shall represent him/her in his/her absence. If the designated Vice-Dean as the first deputy of the Dean is absent, the Dean shall be replaced by the Vice-Dean in the next order determined by the Dean, always based on a written authorisation.
10. Vice-Deans shall be removed from office by the Rector on the motion of the Dean. The Rector shall be entitled to decide to reject a motion submitted by the Dean for the removal of a Vice-Dean from office and shall be obliged to give reasons for such a decision. The grounds for rejecting such a motion shall be in the fact that:
  - (a) the motion has not been discussed in the Academic Senate of the Faculty; or
  - (b) the opinion of the Academic Senate on such a motion was negative.

## **Article 18**

### **Faculty Academic Board**

1. The Dean shall be the Chairman of the Academic Board of the Faculty (hereinafter also referred to as the "Academic Board").
2. The members of the Academic Board shall be appointed and dismissed by the Dean of the Faculty with the consent of the Academic Senate of the Faculty. The term of office of the members of the Academic Board shall be four years.
3. The Academic Board members shall consist of eminent experts in the fields in which the Faculty carries out educational, research, development, artistic or other creative activities. Only persons holding the position of professor or the position of associate professor or researchers with scientific qualification degree IIa or with scientific qualification degree I or artistic workers may become members of the Academic Board of the Faculty who are members of the academic community of this University. The persons who are not members of the academic community of the University shall constitute at least 1/4 and not more than 1/3 of the members of the Academic Board of the Faculty.
4. The Academic Board of the Faculty shall consist of at least 27 and no more than 36 members.
5. Vice-Deans of the Faculty shall be nominated as members of the Academic Board by virtue of their position, if they meet the conditions pursuant to paragraph 3 of this Article.
6. The office of member of the Academic Board shall be honorary and shall not be replaceable.

## **Article 19**

### **Competence of the Faculty Academic Board**

1. The competences of the Academic Board of the Faculty shall, pursuant to the UPJŠ Statute, include the following:
  - (a) expressing opinions on the motion of the Dean on the draft long-term plan of the Faculty and on the draft of its update, especially in terms of its consideration in relation to the long-term plan of the University,
  - (b) evaluating at least once a year the level of the Faculty in educational activities and in the field of science, technology or the arts,
  - (c) approving other experts who are authorised to sit for State examinations for study programmes conducted at the Faculty (Section 63, Paragraph 3 of the HELA); approve supervisors for PhD studies pursuant to Section 54, Paragraph 4 of the HELA,
  - (d) considering motions for the award of the degree of "Associate Professor" and decide on their outcome,
  - (e) discussing and submitting motions for the appointment of Professors to the Academic Board of the University,

- (f) discussing and submitting general criteria for filling the positions of Professors and Associate Professors at the Faculty to the Academic Board of the University,
  - (g) discussing and submitting specific conditions for the selection procedure for the appointment of Professors at the Faculty to the Academic Board of the University,
  - (h) approving the rules of procedure of the Academic Board of the Faculty,
  - (i) approving the nominations for the awarding of the gold, silver, and bronze medals of the Faculty,
  - (j) performing other tasks expressly determined by this Statute, the Statute of the UPJŠ or the HELA.
2. Details on the method of deliberation, organisation, and activities of the Faculty Academic Board are set out in the Rules of Procedure of the Faculty Academic Board.

## **Article 20**

### **Disciplinary Commission of the Faculty**

1. The Disciplinary Commission of the Faculty shall discuss disciplinary offences of students enrolled in a study programme carried out at the Faculty and submit a draft decision to the Dean.
2. The members of the Faculty Disciplinary Commission and its Chairperson shall be appointed by the Dean from among the members of the academic community of the Faculty after approval by the Academic Senate of the Faculty. The Faculty Disciplinary Commission shall consist of twelve members, half of whom shall be students.
3. The status and activities of the Faculty Disciplinary Commission, disciplinary offences of students of the Faculty, the imposition of disciplinary measures and the possibility of reviewing disciplinary measures shall be regulated by the Disciplinary Regulations of the Faculty, which shall be approved on the motion of the Dean by the Academic Senate of the Faculty. The activities of the Faculty Disciplinary Commission shall be governed by the Rules of Procedure of the Faculty Disciplinary Commission, which shall be approved by the Academic Senate of the Faculty on the motion of the Dean of the Faculty.

## **Article 21**

### **Faculty Secretary**

1. The Secretary of the Faculty is a senior employee of the Faculty. The Secretary of the Faculty shall ensure the administrative management of the Faculty and the economic running of the Faculty, including the agenda related to the financial status of the Faculty.
2. The Secretary of the Faculty shall be appointed and removed by the Rector on the motion of the Dean.
3. A candidate for the post of the Secretary of the Faculty shall be selected through a selection procedure by the Dean and proposed to the Rector for appointment. The Rector shall be entitled to decide on the rejection of the submitted motion of a candidate for the post of the Secretary of the Faculty and shall be obliged to duly justify his/her decision.
4. The Secretary of the Faculty shall be accountable to the Dean in the matter of administrative management and administration of the property entrusted to the Faculty.
5. The Secretary of the Faculty shall be accountable to the Dean and the Bursar in the matter of the management of the Faculty financial resources in accordance with the Faculty's budget and the approved methodology for the distribution of the State budget subsidy from the chapter of the Ministry of Education.
6. The Secretary of the Faculty shall in particular perform the following tasks:
  - (a) shall organise and monitor the economic administration of the Faculty and manage the activities of the Dean's Office,
  - (b) shall draw up the draft plan and budget of the Faculty according to the documents of the Faculty's organisational units and ensure its implementation,

- (c) shall ensure the Faculty material equipment and take care of its maintenance,
- (d) shall ensure compliance with legal regulations in the field of administrative and economic activities,
- (e) shall submit motions to the Dean for the appointment of the heads of the organisational units of the Dean's Office or motions for changes to the agreed terms and conditions of employment,
- (f) shall cooperate, as part of his/her competences, with the Vice-Deans and other senior staff.

## **Article 22**

### **Advisory Bodies to the Dean of the Faculty**

1. The following shall constitute the Dean's advisory bodies:
  - (a) the Management of the Faculty,
  - (b) the Dean's Board,
  - (c) the Dean's Commissions,
  - (d) the Assembly of the Heads of the Institutes and Clinics of the Faculty
  - (e) the Dean's advisors.
2. The Dean shall appoint, at his/her discretion, such other advisory bodies as may contribute to the prosperity of the Faculty.
3. The Faculty Management Board shall be a standing advisory body to the Dean. The Faculty Management Board shall advise the Dean in the performance of his/her duties on all matters on which the Dean refers to the Management Board.
4. The members of the Faculty Management Board shall include the Dean, the Vice-Deans, and the Secretary of the Faculty. In addition to the members of the Faculty Management Board, the President of the Academic Senate of the Faculty shall be invited to attend the meetings. The Dean may also invite another employee of the Faculty to attend the meeting.
5. The Dean's Management Board shall consist of the Dean, the Vice-Deans, the Secretary and the President of the Academic Senate of the Faculty. The Dean may invite another employee of the Faculty to a meeting of the College.
6. The Dean shall establish commissions as required by the needs of the time. These may be standing or temporary, to deal with individual requirements.
7. Assembly of the heads of institutes and clinics:
  - (a) shall be convened by the Dean based on his/her own decision or also if requested by at least one third of the heads of institutes and clinics,
  - (b) shall discuss major decisions of the Dean which affect the work of the institutes and clinics or the Faculty as a whole,
  - (c) shall allow the Heads of Clinical Departments to request explanations and positions from the Dean, the Vice-Deans or the Secretary of the Faculty on all the issues under discussion, as well as to raise new ones.
8. The Dean may appoint advisors to coordinate specific activities at the Faculty. The appointment of an advisor is limited in time, for a maximum of one term of the Dean.

## **Article 23**

### **Internal Regulations of the Faculty**

1. The internal regulations of the Faculty are the internal regulations of the University, the approval, submission for decision on approval or their issuance is entrusted by this Statute to the competence of the competent body of the Faculty. Unless otherwise specified in the Statute, the Academic Senate of the Faculty shall be the body of the Faculty.
2. However, the internal regulations of the Faculty may not contradict this Statute, the UPJŠ Statute, the internal regulations of the University to which the Statute and the UPJŠ Statute refer, and the HELA.
3. The decision to adopt an internal regulation of the Faculty may be reviewed on the motion of the Rector in accordance with the procedure set out in Article 28, paragraph 6 of the

University Statute.

4. Internal regulations of the Faculty include:
- (a) Statute of the Faculty;
  - (b) the principles for the election of the Academic Senate of the Faculty and the principles for the election of a candidate for the post of Dean of the Faculty;
  - (c) Organisational Regulations of the Faculty;
  - (d) Organisational Structure of the Faculty;
  - (e) Study Regulations of the Faculty to the extent of amendments and additions permitted by the University Study Regulations,
  - (f) Scholarship Regulations of the Faculty, to the extent of amendments permitted by the University Scholarship Regulations;
  - (g) Disciplinary Regulations of the Faculty, to the extent of the amendments permitted by the Disciplinary Regulations of the University;
  - (h) the rules governing the conduct of doctoral examinations and the defence of doctoral theses;
  - (i) Rules of Procedure of the Academic Board of the Faculty;
  - (j) Rules of Procedure of the Academic Senate of the Faculty;
  - (k) Rules of Procedure of the Disciplinary Committee of the Faculty;
  - (l) Study Regulations of the Faculty for Continuing Education of Healthcare Professionals;
  - (m) Directive on the Study Regulations, to the extent of amendments permitted by the Study Regulations of the University and the Faculty.

### **Part Three Higher Education and Further Education**

#### **Section One Terms and Conditions of Study**

##### **Article 24 Basic Provisions**

1. The Faculty shall provide, organise, and arrange higher education in accredited study programmes at all three levels of study in the Bachelor's, Magister's, and Doctoral, as well as PhD study programmes.
2. Higher education shall be conducted in the doctoral study programme exclusively in the full-time form, in the Bachelor study programme in the full-time and part-time forms of study.
3. The organisation of all levels and forms of higher education shall be based on the credit system.
4. The rules of higher education at the Faculty shall be regulated by the Study Regulations of the Faculty, which is a separate internal regulation of the Faculty.

##### **Article 25 Terms and Conditions of Admission to Study**

1. Anyone who meets the basic admission requirements specified by the Higher Education Law Act and other terms and conditions determined by the Faculty may study the chosen study programme at the Faculty.
2. Other terms and conditions of admission to study shall be approved by the Academic Senate of the Faculty on the motion of the Dean of the Faculty.
3. The faculty shall verify the compliance with the terms and conditions pursuant to paragraph 1 by an admittance examination if this examination is determined as part of the



verification of the prerequisites for the study. Verification of knowledge shall consider the content of a complete secondary education. The admission examination requirements or the possibility of waiving it for a given study programme shall be approved by the Academic Senate of the Faculty on the motion of the Dean.

4. The Dean shall be accountable to the Rector for the conduct of the admission examinations held at the Faculty and their evaluation. The conduct and processing of the results of the admission examination shall be organised and provided in such a way as to exclude any possibility of subjective influence on the results.
5. The number of students admitted to the University shall be determined by the Rector on the advice of the Deans. He or she shall consider in particular the long-term objectives of the University as well as the development programmes of the faculties and their staffing and material capacities. If more than one applicant satisfies the admission requirements, the ranking based on the results of the admission examination shall be decisive.
6. The Dean shall set the deadline for the submission of applications and the date of the admission examinations for study programmes conducted at the Faculty.
7. The admission procedure for /hD study shall be carried out in accordance with the provisions of the HELA.
8. The admission procedure shall begin with the receipt of the application form of the applicant. The application form shall be received by the deadline set by the Faculty.
9. The framework conditions for the study of international students are regulated by the UPJŠ Statute.

#### **Article 26 Further Education**

1. The Faculty may also provide further education in accordance with applicable legislation.
2. The Faculty shall provide, organise, and arrange further education of health care professionals pursuant to the Government of the Slovak Republic Regulation No. 296/2010 Coll. on professional competence for the exercise of the health care profession, the manner of further education of health care professionals, the system of specialisation fields, and the system of certified work activities, as amended by subsequent regulations.
3. The rules for the provision of further education of healthcare professionals at the Faculty shall be regulated by the Study Regulations of the Faculty for Further Education of Healthcare Professionals.

#### **Section Two Students of the Faculty**

##### **Article 27 Students**

1. The status of a student enrolled for the study at the Faculty is defined in Sections 69 to 71 of the Higher Education Law Act.
2. The rights and responsibilities of students of the Faculty are regulated by Article 44 of the UPJŠ Statute.
3. Provision of social allowance to students of the Faculty is regulated by Article 52 of the UPJŠ Statute.

## **Part Four Faculty Employees**

### **Article 28 Employment Relations at the Faculty**

1. Labour and employment relations of University staff operating at the Faculty shall be governed by the Labour Code and Law Act No. 552/2003 Coll. on the Performance of Work in the Public Interest, as amended, unless otherwise stipulated by the HELA or special regulations.
2. The University teachers, researchers and other employees work at the Faculty as employees.
3. The staffing of posts of university teachers and researchers shall be governed by Sections 77 to 80 of the HELA. The principles of the selection procedure for the filling of posts of university teachers, posts of research staff, posts of professors and associate professors and posts of senior staff shall be laid down in a special internal regulation issued by the Rector after its prior approval by the Academic Senate of the University (Section 15(1)(d) of the HELA).
4. Faculty employees engaged in clinical and practical teaching at the specialised teaching facilities of the Faculty shall provide health care pursuant to a special regulation.
5. Details of other facts arising from the employment relations of employees of the University as employer shall be regulated in the University Work Regulations, which shall be issued by the Rector after their prior approval by the trade union organisation (employee representatives) and the Academic Senate of the University.

## **Part Five Economy of the Faculty**

### **Article 29 Faculty Budget**

1. The Faculty shall manage its economy in accordance with the approved budget. The budget period shall be identical with the calendar year.
2. The budget of the Faculty shall be approved on the motion of the Dean by the Academic Senate of the Faculty, which shall also monitor the management of the financial resources of the Faculty.
3. Pending the approval of the budget for the relevant calendar year by the Academic Senate of the Faculty, the Faculty shall manage the budget on a provisional basis in an amount equal to 90% of the previous year's allocation.
4. The State budget subsidies shall be the basic source of financing of the Faculty. Other revenues of the Faculty shall mainly include: tuition fees, fees related to the study, revenues from further education, revenues from the property of the Faculty, revenues from intellectual property, revenues from its own funds, other revenues from the main activity.
5. The Faculty shall also manage and dispose of earmarked funds of the European Union and the State Budget funds earmarked for the financing of joint programmes of the Slovak Republic and the EU, on the basis of the terms and conditions specified in the contract.

**Part Six**  
**Common, Transitional and Final Provisions**

**Article 30**  
**Amendments to the Statute of the Faculty**

1. Amendments to the Statute shall be made in the form of amendments, which shall be numbered.
2. The Statute of the Faculty, its amendments and the full text, shall be published in the electronic form on the website of the Faculty and shall also be issued in printed form.

**Article 31**  
**Cancellation Provision**

1. The Statute of Pavol Jozef Šafárik University in Košice, Faculty of Medicine, approved on 23/10/2014 in the wording of its subsequent amendments and complements, is hereby repealed.

**Article 32**  
**Validity and Effectiveness**

1. The Statute was approved by Resolution of the Academic Senate of the Faculty No. 21 of 21/06/2023.
2. The Statute shall enter into force and effect on the date of its approval by the UPJŠ Academic Senate on 22/06/2023.

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Assoc. Prof. Ing. Jaroslav Majerník, PhD.  
UPJŠ FM AS President

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Prof. MUDr. Peter Jarčuška, PhD.  
UPJŠ FM Dean

.....  
Prof. MUDr. Jana Kaľuchová, PhD., MBA  
UPJŠ AS President

.....  
Prof. RNDr. Pavol Sovák, CSc.  
UPJŠ Rector