



OSTRAVSKÁ UNIVERZITA
PŘÍRODOVĚDECKÁ FAKULTA

Statute of the Faculty of Science University of Ostrava

Approved by the Academic Senate of the Faculty of Science: 9 October 2017
Approved by the Academic Senate of the University of Ostrava: 16 October 2017
Valid from: 16 October 2017
Effective from: 16 October 2017



Part One

General Provisions

Article 1

Introductory provisions

1. The Faculty of Science (hereunder also “the FS“) is a Constituent Part of the University of Ostrava (hereunder also “the OU“) under Act no. 111/1998 Sb. on higher education and on amendments and additions to other acts (the Higher Education Act), as subsequently amended (hereunder “the Higher Education Act“).
2. The full name of the Faculty of Science is “Přírodovědecká fakulta Ostravské univerzity“ (i.e. “the Faculty of Science of the University of Ostrava“). The shortened name “Přírodovědecká fakulta OU“ (i.e. “the Faculty of Science of the OU“) or the abbreviated name “PřF OU“ (i.e. “the FS UO“) can also be used. The English name of the FS UO is “the Faculty of Science of the University of Ostrava“.
3. The FS UO is a part of the University of Ostrava that was established under Czech National Council Act no. 314/1991 Sb. on the establishment of the Silesian University, the South Bohemian University, the West Bohemian University, Jan Evangelista Purkyně University and the University of Ostrava, 9 July 1991. The Act became effective on 28 September 1991. The FS OU was one of the three founding faculties of the University of Ostrava.
4. The seat of the FS UO is Ostrava.
5. All activities of the FS UO are carried out in compliance with legal provisions, mainly the Higher Education Act, the Statute of the University of Ostrava (hereunder “the Statute of the University of Ostrava“) and other internal university regulations and the Orders of the Rector, this Statute (hereunder “the Statute of the Faculty of Science“) and other internal regulations and Orders of the Dean.

Article 2

The competence and mission of the Faculty of Science

1. The Faculty of Science is not a separate legal entity.
2. The Faculty of Science is a supreme institution engaged in higher education, scholarship, and science and research.
3. The Faculty of Science provides degree programmes at Bachelor’s, Master’s and doctoral levels; in conjunction with this activity it also engages in science, research, development and innovation and other creative activities (hereunder subsumed under the term “creative activities“), namely in the fields of biology, physics, geography, chemistry, informatics and mathematics.
4. The Faculty of Science provides higher education in accredited degree programmes and other forms of education within lifelong learning programmes.
5. The Faculty of Science is an open higher education institution that cooperates with other faculties of the University of Ostrava and also other higher education and scientific research institutions in the Czech Republic, Europe and the whole world. The Faculty of Science cooperates with the public, entrepreneurial and cultural spheres, contributing to the

development of the whole society, particularly in the context of the educational, scientific and cultural progress.

6. No political parties or political movements can be formed, nor any activities of political parties or movements can be organized at the Faculty of Science.

Article 3

Symbols of the Faculty of Science

1. The Faculty of Science uses the logo of the Faculty, which is a green variant of the logo of the University. The logo is complemented by the Czech or English version of the FS name. The use of the logo is regulated by the orders of the Rector.
2. The official rubber stamp of the Faculty of Science is a circular stamp bearing a state emblem of the Czech Republic in accordance with the valid legal standards and regulations of the use of the stamp given by the orders of the Rector of the University of Ostrava. In all other cases, the Faculty of Science uses a stamp without a state emblem.

Article 4

Faculty rights

1. The Faculty of Science establishes academic self-government bodies that are entitled to make decisions and to act on behalf of the University of Ostrava in the matters concerning the Faculty, in accordance with the Higher Education Act and the Statute of the University of Ostrava, namely in the following areas:
 - a) the constitution of academic self-government bodies of the Faculty of Science and the internal organization of the Faculty;
 - b) the creation and provision of degree programmes;
 - c) the strategic planning and creative activities;
 - d) employment-legal relations;
 - e) procedures for the conferral of habilitations and professorships;
 - f) international cooperation;
 - g) the use of funds allocated to the Faculty;
 - h) supplementary activities and the use of funds generated by these activities;
 - i) the use of the Faculty's property and assets;
 - j) the implementation of lifelong learning programmes.
2. The Faculty of Science undertakes its activities in accordance with the Strategic Plan for Educational and Creative Activities of the University of Ostrava and the Strategic Plan for Educational and Creative Activities of the Faculty of Science and the annual implementation plan for both the Strategic Plans and in accordance with the conditions stipulated in the Quality System Rules.
3. The official bodies of the Faculty of Science make decisions in other matters of the University of Ostrava if having been conferred responsibility for the decision-making processes by the Statute of the University of Ostrava or based on the orders issued by the Rector.

Article 5

Internal regulations of the Faculty of Science

1. Internal regulations of the Faculty of Science govern matters falling within the scope of the Faculty's self-governed activities and the Faculty's relationship with the University, unless said matters are governed by the Higher Education Act. All internal regulations of the Faculty of Science must be in accordance with the internal regulation of the University of Ostrava.
2. The internal regulations of the Faculty of Science are the following:
 - a) the Statute of the Faculty of Science;
 - b) the Electoral Regulations of the Academic Senate of the Faculty of Science;
 - c) the Procedural Regulations of the Academic Senate of the Faculty of Science;
 - d) the Procedural Regulations of the Academic Council of the Faculty of Science;
 - e) the Faculty of Science's Disciplinary Regulations for Students.
3. The internal regulations of the Faculty of Science, and any changes thereto, are approved by the Academic Senate of the Faculty of Science (hereunder "the Academic Senate of the Faculty of Science") and are then submitted by the Chairperson of the Academic Senate of the Faculty of Science and the Chairperson of the Academic Senate of the University of Ostrava to the Academic Senate of the University of Ostrava (hereunder "the Academic Senate of the University of Ostrava") for the approval. The internal regulations of the Faculty of Science become valid on the date of their approval by the Academic Senate of the University of Ostrava. The internal regulations of the Faculty of Science become effective from the date of which they become valid, unless a later date of effect is stipulated by an internal regulation of the Faculty of Science.
4. The internal regulations of the Faculty of Science are published (including the dates from which they are valid and effective) in the public part of the University of Ostrava's website. The publishing of the internal regulations of the Faculty of Science is the responsibility of an appointed employee of the Dean's Secretariat.
5. The Statute of the Faculty of Science is binding for the Faculty of Science and all its other units. The Statute of the Faculty of Science regulates mainly the following:
 - a) academic freedoms, rights and obligations of members of the academic community of the Faculty of Science;
 - b) self-governed activities of the Faculty of Science;
 - c) activities, rights and obligations of bodies of the Faculty of Science;
 - d) organizational structure of the Faculty of Science;
 - e) rights and obligations of non-academic staff of the Faculty of Science;
 - f) economic and financial operations at the Faculty of Science;
 - g) academic insignia and ceremonies.
6. Other internal regulations of the Faculty of Science are stipulated by orders issued by the Dean. These regulations must be in accordance with the internal regulations of the University of Ostrava and the Faculty of Science and orders issued by the Rector.

Part Two

The Academic Community and Self-government Bodies of the Faculty of Science

Article 6

The academic community of the Faculty of Science

1. The academic community of the Faculty of Science (hereunder “the academic community”) consists of the following:
 - a) academic staff of the Faculty of Science;
 - b) students enrolled for degree programmes of the Faculty of Science.
2. An academic staff member becomes a member of the academic community on the day on which the academic staff member begins work for the Faculty of Science having concluded a contract of employment with the Faculty.
3. In the case of academic staff, membership of the Faculty’s academic community expires on the day on which the staff member’s employment at the Faculty is terminated.
4. A student becomes a member of the academic community on the day of which the student enrolls (registers) as a student of the Faculty of Science.
5. In the case of students, membership of the Faculty’s academic community expires on the day on which their studies at the Faculty of Science are terminated.

Article 7

Academic freedoms, rights and obligations

1. Members of the academic community are guaranteed academic freedoms and academic rights in accordance with the Higher Education Act and the Statute of the University of Ostrava. The Faculty of Science guarantees the following freedoms and rights:
 - a) freedom of scientific research, artistic activities and the publication of the results of these endeavours and activities;
 - b) freedom of teaching, consisting primarily in the openness of spreading scientific knowledge and application of various research methods, and subject to various science and research directions;
 - c) the right to maintain and enhance contacts within the scientific community;
 - d) the right to participate in scientific discussion at scientific fora or within study visits;
 - e) the right to receive grants, scholarship and other financial sources for professional and scientific development;
 - f) the right to study and the freedom to express one’s opinion during the teaching process;

- g) within scientific, creative, teaching and study activities, the members of the academic community are entitled to use the premises of the Faculty of Science and to have access to information systems and internet, while respecting all existing regulations;
 - h) the right to elect members and to be elected a member of the Academic Senate of the Faculty of Science and the Academic Senate of the University of Ostrava;
 - ch) the right to use academic insignia, to conduct academic ceremonies and to participate in them;
 - i) academic staff have the right to be granted creative leave in a given period and under the conditions stipulated by the Statute of the Faculty of Science and orders of the Dean.
2. Members of the academic community are obliged to follow the rules stipulated in the Code of Ethics for Employees and Students of the University of Ostrava (hereunder “Code of Ethics”). They are particularly obliged to do the following:
- a) extend the Faculty of Science’s reputation and pay attention to it;
 - b) comply with the principles of science ethics, both when conducting research and when publishing scientific results in accordance with relevant copyright provisions;
 - c) within pedagogical activities, ensure collegial relationship towards students that is built at a professional level not allowing unjustifiable favouring selected students;
 - d) refrain from spreading false information at work and about work.
3. In the event of an infringement of the obligations referred to in paragraph 2, action is to be taken in the case of academic staff in accordance with the Labour Code and the Code of Ethics of the University of Ostrava, and in the case of students in accordance with the Disciplinary Regulations for Students of the Faculty of Science.

Article 8

Official bodies of the Faculty of Science

1. The academic self-government bodies of the Faculty of Science are the following:
 - a) the Academic Senate of the Faculty of Science;
 - b) the Dean;
 - c) the Academic Council of the Faculty of Science;
 - d) the Disciplinary Committee of the Faculty of Science.
2. Another body of the Faculty is Faculty Secretary.

Article 9

The Academic Senate of the Faculty of Science

1. The Academic Senate of the Faculty of Science is a representative academic self-government body of the Faculty of Science.
2. Powers of the Academic Senate of the Faculty of Science result from the Higher Education Act.

3. Membership of the Academic Senate of the Faculty of Science is non-delegable and mutually exclusive with the offices of Rector, Vice-Rector, Bursar, Dean, Vice-Dean, Faculty Secretary, Head of the Department and Director of University Institute.
4. The term of office of a member of the Academic Senate of the Faculty of Science is three years.
5. The term of office of all members of the Academic Senate of the Faculty of Science expires in accordance with the Higher Education Act if the Academic Senate takes no action for a period of six months.
6. The Academic Senate of the Faculty of Science has 21 members, of which 14 members are members of academic staff and 7 members are students.
7. The Academic Senate of the Faculty of Science comprises two chambers: Chamber of Academic Staff and Chamber of Students.
8. Each department of the Faculty of Science is represented at least one member of the Chamber of Academic Staff.
9. The process for the election of members and replacement members and the process for the appointment of the Chairperson(s) and/or other offices of the Academic Senate of the Faculty of Science, are stipulated in the Electoral Regulations of the Faculty of Science Academic Senate, which are an independent internal regulation of the Faculty of Science.
10. The rules for the sessions, proceedings and the adoption of resolutions of the Academic Senate of the Faculty of Science are stipulated in the Procedural Regulations of the Academic Senate of the Faculty of Science, which are an independent internal regulation of the Faculty of Science.
11. At the first session the Academic Senate of the Faculty of Science elects its Chairperson and Vice-Chairpersons (one for each Chamber) from among its members. A member of the Academic Senate of the Faculty of Science can be appointed to the position of Recorder. The establishment of bodies of the Academic Senate of the Faculty of Science is stipulated in the Electoral Regulations of the Academic Senate of the Faculty of Science.
12. Administration and material requirements related to the activities of the Academic Senate of the Faculty of Science are met by the Faculty Offices. The Academic Senate of the Faculty of Science possesses sufficient financial resources the amount of which is given by the allocation of funds at the Faculty.
13. The sessions of the Academic Senate of the Faculty of Science are open to the public.
14. Minutes are taken for each session of the Academic Senate of the Faculty of Science that are published appropriately; the minutes are archived by an authorised Faculty Offices staff member.

Article 10

Rights and obligations of the Academic Senate of the Faculty of Science and its members

1. Rights and obligations of the Academic Senate of the Faculty of Science and its members are defined in the Higher Education Act, Statute of the University of Ostrava, Statute of the Faculty of Science, Electoral Regulations of the Academic Senate of the Faculty of Science and Procedural Regulations of the Academic Senate of the Faculty of Science.
2. The Academic Senate of the Faculty of Science:

- a) on the basis of a proposal from the Dean, approves the proposals for internal regulations of the Faculty of Science and submits them to the Academic Senate of the Faculty of Science for approval via the Chairperson of the Academic Senate of the Faculty of Science and the Chairperson of the Academic Senate of the University of Ostrava;
- b) on the basis of a proposal from any member of the Academic Senate of the Faculty of Science, approves the proposal for the Procedural Regulations of the Faculty of Science, on which it has requested the opinion of the Dean, and which it submits to the Academic Senate of the University of Ostrava for approval via the Chairperson of the Academic Senate of the University of Ostrava;
- c) on the basis of a proposal from the Dean, decides on the establishment, merger, fusion, division or cancellation of the constituent parts of the Faculty;
- d) approves the distribution of the funds of the Faculty of Science submitted by the Dean and checks their use;
- e) approves the Annual Report on the Activities and the Annual Report on the Economic/Financial Operations of the Faculty of Science submitted by the Dean;
- f) approves conditions for admission to study in degree programmes provided at the Faculty of Science;
- g) gives the Dean its prior consent to the appointment and dismissal of the members of the Academic Council of the Faculty of Science (hereunder “the Academic Council of the Faculty of Science”) and the members of the Disciplinary Committee of the Faculty of Science;
- h) takes a decision on the proposal for the appointment or dismissal of the Dean;
- i) on the basis of the proposal from the Dean, approves the Strategic Plan for Educational and Creative Activities of the Faculty of Science prepared in accordance with the Strategic Plan of the University of Ostrava after prior discussion in the Academic Council of the Faculty of Science;
- j) comments on the proposals for degree programmes provided at the Faculty of Science;
- k) expresses a view on the intention of the Dean to appoint or dismiss Vice-Deans;
- l) expresses a view on other issues of the functioning of the Faculty of Science and its activities submitted by the Dean;
- m) on the basis of its resolution, has the right to invite the Dean or any Head to comment on the issues contained in the given resolution; the comment is provided without undue delay;
- n) acts by means of secret ballot concerning the issues described in items g) and h). Secret ballot can be used in order to decide on other issues if asked by any of the members of the Academic Senate of the Faculty of Science or if stipulated by an internal regulation of the Faculty of Science;
- o) can establish permanent or temporary committees.

3. Members of the Academic Senate of the Faculty of Science:

- a) are responsible to the academic community for the exercise of their function;
- b) are obliged to work towards reputation and good condition of the Faculty of Science and the University of Ostrava, and connect the work in the Academic Senate of the Faculty of Science with the interests of the Faculty of Science, University of Ostrava and academic community;

- c) are entitled to propose items for discussion in the Academic Senate of the Faculty of Science;
- d) are entitled to comment on all issues discussed by the Academic Senate of the Faculty of Science and vote on them;
- e) may not be penalised in any way for opinions expressed in the discussion at the Academic Senate of the Faculty of Science or in connection with the exercise of their function in the Academic Senate of the Faculty of Science.

4. Membership of the Academic Senate of the Faculty of Science is terminated:

- a) on the date on which the member's term of office in the Academic Senate of the Faculty of Science expires;
- b) on the date on which the membership in the academic community of the Faculty of Science is terminated;
- c) if the objective of Appendix no. 9 paragraph 5 is achieved;
- d) if the member has resigned;
- e) at the time a post is established for a member of the Academic Senate of the Faculty of Science that is mutually exclusive with the membership in the Academic Senate of the Faculty of Science.

Article 11

Dean

1. The head of the Faculty of Science is the Dean ("děkan") who acts and decides on the matters of the Faculty of Science in accordance with the legislation in force, the Statute of the University of Ostrava, the Statute of the Faculty of Science, Orders issued by the Rector and Orders issued by the Dean.
2. The Dean is appointed and dismissed by the Rector on a basis of a proposal of the Academic Senate of the Faculty of Science.
3. The term of office of a Dean is four years. The office of Dean can be held by the same person for a maximum of two successive terms of office.
4. The Rector may also dismiss a Dean as a result of his/her own decision, after the Academic Senate of the Faculty of Science has issued a statement of opinion and the Academic Senate of the University of Ostrava has given its consent; this applies in cases of a Dean's failure to fulfil his/her duties or if the Dean has seriously damaged the interests of the University of Ostrava or the Faculty of Science.
5. The Dean is entitled to decide and act on behalf of the University of Ostrava in the following matters of the Faculty of Science:
 - a) employment-legal matters of academic staff of the Faculty of Science and non-academic staff of the Faculty of Science;
 - b) the use of funds of the University of Ostrava;
 - c) other matters given by the Orders of the Rector.

6. The Vice-Deans deputize for the Dean in areas of responsibility defined by the Dean. The Vice-Deans are appointed and dismissed by the Dean after the Academic Senate of the Faculty of Science has issued a statement of opinion on the appointment/dismissal. The scope of activities/responsibilities and the duties of the Vice-Deans are defined by the Organizational Regulations of the Faculty of Science, which belong to Orders issued by the Dean.
7. On the basis of a recruitment procedure and in accordance with the Labour Code, the Dean also appoints and dismisses other employees to/from management positions at a constituent part of the Faculty.
8. The Dean is entitled to propose internal regulations of the Faculty of Science, with the exception of *the Procedural Regulations of the Faculty of Science*.
9. The Dean appoints and dismisses the members of examination committees for final examinations after he/she has been given a prior consent to the appointment and dismissal by the Academic Council of the Faculty of Science.
10. Following prior consent to the appointment and dismissal given by the Academic Council of the Faculty of Science, the Dean appoints and dismisses a guarantor for each degree programme provided at the Faculty of Sciences, and the members of the programme boards of doctoral degree programmes provided at the Faculty.
11. The Dean appoints and dismisses the members of a programme board that has been constituted for each degree programme.
12. The employees that report directly to the Dean and are accountable to the Dean for their activities are those at the positions of Vice-Deans, Heads of individual departments, Chairpersons of programme boards of doctoral degree programmes provided at the Faculty of Science, Chairpersons of examination committees for state examinations, Faculty Secretary and other employees at management positions directly accountable to the Dean.
13. The Dean is in charge of the Dean's Collegium and the Dean's Small Collegium.
14. The Dean, if appropriate, establishes temporary or permanent advisory boards and committees.
15. The Dean administers the affairs of the Faculty of Science by means of Orders.
16. In accordance with Article 54 of the Statute of the University of Ostrava, the Dean may submit to the Rector a proposal for the position of an extraordinary professor.
17. In accordance with Article 55 of the Statute of the University of Ostrava, the Dean may submit to the Rector a proposal for the appointment of a visiting professor.
18. In accordance with Article 56 of the Statute of the University of Ostrava, the Dean may submit to the Rector a proposal for a candidate for the status of an emeritus professor.
19. In accordance with Article 57 of the Statute of the University of Ostrava, the Dean may submit to the Rector a proposal for the conferral of an honorary doctorate.

Article 12

The Academic Council of the Faculty of Science

1. The position of the Academic Council of the Faculty of Science ("Vědecká rada PřF") (hereunder "the Academic Council of the Faculty of Science") is defined in the Higher Education Act.
2. The Chairperson of the Academic Council of the Faculty of Science is the Dean, who appoints and dismisses the other members of the Academic Council of the Faculty of Science after a prior consent given by the Academic Senate of the Faculty of Science.
3. The members of the Academic Council of the Faculty of Science are leading representatives of the fields in which the Faculty of Science is involved in educational and creative activities.

4. The membership of the Academic Council of the Faculty of Science is honorary and non-delegable.
5. The term of office of the other members of the Academic Council of the Faculty of Science is four years. During the term of office of a member of the Academic Council of the Faculty of Science, the membership of the Academic Council of the Faculty of Science is terminated:
 - a) on the date of the member's dismissal;
 - b) on the date on which a written notification of the member's resignation is delivered to the Dean;
 - c) on the date following a member's absence from a third successive session of the Academic Council of the Faculty of Science;
 - d) on the day of the member's death.
6. If the membership of a member of the Academic Council of the Faculty of Science is terminated during the course of said member's term of office, a new member is appointed by the Dean, upon a prior consent of the Academic Senate of the Faculty of Science and only for the remaining part of the term of office.
7. The members of the Academic Council are obliged to attend the sessions and participate actively in its activities.
8. At least one third of the members of the Academic Council of the Faculty of Science comprises persons who are not members of the academic community of the University of Ostrava.
9. The Academic Council of the Faculty of Science:
 - a) discusses the proposal of the Strategic Plan for Educational and Creative Activities, elaborated in accordance with the Strategic Plan of the University of Ostrava, and proposals of the annual implementation plan for the Strategic Plan of the Faculty of Science;
 - b) approves the proposals of degree programmes that are supposed to be provided at the Faculty of Science, and submits them to the Academic Council of the University of Ostrava for approval via the Rector;
 - c) proposes to the Rector a plan for submitting applications for accreditation, expansions of existing accreditations or prolongation of existing accreditations of degree programmes provided at the Faculty of Science;
 - d) proposes to the Rector a plan for submitting applications for an accreditation for the conferral of habilitations and professorships, in the case the conferral procedures are conducted at the Faculty of Science;
 - e) exercises the powers in the conferral of habilitations and professorships, the scope of these power is stipulated in the Higher Education Act;
 - f) approves the proposals submitted by the Dean for the appointments in accordance with Article 11, paragraph (9), (10), (15) up to (18);
 - g) comments on matters submitted by the Dean.
10. The procedures for the announcement of sessions, the proceedings of sessions and the adoption of resolutions of the Academic Council of the Faculty of Science are stipulated in *the Procedural Regulations of the Academic Council of the Faculty of Science*, which are an independent internal regulation of the Faculty of Science.
11. The sessions of the Academic Council of the Faculty of Science are only public during the public part of the conferrals of habilitations and professorships.
12. Minutes are taken for each session of the Academic Senate of the Faculty of Science; the minutes are published and archived appropriately.

Article 13

The Disciplinary Committee of the Faculty of Science

1. The members of the Disciplinary Committee of the Faculty of Science (“Disciplinární komise PŘF”) (hereunder the Disciplinary Committee of the Faculty of Science) are appointed and dismissed by the Dean upon a prior consent of the Academic Senate of the Faculty of Science; the members of the Disciplinary Committee of the Faculty of Science are members of the academic community of the Faculty of Science.
2. The Disciplinary Committee of the Faculty of Science has six members; half of the members are students of the Faculty of Science.
3. The Disciplinary Committee of the Faculty of Science elects a Chairperson from among its members and dismisses the Chairperson.
4. The term of office of the members of the Disciplinary Committee of the Faculty of Science is two years.
5. The Disciplinary Committee of the Faculty of Science discusses disciplinary offences committed by the students of the Faculty of Science and submits proposals for decisions to the Dean.
6. The functioning and activities of the Disciplinary Committee of the Faculty of Science are governed by the *Disciplinary Regulations for Students of the University of Ostrava* and the *Disciplinary Regulations for Students of the Faculty of Science*, which are an independent internal regulation of the Faculty of Science.

Article 14

Secretary of the Faculty of Science

1. The Faculty Secretary (“tajemník”) is in charge of financial/economic operations and internal administration of the Faculty of Science. The scope of activities of the Faculty Secretary is stipulated in Orders issued by the Dean.
2. The Faculty Secretary is appointed by the Dean on the basis of a recruitment procedure and is dismissed by the Dean.
3. The Faculty Secretary reports directly to the Dean and is accountable to the Dean for his/her activities.

Article 15

Vice-Deans

1. The Dean appoints and dismisses Vice-Deans (“proděkani”) after the Academic Senate of the Faculty of Science has issued a statement of opinion on the appointment/dismissal.
2. The Vice-Deans deputize for the Dean in areas of responsibility defined by the Dean. The number of the Vice-Deans is determined by the Dean on the basis of the *Organizational Regulations of the Faculty of Science*.
3. The scope of activities/responsibilities and the duties of the Vice-Deans are defined by the *Statute of the Faculty of Science* and the *Organizational Regulations of the Faculty of Science*, other internal regulations of the Faculty of Science, and Orders issued by the Dean.

4. The activities of the Vice-Deans are governed by the Higher Education Act, other generally applicable legal regulations and internal regulations of the University of Ostrava, internal regulations of the Faculty of Science, and Orders issued by the Dean.
5. In the Dean's absence, the Dean is represented by a deputizing Vice-Dean appointed by the Dean for that purpose. The scope of the Vice-Dean's activities is specified by the Dean.
6. The Vice-Deans deputize for each other within the scope stipulated by the *Organizational Regulations of the Faculty of Science*.
7. The Vice-Deans directly report to the Dean and are accountable to the Dean for their activities.

Article 16

Advisory boards of the Faculty of Science

1. Advisory boards ("poradní sbory") of the Faculty of Science are advisory groups stipulated by this Statute of the Faculty of Science or the Dean which provide support for selected activities of the Faculty of Science. The advisory boards are the following:
 - a) the Dean's Small Collegium ("Malé kolegium děkana"),
 - b) the Dean's Collegium ("Kolegium děkana"),
 - c) the Science and Research Support Committee ("Komise pro podporu vědy a výzkumu"),
 - d) the Council for the Dean's Award ("Komise pro udělování Ceny děkana"),
 - e) the Scholarships Committee ("Stipendijní komise").
2. Permanent advisory boards of the Dean are the Dean's Small Collegium and the Dean's Collegium. The members of the Dean's Small Collegium are Vice-Deans and the Faculty Secretary. The Dean's Collegium consists of the members of the Dean's Small Collegium, heads of individual faculty departments and, if necessary, other persons appointed by the Dean from among the members of the academic community of the Faculty of Science. The Chairperson of the Academic Senate of the Faculty of Science is entitled to participate in the sessions of the Dean's Collegium.
3. The scope of activities of each advisory board is stipulated by the *Organizational Regulations of the Faculty of Science*. Unless defined in the *Statute of the Faculty of Science*, the members of advisory boards are selected by the Dean by means of an Order, with the consent of the employee.
4. The sessions of advisory boards are convened by the Dean or a Vice-Dean delegated by the Dean or an employee delegated by the Vice-Dean.

Article 17

Orders issued by the Dean

1. Orders issued by the Dean are binding internal directives which – in accordance with the Higher Education Act, other generally applicable legal regulations, the Statute of the University of Ostrava and other internal regulations of the University of Ostrava, the Statute of the Faculty of Science and other internal regulations of the Faculty of Science – govern the rights and obligations of the employees of the Faculty of Science with respect to management within the scope of the Faculty's activities/responsibilities. The purpose of such Orders is to provide a methodological framework for the management and coordination of activities at the Faculty of Science and its constituent parts.
2. Orders are issued by the Dean within the scope of his/her powers as stipulated by the Higher Education Act, the Statute of the University of Ostrava, Orders issued by the Rector, the Statute of the Faculty of Science, and other internal regulations of the Faculty of Science.

Part Three

Organizational Structure of the Faculty of Science

Article 18 Subdivisions of the Faculty of Science

1. The Faculty of Science is subdivided into constituent parts, which are:
 - a) Faculty Offices ("děkanát");
 - b) departments ("katedry");
 - c) research centres ("výzkumná centra");
 - d) other units ("jiná pracoviště").
2. The Organizational structure of the Faculty of Science, relationships between individual units and their activities are stipulated in the *Organizational Regulations of the Faculty of Science*.

Article 19 Faculty Offices

1. Faculty Offices support administration and economic/financial activity of the Faculty of Science.
2. The organization, management and activities of the Faculty Offices are stipulated by the *Organizational Regulations of the Faculty of Science*.

Article 20

Faculty Departments and Department Heads

1. Departments are basic constituent units of the Faculty of Science that provide higher education and engage in science, research, development and innovation and other creative activities. Departments ensure providing accredited degree programmes and development of relevant scientific disciplines.
2. A Department is led by the Head who exercises the powers of management towards the employees of the Department and who is directly accountable to the Dean for his/her activities stipulated by the *Organizational Regulations of the Faculty of Science*.
3. The office of the Head of a Department is mutually exclusive with the offices of Rector, Vice-Rector, Dean, and Vice-Dean. Recruitment to the position of the Head of a Department takes place in accordance with the *Regulations on Recruitment Procedure at the University of Ostrava*. As for an external candidate, this procedure is at the same time recruitment procedure for the position of an academic employee.
4. For the purpose of the recruitment procedure for the position of the Head of a Department, the Dean constitutes a committee from among the employees of the Faculty of Science and institutions outside the University of Ostrava. The committee acts by means of secret ballot to select a suitable candidate for the position of the Head of a Department.
5. The Head of a Department is appointed by the Dean in accordance with the Labour Code and upon his/her decision, taking into account the committee's conclusions.
6. The Head of a Department may be dismissed by the Dean in accordance with the Labour Code. In accordance with the Labour Code, the term of office of the Head of a Department is no longer than three years but the office may be held by the same person repeatedly.
7. The position of the Head of a Department may exceptionally be filled without applying a recruitment procedure. In such a case, the term of office of the Head of a Department does not exceed one year.
8. The Head of a Department appoints his/her Deputy from among the members of the department.
9. The Head of a Department submits to the Dean a proposal for the appointment/dismissal of the members of examination committees for final examinations, guarantors of degree programmes provided at the department, and members of programme boards constituted for the degree programmes.
10. The Head of a Department decides, in close cooperation with the guarantor of a degree programme, on staffing related to the teaching of subjects provided at the Department.
11. The Head of a Department proposes the appointment/dismissal of the Chairperson and members.
12. Departments may be subdivided into smaller units (sections or laboratories). The establishment, merger, fusion, division or cancellation of such units is a decision of the Academic Senate of the Faculty of Science made on the basis of a proposal from the Dean. Organizational structure of the Departments and their activities are stipulated in the *Organizational Regulations of the Faculty of Science*.
13. Each department section is headed by a chief who is in charge of the section and is directly accountable to the Head of the Department for his/her activities.

Article 21

Research centres

1. Research centres are Faculty workplaces for creative activities; except that they may participate in educational activities. Research centres are established for the purpose of solving a specific research project.
2. The establishment, merger, division or cancellation of research centres is a decision of the Academic Senate of the Faculty of Science made on the basis of a proposal from the Dean. The structure of a research centre, its activities, management and organization are stipulated in the *Organizational Regulations of the Faculty of Science*.
3. A research centre is led by a head who exercises the powers of management towards the employees of the research centre and who is directly accountable to the Dean for his/her activities stipulated by the *Organizational Regulations of the Faculty of Science*.
4. A research centre may be subdivided into smaller units (sections or laboratories). Each section is headed by a chief who exercises the powers of management towards the employees of the research centre section and is directly accountable to the head of the research centre for his/her activities stipulated by the *Organizational Regulations of the Faculty of Science*.

Article 22

Other units

1. The establishment, merger, division or cancellation of other units is a decision of the Academic Senate of the Faculty of Science made on the basis of a proposal from the Dean.
2. Other units are led by heads.
3. Heads of other units are accountable to the Dean or a designated Vice-Dean for their activities.
4. Legal status of other units, their activities, management and organization are stipulated by the *Organizational Regulations of the Faculty of Science*.

Part Four

Educational Activities at the Faculty of Science

Article 23

Degree programmes

1. Higher education is obtained at the Faculty of Science by study within an accredited degree programme in accordance with the curriculum and defined form of study. The Faculty of Science provides degree programmes at Bachelor's, Master's and doctoral level.
2. The implementation of an accredited study programme is delegated by the Dean to one or more departments.

3. A guarantor, in cooperation with the programme board, is responsible for the realization, development, regular evaluation and quality assurance of a degree programme. The guarantor of a degree programme and the members of the programme board are appointed and dismissed by the Dean in accordance with the *Statute of the University of Ostrava, the Statute of the Faculty of Science, the Quality System Rules, and the Statute of the Council for Internal Evaluation of the University of Ostrava*.
4. Within doctoral degree programmes, a Doctoral Degrees Board (“oborová rada“) is established. The appointment of the members of the Doctoral Degrees Board is governed by the internal regulations of the University of Ostrava and the Faculty of Science.
5. Conditions governing admission to study in degree programmes at Bachelor’s, Master’s and doctoral level, particulars of admission procedures and the study conditions are governed by the *Higher Education Act, the Statute of the University of Ostrava, the Regulations on Study and Examinations at the University of Ostrava, and the Rules and Conditions of Admission Procedures at the Faculty of Science*, which are issued in a form of an order of the Dean.
6. Submitting an application for the study in a degree programme provided in Czech or in a foreign language is subject to a fee in accordance with the Appendix no. 3 of the Statute of the University of Ostrava. The level of the fee for the admission procedure in a given academic year is stipulated in an order issued by the Dean that is published on the website of the University of Ostrava.
7. The study in degree programmes provided in foreign languages is subject to a fee in accordance with the Appendix no. 3 of the Statute of the University of Ostrava. The level of the fee for the admission procedure in a given academic year is stipulated in an order issued by the Dean that is published on the website of the University of Ostrava.
8. A list of accredited degree programmes provided at the Faculty of Science is available in the public part of the University of Ostrava’s website in accordance with the *Higher Education Act*.

Article 24 Study at the Faculty of Science

1. Conditions of the study at the Faculty of Science are stipulated in the *Regulations on Study and Examinations at the University of Ostrava*, which are an internal regulation of the University of Ostrava.
2. An applicant to study at the Faculty of Science becomes a student in a given degree programme on the date of enrolment. A person whose studies have been suspended becomes a student of the Faculty of Science on the date on which said person re-enrols.
3. Rights and obligations of the students of the Faculty of Science and decisions on their rights and obligations are defined by the *Higher Education Act* and internal regulations of the University of Ostrava and the Faculty of Science.
4. Disciplinary offences of the students are discussed in accordance with the *Disciplinary Regulations for Students of the University of Ostrava* and the *Disciplinary Regulations for Students of the Faculty of Science*.
5. Conditions for foreign students’ studies are governed by the *Statute of the University of Ostrava* and the *Regulations on Study and Examinations at the University of Ostrava*.
6. The Faculty of Science also provides education as part of lifelong learning programmes under Section 60 of the Higher Education Act and as part of internationally recognized

courses under Section 60a of the Higher Education Act. Particulars related to this education are stipulated in the *Regulations on Study and Examinations at the University of Ostrava*. This education may be provided for a fee.

Article 25

Admission to study at the Faculty of Science

1. Admission of students to study at the Faculty of Science is governed by the Higher Education Act and the *Statute of the University of Ostrava*.
2. Admission of foreign students to study at the Faculty of Science is governed by the *Statute of the University of Ostrava*.

Article 26

Fees and scholarships at the Faculty of Science

1. Fees connected with studies at the Faculty of Science are specified in the *Statute of the University of Ostrava*.
2. Students of the Faculty of Science may be granted scholarships under the conditions stipulated in the *Regulations on Scholarships at the University of Ostrava*.

Part Five

Employees of the Faculty of Science

Article 27

Academic staff

1. The academic staff of the Faculty of Science are those professors, associate professors, extraordinary professors, assistant professors, assistants, instructors and research/development staff who are employees of the Faculty of Science whose work incorporates both pedagogical (teaching-related) and creative activities.
2. An employee's employment status as a member of academic staff must be stated in the employee's contract of employment.
3. Recruitment to positions of academic staff takes place on the basis of *Regulations on Recruitment Procedure at the University of Ostrava* and in accordance with the *Statute of the University of Ostrava, the Statute of the Faculty of Science*.

4. At the Faculty of Science, pedagogical (teaching-related) activities are provided by academic staff.
5. Visiting professors or other experts may also contribute to the activities at the Faculty of Science for a given period.
6. Other experts also contribute to teaching at the University of Ostrava on the basis of contracts of services provided outside an employment relationship.
7. An academic employee is assigned to that department/section of the faculty where he/she performs a greater amount of work. In the event of equal amount of work performed at two workplaces, the decision on the assignment to a specific workplace is made by the Dean.
8. Remuneration to academic staff is governed by the *Internal Wage Regulations of the University of Ostrava*.
9. Academic employees are evaluated in accordance with the internal regulations of the University of Ostrava, Orders issued by the Rector, and Orders issued by the Dean; the evaluation is conducted once a year and once every few years. Based on the evaluation, employment relationship is revised in accordance with the Labour Code.
10. A prerequisite for performing the contracted work by an academic employee is the employee's adherence to the *Code of Ethics*, which is an internal regulation of the University of Ostrava, and other regulations of the University and the Faculty of Science. Breaches of the *Code of Ethics* may be considered a breach of the obligations imposed by legal regulations concerning the work carried out by the employee, or as a failure by an employee to carry out his/her work duties properly.
11. Academic employees of the Faculty of Science are obliged to strictly and distinctly separate activities at the Faculty of Science from their potential business activities.

Article 28

Emeritus professors

1. A person who has worked as an academic employee at the Faculty of Science for a minimum period of ten years, may act at the Faculty in the role of an emeritus professor.
2. The procedure for the appointment of an emeritus professor is stipulated in the *Statute of the University of Ostrava*.
3. An emeritus professor is not a member of the academic community of the Faculty of Science but he/she is entitled to participate in academic ceremonies of the University of Ostrava in the role of honorary guest.

Article 29

Non-academic staff

1. In addition to academic staff, the Faculty of Science also employs non-academic staff involved in the Faculty's creative activities or carrying out other professional, administrative, economic/financial and technical activities.
2. A non-academic employee is assigned to that workplace where he/she performs a greater amount of work. In the event of equal amount of work performed at two workplaces, the decision on the assignment to a specific workplace is made by the Dean following the recommendations of the Faculty Secretary.
3. Remuneration to non-academic staff is governed by the *Internal Wage Regulations of the University of Ostrava*.

4. Non-academic employees are obliged to strictly and distinctly separate activities at the Faculty of Science from their potential business activities.

Article 30

Procedures for the conferral of habilitations and professorships

1. The procedures for the conferral of habilitations (associate professorships) and professorships at the Faculty of Science are governed by Sections 71–75 of the *Higher Education Act* and Article 52 of the *Statute of the University of Ostrava*; the procedures relate to the degree programmes published in the public part of the University of Ostrava's website.
2. The procedures for the conferral of habilitations and professorships are stipulated by the *Regulations on the Conferral of Habilitations and Professorships*, which is an internal regulation of the University of Ostrava.
3. The University of Ostrava sets a fee for the conferral of habilitations and a fee for the conferral of professorships in accordance with an order issued by the Rector.
4. Details on the proceedings for the declaration of invalidity of the conferral of a habilitation are given in the *Regulations on the Conferral of Habilitations and Professorships*.

Article 31

Recruitment procedure at the Faculty of Science

1. Recruitment to positions for Faculty of Science employees (academic and non-academic staff) takes place in accordance with the *Regulations on Recruitment Procedures at the University of Ostrava*, which is an internal regulation of the University of Ostrava.

Article 32

Creative leave

1. Academic staff can, at their request, be granted creative leave (“tvůrčí volno”) under the conditions stipulated in Section 76 of the *Higher Education Act*.
2. An academic employee submits a request for creative leave to the Dean.
3. Request particulars and creative leave conditions are stipulated by an order of the Dean.

Part Six

Quality Management

Article 33

The Strategic Plan of the Faculty of Science and its Updates

1. The Strategic Plan of the Faculty of Science of the University of Ostrava is elaborated in accordance with an Order issued by the Rector.
2. The Dean is responsible for the preparation and submission of the Strategic Plan of the Faculty of Science of the University of Ostrava.
3. The Strategic Plan of the Faculty of Science is approved by the Academic Senate of the Faculty of Science on the basis of a proposal submitted by the Dean and after it has been discussed by the Academic Council of the Faculty of Science.
4. The Strategic Plan of the Faculty of Science is updated annually.

Article 34

Annual Reports of the Faculty of Science of the University of Ostrava

1. The Annual Report on the Activities of the Faculty of Science, and the Annual Report on the Economic/Financial Activities of the Faculty of Science, are elaborated in the form and by the dates stipulated in an Order issued by the Rector.
2. Annual Reports of the Faculty of Science of the University of Ostrava are elaborated for the previous calendar year.
3. The Dean is responsible for the preparation and submission of the Annual Reports of the Faculty of Science of the University of Ostrava.
4. The Annual Report on the Activities of the Faculty of Science, and the Annual Report on the Economic/Financial Activities of the Faculty of Science, are approved by the Academic Senate of the Faculty of Science.

Part Seven

Rules for Economic and Financial Operations and Other Activities of the Faculty of Science

Article 35

Economic and Financial Operations of the Faculty of Science

1. The Faculty of Science manages the funding received from the budget of the University of Ostrava, respecting the purpose of its use specified by the Ministry of Education, Youth and Sports. Management of the funding is governed by the *Statute of the University of Ostrava*, existing laws and the Orders issued by the Rector and the Orders issued by the Dean.

2. The rules for the allocation of the institutional part of the funding received from the state budget to the workplaces of the Faculty of Science are approved by the Academic Senate of the Faculty of Science on the basis of a proposal submitted by the Dean who, at the same time, examines the use of the funding. The rules for the allocation of the funding are stipulated in an Order issued by the Dean.
3. The Faculty of Science may obtain funds from other domestic and foreign sources that also involve business activities. The use of such sources is governed by Orders issued by the Rector and Orders issued by the Dean.
4. Funds are managed and spent effectively at the Faculty of Science.

Part Eight

Academic Insignia and Ceremonies

Article 36

Academic insignia of the Faculty of Science

1. Academic traditions – academic insignia, academic ceremonies and the conferral of honorary awards and medals of the University of Ostrava – are a symbolic expression of academic freedoms and academic rights. The rules governing academic traditions are given by the *Statute of the University of Ostrava*. The form of the use of academic insignia of the Faculty of Science is stipulated by an Order issued by the Dean.
2. The academic insignia of the Faculty of Science are the sceptre, chains, and gowns.
3. At academic ceremonies, academic insignia may be used by the following persons:
 - a) the Dean and Vice-Deans;
 - b) members of the Academic Council of the Faculty of Science;
 - c) the Chairperson of the Academic Senate of the Faculty of Science;
 - d) important guests and other members of the academic community of the Faculty of Science, subject to the Dean's decision.

Article 37

Academic ceremonies at the Faculty of Science

1. In accordance with the *Statute of the University of Ostrava*, academic ceremonies at the Faculty of Science are:
 - a) student matriculation ceremonies;
 - b) graduation ceremonies for Bachelor's, Master's and doctoral degree programmes;
 - c) ceremonial session of the Academic Council of the Faculty of Science;
 - d) inauguration ceremonies for the Dean.

2. The particulars of proceedings for academic ceremonies are stipulated in an Order issued by the Dean.

Part Nine

Temporary and Concluding Provisions

Article 38

Temporary provisions

1. The term of office of the members of the Academic Council of the Faculty of Science, appointed before this Statute of the Faculty of Science entered into force, expires on 30 April 2019.

Article 39

Concluding Provisions

1. The *Statute of the Faculty of Science of the University of Ostrava*, including appendices, from 20 April 2015, is revoked.
2. This Statute was approved by the Academic Senate of the Faculty of Science on 9 October 2017.
3. This Statute was approved by the Academic Senate of the University of Ostrava on 16 October 2017, the date on which it became valid and effective.

doc. RNDr. Jan Hradecký, Ph.D., in his own hand

Dean of the Faculty of Science