



# LIEPĀJAS UNIVERSITĀTE

## APPROVED BY

LiepU Council Meeting, on 25–30 May 2022, minutes No 10  
Liepāja University Constitutional Assembly meeting, on 30 May 2022, minutes No 2

## CONSTITUTION OF LIEPAJA UNIVERSITY

Issued in accordance with Section 4(3)(1) of the Law on Higher Education

### Preamble

Liepāja University has its origins in 1945, when the Liepāja Pedagogy School opened. In 1950, it was transformed into the Liepāja Teacher Institute, and on 1 September 1954, by Order No 504-p of the Council of Ministers of the Latvian SSR, a higher education institution was established on the basis of the Institute, the Liepāja Pedagogical Institute.

In February 1993 the Pedagogical Institute was renamed the Liepāja Pedagogical University. On 28 April 1993, the Supreme Council of the Republic of Latvia approved the Constitution of the Liepāja Pedagogical University. On 12 February 1996, the Constitutional Assembly adopted a new Constitution, with a decision on changing the name of the university to Liepāja Pedagogical Academy, approved by the Cabinet of Ministers on 9 June 1998, by Order No 298. On 7 May 2001 the Constitutional Assembly adopted the amendments to the Constitution. The Constitution was approved by the Cabinet of Ministers on 21 May 2003, by Order No 327.

On 14 June 2006, the Constitutional Assembly decided to change the status and name of the Academy to Liepāja University, and the Constitution of Liepāja University was adopted. The Constitution of Liepāja University was approved by the national Parliament on 12 June 2008.

On 17 September 2021, Liepāja University was designated a university of applied sciences by Cabinet of Ministers Order No 655 ‘On types of state higher education institutions’.

### I. Status, rights, key fields of activities, and objectives

1. Liepāja University (‘University’) is a higher education, research, and culture institution, which teaches bachelor and master-level higher education programmes, in accordance with the standards set for higher education. Science doctorate programmes are established when the University produces research results that meet international standards in a particular field of study, or when it establishes joint doctoral programmes with another partner institution. The University is a centre for higher education, science and culture in the Kurzeme region, contributing to the development of the region in the Latvian and international context.  
Registered address: Lielā iela 14, Liepāja, LV-3401  
Its name in other languages is:  
Liepāja University (in English);  
Université de Liepāja (in French);  
Лиепайский университет (in Russian);  
Universität Liepāja (in German).  
The abbreviated name of Liepāja University is LiepU.  
The founder of the University is the State of Latvia, represented by the Cabinet of Ministers.
2. The University is an autonomous educational and scientific institution with self-governing rights. Its autonomy is expressed in the right to freely choose the ways and forms of

completing the objectives set by the founder of the University, complying with the Law on Higher Education Institutions, and in the responsibility for the quality of education and scientific and creative activities carried out at the University, in observance of democratic principles, in consistent and effective use of financial and material resources, and in observance of the laws and regulations governing the activities of the University.

The University has the right to independently:

- 2.1. draft and adopt its own Constitution;
  - 2.2. draft and adopt the University's development strategy;
  - 2.3. define the main fields of scientific and artistic activity;
  - 2.4. define the content and formats of its study programmes;
  - 2.5. define the organisational and administrative structure of the University;
  - 2.6. handle its staffing;
  - 2.7. draft and adopt its annual budget
  - 2.8. manage its assets and financial resources to achieve the objectives set out in the development strategy;
  - 2.9. draft and adopt its internal regulations;
  - 2.10. award qualifications and academic/vocational degrees by issuing nationally recognised educational documents in accordance with the procedure laid down in the Law on Higher Education Institutions;
  - 2.11. award scientific qualifications in accordance with the Law on Scientific Activity;
  - 2.12. confer the titles of Honorary Doctor, Emeritus Professor, Emeritus Rector of the University in accordance with the statutes approved by the Senate;
  - 2.13. promote international cooperation, transnational and inter-university exchange programmes for students and academic staff;
  - 2.14. receive and use donations and gifts from organisations and individuals;
  - 2.15. carry out economic activities appropriate to the University's profile, the income from which is to be credited to the University's budget for its development.
3. The competences of the University are defined by the University Constitution approved by the Council. The University operates in accordance with the Constitution of the Republic of Latvia, the Law on Education, the Law on Higher Education Institutions, the Law on Scientific Activity, other effective laws and regulations of the Republic of Latvia, and the Constitution of Liepaja University.
  4. The University is a derived public entity. It has its own seal with the image of the small enhanced coat of arms of the Republic of Latvia and the inscription 'Republic of Latvia. Liepaja University'.  
The University has its own flag, coat of arms, and anthem. The description and the use of the symbols is governed by the Regulations approved by the Senate.
  5. A decision on the reorganisation or liquidation of the University is made by the Cabinet of Ministers as proposed by the Minister of Education and Science. The draft Cabinet Order on the reorganisation or liquidation of the University must include a statement by the Council of Higher Education.
  6. The University's objectives are:
    - 6.1. to develop study, research, and lifelong learning programmes that provide the human resources needed for the future needs of the growing economy, the nation, and the public, in line with job market requirements, and to promote the uplifting of those involved in education into enterprising, creative, responsible, and competitive members of society;
    - 6.2. to carry out applied and fundamental research, and to transfer knowledge and technology to the relevant sectors of the economy through innovation and lifelong learning processes, making it possible for the sectors to adapt dynamically to changes in the external environment;
    - 6.3. to be an important cultural centre for Kurzeme, Latvia, and the Baltic region.

- 6.4. To achieve its goals, the University:
  - 6.4.1. teaches study programmes in at least two fields of study, and conducts internationally recognised scientific activities, confirmed by internationally cited scientific publications, peer-reviewed monographs, intellectual property objects (e.g. patents) in at least two scientific fields;
  - 6.4.2. ensures that at least 60 per cent of the elected academic staff hold a doctoral degree;
  - 6.4.3. if the university has a doctoral programme, ensures that as part of the doctoral programmes, doctoral theses are defended, and doctoral degrees are awarded every year;
  - 6.4.4. actively engages with industry, fostering the development of different types of collaborative platforms, and invests its resources in innovation or technology transfer-related undertakings;
  - 6.4.5. is filed in the Register of Scientific Institutions and has obtained a score of at least three in the international evaluation of the performance of scientific institutions in the fields of strategic specialisation.
7. The mission of the University is to:
  - 7.1. provide opportunities for gaining academic and professional higher education and conducting research in the fields of study relevant to the University;
  - 7.2. involve social partners in the quality assurance of its study programmes;
  - 7.3. prepare young professionals for the demands of the job market by providing a high-quality, accessible learning environment;
  - 7.4. ensure the training of young scientists, making it possible for them to join the academic and research processes in Latvia, Europe, and the world;
  - 7.5. develop student and faculty mobility at different levels, integrating into the European education area, and cooperating with other Latvian higher education institutions;
  - 7.6. support the initiatives of students, student councils, associations, and foundations to improve their studies, research, social and cultural environments;
  - 7.7. realise the potential of culture and sport for the personal growth of the University's students and staff;
  - 7.8. inform and educate the public about the latest developments in research, studies, economics, and politics in Latvia and the world;
  - 7.9. work to ensure that the knowledge of the people of Latvia is passed on to future generations, preserving the national language, culture, and traditions;
  - 7.10. implement an internal quality assurance system.

## **II. Academic freedom**

8. The freedom to engage in studies, research work, and artistic creativity is ensured and guaranteed at the University, provided that this freedom is not in conflict with the rights of other persons, the Constitution of the University, and applicable laws and regulations.
9. Freedom to study is an expression of the right of the student:
  - 9.1. to choose a study programme;
  - 9.2. during studies, to change their study programme, to one in another university, faculty (department);
  - 9.3. to attend lectures at other universities, faculties (departments);
  - 9.4. to set up and complete an elective part of their studies;
  - 9.5. to engage in scientific research and artistic endeavour;
10. The freedom to engage in research is the right of academic staff to choose the subject and field of their research.
11. Academic staff members are entitled to choose their teaching methods.

### III. Governing bodies of the University

12. The main decision-making bodies of the University are:
  - 12.1. Council;
  - 12.2. Senate;
  - 12.3. Rector;
  - 12.4. Constitutional Assembly;
  - 12.5. Academic Arbitration Court.
13. **The Council** is the University's supreme decision-making body of peers, responsible for the University's sustainable growth, for strategic and financial oversight, and for ensuring that the University operates in accordance with the objectives set out in its development strategy. The Council protects the autonomy of the University, and respects and promotes the academic freedom of its academic staff and students.

The University Council consists of seven members, of whom:

- 1) three are nominated by the Senate in accordance with the approved procedure;
- 2) one—a person of eminence in the field who is not involved in the work of the University—is nominated by the President of Latvia;
- 3) three representatives of the public are selected by the ministry under whose supervision the University is and nominated by the Cabinet of Ministers, in accordance with the procedure established by the Cabinet of Ministers, involving the public in the selection process (including alumni organisations, industry associations and employers, representatives of academic, research, and creative organisations, persons with internationally significant achievements in science, arts, or business, representatives of sector ministries, and local governments).

The selection, nomination, election, and dismissal of the members of the Council is governed by the procedures approved by the Senate.

13.1. Council:

- 13.1.1. approves the Constitution of the University and its amendments, and submits them to the Constitutional Assembly for approval;
- 13.1.2. approves the University's development strategy, and monitors the progress of its implementation;
- 13.1.3. approves the University's budget, financial plan, and annual accounts;
- 13.1.4. oversees the functioning of the cooperation and funding agreement between the University and the government;
- 13.1.5. oversees the functioning of the internal control and risk management systems, reviews their adequacy and operational effectiveness;
- 13.1.6. approves policies defining the University's governance processes, and the general principles, on which they operate.
- 13.1.7. If proposed by the rector to do so, the Council decides on:
  - a) the structure of the University;
  - b) the establishment, reorganisation, and dissolution of the University's departments;
  - c) the establishment and dissolution of branches and institutions of the University;
  - d) the participation of the University in companies, foundations, and associations;
  - e) the University staff remuneration policy;
  - f) the promotion of investments;
  - g) the University loan liabilities;
  - h) the University real estate development plan;
  - i) the appointment of the University auditor;
- 13.1.8. the approval of the rules governing the election of the rector;

- 13.1.9. the nomination of one or more candidates for election as the rector by the Constitutional Assembly;
  - 13.1.10. the rector's duties and remuneration; the Council signs the rector's employment contract and reviews the rector's performance;
  - 13.1.11. may propose the removal of the rector from office, and decides on the removal of the rector from office.
14. **The Senate** is the highest academic executive body of peers at the University, and is in charge of ensuring the excellence in and expansion of the University's educational, scientific, and creative endeavours, as well as their compliance with international standards of quality. The Senate governs the academic, creative and scientific activities of the University. The Senate protects and ensures the academic freedom of the academic staff and students of the University, as part of the autonomy of the University.
- 14.1. The Senate:
- 14.1.1. drafts the Constitution of the University and amendments to it. The Senate is responsible for ensuring that the Constitution meets the University's development needs and complies with laws and regulations;
  - 14.1.2. approves the University's study development plan, make proposals to the Council on areas of study to be developed;
  - 14.1.3. At the request of the rector, the Senate decides on:
    - 14.1.3.1. the creation, development, and shutting down of fields of study, and the establishing, development, content and shutting down of study programmes;
    - 14.1.3.2. the requirements, procedures and examinations for the award of degrees and qualifications;
  - 14.1.4. approves the University's plan for the development of scientific and artistic activities, and encourages the implementation of specific areas of scientific activity;
  - 14.1.5. sets the requirements for election to academic positions, and criteria for evaluating academic staff;
  - 14.1.6. determines the requirements and procedures associated with upholding academic integrity;
  - 14.1.7. Members of the Council are nominated by the University in the manner laid down in the Constitution;
  - 14.1.8. removes a member of the Council from office if they have lost the confidence of the Senate, broken the law, acted in a manner unworthy of the status of a member of the University Council, and failed to properly fulfil their duties;
  - 14.1.9. may propose the removal of the rector from office, and decide on the removal of the rector from office;
  - 14.1.10. provides statements and proposals concerning the strategy and budget of the University, the establishment, reorganisation, or dissolution of the University's units, as well as the plan for the development of University real estate, prior to the review of these matters by the Council;
  - 14.1.11. approves the documents regulating the internal procedures of the University, if they are not approved by the Council or the Constitutional Assembly;
  - 14.1.12. approves the statutes of the Study, Science, and General Councils;
  - 14.1.13. approves the regulations for the award of the titles of honorary doctor, emeritus professor, emeritus rector of the University;
  - 14.1.14. approves the statute of the Council Member Group;
  - 14.1.15. approve the statute of the Student Government.
- 14.2. The Senate decides on:
- 14.2.1. maintaining or changing the scientific or artistic disciplines, and announcing competitions for vacant professorships in that scientific or artistic discipline;

- 14.2.2. the necessary scientific or artistic discipline in which the vacant position of associate professor will be openly advertised, and the salary grade of the position;
- 14.2.3. the recruitment of guest professors, guest associate professors, guest docents, or guest assistants (if such a vacancy exists) for a period of up to two years;
- 14.2.4. the convening of the Constitutional Assembly.
- 14.3. The Senate consists of 25 members of the University staff, elected by secret ballot by the Constitutional Assembly for a term of three years, with a following breakdown:
  - 14.3.1. 19 representatives of the academic staff, i.e. no less than 75 per cent of all members of the Senate;
  - 14.3.2. 5 representatives of the student body, i.e. at least 20 per cent of all members of the Senate;
  - 14.3.3. The rector is a member of the Senate, in accordance with their position.
- 14.4. The Senate's work is governed by the rules of procedure approved by the Senate.
- 14.5. A meeting of the Senate has a quorum if more than half of the total number of members of the Senate are present. A decision is adopted if more than half of the total number of members of the Senate have voted in favour.
- 15. The **rector** is the top official of the University, who conducts the general administrative management of the University, and represents the University without special authorisation.
  - 15.1. The rector is elected by the Constitutional Assembly, and candidates for the position of the rector are selected by the University Council following an open international competition.
  - 15.2. The rector is elected for a term not exceeding five years, and no more than twice.
  - 15.3. The rector:
    - 15.3.1. performs the management of the University, and is responsible for the achievement of the goals set out in the University's development strategy and for the efficient and lawful use of the University's financial resources in accordance with laws and regulations, the University's Constitution, and decisions of the Council and the Senate;
    - 15.3.2. functions as a representative of the University, carries out other activities to ensure the success of the University and represents it in cooperation with other institutions and individuals;
    - 15.3.3. issues orders within the scope of its powers;
    - 15.3.4. ensures the preparation of the University's plan for the development of studies and research and submits it to the Senate for approval;
    - 15.3.5. ensures the drafting of the University's development strategy and, with the approval of the Senate, submits it to the Council for approval;
    - 15.3.6. ensures the implementation of the University's development strategy in cooperation with the University's departments;
    - 15.3.7. appoints and dismisses vice-rectors and deans, and determines their areas of competence, powers, and responsibilities, in accordance with the objectives set out in the University's development strategy;
    - 15.3.8. is responsible for the successful implementation of the University's HR policy;
    - 15.3.9. ensures the preparation of the University's budget and, with the approval of the Senate, submits it to the Council for approval;
    - 15.3.10. is responsible for the implementation of the budget, and submits the University's annual accounts for approval to the Council;
    - 15.3.11. disposes of the funds of the University in accordance with the Council's authorisation, including taking the necessary steps pertaining to the University's credit liabilities, and the promotion of investments;

- 15.3.12. takes decisions on the acquisition, encumbrance, or disposal of real estate, in accordance with the Council's real estate development plan;
  - 15.3.13. within the scope of their competence, is responsible for the compliance of the University's activities with the Law on Higher Education Institutions and other laws and regulations.
16. **The Constitutional Assembly** is the representative body of the academic and other staff, as well as the students of the University. The principles of representation of the University staff, according to which the number of members of the Constitutional Assembly of the University is determined, is laid down in the Constitution of the University. For the purpose of organising the elections to the Constitutional Assembly, a Constitutional Assembly Electoral Commission is formed from among the academic and general staff of the University and representatives of its students. The conditions and procedure for the formation of the Constitutional Assembly Electoral Commission, the number of its members, duties, and the procedure for conducting and supervising the election process are regulated by the Statute of the Constitutional Assembly Electoral Commission. This Statute is drafted by the Senate, and approved by the Senate and the Council of the University.
- 16.1. The Constitutional Assembly:
    - 16.1.1. approves the Constitution of the University and its amendments;
    - 16.1.2. elects the rector;
    - 16.1.3. may propose that the rector be removed from office;
    - 16.1.4. reviews the rector's report on University activities;
    - 16.1.5. elects members of the Senate from among the academic and other staff;
    - 16.1.6. may dismiss members of the Senate;
    - 16.1.7. elects the Academic Arbitration Court;
    - 16.1.8. if necessary, considers other matters relevant to the functioning of the University.
  - 16.2. The Constitutional Assembly of the University consists of 51 members of the University staff, elected for a term of three years by public ballot at a general election, as follows:
    - 16.2.1. 31 representatives of the academic staff;
    - 16.2.2. 10 student representatives;
    - 16.2.3. 10 representatives of the other staff of the University.

If the representatives elected at the Constitutional Assembly cease to work or study at the University, other representatives to the Constitutional Assembly are elected within two months from the respective group. The members of the respective group of representatives may withdraw their elected representative to the Constitutional Assembly if an application addressed to the Constitutional Assembly is signed by at least half of the members of that group.

The rector, vice-rectors, and deans who are not members of the Constitutional Assembly, may participate in the Constitutional Assembly in an advisory capacity.
  - 16.3. The Constitutional Assembly meets at least once a year. The Constitutional Assembly is convened if the rector or the Senate so requests.
  - 16.4. The functioning of the Constitutional Assembly is governed by the Statute, drawn up and approved by the Constitutional Assembly itself.
  - 16.5. The Constitutional Assembly has a quorum if more than half of the members of the Constitutional Assembly participate in its work. A decision of the Constitutional Assembly is adopted if a majority of those present vote in favour. When electing or dismissing the rector, amending or adopting the Constitution of the University, a decision is approved if more than half of all members of the Constitutional Assembly have voted in its favour.

17. An **Advisor Group** may be set up at the University. It consists of 7 to 10 members, and is elected by the Senate for a three-year term, based on recommendations by University departments. The statute of the Advisor Group is approved by the Senate. The members of the Advisor Group are not public officials. The Advisor Group pursues the alignment of the University's work with public interest, and advises the Senate and the rector on the University's development strategy. The Advisor Group has the right to raise questions at the Senate and the Constitutional Assembly.
18. The **Study Council** manages the content, organising, and coordination of studies. It is chaired by the vice-rector for studies and consists of 9 to 12 members, approved by the Senate at the beginning of each academic year.
19. The **Scientific Council** manages the organising and coordination of scientific research. It is chaired by the vice-rector for science and consists of 9 to 12 members, approved by the Senate at the beginning of each academic year.
20. The **General Council** manages the University's economic activities. It is chaired by the chief development officer and consists of 9 to 12 members, approved by the Senate at the beginning of each academic year.
21. The University may also establish councils in other fields of activity, the functions of which are defined in the laws and regulations approved by the Senate.
22. **The Academic Arbitration Court** consists of 7 members elected for a three-year term. 5 representatives of the academic staff are elected by secret ballot by the Constitutional Assembly. They must not be members of the administrative staff. The student government elects 2 representatives to the Academic Arbitration Court. These representatives must be present when student applications are considered. The members of the Academic Arbitration Court are accountable for their activities to the Constitutional Assembly. Their employer may only dismiss them with the consent of the Constitutional Assembly.  
The Academic Arbitration Court reviews:
  - 22.1. applications by students and academic staff concerning restrictions or violations of academic freedoms and rights set out in the Constitution of the University;
  - 22.2. disputes between officials of the University, and between the governing bodies of departments under their authority;
  - 22.3. in the cases specified in this Constitution, applications challenging an administrative ruling or a de facto action, taking appropriate decisions about these.
23. Decisions of the Senate that are not administrative rulings may be challenged before the Academic Arbitration Court within 10 days.

#### IV. University structure

24. The structure of the University is set up in accordance with the Constitution of the University. The tasks, functions, and rights of a unit of the University are determined by the statute of the unit, which is approved by the rector of the University.
25. For the purpose of carrying out study, scientific, organisational, economic, and maintenance work, the University establishes units which do not have the status of legal entities. The Council, based on a proposal by the rector, decides on the establishment, reorganisation, and dissolution of these units. These units have the right to open sub-accounts.  
The main units are faculties (departments), and research institutes.
26. A faculty is created by the University by uniting departments in related fields of scientific activity, artistic creation, and study. A faculty is headed by a dean. The dean of the faculty is appointed by the rector, in consultation with the Faculty Council, for a term not exceeding five years, but no more than twice in succession. The proportion of students in the Faculty Council must not be less than 20 per cent. Student representatives in the Faculty Council are assigned by the student government of the faculty.



- A faculty may be formed if pooling its scientific potential results in its meeting at least the requirements of the doctoral dissertation board in the relevant scientific field or discipline.
27. A research institute is a unit of the University formed by the association of research personnel from one or more scientific disciplines with a view to using their scientific potential for the efficient pursuit of common research objectives. A research institute carries out research activities in one or more fields of science, organises and is responsible for the publication of research results, provides research-based academic and vocational studies in conjunction with faculties, promotes the implementation of innovations in the national economy, and the dissemination of research to the public. The activities of the institute and the election of its research staff is governed by its Statute, which is approved in accordance with the procedure laid down in the Constitution.
  28. In order to achieve the objectives of the University as laid down in the Constitution, the following may be established by a decision of the Council:
    - 28.1. institutions, public agencies, and companies, as well as becoming a member or a founder of associations and foundations, in compliance with the Law on Higher Education Institutions and other applicable law;
    - 28.2. scientific institutes under the Law on Higher Education Institutions and the Law on Scientific Activity;
    - 28.3. branches under the Law on Higher Education Institutions.The Council decides on their establishment, reorganisation, dissolution, and approves their statutes or articles of association.

## **V. Personnel**

29. **The University personnel** consists of:
  - 29.1. academic staff, who are employees elected to academic positions at Liepaja University;
  - 29.2. other University staff;
  - 29.3. students, including master and doctoral students.
30. The University personnel have the right to:
  - 30.1. exercise their freedom of study, research, and artistic creativity;
  - 30.2. promote openness in the administration of the University and the conduct of its affairs;
  - 30.3. participate in the drafting of various decisions and internal regulations;
  - 30.4. attend and be heard at meetings of the peer governing bodies;
  - 30.5. participate in the elections of the self-governing bodies of the University and be elected to them;
  - 30.6. protect their interests in accordance with applicable law.
31. University staff have a duty to promote the freedom of study and research. University staff must carry out their duties in such a way as to enable the University to fulfil its mission, to ensure that the rights of any other persons are not infringed on, and that the performance of their duties or work is not interfered with. University staff duties are defined in internal regulations and job descriptions.

University staff are accountable for the performance of their duties. The rules of procedure and the legislation in force determine the procedures for classifying offences and imposing penalties for breaches.

The University management (Article 12 of the Constitution) must take care of the working conditions of the staff and to provide opportunities for further training and retraining.
32. Staff members may challenge administrative rulings or de facto actions by the University before the University's Academic Arbitration Court. The decision of the Academic Arbitration Court may be appealed in court in accordance with the Administrative Procedure Law.

33. Persons who are not members of the University staff may challenge administrative rulings or de facto actions by the University by submitting an application to the rector of the University. The decision of the rector may be appealed in court in accordance with the Administrative Procedure Law.
34. The **academic staff** consist of:
- 34.1. professors, associate professors;
  - 34.2. docents, senior researchers;
  - 34.3. lecturers, researchers;
  - 34.4. assistants.
- The academic staff are involved in the teaching of students and scientific research. The scope of the tasks for each of the main activity types is determined by a decision of the Senate.
- A person may hold only one elected academic position, in one university, as a professor, associate professor, docent, lecturer, or assistant. A person elected to such an academic position may also be elected to the position of a senior researcher or researcher.
- The Scientific Councils of the Scientific Institutes are responsible for the election of the University's scientific staff.
35. For special contributions to higher education, when professors and associate professors reach retirement age, the University may confer the honorary title of Emeritus Professor, in accordance with the statute approved by the Senate.
36. A **professor** is an internationally recognised specialist in their field, holding a doctoral degree, with at least three years of experience working as an associate professor or professor, carrying out scientific research or engaging in artistic creativity, and providing high-quality studies in the relevant scientific or artistic discipline.
- The main duties of professors are:
- 36.1. delivering lectures involving high qualifications; supervising studies, classes, and examinations in their discipline;
  - 36.2. conducting research in a scientific discipline or managing artistic creation in a field corresponding to the job title of the professor;
  - 36.3. supervising doctoral-level studies and research in the relevant scientific discipline;
  - 36.4. participation in the evaluation of the work and quality of study programmes, the University and its units;
  - 36.5. training the next generation of researchers and instructors.
- The number and list of professorships in the relevant scientific or artistic subfields is determined by the Senate, in accordance with the University's strategic specialisation and objectives.
37. A person with a doctoral degree may be elected as **an associate professor**. In arts specialisations, a person whose artistic output or professional activity is in accordance with the Statute on Academic Positions adopted by the Senate may be elected to the position of an associate professor. The position of an associate professor for vocational study programmes is also open to persons who have appropriate higher education qualifications and at least 10 years of practical work experience in the relevant field.
- Their main duties of associate professors are:
- 37.1. enabling and managing studies;
  - 37.2. conducting research in a scientific discipline or field of artistic creation corresponding to the title of the associate professor;
  - 37.3. supervising research for doctoral and master degrees.
- The number of associate professorships is determined by the Senate, according to the needs of the University and the availability of funding.
38. Professors and associate professors are elected for six-year terms by a council of professors in their field, the principles for which are laid down in the Law on Higher Education Institutions.

39. A person holding a doctoral degree may be elected as a **docent**.  
The main duties of docents are:
- 39.1. delivering lectures, supervising classes and internships, organising examinations in their study programme;
  - 39.2. research in a scientific discipline or field of artistic creativity corresponding to the title of the docent.
- As an exception, in the specialist subjects of vocational study programmes, the position of a docent may be held by a person with higher education but without a scientific degree, provided that the person has at least seven years of practical work experience.  
The number of docent positions is determined by the rector.
40. A person holding a doctoral degree may be elected as a **senior researcher**.  
The main duties of a senior researcher are:
- 40.1. independently carry out scientific research in the relevant scientific discipline;
  - 40.2. supervise the research of other scientists.
41. Persons with a doctoral or master degree may be elected as **lecturers**.  
The main duties of lecturers are:
- 41.1. delivering lectures, teaching classes in bachelor, master and vocational study programmes;
  - 41.2. conducting scientific research or developing artistic creativity, to integrate the findings into study courses, involving students in the research.
- As an exception, in the case of specialist courses of vocational study programmes, the position of a lecturer may be held by a person with higher education but without a scientific or academic degree, provided that the person has at least five years of practical work experience.
42. A **researcher** is a person with a doctoral or master degree whose main task is to carry out skilled scientific research in a particular discipline.
43. Persons with a doctoral or master degree may be elected as **assistants**. If an assistant does not obtain a doctoral degree during their first two terms in office, the assistant may not be re-elected.  
The main duties of assistants are:
- 43.1. conducting seminars, managing practical and laboratory assignments, and presenting lectures in vocational study programmes;
  - 43.2. conducting scientific work within a specific sub-discipline, or actively engaging in a practical artistic activity.
- As an exception, in the case of specialist courses of vocational study programmes, the position of an assistant may be held by a person with higher education but without a scientific or academic degree, provided that the person has at least five years of practical work experience.
44. Docents are elected by the Senate for six-year terms; lecturers and assistants are elected by the Faculty Council for six-year terms; senior researchers and researchers are elected by the Scientific Councils of the research institutes for six-year terms.
45. Academic staff members are entitled to eight weeks of paid leave every year, and six months of paid research leave every six years.  
Academic staff members are entitled to one three-month paid study leave for the preparation of their thesis.  
Professors, associate professors, and docents are entitled to request an unpaid leave of up to 24 months per term of office to work as guest professors, guest docents, or guest lecturers in academic positions at other higher education institutions.
46. The **general staff of the University** includes administrative, teaching assistant, technical, economic and other staff, and does not include its academic staff.
- 46.1. The administrative staff of the University includes the rector, the vice-rector, the dean, the heads of units, and other officials whose main functions are administrative in nature.

Vice-rectors and heads of units have an employment contract signed by the rector, for a maximum period of their term of office. If the rector is dismissed, these employment contracts remain in force until a new rector is appointed.

46.2. The procedure for the recruitment and dismissal of general staff at the University is determined by the University in accordance with the provisions of the Law on Higher Education Institutions, and other laws and regulations.

## **VI. Students and studies**

47. **Students** include:
- 47.1. bachelor study programme students;
  - 47.2. vocational study programme students;
  - 47.3. master study programme students;
  - 47.4. doctoral students.
48. Students of Liepaja University are admitted to licensed study programmes in accordance with the admissions rules approved by the Senate. In the event of the termination of a study programme, the University makes it possible for the students of the study programme to continue their education in another study programme at the University or at another education institution.
49. All persons admitted to the University are students. Students sign a written study agreement with the University. The University sets up a personal file for each student and provide data to the State Education Information System register on students and persons who have obtained a doctoral degree.
50. The tuition at the University can be paid through the national budget or by a legal entity or a natural individual.  
Only one study programme can be studied at a time using state-paid tuition.  
The main duty of students is to study in accordance with the requirements of the study programme of their choice, the Constitution of the University, the Code of Academic Integrity, and other documents regulating the study procedure.
51. A person may be excluded from the list of students if:
- 51.1. they want to;
  - 51.2. it is found that the person's admission to the University was affected by deception, bribery, or other conduct in breach of the principle of equal treatment of applicants;
  - 51.3. they have failed to pass the required examinations or other study tasks within the deadlines set by the University;
  - 51.4. they have violated the University's internal rules of conduct.
- The person's removal from the list of students is done by the rector of the University or the dean. Appeals are heard by the Academic Arbitration Court.
52. Students have the right to:
- 52.1. gain higher academic or vocational education, or higher academic and vocational education, receiving appropriate documents certifying their educational qualifications;
  - 52.2. change their study programme, type and form of study during the study period, in accordance with the regulations on studies;
  - 52.3. interrupt and resume their studies in accordance with the regulations on studies;
  - 52.4. use the University premises, library, equipment, facilities, cultural, sports, and other facilities in accordance with the internal regulations;
  - 52.5. exercise their rights relating to studies, freedom of research, and freedom of artistic creation set out in Part II of the University's Constitution;
  - 52.6. elect and be elected to the student self-government, participate in the University's self-government bodies at all levels;
  - 52.7. receive information on all matters directly related to their studies and possible career;
  - 52.8. freely express and defend their thoughts and opinions;

- 52.9. form associations and clubs;
53. The studies are carried out in accordance with the study programmes developed, approved, and licensed. Study programmes are in full-time and part-time formats. A study programme is approved by the University Senate after an independent examination of the programme.
  54. Academic study programmes for bachelor and master degrees are designed in accordance with the national academic education standard. The duration of full-time studies for a bachelor degree programme is three to four years, and for a master degree programme, it is one or two years, provided that the total duration of bachelor and master studies is not less than five years.
  55. For a fifth-level vocational qualification, the total duration of full-time studies is at least four years, except for those vocational study programmes which are pursued after the completion of a college programme. A bachelor degree in vocational higher education is awarded if the programme lasts at least four years of full-time studies. A master degree in vocational higher education is awarded if the total duration is at least five years of full-time studies.
  56. Holders of a bachelor degree are eligible to continue their studies towards a master degree. Holders of a master degree are eligible to continue their studies towards a doctoral degree. The duration of a doctoral programme is three to four years.
  57. Studies in academic and vocational study programmes end with final and national examinations, which are governed by rules approved by the Senate. At the University one can get:
    - 57.1. academic education and the following degrees:
      - 54.1.1. bachelor (academic degree);
      - 54.1.2. master (academic degree);
      - 54.1.3. doctor (scientific degree);
    - 54.2. professional qualifications at levels 4 and 5 and the following vocational degrees:
      - 54.2.1. bachelor;
      - 54.2.2. master;
      - 54.2.3. vocational doctorate of arts.
  58. The University, together with a partner institution, which may be another accredited higher education institution in Latvia or a higher education institution recognised by the government of a foreign country, develops the study programme and participates in its implementation by concluding a written agreement to this effect. As a result of the joint degree programme, the University is entitled to issue:
    - 58.1. A joint higher education diploma awarded by the University and its partner institutions;
    - 58.2. A University diploma of higher education.
  59. A person has the right to register with the University for individual study modules and courses. A person who has registered for individual study modules or courses of study is an attendee. The registration procedure is determined by the University Senate.
  60. **Students have their own student government**, which is an elected and independent institution representing the rights and interests of students. The student government operates in accordance with its regulations, drafted by students, and approved by the Senate. The Senate may only refuse the approval on legal grounds.
  61. The student government:
    - 61.1. protects and represent the interests of students in matters of academic, material, and cultural life at the University and other government institutions;
    - 61.2. represents students in Latvia and abroad;
    - 61.3. sets the criteria and procedures for the election of students to the University Senate, Faculty Council, Constitutional Assembly, Academic Arbitration Court, and other bodies of the University, if such bodies are specified in the Constitution of the University and if such bodies include the representation of students;

- 61.4. exercises the right to participate as observers in lectures and examinations, as stipulated in the University's documents governing study procedures;
- 61.5. exercises the right to request and receive information and explanations from authorised representatives of any unit of the University in all matters affecting the interests of students;
- 61.6. exercises the right of veto in the Senate, the Faculty Council, the Constitutional Assembly in matters affecting the interests of students; after the right of veto is exercised, the matter is examined by a conciliation commission established following the principle of parity by the institution in question. The decision of the commission is approved by the institution by a majority of 2/3 of the votes present.
- 62. The University finances the student government from a budget of no less than 0.5% of the University's annual budget. The student government use these funds to perform the functions referred to in Article 61 of the Constitution of the University.
- 63. The decisions of the student government, once approved by the Senate, are binding to all students of the University.

## **VII. Scientific research**

- 64. Scientific research is an integral part of the University's work. All academic staff participate in it, with the involvement of students.
- 65. The objectives of scientific research are:
  - 65.1. gaining new scientific knowledge;
  - 65.2. scientific substantiation and development of the content and process of studies;
  - 65.3. solving practical problems using research methods.
- 66. Scientific research is carried out in the fields of science that are relevant to the University's strategic specialisation:
  - 66.1. The University coordinates the overall research plans and key aspects. In accordance with the research funding, the heads of research units and project teams are independent in defining and implementing their own research and creative topics;
  - 66.2. The University cooperates with other Latvian and foreign universities, scientific and cultural institutions, businesses, the Latvian Council of Science, and other stakeholder institutions, coordinating fields of research, assessing the significance and scientific level of research, and deciding on its funding;
  - 66.3. The University regularly publishes information about research on its website, identifying the units, and the authors that did the research.
- 67. Academic staff must publish the results of their research.
- 68. The University promotes the publication of research results through scientific journals, collections of articles, or other scientific publications.
- 69. The University has the right to set up dissertation boards and award doctoral degrees in accordance with the Law on Scientific Activity.

## **VIII. Artistic creativity**

- 70. The University pursues artistic creativity in academic and vocational arts study programmes.
- 71. The aim of artistic creativity is to achieve high artistic quality and to develop practical skills in the execution of unique artistic ideas. The University ensures the unity of studies, research, and artistic creation, promotes excellence and quality, competitiveness and exportability in the fields of art relevant to its specialisation.
- 72. The University manages artistic creation and enables its planning, implementation, and development. The University Senate determines the focus and scope of artistic creativity.

73. The University, in cooperation with cultural institutions, cultural education institutions, local governments, and other stakeholders, coordinates the fields of artistic creativity, assesses its significance and artistic quality, and decides on the funding of this work.
74. The University regularly publishes summaries of the artistic creativity projects it has carried out, including the authors and participants, on the University's website.

### **IX. Property, budget, and business activities**

75. The property of the University consists of:
  - 75.1. property acquired using national budget funds; real estate must be filed in the Land Register as the property of the University;
  - 75.2. movable property and real estate donated or inherited or acquired by the University using its own resources;
  - 75.3. intellectual property of the University;
  - 75.4. real estate transferred free of charge by the government, or another derived public entity;
  - 75.5. movable property handed over free of charge by another derived public entity or by the government.

The University have the right to dispose of its property for the purposes set out in the Constitution. The property of the University is managed separately from the property of the government or of any other derived public entity.
76. The University's financial resources consist of:
  - 76.1. funds received from the main national budget;
  - 76.2. income earned by the University from activities carried out in the pursuit of its objectives, as laid down in its Constitution;
  - 76.3. donations and gifts from legal entities and natural individuals;
  - 76.4. other financial resources specified in law.
77. The University uses the national budget funds and its own revenue in accordance with the Law on Budget and Financial Management and other applicable legislation, as well as the annual budget approved by the Council.
78. Financial resources provided for the financing of individual targeted programmes and activities by natural individuals or legal entities are transferred by the University directly to the unit, natural individual or legal entity implementing the programme or activity in question.
79. The University's budget includes the financial resources of individual departments as independent parts.
80. In carrying out its tasks, the University has the right to:
  - 80.1. enter into contracts with natural individuals and legal entities, and engage in other legal activities in accordance with this law and other laws;
  - 80.2. announce tenders, buy and sell movable and immovable property, securities, in accordance with the legislation in force and the goals and objectives of the University;
  - 80.3. carry out economic activities appropriate to the University's profile, the income from which is to be credited to the University's budget for its development; invest the funds earned in other businesses, in accordance with the goals of the University.
81. The structure of the University's financial resources is determined by the Council, in accordance with the Law on Budget and Financial Management. The rector submits an annual report on the implementation of the budget to the Council, the Minister for Education and Science and the minister for the relevant sector, or the founder of the University, and makes it public on the University's website.
82. The University's financial and economic activities are audited annually, by an independent certified auditor. The written opinion on the financial and economic activities of the

University, prepared by an independent auditor, is submitted by the University to the Ministry of Education and Science.

83. The University is entitled to tax benefits, and exemptions from taxes and fees in the cases stipulated in the laws and regulations on taxes and fees.

#### **X. Procedure for adopting and amending the Constitution**

84. The Constitution of the University and amendments to it are approved by the Council, and submitted to the Constitutional Assembly for approval.

Chair of the Constitutional Assembly (signature) E. Lāma

Acting Chair of the Council (signature) A. Grafs