

CHARLES UNIVERSITY
FACULTY OF SOCIAL SCIENCES

DISCIPLINARY CODE FOR STUDENTS

FACULTY OF SOCIAL SCIENCES OF CHARLES UNIVERSITY

The Academic Senate of the Faculty of Social Sciences, in accordance with § 27 para 1 letter b) and § 33 para 2 letter e) of Act no. 111/1998 Coll., on universities and on the amendment and supplementation of other acts (Act on universities), has resolved upon this Disciplinary Code for Students of the Faculty of Social Sciences as its internal regulation:

Article 1

Introductory Provision

1. This code governs the details of the composition and proceedings of the Disciplinary Board of the Faculty of Social Sciences (hereinafter referred to as the "faculty").
2. Further details on disciplinary offences, sanctions, disciplinary proceedings and review procedures in this matter are governed by the Act on universities, the Code of Administrative Procedure and the Disciplinary Code for Students of Charles University.

Article 2

Composition and Term of Office of the Disciplinary Board

1. The Disciplinary Board of the faculty (hereinafter referred to as the "board") consists of ten members. The chairman is a member of the board. Half of the board's members are students. The substitutes include two members of academic staff and two students.
2. The members of the board and substitutes shall be appointed and dismissed by the Dean from among the members of the academic community of the faculty; the Dean appoints and dismisses them after prior approval by the faculty's academic senate.
3. The term of office of the members of the board shall be two years. The Dean, when establishing the board, takes into account the principle of the continuity of its activities and the representation of all institutes.
4. Membership in the board shall cease to exist
 - a) on the expiry of the term of office
 - b) before the expiry of the term of office
 - I. with the termination of membership in the academic community of the faculty,
 - II. on the date of receipt of a written statement by which the member or substitute renounces his/her membership or substituting in the board.

Article 3

Meetings of the Board

1. Members and substitutes are required to attend the meetings of the board to which they have been invited. If it is known that a member of the board can not attend a meeting, the chairman invites a respective substitute to the meeting to maintain the parity of the board. The substitute holds the rights and obligations of a member of the board at the meeting to which s/he has been invited.
2. The chairman presides over the meetings of the board.
3. The board is quorate if a majority of its members are present. If the students do not form at least one half of the members of the board present, the chairman shall adjourn the meeting, if proposed by a member of the board. The resolution of the board is adopted if most of its members present declare for it.

4. The procedure for the voting of the board is governed by Article 3 paras 8 and 9 of the Disciplinary Code of Charles University. If more than one proposal has been submitted to the vote, each member of the board may vote for no more than one of them. Proposals are voted on in the reverse order to the one in which they have been submitted. If one proposal receives the majority stipulated in para 3, it shall be approved and the other proposals shall no longer be voted on. Otherwise, the second round shall entail voting on those proposals that received congruently the highest number of votes in the first round or the proposal with the highest number and all proposals with the second highest number of votes. Prior to a voting in the second round, the chairman is obliged to repeat the wording of all proposals that have been forwarded to the second round and to open a discussion on these proposals. If none of the proposals in the second round receives the majority laid down in para 3, then the proposal with the highest number of votes received in the second round moves to the third round. If more than one proposal congruently receive the highest number of votes in the second round, the second round is repeated after the discussion, no more than once.
5. The minutes shall be taken on the proceedings of the board.
6. The board's agenda is provided by the Dean's Secretariat. Minutes of the meetings of the board and the voting protocol shall be taken by a member of the board commissioned by the chairman of the board.
7. The chairman may invite experts to the meeting of the board.

**Article 5
Temporary Provisions**

Disciplinary proceedings initiated prior to the entry into force of this code shall be completed in accordance with this code and the Disciplinary code for students of the university.

**Article 6
Final Provisions**

1. The Disciplinary Code of the Faculty, approved by the Academic Senate of University on June 11, 1999, as amended, is being annulled.
2. This code was approved by the Academic Senate of the Faculty on May 2, 2017 and comes into force on the date of approval by the Academic Senate of University.¹
3. This code comes into force on the first day of the academic year of 2017/2018.

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PhDr. David Emler, Ph.D.
President of the Academic Senate of FSV UK

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PhDr. Jakub Končelík, Ph.D.
Dean of the Faculty

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PhDr. Tomáš Nigrin, Ph.D.
President of the Academic Senate of UK

¹ § 9 para 1 letter b) of the Act on Universities. The Academic Senate of the University approved this code on June 2, 2017.