

**REGULATION
on the Council of Science of Rīga Stradiņš University**

Issued in accordance with Section 72, Paragraph one, Clause 2
of the State Administration Structure Law
Article 50 of the Constitution of Rīga Stradiņš University

1. General provisions

- 1.1. The Council of Science of Rīga Stradiņš University (hereinafter – the Council of Science) is a collegial body of Rīga Stradiņš University (hereinafter – RSU) that operates on a permanent basis and, within its scope of competence, resolves and coordinates matters related to scientific activity.
- 1.2. The Council of Science shall operate in accordance with the laws and regulations of the Republic of Latvia, the Constitution of the RSU, this Regulation and other internal rules and regulations of the RSU.

2. Composition of the Council of Science

- 2.1. The composition of the Council of Science shall be approved by the RSU Rector's decree. The Council of Science consists of the Vice-Rector for Science, the Director of the Research Department, the Scientific Secretary of the RSU, Directors of the Institutes of the RSU Science Hub, Director of the Latvian Academy of Sport Education, a representative of the Shared Sports Research Centre, the Head of the Social Sciences Research Centre, the Vice-Dean for Science of the Faculty of Medicine, one representative from each Faculty nominated by the faculty councils, as well as the Dean of Department of Doctoral Studies and the Head of the Scientific Direction of the RSU Student Union.
- 2.2. An RSU employee (except for Head of the Scientific Direction of the RSU Student Union) who has been elected to at least the position of assistant professor or lead researcher at the RSU and who has a valid status of an expert of the Latvian Council of Science may be nominated as a representative to the Council of Science.
- 2.3. The work of the Council of Science shall be chaired by the Chair of the Council of Science – the Vice-Rector for Science of the RSU. The Chair of the Council of Science shall ensure the exercise of the functions of the Council of Science. The Chair of the Council of Science shall have a deputy.
- 2.4. The duties of secretary of the Council of Science shall be exercised by the Scientific Secretary of the RSU.

3. Functions and tasks of the Council of Science

- 3.1. The functions of the Council of Science are to assess the RSU's main areas of research within the strategic specialisation groups defined by the RSU's founder, and to oversee the development and implementation of the RSU's research strategy.
- 3.2. The Council of Science shall carry out the following tasks:

- 3.2.1. participate in the development of the RSU's development strategy, discuss draft strategies, implementation plans and other draft documents of a strategic nature related to the scientific activities of the RSU;
- 3.2.2. participate in the preparation and discussion of the RSU's international self-assessment report;
- 3.2.3. evaluate and approve draft internal rules and regulations concerning scientific activities at the RSU;
- 3.2.4. consider and decide on the status and publication of scientific and collective monographs by university staff;
- 3.2.5. approve on the draft regulations of the internal scientific project competition of the RSU;
- 3.2.6. make proposals for the establishment, reorganisation and dissolution of scientific units;
- 3.2.7. evaluate candidates before promoting them to academic posts in the scientific staff;
- 3.2.8. make proposals for the renewal, maintenance and rational use of scientific infrastructure;
- 3.2.9. propose measures to strengthen scientific excellence and the renewal of academic staff;
- 3.2.10. coordinate other matters related to scientific activities, if necessary, as well as perform other tasks stipulated in the internal rules and regulations of the RSU.

4. Activities of the Council of Science

- 4.1. The first meeting of the Council of Science after the approval of its composition shall be convened by the Chair of the Council of Science. At its first meeting, the Council of Science shall elect a Deputy Chair of the Council of Science.
- 4.2. Meetings of the Council of Science shall be held at least quarterly, or more frequently if necessary, and shall be open to the public. The Council of Science may also decide to convene a closed meeting.
- 4.3. Meetings of the Council of Science shall be convened at the written request of any member of the Council of Science.
- 4.4. The members of the Council of Science shall have the right to propose to the Council of Science for consideration any matter within the competence of the Council of Science and to submit their draft decisions on the matters under consideration.
- 4.5. The Council of Science shall have a quorum if more than half of the members of the Council of Science are present at a meeting. The decisions of the Council of Science shall be taken by a simple majority vote, unless otherwise provided for in the laws and regulations. In the event of a tied vote, the vote of the Chair of the Council of Science shall prevail.
- 4.6. The Scientific Secretary of the RSU shall record the minutes of the meetings of the Council of Science, indicating the most relevant information on the matters discussed. Minutes of the meetings and correspondence shall be kept in accordance with the RSU Document Management Regulations and filed in accordance with the RSU Records Nomenclature.
- 4.7. If the Chair of the Council of Science is unable to attend a meeting of the Council of Science due to absence, the duties of the Chair shall be performed by the Deputy Chair.

- 4.8. Experts in the field of scientific activity, as well as representatives of state institutions and other persons, may be invited to participate in the work of the Council of Science in an advisory capacity.

5. Special provisions for online meetings

- 5.1. Meetings of the Council of Science under this Regulation may be held remotely by online videoconference. The Chair of the Council of Science, or the Scientific Secretary on their behalf, shall arrange for the meeting to be held remotely.
- 5.2. Decisions of the Council of Science may be taken by written agreement.
- 5.3. In the cases specified in this Regulation, the vote shall be made available in the RSU information systems.
- 5.4. Technical support for online voting is provided by the RSU Information Technology Department.

6. Other provisions

- 6.1. The Rector shall, within one month of the approval of this Regulation by the Senate, issue a decree on the new composition of the Council of Science.

Chair of the Senate

J. Gardovskis

D. Šantare

dace.santare@rsu.lv

APPROVED

at the Rīga Stradiņš University Rector's Office meeting of 8 July 2024

Minutes No 1-PB-1/26/2024

THIS DOCUMENT IS SIGNED ELECTRONICALLY WITH A SECURE ELECTRONIC
SIGNATURE AND CONTAINS A TIMESTAMP