

APPROVED

by Resolution No. S-2016-7-1 of 14 June 2016
of the Senate of Vilnius University
(wording of Resolution No. SPN-11 of 23 February 2021
of the Senate of Vilnius University)

REGULATIONS OF THE BUSINESS SCHOOL OF VILNIUS UNIVERSITY**CHAPTER I
GENERAL PROVISIONS**

1. The Business School of Vilnius University (hereinafter the ‘VM’; *Vilniaus universiteto Verslo mokykla* in Lithuanian) shall be the *sui generis* internal organisational academic structure of Vilnius University (hereinafter the ‘University’), within which all types of the principal activities of the University shall be carried out. The VM shall exercise internal autonomy, the limits of which shall be determined by these Regulations. The name of the VM, alongside the name of the University, shall be used in the affiliations of scientific publications and other documents related to scientific activity.

2. The VM shall be established and liquidated, and its Regulations approved, by the Senate of the University (hereinafter the ‘Senate’) upon proposal from the Rector of the University (hereinafter the ‘Rector’).

3. The VM shall carry out its activity in accordance with the Statute of the University (hereinafter the ‘Statute’), the Regulatory Framework for Research, Artistic Activity and Studies (hereinafter the ‘Reguliaminas’), these Regulations, other legal acts passed by the Senate, the Council of the University, the Rector, and the governing bodies of the VM based on their competency, and the laws and by-laws of the Republic of Lithuania.

4. The activity of the VM shall be financed from the appropriations from the State budget, the own funds of the University, and other lawfully acquired funds.

5. The VM shall possess a Senate-approved VM flag, template, logo, and seal that correspond to the traditions and style of the University. The template and seal of the VM shall be used in the VM operational documents attributed to the VM competency.

6. In the exercise of the powers given to them following the Regulations, the Council of the VM – a collegial governing body of the VM appointed by the Rector – and the head of the VM – the director (hereinafter the ‘Director’) – the single-person management body appointed by the Rector – shall be responsible for the activities of the VM.

7. The structure of the VM shall comprise the governing bodies of the VM – the Council, the Director – and internal organisational structures: branch non-academic units, and academic and non-academic units without the rights of an administrative unit. The list of branch non-academic units shall be approved and amended by order of the Rector. The internal organisational structures without the rights of an administrative unit shall be established following the procedure laid down in these Regulations.

8. In accordance with the procedure laid down by the law and the legal acts of the University, the VM may have a right to independently take decisions on public procurement and independently carry out procurement, have a separate budget line for procurement, independently conclude procurement contracts, and use its budget for making payments pursuant to those contracts.

**CHAPTER II
THE PURPOSE AND OBJECTIVES OF THE ACTIVITIES**

9. The activities of the VM shall be based on the mission, objectives, and principles of activity of the University set out in the Statute, and the priorities provided for in the Action Plan of the VM. The purpose of the VM activities shall be the following: training highly qualified specialists

and researchers; developing scientific research and experimental (social, cultural) development (hereinafter the ‘SR&ED’) activities of a high international level; ensuring the unity of science and studies; ensuring the quality of scientific research and studies; participating in innovative activities and high-tech business development; developing entrepreneurship and lifelong learning activities; educating active and responsible citizens and leaders of society.

10. The objectives of the VM shall be the following:

10.1. to initiate and conduct the SR&ED activities in the science field of management of the area of social sciences as well as interdisciplinary ones, to disseminate the achievements in science and innovative activities locally and internationally;

10.2. to foster and develop internationally-recognised entrepreneurship initiatives;

10.3. to initiate, organise and implement first cycle and second cycle studies, non-formal studies, postdoctoral traineeships, participate in the activities of the third cycle (doctoral) studies.

10.4. to initiate and implement lifelong learning activities at the University;

10.5. to join international scientific research networks and institutions, implement advanced best practices of other universities in the field of scientific research and studies organisation;

10.6. to participate in national and international science, studies, and lifelong learning programmes and projects;

10.7. to promote and develop cooperation with Lithuanian and foreign studies, science and business institutions, represent the University locally and internationally in the area of entrepreneurship;

10.8. to carry out and develop entrepreneurship service provision, consulting, and expert activities;

10.9. to strengthen the potential of studies and science by ensuring the participation of high-level business practitioners in the activities of the VM;

10.10. to nurture comprehensively educated, creative, entrepreneurial and socially responsible persons;

10.11. to nurture the values and long-standing traditions of the University, to encourage the participation of members of the VM community in general University activities, as well as their socially responsible behaviour and volunteering.

11. The purpose and objectives of the VM shall be implemented by the VM community.

12. The VM shall prepare and implement the Action Plan, which shall identify the priorities, measures for their implementation, terms, indicators, resources, and persons responsible for the implementation of measures. The Action Plan of the VM shall be drawn up for a period of three years in accordance with the Strategic Plan of the University, and the purpose and objectives of the VM.

CHAPTER III THE COUNCIL

13. The Council shall be a collegial governance body of the VM formed for a period of four years. The Council shall comprise nine members:

13.1. two professors working at the University, including partnership professors and/or research professors;

13.2. two associate professors working at the University, including partnership associate professors and/or senior researchers;

13.3. two representatives of the social partners of the VM;

13.4. two student representatives of the VM in accordance with the requirements of Article 21(11) of the Statute;

13.5. Director (*ex officio* member).

14. Council members indicated in Items 13(1)–13(3) shall be appointed and dismissed by the Rector. A VM Council member may be recalled by the Rector due to a crime, misdemeanour, administrative offence, violation of work duties or official misconduct, gross violation of the Statute

or the Code of Academic Ethics, or any other breach of legal or moral norms that is inconsistent with the duties of a VM Council member. Additional grounds and procedures for recalling students' representatives from the Commission may be set out in the Students' Representation of the University.

15. Members of the Council that are students' representatives shall be appointed (elected) following the procedure laid down by the Students' Representation of the University in accordance with the requirements laid down in Article 21(11) of the Statute.

16. The Council shall elect its Chairperson from Council members. Upon proposal from its Chairperson, the Council shall approve the Deputy Chair. The Director, their deputy, and the students' representative shall not be elected the Chairperson of the Council or the Deputy Chair. In the event that the Chairperson of the Council is unable to perform their duties due to illness or other important reasons, their functions shall be performed by the Deputy Chair of the Council.

17. The activity of the Council shall take the form of meetings (meetings and voting may be organised by electronic means). A meeting of the Council shall be deemed lawful if it is attended by at least two-thirds of the members of the Council. In the exercise of its powers, the Council shall adopt resolutions. Resolutions of the Council shall be adopted by a simple majority of the present members of the Council, except in cases when these Regulations or the Rules of Procedure of the Council call for a qualified majority.

18. The Council shall:

18.1. approve its Rules of Procedure;

18.2. upon proposal from the Director, approve the Action Plan of the VM;

18.3. consider and approve annual performance reports of the VM submitted by the Director, and submit its conclusion on the implementation of the Action Plan of the VM to the Rector;

18.4. in the event that the Council does not approve the annual performance report of the VM, the period of one month shall be provided within which the Director is to correct and/or revise the report and present it to the Council for reconsideration; if the Council repeatedly refuses to approve the annual performance report of the VM, the Council shall issue a vote of expressing no-confidence in respect to the Director, express no-confidence in the Director if no less than two-thirds of the Council members vote in favour and shall immediately inform the Rector thereof;

18.5. upon proposal from the Director, consider and approve or disapprove of proposal to the Rector on the establishment and liquidation of branch non-academic units of the VM;

18.6. upon proposal from the Director, consider and propose the Rector to submit amendments to the Regulations of the VM to the Senate for approval;

18.7. in accordance with the University's income and expenditure estimate for the current year approved by the Council of the University, upon proposal from the Director, approve the yearly revenue and expenditure estimate of the VM and its implementation report;

18.8. upon proposal from the Director, approve the SR&ED programmes of the VM and their implementation results;

18.9. consider study programmes and submit them to the Senate for approval following the procedure established at the University;

18.10. upon proposal from the Director, establish the committees for study programmes implemented at the VM and approve their chairpersons;

18.11. consider submit proposals to the Director regarding student places at the VM and the requirements for admission;

18.12. upon proposal from the Director, approve the rules regulating the SR&ED activities and studies at the VM;

18.13. consider and submit to the Rector the candidates for the titles (status) laid down in the Regulations on Emeritus, Affiliation and Honours of the University;

18.14. upon proposal from the Chairperson of the Council, establish the Academic Ethics Commission of the VM and appoint its Chairperson;

18.15. upon proposal from the Chairperson of the Council, establish the Dispute Resolutions Commission of the VM and appoint its Chairperson;

18.16. perform other functions established in the legal acts of the University, as well as exercise power not directly specified in the legal acts that relates to the purpose of the Council laid down by Article 28(3) of the Statute and Item 6 of these Regulations.

CHAPTER IV THE DIRECTOR

19. A person who conforms to the requirements for a head of a core academic unit specified in the Statute shall be eligible to be appointed the Director.

20. The Director shall be responsible and accountable to the Council and the Rector. The Director shall be an *ex officio* member of the Rectorate and shall participate in the strategic governance of the University. On the issues of economy and asset management and the organisation of other non-academic activities of the VM, the Director shall also be accountable to the Chancellor of the University (hereinafter the ‘Chancellor’).

21. The Director shall be appointed by the Rector for a period of five years.

22. The same person shall not serve as the Director for longer than two consecutive terms. This provision shall also apply when the person did not hold the position of the Director for a full term (during either of the terms).

23. The Director shall have deputies, one of whom shall be responsible for the organisation of studies at the VM. The Director’s deputies shall be subordinate and accountable to the Director. The candidatures and functions of the Director’s deputies shall be established, and the Director’s deputies shall be appointed by the Rector upon proposal from the Director.

24. The term of office of the Director’s deputies shall correspond to that of the Director. Upon appointment of a new Director, the Director’s deputies shall hold their positions until new deputies are appointed following the provisions of these Regulations.

25. The Director shall:

25.1. be responsible for the management of the VM and the implementation of the Action Plan of the VM in accordance with the Strategic Plan of the University;

25.2. be responsible for the compliance of the activities of the VM with the Statute, other laws, by-laws, and the legal acts of the University;

25.3. be responsible for the overall efficiency of study programmes and scientific research as well as the quality of development in the principle area of activity of the VM; ensure coherence between study programmes and scientific research, and experimental, social, cultural, and technological development, artistic creation, innovative activities, and lifelong learning programmes and the interdisciplinary links between these programmes;

25.4. draft the Action Plan of the VM and its yearly amendments and submit them to the Council for approval; organise measures, accumulate resource, and create incentives necessary for the implementation of the Action Plan of the VM; monitor, control, and regulate the implementation progress of the Action Plan as well as take responsibility for the Action Plan’s implementation quality;

25.5. submit the annual performance report of the VM to the Council for consideration;

25.6. submit the candidatures and functions of the Director’s deputies to the Rector for approval;

25.7. submit proposals to the Council on the amendments to the Regulations of the VM;

25.8. submit the annual revenue and expenditure estimates of the VM and their implementation reports to the Council for approval;

25.9. upon the approval of the Council, submit proposals to the Rector on the programmes of applied scientific research and experimental, social, cultural, and technological development, innovative activities, and lifelong learning programmes of the VM;

25.10. submit proposals to the Council on the establishment and/or liquidation of branch academic units of the VM; upon the approval of the Council, propose the Rector to establish and/or liquidate the aforementioned units;

25.11. upon the approval of the Council, submit proposals to the Rector on the student places and admission requirements at the VM;

25.12. submit proposals to the Rector on the sizes of the cost of tuition of studies carried out by the VM, fees not directly connected to the implementation of study programmes, and other services provided by the VM;

25.13. submit the rules governing studies and the SR&ED activities at the VM to the Council for approval;

25.14. propose the Rector to announce competitions for the positions of professor and research professor;

25.15. propose the Rector to employ and dismiss employees of the VM, award incentives and/or assess the committed violations of work duties;

25.16. ensure the professional development of the employees of the VM;

25.17. organise and ensure lawful and economical use of the VM's funds and assigned assets;

25.18. take responsibility for public procurement at the VM;

25.19. take responsibility for the international relations of the VM;

25.20. coordinate the conclusion of contracts necessary for research and studies activities carried out at the VM and ensure the execution of contracts concluded at the initiative of the VM;

25.21. perform other functions assigned to the head of a core academic unit following the legal acts of the University and carry out other typical duties of the head of a core academic unit.

26. In implementing the Action Plan of the VM and the functions and tasks assigned to them, the Director shall, based on their competency, issue orders, decrees, and give binding instructions to the academic community and other employees of the VM.

27. The Director may establish activity planning, international advisor, trustee, and other structures to advise them on a temporary or permanent basis.

28. The mandate of the Director shall be terminated at the end of their term, upon their resignation or upon the Rector dismissing them. The Director shall immediately resign in the event that the Council expresses no-confidence in them by a majority of two-thirds of all Council members. If the Director, in whom the Council had expressed no-confidence, does not resign immediately following the adoption of the relevant decision by the Council, their employment contract shall be terminated on the grounds of infringement of this Item and Article 28(4) of the Statute, which constitutes gross violation of professional duties.

CHAPTER V STRUCTURAL UNITS

29. The structural units of the VM shall be branch non-academic units with the rights of an administrative unit (services, etc.), the number and purpose of which shall be determined following the efficient management priorities of the VM. Organisational academic and non-academic units without the rights of an administrative unit may also be established within the VM.

30. A branch non-academic unit shall be a structural unit of the VM, which shall provide services ensuring the academic activities of the VM and/or performing other non-academic functions of the VM. Branch non-academic units shall be established and liquidated by the Rector upon proposal from the Director with the Council's approval.

31. Heads of branch non-academic units shall be appointed by the Rector or their authorised person upon proposal from the Director of the VM.

32. Academic and non-academic organisational structures without the rights of an administrative unit may be established at the VM upon an order of the Director. The posts of the heads of structures without the rights of an administrative unit shall not be considered positions and allowances may be paid for the performance of such duties in accordance with the legal acts of the University.

CHAPTER VI RESEARCH AND STUDIES

33. The SR&ED activities in the science field of management of the area of social sciences, as well as interdisciplinary ones, shall be conducted at the VM.

34. The VM shall organise full-time, part-time, and non-formal studies. Degree-awarding studies of two cycles – first (bachelor) and second (master) – shall be carried out at the VM in accordance with the procedure set out by the laws and legal acts of the University.

35. The first and second cycle studies shall be coordinated and administrated by the Study Service.

36. The study programmes of the first and second cycle shall be coordinated, their implementation supervised, and reported to the Council by study programme committees. Study programme committees shall be formed and act following the procedure set out in the legal acts of the University.

37. The Chairpersons of the study programme committees of the VM and a delegated person of the Students' Representation of the University shall form a study board which shall advise the VM Director's deputy responsible for the organisation of studies.

CHAPTER VII FUNDS AND OTHER ASSETS OF THE VM

38. The funds managed and used by the VM shall comprise:

38.1. the share of appropriations from the State budget received by the University which, following the procedure established in the legal acts, is intended to finance first and second cycle studies and research at the VM, after deductions for general University purposes established at the University;

38.2. own and endowment funds received by the VM for implemented studies, educational, SR&ED and other services; after deductions for general University purposes established at the University;

38.3. funds received as support to the VM, and other lawfully obtained funds, after deductions for general University purposes established at the University.

39. The assets of the VM shall comprise the share of the University's assets assigned to it for the purpose of implementing the activities established in these Regulations following the procedure set out in the legal acts of the University. The assets of the VM shall be registered and its funds accounted for following the procedure established at the University.

40. The VM shall manage its revenue and expenditure in accordance with the Council-approved annual budget which shall be drawn up following the annual budget of the University approved by the University Council.

CHAPTER VIII CONTROL OF THE INTERNAL VM ADMINISTRATION

41. The control of the financial and economic activities of the VM shall be exercised by the Chancellor or their authorised employees following the procedure established at the University.

42. The control of the implementation of the Action Plan of the VM shall be exercised by the Rector based on the conclusions submitted to the Rector by the Council.
