

APPROVED

by Resolution No. S-2016-11-4 of 13 December 2016
of the Senate of Vilnius University

THE DESCRIPTION OF THE PROCEDURE FOR PARTICIPATION OF TEACHING AND RESEARCH/ART STAFF IN ACADEMIC ACTIVITIES OF VILNIUS UNIVERSITY UNDER EXCHANGE OR COOPERATION PROGRAMMES

I. GENERAL PROVISIONS

1. The Description of the Procedure for Participation of Teaching and Research/Art Staff in Academic Activities of Vilnius University (hereinafter the 'University') Under Exchange or Cooperation Programmes (hereinafter the 'Description') establishes the status, the general conditions, and the procedure for participation in the University's academic activities of other teaching and research/art staff from Lithuanian or foreign institutions who are not guest teaching or research/art staff provided for in Article 18 of the Statute of the University (hereinafter the 'Statute') and with whom employment contract is not concluded, and who participate in academic activities of the University under exchange or cooperation programmes.

2. The terms used in the Description:

- 2.1. Researcher/investigator adjunct (hereinafter the 'adjunct') cooperating with the University – a member of teaching or research/art staff from Lithuanian or foreign institutions who are not guest teaching or research/art staff provided for in Article 18 of the Statute with whom employment contract is not concluded, participating in academic activities of the University under exchange or cooperation programmes;
- 2.2. the other terms used in the Description correspond to the terms defined in the Statute.

II. GENERAL CONDITIONS AND PROCEDURE FOR PARTICIPATION OF TEACHING AND RESEARCH/ART STAFF IN ACADEMIC ACTIVITIES OF THE UNIVERSITY

3. Participation of adjuncts in the academic activities of the University may be implemented on the basis of exchange or cooperation programmes. For that purpose an institutional (joint University) or exchange or cooperation programme of a certain University's unit with a respective institution, its unit or a specific teaching and/or research/art staff may be established. No employment contract is concluded with the adjunct.

4. The fact of adjunct's participation in the academic activities of the University is formalised by the order of the University's Rector (hereinafter the 'Rector'). The data about such teaching or research/art staff are collected and administered in the staff management information system.

5. An agreement for participation in academic activities of the University (hereinafter the 'Agreement') is concluded with the adjunct in a form approved by the Rector or their authorised Pro-Rector. The agreement details the conditions for Participation of a Member of Teaching or Research/Art Staff in Academic Activities of Vilnius University and also establishes adjunct's duties for the University.

6. The head of the core academic unit or its branch unit shall make a decision to invite the adjunct to participate in the University's academic activities. The agreement with the adjunct is concluded by the Rector upon proposal from the head of the core academic unit or its branch unit.

7. Adjuncts during the period of exchange programme, period of validity of the cooperation agreement and visit at the University shall:

- 7.1. use the services of the University's library and information services as well as other infrastructure of the University under the conditions applicable to the University's employees;
 - 7.2. specify the University in affiliation of scientific publications if the publication for press was recommended by the University's core academic or its branch unit, and the publication was prepared during the exchange, cooperation programme or visit or on the basis of obtained results;
 - 7.3. where possible, obtain compensation to cover the costs of travelling and living;
 - 7.4. voluntarily participate in the scientific, teaching, and/or creative activities of the core academic unit with which they cooperate.
8. Other conditions and procedure for the participation of adjuncts in the academic activities of the University may also be set forth in agreements on exchange or cooperation concluded by the University with other institutions, in legal acts of the University core academic units, or in agreements of the said units with other (non-University) institutions.

III. FINAL PROVISIONS

9. The provisions of this Description shall be an integral part of the University's Regulatory Framework for Research, Artistic Activity and Studies.

10. The regulations of the Description shall be amended, supplemented, or repealed by a resolution of the Senate.

11. The legislation implementing this Description shall be approved by the order of the Rector or their authorised Pro-Rector.