APPROVED
by Resolution No. S-2017-1-7 of 24 January 2017
of the Senate of Vilnius University
(wording of Resolution No. SPN-48 of 22 September 2026
of the Senate of Vilnius University)

REGULATIONS OF THE FACULTY OF HISTORY OF VILNIUS UNIVERSITY

CHAPTER I
GENERAL PROVISIONS

1. The Faculty of History (hereinafter the 'Faculty') of Vilnius University (hereinafter the 'University') shall be the internal organisational structure of the University with the status of a core academic unit, within which all types of the principal activities of the University shall be carried out. The Faculty shall exercise internal autonomy, the limits of which shall be determined by these Regulations.

2. The Faculty 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 Faculty shall carry out its activities in accordance with the Statute of the University (hereinafter the 'Statute'), the Regulatory Framework for Research, Artistic Activity, and Studies, these Regulations, other legal acts passed by the Senate, the Council of the University, the Rector, and the governing bodies of the Faculty within their competence, and the laws and by-laws of the Republic of Lithuania.

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

5. The Faculty shall possess a Senate-approved Faculty flag, template, logo, and seal that correspond to the traditions of the University and comply with the requirements set out in the Visual Identity Guide of Vilnius University. The Faculty website shall comply with the requirements set out in the Visual Identity Guide of the University. The template and seal of the Faculty shall be used in the Faculty's operational documents attributed to the Faculty's competence.

6. The self-governance of the Faculty shall be implemented by the Council of the Faculty (hereinafter the 'Council'), established under the procedure laid down by the Statute, the Description of the Procedure for the Election of Members of the Councils of Core Academic Units approved by the Senate, and these Regulations.

7. The Faculty shall be headed by, and the responsibility for its activity shall be undertaken by the Dean, who shall be elected and appointed under the procedure laid down by the Statute, the legal acts approved by the Senate, and these Regulations.

8. The structure of the Faculty shall comprise the governing bodies of the Faculty (the Council and the Dean) and the internal organisational structures.

9. In accordance with the procedure laid down by the law and the legal acts of the University, the Faculty may have the 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

10. The activities of the Faculty shall be based on the mission, objectives, and principles of the activity of the University set out in the Statute, and the priorities provided for in the Action Plan of the Faculty. The purpose of the Faculty's activities – training highly qualified specialists and

researchers; developing research of a high international level; ensuring the unity of science and studies; ensuring the quality of research and studies; educating active and responsible citizens as well as researchers and experts with a critical historical awareness, capable of addressing the significant societal issues of the present.

11. The main objectives of the Faculty shall be the following:

11.1. to initiate, organise, and conduct research in the field of history and archaeology in the area of humanities as well as interdisciplinary research of international level, to pursue dissemination of scientific achievements locally and internationally, to realise one of the most important priorities of the State of Lithuania – the development of Lithuanian studies, to analyse and contribute to the solution of issues relevant to Lithuanian society;

11.2. to initiate, organise, and conduct studies of all cycles and non-formal studies, train researchers, participate in training teachers, and carry out other educational or teaching (lecturing) activities;

11.3. to join international research networks and institutions, implement advanced best practices in the area of research and studies organisation;

11.4. to participate in national and international scientific, studies, and educational programmes and projects, taking into account their relevance to the fields of activities developed by the Faculty;

11.5. to build state-of-the-art infrastructure for research activities, based on the principles of open access;

11.6. to participate in discussions on the problematic issues of its area in public and academic contexts and propose and adopt relevant expert solutions;

11.7. to promote and develop cooperation among science, business, and public sectors, cooperate with Lithuanian and foreign study, science, and business institutions, as well as social partners, and represent the University locally and worldwide;

11.8. to carry out service provision, consulting, and expert activities;

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

11.10. to nurture and develop relations with the Faculty alumni;

11.11. to carry out other activities necessary for the implementation of the University Strategic Plan and the Action Plan of the Faculty.

12. The purpose and objectives of the Faculty shall be implemented by the Faculty community.

13. In accordance with the University Strategic Plan, the Faculty shall prepare and implement its Action Plan, which shall identify the priorities, measures for their implementation, time limits, indicators, resources, and persons responsible for the implementation of measures. The Action Plan of the Faculty shall be drawn up for a period of five years in accordance with the University Strategic Plan and the purpose and objectives of the Faculty.

CHAPTER III
THE COUNCIL

14. The Council shall be a collegial self-governance body of the Faculty formed for a period of four years.

15. Members of the Council, with the exception of the *ex officio* member of the Council and student representatives of all study cycles of the Faculty, who are delegated under the procedure laid down by the Students' Representation of the University, shall be elected in a direct election by research and teaching staff (hereinafter the 'electors') of the Faculty, conforming to the requirements specified in Article 12(4) of the Statute.

16. The Council shall comprise 19 members:

16.1. five professors and/or research professors working at the Faculty and conforming to the requirements set out in Article 12(4) of the Statute;

16.2. five associate professors and/or senior researchers working at the Faculty and conforming to the requirements set out in Article 12(4) of the Statute;

16.3. three other members of the community working at the Faculty and conforming to the requirements set out in Article 12(4) of the Statute;

16.4. four student representatives of the Faculty in accordance with the requirements of Article 21(11) of the Statute;

16.5. one representative of the social partners of the Faculty;

16.6. Dean (*ex officio* member).

17. The general requirements for the procedure for electing and recalling the members of the Council shall be set out in the Description of the Procedure for the Election of Members of the Councils of Core Academic Units approved by the Senate. A Council member may be recalled by the entity that has elected or appointed the said Council member due to a crime, misdemeanour, administrative offence, disciplinary or official misconduct, gross violation of the Statute, the Code of Academic Ethics, or any other breach of legal or moral norms committed by them that is inconsistent with the duties of a Council member. Additional grounds and procedures for recalling student representatives from the Council may be set out by the Students' Representation of the University.

18. The Council election (including the registration of candidates) shall be organised and its results established by the electoral commission of the Faculty. The composition of the electoral commission of the Faculty, upon proposal from the Dean, shall be approved, and its chairperson shall be appointed by the Central Electoral Commission. Members of the electoral commission may not stand as candidates to members of the Council. Members of the Council – student 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.

19. The Council shall elect its chairperson and secretary from among its members. Upon proposal from its chairperson, the Council shall approve the deputy chairperson. The Dean, the Vice-Deans, and the student representative shall not be elected the chairperson or deputy chairperson of the Council. 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 chairperson of the Council.

20. The activity of the Council shall take the form of meetings. 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 members of the Council present at the meeting, except in cases when these Regulations or the Rules of Procedure of the Council call for a qualified majority. Minutes of Council meetings, resolutions, and legal acts approved thereby shall be registered in the University document management system and made public following the procedure established by the Faculty.

21. Members of the Council must notify the Council of any potential conflict of interest that may arise from addressing an item on the agenda for a meeting and withdraw from the consideration and resolution of that item. A member of the Council shall have a duty to withdraw in any of the following circumstances, when:

21.1. the matter directly relates to the member of the Council themselves;

21.2. the matter relates to persons with whom the member of the Council is related by a close relationship of consanguinity, affinity, marriage, partnership, or guardianship;

21.3. the member of the Council, their spouse (cohabitant), or their close relatives have a direct or indirect interest in the outcome of the item under consideration;

21.4. there are other circumstances that may call into question the impartiality of the member of the Council.

22. The Council shall:

22.1. approve its Rules of Procedure;

22.2. elect the Dean and submit the candidature to the Rector for appointment;

22.3. express no-confidence in the Dean if it is voted for by at least two-thirds of all members of the Council, or by a simple majority decide on no-confidence in the Dean expressed by the Rector;

22.4. in the event that the Rector, by a reasoned decision, does not appoint the Dean elected by the Council, organise a repeated election for the position of Dean;

22.5. upon proposal from the Dean, approve the Action Plan of the Faculty;

22.6. consider and approve the annual performance report of the Faculty submitted by the Dean and submit the Council's decision and the performance report of the Faculty on the implementation of the Action Plan of the Faculty to the Rector for familiarisation no later than 1 March;

22.7. in the event that the Council does not approve the annual performance report of the Faculty, the Rector is informed thereof and the period of one month is provided within which the Dean 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 Faculty, the Council then issues a vote of expressing no-confidence in the Dean and immediately informs the Rector thereof; in this case, the Rector may also express no-confidence in the Dean;

22.8. upon proposal from the Dean, establish the number of Vice-Deans of the Faculty, approve their candidatures and their areas of activity, and adopt decisions on their dismissal;

22.9. upon proposal from the Dean, establish and liquidate departments of the Faculty and other academic structures without the rights of an administrative unit;

22.10. upon proposal from the Dean, approve and recall heads of the departments and heads of other academic structures without the rights of an administrative unit;

22.11. upon proposal from the Dean, approve regulations of other academic structures without the rights of an administrative unit;

22.12. upon proposal from the Dean, consider and propose to the Rector that amendments to the Regulations of the Faculty be submitted to the Senate for approval;

22.13. upon proposal from the Dean, approve the implementation reports on the annual revenue and expenditure estimates of the Faculty;

22.14. select and submit to the Rector for approval the composition(s) of the Doctoral Studies Committee(s) for the relevant field(s) of science;

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

22.16. establish the committees for study programmes implemented at the Faculty and approve their chairpersons;

22.17. consider proposals from the Dean regarding the number of student places at the Faculty and the requirements for admission;

22.18. upon proposal from the Dean, approve the legal acts regulating research and studies at the Faculty that do not fall within the competence of the Senate and the Rector or their authorised person;

22.19. get familiarised with the outcomes of the institutional evaluation, comparative expert assessment, and formal assessment of research activities and study fields, the implementation plans for submitted self-analyses and feedback reports or recommendations, and monitor the implementation plans;

22.20. consider proposals from the Dean to the Rector to announce competitions for the positions of professor and research professor;

22.21. 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;

22.22. upon proposal from the chairperson of the Council, establish the Academic Ethics Commission of the Faculty and appoint its chairperson;

22.23. upon proposal from the chairperson of the Council, establish the Dispute Resolution Commission of the Faculty and appoint its chairperson;

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

CHAPTER IV
THE DEAN

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

24. The Dean shall be responsible and accountable to the Council and the Rector. The Dean shall be an *ex officio* member of the Rectorate and participate in the strategic governance of the University. On the issues of the economy and asset management, as well as other issues of the organisation of non-academic activities of the Faculty, the Dean shall also be accountable to the Chancellor.

25. The Dean shall be elected for a period of five years in accordance with the Statute and these Regulations.

26. The competition for the position of Dean shall be announced by the Council at least four months before the end of the term of office of the outgoing Dean. The time limit set out in this Item shall not apply when the mandate of the Dean is terminated before the end of the term of office on other grounds.

27. The competition for the position of Dean (including the registration of candidates) shall be organised, and its results shall be established by the electoral commission of the Faculty. Members of the electoral commission of the Faculty may not stand as candidates for the position of Dean.

28. Under the procedure laid down by the Statute and these Regulations, the Dean shall be elected from the candidates to the position by secret ballot by the Council, which shall then submit it to the Rector for appointment. The Dean shall be considered elected if the candidate receives more than half of the votes of all members of the Council.

29. If none of the candidates receive more than half of the votes of all members of the Council, a repeated secret ballot shall be organised, in which the candidate who received the highest number of votes during the first round and the candidate who received the second highest number of votes (or more than one candidate if they received an equal number of votes), or two or more candidates who received the highest and equal number of votes shall participate. If the Dean is not elected in the repeated voting, the Council shall announce a new competition for the position of Dean.

30. The results of the election for the position of Dean shall be published by the electoral commission of the Faculty on the website of the Faculty no later than the next working day after the election. The results of the election for the position of Dean, no later than within two working days after they were made public, may be appealed by submitting a complaint to the Central Electoral Commission, which, no later than within five working days, shall examine the complaint and leave the results of the election unchanged or declare the election invalid. Having declared the election invalid, a repeated secret ballot shall be organised with the participation of all candidates.

31. The Council shall inform the Rector in writing of the results of the successful election for the position of Dean no later than the next working day, proposing to appoint the selected candidate as the Dean. If the elected Dean is not appointed to the position under a reasoned decision of the Rector, the Council shall announce a repeated election for the position of Dean. Until the Dean is elected, the Rector shall appoint one of the Vice-Deans to the outgoing Dean to act as a temporary head of the unit, or, in the event that there are none – another employee of the Faculty.

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

33. The Dean shall have deputies – Vice-Deans, one of whom shall be responsible for the organisation of studies at the Faculty. Vice-Deans shall be subordinate and accountable to the Dean. Upon proposal from the Dean, the Vice-Deans and their areas of activity shall be approved, and decisions on their dismissal shall be taken by the Council.

34. The term of office of the Vice-Deans shall correspond to that of the Dean: after the election and appointment of the new Dean, the terms of office of the Vice-Deans to the outgoing Dean shall

expire. The newly elected and appointed Dean may submit a proposal to the Council to temporarily extend the term of office of the Vice-Deans to the outgoing Dean until new Vice-Deans are appointed following the procedure established in these Regulations.

35. The Dean shall:

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

35.2. be responsible for the compliance of the activities of the Faculty with the Statute, laws and their implementing legal acts, and the legal acts of the University;

35.3. be responsible for the overall efficiency and quality of study programmes and research; ensure coherence between study programmes and research;

35.4. draft the Action Plan of the Faculty and its amendments and submit them to the Council for approval; organise measures, accumulate resources, and create incentives necessary for the implementation of the Action Plan of the Faculty; monitor, control, and regulate the implementation progress of the Action Plan of the Faculty, as well as take responsibility for the quality of implementation of the Action Plan of the Faculty;

35.5. submit the annual performance report of the Faculty to the Council for consideration;

35.6. submit the candidatures of Vice-Deans and their areas of activity as well as proposals on their dismissal, to the Council for approval;

35.7. submit departments and other academic structures without the rights of an administrative unit to the Council for approval and liquidation;

35.8. submit proposals to the Council to approve or recall the heads of the departments and heads of other academic structures without the rights of an administrative unit;

35.9. submit regulations of other academic structures without the rights of an administrative unit to the Council for approval;

35.10. establish and liquidate non-academic structures of the Faculty without the rights of an administrative unit;

35.11. submit proposals to the Council on the amendments to the Regulations of the Faculty;

35.12. submit the implementation report on the annual revenue and expenditure estimates of the Faculty to the Council for approval;

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

35.14. submit proposals to the Rector or their authorised persons on the sizes of the cost of tuition of studies carried out by the Faculty, fees not directly related to the implementation of study programmes, and other services provided by the Faculty;

35.15. submit legal acts regulating studies and research at the Faculty that do not fall within the competence of the Senate and the Rector or their authorised person to the Council for approval;

35.16. upon the approval of the Council, propose to the Rector that competitions for the positions of professor and research professor be announced;

35.17. propose to the Rector that employees of the Faculty be employed, dismissed, or awarded incentives;

35.18. ensure the professional development of the employees of the Faculty;

35.19. organise and ensure lawful and efficient use of the Faculty funds and assigned assets;

35.20. take responsibility for public procurement at the Faculty;

35.21. take responsibility for the international relations of the Faculty;

35.22. coordinate the conclusion of contracts necessary for research and study activities carried out at the Faculty and ensure the execution of contracts concluded at the initiative of the Faculty;

35.23. implement the quality policy of the University at the Faculty, monitor its implementation, and take responsibility for the Faculty reaching the quality indicators;

35.24. perform other functions and characteristic duties conferred on the Dean by the legal acts of the University.

36. In implementing the Action Plan of the Faculty, and the functions and tasks assigned to them, the Dean shall, within their competence, issue orders, decrees, and give binding instructions

to the academic community and other employees of the Faculty. Decisions taken by the Dean shall be registered in the University document management system.

37. The Dean may establish activity planning and organisation, an international advisor, a trustee, and other structures to advise them on a temporary or permanent basis.

38. The mandate of the Dean shall be terminated at the end of their term of office, upon their resignation, or their death. The Dean must immediately resign in the event that the Council expresses no-confidence in them by a majority of two-thirds of all Council members or that the Council, by a simple majority, approves the no-confidence expressed by the Rector. If the Dean, in whom the Council or the Rector 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. Until a new Dean is elected, the Rector shall appoint one of the Vice-Deans to the former Dean to act as a temporary head of the unit, or, in the event that there are none – another employee of the Faculty.

CHAPTER V
STRUCTURAL UNITS

39. The structural units of the Faculty shall be academic structures without the rights of an administrative unit (departments and other academic structures without the rights of an administrative unit) and non-academic structures without the rights of an administrative unit.

40. A department shall be an internal, organisational structure of the Faculty without the rights of an administrative unit which organises research activities and participates in the execution of study programmes. Departments shall be established and liquidated in accordance with the procedure provided for in these Regulations. The composition of departments shall be approved and changed by order of the Dean.

41. Departments shall:

41.1. bring together research staff carrying out research work and teaching staff implementing the study programmes of the Faculty;

41.2. organise the implementation of legal acts adopted by the University and the Faculty within the department;

41.3. organise the cooperation with study programme committees; consider and submit proposals to the study programme committees on the development, implementation, updating, etc. of study programmes;

41.4. submit proposals to the Dean on the improvement of legal acts regulating research and studies at the Faculty that do not fall within the competence of the Senate and the Rector or their authorised person and other matters of development and organisation of activities.

42. A department shall be headed by the head of the department, appointed to their position for a period of five years by the Council. The candidature for the head of the department shall be submitted by the Dean to the Council for approval from the professors and research professors or associate professors and senior researchers of the department, whose positions at the Faculty are equivalent to at least half of a full-time post.

43. Other academic structures without the rights of an administrative unit may be established at the Faculty in accordance with the procedure set out in these Regulations for implementing the specific objectives. Academic structures which are related with the activities performed by a specific department shall fall within the competence of the department. Upon proposal from the Dean, the Council shall approve the head of the academic structure indicated in this Item for a period set out in the regulations of the academic structure, which shall not exceed five years. When the objective of establishing an academic structure is directly related with the activities performed by a specific department, the head of a respective department shall propose the candidature of the head of the academic structure to the Dean.

44. The duties of the heads of departments and other academic structures without the rights of an administrative unit shall not be considered positions. For the performance of these duties, an allowance may be paid in accordance with the procedure established by the legal acts of the University.

45. The Dean shall ensure material and organisational conditions required for the activities of departments and other academic structures without the rights of an administrative unit.

46. Non-academic structures without the rights of an administrative unit may be established at the Faculty in accordance with the procedure set out in these Regulations.

CHAPTER VI
RESEARCH AND STUDIES

47. The Faculty shall carry out research in the fields of history and archaeology in the area of humanities, as well as interdisciplinary research, of a high international level.

48. Organisational structures without the rights of an administrative unit may be established for organising and carrying out scientific research at the Faculty.

49. The Faculty shall organise full-time, part-time, and minor studies. In accordance with the procedure laid down by the law and the legal acts of the University, studies of three cycles – first (Bachelor), second (Master and professional (special)), and third (Doctoral studies) – shall be carried out, as well as other studies established in the legal acts.

50. The studies of the first and second cycles shall be coordinated and administered by the Vice-Dean, who is responsible for the organisation of studies, and the Studies Office, which is subordinate to the Dean.

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

52. The chairpersons of the study programme committees of the Faculty and a delegated person of the Students' Representation of the University may form a board of studies at the Faculty, which shall advise the Vice-Dean of the Faculty responsible for the organisation of studies.

53. Following the procedure set out in the legal acts, for the purpose of organising and implementing Doctoral studies, Rector-approved Doctoral studies committee(s) for the relevant field(s) of science shall be formed. A school of Doctoral studies may also be established following the Regulations of the Schools of Doctoral Studies approved by the Senate.

CHAPTER VII
ASSETS

54. The funds of the Faculty shall comprise:

54.1. 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, Doctoral studies, and research at the Faculty, after the allocation of part of the funds established at the University to cover general expenditures of the University;

54.2. own funds and endowment funds received by the Faculty for studies and educational services, as well as for implementing scientific, innovative activities, and technological development, after the allocation of part of the funds established at the University to cover general expenditures of the University;

54.3. funds received as support to the Faculty, and other lawfully obtained funds, after the allocation of part of the funds established at the University to cover general expenditures of the University.

55. The assets managed and used by the Faculty shall be part of the University 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 Faculty shall be accounted for following the procedure established at the University.

CHAPTER VIII
INTERNAL ADMINISTRATION CONTROL

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

57. The monitoring and control of the implementation of the Action Plan of the Faculty shall be exercised by the Rector or their authorised person based on the conclusion submitted to the Rector by the Council.

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