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REGULATIONS ON THE SCIENTIFIC SOCIETY OF STUDENTS, POSTGRADUATES, AND YOUNG SCIENTISTS AT THE INTERNATIONAL EUROPEAN UNIVERSITY

Kyiv – 2023

<i>Regulations on the Scientific Society of Students, Postgraduates and Young Scientists in International European University</i>	<i>POSITION</i>
	<i>ISO 9001:2015 Quality Management System</i>

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<i>Regulations on the Scientific Society of Students, Postgraduates and Young Scientists in International European University</i>	<i>POSITION</i>
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1. General provisions

1.1. The Scientific Society of Students, Postgraduates and Young Scientists of the International European University (hereinafter referred to as the University) is a self-governing, voluntary, collegial association and part of the public self-government system of the University, which ensures the protection of the rights and interests of persons studying and working at the University, its structural subdivisions (hereinafter referred to as the Institutes) on issues of scientific activity, innovation and knowledge exchange.

1.2. Official name:

1.2.1. In Ukrainian: Scientific Society of Students, Postgraduates and Young Scientists of the International European University (SS IEU).

1.2.2. In English: Scientific society of students, postgraduates, and young scientists of the International European University (hereinafter referred to as SSS IEU).

1.3. In its activities, SS IEU is guided by the Constitution of Ukraine, international treaties of Ukraine, the Laws of Ukraine "On Higher Education," "On Scientific and Scientific-Technical Activities," by-laws, the Statute of the University, decisions of the Academic Council of the University, the Development Strategy of the International European University for 2021-2031 and this Regulation.

1.4. SS IEU operates on the principles of:

- the supremacy of scientific creativity and scientific cooperation;
- voluntariness, collegiality, openness;
- equality of the right of persons studying and/or working to participate in the activities of the SS IEU.

2. Purpose, objectives and functions

2.1. The purpose of the SS IEU is to comprehensively promote the development of the scientific and creative potential of talented youth, the formation of a scientific worldview, the initiation of new knowledge, and the use of the results of scientific research to solve urgent problems of the development of the economic and social sphere.

2.2. The main tasks of the SS IEU are:

2.2.1. search and support of scientifically talented young people among persons studying and working at IEU, involving them in scientific work and innovative activities;

2.2.2. improving the quality of research work of students, graduate students and young scientists by introducing modern methods and skills of conducting independent scientific research into the scientific and educational process to solve topical scientific, practical, and theoretical problems;

2.2.3. creation of organizational, methodological, material, technical conditions for the implementation of scientific initiatives of students, postgraduates, and young scientists;

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2.2.4. popularization of the achievements of science and technology among students, graduate students, and young scientists;

2.2.5. organization and holding of student and postgraduate international and all-Ukrainian scientific and practical conferences, seminars, and round tables;

2.2.6. promoting the development of interuniversity and international scientific cooperation.

2.3. In accordance with the purpose and objectives of the IEU, the SS IEU performs the following functions:

2.3.1. involves gifted youth and young scientists of the University and Institutes in the scientific work of scientific circles, problem scientific groups, departments, research laboratories, the performance of research works by order of financial and credit institutions, enterprises, and organizations of various organizational and legal forms of management.

2.3.2. participates in the organization and conduct of scientific, practical, and educational scientific events (conferences, seminars, forums, exhibitions, round tables, summer schools, lectures, debates, intellectual games, meetings with famous scientists, presentations of scientific projects, etc.);

2.3.3. summarizes and disseminates the positive experience of scientific work of persons who study and work at the IEU; popularizes scientific and research work and covers the scientific activities of students, postgraduates, doctoral students, and young scientists in the media, including on the Internet and in the publications of the IEU;

2.3.4. promotes the exchange of information between young scientists and researchers, the publication of printed scientific papers of persons studying and working at the IEU, including through the publication of electronic collections of scientific papers;

2.3.5. makes proposals for bonuses and other forms of encouragement for students, postgraduates, and young scientists for significant achievements in research work and innovative activities;

2.3.6. participates in the approval of the decision on expulsion from the postgraduate studies of the University of persons who obtain the degree of Doctor of Philosophy and their renewal for study;

2.3.7. interacts with departments, structural subdivisions, and administration of the University and Institutes, councils of young scientists and scientific societies of other higher education institutions of Ukraine and abroad, scientific institutions, public organizations on the scientific work of students, postgraduates, and young scientists, development of international scientific cooperation;

2.3.8. represents the interests of students, graduate students, and young scientists before the University administration and other organizations on the issues of scientific work and the development of scientific careers;

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2.3.9. disseminates among the persons studying at the IEU information about the conduct of scientific and scientific-practical events of the University, other higher education institutions, public organizations, and institutions of Ukraine and abroad;

2.3.10. promotes the participation of talented students, graduate students and young scientists of the University in scientific grants and programs, obtaining appropriate scholarships to stimulate individual scientific research;

2.3.11. establishes relations with charitable foundations and sponsors to support the activities of the SS IEU;

2.3.12. develops and adopts documents regulating the organization and activities of the SS IEU, including plans, reports;

2.3.13. prepares and submits to the administration of the University and its structural subdivisions – Institute's proposals for the development and improvement of scientific and creative activities of students, postgraduates, and young scientists, including the introduction of innovative forms of work in the educational process;

2.3.14. prepares and submits substantiated proposals to the administration of the University and its structural subdivisions – Institutes regarding the composition of representative delegations of the SS IEU for educational, scientific and other types of exchange in Ukraine and abroad;

2.3.15. provides proposals for the formation of an estimate of the university's current revenues and expenses for the implementation of the activities of the SS IEU.

2.3.16. carries out other activities that correspond to the goals and objectives of the IEU ST and do not contradict the legislation of Ukraine, the Statute of the IEU, and this Regulation.

3. Composition and organization of work

3.1. The organizational structure of the SS IEU consists of the highest management bodies and basic cells (Appendix A).

3.2. The supreme governing bodies of the SS IEU are the Council of the SS IEU and the collegial executive body – the Board of the SS IEU.

3.3. The basic centers of the SS IEU are the NT of Institutes. The organization of the activities of the scientific societies of the Institutes is carried out by the Regulations developed in the Institutes, which cannot contradict this Regulation.

3.4. In order to organize the practical work of the SS IEU, taking into account the needs, interests, opportunities, and abilities of different groups of representatives of the youth scientific environment of the University, the following are formed within the SS IEU and its basic centers:

- the student sector, which is headed by the head of the industry, who is elected from among the members of the SS IEU - students of the University, whose training is carried out at the first (bachelor's) and second (master's) levels of higher education;

- Sector of Postgraduate Students and Young Scientists, headed by the Head of the Sector, who is elected from among the members of the SS IEU who study or work

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in University and receive higher education at the third (educational and scientific) or scientific levels.

3.5. ST IEU is actively working on creating a single scientific space at the International European University through interaction and coordination of the work of the basic centers of the society in the Institutes.

3.6. SS IEU actively interacts with scientific departments in the structure of the University, research laboratories of the Institutes, and departments for information support of scientific research activities, obtaining and disseminating information about scientific events held in Ukraine and abroad.

4. Rights and obligations of members

4.1. Members of the SS IEU have the right to:

4.1.1. elect and be elected to the elected bodies of the SS IEU;

4.1.2. freely express and submit proposals when discussing the issues of the SS IEU activities;

4.1.3. to take an active part in regional, all-Ukrainian, and international competitions, as well as in the work of conferences, round tables, summer schools, and other scientific and educational events;

4.1.4. be recommended for awarding prizes, scholarships, acknowledgments, and other types of honors and awards by the current legislation and the Statute of the University in the prescribed manner and the presence of funding;

4.1.5. to submit proposals for awarding students-winners and prize-winners of scientific competitions, olympiads, competitions and the best scientific supervisors-organizers of student scientific work;

4.1.6. submit proposals and be elected to the representative delegations of the SS IEU for educational, scientific, and other types of mobility in Ukraine and abroad;

4.1.7. receive methodological, informational, and other assistance for the implementation of their initiatives;

4.1.8. to comply with the decisions of the SS IEU bodies;

4.1.9. demand from the governing bodies of the ST IEU the fulfillment of their duties as determined by this Regulation.

4.2. Members of the SS IEU are obliged to:

4.2.1. comply with the requirements of the Regulations regulating the activities of the SS IEU;

4.2.2. conscientiously and timely perform the duties assigned to them by the SS IEU;

4.2.3. submit a report on their work at the request of the governing bodies of the SS IEU ;

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4.2.4. to actively participate in scientific work, to make reports at scientific and communication youth events organized by the SS IEU;

4.2.5. to promote the activities of the SS IEU to contribute to increasing the prestige and authority of the University.

5. Membership in the Scientific Society of Students, Postgraduates and Young Scientists

5.1. Members of the SS IEU can be persons who study or work at the IEU, are actively engaged in scientific activities, and have expressed a desire to work in a scientific society.

5.2. The Board of ST IEU decides on admission to membership based on an application submitted to the Chairman of the Scientific Society. It comes into force from the moment of its adoption.

5.3. SS IEU does not have a system of membership fees or other mandatory payments.

5.4. Termination of membership is carried out by a personal application addressed to the Chairman or by the decision of the Board of ST IEU.

5.5. A member whose activities contradict the basic principles of the SS IEU or this Regulation shall be excluded from the membership of the SS IEU.

5.6. In case of a person's termination of study or work at the University, his/her membership in the SS IEU shall be automatically terminated, except for the cases provided for by this Regulation.

5.7. Members of the SS IEU retain their powers during academic leave after receiving a bachelor's or master's degree, provided that they continue their studies at the University at a new educational and qualification level.

5.8. Persons who have special merits to the SS IEU or have made important achievements or discoveries in science may be granted the status of an honorary member of the SS IEU by the decision of the Council of the SS IEU. An honorary member has the same rights as the members of the SS IEU, except for the right to vote, and cannot be elected to senior positions of the SS IEU.

6. Council of the Scientific Society of Students, Postgraduates and Young Scientists

6.1. The Council of the SS IEU (hereinafter referred to as the Council) is the supreme representative body of the SS IEU, which, within its competence, determines the general principles of the functioning of the SS IEU and exercises control over the activities of the Board of SS IEU (hereinafter referred to as the Board).

6.2. The members of the Council are delegates from the University and the Institutes according to the quota:

- 2 representatives from among the postgraduate students from the University.
- 3 representatives from each Institute (including 1 – a young scientist, 2 – a

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representative of the Scientific Society of the Institute).

6.3. The Council is considered competent if the number of attendees is at least half its entire membership. All members of the Council have the right to vote at the Council meetings.

6.4. Members of the Council vote personally. Each member of the Council shall have one vote. Decisions of the Council shall be adopted by a simple majority of votes, except for the cases provided for by this Regulation. In case of equal distribution of votes, the vote of the Chairman of the SS IEU is decisive.

6.5. Decisions on termination of the activities of the ST IEU and early termination of the powers of the Chairman, Deputy Chairman, and members of the Board shall be made at least 3/4 of the number of those present at the Council meeting.

6.6. The competence of the Council includes the resolution of all issues of the SS IEU.

6.7. The exclusive competence of the Council includes:

6.8. introduction of amendments and additions to the Regulations on SS IEU and their submission for approval by the Conference of University Students;

6.8.1. approval of documents defining the structure and procedure for the functioning of the Board;

6.8.2. making a decision on the formation of SS IEU bodies and their liquidation;

6.8.3. determination of the main activities of the SS IEU;

6.8.4. approving, at the request of the Chairman of the SS IEU, the annual plan of activities of the SS IEU, making changes and additions to it;

6.8.5. election of the Chairman, Deputy, and Secretary of the SS IEU, as well as early termination of their powers;

6.8.6. appointment of members of the Management Board and other bodies of the company, the decision on the formation of which was made by the Council of SS IEU, as well as early termination of their powers;

6.8.7. approval of the Rules of Procedure of the Council and the Board;

6.8.8. hearing the annual report of the Chairman of the SS IEU on the activities of the company;

6.8.9. approval of the symbols of the SS IEU at the request of the Board;

6.8.10. deciding on the termination of the activities of the SS IEU.

6.9. The Board may delegate to the Board its rights and powers to resolve all matters except matters falling within its exclusive competence.

6.10. The Council may meet for regular and extraordinary meetings. An extraordinary meeting shall be convened by the decision of the Board at the request of the Council members or in case of termination of the powers of the Chairman.

6.11. Its members shall be informed about the time and place of the Council meeting one week before its holding.

6.12. The Chairman convenes the Council's regular annual meetings in

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October and May.

6.13. The Board convenes an extraordinary meeting of the Council by its decision or at the request of the IEU management.

6.14. The meeting of the Council shall be chaired by the Chairman of the SS IEU or, in case of their absence and termination of powers, their deputy.

6.15. The Secretary of the SS IEU keeps and keeps the minutes of the meetings. The Chairman signs the minutes of the Council meeting, and the Secretary signs a copy of it, which is sent to the University's Department of Organization of Scientific Activities.

6.16. Decisions of the ST IEU Council are binding on all its members.

7. Board of the Scientific Society of Students, Postgraduates and Young Scientists

7.1. The Board is a permanent collegial executive body that performs coordination functions to coordinate the activities of the ST IEU.

7.2. The Board is formed democratically by direct open voting of the delegates of the Conference of Members of the SS IEU for two years.

7.3. Members of the Board of SS IEU: Chairman of SS IEU, Head of the Student Sector of SS IEU, Head of the Sector of Postgraduate Students and Young Scientists of SS IEU, Secretary of SS IEU.

7.4. Meetings of the Management Board are held at least once every two months. Extraordinary meetings of the Board are held at the request of the Chairman of the ST IEU.

7.5. The Board has the right to make decisions by a qualified majority of votes in the presence of 3/4 of its members, which are formalized in the minutes.

7.6. The decisions of the Board are binding on all members of the ST IEU.

7.7. Board of ST IEU:

7.7.1. summarizes proposals on the main activities of the SS IEU for the current year and submits them for approval to the Council of SS IEU;

7.7.2. approves the necessary documents of the organizational activities of the SS IEU, which do not belong to the exclusive competence of the Council of the SS IEU;

7.7.3. considers issues related to enrollment in the SS IEU and withdrawal from it;

7.7.4. submits proposals for the election of Honorary Members to the ST IEU;

7.7.5. approves the composition of delegations representing the IEU ST at scientific forums, seminars, round tables, and other events;

7.7.6. considers the issues that are submitted for discussion at the initiative of the members of the Board;

7.7.7. monitors the implementation of decisions of the Council of SS IEU;

7.7.8. cooperates with departments, Scientific, Methodological, and Academic Councils of the University and Institutes, professional scientific seminars;

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7.7.9. provides proposals and justifications for awarding students, graduate students and young scientists based on the results of personal achievements in scientific work (in agreement with the director of the ESI and the Vice-Rector for Scientific Educational and Methodological Work);

7.7.10. resolves other issues related to the current activities of the SS IEU.

7.8. Head of the SS IEU:

7.8.1. represents the interests of the SS IEU in all structural subdivisions of the University, as well as organizations and institutions in Ukraine and abroad in matters related to the competence of the SS IEU;

7.8.2. on behalf of the SS IEU, initiates the adoption and termination of agreements; carries out current activities in the interests of the SS IEU, provided for by specific projects, programs, and agreements;

7.8.3. distributes responsibilities among the members of the Board of SS IEU;

7.8.4. initiates the planning of the work of the SS IEU;

7.8.5. develops the topics of scientific student conferences, seminars, symposiums together with members of the Board;

7.8.6. Submitting for consideration and approval to the Board the composition of delegations representing ST IEU at scientific youth forums, seminars, round tables, and other events.

7.9. Secretary of the SS IEU:

7.9.1. Supports Scientific Links with Domestic Foreign and international organizations of a similar profile;

7.9.2. organizationally, informationally, and technically provides links between the ST of the IEU of different structural subdivisions - Institutes;

7.9.3. Leads Protocols Meetings Scientific Correspondence and is engaged in the SS IEU office work.

8. Ensuring the activities of the Scientific Society of Students, Postgraduates and Young Scientists

8.1 The University Administration has no right to interfere in the activities of the SS IEU, except in cases when such activities contradict the legislation, the Statute of the University, or the current Regulations or harm the interests of the University.

8.2. The administration of the University and its structural subdivisions (Institutes) has the right to:

8.2.1. receive information about the activities of the SS IEU (plans, reports, copies of minutes of meetings, information on current activities, etc.);

8.2.2. to convene an extraordinary meeting of the Council of the SS IEU in cases of non-compliance by the bodies of the SS IEU with the current legislation, the Statute of the IEU, or the norms of this Regulation;

8.2.3. participate in events held by the bodies of the SS IEU.

8.3. Administration of the University and Institutes:

8.3.1. comprehensively contributes to the activities of SS IEU;

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8.3.2. creates conditions necessary for the effective operation of the SS IEU (provides premises, furniture, and office equipment, provides constant access to the Internet, allocates places for the installation of information stands, etc.);

8.3.3. provides informational, legal, material, and other types of support for the active activities of the SS IEU.

8.4. Coordination, supervision, and control over the activities of the SS IEU and its bodies is entrusted to the Vice-Rector for Scientific, Educational, and Methodological Work of the University and directors of the Institutes.

9. Transitional and final provisions.

9.1. The Academic Council of the University approves this Regulation.

9.2. The Regulation comes into force after it comes into force by the order of the Rector.

Governing bodies

