

**I.**  
**FULL VERSION**  
**OF THE STATUTE**  
**OF THE FACULTY OF ART AND DESIGN AT JAN EVANGELISTA PURKYNĚ**  
**UNIVERSITY**  
**IN ÚSTÍ NAD LABEM**

**Section I**  
**Introductory Provisions**

**Article 1**  
**Name and Seat of the Faculty**

1. The full name of the faculty is "Fakulta umění a designu Univerzity Jana Evangelisty Purkyně v Ústí nad Labem". The abbreviated name of the faculty in Czech is "FUD".
2. The official name of the faculty in English is "Faculty of Art and Design at Jan Evangelista Purkyně University in Ústí nad Labem" (hereinafter referred to as "the faculty"). The abbreviated name of the faculty in English is "FUD." Other foreign language names of the faculty are specified in the relevant internal regulation of UJEP.
3. The faculty uses a round seal with the state coat of arms and the text "Fakulta umění a designu Univerzity J. E. Purkyně v Ústí nad Labem."
4. The faculty uses a logo in either colour or black-and-white version, as presented in Appendix 2 of this statute.
5. The seat of the faculty is the city of Ústí nad Labem.

**Article 2**  
**The Foundation and Legal Predecessor of the Faculty**

1. The faculty was established on 1 December 2000 as the Faculty of Applied Arts and Design at Jan Evangelista Purkyně University in Ústí nad Labem.
2. On 1 January 2008, the name of the faculty was changed to the Faculty of Art and Design at Jan Evangelista Purkyně University in Ústí nad Labem.
3. The legal predecessor of the faculty is the higher education institution, the Institute of Art Studies of Jan Evangelista Purkyně University in Ústí nad Labem, and the Faculty of Applied Arts and Design at Jan Evangelista Purkyně University in Ústí nad Labem.

**Article 3**  
**Mission of the Faculty**

1. The Faculty, as part of Jan Evangelista Purkyně University in Ústí nad Labem (hereinafter referred to as "UJEP"), is governed by Act No. 111/1998 Coll. on Higher Education Institutions and on Amendment and Supplements to Some Other Acts (the Higher Education Act), as amended (hereinafter referred to as the "Act"), other generally binding legal regulations, internal regulations of UJEP, internal regulations of the Faculty, and the internal norms of UJEP and the Faculty.

2. The main mission of the faculty is to provide higher education in bachelor's, master's, and doctoral study programmes and to develop free artistic, scientific, research, and other creative activities (hereinafter referred to as "creative activities") in the field of fine arts.
3. The faculty contributes to fulfilling the third role of UJEP, particularly by involving the artistic activities of its academic staff in the faculty's exhibition and publication programme intended for the public.

#### **Article 4**

##### **Internal Regulations of the Faculty**

1. The internal regulations of the faculty govern matters within its self-administrative competence and its relationship with UJEP, unless regulated by law and the Statute of UJEP.
2. The internal regulations of the faculty are:
  - a. Statute of FUD
  - b. Election Rules of the Academic Senate of FUD
  - c. Rules of Procedure of the Academic Senate of FUD
  - d. Rules of Procedure of the Artistic Council of FUD
  - e. Disciplinary Code of FUD
  - f. Study and Examination Rules for Doctoral Study Programmes of FUD

#### **Section II**

##### **Activities of the Faculty**

#### **Article 5**

##### **Educational Activity**

1. Educational activity is based on the results of the creative work of the faculty's academic staff and on the outcomes of contemporary science and artistic creation. It takes place within the framework of academic freedom of teaching, artistic creation, science, and research, as well as the dissemination of their results.
2. Educational activity must be organised in such a way that it allows students to complete the study programme in its entirety, enables participants in lifelong learning to complete the lifelong learning programme in full, and allows academic staff to engage in both teaching and creative work.
3. Teaching activity is a fundamental right and duty of the academic staff of the faculty.

#### **Article 6**

##### **Study**

1. The Faculty offers bachelor's, master's, and doctoral study programmes based on the accreditation of the study programme or the authorisation to conduct the study programme granted by the institutional accreditation.
2. The conditions for the admission of students and the admission procedure are governed by sections 48 to 51 of the Act and articles 20 to 22 of the Statute of UJEP. Additional

conditions for admission to study in the programmes offered by the Faculty are approved by the Academic Senate of the Faculty.

3. The general conditions of study are specified by the Act and are further regulated in the Study and Examination Rules for Bachelor's and Master's Programmes of UJEP and the Study and Examination Rules for Doctoral Study Programmes at FUD.
4. The determination of fees related to study is governed by article 23 of the Statute of UJEP and Annex 2 of the Statute of UJEP.
5. Graduates of the bachelor's programme in the field of art are awarded the academic title of "bachelor of arts" (abbreviated "BcA." before the name). Graduates of the master's programme in the field of art are awarded the academic title of "master of arts" (abbreviated "MgA." before the name). Graduates of the doctoral programme in the field of art are awarded the academic title of "doctor" (abbreviated "Ph.D." after the name).
6. The Faculty offers lifelong learning courses. Their rules are governed by the Lifelong Learning Rules of UJEP and, within these limits, the Lifelong Learning Code of FUD, which are issued in the form of a Dean's directive.

#### **Article 7 Creative Activity**

1. Creative activity is a fundamental right and duty of the academic staff of the faculty. It is carried out within the framework of academic freedom in artistic creation, science, and research, as well as the publication of their results.
2. The faculty creates conditions for creative activity for all members of its academic community.
3. The faculty enables and supports the publication of the results of the creative activity of all members of its academic community.

#### **Article 8 Other Activities**

1. The Faculty engages in exhibition, publishing, editorial, and organisational activities.
2. The Faculty may also undertake other activities, provided they do not conflict with the educational and creative activities of the Faculty, the law, other legal regulations, the Statutes of UJEP, and other internal regulations and standards of UJEP.

#### **Article 9 International Relations**

1. The Faculty creates conditions for the establishment of international relations, particularly in accordance with agreements concluded by UJEP or the Faculty.
2. Heads of departments, academic staff, and other employees of the Faculty, as well as students of the Faculty, are entitled to independently establish international relations with legal entities engaged in activities related to the study programmes offered by the Faculty or its creative activities, in line with their work and study obligations. They do so in their own

name, not in the name of the Faculty. These relationships can only become official for the Faculty upon the decision of the Dean.

3. International study, lecturing, and other work stays for Faculty employees, funded both by the Faculty and other sources, are approved by the Dean.
4. The international mobility of students (study stay or work placement) is approved by the Vice-Dean for Study upon the proposal of the Head of the Department.
5. The Faculty allows foreign experts to undertake scientific, artistic, or pedagogical stays at its departments.

#### **Article 10**

##### **Quality Assurance and Internal Evaluation**

1. The Faculty, when ensuring and internally evaluating the quality of its activities, follows the Rules for the Assurance of Quality of Educational, Creative and Other Related Activities and Internal Assessment of the Quality of Educational, Creative and Other Related Activities of UJEP (hereinafter referred to as the "the Rules of the Quality Assurance and Internal Assessment System of UJEP").
2. The responsibilities of the study programme guarantor in the area of quality assurance and internal assessment of the study programme are governed by Section 44, Paragraph 7 of the Act, Article 18 of the Statute of UJEP, the Rules of the Quality Assurance and Internal Assessment System, and the Rules for the Creation, Approval and Changes in UJEP Study Programmes.
3. The scope of the lifelong learning programme guarantor's responsibilities in the area of ensuring and internally assessing the quality of the lifelong learning programme is regulated by the Rules of the Quality Assurance and Internal Assessment System of UJEP.
4. The conditions for the appointment and removal of study programme guarantors are regulated by Article 18 of the Statute of UJEP.
5. The guarantor of the lifelong learning programme carried out by the Faculty is appointed and removed by the Dean. In the case of lifelong learning carried out within an accredited study programme, the guarantor of this type of education is always the guarantor of the respective study programme.

#### **Section III**

##### **Academic Community and Faculty Bodies**

#### **Article 11**

##### **Academic Community of FUD**

The academic community of the faculty consists of academic staff working at the faculty and students enrolled at the faculty.

**Article 12**  
**Academic Senate of FUD**

1. The legal status of the Academic Senate of the faculty, its establishment, scope of authority, and responsibilities are defined by the law, the Statute of UJEP, and within their limits, other internal regulations of UJEP and the faculty.
2. The Academic Senate of the faculty consists of eleven members, six of whom are academic staff and five are students.
3. Elections to the Academic Senate of the faculty and the activities of the Academic Senate of the faculty are governed by the law, the Election Rules of the Academic Senate of FUD, and the Rules of Procedure of the Academic Senate of FUD.
4. The term of office of individual members of the Academic Senate of the faculty is a maximum of three years.

**Article 13**  
**Dean**

1. The faculty is headed by the Dean, who manages the faculty, acts on its behalf, and makes decisions in faculty matters unless otherwise specified by law.
2. The legal status of the Dean, their scope of authority, rights, and responsibilities are defined by law, the Statute of UJEP, and within their limits, other internal regulations of UJEP, the Organisational Code of UJEP, the Organisational Code of FUD, and the internal regulations of the faculty.
3. The Dean is subordinate to the Rector of UJEP.
4. In the absence of the Dean, they are fully represented by a Vice-Dean appointed by the Dean.
5. The Dean is represented in specific areas of activity by the Vice-Deans. The Vice-Deans are appointed and dismissed by the Dean after consulting the Academic Senate of the faculty.
6. The Dean directly manages the Vice-Deans, Heads of Departments, the Secretary of the faculty, and the Dean's office.
7. The details of the election of a candidate for the position of Dean are regulated by the Election Rules for the Election of a Candidate for Appointment as Dean, which constitutes Annex No. 1.

**Article 14**  
**Artistic Council of the Faculty**

1. The legal status of the Artistic Council of the faculty, its establishment, scope of authority, rights, and responsibilities are defined by law, the Statute of UJEP, and within their limits, other internal regulations of UJEP and the faculty.
2. The members of the Artistic Council of the faculty are appointed and dismissed by the Dean after consulting the Academic Senate of the faculty.
3. Membership in the Artistic Council is honorary and non-transferable.

4. The term of office of the Artistic Council is the same as the term of office of the Dean.
5. The rules for the proceedings of the Artistic Council of the faculty are determined by the Rules of Procedure of the Artistic Council of FUD.

**Article 15**  
**Disciplinary Committee of the Faculty**

1. The legal status of the Disciplinary Committee of the faculty, its establishment, scope of authority, rights, and responsibilities are defined by law, the Statute of UJEP, and within their limits, the Disciplinary Code of UJEP and the Disciplinary Code of FUD.
2. The members of the Disciplinary Committee of the faculty are appointed and dismissed from among the members of the academic community by the Dean after consulting the Academic Senate of the faculty.
3. The Disciplinary Committee of the faculty elects and dismisses its chairperson from among its members.
4. The term of office of the members of the Disciplinary Committee is two years.
5. The rules for the proceedings of the Disciplinary Committee of the faculty are determined by the Disciplinary Code of UJEP and, within its limits, the Disciplinary Code of FUD.
6. The Disciplinary Committee of the faculty considers disciplinary offenses of the faculty's students and submits a proposal to the Dean for a decision.

**Article 16**  
**Secretary**

1. The Secretary of the Faculty (hereinafter referred to as the "Secretary") manages the financial operations and internal administration of the faculty, as specified, particularly in the Organisational Code of FUD.
2. The Secretary reports to the Dean and is responsible to them for their activities.
3. The Secretary is appointed and dismissed by the Dean.
4. The employees directly accountable to the Secretary are specified by the Organisational Code of FUD.

**Article 17**  
**Advisory Bodies of the Faculty**

1. The permanent advisory body to the Dean on important matters related to the activities and development of the Faculty is the Dean's Collegium. Its members include the Vice-Deans, the Secretary, the Chair of the Academic Senate of the Faculty, Heads of Departments, and other members appointed by the Dean. The Dean convenes the meetings of the Dean's Collegium and sets the agenda for its meetings.

2. The permanent advisory body to the Dean for the granting of scholarships is the Scholarship Committee of the Faculty. The rules for its establishment and proceedings are set out in the Scholarship Rules of UJEP.
3. The Dean, the Secretary, and the Academic Senate of the Faculty may establish other advisory bodies with permanent or temporary mandates.

#### **Section IV Internal Organization of the Faculty**

##### **Article 18 Organisational Structure**

1. The division of the Faculty into individual departments is governed by the Organisational Code of FUD.
2. The Organisational Code of FUD is issued by the Dean following approval by the Academic Senate of the Faculty in the form of a Dean's Order.

#### **Section V Management of the Faculty**

##### **Article 19 Rules of the Faculty Management**

1. The Faculty manages its operations in accordance with the law, generally binding legal regulations in the areas of financing, accounting, taxes and fees, wages and prices, UJEP Management Rules which form Annex No. 1 to the Statute of UJEP, and other internal regulations and norms of UJEP and the Faculty.
2. The Faculty also manages its operations in accordance with decisions regarding the allocation of contributions and grants from the state budget, their intended use, and the settlement of grants with the state budget, primarily provided by the Ministry of Education, Youth and Sports.
3. The Faculty manages its main activities according to the internal budget of costs and revenues, which is prepared for the calendar year based on the internal budget breakdown of UJEP. The internal budget of costs and revenues of the Faculty is approved by the Academic Senate of the Faculty.
4. The Faculty carries out supplementary activities for a fee, related to its main activities. The rules for supplementary activities are defined in the internal regulations of UJEP.

##### **Article 20 Responsibility for Management**

1. The Faculty is obligated to act economically when carrying out its activities and to use the funds provided from the state budget effectively, in accordance with the grant decision, UJEP's internal budgetary rules, and in compliance with the specific implementation. The Dean is responsible for the efficient use of the Faculty's funds to the Rector of UJEP, and

within their area of competence, each employee of the Faculty is responsible to their direct superior.

2. The control of financial management is carried out within the hierarchical relationships, periodically or exceptionally, based on the Dean's decision.

## **Section VI**

### **Use of Academic Insignia and Holding of Academic Ceremonies**

#### **Article 21**

##### **Academic Insignia**

The external expression of the authority and responsibility of the Dean, Vice-Deans, and the Secretary, as well as the expression of academic traditions, is represented by academic insignia. Academic insignia are used during matriculation, graduation, inauguration, and other ceremonial events.

#### **Article 22**

##### **Faculty Gowns**

The faculty gowns may be worn during ceremonial occasions by:

- the Dean and Vice-Deans,
- the Secretary,
- academic staff members as decided by the Dean,
- students as decided by the Dean,
- distinguished guests of the faculty as decided by the Dean, and
- macebearers.

#### **Article 23**

##### **Matriculation, Graduation, and Inauguration**

1. The basic programme for matriculation, graduation, and inauguration is determined by the Dean.
2. Matriculation is a ceremonial act that signifies the acceptance of a student into the academic community of the faculty.
3. Graduation is a ceremonial act that marks the completion of higher education studies and the receipt of the academic diploma.
4. The graduation ceremony for Bachelor's degree graduates takes place with the participation of the Dean or Vice-Dean of the faculty. The graduation ceremony for Master's and Doctoral graduates takes place with the participation of the Rector or Vice-Rector.
5. The matriculation and graduation ceremonies include the ceremonial matriculation and graduation oath by students. The wording of the matriculation and graduation oath is provided in Section VII.
6. The inauguration ceremony is held with the participation of members of the UJEP academic community and invited guests.

**Section VII**  
**Special Provisions**

**Article 24**  
**Matriculation Oath**

Matriculation Oath: "With full awareness of the seriousness and responsibility of my entry into the academic community, I solemnly swear that as a student of the Faculty of Art and Design at Jan Evangelista Purkyně University in Ústí nad Labem, I will exercise my rights and fulfil my duties throughout my studies, as defined by the Higher Education Act, as well as the statutes of the university and the faculty. I pledge to use all my abilities to accomplish the tasks set before me, and that through my work and conduct, I will strive to preserve the good name of the Faculty of Art and Design."

**Article 25**  
**Bachelor's, Master's and Doctoral Oath**

1. **Bachelor's and Master's Oath:** "I swear on my honour and conscience that, even after completing my studies at the Faculty of Art and Design at Jan Evangelista Purkyně University in Ústí nad Labem, I will continue to develop my personality, expand and deepen my professional knowledge, and in both my professional and personal life, I will always respect academic values and the ethical principles of artistic creation. I will strive to uphold the good name of the Faculty of Art and Design, where I have obtained my higher education, and I will keep it in good memory. In all my actions, I will defend its interests and use my abilities for the benefit and welfare of society."
  
2. **Doctoral Oath:** "I swear on my honour and conscience that, after completing my studies at the Faculty of Art and Design at Jan Evangelista Purkyně University in Ústí nad Labem, I will remain faithful to the ideals instilled in me during my studies, and in both my professional and personal life, I will always respect academic values and the ethical principles of artistic creation. I will strive to uphold the good name of the Faculty of Art and Design, from which I have earned my doctoral degree, and I will keep it in good memory. In all my actions, I will defend its interests and use my abilities for the benefit and welfare of society."

**Section VIII**  
**Transitional and Final Provisions**

**Article 26**  
**Transitional Provisions**

For the period during which, in accordance with Section 2(4) of Act No. 137/2016 Coll., amending Act No. 111/1998 Coll. on Higher Education Institutions and on Amendment and Supplements to Other Acts (the Higher Education Act), as amended, and some other laws, the division into fields of study is maintained, the provisions of this statute regarding study programmes shall apply, as appropriate, also to fields of study.

**Article 27**  
**Final Provisions**

1. The Statute of FUD, approved by the Academic Senate of UJEP on 30 September 2009, the Scholarship Rules of FUD, approved by the Academic Senate of UJEP on 8 September 2010, and the Lifelong Learning Code of FUD, approved by the Academic Senate of UJEP on 19 December 2007, are hereby repealed.
2. The draft of this statute was approved in accordance with Section 27(1)(b) of the Act by the Academic Senate of the faculty on 16 May 2018.
3. This statute was approved in accordance with Section 9(1)(b), point 2 of the Act by the Academic Senate of UJEP on 30 May 2018.
4. This statute comes into force and effect on the date of its approval by the Academic Senate of UJEP.

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1. The proposed changes to this statute were approved in accordance with Section 27(1)(b) of the Act by the Academic Senate of the faculty on 18 July 2018 (Amendments No. 1).
2. Amendments No. 1 to this statute were approved in accordance with Section 9(1)(b), point 2 of the Act by the Academic Senate of UJEP on 26 September 2018.
3. Amendments No. 1 to this statute come into force and effect on the date of their approval by the Academic Senate of UJEP.

Assoc. Prof. Pavel Mrkus  
Dean of FUD

**ELECTION RULES FOR THE ELECTION OF A CANDIDATE FOR THE  
APPOINTMENT OF DEAN**

**Article 1  
Election**

1. The Academic Senate of the faculty shall begin the election of a candidate for the appointment of Dean in accordance with Section 27(1)(g) of the Act, no later than two months before the end of the current Dean's term of office or, in the case of resignation, dismissal, or death of the Dean, without undue delay. The Senate shall set the start date for the submission of nominations, the deadline for submitting nominations, and the date of the election. The period between the deadline for submitting nominations and the election date must be at least 30 calendar days. The nomination period must last at least 15 calendar days.
2. To prepare the election, the Academic Senate of the faculty shall establish a three-member election committee. In the event that a proposed candidate is a member of the election committee, they will lose their right to membership in the committee, and another member of the academic senate shall replace them.
3. Any member of the academic community of the faculty may submit a nomination for a candidate for the appointment of Dean within the designated period. The nomination must be submitted in writing to the chairperson or members of the election committee and must include the written consent of the nominated candidate.
4. The list of nominated candidates shall be published within 7 calendar days after the deadline for submitting nominations on the public section of the faculty's website and at a designated public location within the faculty.
5. Nominated candidates must publish their curricula vitae and election programs at least 15 calendar days before the election date.
6. Nominated candidates shall present themselves to the academic community and faculty staff at a pre-election meeting convened by the chairperson of the Academic Senate of the faculty.
7. The election of a candidate for the appointment of Dean shall be conducted by secret ballot. A valid vote is a ballot paper with a clearly marked candidate, with a maximum of one candidate selected.

**Article 2  
Procedure for the Election of Three or More Candidates**

1. The candidate for the appointment of Dean shall be the one who receives the vote of the majority of the total members of the Faculty's Academic Senate.
2. If none of the candidates is elected in this way, the election committee shall compile a new candidate list for the next round of the election by removing the candidate who received the fewest votes from the candidate list of the previous round, or if there are multiple candidates with the fewest votes, all candidates who received an equal number of the fewest votes.
3. If the number of candidates on the new candidate list is:

- a. greater than two, the next round of voting shall proceed according to Section 1(2),
- b. equal to two, the next round of voting shall proceed according to Section 3,
- c. fewer than two, a negotiation procedure shall be held according to Section 5, and the election shall be repeated with the candidate list from the last round in accordance with Section 1(2).

### **Article 3**

#### **Procedure for the Election of Two Candidates**

1. A candidate is elected if they receive the votes of the majority of all members of the Faculty's Academic Senate.
2. If neither candidate is elected, a negotiation procedure shall take place according to Section 5, and the election shall be repeated in accordance with paragraphs 1 and 3.
3. If neither candidate is elected in the repeated vote, the election shall be concluded, and the Academic Senate of the Faculty shall promptly announce new elections.

### **Article 4**

#### **Procedure for the Election of One Candidate**

1. The election of a single candidate shall apply in the event that the candidate list contains only one candidate, or if, due to the withdrawal of other candidates, only one candidate remains before the election.
2. A candidate is elected if they receive the votes of the majority of all members of the Academic Senate of the faculty.
3. If the candidate is not elected, the election is concluded, and the Academic Senate of the faculty shall promptly announce new elections.

### **Article 5**

#### **Conciliation Procedure**

1. The conciliation procedure is a discussion among the members of the Academic Senate of the faculty about the candidates from the last round, in which they become acquainted with each other's positions and arguments.
2. The conciliation procedure, as described in paragraph 1, shall take place in a closed working meeting of the members of the Academic Senate of the faculty. During the conciliation procedure, the meeting of the Academic Senate of the faculty will be adjourned.

### **Article 6**

#### **Announcement of Results and Election Protocol**

1. The election committee evaluates each round of voting so that all present participants can follow the results.
2. Immediately after the conclusion of the election, the election committee will inform the Academic Senate of the faculty and all candidates of the results.

3. The election committee will prepare a protocol on the course of the election, signed by all committee members present at the election, and submit it to the Chair of the Academic Senate of the faculty. This concludes the work of the election committee.

### **Article 7**

#### **Complaint Regarding the Election Process**

Candidates and members of the Faculty's academic community may submit a written complaint regarding the election process to the Chair of the Academic Senate of the faculty within 3 working days of the announcement of the election results (Article 6, Paragraph 2). The Academic Senate of the faculty will consider the complaint within 30 days and either dismiss it or annul the election and, without undue delay, announce new elections.

**JAN EVANGELISTA PURKYNĚ UNIVERSITY IN ÚSTÍ NAD LABEM**

**Faculty of Art and Design**

**JAN EVANGELISTA PURKYNĚ UNIVERSITY IN ÚSTÍ NAD LABEM**

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**FUD**



**FUD**

