

# **STATUTE**

## **FACULTY OF VETERINARY MEDICINE**

### **UNIVERSITY OF VETERINARY SCIENCES BRNO**

#### *Part One*

#### **BASIC PROVISIONS**

#### **Article 1**

#### **Introductory provisions**

This statute is an internal regulation of the Faculty of Veterinary Medicine of the University of Veterinary Sciences Brno. It regulates according to Act No. 111/1998 Coll. about universities and amending other acts, as amended (hereinafter "the Act") and in accordance with the Statute of the University of Veterinary Sciences Brno (hereinafter "VETUNI") the mission, position, activities, organization, management, and administration of the Faculty of Veterinary Medicine (hereinafter just "faculty") and study at it.

#### **Article 2**

#### **Establishment and status of the faculty**

- 1) The Faculty was established by a decision of the Academic Senate of the University of Veterinary Sciences Brno on March 8, 1991, as a part of this university and in this sense, it is also its direct successor in professional and pedagogical activities.
- 2) The seat of the faculty is Palackého tř. 1946/1. 612 42 Brno.
- 3) As of the effective date of Act No. 192/1994 Coll., On the change of the name of some universities listed in the annex to Act No. 172/1990 Coll. on Universities (April 1, 2021) reads the full name of the faculty: Faculty of Veterinary Medicine of the University of Veterinary Sciences Brno. The abbreviation FVM VETUNI can be used for internal use.

#### **Article 3**

#### **Mission and activities of the faculty**

- 1) The mission and basic task of the faculty is to freely develop and mediate higher education within an accredited master's degree program and an accredited doctoral degree program in the field of veterinary medicine and related disciplines and to participate in lifelong learning. This activity takes place within the exercise of the academic right to teach. Details of pedagogical and study activities at the faculty are contained in particular in the "Study and Examination Regulations in the VETUNI Bachelor's and Master's Study Programs" and the "Study and Examination Regulations in the VETUNI Doctoral Study Programs".
- 2) The Faculty carries out scientific, research, development, and innovation or other creative activities in the scientific fields of veterinary medicine and related fields. This activity takes place within the framework of academic freedom of scientific research and publication of its results, and faculty students also participate in it.
- 3) The Faculty performs veterinary activities following generally binding legal regulations and internal regulations of VETUNI.

- 4) The Faculty may independently or jointly with other domestic and foreign legal entities perform additional activities in accordance with generally binding legal regulations and VETUNI internal regulations.
  - 5) Within the framework of the fulfillment of its basic task and in connection with it, the faculty may carry out publishing, advisory, and information activities, as well as various cultural, recreational, and sports activities.
  - 6) In carrying out its activities, the Faculty cooperates with the Faculty of Veterinary Hygiene and Ecology VETUNI, faculties of other universities, scientific, research and control institutes, the Chamber of Veterinary Surgeons, the State Veterinary Administration, the Ministry of Agriculture and other organizations, as well as veterinary, agricultural, breeding and food practice.
  - 7) The faculty, its workplace, the organization of staff and students as well as individual teachers, researchers and students may, in accordance with §24 para. c) of the Act within the scope of its competences to establish foreign relations.
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*PART TWO*  
BODIES OF THE FACULTY

**Article 4**  
**Faculty bodies**

- 1) The self-governing academic bodies of the faculty are:
  - a) academic senate,
  - b) Dean,
  - c) the Scientific Council,
  - d) disciplinary board.
- 2) Another faculty body is the secretary.

**Article 5**  
**Academic Senate**

- 1) The Academic Senate of the Faculty (hereinafter referred to as the "AS FVM") is a self-governing representative academic body of the FVM. AS FVM has 36 members. Academic staff is represented by 24 members, students by 12 members. Membership in the AS FVM is incompatible with the functions of the Rector, Vice-Rector, Bursar, Dean, Vice-Dean and Secretary of the Faculty.
- 2) The members of the AS FVM are elected from among the members of the Academic Community of the Faculty (hereinafter referred to as the "AO"). Elections are direct with secret ballot.
- 3) AS FVM meets, acts, and resolves as a whole. The position of a member of the AS FVM is voluntary and its performance is irreplaceable. Each member of the AS FVM has the right to consider the obligations related to the activities in this body.
- 4) The term of office of individual members of the AS FVM is three years.
- 5) Every member of the AO has the right to nominate and elect their representatives and to be elected to the AS FVM and its bodies. A member of the AO can obtain the mandate of a member of the AS FVM repeatedly.

- 6) The mandate of a member of the AS FVM expires:
  - a) voluntary resignation of the mandate of a member of the AS FVM (after written notification to the chairman of the AS FVM),
  - b) all members of the AS FVM at the end of the term of office of the AS FVM as a whole,
  - c) to all members of the AS FVM in case of fulfillment of the provisions of § 26 par. 3 of the Act,
  - d) the termination of the affiliation of a member of the AS FVM to the part of the AO FVM for which he was elected, to comply with the rules set out in Article 2, paragraphs 4 and 5 of these Election Rules of the AS FVM,
  - e) if the term of office of the AS FVM member exceeds the term of office of the AS FVM as a whole, the term of office of the AS FVM member ends on the day of the end of the term of office of the AS FVM as a whole,
  - f) on the day of the death of a member of the AS FVM.
- 7) The method of electing the members of the AS FVM and the method of electing its chairman, presidency, and secretary of the AS FVM are determined by the Election Rules of the Academic Senate of the Faculty of Veterinary Medicine of the University of Veterinary Sciences Brno. b) of the Act by an internal regulation of the faculty.
- 8) The rules of procedure of the AS FVM are set out in the Rules of Procedure of the Academic Senate of the Faculty of Veterinary Medicine of the University of Veterinary Sciences Brno, which is according to § 33 par. c) of the Act by an internal regulation of the faculty.

## **Article 6**

### **Scope of AS FVM**

- 1) AS FVM in accordance with § 27 par. 1 of the Act:
  - a) decides on the establishment, merger, amalgamation, division, or abolition of faculty workplaces on the proposal of the Dean,
  - b) approves draft internal regulations of the faculty, on the proposal of the dean or in the case of the rules of the academic senate of the faculty on the proposal of a member of the academic senate of the faculty, on which the academic senate of the faculty requested the opinion of the dean. schools,
  - c) approves the distribution of faculty funds submitted by the Dean and controls their use,
  - d) approves the annual report on activities and the annual report on the management of the faculty submitted by the dean,
  - e) approves the conditions for admission to study in study programs carried out at the faculty,
  - f) gives the Dean prior consent to the appointment and removal of members of the Scientific Board and members of the Faculty Disciplinary Committee,
  - g) decides on the proposal for the appointment of the Dean, or proposes his removal from office,
  - h) on the proposal of the Dean, approves the strategic plan of the faculty's educational and creative activities prepared in accordance with the strategic plan of the public university after discussion in the scientific council of the faculty.
- 2) In accordance with § 27 para. 2 of the Act, the AS FVM expresses in particular:
  - a) to proposals of study programs carried out at the faculty,
  - b) to the Dean's intention to appoint or remove Vice-Deans.

## **Article 7 Dean**

- 1) The dean is the head of the faculty. The position and competence of the Dean is regulated in Section 28 of the Act. The Dean acts and decides on matters of the faculty, unless otherwise provided by law.
- 2) The Dean is appointed and recalled by the Rector VETUNI on the proposal of the AS FVM. The Dean's term of office is four years. The same person may hold the position of Dean at the Faculty for a maximum of two consecutive terms.
- 3) With the consent of the AS FVM, the Dean establishes scientific, pedagogical, development and information workplaces and special-purpose facilities of the faculty, appoints their heads in accordance with valid regulations and removes them from office.
- 4) The Dean is responsible for the economic use of funds allocated to the faculty from the VETUNI budget and for the proper management of the faculty's own resources and the assets that the faculty uses for its activities.
- 5) The Dean establishes commissions, councils and committees as his advisory or executive bodies as necessary and at his discretion, and controls their activities.
- 6) The Dean is responsible for compliance with this statute and other internal regulations of the faculty, as well as university regulations.
- 7) The Dean's advisory body is the Dean's Board. The members of the board are the vice-deans, the student representative and the chairman of the AS FVM or a member of the AS FVM board, or other members of the academic community authorized by him.

## **Article 8 Vice-deans**

- 1) The Dean is represented to the extent determined by the Vice-Dean authorized by him. In the long-term absence of the Dean, the authorized Vice-Dean represents him in full.
- 2) There are three vice-deans at the faculty:
  - a) vice dean for education,
  - b) Vice-Dean for Science, Research, and International Relations,
  - c) Vice-Dean for Strategy and Development.
- 3) After the statement of the AS FVM, the vice-deans are appointed and removed by the dean. The proposal for the appointment of vice-deans is submitted by the Dean of the AS FVM immediately after his inauguration.
- 4) The vice-deans report to the dean and are accountable to him for their activities.
- 5) The term of office of the vice-deans ends with the term of office of the dean.

## **Article 9 Faculty Scientific Board**

- 1) The Scientific Board of the Faculty (hereinafter referred to as the "FVM Board") is governed in its activities by Sections 29 and 30 of the Act and the Rules of Procedure of the Scientific Board of the VETUNI Faculty of Veterinary Medicine.
- 2) The chairman of the FVM CoR is the dean. In addition to the Dean, the FVM Vice-Deans are members of the FVM CoR. The members of the FVM Scientific Council are appointed and

removed by the Dean with the consent of the FVM AS. The Dean submits a list of nominated members of the FVM CoR for approval by the FVM AS immediately after its inauguration.

- 3) The Dean has the right to invite a non-member of the FVM CoR to a meeting of the CoR FVM, if this is necessary in view of the issues under discussion.
- 4) The definition of the term of office and the manner of the meeting of the FVM CoR are set out in the Rules of Procedure of the FVM CoR.

## **Article 10**

### **Scope of the FVM CoR**

- 1) Faculty Scientific Board:
  - a) discusses the draft strategic plan of the educational and creative activities of the faculty prepared in accordance with the strategic plan of the public university and the proposals of the annual plan for the implementation of the strategic plan of the faculty,
  - b) approves the proposals of study programs to be carried out at the faculty and forwards them through the Rector for approval to the VETUNI Internal Evaluation Council,
  - c) proposes to the Rector the intention to submit an application for accreditation, the extension of accreditation or extension of the accreditation period of study programs that take place at the faculty,
  - d) proposes to the Rector the intention to submit an application for accreditation of the habilitation procedure and the procedure for appointment as a professor, in the case of procedures carried out at the faculty,
  - e) performs powers in the habilitation procedure and in the procedure for appointment as a professor to the extent stipulated by law.
- 2) The Scientific Council of the Faculty also comments in particular on matters submitted to it by the Dean.

## **Article 11**

### **Faculty Disciplinary Committee**

- 1) The disciplinary commission of the faculty is established according to § 25 par. d) of the Act to discuss disciplinary offenses of students enrolled at the faculty.
- 2) The members of the disciplinary commission of the faculty are appointed and removed by the dean from among the members of the AO of the faculty. Half of the members of the disciplinary committee of the faculty are students. The disciplinary commission of the faculty elects and removes its chairman from among its members.
- 3) The term of office of the members of the disciplinary commission of the faculty is a maximum of two years.
- 4) The disciplinary commission of the faculty discusses disciplinary offenses of students enrolled at the faculty and submits a proposal for a decision to the dean.
- 5) Details of the disciplinary commission and disciplinary proceedings are set out in the Disciplinary Code for Students of the Faculties of the University of Veterinary Sciences Brno and the Disciplinary Rules for Students of the Faculty of Veterinary Medicine VETUNI.

## **Article 12**

### **Faculty secretary**

- 1) The secretary manages the management and internal administration of the faculty to the extent determined by the Dean's decision.
  - 2) The secretary is appointed and removed by the dean.
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Part three  
INTERNAL REGULATIONS AND STANDARDS OF THE FACULTY

**Article 13**  
**Internal regulations of the faculty**

- 1) The internal regulations of the faculty regulate the affairs of the faculty falling within its self-governing competence and its relation to the public higher education institution unless they are regulated by law.
- 2) The internal regulations of FVM in accordance with § 33 paragraph 2 of the Act are:
  - a) Statute of the Faculty of Veterinary Medicine of the University of Veterinary Sciences Brno,
  - b) Electoral Rules of the Academic Senate of the Faculty of Veterinary Medicine of the University of Veterinary Sciences Brno,
  - c) Rules of Procedure of the Academic Senate of the Faculty of Veterinary Medicine of the University of Veterinary Sciences Brno,
  - d) Rules of Procedure of the Scientific Board of the Faculty of Veterinary Medicine of the University of Veterinary Sciences Brno,
  - e) Disciplinary rules for students of the Faculty of Veterinary Medicine of the University of Veterinary Sciences Brno.
- 3) The internal regulations of the faculty are published in the public part of the faculty's website, including information on their period of validity and effectiveness.

**Article 14**  
**Faculty internal standards**

- 1) FVM issues internal standards. Internal standards are understood as binding documents that further regulate matters related to the security of the faculty's activities. Internal standards are not subject to the approval of AS FVM VETUNI.
  - 2) Internal standards with competence for the entire faculty, unless the competence is defined otherwise, are issued by the dean or secretary of the faculty.
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Part four  
ORGANIZATIONAL STRUCTURE OF THE FACULTY

**Article 15**  
**Faculty division**

- 1) The faculty is part of the University of Veterinary Sciences Brno.
- 2) The faculty is divided into sections, joint faculty departments and the dean's office. The sections are divided into their individual workplaces - institutes, clinics, clinical laboratories (pedagogical-scientific workplaces). The faculty includes a veterinary hospital, which includes veterinary activities at individual clinics and other clinical workplaces of the faculty.
- 3) The faculty decides on the establishment, merger, amalgamation, division or abolition of sections and their individual departments in accordance with § 27 par. a) AS FVM on the proposal of the Dean. In their activities, the sections and their workplaces follow their

organizational and operational rules, which are issued by the responsible managers, and which are approved by the dean of the faculty.

- 4) The Section is headed by a section council, which is appointed and removed by the Dean on the basis of a selection procedure.
- 5) The veterinary hospital is headed by a manager, who is appointed and removed by the dean on the basis of a selection procedure.
- 6) The department, clinic and clinical laboratory are managed by the head, who is appointed and removed by the dean.
- 7) The head of the department, clinic, clinical laboratory (hereinafter referred to as the "head") is appointed by the dean on the basis of the results of the selection procedure from among professors and associate professors. An assistant professor may be entrusted with the management of the institute only exceptionally, until a full head is appointed.
- 8) The section councilors and heads are responsible to the dean of the faculty for their activities.
- 9) The individual workplaces of the faculty sections can be further divided into lower organizational units - departments or their lower professional specialized units. The Department of Departments of the Faculty Sections is established by the Dean of the Faculty at the proposal of the Head and the Section Board.
- 10) The departments of the faculty sections are headed by the heads of these departments. The heads of departments are responsible for their activities to the heads of the relevant workplaces.
- 11) Academic staff and other faculty staff are in labor law relations with VETUNI.

## **Article 16**

### **Pedagogical-scientific workplaces**

- 1) Pedagogical and scientific-research, professional veterinary and other activities at the faculty are provided by sections and their institutes, clinics, and clinical laboratories.
- 2) The following sections and their institutes, clinics and clinical laboratories have been established at the faculty:
  - a) **Section of Morphology and Physiology** (Department of Anatomy, Histology and Embryology; Department of Physiology; Department of Pharmacology and Pharmacy),
  - b) **Section of Pathobiology** (Department of Infectious Diseases and Microbiology; Department of Pathological Morphology and Parasitology; Department of Genetics),
  - c) **Small Animal Diseases Section** (Dog and Cat Diseases Clinic; Birds, Reptiles and Small Mammals Diseases Clinic; Small Animals Clinical Laboratory),
  - d) **Large Animal Diseases Section** (Equine Diseases Clinic; Ruminant and Pig Diseases Clinic; Large Animals Clinical Laboratory).
- 3) The clinical workplaces of the Small Animal Diseases Section and the Large Animal Diseases Section represent the University Veterinary Hospital. The veterinary hospital is headed by a manager who is an academic with a veterinary education ensuring the coordination of veterinary professional activities at clinics and other clinical workplaces.
- 4) Academic staff and other faculty staff work at institutes and clinics. There are also master's and doctoral students.
- 5) The section council and heads of departments of the relevant section are responsible to the dean of the faculty, especially for ensuring pedagogical and scientific research activities, proper management of funds for section activities, compliance with laws and internal



regulations of the university and faculty, creating conditions for professional and pedagogical growth of section staff and their institutes / clinic.

- 6) Based on the proposals of the heads, the Section Council submits to the Dean proposals in the area of personnel and salary matters of the section staff.
- 7) The section council appoints the section college as its advisory body.
- 8) The fundamental issues of the section's activities are discussed by the section council in the section college and also with the plenary of the members of the section's academic community.
- 9) During his absence, the Section Board is represented in the full range of its powers by a representative of the Section Board appointed by him and appointed by the Dean of the Faculty.
- 10) During his absence, the head is represented in the full extent of his authority by the deputy head appointed by him and appointed by the dean of the faculty.
- 11) The head of the department appoints and dismisses the section council on the proposal of the head.

### **Article 17**

#### **Joint faculty workplaces**

- 1) A joint faculty department of the Institute of Veterinary Medicine History is established at FVM, which coordinates and possibly provides teaching of subjects focused on the history of veterinary medicine, the activities of the Museum of the History of Veterinary Medicine and cooperates with the Club of the History of Veterinary Medicine.
- 2) The head of the department is appointed on the basis of a selection procedure and dismissed by mutual agreement between the deans of both VETUNI faculties.
- 3) The head of the department is responsible to both deans of the VETUNI veterinary faculties for ensuring the activities of the department, proper management of allocated funds and compliance with the internal regulations of both VETUNI faculties.

### **Article 18**

#### **Dean's Office**

- 1) The Dean's Office is the executive department of the faculty, which ensures its administrative activities
- 2) The dean's office is headed by the dean of the faculty, in his absence the appointed vice-dean.
- 3) The organizational structure of the dean's office is determined and the head of individual departments of the dean's office is appointed and removed by the dean. The heads of departments manage the work in the individual departments of the dean's office and are responsible to the dean for their operation.

### **Article 19**

#### **Common facilities**

- 1) A contract concluded between the faculty and another legal entity may create a joint facility of the faculty and this legal entity. The contract is concluded by the dean of the faculty after the opinion of the dean's board and with the consent of the AS FVM. Details of the legal

status, organization and activities of the joint facility are regulated by the concluded contract in accordance with generally binding legal regulations and internal regulations of VETUNI.

- 2) The faculty can be assisted in its activities by medical, pedagogical, research, production, control, and other facilities on the basis of a contract concluded by the dean on behalf of the faculty.
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Part five  
EDUCATIONAL ACTIVITIES AT THE FACULTY

**Article 20**  
**Educational activities**

- 1) Educational activities include pedagogical and study activities.
- 2) Pedagogical activity is a fundamental right and duty of every academic or other employee in charge of teaching. Pedagogical activities take place within the framework of academic freedom of teaching, as well as academic freedom of science and research and free publication of their results.
- 3) Study activity is a fundamental right and duty of every university student. The study activity takes place within the framework of the academic right to learn.
- 4) The educational activities are carried out by the faculty within the framework of the master's study program and the doctoral study program. As part of its educational activities, the faculty cooperates in the implementation of lifelong learning programs focused on the performance of a profession or hobby activity.

**Article 21**  
**Study programs at the faculty**

- 1) The following can take place at the faculty:
  - a) bachelor's and master's degree programs in the field of veterinary medicine and veterinary hygiene,
  - b) master's degree program in the field of veterinary medicine and veterinary hygiene,
  - c) doctoral study programs in veterinary medicine and veterinary hygiene.
- 2) Study in study programs is regulated by law, VETUNI Statute, Study and examination regulations in bachelor's and master's study programs of the University of Veterinary Sciences Brno, Study and examination regulations in doctoral study programs of the University of Veterinary Sciences Brno, Scholarship regulations of the University of Veterinary Sciences Brno, Disciplinary regulations for students of faculties of University of Veterinary Sciences Brno, or other internal regulations of VETUNI and the faculty.
- 3) The standard period of study in the bachelor's study program is three years and in the follow-up master's study program is two years. Study in the bachelor's study program is duly completed by a state exam and the defense of a bachelor's thesis. The study in the follow-up master's study program is duly completed by a state examination and the defense of a diploma thesis. Graduates of the bachelor's study program are awarded the academic title of "bachelor" (abbreviated to "Bc." Before the name), graduates of the bachelor's

degree program are awarded the academic title of "master" (abbreviated to "Mgr." Before the name) .

- 4) The standard period of study in the master's degree program in Veterinary Medicine is six years. The study in the master's study program is duly completed by a state rigorous examination. Graduates of the master's degree program are awarded the academic title "Doctor of Veterinary Medicine" (abbreviated to "MVDr." Before the name).
- 5) The standard period of study in the doctoral study program in the field of Veterinary Medicine is a minimum of three and a maximum of four years. The study is duly completed by a state doctoral examination and the defense of the dissertation under the conditions stipulated by law. Graduates of the doctoral study program are awarded the academic title "Doctor" (abbreviated to "Ph.D." after the name).
- 6) The proof of completion of studies in the given study program and of obtaining the relevant academic degree is a university diploma and a diploma supplement. The Diploma Supplement is published in a bilingual English-Czech version.
- 7) Studies in master's and doctoral study programs can also take place in cooperation with a foreign university that implements a content-related study program. Graduates are awarded the relevant academic degree according to the law and this statute or, if applicable, the academic degree of a foreign university according to the legislative status valid in the respective state. The university diploma states the cooperating foreign university and, if applicable, the fact that the foreign academic degree awarded is a joint degree awarded at the same time at the foreign university.
- 8) The publication of final theses, i.e. bachelor's, diploma, rigorous and dissertation theses, reviews of opponents and records on the course and result of the defense is provided by the faculty. Final theses are published for viewing at least 5 working days before the defense at the study department of the faculty, unless the dean of the faculty decides otherwise. After the defense, the final theses are published through the database of final theses.

## **Article 22**

### **Guarantors of study programs**

- 1) The guarantor of the study program is determined for the study program. The guarantor of the study program is an academic employee of VETUNI, he has a professional qualification in the given study program or a related program. The Dean of the study program is appointed and removed by the Dean.
- 2) In the bachelor's study program, the guarantor of the study program is an academic staff member who is appointed as an associate professor, professor or extraordinary professor in the field or has obtained a PhD scientific qualification. or CSc., whose appointment or scientific qualification corresponds to the given field of education of the study program and who has carried out creative activity in the given field in the last five years. In the follow-up master's study program, the guarantor of the study program is an academic staff member who is appointed associate professor, professor or associate professor in the field corresponding to the field of education of the study program and who has carried out creative activity in the given field in the last five years.
- 3) In the master's study program, the guarantor of the study program is an academic staff member who is appointed associate professor, professor or extraordinary professor in the

field corresponding to the given field of education of the study program and who has carried out creative activity in the given field in the last five years.

- 4) In a doctoral study program, the guarantor of the study program is an academic staff member who is appointed associate professor, professor or associate professor in a field that corresponds to the given study program or close or related program and who has carried out creative activity in the given field in the last five years.
- 5) One academic staff member may be the guarantor of at most one study program, or the guarantor of one bachelor's and simultaneously the same or closely related master's degree program, or the guarantor of one master's and at the same time or closely related doctoral study program (including foreign language variants of these study programs).
- 6) The guarantor of the study program proposes the content and changes in the study program, proposes the content and changes in the study plans of the relevant study program, coordinates education in the study program, participates in ensuring the quality of the study program and evaluating the quality of the study program.

### **Article 23**

#### **Admission to study**

- 1) Citizens of the Czech Republic and foreigners are admitted to study in study programs at FVM.
- 2) The conditions for admission to study and the method of submitting applications are determined by the Dean after their approval by the Academic Senate of the Faculty.
- 3) FVM will publish in the public part of the faculty website always in advance, but at least four months in advance and in case of new accreditation at least one month in advance, deadlines for submitting study applications and their submission, conditions for admission to study, including deadline and method of verification. performance, as well as the form, framework content and criteria for the evaluation of the entrance examination, which is an essential part of the admission procedure. If the condition for admission to study is the applicant's medical fitness, he / she shall also publish the medical fitness requirements for the study of the relevant study program. In the same way, the highest number of students admitted to study in the relevant study program must be published.

### **Article 24**

#### **Admissions**

- 1) The Dean decides on the admission of the applicant to the study on the basis of the results of the admission procedure. The decision must be issued within 30 days of verification of the conditions for admission to study according to § 50 paragraph 4 of the Act. The Faculty is not obliged to notify the applicant of the possibility to comment on the basis of the decision before issuing a decision on the matter.
- 2) In the procedure for accepting applicants, the faculty delivers documents to applicants for study itself or through the postal service provider. If the decision of the applicant's application for admission is granted, the decision may be delivered via the STAG electronic information system, provided that the method of delivery has been agreed in advance by the applicant. In such a case, the day of delivery and notification of the decision shall be deemed to be the first day following that the decision is made available to the tenderer.

**Article 25**  
**Appeals in the admission procedure**

- 1) The candidate may appeal against the decision in the admission procedure within 30 days from the date of its notification. The appeal is submitted to the dean of the faculty, in the manner specified in the instructions. The Dean will assess the appeal and, if it concludes that the decision was issued in violation of the law, internal regulations or conditions set for the given admission procedure, the appeal will be upheld, and the decision will be changed. If the Dean does not find reasons to change the decision, he will forward it to the Rector.
- 2) The Rector will assess the appeal and if he concludes that the decision was issued in violation of legal regulations, internal regulations or the conditions stipulated for the given admission procedure, the appeal will be upheld, and the Dean's decision will be changed. Otherwise, it will confirm the original decision.

**Article 26**  
**Admission and conditions of study of foreigners**

- 1) Foreigners are admitted to study in the Czech language under the same conditions as citizens of the Czech Republic. Both foreigners and citizens of the Czech Republic are admitted to study in a foreign language under the same conditions.
- 2) The conditions for the admission of foreigners to study must enable the fulfillment of obligations arising from international agreements by which the Czech Republic is bound.
- 3) The conditions of admission and study of students who come to the Czech Republic within the framework of international programs are governed by these agreements or conditions of the programs.
- 4) The specific conditions of study of foreigners, while respecting the mentioned obligations, are determined by the faculty at which the study program chosen by the foreigner is carried out.

**Article 27**  
**Tuition fees**

Fees associated with the study according to § 58 of the Act, including the rules for determining their amount, form of payment and maturity are regulated in Annex No. 3 to the VETUNI Statute.

**Article 28**  
**Scholarships**

The rules for the provision of scholarships are set out in the VETUNI Scholarship Regulations.

**Article 29**  
**Disciplinary offenses of students**

- 1) Details of disciplinary proceedings with students are regulated by the Disciplinary Rules for Students of VETUNI Faculties and the Disciplinary Rules of the Faculty.
- 2) Disciplinary proceedings take place before the disciplinary committee of the faculty.

**Article 30**  
**Delivery of documents to students**

- 1) Decisions in matters of decision-making on the rights and obligations of students specified in the provisions of § 68 para. a), b), and d) of the Act, which satisfies the student's request, and decisions in matters referred to in § 68 para. e) of the Act, are delivered to students via the STAG information system, or in another provable form. In such a case, the first day following making the decision available to the student in the STAG information system is considered to be the day of notification of the decision.
- 2) Decisions in matters stipulated in § 68 para. 1, with the exception of cases referred to in paras. The day of notification of the decision is considered to be the day when the student received the delivered document.
- 3) Delivery of decisions according to the provisions of § 68 letter e) regulates the VETUNI Scholarship Regulations.
- 4) Decisions that the student failed to deliver into his own hands are delivered by a public decree posted on the official notice board of the faculty.

**Article 31**  
**Appeals when deciding on the rights and obligations of students**

- 1) The student may appeal against the issued decision of the Dean within 30 days from the day of his notification. The student is informed of the conditions for filing an appeal in the decision. The appellate administrative body is the Rector.
- 2) The Rector reviews the compliance of the contested decision and the proceedings that preceded the issuance of the decision with legal regulations, internal regulations of VETUNI and the faculty. By his decision, the Rector may change, cancel, or confirm the original decision.

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*Part six*  
CREATIVE ACTIVITY

**Article 32**  
**Creative activity of the faculty**

- 1) Creative activity is a fundamental right and duty of FVM academic staff. It is implemented within the framework of academic freedom of science, research, and publication of their results. Creative activity is mainly scientific, research, development, and innovation activity.

- 2) Creative activity is provided in the form of solving creative activity projects. Individual projects are proposed by the project guarantor. Only a VETUNI employee can guarantee the project.
  - 3) The project solved by the faculty and its guarantor is approved by the dean of the faculty, the project solved by another department and its guarantor is approved by the head of another department, the project solved by VETUNI and its guarantor is approved by the rector.
  - 4) The types of projects and their division are regulated by the Rector in an internal standard.
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*Part seven*

PROFESSIONAL ACTIVITY, COOPERATION WITH PRACTICE AND FULFILLMENT OF SOCIAL RESPONSIBILITY

**Article 33**

**Professional activity, cooperation with practice and fulfillment of social responsibility at the faculty**

- 1) Professional activities, cooperation with practice and fulfillment of the social responsibility of the faculty are carried out through the implementation of individual activities. The individual activities are proposed by the guarantor and responsible for the level of these activities. Only a VETUNI employee can be a guarantor.
  - 2) The guarantor and individual activities carried out by the faculty are approved by the dean, the guarantor and the activities carried out by VETUNI are approved by the rector.
  - 3) The conditions for cooperation with the practice and fulfillment of the FVM's social responsibility are regulated by the Dean.
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Part Eight

ACADEMIC STAFF AND OTHER STAFF

**Article 34**

**Academic community**

- 1) The academic community of the faculty consists of academic staff working at the faculty and students enrolled at this faculty.
- 2) Students form the student part of the academic community; academic staff of the faculty form its employee part.
- 3) The Dean of the Faculty or the AS FVM may convene a meeting of the academic community of the Faculty or one of its parts. The Dean is obliged to convene a meeting of the academic community, resp. part of it also if at least 30% of the members of the academic community or its part request it.

**Article 35**

**Academic staff**

- 1) Academic staff are those professors, associate professors, associate professors, assistant professors, assistants, lecturers and scientific, research and development staff who are employees of the faculty and perform both pedagogical and creative activities according to the agreed type of work. Academic staff are required to maintain the reputation of the university.
- 2) The posts of academic staff are filled on the basis of a selection procedure. The rules of the selection procedure are set out in the Rules of the Selection Procedure for Academic Staff and Other VETUNI Employees.
- 3) Academic staff of the faculty are obliged to participate, in accordance with the instructions of their superiors, to the extent appropriate to their job classification and position held, in all types of activities of the faculty, but especially in pedagogical and creative, scientific activities.

### **Article 36**

#### **Habilitation procedure and procedure for appointment as a professor**

- 1) The Faculty is entitled to conduct a habilitation procedure and a procedure for appointment as a professor in the fields for which it has obtained accreditation. Lists of fields stating the faculty, if the field in which it is authorized to conduct the habilitation procedure or the procedure for appointment as a professor is accredited at the faculty, are published on the official board of the faculty.
- 2) The details of the procedure for the habilitation procedure and the procedure for appointment as a professor are set out in the Rules of the habilitation procedure and the procedure for appointment as a professor, which is an internal regulation of VETUNI pursuant to § 17 par. k) of the Act.
- 3) VETUNI sets a fee for acts related to the habilitation procedure and a fee for acts related to the procedure for appointment as a professor, which it publishes on the official board of VETUNI and in the public part of the VETUNI website.

### **Article 37**

#### **Other employees**

Other employees are faculty employees who, in addition to academic staff, participate in providing administrative, economic, organizational, technical, and other activities necessary for the operation of the faculty.

### **Article 38**

#### **Wages**

The rules for determining the salaries of academic and other faculty employees are set out in the VETUNI Internal Salary Regulation.

### **Article 39**

#### **Ethics of faculty staff conduct**

The basic ethical requirements for the conduct of faculty employees are regulated by the



VETUNI Code of Ethics , which is an internal VETUNI standard.

Part nine

ENSURING AND INTERNAL EVALUATION OF THE QUALITY OF ACTIVITIES

**Article 40**

**General provisions for ensuring and internal evaluation of the quality of faculty activities**

- 1) Ensuring and internal evaluation of the quality of the faculty's activities is regulated by the internal regulation VETUNI Rules of the system of quality assurance of educational, creative and related activities and internal evaluation of the quality of educational, creative and related activities of the University of Veterinary Sciences Brno.
  - 2) The assessment of the level of quality assurance of the faculty's activities within the internal VETUNI quality assessment is carried out on the basis of the degree of fulfillment of the set requirements and VETUNI performance indicators, which are contained in the Set of requirements and performance indicators for VETUNI (VETUNI internal standard).
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Part ten

FACULTY MANAGEMENT

**Article 41**

The management of FVM is governed in particular by Sections 18 to 20 of the Act and other special legal regulations. The rules of the faculty are regulated by the Statute of VETUNI.

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Part Eleven

ACADEMIC INSIGNIA AND CEREMONIES

**Article 42**

- 1) Academic insignia and academic ceremonies are an external symbol of academic traditions, rights, and freedoms at FVM.
- 2) The academic insignia of the faculty are the scepter, the robe, and the chain.
- 3) The academic ceremonies are, in particular, the Dean's inauguration, matriculation, graduation, the ceremonial meeting of the Scientific Council, the ceremonial assembly of the academic community, and the ceremonial completion of studies in the lifelong learning program.
- 4) The Dean decides on the change or proposal of new insignia with the consent of the Academic Senate and the Scientific Board of the Faculty.
- 5) The scepter of the faculty, the chain and the robe of the dean are symbols of the faculty and their use is connected with the function of the dean.
- 6) The vice-dean's chain or the promoter's robe are symbols of the vice-dean's or promoter's function.

- 7) Separate robes are a symbol of the function of a member of the Scientific Council and the chairman of the Academic Senate as representatives of academic self-government and the function of a beadle.
- 8) The graduation gown can be lent for graduation to graduates in accredited study programs.

#### **Article 43**

##### **Matriculation ceremony and graduation of graduates**

- 1) The matriculation ceremonies of newly admitted students take place, if possible, in the VETUNI hall in the presence of the Rector of VETUNI, the Dean and Vice-Deans of the FVM, the Chairman of the FVM Academic Senate, or other invited members of the Faculty Scientific Board. Their program is determined by the dean. Part of the matriculation is the ceremonial symbolic matriculation promise of the student.
- 2) Ceremonial graduations of graduates in the Veterinary Medicine program are held, if possible, in the VETUNI hall in the presence of the Rector of VETUNI, the Dean and Vice-Deans of the FVM, the Chairman of the FVM Academic Senate, or other invited members of the Faculty Scientific Council. Their program is determined by the dean. The graduation also includes a graduate's solemn symbolic vow.

#### **Article 44**

##### **Commemorative medals**

- 1) The faculty is entitled to award a commemorative medal to members of its academic community and other persons who have contributed to the development of the faculty, science, and education. The commemorative medal is awarded by the Dean after discussion at the Scientific Council.
  - 2) The documentation of commemorative medals and diplomas issued for them is stored in the archives of the faculty.
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#### Part twelve

##### TRANSITIONAL AND FINAL PROVISIONS

#### **Article 45**

- 1) The current Statute of the Faculty of Veterinary Medicine of the University of Veterinary Sciences Brno
- 2) , approved by the AS VFU Brno on 30 November 2017, as amended, is repealed.
- 3) This statute was approved by the AS FVM on 27 January 2022.
- 4) This statute comes into force on the day of its approval by AS VETUNI, ie 16 February . 2022
- 5) This Statute shall enter into force on the date of its validity.

doc. MVDr. Michal Crha, Ph.D., m.p.  
Dean of FVM VETUNI

prof. MVDr. Alois Čížek, CSc., m.p.  
Chairman of AS FVM VETUNI

prof. MVDr. František Treml, C Sc., m.p.  
Chairman of AS VETUNI