

APPROVED
Constitutional Meetings of Jāzeps Vītols Latvian Academy of Music
at its meeting of 25 May 2022
protocol No. 1

APPROVED
At the Council meeting of Jāzeps Vītols Latvian Academy of Music
on 9 May 2022
protocol No. 2

PROJECT APPROVED
At the Senate meeting of Jāzeps Vītols Latvian Academy of Music
on 30 March 2022,
protocol No. 4

CONSTITUTION OF JĀZEPS VĪTOLS LATVIAN ACADEMY OF MUSIC

Preamble

The origins of the Jāzeps Vītols Latvian Academy of Music are connected with the Latvian Conservatoire, founded on 20 August 1919 and officially opened on 11 January 1920. The Latvian Conservatoire was founded by a decision of the Cabinet of Ministers, appointing Professor Jāzeps Vītols as Director of the Conservatoire.

The first Constitution of the Latvian Conservatoire was approved by the Saeima on 12 November 1923.

According to the decision of the Supreme Council of the Republic of Latvia of 18 June 1992 "On Approval of the Constitution of the Latvian Academy of Music", the name of the University is Jāzeps Vītols Latvian Academy of Music. Amendments to the Constitution in accordance with the Law On Institutions of Higher Education were adopted by the Constitutional Assembly of the Jāzeps Vītols Latvian Academy of Music on 11 December 1996, the Constitution was approved by the Cabinet of Ministers of the Republic of Latvia on 26 May 1998 by Order No. 273.

Amendments to the Constitution were adopted by the Constitutional Assembly of the Jāzeps Vītols Latvian Academy of Music on 4 May 2001 in accordance with the amendments to the Law On Institutions of Higher Education, and approved by the Cabinet of Ministers of the Republic of Latvia on 14 September 2001 by Order No. 446.

On 10 May 2006, the Constitutional Assembly of the Jāzeps Vītols Latvian Academy of Music adopted a new Constitution of the Jāzeps Vītols Latvian Academy of Music.

Amendments to the Constitution were adopted by the Constitutional Assembly of Jāzeps Vītols Latvian Academy of Music on 30 November 2011, 9 May 2012 in accordance with the amendments to the Law On Institutions of Higher Education.

On the basis of the Law of 8 June 2021 "Amendments to the Law On Institutions of Higher Education" and Paragraph 67 of the Transitional Provisions of the Law On Institutions of Higher Education, the Law "On the Constitution of Jāzeps Vītols Latvian Academy of Music " (Rapporteur of the Saeima and Cabinet of Ministers of the Republic of Latvia, 2006, No. 24) shall lapse as of 1 June 2022.

On 30 March 2022, the Senate of the Jāzeps Vītols Latvian Academy of Music has approved the new draft Constitution of the Jāzeps Vītols Latvian Academy of Music, which was approved by the Council of the Jāzeps Vītols Latvian Academy of Music at its meeting on 9 May 2022 and by the Constitutional Assembly of the Jāzeps Vītols Latvian Academy of Music at its meeting on 25 May 2022 .

I General

1. Jāzeps Vītols Latvian Academy of Music (hereinafter - the Academy) is a state-founded higher education, scientific and cultural institution.
2. The full name of the Academy is Jāzeps Vītols Latvian Academy of Music. The abbreviated name of the Academy is "JVLMA". Its name in other languages:
 - Jāzeps Vītols Latvian Academy of Music (in English);
 - Jāzeps Vītols Musikakademie Lettlands (in German);
 - Académie de musique J.Vītols de Lettonie (in French);
 - Латвийская академия музыки имени Язепа Витола (in Russian).
3. The registered office of the Academy is: Krišjāņa Barona iela Nr.1, Rīga, LV 1050, Latvia.
4. The Academy has the legal status of a derived public person and is under the supervision of the Ministry of Culture.
5. The Academy has its own seal with the image of the small coat of arms of the Republic of Latvia, its own attributes: flag and emblem.

II The mission, objectives, aims and core tasks of the Academy

6. The Academy is a university of arts and culture with a strategic specialisation of which is in the following field of science - humanitarian and artistic sciences (thematic field of education – arts¹).
7. The mission of the Academy is to provide internationally recognised higher education in the fields of music and performing arts, arts education and science, and to preserve and develop the Latvian national musical cultural traditions. In pursuit of its mission, the Academy promotes excellence in artistic creativity, develops talent and creativity, contributes to the development of professional art, culture and science, thus providing the labour market and the cultural sector with competent, artistically creative and internationally competitive specialists.
8. The Academy's main areas of focus are music and performing arts, as well as arts education.
9. The objectives of the Academy, in line with the strategic specialisation defined by its founder, are:
 - 9.1. develop academic and professional studies, lifelong learning programmes, artistic creativity, scientific and research activities in the humanities, arts and creative industries;
 - 9.2. develop research-based studies and artistic creativity through participation in national and international artistic creativity competitions and other artistic creativity projects;
 - 9.3. conduct fundamental and applied research, ensuring the creation of new knowledge in the fields of study implemented by the Academy, technological and non-technological innovations, thus promoting the development and competitiveness of Latvian science and artistic creativity at the national and international level;

¹ According to Clause 73 of the transitional provisions of the Law on Universities, the Cabinet of Ministers had to determine the initial strategic specialization of universities by April 30, 2022, which should be included in the framework of the university. The Cabinet of Ministers issued order no. 449 "On the strategic specialization of state universities" on June 21, 2022. In accordance with the authorization contained in the meeting of the Constitution on May 25, 2022 (protocol No. 1), as well as the competence of the Senate to develop the draft of the Constitution or its amendments, in accordance with the decision of the meeting of the Senate of August 31, 2022 (protocol No. 8), the Constitution has been clarified Clause 6.

- 9.4. train the human resources needed for the country and the economy in music, performing arts and dance;
 - 9.5. train the human resources needed by the country and the economy in arts education for pre-primary, primary, general secondary and vocational secondary education institutions, as well as for interest education in the visual arts, music, performing arts, theatre, dance, audiovisual arts, cultural heritage, culture and creative industries;
 - 9.6. develop study, research and creative activities that preserve, develop and promote national cultural values, traditions and cultural heritage, artistic expression and cultural diversity, as well as intercultural communication;
 - 9.7. work with the cultural and creative industries, fostering growth in these and other sectors of the economy and building interdisciplinary cooperation;
 - 9.8. ensure the successful integration of the Academy into the international ecosystem of arts and culture universities and research institutions by focusing on excellence in both research and teaching.
10. The Academy's core tasks, in line with the strategic specialisation defined by the founder, are:
- 10.1. implement higher education study programmes in music and performing arts, arts pedagogy, as well as to engage in science, research and artistic creativity;
 - 10.2. provide a higher education environment of high quality innovation, creativity, international artistic creativity and research, with opportunities for academic and professional education, academic, professional and scientific degrees, professional qualifications;
 - 10.3. design and develop study programmes that are in line with the strategic specialisation of the Academy, to select academic staff, to equip the premises, the library and other support structures for the study, artistic creation and research process;
 - 10.4. ensure a culture of quality in the implementation of study programmes, transparency of the criteria for the evaluation of study results and mutual trust, so that the degrees and titles awarded, diplomas and professional qualifications obtained, as well as the completion of parts of study programmes are mutually recognised in Latvian and foreign higher education institutions and in the working environment;
 - 10.5. implement unity between study, practical and scientific activities;
 - 10.6. encourage continuing education and participation in further training activities;
 - 10.7. collaborate with other universities, cultural, research and educational institutions. Promote student and academic staff exchange between Latvian and foreign universities;
 - 10.8. organise work in the public interest, and inform the public about the activities, directions and opportunities for study, artistic creation and scientific research, encouraging the choice of study, artistic creation and research according to the interests and abilities of the individual. To make available to the public the results of scientific and professional knowledge, artistic activity and research results;
 - 10.9. to train young scientists and give them the opportunity to join the world's academic and research processes;
 - 10.10. guarantee academic freedom for academic staff and students;
 - 10.11. implement their internal quality assurance systems.

III Academic autonomy and academic freedom

11. The Academy is an autonomous higher education institution with self-governing rights.
12. The Academy shall have the right to independently develop and adopt the Constitution of the Academy, develop and adopt the development strategy of the Academy, determine the basic directions of scientific and artistic-creative activities, establish the staff, develop and adopt the annual budget of the Academy, determine the content and forms of study programmes, organisational and administrative structure, manage its property and financial resources in order to achieve the objectives set out in the development strategy, perform other activities that do not contradict the principles and tasks set out by the founder of the Academy and the Law On Institutions of Higher Education, in accordance with the applicable laws and regulations.
13. The administration of the Academy guarantees and respects, while the staff of the Academy promotes and ensures the right of students and academic staff to academic freedom - freedom of study, research work and artistic creativity, provided that this freedom is not in conflict with the rights of other persons, the Academy constitution and laws and regulations.
 - 13.1. Freedom to study is an expression of students' rights:
 - 13.1.1. to choose a university, study programme - any person who qualifies the admission requirements has the right to acquire education in the study programmes implemented by the Academy;
 - 13.1.2. to change the study programme during the study period by choosing it at another higher education institution, faculty (department, institute) - any person has the right to discontinue studies at the Academy, and any person who wishes to do so and meets the admission requirements of the respective study programme has the right to change the study programme during the study period in accordance with the procedure established by the Academy;
 - 13.1.3. to attend lectures at other higher education institutions in accordance with the procedures laid down by the Academy;
 - 13.1.4. to draw up and study an elective part of the free choice of studies - the student has the right and obligation to draw up and study an elective part of the free choice of studies in the order and within the time limits set by the Academy ;
 - 13.1.5. to engage in scientific research and artistic creativity - the student has the right to choose a topic of scientific research and artistic creativity that meets the requirements of the study programme, as well as, according to his/her interests and abilities, to engage in scientific research or artistic creativity projects outside the study programme, to draw conclusions and express his/her opinion;
 - 13.1.6. to participate in the evaluation of the quality of studies and the development of the study process.
 - 13.2. The freedom of research work is expressed in the right of academic staff to choose the topics, direction and problems of scientific activity in accordance with their scientific interests, competence and humanistic principles, within the strategic specialisation of the University, contributing to the performance of the tasks set out in the development plan of the scientific and artistic-creative activity of the Academy .
 - 13.3. Academic staff shall have the right to choose the teaching methods that best meet the needs and opportunities for learning the requirements of the study programme, as well as to participate in the evaluation of the quality of studies and the improvement of the study process.

IV The Academy's Self-Government and Bodies

14. The main decision-making bodies of the Academy are: The Council of the Academy (hereinafter - the Council), the Senate of the Academy (hereinafter - the Senate) and the Rector, as well as the Constitutional Assembly of the Academy (hereinafter - the Constitutional Assembly) and the Arbitration Court of the Academy (hereinafter - the Academic Arbitration Court).
15. The **Council** is the collegial supreme decision-making body of the JVLMA, which is responsible for the sustainable development, strategic and financial oversight of the Academy, as well as for ensuring that the Academy operates in accordance with the objectives set out in its development strategy.
16. The Council shall carry out its tasks in accordance with the competences laid down in the Law On Institutions of Higher Education, under which the Council of the Academy shall:
 - 16.1. approve the Academy's Constitution and amendments thereto and submit them to the Constituent Assembly for approval;
 - 16.2. approve the Academy's development strategy and monitor progress in its implementation;
 - 16.3. approve the budget and financial plan of the Academy, as well as the annual accounts:
 - 16.3.1. an annual report prepared in accordance with the Accounting Law and the Law of Budget and Financial Management;
 - 16.3.2. a report on the annual financial results (income and expenditure) at the level of the university and its departments, prepared in accordance with the procedures laid down by the Cabinet of Ministers.
 - 16.4. oversee the functioning of the cooperation and funding agreement between the Academy and the State;
 - 16.5. monitor the functioning of internal control and risk management systems, review their adequacy and operational effectiveness;
 - 16.6. approve policies defining the university's governance processes and the general principles on which they operate;
 - 16.7. on a proposal from the Rector, decide on:
 - 16.7.1. The structure of the Academy,
 - 16.7.2. The establishment, reorganisation and liquidation of the Academy's departments,
 - 16.7.3. The establishment and dissolution of branches and institutions of the Academy,
 - 16.7.4. The Academy's membership of commercial companies, foundations and associations,
 - 16.7.5. The Academy's staff remuneration policy,
 - 16.7.6. attracting investment,
 - 16.7.7. The Academy's credit commitments,
 - 16.7.8. The Academy's real estate development plan,
 - 16.7.9. The appointment of the Academy's auditor;
 - 16.8. approves the rules governing the election of the Rector;

- 16.9. in accordance with the provisions of Section 17 (4) of the Law On Institutions of Higher Education, shall nominate one or more candidates for election to the office of Rector at the Constitutional Assembly;
 - 16.10. determines the Rector's duties and remuneration, concludes the Rector's employment contract and evaluates the Rector's performance;
 - 16.11. may propose the removal of the Rector from office, and shall decide on the removal of the Rector from office, subject to the provisions of the ninth paragraph of Article 17 of the Law On Institutions of Higher Education.
17. Members of the Council shall be appointed for a term of four years and for a maximum of two terms, of which:
 - 17.1. two are nominated by the Senate;
 - 17.2. two are nominated by the Cabinet of Ministers;
 - 17.3. one is nominated by the President of the Republic.
 18. The Senate shall nominate two members of the Council from among the staff of the JVLMA who are not subject to the restrictions laid down in the Law On Institutions of Higher Education and who have:
 - 18.1. university degree (other than first level), relevant management experience, good knowledge of the national language;
 - 18.2. understanding of the education system in general and the cultural education system in Latvia;
 - 18.3. a vision of the Academy's strategic goals, its place and development in the Latvian and European context, and an effective structure for the management of human and financial resources and infrastructure;
 - 18.4. motivation to work for the Council;
 - 18.5. majority support in the Senate.
 19. The Senate shall decide on the nomination of the members of the Council by secret ballot.
 20. The Senate shall ensure the nomination of the members of the Council in accordance with the procedure established by the Law On Institutions of Higher Education, the Constitution of the Academy and the internal normative act "Procedure for Nomination of the Members of the Council by the Senate of the Jāzeps Vītols Latvian Academy of Music to the Council of the JVLMA".
 21. If a member of the Council has lost the confidence of the nominator, has violated the law, has acted unworthy of the status of a member of the Council and has failed to perform his or her duties properly, the nominator - the Senate, the President or the Cabinet of Ministers - shall have the right to remove him or her from office.
 - 21.1. A member of the Council nominated by the President of the Republic of Latvia may be removed from office by the President of the Republic of Latvia.
 - 21.2. A member of the Council nominated by the Cabinet of Ministers may be removed from office if the Ministry of Culture submits a proposal to the Cabinet of Ministers on the removal of the member of the Council of a higher education institution from office.
 - 21.3. The removal of a member of the Council nominated by the Senate may be proposed by at least 5 Senators, the President of the Constituent Assembly, the President of the Senate, the Rector, the President of the Academic Arbitration Court, the Students' Self-Government or a group of at least 20 staff members in total, by

submitting to the Rector's Office an application signed by each person with the proposal and a detailed justification.

- 21.3.1. The Senate shall consider the proposal within one month from the date of its submission to the Rector's Office of the JVLMA.
 - 21.3.2. The meeting of the Senate at which the motion is considered and the vote on the withdrawal of a member of the Council is taken shall be closed. The Senate may invite the proposers or their representative and/or the member of the Council in respect of whom the proposal is made to attend the meeting. If the Senate summons the member of the Council in respect of whom the proposal is made to attend a meeting, it shall ensure that the member of the Council has access to the grounds set out in the proposal at least one week before the meeting by providing the member of the Council with a copy of the proposal.
 - 21.3.3. After hearing the views of the invitees (if any), the Senate shall, by secret ballot and with the support of a majority of the full Senate, decide on the removal of a member of the Council from office.
 - 21.3.4. A member of the Council shall be removed from office if the proposal for removal is supported by a majority of the full Senate.
 - 21.3.5. A member of the Council shall be removed from office as from the date of the decision of the Senate.
22. The work of the Council shall be presided over by a Chairperson, who shall be elected by the members of the Council from among themselves. If the Council is not fully constituted, until the Council is fully constituted, it shall be presided over by an acting President of the Council elected by the members of the Council from among themselves.
 23. The Council of the Academy shall act in accordance with the procedures laid down in the Constitution and the Statutes approved by the Council.
 24. The **Senate** is the collegial supreme academic decision-making body of the Academy, which is responsible for the excellence, development and compliance with internationally recognised quality standards of the Academy's education, research and creative activities. The Senate regulates the Academy's academic, creative and scientific activities.
 25. The Senate shall be elected by secret ballot for a term of three years in accordance with the procedure laid down in the Statutes of the Senate.
 26. Academic staff representatives to the Senate shall be elected by the Constituent Assembly, and student representatives to the Senate shall be elected by the Students' Self-Government. The members of the Senate elected by the Students' Self-Government shall be approved by the Senate of the University.
 27. The Senate is made up of 20 senators, one of whom is the Rector, 15 academic staff representatives and four student representatives. The Senate may also function on a temporary basis (for up to three months) with a quorum of no fewer than 11 senators.
 28. The Senate shall include representatives of the academic staff from the field of arts studies, the field of pedagogical studies and the scientific staff.
 29. If a Senator ceases to work or ceases to perform the duties of a Senator (including if the Senator is absent for more than two months) or ceases to study (including if the Senator is on an exchange programme or has been granted a study break), his or her mandate as a Senator shall terminate and a new Senator shall be elected in his or her place for the remainder of the Senate term by the Constituent Assembly or the Students' Self-Government Board, as appropriate.
 30. The institution which elected a member of the Senate may, on its own initiative or on the proposal of the President of the Senate or of five Senators, decide to recall a member of

the Senate if the member has acted in breach of the law, in a manner unbecoming a member of the Senate, has failed to carry out his duties properly or has lost the confidence of the nominator. A member of the Senate shall forfeit his or her office if the institution that elected him or her votes to recall him or her.

31. Senate:

- 31.1. drafts the Academy's Constitution and amendments thereto. The Senate is responsible for ensuring that the Constitution meets the needs of the Academy's development and complies with its' laws and regulations;
- 31.2. approves the development plan of the Academy's study process, makes proposals to the Council on areas of study to be developed;
- 31.3. on a proposal from the Rector, decides on:
 - 31.3.1. opening, developing and closing study programmes,
 - 31.3.2. the opening, content and development of study programmes, and their closure,
 - 31.3.3. the requirements, procedures and tests for degrees and qualifications;
- 31.4. decides on the introduction of a new study programme by approving the person responsible for implementing the programme (the study programme director), and determines the financial and technical support for the programme;
- 31.5. approves the procedure and composition of the National Examination Board for the award of the professional doctorate in arts;
- 31.6. approves the development plan of the Academy's scientific and artistic-creative activities, encourages the implementation of specific directions of scientific activities, and determines the orientation and scope of artistic-creative work;
- 31.7. sets the requirements for election to academic posts and the criteria for evaluating academic staff;
- 31.8. elects persons to the posts of assistant professor, lecturer, assistant;
- 31.9. approves the composition of the Board of Professors, on a proposal from the Chair of the Board of Professors;
- 31.10. may decide, on the proposal of the Head of Unit, not to open a competition for a vacant or temporarily vacant academic post but to recruit a Visiting Professor, Associate Visiting Professor, Visiting Docent, Visiting Lecturer or Visiting Assistant Professor for a period of up to two years;
- 31.11. sets out the requirements and procedures for academic integrity;
- 31.12. determines the procedure for the allocation of study places to students in the Academy's study programmes financed from state budget funds;
- 31.13. elects the President, Vice-President and Secretary of the Senate;
 - 31.13.1. elects the President and Vice-President of the Senate from among the Senators. A Senator or other member of the staff of the Academy may be elected Secretary of the Senate.
- 31.14. nominates two members of the Council of the Academy in accordance with the procedure laid down in the Constitution of the University;
- 31.15. may propose the removal of the Rector from office, and shall decide on the removal of the Rector from office, subject to the provisions of the Law On Institutions of Higher Education;
- 31.16. gives an opinion and makes proposals on the Academy's development strategy, budget, establishment, reorganisation and liquidation of the Academy's

departments and real estate development plan before their consideration by the Council. If the Senate does not approve a document, its approval and referral to the Council shall be postponed for one month. If the document is not agreed by the Senate within a month, it is examined by the Council, hearing the Senate's objections;

- 31.17. has the power to set up commissions to coordinate and resolve individual issues. The procedure for setting up and operating the Commissions shall be laid down in the Statutes of the Senate;
 - 31.18. approves the rules of the Senate and the rules of the student self-government. Draws up and approves the Statutes of the Electoral Commission of the Constituent Assembly and submits them to the Council for approval. Draws up and approves the rules of procedure of the Constitutional Assembly and submits them to the Council for approval.
32. The Senate of the Academy shall function in accordance with the procedures laid down in the Constitution and the Statutes approved by the Senate.
 33. Representatives of the Student Self-Government in the Senate of the Academy shall have the right of veto on matters affecting the interests of students. After the veto, the matter is examined by a Conciliation Commission set up by the Senate on a parity basis. The decision of the Conciliation Commission shall be approved by the Senate by a two-thirds majority of those present.
 34. The **Constituent Assembly** is the representative body of the academic staff, general staff and students of the University.
 35. Constitutional Assembly:
 - 35.1. approves the Academy's Constitution and amendments thereto;
 - 35.2. elects the Rector;
 - 35.3. may propose that the Rector be removed from office;
 - 35.4. hears the Rector's annual report on the activities of the University;
 - 35.5. hears the annual report of the President of the Senate on the activities of the Senate;
 - 35.6. elects the members of the Senate from among the academic staff;
 - 35.7. may recall members of the Senate;
 - 35.8. elects the Academic Court of Arbitration.
 36. The Constitutional Assembly, composed of 40 persons, is elected for a term of three years, in accordance with the procedure laid down in the Statute of the Electoral Commission of the Constitutional Assembly. To ensure proportional representation, groups of staff representatives shall be elected by open ballot, unless a majority of the group of representatives present request that the ballot be held in secret: 24 representatives from academic staff, 8 from students and 8 from general staff.
 37. Elections to the Constituent Assembly shall be organised by the Constituent Assembly Election Commission, which shall be established and operate in accordance with the Regulations of the Constituent Assembly Election Commission of the Jāzeps Vītols Latvian Academy of Music developed by the Senate of the Academy and approved by the Senate and the Council.
 38. If a member of the Constitutional Assembly has violated the law in his/her activities or his/her reputation has been seriously compromised and this may be detrimental to the functioning of the University, the Chairperson of the Constitutional Assembly may propose that the member be recalled. A representative of the Constituent Assembly may be recalled by the staff group that elected him or her. A representative of the Constituent

Assembly shall be recalled if a majority of the staff representatives present and entitled to elect the representative of the Constituent Assembly concerned vote in favour of his or her recall. In the event of the withdrawal of a representative of the Constituent Assembly, the staff group concerned shall elect a new representative of the Constituent Assembly.

39. The Constitutional Assembly shall be presided over by a Chairperson, who, like the Deputy and the Secretary, shall be elected by the members of the Constitutional Assembly.
 - 39.1. The Chairperson and the Vice-Chairperson of the Constitutional Assembly shall be elected from among the members of the Constitutional Assembly. A member of the Constitutional Assembly or another member of the staff of the Academy may be elected as the Secretary of the Constitutional Assembly.
40. The Constitutional Assembly shall be convened by its Chairperson. The Council, one third of the members of the Constituent Assembly, the Senate or the Rector may also call a Constitutional Assembly. Upon receipt of such a request, the Chairperson of the Constitutional Assembly shall convene the Constitutional Assembly within 30 days and shall announce it not later than one week before the meeting. The procedure for convening and holding meetings of the Constitutional Assembly shall be determined by the Regulations of the Constitutional Assembly, which shall be drawn up by the Senate of the Academy and approved by the Senate and the Council.
41. The Constitutional Assembly shall have no decision-making power if it has not adopted any of the following decisions within two months from the date on which the meeting was convened to consider the matter in question:
 - 41.1. the approval of the Constitution of the Academy or amendments thereto,
 - 41.2. has not elected a Rector,
 - 41.3. has not elected the members of the Senate,
 - 41.4. has not elected the members of the Academic Arbitration Council.
42. If the Constituent Assembly is not quorate, the Senate shall perform its functions until the election of a new Constituent Assembly. In such a case, on the working day following the expiry of the two-month period from the date on which the Constituent Assembly was convened:
 - 42.1. the Rector or Acting Rector shall arrange for the relevant decision to be referred to the Chairperson of the Senate for consideration by the Senate;
 - 42.2. the Rector or Acting Rector instructs the Electoral Commission of the Constituent Assembly to immediately organise new elections to the Constituent Assembly.
43. Representatives of the Student Self-Government in the Constituent Assembly shall have the right of veto on matters affecting the interests of students. After the veto has been exercised, the matter is examined by the Conciliation Commission, which is established by the Constituent Assembly on a parity basis. The decision of the Conciliation Commission shall be approved by the Constitutional Assembly by a two-thirds majority of the votes present.
44. The **Rector** shall be the supreme officer of the Academy, who shall exercise the general administrative direction of the Academy and shall represent the Academy without special authority.
45. The Rector shall be elected by the Constitutional Assembly of the Academy for a term of five years, not more than twice in succession, in accordance with the Regulations for the Election of the Rector approved by the Council.
46. A person who holds a scientific or professional doctoral degree in arts or who has been elected as a professor in the field of arts in any Latvian or foreign higher education

institution and who has an impeccable reputation and achievements in science or the arts may be elected as the Rector of the Academy .

47. The Council selects candidates for the post of Rector through an open international competition. The Council shall put forward one or more candidates for the post of Rector, selected by a competitive process, for election as Rector by a secret ballot at the Constituent Assembly. The Rector shall be elected if more than half of all members of the Constituent Assembly of the Academy vote in favour. If one or more candidates nominated by the Council do not obtain a majority of votes at the Constituent Assembly, the Council shall nominate another candidate for the post of Rector from among the candidates selected in the competition for the election of the Rector at the Constituent Assembly. If also this candidate for Rector does not obtain a majority at the Constituent Assembly, the Council of the Academy shall, within six months, organise a new open international competition to select the next candidate for Rector. If the Constituent Assembly does not have a decision-making power, the competence of the Constituent Assembly as laid down in this paragraph shall be transferred to the Senate. If the Rector is elected by the Senate, the candidate must obtain the support of a majority of the Senators.
48. Within one week after the election of the Rector, the Chairperson of the Constitutional Assembly shall inform the Ministry of Education and Science of the results of the election of the Rector.
49. The Council shall organise the ordinary election of the Rector not later than six months before the end of the Rector's term of office. The newly elected Rector takes office at the end of the previous Rector's term of office.
50. The duties and remuneration of the Rector shall be determined by the Council, whose Chairperson shall, on behalf of the Academy, conclude the Rector's employment contract and evaluate the Rector's performance.
51. The Council, the Senate or the Constitutional Assembly may initiate the removal of the Rector from office in accordance with the procedure established by the Law On Institutions of Higher Education if violations of the law have been detected in the Rector's activities or if his/her reputation has been seriously jeopardised and this may harm the functioning of the State Higher Education Institution, if the Rector fails to ensure the achievement of the objectives set out in the development strategy of the Higher Education Institution or has lost the confidence of the Council or the Senate. The Rector shall be removed from office by the Chairperson of the Council if at least two-thirds of all members of the Senate and two-thirds of all members of the Council vote in favour.
52. If the Rector leaves office before the end of his or her term of office, or if the Rector is dismissed, a new election of the Rector shall be held. The Council shall appoint an acting Rector, who shall act as Rector until the election of a new Rector, but for no longer than one year.
53. Rector:
 - 53.1. ensures the management of the Academy and is responsible for the achievement of the objectives set out in the Academy's development strategy, as well as the efficient and lawful use of the Academy's financial resources in accordance with the law, other regulatory enactments, as well as the Academy's Constitution, decisions of the Council and the Senate;
 - 53.2. performs representative functions of the Academy, performs other activities to ensure the successful operation of the Academy and represents the Academy in cooperation with other institutions and individuals;
 - 53.3. issues orders within the scope of his/her powers;
 - 53.4. ensures the development of the Academy's study and scientific development plan and submits it to the Senate for approval, ensures the development of the

Academy's development strategy and submits it to the Council for approval after receiving the approval of the Senate;

- 53.5. ensures the implementation of the Academy's development strategy in cooperation with the Academy's departments;
 - 53.6. the Rector appoints and dismisses Pro-Rectors, as well as determines their areas of competence, powers and responsibilities, in accordance with the objectives set out in the University's development strategy;
 - 53.7. is responsible for the successful implementation of the Academy's personnel policy;
 - 53.8. ensures the preparation of the budget of the Academy and, after obtaining the approval of the Senate, submits it to the Council for approval. The Rector shall be responsible for the implementation of the budget and shall submit the annual accounts of the Academy to the Council for approval;
 - 53.9. disposes of the funds of the Academy, including the necessary actions in connection with the Academy's borrowing and investment, as authorised by the Council;
 - 53.10. makes decisions on the acquisition, encumbrance or disposal of immovable property in accordance with the Council's approved property development plan;
 - 53.11. establishes and maintains an internal control and risk management system, and approves processes and procedures to ensure that the decisions of the Senate and the Council are implemented;
 - 53.12. within the scope of his/her competence, shall be responsible for the compliance of the activities of the Academy with this Law and other laws and regulations.
54. The **Academic Arbitration Court** of the Academy shall consider applications of academic staff and students regarding restrictions of academic freedoms and rights stipulated in the Constitution of the Academy, applications of the Academy staff regarding challenges to administrative acts or actual actions issued by the Academy, disputes between officials of the Academy, governing bodies of the departments under their subordination and make appropriate decisions within its competence.
55. The five-member Academic Arbitration Council shall be elected for a term of three years. The Constituent Assembly shall elect three representatives from among the academic staff by secret ballot and may not include representatives of the administrative staff of the Academy; the Student Self-Government shall elect two student representatives.
56. The decisions of the Academic Arbitration Tribunal shall be implemented by the Administration. The Academic Arbitration Court is accountable for its activities to the Constituent Assembly. At the initiative of the employer, representatives of the Academic Arbitration Court may be dismissed only with the consent of the Constituent Assembly. The Academic Arbitration Court or its representatives shall be revoked by the Constituent Assembly on the proposal of the Senate, the Council or 2/3 of the representatives of the Constituent Assembly. The decisions of the Academic Arbitration Court may be appealed by the staff of the Academy to the court in accordance with the procedure established by the Administrative Procedure Law.
57. The **Ethics Committee** of the Academy is a collegial body that considers matters concerning the conduct of the Academy's staff (employees and students) that relate to violations of the Academy's Code of Ethics, including violations of academic integrity.
58. The Ethics Committee shall be approved by the Rector by decree and shall include at least one representative of the general staff, at least one representative of the academic staff and one representative of the students.

59. The Ethics Committee operates in accordance with the regulations approved by the Rector and its consideration of issues is based on the Code of Ethics of the Academy, the Regulations on Academic Integrity at the Jāzeps Vītols Latvian Academy of Music and other ethical principles set out in the codes of ethics of the relevant profession or field.
60. The Academy may, on the proposal of the Council, the Senate or the Rector, set up a **Convention of Advisers**. The Convention of Advisers shall advise the decision-making bodies of the Academy on the Academy's development strategy and shall have the right to propose matters for consideration by the Council and the Senate. The decisions and opinions of the Convention of Advisers are of a recommendatory nature.
61. The Convention of Advisers shall be established and its members approved by a joint decision of the Council and the Senate. Its rules of procedure are approved by the Council.
62. A Convention of Advisers may be convened by its Chairperson, the Rector, the President of the Council or the Chairperson of the Senate. The Convention of Advisers is chaired by its chairperson.
63. The **Rectorate** of the Academy is a management decision-making body, the composition of which is approved by the Rector by a decree and chaired by the Rector.
64. The Rector may delegate to the Rector's Office the consideration, discussion and decision-making on the following management, financial and organisational matters of the Academy:
 - 64.1. coordinating and organising the implementation of decisions taken by the Academy's decision-making bodies (Council, Senate, Constituent Assembly, Academic Arbitration Court) within the Academy's entities, including the definition of development strategy action plans, policy implementation plans, risk management plans and change management plans;
 - 64.2. coordinating and harmonizing the preparation and submission of draft decisions to the decision-making bodies of the Academy (Council, Senate, Constitutional Assembly, Academic Arbitration Court);
 - 64.3. coordinating the work of the Academy's administrative units;
 - 64.4. consideration and approval of the Academy's plan of major events;
 - 64.5. organising or participating in concerts, international competitions, festivals, conferences, masterclasses;
 - 64.6. for the Academy's participation in projects involving funding of up to *100 000 Euro*;
 - 64.7. in accordance with the budget approved by the Council, with a representative of the Council being invited for the taking of decisions of financial importance:
 - 64.7.1. examination and approval of procurement plans for the budget year;
 - 64.7.2. examining applications and taking decisions on the use of the Academy's budget, if necessary preparing changes to the budget plan for approval by the Council;
 - 64.7.3. funding for research and creative projects by academic staff;
 - 64.8. determining the remuneration of the Academy's staff, including the approval of the Remuneration Statute, in accordance with the Staff Remuneration Policy approved by the Council ;
 - 64.9. in accordance with the University's real estate development plan, deciding on issues related to real estate improvement measures, the improvement and development of the Academy's infrastructure and technical equipment, including the implementation and use of information systems;

- 64.10. the conditions for access to the Academy's premises and infrastructure;
- 64.11. Academy holidays, vacation schedules, enrolment times, start of the academic year activities, epidemiological restrictions;
- 64.12. and other matters related to the work process that are not within the competence of other decision-making bodies.
65. Pro-Rectors shall be appointed, dismissed and recruited by the Rector, with a contract of employment for the duration of the Rector's term of office. The Rector shall determine the competences, powers and responsibilities of the Pro-Rectors. In the absence of the Rector, the direct management of the Academy shall be exercised by the Pro-Rectors or by another official appointed by order of the Rector.
66. The **Scientific Council** of the Academy shall develop the research strategy of the Academy and submit it to the Senate for approval. The Scientific Council ensures the election of scientific staff to academic positions. On the proposal of the Pro-Rector for Research and Creative Work, assessment and an opinion are provided on the compliance of the scientific articles produced by the representatives of the staff of the Academy with the criteria for scientific articles and the evaluation of the scientific performance of the academic staff.
67. The Scientific Council, composed of 7 persons, is approved by the Senate for a period of three years on the Rector's proposal. The Scientific Council or any of its members shall be revoked by the Senate on the proposal of the Rector. The activities of the Scientific Council shall be governed by the Statutes of the Scientific Council approved by the Senate of the Academy.
68. The decision to establish, reorganise or dissolve a department shall be taken by the Council on a proposal from the Rector. The tasks, functions and rights of the department shall be determined by the department's statutes, which shall be approved by the Rector. The head of each department is responsible for the performance of the department's tasks, the employment of staff and the efficient use of the material resources at the department's disposal. Each department shall carry out its tasks with a view to contributing as far as possible to the achievement of the objectives set out in the Academy's development strategy.
69. The basic structure of the Academy consists of departments, sections, the Directorate of Study Programmes, the Scientific Research Centre and the Library. In order to carry out the tasks set out in the Constitution of the Academy or its development strategy, the Academy has the right to establish other structural units - artistic creativity centres, interdisciplinary study and research work units, as well as organisational, economic and service work units.
70. The department of the Academy is the basic unit of study, scientific, creative, artistic and methodological work, which represents the specialisation or profile of a particular sub-programme of a study direction implemented by the Academy and unites the academic staff involved in the implementation of study courses within the competence of the department and external teaching staff.
71. A departmental substructure - a class - may be established to manage the implementation of study courses in professionally different specialisations or profiles. The activities of the department are regulated by the Statutes approved by the Rector.
72. The main task of the department is to develop the content of the study courses appropriate to the objectives and level of the Academy, to ensure the quality of the content and to control the development of the study courses within its competence.
73. The department is headed by a Head of Department, who is appointed by the Rector for a fixed term on the proposal of the Pro-Rector for Academic Work. The Head of the Department is responsible for the organisation of the work of the department and for the

qualitative implementation of the content of the study courses within the competence of the department, ensuring the development of students' competences in accordance with the requirements of the study programme.

74. A department is a unit of the Academy established for the organisation of students' academic and professional higher education activities in one or more specialisations or profiles. The task of the department is to organise and manage the students' study process. The activities of the department shall be governed by regulations approved by the Rector.
75. The Study Programme Directorate is a structural unit of the Academy which plans, coordinates and controls the process of implementation of study programmes, establishes, maintains and analyses the information base on students, study programmes, achievements of study programmes, ensures the development of self-evaluation reports of study programmes in cooperation with students, heads of departments and divisions, promotes further education and professional development of lecturers. The activities of the Unit shall be governed by regulations approved by the Rector.
76. The Scientific Research Centre organises the work of the scientific staff by implementing the plan for the development of scientific and artistic-creative activities approved by the Senate and the implementation of specific scientific activities. It promotes the involvement of undergraduates, postgraduates and doctoral students, and fosters the unity of study, practice and research. It develops research directions, preservation of national cultural heritage, research, inclusion of scholars in contemporary music research, interdisciplinary research. The activities of the Research Centre shall be governed by Statutes approved by the Rector.
77. The Academy may establish, reorganise and liquidate associations, foundations and commercial companies to achieve its objectives by a decision of the Council, in accordance with the procedure established by the laws and regulations.
78. The Academy may, by decision of the Council, become a member of associations and foundations.
79. The Academy may, in accordance with a decision of the Council, form and participate on a temporary voluntary basis in consortia with other institutions, including international and foreign institutions, which may be other universities, organisations, undertakings or other persons, in order to pursue common strategic objectives and a common, mutually coordinated action plan of common interest to all members of the consortium or to pool resources to achieve a common objective. By joining a consortium, the Academy retains its legal status and type. The governance model of the consortium is set out in the consortium's constitutive agreement.

V Academy staff

80. The Academy's staff includes:
 - 80.1. academic staff - the staff elected to academic positions in the Academy;
 - 80.2. the general staff of the Academy;
 - 80.3. students, including masters and PhD students.
81. The staff of the Academy has the right and duty to promote freedom in teaching, study and research, to promote openness in the administration of the Academy and in the conduct of its affairs. The staff of the University shall perform their duties in such a way that the University is able to fulfil its tasks, that the rights of any other person are not infringed and that the performance of their duties or work is not interfered with.

82. The staff of the Academy shall have the rights and obligations established by the laws and regulations of the Republic of Latvia, the Constitution of the Academy, as well as the internal laws and regulations of the Academy.
83. The staff of the Academy shall be directly responsible to the head of the relevant department for the performance of their duties and compliance with the internal regulations of the Academy. Academic staff are obliged to report to the Senate if the Senate so requests.

84. Academy staff - employees

- 84.1. The Academy's academic staff includes:
- 84.1.1. professors, associate professors;
 - 84.1.2. assistant professors, senior researchers;
 - 84.1.3. lecturers, researchers;
 - 84.1.4. assistants, research assistants.
- 84.2. The main areas of academic activity are:
- 84.2.1. providing higher education studies through academic and professional study programmes;
 - 84.2.2. artistic creativity and performing arts activities;
 - 84.2.3. scientific research;
 - 84.2.4. organisational work inside and outside the university.
- 84.3. The workload and scope of tasks of the academic staff in education of students, scientific research, artistic creativity and organisational work shall be determined by the Senate in accordance with the applicable laws and regulations.
- 84.4. The principles of remuneration of the staff of the Academy shall be determined by the Council when deciding on the remuneration policy of the Academy. Decisions on staff remuneration shall be taken by the Rector within the framework of the approved budget of the Academy and taking into account that monthly salary rates may not be lower than the minimum rates set by the Cabinet of Ministers.
- 84.5. The rights of staff, including academic staff, to holidays are laid down in the Rules of the Working Procedures of the JVLMA approved by the Rector, ensuring at least the minimum rights laid down in the applicable laws and regulations.
- 84.6. Academic staff positions may be filled in accordance with the applicable laws and regulations and in accordance with the Regulations on Academic Positions approved by the Senate of the Academy.
- 84.7. The Board of Professors shall elect the persons to the post of professor or associate professor by open competition. The Board of Professors also evaluates the scientific and pedagogical qualifications of a tenured professor or associate professor, or the results of their artistic creativity and organisational work.
- 84.8. The Senate elects persons to the posts of assistant professor, lecturer and assistant in an open competition.
- 84.9. The Scientific Council shall elect the persons to the posts of Principal Investigator, Research Fellow and Research Assistant in an open competition.
- 84.10. The activities of the Council of Professors and the Scientific Council are governed by statutes approved by the Senate.

- 84.11. The number of professors, associate professors, assistant professors, lecturers and assistant professors shall be determined by the Senate of the Academy in accordance with the regulatory enactments, the need for the implementation of study programmes and the availability of funding.
- 84.12. The Senate of the Academy, in accordance with the regulations approved by the Senate, shall have the right to confer the honorary title of *Emeritus* on professors or associate professors of the Academy who have reached the retirement age prescribed by the laws and regulations for special contribution to higher education, science and art. The Senate shall have the power to confer other honorary titles in accordance with regulations approved by the Senate.
- 84.13. Lecturers who are not members of the academic staff of the Academy may be invited to teach courses of study. The Rector shall conclude a contract with the persons involved in the implementation of the courses, without a competition, specifying the period of activity and the hourly rate of remuneration.
- 84.14. The number of posts, duties and work organisation of the general staff shall be determined by the Rector, in accordance with the applicable laws and regulations, rules of procedure, other internal laws and regulations of the Academy, concluded agreements and within the approved budget.

85. Academy students

- 85.1. The students of the Academy are students of professional and bachelor study programmes, master students of master study programmes and doctoral students of doctoral study programmes.
- 85.2. The right to study at the Academy is determined by the Law On Institutions of Higher Education. Admission and matriculation shall be in accordance with the laws and regulations in force and the admission rules and admission requirements approved by the Senate of the Academy. If the number of applicants exceeds the number of study places financed by the state budget, the selection of students is carried out in a competitive procedure, according to the results of additional requirements or entrance examinations.
- 85.3. The studies at the Academy are financed from the state budget funds in accordance with the procedure established by the Cabinet of Ministers. Tuition fees at places of study that are not financed from state budget funds are paid by students, legal entities and individuals.
- 85.4. A person may be excluded from the student population (exmatriculated) if:
- 85.4.1. it wants to;
 - 85.4.2. it is established that its admission has been influenced by deception, bribery or other conduct in breach of the principle of equal treatment of applicants;
 - 85.4.3. has failed to pass the required examinations or other study tasks within the time limits set by the Academy;
 - 85.4.4. it has violated the Academy's internal regulations.
- 85.5. The exclusion of a person from the list of students shall be carried out by the Rector of the Academy. A decision to exclude a person from the list of students may be challenged before the Academic Arbitration Court. The decision of the Academic Arbitration Court may be appealed to court in accordance with the procedure established by the Administrative Procedure Law.

- 85.6. Students have the primary duty to successfully complete their chosen academic or professional study programme and, in doing so, to comply with the Academy's internal regulations, including academic integrity.
- 85.7. Students of the Academy have the right to acquire higher education, to use the infrastructure of the Academy in accordance with the established procedure, to interrupt and resume their studies, to receive information on issues directly related to their studies, to freely express and defend their views, to elect and be elected to the student Self-Government, to participate in other Self-Government bodies of the Academy, to establish societies.
86. The Academy has its own student council:
- 86.1. the Student Self-Government shall operate in accordance with the Statutes adopted by the General Assembly of Students and approved by the Senate. the Senate may refuse to approve the Statutes only on legal grounds;
- 86.2. the Students' Self-Government shall represent the interests of students in matters of academic, social and cultural life of the Academy and other state institutions and shall determine the procedure for the election of students to the collegiate bodies of the Academy;
- 86.3. the students represented in the Senate and the Constitutional Assembly of the Academy shall have the right of veto on matters related to the interests of students. After the veto, the matter shall be examined by a Conciliation Commission, which the institution shall set up by a two-thirds majority of those present;
- 86.4. representatives of the Student Self-Government shall have the right to participate in the decision-making bodies of the Academy and to receive information from any official on matters affecting the interests of students;
- 86.5. the Student Council represents the Academy's students in Latvia and abroad;
- 86.6. the decisions of the Student Self-Government, once approved by the Senate of the Academy, shall be binding on all students.
87. An attendant of the Academy is a person who has registered with the Academy for the purpose of the development of a professional qualification, a study module or a study course. A certificate of completion is issued for the module or course. The procedure for registration and the procedure for the issue of certificates shall be laid down in regulations approved by the Senate of the Academy.

VI Studies at the Academy

88. Studies at the Academy shall be conducted in accordance with the procedure established by the Senate of the Academy, study programmes approved by the Senate of the Academy, which are licensed and accredited in accordance with the procedure established by the Cabinet of Ministers.
89. Students of the Academy who have successfully completed a study programme corresponding to an accredited field of study in accordance with the procedure established by the Cabinet of Ministers shall be entitled to receive a higher education certificate recognised by the State in accordance with the procedure established by the Cabinet of Ministers and to obtain a relevant degree and professional qualification.
90. The following degrees and professional qualifications may be awarded at the Academy:
- 90.1. for the national final examination boards, a professional qualification corresponding to the first-level higher education study programme;

- 90.2. national examination boards - a professional degree (bachelor's, master's or doctorate) and professional qualification relevant to the study programme;
 - 90.3. the Academic Council - a Master of Arts in the Humanities degree appropriate to the study programme;
 - 90.4. to the Doctoral Council - the award of a Doctor of Science (Ph. D.) degree in the field of "Music, Visual Arts and Architecture" in the sub-field of "Musicology".
91. The activities of the State Final Examination Board, the State Examination Board, the Academic Council and the Doctorate Council shall be regulated by Statutes approved by the Senate, in accordance with the laws and regulations in force.
 92. The Academy, in accordance with the procedure established by the regulatory enactments, is entitled to develop and participate in the implementation of a joint study programme with a partner institution, which may be another accredited higher education institution in Latvia or a higher education institution recognised by the relevant state in a foreign country. According to the agreement between the Academy and the partner institution, a joint programme may result in:
 - 92.1.1. a joint diploma
 - 92.1.2. diploma of the Academy.
 93. The Senate shall determine the procedure by which the Academy shall assess and, in accordance with the procedure and criteria established in the regulatory enactments in the field of higher education, recognise knowledge, skills and competences acquired outside formal education or in professional experience, as well as recognise study results achieved in previous education.

VII PROPERTY, FINANCES AND ECONOMIC OPERATION OF THE ACADEMY

94. The property of the Academy may include land, movable, immovable and intellectual property, funds in Latvia and abroad in accordance with the regulatory enactments in force. The Academy shall manage its property for the purposes specified in the Constitution. The management of state property in the possession or use of the Academy shall be determined and its use controlled by the relevant state institutions in accordance with the regulatory enactments.
95. The financial resources of the Academy are:
 - 95.1. a state budget grant from general revenue;
 - 95.2. own revenue:
 - 95.2.1. tuition fee income;
 - 95.2.2. income from business activities;
 - 95.2.3. donations and gifts from legal and natural persons, with or without a stated purpose;
 - 95.3. funds from structural funds or international projects;
 - 95.4. other financial means provided for in the regulatory enactments.
96. The structure and use of the financial resources of the Academy shall be determined by the Council. The financial resources provided by natural and legal persons for the financing of individual targeted programmes and activities shall be transferred by the Academy directly to the department, natural or legal person implementing the programme or project.

97. The financial and economic activities of the Academy shall be audited annually by an independent sworn auditor in accordance with the regulatory enactments of the Republic of Latvia regulating the audit process.
98. The Academy may carry out economic activities appropriate to its profile, the income of which shall be credited to the Academy's budget for its development. The Academy may, in accordance with a decision of the Council, can invest its funds or its share of the funds resulting from its economic activities in the capital of associations established by the Academy.

VIII PROCEDURE FOR THE ADOPTION AND AMENDMENT OF THE CONSTITUTION OF THE ACADEMY

99. The Senate shall draft the Constitution of the Academy or amendments to the Constitution. The following shall be entitled to submit proposals for amendments to the draft Constitution or the Constitution to the Senate: The Council, the Senate, the Rector, at least 10 per cent of all members of the Constituent Assembly and the Student Self-Government.
100. The Senate of the Academy shall consider the proposals, prepare a draft constitution or draft amendments to the constitution and, if at least two-thirds of all the members of the Senate vote in favour, submit the draft to the Council for approval.
101. The Constitution of the Academy, or amendments thereto, shall be approved by the Council. The Constitution or amendments thereto shall be approved by the affirmative vote of at least two-thirds of all the members of the Council.
102. The Constitution or amendments thereto, once approved by the Council, shall be submitted to the Constituent Assembly for approval. The Constitution or amendments thereto are approved if more than half of all members of the Constituent Assembly vote in favour.
103. When deciding on the approval of the Constitution of the Academy or amendments thereto, neither the Council nor the Constituent Assembly shall have the right to make amendments thereto; if necessary, the Council or the Constituent Assembly shall initiate such amendments to the Senate.
104. The approved Constitution of the Academy or amendments thereto shall be submitted by the Academy to the Ministry of Education and Science within five working days from the date of approval. If the Minister of Education and Science finds that the Constitution of the Academy or a part thereof does not comply with the regulatory enactments, he is obliged to invite the Academy to remedy the non-compliance. If the higher education institution fails to remedy the non-compliance within 45 days, the Minister has the right to urge the Cabinet of Ministers to suspend the relevant part of the Constitution.

IX PROCEDURE FOR THE ISSUANCE OF INTERNAL NORMATIVE ACTS OF THE ACADEMY

105. The decision-making bodies or officials of the Academy shall, in accordance with their competence, issue the following internal normative acts, strategic development, policy, planning and ordinance documents:
 - 105.1. the Academy's constitution;
 - 105.2. policies, strategies;
 - 105.3. statutes, internal rules;
 - 105.4. orders, instructions, procedures;
 - 105.5. action plans;

- 105.6. orders.
106. The competence of decision-making bodies or officials to issue internal regulations is laid down in the rules of procedure of the decision-making body or in the job description of the official. If the issuance of the relevant internal normative act is not directly derived from the relevant decision-making body's rules of procedure or the official's job description, competence shall be assessed according to the purpose and content of the provisions of the Law On Institutions of Higher Education, other external normative acts or the Constitution of the Academy.
107. The **Constitutional Assembly shall approve the** Constitution of the Academy and amendments thereto, as drafted by the Senate and approved by the Council .
108. The **Council** shall issue laws and regulations on matters relating to the sustainable development, strategic and financial oversight of the University, including:
- 108.1. approve the Academy's Constitution and amendments thereto and submit them to the Constituent Assembly for approval;
 - 108.2. approve the Academy's development strategy;
 - 108.3. approve the budget and financial plan of the Academy, and determines the procedure for setting tuition fees;
 - 108.4. approve the Academy's staff remuneration policy and other policies defining the Academy's governance processes and the general principles on which they operate;
 - 108.5. approve the structure of the Academy ;
 - 108.6. approve the Academy's real estate development plan;
 - 108.7. approve the rules governing the election of the Rector;
 - 108.8. approve the Council's rules of procedure;
 - 108.9. approve the Statutes of the Electoral Commission of the Constituent Assembly;
 - 108.10. approve the Statutes of the Constituent Assembly;
 - 108.11. approve the rules of procedure of the Academic Arbitration Court;
 - 108.12. approve the rules of procedure of the Convention of Advisers (if the decision to establish a Convention of Advisers is taken).
109. A draft document, draft decision, opinion, proposal or report may be submitted to the Council for consideration by the Rector, Pro-Rectors, Student Self-Government, the Chairperson of the Senate, the Chairperson of the Constituent Assembly and Heads of Departments. The initiator shall coordinate the draft document with the responsible departments or officials for the specific issue and submit the coordinated draft document to the Rector's Office no later than seven days before the Council meeting.
110. The Council shall seek the opinion of the student Self-Government before taking decisions concerning the amount of tuition fees, the closure of courses of study and programmes, and scholarships established by the Academy.
111. The Council shall seek the opinion of the Senate and invite proposals from the Senate before taking decisions concerning the development strategy, budget, establishment, reorganisation and liquidation of the Academy's departments and the real estate development plan of the Academy. If the Senate does not approve a document, its approval and referral to the Council shall be postponed for one month. If the document is not agreed by the Senate within a month, it is examined by the Council, hearing the Senate's objections.

112. The **Senate** shall issue normative acts on matters relating to the academic, creative and scientific activities of the Academy, including:
- 112.1. review and approving of study programmes;
 - 112.2. review and approving of the self-assessment reports of the fields of study;
 - 112.3. approve the admission rules for the Academy's study programmes;
 - 112.4. approve the Academy's study process development plan;
 - 112.5. approve the laws and regulations that determine the requirements and procedures for degrees and qualifications;
 - 112.6. approve the development plan for the Academy's scientific and artistic-creative activities;
 - 112.7. approve the regulations on academic posts, including the requirements for election to academic posts and the criteria for evaluating academic staff;
 - 112.8. approve the regulations of the student Self-Government after their adoption at the general meeting of students;
 - 112.9. adopt laws and regulations setting out requirements and procedures for academic integrity;
 - 112.10. approve the rules of procedure of the commissions or councils set up by the Senate;
 - 112.11. approve the rules of internal student order, the procedure for allocating study places financed by the state budget, the regulations on the awarding of scholarships financed by the state budget, and the procedure for changing the source of funding for studies,
 - 112.12. approve the Senate's rules of procedure.
 - 112.13. Approve the Statutes of the Electoral Commission of the Constituent Assembly and submits them to the Council for approval.
 - 112.14. Approve the Statutes of the Constituent Assembly and submits them to the Council for approval.
 - 112.15. Approve the rules of procedure of the Academic Arbitration Court and submit them to the Council for approval.
 - 112.16. The Rector, Pro-Rectors, Senators, the Council, the Students' Self-Government, collegiate bodies of the Academy and heads of departments may submit a draft document for consideration by the Senate. The initiator shall coordinate the draft document with the responsible officials and departments of the Academy and submit the coordinated draft document to the Secretary of the Senate not later than seven days before the meeting of the Senate.
113. The **Rector** shall issue internal laws and regulations on matters related to the administrative management of the Academy , taking into account the policies approved by the Council, which define the Academy's management processes and the general principles governing their operation, the decisions of the Senate and the Academy's budget and financial plan, including:
- 113.1. approve the Statutes of the Academy's departments;
 - 113.2. approve the rules of procedure;
 - 113.3. approve the Academy's quality management manual, process descriptions and other quality management documents;
 - 113.4. approve the establishment plans for staff posts;

- 113.5. approve action plans to implement policies and planning documents, including a risk management plan and a communication plan;
 - 113.6. approve the procedure for the Annual Prize of the Academy and the procedure for nominating and approving the winners if the prize is awarded from the funds of another natural or legal person;
 - 113.7. approve the Code of Ethics and the composition and rules of procedure of the Ethics Committee;
 - 113.8. approve the internal laws and regulations regulating the protection of personal data of the Academy, requirements for the use of information systems, whistleblowing procedures, anti-corruption measures, and occupational safety requirements;
 - 113.9. approve the Staff Remuneration Regulations in accordance with the Staff Remuneration Policy;
 - 113.10. issue instruments of ordinance, including on the procedure for implementing decisions of the Council or the Senate (or of boards or commissions set up by the Senate);
 - 113.11. approve and issue other laws and regulations which ensure the functioning of the Academy and are not within the competence of the Council or the Senate.
114. The Council or the Senate may, by internal regulation, delegate to the Rector the approval of procedures, plans of action or ordinance documents for the implementation of decisions of the Council or of boards or commissions established by the Senate or the Senate.
115. Internal laws and regulations issued by a decision-making body or official of the Academy shall be communicated to the staff of the Academy by placing them in the information systems of the Academy, ensuring their accessibility according to the addressees, unless the external regulation specifies a different procedure of publication.

X DISPUTE RESOLUTION AT THE UNIVERSITY

116. Administrative acts or factual actions issued by the Academy may be challenged by the Academy's staff before the Academic Arbitration Court. The decision of the Academic Arbitration Court may be appealed to court in accordance with the procedure established by the Administrative Procedure Law.
117. Persons who are not members of the staff of the Academy may challenge administrative acts or actions issued by the Academy by submitting an application to the Rector. The decision of the Rector may be appealed to court in accordance with the procedure established by the Administrative Procedure Law.
118. The Ethics Committee of the Academy, which operates in accordance with the regulations approved by the Rector, shall consider complaints of breaches of ethical standards by the personnel of the Academy (employee or student), including disputes concerning breaches of Academic Integrity. A decision to impose a disciplinary sanction for a breach of academic integrity may be appealed to the Academic Arbitration Court.
119. The procedure for handling whistleblower reports at the Academy is provided in accordance with the procedure approved by the Rector, which is available to everyone on the Academy's website.

XI REORGANISATION OR LIQUIDATION OF THE ACADEMY

120. The decision on the reorganisation or liquidation of the Academy shall be taken by the Cabinet of Ministers upon the proposal of the Minister of Education and Science or the Minister of Culture, based on the opinion of the Council for Higher Education.
121. In the event of the liquidation or reorganisation of the Academy, students are given the opportunity to continue their studies at another higher education institution.

Chairperson of the Senate Professor Normunds Vīksne

Chairperson of the Council Helēna Demakova

Chairperson of the Constitutional Assembly Professor Andris Vecumnieks