

**THE UNIVERSITY OF ZAGREB
THE FACULTY OF VETERINARY MEDICINE**

**THE STATUTE OF THE FACULTY OF VETERINARY MEDICINE OF THE UNIVERSITY OF
ZAGREB**

Zagreb, December 2017

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Pursuant to Article 63, Paragraph 6, Sub-paragraph 3 of the Act on Scientific Activities and Higher Education (Official Gazette nos. 123/03, 198/03, 105/04, 174/04, 46/07, 45/09, 63/11, 94/13, 139/13, 101/14 and 60/15) (hereinafter: the Act) and Article 43, paragraph 3, sub-paragraph 1 of the Statute of the University of Zagreb, the Faculty Council of the Faculty of Veterinary Medicine of the University of Zagreb, at its 14th regular session, held on 20th December, 2017, adopted the following

THE STATUTE OF THE FACULTY OF VETERINARY MEDICINE

I. GENERAL PROVISIONS

The Subject of Regulation

Article 1

- (1) This Statute regulates the status issues, activities and operations, organization, authorities and decision-making processes of the Faculty bodies, the organization and conduct of study programmes, and scientific and professional work, the status of teaching staff, scientists, associates and other workers, the status of students, financing, and other matters of importance for the work of the Faculty of Veterinary Medicine of the University of Zagreb (hereinafter: the Faculty).
- (2) The expressions used in this Statute with gender significance, regardless whether they are used in the female or male gender, shall be taken to include both male and female genders in an equal measure.

The Faculty's Status and Activities

Article 2

The Faculty is an institution of higher education, and a component of the University of Zagreb (hereinafter: the University). It organizes and conducts university studies in the field of veterinary medicine, and scientific and professional work, primarily in the field of veterinary medicine, in the field of biomedicine and health, and in the field of biotechnical and natural sciences.

Title and Seat

Article 3

- (1) The (Croatian) title of the faculty is: Sveučilište u Zagrebu, Veterinarski fakultet.
The abbreviated (Croatian) title is: Veterinarski fakultet u Zagrebu.
The abbreviation for the Croatian title is: VEFUNIZG.
- (2) The seat of the faculty is: Zagreb, Ulica Vjekoslava Heinzela no. 55.
- (3) The title of the Faculty in English is: The Faculty of Veterinary Medicine of the University of Zagreb
The abbreviated (English) title is: Faculty of Veterinary Medicine Zagreb
The abbreviation for the English title is: FVMUZ

- (4) The organizational units of the Faculty have the right and duty to use the title of the Faculty and include it in their own title. The title of the Faculty shall stand before the title of the organizational unit.

The Status of the Faculty

Article 4

- (1) The Faculty is a legal entity with the status of a public institution.
- (2) The founder of the Faculty and the bearer of founder's rights in relation to the Faculty is the University of Zagreb.

The Signs and Symbols of the Faculty

Article 5

The Faculty has a coat-of-arms, a flag, a dry stamp, a seal and a motto.

Article 6

- (1) The coat-of-arms of the Faculty is round in shape. In the centre are the capital letters M and V. The lower part of the letter M and the tip of the letter V create a closed space in which there is a vertical cane with a snake wound around it. Around the rim is the inscription: "SVEUČILIŠTE U ZAGREBU VETERINARSKI FAKULTET 1919" on one side and "FACULTAS VETERINARIA UNIVERSITATIS STUDIORUM ZAGRABIENSIS MCMXIX" on the other side.
- (2) The Faculty's flag is blue. The ratio of the length and width of the flag is 2: 1. In the centre of the flag there is a horizontal line with the Faculty's coat-of-arms in silver, close to the flag pole.
- (3) The Faculty has a motto: "U službi Jednog zdravlja", in English: "In the Service of One Health".
- (4) The use of the coat-of-arms, flag and motto must be approved by the Dean.

Article 7

- (1) The Faculty has a dry stamp and a seal with the coat-of-arms of the Republic of Croatia, which are used to authorize public documents issued by the Faculty on the basis of its public authority.
- (2) The dry stamp and the seal are round in shape, 38 mm in diameter, with a drawing of the coat-of-arms of the Republic of Croatia and the inscription around the rim "Republika Hrvatska" and "Sveučilište u Zagrebu – Veterinarski fakultet" in the lower part of the rim. The dry stamp is used to authenticate diplomas. The seal is used to authenticate other documents issued by the Faculty on the basis of its public authority.
- (3) For other business, the Faculty uses a round seal, 25 mm in diameter, with the inscription "Sveučilište u Zagrebu – Veterinarski fakultet" and the number of the seal in the lower part of the rim.
- (4) Separate regulations govern the making, registration, use and responsibility for the dry stamp, seal and other stamps.

Article 8

The Faculty's Day is on 13th November.

II. ACTIVITIES AND BUSINESS

The Work of the Faculty

Article 9

- (1) The Faculty performs its activities pursuant to the Act on Scientific Activities and Higher Education, the Act on Institutions, the Act on Veterinary Medicine, the Food Act, the Statute of the University, the Statute of the Faculty of Veterinary Medicine, and other legislation and subordinate regulations governing scientific activities, higher education and veterinary work.
- (2) The activities of the Faculty are:
 1. organization and implementation of university study programmes: integrated undergraduate and graduate university studies in veterinary medicine (hereinafter: integrated studies), Doctoral studies in veterinary sciences (hereinafter: Doctoral studies) and postgraduate specialized studies (hereinafter: specialized studies).
 2. conduct of procedures for attainment of Doctor of Science degrees beyond Doctoral studies in the scientific fields of biomedicine and health;
 3. scientific and professional work;
 4. organization and conduct of various forms of professional and scientific training;
 5. performance of veterinary activities;
 6. provision of a veterinary pharmacy for the needs of performing basic activities;
 7. provision of veterinary services;
 8. clinical and in-patient treatment and protection of the health of animals;
 9. protection of the health of humans and the economic interests of consumers through veterinary public health and all other activities of the veterinary profession;
 10. in-field, clinical and laboratory diagnostics and measures to prevent and combat illnesses in animals;
 11. clinical and laboratory testing of medication and medical preparations for registration, giving professional assessments and opinions, and veterinary pharmacovigilance;
 12. participation in the organization of veterinary medicine, breeding animals, livestock production and production of products of animal origin;
 13. planning in the fields of veterinary medicine, agriculture, the manufacturing industry, and environment protection;
 14. assessment of the health and quality of animal feed, feed mixtures, animal food and food supplements, and giving professional assessments and opinions;
 15. assessment of the health of drinking water and giving professional assessments and opinions;
 16. assessment of the health and quality, and improving technological processes in the production of food of animal origin, giving professional assessments and opinions;

17. production of diagnostic means, vaccinations and other preparations for use in veterinary medicine;
18. forensic expertise and opinions;
19. organization and conduct of experiments on animals for scientific and teaching purposes;
20. dissection of corpses and patho-histological testing;
21. breeding, health care and exploitation of game animals and creation of hunting management frameworks;
22. transport of persons, domestic animals, game animals, game meat and products of game meat for the Faculty's own use in internal and international road transport;
23. breeding and keeping laboratory and exotic animals for the needs of the Faculty;
24. clinical and laboratory testing of animal feed;
25. research into the environment and habitats of animals and preservation of biological diversity;
26. organization of health and professional conferences;
27. cooperation with commercial companies, institutions, organizations and associations;
28. publishing and IT work for the needs of teaching and scientific and professional work;
29. sales of textbooks, journals, printed papers and other materials needed for the work of the Faculty;
30. transport of confiscated animals and corpses of animals needed for teaching, scientific and professional work;
31. assessment of the health and quality of the air, and giving professional opinions and assessment;
32. leasing and management of its own real properties and equipment and apparatus;
33. organization and conduct of life-long learning, educational and training programmes;
34. scientific research and development;
35. museum activities;
36. library and archive activities;
37. service activities for the needs of the Faculty in conduct of its activities;
38. sales of products arising from the Faculty's activities (hunting, trade in game animals etc.)
39. assessment of microclimate conditions and biosafety measures, and giving professional assessments and opinions;
40. analysis of productivity and good farm practice, and writing professional opinions;
41. assessment of animal welfare and giving professional assessments and opinions;
42. professional and scientific research in the field of fishing and bee-keeping;

(3) In addition to the activities referred to paragraph 2, the Faculty may also perform other activities if they serve its registered activities and contribute to good use of its spacial and staffing capacities, and they do not cause harm to the teaching and scientific work.

III. THE ORGANIZATION OF THE FACULTY

The Organizational Units of the Faculty

Article 10

The organizational units of the Faculty:

- (1) The teaching and professional units, the departments and scientific-teaching facilities are organizational units organized for the sake of and advancement of the performance of scientific, teaching and professional work.

I. The Basic and Pre-Clinical Sciences Division

- 1) The Department of Anatomy, Histology and Embryology
- 2) The Department of Veterinary Biology
- 3) The Department of Physics
- 4) The Department of Physiology and Radiobiology
- 5) The Department of Chemistry and Biochemistry
- 6) The Department of Patho-physiology
- 7) The Department of Social Sciences and Humanities
 - a. The Department of Physical and Health Education
 - b. The Department of Foreign Languages
 - c. The Department of Intellectual Skills
 - d. The Department of the History of Veterinary Medicine

II. The Clinical Division of the Veterinary Faculty:

- 1) The Out-patients' Clinic
- 2) The Surgery, Orthopaedics and Ophthalmology Clinic
- 3) The Reproduction and Obstetrics Clinic
- 4) The Department of Veterinary Pathology
- 5) The Department of Radiology, Ultrasound Diagnostics and Physical Therapy
- 6) The Ins Department of Forensic and Judicial Veterinary Medicine
- 7) The Internal Diseases Clinic

III. The Animal Production and Biotechnology Division

- 1) The Department of Animal Hygiene, Behaviour and Welfare
- 2) The Department of Hunting and Wild Animals
- 3) The Department of Fish and Bee Biology and Pathology
- 4) The Department of Animal Nutrition and Dietetics
- 5) The Department of Animal Breeding and Livestock Production

IV. The Veterinary Public Health and Food Safety Division

- 1) The Department of Pharmacology and Toxicology
- 2) The Department of Food Hygiene, Technology and Safety
- 3) The Department of Microbiology and Infectious Diseases, with Clinic
- 4) The Department of Parasitology and Invasive Diseases, with Clinic
- 5) The Department of Poultry with Clinic
- 6) The Department of Veterinary Economics and Epidemiology

V. The University Veterinary Hospital

VI. The Scientific-Teaching Facilities

- 1) The Faculty Polygon
- 2) The Črnovšćak Educational Hunting Range

VII. The Faculty Administration

- 1) The Dean's Office
 - a. The Dean's Office
 - b. The Office for EU Projects and Technology Transfer
 - c. The Quality Control Office
 - d. The Office for International Cooperation
 - e. The Student and Career Counselling Service
 - f. The Office for Integrated Undergraduate and Graduate Studies
 - g. The Office for Postgraduate Studies
- 2) The Secretariat
 - a. The Department of Legal Affairs and Human Resources
 - b. The IT Department
 - c. The Maintenance and Technical Department
 - d. The Occupational Safety Department
 - e. The Central Faculty Archives and Administrative Office
 - f. The Bookshop
- 3) Accounting
 - a. The Bookkeeping Department
 - b. The Accounting and Financing Department
- 4) The Central Library
- 5) The Veterinary Faculty Museum

Divisions

Article 11

- (1) Divisions are the higher organizational entities in the organization of the Faculty, established on the basis of connected and related teaching, scientific and professional work.
- (2) The divisions of the Faculty are managed by the division heads.
- (3) The division heads are appointed by the Faculty Council following a proposal by the division council

The Division Head

Article 12

- (1) The head coordinates the work of the division, proposes the rendering of decisions to the division council regarding the rational use of space, equipment and staff, as well as improvements to its scientific, teaching and professional work, and implementation of the conclusions and decisions of the division council.
- (2) The head coordinates plans with the heads of Department /clinics in relation to the financial resources needed for the teaching and basic material needs of the Department /clinics within the division.
- (3) The division head is responsible to the division council, the Dean and the Faculty Council.
- (4) An employee of the Faculty from one of the Department /clinics in the division, with a scientific-teaching title, may be appointed division head.

- (5) The term of office of the head is three years. The same person may be elected to that duty two consecutive times.
- (6) The procedure for election of the head is governed by separate regulations.
- (7) The head shall appoint a deputy, after being elected, who is authorized in the absence of the head to perform all the tasks within the scope of the work of the head.
- (8) The same person may not simultaneously hold more than one of the functions listed below:
 1. Dean
 2. Vice-Dean
 3. assistant to the Dean
 4. division head
 5. head of an Department /clinic
 6. head of the University Veterinary Hospital
- (9) The head shall submit a written report to the Dean on the work of the division in the previous academic year, one month before the annual report.

Dismissal of a Head before the end of their Term of Office

Article 13

- (1) Heads may be dismissed from office before the end of the term if they:
 1. request dismissal themselves.
 2. fail to fulfil the duties of head;
violate the Constitution, the Act, the Statute or other general acts of the University and the Faculty;
 3. seriously undermine or do not respect a decision by the division council, the Dean or the Faculty Council;
 4. by their conduct harm the reputation of the position they hold;
 5. fail to file the reports referred to in Article 12, paragraph 9 of this Statute;
 6. lose the capacity to perform their duties.
- (2) A proposal for dismissal of a head shall be submitted in writing, with a statement of reasons, to the Faculty Council. A proposal for dismissal of a head may be submitted by half the members of the division council, one third of the members of the Faculty Council or the Dean.
- (3) The decision on dismissal of the head shall be rendered by the Faculty Council.
- (4) A head who has been dismissed by a decision of the Faculty Council for the reasons referred to in paragraph 1, sub-paragraphs 2, 3, 5 and 6 of this Article, may not be a candidate for head in the next election procedure.
- (5) The term of office of the head shall end automatically at the moment when he/she begins to perform some other duty listed in Article 12, paragraph 8, for which they have been confirmed by the Faculty Council.
- (6) In the case of dismissal or the termination of the term of office of the head, all the tasks from their scope of work shall be taken over by their deputy. The Dean shall launch the process for election of a new head no later than 6 months after the day of dismissal or the termination of the term of office of the head.

The Division Council

Article 14

- (1) The council is the professional body of the division. It is responsible for its work to the Dean and the Faculty Council.

- (2) The division council is composed of staff holding scientific-teaching, teaching, scientific, associate and professional titles, apart from those financed from projects of limited duration or from revenue earned by organizational units themselves.
- (3) The division council:
 1. discusses all teaching, scientific and professional questions from the scope of its work;
 2. discusses and decides on proposals by the head;
 3. adopts strategies for development of the division;
 4. proposes heads;
 5. founds working groups and committees;
 6. discusses other questions of interest to the division.
- (4) The council works in sessions. Sessions are prepared, convened and chaired by the head and, in the absence of the head, by the deputy head.
- (5) The council adopts decisions, conclusions, proposals, and recommendations if more than half the total membership of the council is present at the session.
- (6) The council adopts decisions, conclusions, proposals and recommendations by a public vote of a simple majority of the council members present, unless the Statute or some other act prescribes differently for some individual cases.
- (7) In the case of an equal number of votes when the division council is rendering decisions, the head shall have the casting vote.
- (8) The division council may render decisions by a secret ballot at the request of a simple majority of the members present.
- (9) The head must convene a session of the division council at least twice a semester, and at the request of the Dean or the head of an Department /clinic.

The Advisory Committee (Collegium) of the Division

Article 15

- (1) The advisory committee of the division is the advisory body of the division head.
- (2) The advisory committee is composed of the division head and the heads of the Department /clinics in the division or their deputies.
- (3) In an emergency situation, the advisory committee may adopt proposals for decisions on individual questions within the scope of work of the division council, with the exception of proposing the head, staffing issues and issues relating to the organization of the division.
- (4) A proposal for a decision by the advisory committee must be sent to all members of the division council.
- (5) The decision shall become valid, with the force of a decision by the division council, if no written objection is filed against the proposed decision by more than 10% of members of the division council, within two working days from the day of delivery of the decision.
- (6) If an objection is filed by at least 10% of the members of the division council, the head is obliged to convene a session of the division council, to conduct a discussion on the decision and render a decision in the manner prescribed in Article 15.

Department /Clinics

Article 16

- (1) The Department and clinics are the basic organizational units of the Faculty.
- (2) The work of the Department /clinic is managed by the head of the Department /clinic.
- (3) The head of a Department /clinic is appointed by the Faculty Council, following a proposal adopted by a secret ballot of a simple majority of the members of the advisory council of the Department /clinic, and one representative of the technical/auxiliary staff employed in the Department /clinic.

The Heads of Department /Clinics

Article 17

- (1) The head organizes the work of the Department /clinic, directs the developmental, staffing and financial policies, and takes care of the teaching, scientific and professional work of the Department /clinic. They are obliged to inform members of the Department /clinic about the work of the Faculty Council, the heads of the Faculty and the division council. They are responsible for their work to the advisory committee of the Department /clinic, the head, the Dean and the Faculty Council.
- (2) A member of staff of the Department /clinic with a scientific-teaching title may be selected as head of the Department /clinic. As an exception and in justified situations, a member of staff with a scientific-teaching title from another Department /clinic within the same division may be appointed head.
- (3) A member of staff with a teaching and scientific-teaching title employed in the Department may be elected head of the Department of Social Sciences and Humanities.
- (3) The term of office of the head is three years. The same person may be elected to the same duty two consecutive times.
- (4) The procedure for election of the head is regulated by separate regulations.
- (5) At the beginning of their term of office the head shall appoint a deputy who is authorized in their absence to perform all the tasks within the scope of their work.
- (6) The head is obliged to submit a written report on the work of the Department one month before the report by the head of the division for the previous academic year, and the head of the division shall send it to the Dean with their own report.

Dismissal of a Head before the end of their Term of Office

Article 18

- (1) Heads may be dismissed from office before the end of the term if they:
 1. request dismissal themselves.
 2. fail to fulfil the duties of head;
 3. violate the Constitution, the Act, the Statute or other general acts of the University and the Faculty;
 4. seriously undermine or do not respect a decision by the division head, the division council, the Dean and the Faculty Council;
 5. by their conduct harm the reputation of the position they hold;
 6. fail to file the reports referred to in Article 17, paragraph 6 of this Statute;
 7. lose the capacity to perform their duties.
- (2) A proposal for dismissal of a head shall be submitted in writing with a statement of reasons to the Faculty Council .
- (3) A proposal for dismissal of the head may be submitted by half the members of the advisory committee of the Department /clinic, one third of the members of the Faculty Council, the division head or the Dean.

- (4) The decision on dismissal of the head shall be rendered by the Faculty Council.
- (5) The term of office of the head shall end automatically at the moment when they begin to perform another duty referred to in Article 12, paragraph 8, for which they have been confirmed by the Faculty Council.
- (6) In the case of dismissal or the termination of the term of office of the head, all the tasks from their scope of work shall be taken over by their deputy. The Dean shall launch the procedure for election of a new head no later than 6 months after the day of dismissal or the termination of the term of office of the head.
- (7) A head who has been dismissed by a decision of the Faculty Council for the reasons referred to in paragraph 1, sub-paragraphs 2, 3, 5 and 6 of this Article, may not be a candidate for head in the next election procedure.

The Advisory Committee (Collegium) of Department /Clinics

Article 19

- (1) The advisory committee of the Department /clinic is composed of all the staff of the Department /clinic with scientific-teaching, scientific, associate and professional titles, apart from those financed from projects of limited duration or from revenue earned by the organizational units themselves.
- (2) The head prepares, convenes and chairs sessions of the advisory committee.
- (3) The advisory committee discusses all teaching, scientific and professional questions from the scope of work of the Department /clinic.
- (4) The head is obliged to convene a session of the advisory committee at least twice a semester.
- (5) The advisory committee adopts decisions, conclusions and recommendations if more than half the total membership of the advisory committee is present at the session.
- (6) The advisory committee adopts decisions, conclusions, and recommendations by a public vote of a simple majority of all the advisory committee members, unless this Statute prescribes differently for some individual cases.
- (7) The advisory committee of the Department /clinic may render decisions by a secret ballot at the request of a simple majority of the members of the advisory committee present.
- (8) In the case of an equal number of votes when the advisory committee is rendering decisions, the head shall have the casting vote.

The University Veterinary Hospital

Article 20

- (1) The University Veterinary Hospital is an organizational unit of the Faculty, established to improve and coordinate its professional and clinical work, in line with the teaching areas and specializations of the clinics/ Department within it.
- (2) The following organizational units participate in the work of the University Veterinary Hospital, in the field of professional and clinical work with patients:
 1. The Surgery, Orthopaedics and Ophthalmology Clinic
 2. The Reproduction and Obstetrics Clinic
 3. The Internal Diseases Clinic
 4. The Department of Poultry with Clinic
 5. The Department of Microbiology and Infectious Diseases, with Clinic
 6. The Department of Parasitology and Invasive Diseases, with Clinic

7. The Department of Radiology, Ultrasound Diagnostics and Physical Therapy
 8. The Department of Veterinary Pathology
- (3) Other activities of these organizational units are within the authority of the clinic/ Department and completely independent of the University Veterinary Hospital.
 - (4) The work of the University Veterinary Hospital is managed by its head.
 - (5) The head of the University Veterinary Hospital is elected by the advisory committee of the University Veterinary Hospital by a two-thirds majority, and confirmed by the Faculty Council.

The Head of the University Veterinary Hospital

Article 21

- (1) The head of the University Veterinary Hospital coordinates its professional and clinical work.
- (2) A teacher from the Faculty with a scientific-teaching title, employed in an Department /clinic that participates in the teaching and professional work of the University Veterinary Hospital, may be elected head of the University Veterinary Hospital.
- (3) The term of office of the head of the University Veterinary Hospital is three years and may last for no more than two consecutive terms.
- (4) The head of the University Veterinary Hospital is responsible for their work to the advisory committee of the University Veterinary Hospital, the Dean and the Faculty Council.
- (5) At the beginning of their term of office, the head of the University Veterinary Hospital shall appoint a deputy who is authorized to perform all the tasks within the scope of their work in their absence.
- (6) The head of the University Veterinary Hospital is obliged to submit a written report to the Dean on the work of the UVH for the previous academic year, one month before the annual report by the Dean.

Dismissal of the Head of the University Veterinary Hospital before the End of the Term of Office

Article 22

- (1) The head of the University Veterinary Hospital may be dismissed from office before the end of the term if they:
 - 1) request dismissal themselves.
 - 2) fail to fulfil the duties of head;
 - 3) violate the Constitution, the Act, the Statute or other general acts of the University and the Faculty;
 - 4) seriously undermine or do not respect a decision by the advisory committee of the University Veterinary Hospital, the Dean and the Faculty Council;
 - 5) by their conduct harm the reputation of the position they hold;
 - 6) fail to file the reports referred to in Article 21, paragraph 6 of this Statute;
 - 7) lose the capacity to perform their duties.
- (2) A proposal for dismissal of the head shall be submitted in writing with a statement of reasons to the Dean.
- (3) A proposal for dismissal of the head may be submitted by a simple majority of the members of the advisory committee of the University Veterinary Hospital.

- (4) A decision on dismissal of the head shall be rendered by the Dean, with the agreement of the advisory committee of the University Veterinary Hospital, and confirmed by the Faculty Council.
- (5) The term of office of the head shall end automatically at the moment when they begin to perform another duty referred to in Article 12, paragraph 8, for which they have been confirmed by the Faculty Council.
- (6) In the case of dismissal or the termination of the term of office of the head, all the tasks from their scope of work shall be taken over by their deputy. The Dean shall appoint a new head no longer than 30 days after the day of dismissal or the termination of the term of office of the head.
- (7) A head of the University Veterinary Hospital who has been dismissed by a decision of the Faculty Council for the reasons referred to in paragraph 1, sub-paragraphs 2, 3, 5 and 6 of this Article, may not be a candidate for head in the next election procedure.

The Advisory Committee of the University Veterinary Hospital

Article 23

- (1) The advisory committee of the University Veterinary Hospital consists of the heads of the Department /clinics that participate in the teaching and professional work of the University Veterinary Hospital.
- (2) The head prepares, convenes and chairs sessions of the advisory committee.
- (3) The advisory committee discusses all scientific and professional questions from the scope of work of the University Veterinary Hospital.
- (4) The head is obliged to convene a session of the advisory committee at least once a month.
- (5) The advisory committee adopts decisions, conclusions and recommendations if more than half the total membership of the advisory committee is present at the session.
- (6) The advisory committee adopts decisions, conclusions, and recommendations by a public vote of a simple majority of all the advisory committee members, unless this Statute prescribes differently for some individual cases.
- (7) The advisory committee of the Department /clinic may render decisions by a secret ballot at the request of a simple majority of the members of the advisory committee present.
- (8) In the case of an equal number of votes when the advisory committee is rendering decisions, the head shall have the casting vote.

Teaching Departments

Article 24

- (1) Teaching departments are organizational units with the task of performing teaching work.
- (2) Employees who have teaching and scientific-teaching titles, or teachers from the Faculty from other Department /clinics, or guest teachers may be employed full time in the teaching departments.
- (3) The work of the teaching department is managed by a head.
- (4) A person with a scientific-teaching or teaching title with a permanent employment contract and an employment position at the Faculty may be appointed head of a department.
- (5) The head of a teaching department is appointed by the Faculty Council following a proposal by the Dean.
- (6) The term of office of the head of department is three years. The same person may be re-appointed head.

- (7) The head of a teaching department organizes and takes care of the teaching work of the teaching department, and is responsible for their work to the head of the division, the head of the Department /clinic, the Dean and the Faculty Council.

The Scientific-Teaching Facilities

Article 25

- (1) The scientific-teaching facilities are an organizational unit of the Faculty used for teaching, scientific research and professional work within the scope of work of the Faculty.
- (2) The work of the scientific-teaching facilities is managed by a head.
- (3) An employee of the Faculty with a scientific-teaching title may be appointed head of the scientific-teaching facilities.
- (4) The head of the scientific-teaching facilities is appointed by the Dean.
- (5) The term of office of the head is three years and is linked to the term of office of the Dean. The same person may be reappointed head.
- (6) The head of the scientific-teaching facilities takes care of the teaching, scientific-research and professional work of the scientific-teaching facilities, and is responsible for their work to the Dean.

The Faculty Administration

Article 26

- (1) The Faculty Administration is an organizational unit of the Faculty on the level of the Divisions, which performs management and organizational tasks, legal, general and staffing, accounting and book-keeping, administrative and technical tasks, maintenance, and other tasks which are of joint interest in the performance of the Faculty's work.
- (2) The work of the Faculty Administration is managed by the Dean, whose election, rights and obligations are established by this Statute.
- (3) The Dean is assisted in this management by the Vice-Deans and the assistants to the Dean, within the framework of the competences transferred to them, and the Secretary as the executive body of the Dean and the Council.
- (4) The units of the Faculty Administration referred to in Article 10 are managed by heads, who are appointed by a decision of the Dean, with the exception of the Secretariat, which is managed by the Faculty Secretary.

Article 27

Offices

- (1) The offices referred to in Article 10 are organizational units within the Dean's Office, which perform professional tasks in the fields for which they were founded.
- (2) Offices may have permanently employed staff, in full-time positions, and employment positions in the office, or by a decision of the Dean staff may be appointed from the existing employees of the Faculty to perform work in the offices, full-time or part-time.
- (3) The heads of the offices referred to in Article 10, paragraph 1 are appointed by the Dean.

The Foundation of Other Legal Entities and Organizational Units

Article 28

The Faculty may, by a decision by the Faculty Council, and pursuant to the Act on Scientific Activities and Further Education, the Act on Institutions, the Act on Veterinary Medicine, the Statute of the University and this Statute, found other legal entities and other organizational units of the Faculty for the performance of scientific, teaching and professional work.

The Faculty's Administrative Bodies

Article 29

The administrative bodies of the Faculty are the Dean and the Faculty Council.

The Rights and Obligations of the Dean

Article 30

- (1) The Dean manages the Faculty, represents the Faculty, is its head, with all authorities and responsibilities established by law, the University Statute and the Faculty Statute.
- (2) The Faculty may also be represented by the Vice-Deans and the Secretary, with the authority of the Dean, by the issue of special power of attorney. The content and scope of the power of attorney shall be determined by the Dean.
- (3) The Dean chairs the Faculty Council and ensures the implementation of the decisions and conclusions of the Faculty Council.
- (4) The Dean is responsible for the implementation of the decisions of the University bodies at the Faculty.
- (5) The Dean is independent in the performance of tasks from their scope of work, but is responsible for their work to the Faculty Council and the Rector.
- (6) The Dean shall submit a report each year to the Faculty Council and the Rector on their work and Faculty business, including a report on the proposed budget of the Faculty and its execution.
- (7) The Dean may appoint assistants to the Dean, permanent and occasional committees and working groups to perform tasks from their scope of work. The composition and number of members shall be determined by the Dean by a separate decision.
- (8) The sign of the Dean's honour is the Dean's chain of office.

Article 31

The Dean, alongside the tasks prescribed in Article 30 of this Statute, the law and other regulations:

1. prepares, convenes, chairs and runs sessions of the Faculty Council;
2. organizes the work and business of the Faculty;
3. proposes to the University, with the consent of the Faculty Council, acts on the internal organization and organization of employment positions of the Faculty;

4. proposes the annual budget and final account statement to the Faculty Council for acceptance;
5. proposes measures to the Faculty Council to improve the work of the Faculty;
6. adopts business decisions pursuant to regulations, the University Statute and this Statute;
7. proposes the election of Vice-Deans and assistants to the Dean to the Faculty Council;
8. concludes employment agreements;
9. approves the work of teachers outside the Faculty within the University, with the agreement of the head of the Department /clinic and the Faculty Council;
10. renders decisions related to the realization of rights and obligations from employment relationships, or in relation to employment relationships, and second instance decisions related to employment relationships and second instance decisions in administrative proceedings.
11. issues written cautions to staff in relation to their obligations from their employment relationship, and points out the possibility of termination if violations of those obligations continue;
12. renders decisions on terminations of employment agreements;
13. issues orders to individual workers or groups of workers for specific tasks in agreement with the head of their organizational unit;
14. renders decisions related to classes in cases beyond the competence of the Faculty Council;
15. decides on appeals by students, lodged against first instance decisions;
16. participates in the work of University bodies, pursuant to the Act and the University Statute;
17. performs other tasks established by the regulations and general acts of the Faculty and the University.

Undertaking Legal Transactions

Article 32

The Dean has the right to undertake all legal transactions in the name of and for the account of the Faculty, up to the value of 1,000,000.00 HRK. For legal transactions valued from 1,000,000.00 to 3,000,000.00 HRK, the Dean must obtain the consent of the Faculty Council, or the University Senate for values above that amount.

Election of the Dean

Article 33

- (1) A teacher at the Faculty with the scientific-teaching title of distinguished professor, full professor or associate professor, in a permanent employment relationship, may be elected Dean.
- (2) The Dean is elected for a term of office of three years. The same person may be elected Dean for two consecutive terms.

The Procedure for Election of the Dean

Article 34

- (1) The procedure for election of the Dean shall be instituted by the Faculty Council no later than six months before the beginning of the term of office of the Dean, by a decision to Department the procedure for election of the Dean and the appointment of an election committee (hereinafter: the committee). The committee shall have five members, of which three members must hold the scientific-teaching title of distinguished professor or full professor. After the committee has been appointed, each member of the Faculty Council may propose a candidate for Dean, with the consent of the person they are nominating.
- (2) Candidates for Dean are obliged to file an application for election for Dean to the committee within an open deadline of 30 days from their nomination, enclosing their curriculum vitae and their programme of work for the period of the Dean's term of office.
- (3) After the deadline referred to in the previous paragraph for filing an application has expired, the committee is obliged to establish the timeliness and completeness of the applications received within a further time limit of no longer than 15 days, as well as information relating to the requirements for candidates, and to file a report with the Faculty Council. The report should contain information about the applications received and the candidates, information on fulfilment of the requirements for election, their CV's and programmes of work.
- (4) The Dean shall convene a session of the Faculty Council no later than within 8 days from receiving the report from the committee. At the session of the Faculty Council, the committee shall present its report on the applications received, and the Faculty Council shall confirm the list of candidates for election as Dean.
- (5) The list of candidates and their programmes shall be published simultaneously on the Faculty's web site. The Dean is obliged to convene a session of the Faculty Council within 15 days, at which the candidates must present their programmes. The Faculty Council shall vote on the candidates' programmes. A candidate whose programme is not approved by the Faculty Council shall no longer be a candidate for election as Dean.
- (6) The Faculty Council must request the opinion of the Rector and the Senate on the programmes of the candidates that are approved by the Faculty Council. The Faculty Council shall elect the Dean by a secret ballot from amongst the candidates for which the Senate gives its approval.
- (7) Voting at election sessions is secret, and the counting of the votes is public. The voting procedure and the announcement of the results are conducted by the committee.
- (8) The session of the Faculty Council at which the programmes are presented, and the session at which the Dean is elected, shall be chaired by the chairperson of the committee.
- (9) The Dean is elected by a secret ballot of a simple majority of the votes of the total number of members of the Faculty Council.
- (10) In the first round, all the candidates are included in the voting. If none of the candidates receives a simple majority of votes from all the members of the Faculty Council in the first round, in the second round they shall vote for the two candidates who received the highest number of votes in the first round. The candidate who receives a simple majority of the votes of all the members of the Faculty Council shall be elected Dean.
- (11) If in the second round of voting neither candidate receives a simple majority of votes of all the members of the Faculty Council, the voting procedure shall be repeated for the candidate who received the larger number of votes. If the candidate does not receive a simple majority of votes of all the members of the Faculty Council in the repeated vote, the election procedure shall be repeated, pursuant to paragraphs 1 and 2 of this Article.

Confirmation of Election of the Dean

Article 35

The decision on election of the Dean shall be sent to the University Senate for confirmation.

Failure to Elect and Appointment of an Acting Dean

Article 36

- (1) The procedure for election of the Dean must be completed no later than four months before the end of the term of office of the current Dean.
- (2) If no new Dean is elected, the Faculty Council shall, within 30 days, nominate a person to the Senate who meets the prescribed requirements as the acting Dean until a Dean is elected. The Senate shall appoint the acting Dean within 30 days after receiving the agreement of the Rector.
- (3) The proposal for the acting Dean shall be adopted by the Faculty Council by the procedure pursuant to paragraphs 9, 10 and 11 of Article 34 of the Statute.

Procedures in Cases of the Dean's Inability

Article 37

- (1) The Dean shall appoint by a decision one of the Vice-Deans as deputy, at the beginning of their term of office.
- (2) In the case of the Dean's inability, the deputy Dean shall have all the authorities and perform all the tasks of the Dean established by the Act, this Statute, and other general acts, and shall sign public documents and other acts with the designation: "u.z." (in place of...)
- (3) If the Dean's inability lasts longer than six months, the Faculty Council shall institute the procedure to elect a Dean.

Dismissal of the Dean before the end of the Term of Office

Article 38

- (1) Deans may be dismissed from office before the end of the term if they:
 1. request dismissal themselves.
 2. fail to fulfil the duties of Dean;
 3. violate the Constitution, the Act, the Statute or other general acts of the University and the Faculty;
 4. seriously undermine or do not respect a decision by the Senate, the Rector or the Faculty Council;
 5. by their conduct harm the reputation of the position they hold;
 6. lose the capacity to perform their duties.
- (2) The procedure for dismissal of a Dean shall begin with a decision to institute the procedure of dismissal rendered by the Faculty Council by a simple majority of the total number of members.
- (3) The Faculty Council shall conduct the procedure and decide on dismissal of the Dean by a simple majority of the total number of members, within two months of the beginning of the procedure.
- (4) If the Rector suspends the Dean for failure to respect the law, other regulations, this Statute or University decisions based upon it, the decision on suspension shall be confirmed by the Senate by a two-thirds majority of the total number of members, within 30 days from the day of the suspension. If the Senate upholds the suspension, it shall be deemed that

the Dean has been dismissed from duty on the day the decision is rendered to uphold the suspension.

- (5) After dismissing the Dean, the Senate shall appoint an acting Dean until a new Dean is elected. The procedure to elect a new Dean shall be conducted pursuant to the Statute of the University and this Statute. In that procedure, the dismissed Dean may not be a candidate.

The Organization and Authorities of the Faculty Council

Article 39

- (1) The Faculty Council is the professional council of the Faculty.
- (2) At the beginning of each session of the Faculty Council, if there has been any change in the number of members, a new convocation of the Faculty Council shall be conducted.
- (3) The members of the Faculty Council are:
 1. all employees holding scientific-teaching, teaching and scientific titles in permanent employment relationships at the Faculty
 2. twenty representatives of employees holding associate or professional titles, five from each division referred to in Article 12 of this Statute, who elect from amongst themselves employees with these titles from the relevant division, except those who are financed from projects of limited duration or financed by the organizational unit's own revenue.
 3. the number of representatives of students at the Faculty amounting to 15% of the total number of members of the Faculty Council.
 4. the head of the library
 5. one representative of the other employees.
- (4) The members of the Faculty Council referred to in points 2, 3, and 5 of paragraph 3 of this Article shall have deputies elected by their elective units.
- (5) The term of office of members of the Faculty Council referred to in point 2, paragraph 2, and 5 of this Article is three years. If a member's term of office ends before the time limit for which they were elected, the elected deputy shall take over their duty until the end of the term of office, with the obligatory election of a new deputy.
- (6) The manner of election and duration of the term of office of student representatives and their deputies on the Faculty Council is prescribed by the Act on the Student Council and other Student Organizations.
- (7) The election of representatives of employees is regulated by separate regulations.

Article 40

The Faculty Council:

1. elects and dismisses the Dean
2. elects and dismisses the Vice-Deans
3. adopts the Faculty's development strategy
4. adopts proposals for the Faculty's Statute;
5. adopts study programmes;
6. accepts curricula and plans for implementation
7. decides on specific issues of interests for students
8. adopts the Faculty budget
9. adopts the final balance sheet of the Faculty and the Dean's annual report;
10. appoints permanent committees
11. adopts the Faculty's implementation regulations

12. elects members to the Senate and Council for the University
13. proposes regulations on the internal organization and systematization of employment positions;
14. decides on publishing calls for candidates for teaching staff and associate positions
15. proposes and/or selects teachers and associates for award of the appropriate scientific-teaching, teaching and associate titles and employment positions;
16. conducts the procedure for award of scientific titles
17. appoints mentors to assistants and post-doctorands;
18. appoints mentors to Doctoral students
19. decides on other issues related to teaching, science, the profession, students and publishing;
20. takes care of and renders decisions to ensure the quality of the Faculty's activities;
21. decides on appeals against decisions by permanent and occasional committees of the Faculty Council:
22. discusses other questions of special interest to the Faculty.

Permanent Committees of the Faculty Council

Article 41

- (1) The permanent committees of the Faculty Council are:
 1. The Statute Committee
 2. The Committee for Integrated Undergraduate and Graduate Studies
 3. The Projects Committee
 4. The Awards Committee
 5. The Student Disciplinary Committee
 6. The Employee Disciplinary Committee
 7. The Veterinary Medical Ethics Committee
 8. The Committee for Librarian and Publishing Work
 9. The Committee for Appointments to Scientific, Scientific and Teaching, Teaching and Associate Posts
 10. The Quality Management Committee
- (2) The committees referred to in paragraph 1 of this Article shall have seven members each. Three members of the committee shall be nominated by the Dean and one member each by the divisions of the Faculty. Members of the committee shall be appointed by the Faculty Council.
- (3) Nominations for members and constituting the committees shall be undertaken no longer than 30 days after a new Dean has taken up office.
- (4) The term of office of members of committees is three years and is the same as the term of office of the elected Dean.
- (5) The competence of the committees referred to in paragraph 1 of this Article shall be regulated by separate regulations.
- (6) The committees referred to in paragraph 1 of this Article shall adopt rules of procedure for their work, with the agreement of the Statute Committee.

The Committee for Doctoral Studies and the Specialized Studies Committee

Article 42

- (1) At the Faculty, a Committee for Doctoral Studies and a Specialized Studies Committee shall be established, the members of which are appointed by the Dean at the beginning of their term of office.
- (2) The composition, competence and manner of work of the committees referred to in paragraph 1 of this Article shall be regulated by separate regulations.

The Work and Decision-Making Processes of the Faculty Council

Article 43

- (1) The Faculty Council shall work in sessions. Sessions shall be prepared, convened and chaired by the Dean, or as an exception, in the absence of the Dean, the deputy.
- (2) The Faculty Council may render decisions if more than half the total number of members is present at the session.
- (3) The Faculty Council shall render decisions, conclusions, and recommendations by a public vote of a simple majority of the members present, except in cases in which the Act, the University Statute, the Faculty Statute or other general acts prescribe otherwise.
- (4) The Faculty Council shall adopt, by a simple majority of the votes of all its members, the Statute and its amendments or supplements, study programmes, and their amendments and supplements, the budget, the final balance sheet and other financial acts and their amendments and supplements, general acts regulating staffing policies and the organization of the Faculty, and the awarding of titles and their amendments and supplements.
- (5) The Faculty Council may render decisions, conclusions and recommendations by a secret ballot if it so decides previously, or if a secret ballot is prescribed by the Act and the Statute of the University.
A proposal for a decision on a secret ballot may be filed by the Dean or any member of the Faculty Council.
- (6) If the votes are split when the Faculty Council renders a decision, the Dean shall have the casting vote.
- (7) The Dean is obliged to convene a session of the Faculty Council at the request of at least one third of the members of the Faculty Council.
- (8) The manner of work and decision-making of the Faculty Council are regulated in more detail by separate regulations.

Article 44

The Faculty Council may appoint temporary committees for individual tasks within its competence.

Questions of Special Interests for Students

Article 45

- (1) Questions of special interest for students are those related to a change in the study system, ensuring the quality of studies, adoption of study programmes, establishing the curriculum and schedule of studies and students' standards.
- (2) When the Faculty Council is rendering decisions on questions of special interest for students, the student representatives have the right to a suspensive veto.

- (3) The student representatives may use the suspensive veto if the majority of student representatives on the Faculty Council so request. After the suspensive veto, the Faculty Council shall discuss the issue in question again no earlier than after 8 days.
- (4) At the repeated decision-making, the decision shall be rendered by a simple majority of all members of the Faculty Council, and the suspensive veto may no longer be used against it.

Vice-Deans

Article 46

- (1) Deans are assisted in their work by Vice-Deans.
- (2) A teacher with a scientific-teaching title may be elected as Vice-Dean.
- (3) The Dean shall propose up to six Vice-Deans in relation to the narrow field of activities they will be responsible for.
- (4) The Vice-Deans are appointed by the Faculty Council by a public vote following the nominations by the Dean, by a majority vote of the members present. In the decision on election, the field of their activities shall be defined in more detail.
- (5) The term of office of Vice-Deans lasts as long as the term of office of the Dean following whose nomination the Vice-Dean was elected, and it may be renewed.
- (6) Vice-Deans may be dismissed from office before the end of their term if they:
 1. request dismissal themselves.
 2. fail to fulfil the duties of Vice-Dean;
 3. act in violation of the provisions of regulations and general acts;
 4. by their conduct they harm the reputation of the duty they hold, and the reputation of the Faculty;
 5. lose the capacity to perform their duties.
- (7) Vice-Deans shall be dismissed from duty by the Faculty Council following a proposal by the Dean. If a Vice-Dean is dismissed, the Faculty Council shall, at the same session, elect another Vice-Dean following a proposal by the Dean.
- (8) The competence, obligations and rights of Vice-Deans are regulated by separate regulations.
- (9) A Vice-Dean who has been dismissed by a decision of the Faculty Council for the reasons referred to in paragraph 6, sub-paragraphs 2, to 4 of this Article, may not be a candidate for Vice-Dean for the next term of office.

Assistants to the Dean

Article 47

- (1) The Dean may, when a specific activity is not within the competence of a Vice-Dean or if it is extremely demanding, propose to the Faculty Council the appointment of assistants to the Dean.
- (2) The proposal for appointment must contain the number of assistants to the Dean requested, the area of their work and the time period for which their appointment is proposed.
- (3) Assistants to the Dean shall be appointed following a proposal by the Dean, by the Faculty Council by a public vote, by the majority of votes of the members present. In the decision on their election, the field of work and the time period for which they are appointed shall be stated in more detail.

- (4) Teachers with scientific-teaching titles may be appointed assistants to the Dean.
- (5) Assistants to the Dean assist the Dean in performing tasks within the field for which they are appointed.

The Dean's Advisory Committee

Article 48

- (1) The Dean's advisory committee is a professional and advisory body, which assists the Deans in their work.
- (2) The Dean's advisory committee consists of the Dean and the Vice-Deans.
- (3) The Dean prepares, convenes and chairs sessions of the Dean's advisory committee.
- (4) The Dean may convene the advisory committee in an extended composition for individual matters within their competence, in which the Faculty division heads and the assistants to the Dean also take part.
- (5) The advisory committee session referred to in paragraph 1 of this Article, pursuant to a decision by the Dean, may also be attended by the assistants to the Dean and other persons.

The Faculty Secretary

Article 49

- (1) The Faculty has a Secretary (hereinafter: the Secretary).
- (2) The Secretary is the executive body of the Dean, the Faculty Council, the Dean's advisory committee, and other professional services of the Faculty, and assists the Dean in the work of the organizational units of the Faculty Administration. The Secretary manages the Secretariat.
- (3) The Secretary is chosen on the basis of a public call for candidates, and the choice is confirmed by the Faculty Council. The Secretary is responsible for their work to the Dean, the Vice-Deans and the Faculty Council.
- (4) A person with a Master's degree in law (mag.iur) with at least five years' work experience in the profession, having passed the Bar Examination, may be chosen as the Faculty Secretary.
- (5) The competences, obligations and rights of the Secretary are regulated by the Regulations on the Organization of Employment Positions.

IV. TEACHING STAFF, ASSOCIATES AND SCIENTISTS

Those who Perform Teaching, Scientific and Professional Activities

Article 50

- (1) At the Faculty, teaching, scientific and professional activities are performed by teachers, scientists, associates, and other persons who have been awarded a title, whose qualifications have been established by award of a scientific-teaching, scientific, teaching, associate and professional title, and appointment to the appropriate employment position.
- (2) Teachers and associates, alongside the tasks established by the Act and other regulations, are also obliged to participate in the work of the Faculty Council and other working bodies, and undertake other duties, pursuant to this Statute, the University Statute, and other general acts.

Scientists and Scientific Titles

Article 51

- (1) Scientists are persons who, pursuant to the Act, have been awarded the appropriate scientific title and are registered in the Register of Scientists.
- (2) Scientific titles are: scientific associate, senior scientific associate, scientific advisor, and distinguished scientific advisor.
- (3) Acquisition of a scientific title does not depend on an employment position. The procedure for award of a scientific title may be instituted by a person who deems that they meet the requirements prescribed by the Act for award of a specific scientific title.
- (4) Scientific titles are permanent, but are withdrawn upon promotion to a higher title, or if they are revoked, pursuant to the Act.
- (5) Scientists are selected for scientific employment positions pursuant to the Act.

Scientific-Teaching, Teaching, Associate and Professional Titles

Article 52

- (1) Scientific-teaching titles are: assistant professor, associate professor, full professor, and distinguished professor.
- (2) Teaching titles are: lecturer and senior lecturer.
- (3) Associate titles are: assistant and post-doctorand.
- (4) Professional titles are: professional associate, senior professional associate and professional advisor.

The Procedure for the Award of Titles and the Appropriate Employment Positions

Article 53

- (1) Persons selected or persons who meet the requirements for award of an appropriate scientific title are selected for scientific teaching titles and the appropriate employment positions. An employment agreement is concluded with persons awarded a scientific-teaching title.
- (2) Award of a teaching, associate, or professional title is linked to the appropriate employment position.
- (3) Awards of scientific-teaching, teaching, associate and professional titles and the appropriate employment positions are conducted by means of a public call for applications.

Psychological and Physical Characteristics

Article 54

- (1) A person who is awarded a scientific-teaching, teaching, associate or professional title must possess the necessary psychological and physical characteristics.
- (2) The fulfilment of the requirements referred to in paragraph 1 of this Article is prescribed in more detail by an act of the University and the relevant regulations of the Faculty, which prescribe the manner, procedure and requirements for awards of titles and employment positions.

The Procedure for the Award of Scientific-Teaching Titles and the Appropriate Employment Positions

Article 55

- (1) The procedure for the award of a scientific-teaching title and the appropriate employment position is conducted by the Faculty pursuant to the provisions of the Act, the University Statute, this Statute and the regulations related to it, or general acts, on the basis of a public call for applications published in the Official Gazette, the daily press and on the Faculty's web site, and in the official web portal for employment positions of the European Research Area, and the call must be open for no less than 30 days.
- (2) The decision to publish a call for applicants for a senior scientific-teaching title and the appropriate employment position shall be rendered by the Faculty Council, having obtained the approval of the competent institution. The call for applications published for the award of the same or a higher scientific-teaching title and the appropriate employment position, due to the expiration of the time period for which an employee was chosen in a previous call, shall be published no more than three months before the expiration of that time period. A call for applications may also be published earlier than one year before the expiration of the time period for which the employee was chosen, by a special decision by the Faculty Council, but not less than three years from the previous selection.
- (3) The Faculty Council shall appoint an expert committee of three or five members no later than 30 days after the expiration of the deadline for applications. No more than two thirds of the members may be employees of the Faculty. The members of the committee must have the same or a higher scientific-teaching title than the one that is the subject of the selection.
- (4) If for some candidates it is necessary to award the appropriate scientific title, the Faculty Council shall send its opinion and a proposal for the award of the scientific title, to the competent parent committee within 30 days, on the basis of the report and proposal by the expert committee.
- (5) After receiving the decision of the parent committee, the expert committee shall send the Faculty Council a report establishing which candidate or candidates it proposes for award of the scientific-teaching title and the appropriate employment position.
- (6) If the procedure for award of a scientific title is not necessary for any of the candidates, the expert committee shall send its report and proposal to the Faculty Council.
- (7) The committee for the relevant field shall confirm the award of the scientific-teaching and scientific title, with the exception of the award of the titles and employment positions of full professor, distinguished professor, scientific advisor and distinguished scientific advisor, which are confirmed by the Senate, whereby the selection is validated.
- (8) All candidates in the procedure for award of a title and the appropriate employment position shall be informed of the results of the selection within 15 days from the day it is concluded.
- (9) If the Senate or the committee of the relevant field does not uphold the selection by the Faculty Council, the selection procedure shall be cancelled.
- (10) The requirements for selection and the selection procedure for award of individual scientific-teaching, teaching and associate titles and the appropriate employment positions, and the award of a scientific title are prescribed by separate regulations.

The Procedure for Re-appointment to Scientific-Teaching Employment Positions

Article 56

- (1) If no procedure has already been instituted for award of a higher scientific title and the appropriate scientific-teaching employment position for employees selected for scientific-teaching employment positions, apart from distinguished professor, the procedure for re-appointment shall be conducted pursuant to the Act, this Statute and a general act of the Faculty.
- (2) The procedure for re-appointment of an employee shall be conducted by the Faculty Council every five years.
- (3) The Faculty Council shall appoint an expert committee of three members, who must have the same or a higher title and employment position as the one for which the re-appointment is being conducted. At least one member of the committee must not be a Faculty employee.
- (4) The expert committee shall submit reports on the work of employees to the Faculty Council. The form of reports and the minimum requirements for the duties about which the reports are submitted are prescribed by the National Council for Science, Higher Education and Technological Development.
- (5) If the Faculty Council does not accept the report, or accepts a negative report on an employee's work, the re-appointment procedure shall be repeated two years after the day the decision was rendered.
- (6) If the Faculty Council does not accept the report referred to in the previous paragraph, or it accepts a negative report, the procedure for regular termination of employment shall be instituted (termination due to the employee's conduct).

The Procedure for the Award of Teaching Titles and the Appropriate Employment Positions

Article 57

- (1) The award of a teaching title is conducted for subjects that do not require a scientific approach.
- (2) The procedure for awarding a teaching title and the appropriate employment position is conducted pursuant to the provisions of the Act, the University Statute, this Statute and the relevant Faculty regulations.
- (3) In the procedure for selecting a teacher for a teaching title and the appropriate employment position, the provisions of the Act, the general acts of the University and the relevant Faculty regulations shall be applied.

The Procedure for the Award of the Title of Associate and the Appropriate Employment Positions

Article 58

- (1) The procedure for selection of associates for the associate titles of assistant and post-doctorand, and the appropriate employment positions is conducted by a public call for applicants, having received the approval of the competent institution, pursuant to the provisions of the Act, the Statute and general acts of the University, and the relevant Faculty regulations.
- (2) Assistants and post-doctorands in associate employment positions assist in implementation of part of the teaching process, and scientific and professional activities, pursuant to this Statute and other general acts.

- (3) Assistants and post-doctorands, employed on a project, participate in scientific and professional activities pursuant to this Statute and other general acts, and may also assist in conducting part of the teaching process, with the approval of the Faculty Council.
- (4) The assistants and post-doctorands referred to in paragraph 2 of this Article shall have mentors. Every assistant and post-doctorand has a mentor, who is appointed by the Faculty Council, following a proposal by the Department /clinic. Mentors are people with a scientific-teaching title. Mentors are obliged to monitor the effectiveness of the education of assistants or post-doctorands, and guide them from the beginning of their employment agreements to the end of their status as assistant or post-doctorand.

The Procedure for the Award of Professional Titles and the Appropriate Employment Positions

Article 59

- (1) Professional titles are: professional associate, senior professional associate and professional advisor. People with professional titles work in the appropriate employment positions with the same title.
- (2) People with professional titles work in the appropriate employment positions performing professional tasks related to scientific research and professional work.
- (3) The requirements for the award of professional titles and the procedure for selection for appropriate employment positions are prescribed by separate regulations.

Nominal Titles and Visiting Professors

Article 60

- (1) The Faculty Council may award an appropriate nominal scientific-teaching title without concluding an employment agreement to a person who meets the requirements for the appropriate scientific-teaching title.
- (2) The Faculty Council may entrust the conduct of up to one third of classes in a teaching subject to teachers, scientists or experts, without conclusion of an employment agreement, and regardless of their scientific-teaching title (visiting professors or teachers), under the condition that the basic part of the teaching subject is taught by a person with a scientific-teaching or teaching title.
- (3) Classes at the Faculty may not be taught by persons who have not been awarded a scientific-teaching, teaching, associate or nominal title, or persons whom the Faculty Council has not appointed to be visiting professors or teachers, or the persons referred to in paragraph 2 of this Article, to whom the Faculty Council has not entrusted the conduct of classes.
- (4) The Faculty Council may entrust conduct of classes in a specific subject to a prominent expert from abroad who has been awarded a scientific-teaching title.
- (5) The requirements and procedure for the award of a nominal scientific-teaching title are the same as the requirements and procedure for award of a scientific-teaching title.

Professor emeritus

Article 61

- (1) The Faculty may propose that the University award the honorary title of *professor emeritus* to its deserving, retired distinguished professors, pursuant to the relevant Faculty regulations.
- (2) The provisions of the University Statute and other general acts of the University apply to the award of the honorary title of *professor emeritus*.
- (3) Special regulations regulate in more detail the requirements and procedure for the award of the honorary title of *professor emeritus*.

Employment Agreements for Scientific-Teaching, Teaching, Associate, Scientific and Professional Employment Positions

Article 62

- (1) An employment agreement is concluded with persons awarded scientific-teaching, teaching, associate and professional titles and the appropriate employment positions, pursuant to the Act.
- (2) A temporary employment agreement is concluded with a person who has been selected for the associate employment position of assistant, for the period of no more than six years in the associate employment position of assistant. Assistants must enrol in Doctoral studies. People in associate employment positions are obliged to participate in the implementation of study programmes at the Faculty.
- (3) If the salary and/or costs of the assistant's Doctoral studies are provided from state budget funds, the agreement of the competent institution is needed for conclusion of the employment agreement.
- (4) A temporary employment agreement is concluded with a person who has been selected for the associate employment position of post-doctorand, for the period of no more than four years in the associate employment position of post-doctorand.
- (5) If the salary of the post-doctorand is paid from state budget funds, the agreement of the competent institution is needed for conclusion of the employment agreement.
- (6) A temporary employment agreement may be concluded with persons selected for scientific and associate employment positions who are working on a time limited project, for the duration of the project or part of it.
- (7) A teacher or scientist may make use of a paid study year (*sabbatical*) for scientific or professional work, pursuant to separate regulations.
- (8) The employment agreement of an employee with a scientific-teaching title or in a scientific employment position shall expire at the end of the academic year in which they reach 65 years of age when they retire.
- (9) For people employed in scientific, scientific-teaching and associate employment positions, which are financed from the state budget, their employment agreement and the time limits for award of temporary titles shall be extended for the period of time they take for maternal and/or parental leave, sick leave longer than three months, performance of public duties and other justified cases prescribed by the Act or a general act.
- (10) For the people referred to in the previous paragraph, who pursuant to a decision by the Faculty Council, or a decision by the Dean for employees with associate titles, have spent time in training abroad for a period longer than three months, their employment agreement and the time limits for award of a title may be extended by up to 6 months.

Article 63

- (1) The employment relationship of a distinguished professor may be extended, when the need for their work exists until the end of the academic year in which they reach 70 years of age.

- (2) A proposal to extend the employment relationship shall be adopted by the Faculty Council following a proposal by the advisory committee of the relevant Department /clinic for each academic year.
- (3) The proposal shall be sent to the relevant council for confirmation.
- (4) If the funds for the salary of the employee referred to in paragraph 1 of this Article are provided from the Faculty's own resources, the Faculty may extend the employee's employment relationship even beyond the limitations referred to in this Article.

Work outside the Faculty

Article 64

- (1) The scientific, teaching or professional activities of employees outside the Faculty, and financial and other interests stemming from those activities, may not be in any conflict of interest with the Faculty or the University.
- (2) Teachers and associates in full-time employment at the Faculty may not conclude employment agreements with any other legal entities without the approval of the Dean.
- (3) External teaching activities by employees of the Faculty at other institutions of higher education, outside the University, shall be conducted by an agreement between the Faculty and the institution of higher education, pursuant to a general act of the Faculty. Those activities may not exceed 30% of the employee's regular teaching activities at the Faculty, and must have the Dean's approval.
- (4) The approval referred to in the previous paragraph may be given if the activity planned by the employee is not in conflict with their regular employment obligations and the general interests of the Faculty.
- (5) An employee who has been awarded a scientific-teaching, scientific or teaching title may use paid or unpaid leave in order to undergo scientific or professional training in this country or abroad. The paid or unpaid leave shall be approved by the Faculty Council on the basis of a request by the employee, with the approval of the advisory committee of the relevant Department /clinic.
- (6) An employee who has been awarded an associate title may use paid or unpaid leave in order to undergo scientific or professional training in this country or abroad. The paid or unpaid leave shall be approved by the Dean on the basis of a request by the employee, with the approval of the advisory committee of the relevant Department /clinic.

Occasional and Temporary Employment

Article 65

- (1) Occasional and temporary employment and supplementary work at the Faculty shall be approved by the Dean.
- (2) For contract employment on a project, the scope of the scientific research and professional work to be performed shall be defined for each employee.

Disciplinary Responsibility

Article 66

- (1) Faculty employees shall be subject to disciplinary responsibility for breaches of employment obligations and undermining the reputation of the Faculty and the University.

- (2) Disciplinary acts and disciplinary measures, and the disciplinary procedure are established by a separate act.

Awards and Prizes

Article 67

Employees, students and other deserving individuals may receive awards and prizes for their work and contribution to the affirmation of the Faculty, in the form and in the manner established by the general acts adopted by the Faculty Council.

V. STUDENTS

Student Status

Article 68

- (1) Student status is acquired by enrolment in the University of Zagreb, the Faculty of Veterinary Medicine, and is demonstrated by a document whose form is prescribed by the Senate.
- (2) The integrated studies programme is conducted as regular studies due to its nature.
- (3) The costs of studying, whether in part or entirely, are financed pursuant to the Act and the University Statute.

The Rights and Obligations of Students

Article 69

- (1) Students have the right to:
 1. good quality studies and educational process as prescribed by the study programme;
 2. participation in some professional and scientific work pursuant to the capacities and needs of the Faculty;
 3. consultation and mentor work;
 4. freedom of opinion and expression of attitudes during classes and other activities at the Faculty;
 5. as an exception, the conclusion of studies in a shorter time period;
 6. free use of the library and other sources of information,
 7. enrolment in subjects from other programmes, pursuant to this Statute and other general acts of the University and Faculty;
 8. expression of an opinion on the quality (evaluation) of the classes and teaching staff;
 9. participation in decision-making, pursuant to the Statute and other general acts of the University and the Faculty;
 10. complain in cases of violations of any of their rights prescribed by the Act, the Statute and other general acts of the University and the Faculty;
 11. participation in the work of student organizations;

12. freeze their study obligations while doing military service, during pregnancy and for up to one year of their child's life, during a long period of illness or other justified cases for interruption of studies;
 13. other rights prescribed by the Statute and other general acts of the University and the Faculty;
- (2) Students must respect the study programme and principles of veterinary ethics, the general acts of the University and the Faculty, and regularly attend classes and meet other obligations.
 - (3) The disciplinary responsibility of students is regulated by separate regulations.
 - (4) The Faculty shall encourage students to become actively involved in the life of the Faculty and prescribes awards and incentives for especially active students.
 - (5) All students enrolled in a single year of the integrate studies course comprise the Year Council. The Year Council shall elect a president and deputy president of the Year Council at the beginning of the academic year. The Year Council shall meet as necessary.

Enrolment in Courses and Study Requirements

Article 70

- (1) Every person has the right to enrol in studies under the same terms, established by the Act, this Statute and the accompanying regulations, within the framework of the Faculty's enrolment quota.
- (2) Enrolment in the integrated studies is conducted on the basis of a public call for candidates published by the University, no longer than six months before the beginning of classes. The decision to publish the call for candidates is rendered by the Senate on the basis of a proposal by the Faculty and the Rector's advisory committee.
- (3) The Faculty shall publish a public call for candidates for the postgraduate study programme at least one month before the beginning of classes.
- (4) The call for candidates shall include the number of places available for enrolment, the costs of the studies, the documents that must be submitted, and the deadlines for applications to the call and enrolment.
- (5) Enrolment in a higher academic year is regulated by the requirements adopted by the Faculty Council for each academic year.

Student Mentors and Advisors

Article 71

- (1) Every first year student on the integrated studies programme is appointed a mentor from amongst the teaching staff or associates, who assists them in their studies, and monitors their work and achievements.
- (2) Every postgraduate Doctoral student is appointed an advisor upon enrolment.
- (3) The student's wishes shall be taken into account in the choice of mentor or advisor, with their consent.
- (4) The manner of appointment and other important questions related to students' study advisors and mentors are prescribed by separate acts.

Termination of Student Status

Article 72

Student status shall end:

1. when the student completes their studies;
2. upon deregistration from the Faculty;
3. if the student fails to enrol in the following academic year within the prescribed time limit;
4. if the student fails to complete their studies within the time limit prescribed by the study programme and other general acts of the Faculty;
5. due to exclusion from studies for reasons established by the general acts of the University and the Faculty,
6. for other reasons established by the Act, the general acts of the University and the Faculty.

VI. STUDY PROGRAMMES

Types of Courses

Article 73

(1) The university study programmes conducted at the Veterinary Faculty are:

1. integrated undergraduate and graduate studies
2. postgraduate specialized studies
3. postgraduate university studies (Doctoral studies).

(2) The studies referred to in paragraph 1 of this Article are organized and conducted by the Faculty, but they may be conducted in cooperation with scientific institutes or other scientific organizations, pursuant to a separate agreement on mutual cooperation.

(3) Each level of university studies leads to the award of a specific title or degree.

(4) Each level of studies referred to in paragraph 1 of this Article is in line with the European Credit Transfer and Accumulation System (ECTS), according to which at least 60 ECTS points are acquired in one year of studies, when all the teaching requirements are met.

Integrated Studies

Article 74

(1) At the Veterinary Faculty in Zagreb integrated undergraduate and graduate university studies courses in veterinary medicine are offered in Croatian and English.

(2) The integrated studies course trains students to perform tasks in the application and development of scientific and professional achievements in veterinary medicine.

(3) The study programme must be on the level of the latest scientific and professional insights and the skills based on these.

(4) The integrated studies course is organized and implemented according to the study programme adopted by the University Senate, on the basis of a proposal by the Faculty Council, having obtained the opinion of the competent institution.

(5) The study programme consists of mandatory and elective subjects. The mandatory subjects account for 80% of the minimum of 360 ECTS points in the study programme.

Specialized Study Courses

Article 75

- (1) The Faculty organizes specialized studies which last one or two years.
- (2) Enrolment, the length of the course, the rights and obligations of students, mentorship, the rules of studying, the requirements for completion of the course, and other matters related to the studies are regulated by the study programme and separate regulations.

Doctoral Studies

Article 76

- (1) Doctoral studies are organized at the Faculty as a study programme with mandatory and elective subjects, mandatory and elective scientific and professional activities, and subjects for research work.
- (2) The study programme may be organized and conducted in Croatian or English.
- (3) The programme of the Doctoral studies may be organized in cooperation with other national or international universities, or scientific institutions.
- (4) The programme of the Doctoral studies is formed for each student from the subjects available at the Faculty or the University. The programme is created by the student in consultation with their mentor.
- (5) The requirements for enrolment, the obligations and rights of doctorands, mentorship, the application procedure and assessment of the proposed Doctoral research and the procedure for defending the Doctoral dissertation are regulated by separate regulations.

The Founding of Study Programs and Professional Training Programs on the Basis of Contracts

Article 77

- (1) The Faculty may organize a specific study course independently with national or foreign legal entities.
- (2) The Faculty may organize and run various programmes of professional training, which are not deemed to be studies in the sense of the Act and this Statute. After completion of a professional training programme, the students are issued a special certificate.

The Duration of University Studies

Article 78

- (1) The integrated studies course lasts six years and leads to the acquisition of 360 ECTS points.
- (2) The Doctoral studies course lasts at least three years and leads to the acquisition of at least 180 ECTS points.
- (3) Specialized studies courses last between one and two years and lead to the acquisition of a minimum of 60 and a maximum of 120 ECTS points.

Academic Titles and Degrees

Article 79

- (1) Upon completion of the integrated studies course, the academic title of Doctor of Veterinary Medicine is awarded (Dr.Med.Vet.).
- (2) Upon completion of Doctoral studies, the academic degree of Doctor of Science in Veterinary Medicine (Dr. Sc.) is awarded.
- (3) With the completion of specialized studies, the academic title of University Specialist, Master of Veterinary Medicine, is attained (Univ.Mag.Med.Vet.), according to the specialized studies programme.
- (4) The abbreviated academic title is placed after the name and surname of the person, and the abbreviated academic degree comes before the name.

Transfer of ECTS Points

Article 80

- (1) The transfer of ECTS points is conducted between institutions with which the Faculty has concluded an agreement.
- (2) The criteria and requirements for transfer of ECTS points are prescribed by the relevant regulations when the transfer of points is conducted within the University.

Teaching Plans and Schedules

Article 81

- (1) The studies are conducted according to the teaching plan adopted by the Faculty Council for each academic year.
- (2) The teaching plan is published before the beginning of each academic year for the relevant academic year. The teaching plan is public and constantly available on the Faculty's web site. If for justified reasons the teaching plan is altered during the academic year, the change shall also be published on the Faculty's web site.

The Academic Year

Article 82

- (1) The academic year begins on 1st October in the current year and ends on 30th September of the following calendar year.
- (2) Classes are organized in semesters.
- (3) The way in which the classes are organized is defined by the study programme, pursuant to the general acts of the Faculty.

Examinations

Article 83

Examinations, grades, appeals regarding examinations, repeat examinations, examination periods, registering for examinations and how records are kept of examinations are regulated by the appropriate regulations.

The Requirements for Completion of Studies

Article 84

- (1) The integrated studies programme is completed by passing all the examinations, and writing and defending a degree paper, pursuant to the study programme. The defence of the degree paper is public before an examination panel, appointed by the Dean of the Faculty.
- (2) The Doctoral studies are completed by passing all the examinations, fulfilling all obligations prescribed by the study programme and this Statute, and writing and publicly defending a dissertation before a panel appointed by the Faculty Council.
- (3) The specialized study programme is completed by passing all the examinations, writing a specialized paper or passing the appropriate final examination, pursuant to the study programme. The defence of the specialized paper is public.
- (4) Upon completion of the studies, pursuant to the provisions of this Article, the student attains the appropriate academic title or degree, and other rights pursuant to the Act and separate regulations.

Revocation of Doctorates

Article 85

- (1) A Doctor of Science degree may be revoked if it is established that the dissertation was a plagiarized scientific paper or forged.
- (2) Revocation of a Doctor of Science degree shall be undertaken by the University Senate, on the basis of a request by the Faculty Council, in a procedure established in more detail in the relevant regulations.
- (3) Revocation of a Doctor of Science degree also implies the loss of a title for which one of the requirements is a Doctor of Science degree.

Revocation of Academic Titles

Article 86

- (1) Academic or professional titles or degrees shall be revoked if it is established that they were acquired in contravention of the requirements prescribed for acquiring them, or due to a gross violation of the rules of the studies.
- (2) Institution and conduct of the procedure to revoke an academic or professional title shall be conducted pursuant to the Act and this Statute, and the procedure is prescribed by separate regulations.

Types of Documents Related to Studies

Article 87

- (1) After completion of the integrated, Doctoral and specialized studies, students are issued with diplomas. The diploma certifies that the student has completed a specific course and attained the right to the appropriate academic title or degree.
- (2) Alongside the diploma, students are also issued with supplementary documents (Diploma Supplement) which state which examinations they passed with which grades, and give information on their work load.
- (3) The diplomas and certificates issued by the Faculty are public documents. Certificates are valid until the diploma is issued.

Graduation Ceremonies

Article 88

- (1) A graduation ceremony is the occasion when diplomas are officially presented following completion of integrated studies, or the completion of specialized studies.
- (2) Students who have completed integrated studies or specialized studies are presented with their diplomas by the Dean of the Faculty or a Vice-Dean authorized by the Dean.

VII. SCIENTIFIC AND PROFESSIONAL WORK

The Responsible Bodies

Article 89

- (1) Teachers who have been awarded scientific-teaching titles and are allocated to that employment position perform scientific work at the Faculty, along with persons in associate employment positions and other scientists who have met the requirements for performing scientific work.
- (2) Students of Doctoral studies and persons appointed to professional employment positions also participate in scientific work. Students of integrated studies and other persons who participate in the scientific and teaching process may also participate in scientific work.

Scientific-research and Professional Projects

Article 90

- (1) Teachers, associates and scientists, as individuals, may propose scientific-research, professional or development projects and other types of activities, with the written consent of the Dean or the Rector.
- (2) Organizational, financial and other forms of assistance (space, equipment and infrastructure) shall be provided to the person responsible for the scientific-research or professional project, depending on the type of activity, by the Faculty or the project principal.

Activities In Line with the Interests of the University and the Faculty

Article 91

- (1) Teachers, associates and scientists may not act in their work in violation of the interests of the Faculty and the University.
- (2) Teachers, associates and scientists may not use the name or symbols of the Faculty or the University for commercial purposes without the appropriate consent of the head of that institution.
- (3) Copyrights and the authors' interests in the printed and publicly presented results of the work of teachers, associates and scientists shall be protected pursuant to the regulations on copyright.

VIII. QUALITY IMPROVEMENT

Quality Management and Quality Improvement

Article 92

- (1) In its effort to achieve the highest standards of quality, by its own activities the Faculty is building the characteristics of quality into all aspects of its operations and all regulations.
- (2) The Faculty is building its own system to improve quality which is a systematic part of the university system for managing and improving quality, pursuant to the provisions of the University Statute and the general acts of the Faculty.

IX. ASSETS AND FINANCING

Article 93

The Faculty's assets comprise real property and moveable property in its ownership, including property rights and financial resources acquired from the founder, obtained by the provision of services, or obtained from other sources.

Sources of Financing

Article 94

- (1) The Faculty is financed from sources established by the Act, the University Statute and this Statute.
- (2) The Faculty may earn its own revenue only from activities which are not in conflict with the basic tasks of the Faculty.

The Faculty Budget

Article 95

- (1) The Faculty budget consists of resources credited from the state budget for the regular performance of its activities, resources from projects, revenue earned on the market from the performance of the Faculty's activities, and other resources acquired pursuant to regulations and other acts.
- (2) The Faculty budget is subject to the law, subordinate regulations, the University Statute, this Statute and other general acts of the University and the Faculty.

The Distribution of Revenue Earned by Commercial Means

Article 96

- (1) The Faculty independently disposes of revenue earned on the market from performance of its own activities, pursuant to separate regulations, the provisions of the University Statute, this Statute, and other acts of the Faculty and the University of Zagreb.

- (2) The Faculty's own revenues are used exclusively for performing and development of the Faculty's activities, pursuant to this Statute.

X. THE PUBLIC NATURE OF WORK AND BUSINESS AND OFFICIAL SECRETS

The Public Nature of Work

Article 97

The work of the Faculty is public.

Informing the Public

Article 98

- (1) The Faculty is obliged to inform the public of the performance of its activities in a truthful and timely manner.
- (2) Only the Dean or a person they authorize may inform the public about the work, business and development of the Faculty through the public media.

Business and Official Secrets

Article 99

- (1) Business and official secrets are deemed to be information, documents, general acts and other files declared secret, pursuant to the law and the general acts of the University and the Faculty.
- (2) Business and official secrets are deemed to be documents and information whose publication or availability to unauthorized persons would be contrary to the interests of the Faculty or could harm its business reputation. Business and official secrets are deemed to be in particular:
1. documents and files which the Dean declares to be business and official secrets;
 2. information which the Faculty learns from other legal entities or competent bodies as a business and official secret;
 3. information relating to business which the Faculty performs for the needs of public bodies if it is protected by the relevant level of secrecy;
 4. information about bids in tender procedures up until the time when the results of the tender are published;
 5. information about authors or reviewers in secret review procedures (blind reviews);
 6. the physical and technical security plan for the Faculty's buildings and property;
 7. other information and documents which have been declared secret by regulations.
- (3) Information that is deemed to be a business and official secret may only be communicated to other persons by the Dean or a person the Dean authorizes.
- (4) In public appearances, all teachers, scientists and associates are obliged to state whether they are appearing in their own name or in the name of the Faculty.
- (5) A breach of a business secret or a public appearance in the name of the Faculty without the authorization of the Dean is deemed to be a serious breach of employment obligations.

XI. TRANSITIONAL AND CONCLUDING PROVISIONS

Ownership, Faculty Bodies, Committees and Duties

Article 100

- (1) All the assets acquired by the Faculty - real property, moveable property, and other property rights, shall remain the property of the Faculty.
- (2) The Faculty Council that was constituted pursuant to the regulations in force before this Statute came into force, shall continue its work until a Faculty Council is constituted pursuant to this Statute.
- (3) The term of office of the members of the permanent committees of the Faculty Council who were elected before this Statute came into force shall last until the election of new members of the permanent committees pursuant to this Statute.
- (4) The Dean of the Faculty, the heads of divisions and Department /clinics elected pursuant to the provisions of regulations adopted previously, shall continue their work until the term of office expires for which they were elected, and their current term of office shall be taken into consideration in the limitation of repeating the same term more than twice.

Academic Titles and Degrees Already Attained

Article 101

- (1) The academic title of graduate veterinarian acquired by completing studies in veterinary medicine pursuant to the law is equally valid as the academic title of doctor of veterinary medicine.
- (2) Persons who completed studies in veterinary medicine and attained the title of graduate veterinarian shall be issued new documents, at their request and their expense, with the academic title of doctor of veterinary medicine.

The Veterinary Faculty Museum

Article 102

The organizational unit referred to in Article 10, paragraph 1, point VII; sub-point 5, the Veterinary Faculty Museum, shall be founded as a specialized museum, pursuant to the Act on Museums and other legislation governing museum activities, and as a museum within the system of public institutions, pursuant to the Act on Institutions.

The museum shall begin work only after receiving a Decision from the Ministry of Culture on the existence of the requirements for its foundation and registration in the appropriate registers.

General Acts

Article 103

- (1) Until general acts are adopted pursuant to the provisions of this Statute, the existing acts of the Faculty shall be applied, apart from provisions which are contrary to the Act, the University Statute and this Statute.
- (2) The Faculty is obliged to adopt new and align existing general acts pursuant to the provisions of this Statute within one year of the day it comes into force.
- (3) The Faculty Council shall be constituted pursuant to the provisions of this Statute within 60 days from the day it comes into force.
- (4) The Statute Committee shall be competent for interpretation of this Statute and the implementing regulations adopted pursuant to it.

Article 104

When this Statute comes into force, the Statute of the Faculty of Veterinary Medicine of the University of Zagreb, class: 012-03/11-01/12, reg. no: 252-61-01/139-11-5 of 22nd November 2011 shall cease to apply.

Article 105

This Statute shall come into force after it receives the approval of the Senate of the University of Zagreb, and on the eighth day after its publication on the Faculty notice board and the Faculty's web site.

The Dean

Prof. Dr. Sc. Nenad Turk.

Class: 012-03/17-01/05
Reg. no. 251-61-01/139-17-01
Zagreb, 22nd December 2017