

# Code of Discipline of the Faculty of Science, Humanities and Education of the Technical University of Liberec

## Article 1 Introductory Provisions

1. The Code of Discipline of the Faculty of Science, Humanities and Education of the Technical University of Liberec (henceforth **FP** and **TUL**) addresses the disciplinary offences of students enrolled at the faculty in any form of studies, in compliance with paragraph 31 (subsections 1 through 3) of the Act on Higher Education Institutions No. 111/1998 Coll. (hereon **the law**).
2. The Code of Discipline is not applicable to employees of the faculty.

## Article 2 Jurisdiction and Complaints

1. In accordance with paragraph 64 of the law, a disciplinary offence is understood as a culpable breach of obligations set down in relevant legislation and the bylaws and regulations of TUL and FP.
2. Disciplinary proceedings are initiated by the Disciplinary Committee on the basis of a motion by the dean. Written complaints requesting the initiation of disciplinary proceedings can be lodged by all employees, students and organizational units of TUL, as well as by natural and legal persons at the dean's secretariat. In case the dean deems the submitted request sufficiently sound to justify the initiation of disciplinary proceedings, s/he presents his or her motion to the chairperson of the Disciplinary Committee without undue delay. The dean's motion contains a description of the deed, if available, any evidence supporting it, as well as a justification of why the deed in question is considered an offence. The disciplinary proceedings commence with the delivery of the motion to the student.

## Article 3 Disciplinary Action

1. In accordance with paragraph 65 of the law, the Disciplinary Committee may recommend the following types of disciplinary action to the dean:
  - a. reprimand;
  - b. expulsion suspended for a specific period of time (probation) with specific conditions set for proving themselves;
  - c. expulsion.





2. If it comes to light that no disciplinary offence was committed, it is not possible to prove that the offence was committed by the student, or the person in question is no longer a student, the disciplinary proceedings are terminated in accordance with paragraph 69, subsection 2 of the law.
3. Pursuant to paragraph 65 of the law, it is possible to refrain from disciplinary action if the hearing of the disciplinary offence in itself leads to its rectification.
4. Expulsion is only possible in the case of deliberate offences of discipline.
5. The dean cannot impose a more severe form of punishment than that devised by the Disciplinary Committee.

## Article 4

### The Rules of Procedure of the Disciplinary Committee

1. The Disciplinary Committee elects and recalls its chairperson from amongst its own members.
2. Sessions of the Disciplinary Committee are summoned by the chairperson. If no chairperson has been elected yet, the committee is summoned by the dean.
3. If the Disciplinary Committee examines an offence committed by one of its members, that member is excluded from the decision making.
4. The Disciplinary Committee acts without undue delay following the dean's motion to initiate disciplinary proceedings. Members of the committee are familiarized with the case to be heard at least seven days before the hearing is to take place.
5. Those who lodged the complaint can be present at the hearing of the disciplinary offence, with no right to vote. If it is necessitated by circumstances, further persons (e.g. witnesses, heads of departments, etc.) can be summoned to the hearing with the aim of obtaining evidence. Those summoned do not vote.
6. Hearings of disciplinary offences are oral, held in the presence of the student.
7. Hearings can only be held in the absence of the student if they do not appear without providing a valid excuse. Students can excuse themselves than three days before the date set for the hearing of the Disciplinary Committee. Excuses have to be substantiated. The chairperson of the committee decides upon the legitimacy of the excuse and reschedules the meeting if necessary.
8. The committee is quorate only if the absolute majority of its members are present.
9. The final decision of the committee is reached by vote. A decision can be adopted by a simple majority of the votes of the members present during the hearing. In the case of a tied vote, the chairperson's vote is decisive.
10. As a conclusion of the proceedings, the chairperson informs the student summoned to appear in front of the committee with its proposed decision. This proposal is then transferred to the dean for decision. The dean's decision is delivered to the student pursuant to paragraphs 68 and 69a of the law.



## Article 5

### Transitional and Concluding Provisions

1. Disciplinary offences cannot be heard if the period of a calendar year has passed since their commission or if the same amount of time has passed since their definitive conviction in criminal proceedings (cf. paragraph 66 of the law).
2. The Code of Discipline of FP TUL approved by the Academic Senate of TUL on June 18, 1999 which entered into force on July 1, 1999 is hereby revoked.
3. The present Code of Discipline was approved by the Academic Senate of FP TUL on September 7, 2018, and by the Academic Senate of TUL on October 23, 2018.

