

Appendix No. 1 to Resolution No. 1/09/24
Society for Economic and Environmental Education Ltd.
headquartered in Kwidzyn, dated September 3, 2024.

STATUTES
Powiślański University

Kwidzyn, 3 September 2024

Chapter 1 General provisions

§ 1

1. The Powiślański University, hereinafter referred to as the "university", is a non-public university established by the Society for Economic and Ecological Education Ltd. with its seat in Kwidzyn, hereinafter referred to as the "founder".
2. The university operates on the basis of the Law of July 20, 2018. Law on higher education and science and Science (Journal of Laws of 2023, item 742, as amended), hereinafter referred to as the 'Act', and this Statute.
3. The headquarters of the university is the city of Kwidzyn.
4. The university conducts its activities at its headquarters or off-site - in its branches.
5. The university has legal personality.
6. The university is autonomous under the terms of the law.
7. The university provides studies in at least one field of study.
8. The Powiślański University is a vocational university providing education on studies with a practical profile and a general academic profile, taking into account the needs of the socio-economic environment.
9. The University may use an abbreviated name by using the name "PSW". In relations with foreign countries, the university may use the name "Powiślański University".
10. The university has an emblem and a banner. The design of the emblem and banner, as well as the rules of storage and use and use shall be established by the Senate.

§ 2

Supervision of the university, to the extent established by law, is exercised by the minister responsible for higher education.

§ 3

The basic tasks of the university are defined by the Law and these statutes.

§ 4

The university carries out its tasks through:

1. Conducting higher education in accordance with its authorizations and provisions of the in the law.
2. Conducting postgraduate studies or other forms of training.
3. Providing specialized education including continuing education courses and professional training.
4. Education and promotion of university personnel.
5. Create conditions for people with disabilities to participate fully in:

- a) the process of admission to the university for education,
 - b) education.
6. To educate students with a sense of responsibility for the Polish state, national tradition, as well as strengthening democratic principles and respect for human rights.
 7. Creating conditions for the development of students' physical culture.
 8. Disseminate and multiply the achievements of science and culture, including by collecting and making available library, information and archival collections.
 9. Community and regional activities.
 10. Running Medical Simulation Centers.
 11. Running a scientific and development institute, including scientific and scientific and development activities.
 12. Running a student house and student cafeteria, as well as a Toddler Club and a Pre-school Point under the Powiślański University Foundation..

§ 5

1. A university may conduct business activities, with the consent of the founder, separate organizationally and financially from the core activities of the university, as referred to in Article 11 of the Law.
2. The business activities referred to in paragraph 1 may be carried out in the form of establishments, created, transformed and liquidated by the rector with the approval of the founder.
3. The Department is headed by a manager, appointed and dismissed by the Rector.
4. Business activities may be conducted in the field of trade and services. The scope must not conflict with the tasks and mission of the university.
5. The rules for conducting business activities are set by regulations established by the Bursar/Director of Records and approved by the Program and Finance Council.

§ 6

The founder's exclusive competence includes:

1. Granting and amending the statutes of the university.
2. Applying for a change in the name of the university to the minister in charge of higher education.
3. Appointment of the Quaestor.

§ 7

1. The University may establish foundations whose statutory purpose will be to support the activities of the University or to establish new educational initiatives.
2. The founder of the University appoints the Foundation's Board of Directors, which develops the foundation's charter.
3. The university may finance the activities of the foundation only from the profit made.

Chapter 2 Organization of the university

§ 8

1. The basic teaching organizational unit of the university is the faculty.
2. The department conducts at least one course of study.
3. The faculty is created, transformed and abolished by the rector, after receiving a favorable opinion from the Senate.
4. The substantive work of the university's departments is headed by the vice-rector for instructional affairs.

§ 9

1. The following organizational units may also be created within the department: departments, establishments, institutes, centers and colleges.
2. A prerequisite for the establishment of a department and a plant is the full-time employment of at least one academic staff member with a doctoral degree.
3. In order to perform tasks common to the entire university, university-wide units - studios and institutes - may be created. A studio can be established if it employs full-time at least one person with a master's degree. An institute may be established if it will employ full-time at least one person with a doctoral degree.
4. The units referred to in paragraphs 1 and 3 are created, transformed and liquidated by the rector, after consultation with the Senate. The heads of these units are appointed and dismissed by the rector.
5. The detailed organizational structure of the university is defined by the organizational regulations, issued by the rector.

§ 10

1. The university has a library-information system, which includes the main library and the branch libraries with reading rooms. The library is a university-wide information unit, whose task is to collect, develop and make available collections, including electronic collections, as well as to conduct scientific information. The library is headed by a person designated by the rector.
2. The detailed organization and rules of operation of libraries are determined by the rector.
3. The library may be used, free of charge, by employees, students, participants in postgraduate studies and courses conducted by the university.
4. The library provides access to its collections during the time when classes are in session, during the examination session and on the basis of the established schedule during free periods.
5. Within the limits of the available possibilities, within the scope that does not interfere with the use of the library by the persons referred to in paragraph 3, the collections made available in the reading room may be used by persons who are not employees and students

- of the university, who, in accordance with the provisions of the in the Rules and Regulations for the use of the library (lending and reading rooms) of the Powiślański University, shall obtain such right on the basis of a separate order of the Rector.
6. In connection with the operation of the library and information system, the university may process the following personal data: name, surname, effective mailing address and student ID card number or series and number of the identity document held with a photograph.
 7. Detailed rules for the use of the library and information system are set forth in the regulations, given by the rector after consultation with the library council.
 8. The university has a library council as a consultative body of the rector in matters of the library and information system of the university.
 9. The library board consists of:
 - 1) Library manager/employee,
 - 2) Vice-rector for teaching / Vice-rector for practical education,
 - 3) Vice Chancellor for Academic Affairs and Educational Quality / Vice Chancellor for Students and Graduates,
 - 4) Manager/employee of the Institute of Science and Development,
 - 5) Library service workers,
 - 6) Representatives of academic teachers with at least a doctoral degree - one from each department,
 - 7) Representatives of students in each field of study delegated by the relevant student government bodies.
 10. The chairman of the library council is elected by the library council from among its members, listed in paragraph 9 items. 1,2 i 4.
 11. The scope of the library board includes:
 - 1) to give an opinion on the rules submitted by the library staff for collecting, developing, storing, providing access to and preserving the collections of the university's library and information system;
 - 2) to give an opinion on the draft regulations specified in paragraph 7;
 - 3) opinion on reports on the operation of the university's library and information system;
 - 4) formulating opinions and proposals on matters of structure and operation of the library and information system of the university.
 12. The library board also considers other matters referred to it by the rector concerning the library and information system of the university.

Chapter 3

Bodies of the university

§ 11

1. The collegiate bodies of the university are:

- 1) Program and Finance Council,
- 2) Senate.
2. The single-member bodies of the university are:
 - 1) Rector,
 - 2) Vice-rectors,
 - 3) Senate Plenipotentiaries,
 - 4) Plenipotentiaries of the Rector.
 - 5) The representative (honorary) body of the university is the President.

§ 12

1. A seven-member Program and Finance Council (Council) is created, consisting ex officio of the rector, pro-rectors, bursar and three permanent members designated by the founder.
2. The Council is chaired by the rector, or in his absence by the vice-rector designated by him.
3. The Founder has the right to change the permanent members of the Council designated by him.
4. The Council's vote is taken by a simple majority.
5. In addition to the matters further specified in the statute, the Council's powers include:
 - 1) approval of the university's financial statements for the previous calendar year,
 - 2) approval of salary regulations,
 - 3) approval of employment plans.

§ 13

1. The Senate consists of:
 - 1) Rector as chairman;
 - 2) Vice-rectors,
 - 3) Senate Plenipotentiaries;
 - 4) Plenipotentiaries of the Rector,
 - 5) Bursar / Employee Affairs Manager;
 - 6) Managing Director;
 - 7) Director of Documentation;
 - 8) Representatives of academic teachers, at least one for each course being taught;
 - 9) five representatives of non-academic staff;
 - 10) student representatives in a number that ensures them twenty percent of the Senate.
2. The Rector may invite other persons to Senate meetings, in an advisory capacity.

§ 14

1. Elections of representatives of academic teachers and representatives of employees who are not academic teachers to the Senate are held according to the following rules:
 - 1) the active and passive right to vote is granted to full-time employees of the university, the right to nominate candidates is granted to any voter,

- 2) elections are conducted by election committees appointed by the rector,
 - 3) the time and place of holding and the detailed procedure for elections shall be determined by the rector and announced no later than 14 days before the election day,
 - 4) university teachers make the choice as a separate group,
 - 5) the candidates with the most votes are elected.
2. The procedure for the election of student representatives is determined by the rules of the student government.

§ 15

1. The term of office of the Senate is four years, subject to paragraph 3.
2. The term of office of the Senate begins on September 1 of the year in which the Senate is appointed, and ends on August 31 in the year in which the term expires.
3. The term of office of student representatives in the senate is determined by the rules of the student government.
4. The mandate of a member of the Senate expires in the event of:
 - 1) written resignation of the mandate or function,
 - 2) death,
 - 3) termination or expiration of the employment relationship,
 - 4) graduation or removal from the list of students.
5. The Senate may suspend a member of the Senate before the expiration of his or her term in the event of:
 - 1) unexcused absence from three meetings,
 - 2) long-term illness that prevents participation in the work of the Senate,
 - 3) conviction by final judgment for committing a crime,
 - 4) conduct by him of activities incompatible with the interests of the university.

§ 16

The powers of the Senate include:

- 1) appointment of the Election Committee to conduct the election of the Rector;
- 2) adoption of study rules and regulations for postgraduate studies;
- 3) adoption of the university's strategy and approval of the report on its implementation;
- 4) conducting a performance evaluation of the university;
- 5) formulating recommendations to the rector on the tasks performed by him;
- 6) determining the conditions, procedure and date of commencement and termination of enrollment in studies and for specialized education;
- 7) adopting, after consultation with the competent body of the student government, study programs and schedules for its implementation, taking into account the learning outcomes in accordance with the Polish Qualifications Framework for Higher Education;
- 8) adoption of plans and programs for specialized education;

- 9) determining how to confirm learning outcomes;
- 10) performing tasks related to:
 - a) assigning levels of the Polish Qualification Framework, to qualifications awarded after completing postgraduate studies,
 - b) inclusion in the Integrated Qualifications System - qualifications awarded upon completion of postgraduate studies and other forms of education, in accordance with the in accordance with the Act of December 22, 2015 on the Integrated Qualifications System (Journal of Laws of 2020, item 226);
- 11) opinion on the planned size of education;
- 12) to give an opinion on the principles of studying according to an individual study plan and program of study;
- 13) opinion on candidates for rector, vice-rector;
- 14) to give an opinion on proposals for the establishment of branches and the creation or liquidation of a field of study;
- 15) Creation of specializations within the framework of the study fields conducted;
- 16) determining the rules for determining the scope of duties of academic teachers, the type of teaching activities covered by these duties, including the size of teaching tasks for individual positions and the rules for calculating teaching hours;
- 17) opinion on plans for cooperation with foreign countries;
- 18) to make proposals to the founder on amendments to the statutes of the university;
- 19) determining the compliance of the regulations of the student government with the law and the statute;
- 20) expressing the opinion of the academic community of the university and expressing opinions on matters submitted by the rector or at least 3 members of the Senate; giving an opinion on the financial statements of the university;
- 21) enacting bylaws:
 - a) management of copyright and related rights and industrial property rights, as well as commercialization rules,
 - b) use of the university's research and teaching infrastructure.

§ 17

1. The Senate meets in regular or special sessions.
2. Ordinary meetings of the Senate are convened by the rector as needed, but at least once per semester, except during the summer break.
3. Extraordinary meetings are convened by the rector on his own initiative, at the request of the founder or a written request of at least 1/3 of the statutory number of members of the Senate. The request for an extraordinary meeting should specify the subject of the meeting. An extraordinary meeting should be convened no later than 14 days from the date of the request.

§ 18

1. The Senate adopts rules of procedure for its deliberations.
2. The Senate may appoint standing and ad hoc committees, determining their composition and scope of activity.
3. Voting during Senate deliberations is open unless:
 - 1) concerns personnel matters,
 - 2) a request for a secret ballot will be submitted by at least three members of the Senate.
4. The Senate passes resolutions in the presence of at least half of the statutory number of members except for matters for which higher requirements are stipulated by law.
5. Senate resolutions are binding on all university bodies and members of the university's academic community.
6. In the event that the Senate adopts a resolution that is inconsistent with statutory provisions, the Articles of Association or that violates an important interest of the university, the rector, in consultation with the founder, shall suspend its implementation and submit it to the Senate for reconsideration. If the Senate does not repeal or amend the resolution, the founder makes the final decision.
7. The proceedings of the Senate are minuted.
8. The Senate, by majority vote, may appoint Senate Plenipotentiaries for separate tasks of the university.

§ 19

1. The president is appointed and dismissed by the university's founder.
2. The appointment of the president is for an indefinite period of time.
3. The president serves in an honorary and representative capacity.

§ 20

1. The rector is elected by the Senate, from among the designated candidates. The rector is elected by an absolute majority of votes.
2. The term of office of the rector is four years, with the possibility of reappointment. The term begins on September 1 of the year in which the rector is appointed, and ends on August 31 in the year in which the term expires.
3. The rector directs the research and teaching activities of the university and represents it externally. The Rector is the supervisor of all employees and students.

§ 21

1. The rector's responsibilities include:
 - 1) exercising supervision over the teaching activities of the university;
 - 2) exercising supervision over the proper functioning of the university;
 - 3) preparation of draft statutes and draft strategy of the university;

- 4) reporting on the implementation of the university's strategy;
 - 5) applying to the minister responsible for higher education with requests to launch new faculties and branches of the university in the institution;
 - 6) establishment of employment relationships with academic teachers, and employees non-academic teachers;
 - 7) performing labor law activities;
 - 8) appointment and dismissal of persons to hold leadership positions in the university;
 - 9) determining the responsibilities of pro-rectors and proxies of the rector;
 - 10) creation, transformation and liquidation of organizational units, after consultation with the Senate, subject to §9.4 of the statute;
 - 11) granting, after an opinion of the senate, awards to academic teachers and persons non-academic teachers;
 - 12) convening and presiding over meetings of the Senate;
 - 13) ensuring compliance with the law and ensuring security at the university;
 - 14) developing the organization of the academic year;
 - 15) deciding on the creation or liquidation of a field of study After consultation with the Senate;
 - 16) conducting financial management of the university, making decisions regarding the property and finances of the university, including the disposal or encumbrance of property, incurring liabilities and signing financial agreements;
 - 17) ensuring the implementation of the university's regulations.
2. As the superior of all students, the rector:
 - 1) considers appeals against decisions of pro-rectors,
 - 2) maintains a register of university student organizations,
 - 3) undertakes the activities specified in the provisions of the Law with regard to discipline and responsibility of students, including the appointment of a disciplinary ombudsman.
 3. The rector submits an annual report on the activities of the university and the implementation of the university's strategy.
 4. The Rector gives organizational regulations, which specify:
 - a) the organizational structure of the university and the distribution of tasks within this structure,
 - b) organization and rules of operation of the university administration.

§ 22

1. The rector acts with the assistance of no more than four pro-rectors, appointed and dismissed by himself after consultation with the Senate.
2. The detailed responsibilities of pro-rectors are determined by the rector.
3. The rector, with the approval of the Council, may appoint the rector's plenipotentiaries for separate tasks of the university.

§ 23

1. Vice-rectors are appointed and dismissed by the rector, after consultation with the Senate. However, to appoint a pro-rector whose responsibilities include student affairs, an opinion of the student government is required.
2. The term of office of the pro-rector is four years, with the possibility of reappointment. The term of office begins on September 1 of the year in which the pro-rector is appointed and ends on August 31 in the year in which the term expires.
3. The Vice-Rector for Teaching Affairs heads the department and represents it externally. The responsibilities of the Vice-Rector for Teaching Affairs include:
 - 1) directing the faculty and subordinate academics;
 - 2) supervision of the teaching activities of the university's organizational units;
 - 3) faculty representation outside the university;
 - 4) monitoring and accountability for the quality of education in the fields of study;
 - 5) hospitalizing classes;
 - 6) developing a faculty development strategy in line with the university's development strategy;
 - 7) supervision of the maintenance of records of the course of study;
 - 8) issuing administrative decisions regarding students;
 - 9) organization and coordination of diploma examinations;
 - 10) control of the university's library resources, within the framework of the university's Library Council;
 - 11) supervision of the individual study plan, educational concept and curriculum;
 - 12) supervision of transfers and admissions of new students and transfers of student achievements;
 - 13) didactic supervision of students' repetition of unscored subjects;
 - 14) making deletions from the list of students;
 - 15) didactic supervision of practical training of students;
 - 16) passing semesters and making enrollment in subsequent semesters of students;
 - 17) substantive supervision of thesis evaluations in the Unified Anti-plagiarism System;
 - 18) taking care of the university's image;
 - 19) carrying out other official orders of the university authorities.
4. The Vice-Rector for Students and Alumni Affairs plays a key role in creating a favorable environment for students and alumni at the university and in providing them with support at every stage of their education and careers. The responsibilities of the vice-rector for students and alumni affairs include:
 - 1) conducting matters relating to the activities of the University, in the area of student and alumni affairs, including:
 - a) creation and control of information directed to students and graduates;

- b) supervision and control of the receipt of information, analysis of feedback;
 - c) integration of students and alumni, including planning and implementation in cooperation with other units of the University integration events, including for foreign students;
 - d) ongoing contact with students, including, first and foremost, the Student Government, the heads of the various groups; organizing meetings with students in the context of the educational program and other programmatically and qualitatively important areas of the university's activities; involving students and alumni in the public activities of the university for the benefit of various stakeholder groups - students / senior citizens, etc;
 - e) supervision of the system of motivating and supporting students and graduates, including in particular in the context of scientific, sports and other activities beyond the study programs;
 - f) supervision and control of the Powiślański Student Development Fund - information, distribution of funds, performance control, reporting;
 - g) supervision of the implementation and development of the student scientific movement, including Scientific Circles, participation of students and graduates in scientific conferences, workshops and other forms of scientific activity;
 - h) supervision and motivation of students and graduates for sports activities, including the establishment and maintenance of relations with sports clubs / athletes' associations, etc. work on the establishment of the Powiślański Academic Sports Association;
 - i) supervision, control and organization of the Office for Persons with Disabilities in student and graduate affairs;
 - j) supervision, control and organization of the activities of the Career Office of students and graduates, work on the establishment of the Student Entrepreneurship Accelerator and Graduates;
 - k) supervision of the University's Banner Post;
- 2) Supervision and control of analyses on students and graduates, including:
- a) surveying the quality of college education (2 times per semester);
 - b) surveying the evaluation of the university administration (1 time per academic year);
 - c) surveying the Fate of University Graduates (1 time per year - 2 surveys);
 - d) survey on self-assessment of professional preparation in the field of nursing / emergency medicine / other (1 time per academic year - 2 surveys);
 - e) surveying the distance assessment of professional suitability of nursing students (1 time per academic year);
 - f) survey on ethical behavior and academic integrity (1 time per academic year);
 - g) study of achievements - grades of students in the academic year (1 time per academic year - each field of study).

- h) organization of the university's Alumni Network;
 - 3) Participation and substantive supervision and control of the circulation of documents relating to student affairs, including:
 - a) affairs of students with disabilities;
 - b) student government and student organizations;
 - c) the student scientific, cultural and sports movement;
 - d) social and living affairs of students;
 - e) matters of student scholarships and grants.
 - 4) To stimulate innovation in education at the University in the context of the needs and ideas of students and graduates;
 - 5) Substantive participation in the process of program evaluation, faculty accreditation and analysis of the staffing status of Departments/Departments in compliance with the rules of in terms of authority;
 - 6) Participation in national and international conferences and meetings and teamwork related to student and alumni affairs in universities;
 - 7) cooperation with units of the University, important from the point of view of students and graduates:
 - a) Curriculum and Teaching Council,
 - b) Commission for practical training,
 - c) the Education Quality Commission, including the Education Quality Coordinator;
 - 8) Replacement of the Rector in his absence;
 - 9) Performing other activities ordered by the Rector.
5. The responsibilities of the Vice-Rector for Academic Affairs and Quality of Education include all matters assigned by the Rector, developed as a result of meetings of the University Senate and arising from internal acts and activities of the University. In addition, the responsibilities of the Vice-Rector for Science and Quality of Education include:
- 5.1. In the field of education (bachelor's and master's degree / unified master's degree):
- 1) implementation of tasks on the development and improvement of the forms and mode of education In cooperation with the pro-rector for didactic affairs.
 - 2) implementation of the University's responsibilities in the implementation of the educational process, including:
 - a) preparation and updating of syllabuses in all fields of study,
 - b) preparing and updating study programs.
 - 3) supervision of all forms of education in matters of documentation, including:
 - a) preparation in full of bachelor's and master's degree programs and uniform / postgraduate studies, syllabuses, matrixes, learning outcomes.
 - 4) establish, in consultation with the Vice-Rector for didactic affairs and the Vice-Rector for practical education, scientific and educational cooperation with the broader socio-economic environment of the University.

- 5) implementation of new solutions in the didactic process (new majors, interdisciplinary education, expansion of didactic offerings, e-learning, blended-learning, development of educational offerings for foreigners, education in foreign languages) in consultation with the vice-rector for didactic affairs and the vice-rector for practical education.
- 6) implementation and coordination of the educational quality assessment process and preparation for the accreditation process and the ECTS system.
- 7) supervision of the implementation of tasks by the Educational Quality Commission on the Internal Educational Quality Assurance System of PSW.
- 8) participation in meetings and work of committees/teams/bodies dealing with educational issues in universities.
- 9) supervise in-house projects in the field of health education, events and pro-health campaigns; economic and other, in accordance with the fields of study represented
- 10) active participation in meetings and work of committees/teams/bodies dealing with issues of practical/clinical training of medical/health science students, etc.
- 11) actively participate in promoting and creating a positive image of the University's practical / clinical education.
- 12) actively participate in the organization of University-wide and departmental events and others co-organized with and by the University's socio-economic environment.
- 13) ongoing review and evaluation of the compliance of study plans with standards, educational programs and resolutions of the PSW Senate, supervision of matters related to the Preparation and implementation of study programs.

5.2 on postgraduate education:

- 1) ongoing supervision and coordination of matters related to postgraduate and continuing education at PSW (postgraduate studies, qualification and specialized courses, specialization and improvement courses, language courses, University of the First Age, University of the Third Age, etc.).
- 2) developing forms of postgraduate and continuing education at the University, according to the According to the capabilities of the PSW and public demand.
- 3) coordinate the process of improving postgraduate didactics, including stimulating innovation in education.
- 4) oversee the process of assessing the quality of education and preparing for the accreditation process.
- 5) cooperation with the University's Education Quality Team on the Quality Assurance System for postgraduate education at PSW.
- 6) establish and implement educational cooperation with educational service providers and institutions, bodies, etc. related to related to postgraduate education.
- 7) participation in meetings and work of committees/teams/bodies dealing with postgraduate and continuing education issues.

- 8) initiating the establishment and overseeing the operation of the Powiślański Alumni Association.

5.3 In the field of education (outside the curriculum):

- 1) organizing cooperation between units of the University in the field of educational activities carried out (outside the curriculum),
- 2) participation in the promotion and creation of a positive image of the University's extra-curricular educational activities, including the promotion and implementation of academic entrepreneurship resulting from the scientific and research activities of the University's employees,
- 3) participation in the organization of university-wide and departmental events and others co-organized with the socio-economic environment,
- 4) substantive supervision of the activities of the University's organizational units: the Library, the Publishing House, the Institute of Science and Development, the Science and Education Department,
- 5) serving as the University's Social Responsibility Advisor with responsibilities in the area:
 - a) implementation of tasks arising from the work of the SOU Team at the Ministry of Funds and Regional Policy (participation in the work of the team),
 - b) to promote proper ethical and moral attitudes,
 - c) providing assistance to employees of the University in solving problems and doubts of an ethical nature and supporting them in observing the principles of ethics of a general and specific nature, including those set forth in the University's Code of Ethics for University Employees.

6. The responsibilities of the Vice-Rector for Practical Education include all matters assigned by the Rector, developed as a result of meetings of the University Senate, and arising from the from the scope of responsibilities in accordance with the applicable regulations and orders. In addition, the responsibilities of the Vice-Rector for Practical Education include:

6.1 Organization / coordination of practical training:

- 1) control and update of contracts / agreements for practical training at the University - individual locations / individual fields of study; including the conclusion of new contracts for the implementation of practical classes / apprenticeships.
- 2) taking care of up-to-date descriptions of the practical training facilities with which the University has entered into contracts / agreements, including ongoing contact with the facilities.
- 3) development / control of documentation of the implementation of practical classes / apprenticeship.
- 4) develop organizational documents for practical classes / apprenticeships.
- 5) exercise substantive supervision over the course of practical classes / apprenticeship.

- 6) preparation of schedules of practical classes, taking into account each semester and year of study.
- 7) keeping full documentation of practical training (starting from the documentation before the start of practical training to the end of the process with the including accounting for the completion of all practical training).
- 8) preparation of lists of students related to practical training (enrollment in to groups, lists to medical facilities).
- 9) control / submission of semester summaries to the bursar's office of the performance of practical classes at WNOZ.
- 10) control/co-authoring of applications to the KRASZPiP for an opinion on the credit of documented work experience for practical classes and work experience in studies for nurses who have a high school diploma and have graduated from a medical high school or a post-secondary school or post-secondary school training in the nursing profession.

6.2 Control and supervision of the administrative handling of student affairs in the field of practical training.

7. The Vice-Rector may be a person with at least a doctoral degree.

Chapter 4

University employees

§ 24

1. The university employs academic teachers and employees who are not academic teachers.
2. University employees who are academic teachers are employed in the following groups of employees:
 - 1) didactic;
 - 2) research and teaching. In the following positions:
 - 1) professor;
 - 2) university professor;
 - 3) adjunct professor;
 - 4) assistant;
 - 5) voiceover.
3. Among the basic duties of an academic teacher who is an employee:
 - 1) Didactic - includes the education and education of students;
 - 2) Research and teaching - includes conducting scientific activities, educating and educating students.
4. A detailed list of duties of an academic teacher is determined by the rector.
5. The duties of an academic teacher may also be performed outside the university under the rules and in the units specified in the work regulations.

6. An academic teacher is obliged to participate in organizational work for the benefit of the university and continuously improve professional competence.

§ 25

1. The required documents for the employment of university teachers are determined by law, the Labor Code and the university's internal documentation.
2. A person holding the title of professor is hired for the position of professor.
3. A person who does not hold the title of professor or a postdoctoral degree may be employed as a professor at the university if he or she has a doctoral degree and significant achievements in teaching and professional work.
4. The position of assistant professor is filled by a person with at least a doctoral degree.
5. The position of assistant shall be filled by a person with at least a master's degree, a master's degree in engineering.
6. The rest of the requirements necessary for the employment of an academic teacher for a given position is contained in the employment regulations.

§ 26

1. The employment relationship with an academic teacher is established on the basis of an employment contract.
2. The first contract of employment of an academic teacher in a university is for a period of time:
 - a) indefinite or,
 - b) determined for a period of up to 4 years (Article 117, paragraph 2, item 2 of the Act)
3. An application for the employment of an academic teacher is submitted to the rector by the relevant vice-rectors. The rector may employ an academic teacher on his own initiative, after consultation with the relevant pro-rector.
4. The employment contract is concluded and terminated by the rector.
5. The employment contract indicates whether the university is the primary place of work. The condition for indicating the university as the primary place of work is full-time employment there.
6. A university teacher can have only one primary workplace at a time.
7. An academic staff member for whom the university is the primary place of work shall inform the rector of the business activity he conducts.
8. Termination of the employment relationship with academic staff for other important reasons other than those specified in the Law, may take place after obtaining the consent of the Senate.

§ 27

1. The working time of an academic teacher is determined by the scope of his teaching, research and organizational duties.
2. Remuneration for work and detailed duties of an academic teacher are determined

by the rector, the duties are indicated in the current employment contract and/or civil contract.

3. The rules for determining the scope of duties of academic teachers, the types of teaching tasks, research tasks included in the scope of these duties, including the size of teaching, research and other duties for individual positions, and the rules for calculating teaching hours are specified in the work regulations.
4. The annual teaching load is:
 - 1) up to 240 teaching hours for research and teaching staff, Subject to point 3,
 - 2) up to 180 teaching hours - for a research and teaching employee employed as a professor,
 - 3) up to 360 teaching hours for teaching staff, subject to point. 3,
 - 4) up to 540 teaching hours for teaching staff employed as in the position of lecturer and instructor- with one teaching hour being 45 minutes.
5. Teaching activities may also be performed outside the university under the terms of the work regulations.
6. In special cases, justified by the necessity to implement the study program, an academic teacher may be obliged to teach classes in overtime hours, in the amount not exceeding:
 - 1) 1/4 of the annual teaching load - for a research and teaching employee;
 - 2) 1/2 of the annual teaching load - for a teaching employee.
7. Academic staff, with their consent, may be assigned to teach overtime, not exceeding twice the annual teaching load.

§ 28

1. An academic teacher is subject to disciplinary liability under the rules set forth in the Law. in the law.
2. The members of the disciplinary committee who are academicians and its chairman are elected by the Senate.
3. Members of the disciplinary committee who are student representatives are elected by the student government body, as indicated in the student government bylaws.

§ 29

1. Academic teachers are entitled to leave of absence as provided by law.
2. The time of use of vacation leave must not interfere with teaching activities.
3. The procedure for granting a leave of absence is determined by the rector.
4. Other types of leave, as provided by the Law, may be granted by the rector in accordance with the provisions of the Law.

§ 30

1. All academic teachers, with the exception of the rector, are subject to periodic evaluation.
2. The evaluation is carried out at least once every four years or at the request of the rector.
3. The criteria for periodic evaluation for different groups of employees and types of positions,

as well as the procedure for periodic evaluation, are determined by the rector after consultation with the Senate.

4. Periodic evaluation can be positive or negative.
5. For the periodic evaluation of academic teachers, the Senate appoints:
 - 1) University Evaluation Committee.
4. The term of office of the evaluation committee is four years and begins at the beginning of the term of the university bodies.

§ 31

1. The University Evaluation Committee, chaired by the Vice-Rector for Teaching Affairs and composed of one representative from each faculty (other organizational units), is appointed by the Senate.
2. The University Evaluation Committee evaluates all academic teachers, as well as pro-rectors, heads of other units and members of the Evaluation Committee.

§ 32

1. The basis for the evaluation of teaching and research and teaching staff is:
 - 1) written opinion of the head of the organizational unit (department), including an assessment of scientific activity, research activity, teaching activity, including the level and quality of transmitted knowledge and organizational activity,
 - 2) the result of a survey conducted after the teaching cycle among students, as a supplementary element to the opinion of the head of the basic organizational unit.
2. In addition, in the course of evaluating the heads of organizational units (departments) should be taken into account:
 - 1) the effects of young staff development,
 - 2) the degree of participation in nationwide research (e.g., the number of grants obtained),
 - 3) participation in the organization of scientific life (seminars, symposia, scientific conferences),
 - 4) participation in the Erasmus+ program, including giving lectures in a foreign language at the university's headquarters, a branch of the university or outside the university.

§ 33

1. The result of the periodic evaluation referred to in § 30 may be appealed to the rector.
2. In the event that an academic staff member receives a negative evaluation, a re-evaluation shall be carried out one year after the end of the evaluation procedure, calculated from the validity of the type of act issued by the committee.
3. Receipt by an academic staff member, within a period of not less than one year, of two consecutive negative evaluations shall be grounds for termination of the academic staff member's employment.

Chapter 5 Studies and students

§ 34

1. The terms and conditions of recruitment and the forms of study in each field of study are determined by the Senate.
2. Studies at the university are paid.
3. The terms and conditions for the collection of fees are determined by an agreement between the university and the student.
4. The model contract, as well as the rules for charging and the amount of fees, shall be determined by the Senate after approval by the Council and consultation with the student government.
5. Lectures at the university are open. Detailed rules for participation are determined by separate regulations of the university.

§ 35

1. Admission to the university is made by:
 - 1) recruitment according to the recruitment rules in effect for the academic year adopted by the Senate,
 - 2) confirmation of learning outcomes,
 - 3) transfer from another university.
2. Recruitment for studies is carried out by the Deans' Offices and the Recruitment Office, under the supervision of the Vice-Rector for Teaching and the Vice-Rector for Students and Graduates, respectively.
3. The results of the recruitment proceedings are public.
4. The result of the recruitment procedure is understood as a ranking list.
5. Admission is by enrollment for candidates with Polish citizenship .
6. Enrollment is by administrative decision of the rector for candidates without Polish citizenship.
7. Refusal of admission to study for candidates with Polish citizenship takes place by means of an administrative decision. The decision is issued by the vice-rector for didactic affairs.
8. Refusal of admission to study for candidates who do not have Polish citizenship is made by administrative decision. The decision is issued by the Rector. The Rector's decision is final.
9. The decision referred to in paragraph 7 of this section may be appealed within 14 days from the date of its delivery, to the rector.

§ 36

1. Admission as a student occurs upon matriculation and taking the following oath:

"I solemnly swear that as a student of Powiślański University I will persistently gain knowledge and acquire qualifications worthy of a university graduate. I also vow that during my studies

I will take care of the good name of the school, respect its rules and customs".
customs".

2. The student is obliged to act in accordance with the oath and the study regulations.

§ 37

1. University students form a student government.
2. The student government operates through its bodies, including:
 - 1) Collegiate bodies:
 - a) University Student Government Council;
 - b) Directional Student Government Council,
 - c) English Division Student Consil.
 - 2) Single-member bodies:
 - a) PSW Student Government President,
 - b) Deputy Chairman of the PSW Student Government,
 - c) Chairman of the Directional Council of the PSW Student Government,
 - d) Deputy Chairman of the Directional Council of the PSW Student Government,
 - e) Treasurer of the PSW Student Government,
 - f) Starosts of each group.
3. The self-government operates on the basis of the rules and regulations it has adopted, which come into force after the rector determines their compliance with the law and the statute within 30 days of the date of transmission.
4. The student government is the exclusive representative of all students of the university.
5. The organs of the self-government decide on matters specified in the law and these statutes.
6. The student government is active in student affairs at the university, including cultural and social welfare.
7. The student government makes decisions on the distribution of funds allocated by the university for student affairs. The student government prepares a report on the distribution of funds and an accounting of these funds at least once per academic year and makes them available in the BIP on the university's subject page.

§ 38

1. Students have the right to associate in university student organizations.
2. Detailed regulations governing the mode of establishment, rules of operation and scope of activities are set forth in the Regulations of the University and the Regulations of the Student Government.

§ 39

1. For conduct detrimental to the dignity of the student and for violation of the regulations of the university, the student is liable to the disciplinary committee and the Disciplinary

Appeals Committee.

2. Disciplinary responsibility of the student is determined on the basis of the provisions of the Act and the study regulations.
3. Each commission referred to in paragraph 1 is composed of:
 - 1) appointed by the rector, the chairman, who is always an academician,
 - 2) one representative of academic teachers, appointed by the rector,
 - 3) one student representative, appointed by the rector from among those designated by the student government.
4. The committees referred to in paragraph 1 are appointed for two-year terms. The term of office begins on September 1 of the year of appointment and lasts until August 31 in the year in which the term expires.
5. The mandate of a member of the commission referred to in paragraph 1 who is an academic staff member expires upon termination of employment, and who is a student upon graduation or removal from the student list.
6. At the request of the chairman of the commission, the rector may dismiss a member of the commission referred to in paragraph 1 who has failed to attend three consecutive meetings.
7. In the cases referred to in paragraphs 4 and 5, the rector shall appoint another person in his place, according to the procedure applicable to the appointment of the commission.
8. Proceedings before the commissions referred to in paragraph 1 shall be conducted in accordance with the rules and procedure set forth in the Law.

Chapter 6

Property and finances of the university

§ 40

The economy of the university, understood as its property, is administered by the bursar / managing director / director of managing director/ director of strategic affairs.

§ 41

1. The mobile infrastructure of the PSW is managed by the managing director to the extent prescribed by law, the Statute and the organizational regulations.
2. The managing director performs the following tasks and duties:
 - 1) directing the administration and material and financial management of the PSW (at all locations of the University) within the scope of administrative competence, excluding matters reserved for other bodies of the University in the Statute of the PSW and the Law on Higher Education and Science;
 - 2) management of University property in conjunction with the University's Bursar, under the supervision of the Rector or the Rector's designee; in cooperation with the Director of Strategic Affairs;

- 3) organizing the work of organizational units of an administrative nature under the supervision of the administrative head (work stations, ensuring for compliance with the law and for safety and order in the University (all locations); etc.);
- 4) overseeing, updating the emergence of position and area procedures in the University and all its locations, supervising their proper implementation;
- 5) administrative and technical safeguarding of the University's assets at all its sites; control of fixed assets in cooperation with the Bursar and the Director of Statistical Affairs
- 6) convening monthly meetings of the team, in cooperation with the Rector / Vice Rectors - planning the schedule of administrative work and its control;
- 7) electronically sign documents requiring an electronic signature for mailing;
- 8) representing the PSW in external contacts in administrative matters and economic matters, as defined in Art.3.1 of the Labor Code;
- 9) supervise the timely circulation of documents and information in accordance with in accordance with applicable regulations, in cooperation with the Director of Documentation;
- 10) overseeing the operation of the University's premises in all of its locations, as well as renovation and modernization work, ensuring proper health, safety and fire safety conditions;
- 11) responsibility to the Rector for the implementation of the assigned scope of activities;
- 12) participation in inventories and inventory;
- 13) taking care of the workplace and the entrusted property of the University with official and material responsibility as stipulated in the Labor Code and general regulations;
- 14) implementation of other tasks / activities assigned by the Rector (immediate supervisor);
- 15) maintain professional secrecy, especially data on the financial performance of the University and salaries of employees.

§ 42

1. The Quaestor is appointed and dismissed by the founder.
2. The bursar's responsibilities include:
 - 1) keeping the University's accounts in accordance with applicable regulations and orders, including the development and updating of the University's accounting policy.
 - 2) development of annual material and financial plans of the University, in cooperation With pro-rectors, as well as directors / heads of individual departments.
 - 3) directing the material and financial management of the University.
 - 4) cooperation in the development and investment plans of the University.
 - 5) making operational financial decisions, for which he is responsible to the university's founder, the rector, the senate and the university's program and finance council.

- 6) execution of disposition of funds.
- 7) leading, organizing and controlling the staff team performing the financial and accounting tasks of the Bursar's Office, including representing it externally.
- 8) distribution of material aid funds for incoming tranches and in determining the amounts paid to students.
- 9) prepare and submit periodic written reports and analysis on the implementation of the financial plan to the university authorities.
- 10) disposition of funds in the handling of non-repayable material aid from the Ministry for students, including annual settlement of the grant received and preparation of the report

§ 43

1. Supervision of the University's strategic real and movable infrastructure of the PSW is directed by the Director of Strategic Affairs to the extent prescribed by law, the Statute and the organizational regulations.
2. The Director of Strategic Affairs performs the following tasks and duties:
 - 1) carries out the day-to-day activities of investment management at the University and its sites in consultation with the Managing Director and the Bursar.
 - 2) supervises construction / renovation / modernization / other infrastructure investments implemented by the University.
 - 3) develops investment plans within the scope of its own competence and in consultation with the Bursar / Managing Director.
 - 4) prepares, implements and settles investment projects within the framework of projects co-financed by the European Union, own funds and other sources.
 - 5) it works with managing, implementing, intermediary and financing institutions.
 - 6) prepares assumptions, guidelines and user agreements for the development of design and cost estimate documentation for the university's investments at all sites.
 - 7) together with the Director of Documentation, he shall receive, record, collect and make available the technical documentation of existing facilities and the documentation of projects referred to in paragraph 4.
 - 8) participates in the technical acceptance of facilities and supervises the preparation of documentation for their incorporation into the University's assets.
 - 9) conducts, together with the Managing Director / economic and organizational managers, committee inspections of the University's facilities / equipment to determine their technical condition - once a year before the start of the academic year (September).
 - 10) organizes, together with the managing director / economic and organizational managers, cooperation with entities that provide opportunities for the implementation of investment, repair needs within the framework of contracted performance.
 - 11) maintains, together with the Quaestor, a record of fixed assets, including movable

- equipment, used for teaching purposes, along with updating it at each location.
- 12) carries out, together with the managing director / economic and organizational managers, the supervision of the equipment of the Powiślański Monoprofile Medical Simulation Center / Medical Simulation Center in Gdansk in terms of technical efficiency.
 - 13) prepares, implements and supervises the procurement processes of PSW infrastructure, including teaching equipment, including procurement processes (if applicable) of teaching equipment. Handles purchases in domestic and foreign markets based on annual analysis of demand. Conducts correspondence related to the implementation of purchases, negotiating prices, deadlines and other commercial terms with key contractors.
 - 14) shapes and implements, together with the Quaestor, the financial strategy of the University,
 - 15) collaborates and contributes to financial statements and financial reports,
 - 16) co-designs the annual budget and multi-year plans and controls their implementation,
 - 17) he is responsible for optimizing the cost structure and level of current assets, evaluating investment projects,

§ 44

1. The university may obtain funds from:
 - 1) fees paid by students and participants in other forms of education,
 - 2) business activities referred to in § 5,
 - 3) donations, inheritances and bequests,
 - 4) subsidies from the state budget and budgets of local government units,
 - 5) other sources.
2. The basis of the financial management of the university is the annual material and financial plan.
3. Detailed rules for the financial management of the university are determined by separate regulations.

Chapter 7

Maintaining order, security and organizing assemblies on university premises

§ 45

1. The Rector ensures that order and security are maintained on the premises of the University
2. The Rector ensures safe and hygienic working and educational conditions, in particular, by providing adequate infrastructure and training.
3. The provision of the conditions referred to in paragraph 2 is carried out on the basis of the relevant regulations of the Minister of Higher Education.
4. University employees and students have the right to hold assemblies on university premises. To hold an assembly on the university's premises, the approval of the rector is required.

5. The organizers shall notify the rector, or in his absence the pro-rector, of their intention to hold an assembly at least 24 hours before the assembly, stating its purpose, place, agenda, date and time of commencement, specifying the technical means to be used and indicating the persons responsible for the conduct of the assembly. The rector may request additional information. In cases justified by the urgency of the matter, the rector may accept a notice submitted within a shorter period.
6. The Rector shall refuse to grant the consent referred to in paragraph 4, or prohibit the assembly if its purpose or program violates the law.
7. When organizing assemblies, the following rules of order apply;
 - 1) the assembly may be attended by students employees of the university and persons invited by the rector; the assembly may not be attended by persons who are intoxicated or in possession of weapons or other dangerous instruments or materials.
 - 2) The assembly must have a chairman who directs its proceedings,
 - 3) The organizers of the assembly have the right to demand that a person who by his behavior violates the law or generally accepted rules of behavior in public places or attempts to thwart the holding of the assembly leave the assembly,
 - 4) participants of the assembly after its closure or dissolution are obliged to immediately leave the place of the assembly,
 - 5) The rector may delegate his representative to the assembly; the rector and his representative may speak outside the established order of speakers,
 - 6) if the conduct of the assembly violates the law, the rector or his representative, after notifying the organizers, shall dissolve the assembly.

Chapter 8

Method of liquidation of the university

§ 46

1. The decision to liquidate a higher education institution shall be made by the founder, with the consent of the minister responsible for higher education, in the event of a permanent shortage of funds, making it impossible to continue operations or a lack of candidates for studies.
2. The condition for issuing the consent referred to in paragraph 1 is to ensure that students are able to continue their education.
3. An institution of higher education may also be liquidated if the Minister revokes the authorization for the establishment of an institution of higher education, pursuant to Article 23a of the Law.
4. Within 3 months of the date of delivery of the consent (para.1), the founder shall submit to the minister a an act confirming the placing of the higher education institution in liquidation.

5. In the event that the act referred to in Section 4 is not submitted by the specified deadline, the obligation to place the higher education institution in liquidation shall be enforced in the manner specified in the provisions of the Act of June 17, 1966 on Enforcement Proceedings in Administration (Journal of Laws of 2023, item 2505).

§ 47

1. The liquidation of the university is intended to end its operations.
2. Liquidation is carried out by the founder.
3. The founder shall enter liquidation no later than 30 days from the date of placing the university in liquidation.
4. A university placed in liquidation uses the name with the addition of the designation "in liquidation."
5. The founder shall immediately notify the minister of the commencement of liquidation.
6. The Minister shall amend the entry in the register by adding to the name of the higher education institution the designation "in liquidation".
7. In the event of the founder's failure to proceed with liquidation within the period specified in paragraph 3 or failure to conduct liquidation, the execution of the obligation of liquidation, its conduct or termination shall be carried out in the manner prescribed by the provisions of the Act of June 17, 1966 on Enforcement Proceedings in Administration.
8. The founder shall immediately notify the Minister of the completion of the liquidation.
9. The Minister, within 3 months from the date of receipt of the notice referred to in in section 8, by means of an administrative decision, removes the university from the register.
10. The property of the university in the event of its liquidation becomes the property of the founder of the university, after payment of all liabilities.
11. The costs of liquidating the university are paid from its assets, with priority over the claims of creditors.
12. If the costs of liquidating the university exceed the value of its assets, the liquidation costs shall be paid from the founder's assets.
13. In the event of liquidation of a higher education institution, the founder shall transfer the records of the course of studies and the personnel and payroll records for safekeeping to the entity performing the activity, referred to in Article 51a (1) of the Act of July 14, 1983 on the national archival resource and archives, providing funds for this purpose. The archival materials of the university are transferred by the founder in accordance with the provisions of the aforementioned law.

§ 48

1. In the case of placing the university in liquidation as of the date, indicated in the act referred to in § 46 paragraph 4:

- a) the founder assumes the powers of the bodies,
- b) the term of office of university bodies expires,
- c) the university does not conduct admissions to degree programs, postgraduate studies, specialized training and other forms of education,
- d) the university loses the right to receive funds referred to in Article 365 items. 2, 6, 7 and 8 of the Law,
- e) the funds referred to in Article 365 item. 3, shall be transferred to the university to the extent necessary,
- f) conducted training may be continued no longer than until the end of the academic year,
- g) employment relations of academic teachers expire at the end of the academic year in which the university was put into liquidation.

Chapter 9 Final Provisions

§ 49

In the event of liquidation of the founder, his functions will be performed by the person holding the highest number of shares in the founding company at the time of the resolution of the founder into liquidation.

§ 50

1. This statute comes into effect on October 1, 2024.
2. As of September 30, 2024, the charter of April 14, 2024 is repealed.

Katarzyna Strzała-Osuch, PhD, Professor of PSW

Rector