

# **REGULATIONS**

## **ON THE UACU SUPERVISORY BOARD**



## **I. BACKGROUND**

1.1. The Regulations on the Supervisory Board of the Private higher educational establishment-institute “Ukrainian-American Concordia University” (hereinafter referred to as “UACU”) have been developed in line with the legislation of Ukraine and are the regulatory document to govern its activities and operations.

1.2. The Supervisory Board of the Private higher educational establishment- institute “Ukrainian-American Concordia University” is created in accordance with Article 37 of the Law of Ukraine “On Higher Education” and is the advisory body of the UACU Founders (Board of Directors).

1.3. The Supervisory Board of UACU is guided in its work by the Law of Ukraine “On Higher Education”, normative legal documents of the Ministry for Education and Science of Ukraine, the UACU Statute and these Regulations, and other legal instruments in force.

## **II. PRINCIPAL GOALS AND FUNCTIONS**

The UACU Supervisory Board:

2.1. Considers the directions for the UACU development, provides comprehensive assistance to UACU administration on issues related to implementation of State policy in the areas of education and science.

2.2. Jointly with UACU administration, identifies the strategic directions for the development and enhancement of the educational process, its methodological aspects, scientific and research activities, financial and logistical support, and international cooperation of UACU, and actively participates in activities in the fight and control against corruption and abuse, promotes moral and ethical education of the student youth and UACU staff.

2.3. Provides assistance in the development of priority directions for fundamental and applied research analyzes and reviews its efficiency and provides for the implementation of the scientific output into practice and education.

2.4. Contributes to addressing the perspective challenges of UACU development, raising and provisioning funds required to secure UACU operation on the priority development directions, effective cooperation of UACU with the government authorities/agencies and local municipal authorities, scientific community, non-governmental organizations and business entities in order to secure the institute’s development, improvement in the quality of education and competitive growth.

2.5. Fosters the operation of UACU bodies of public self-government.

2.6. Exercises public monitoring of the UACU administrative activities, jointly with Founders (Board of Directors), hears the Rector’s reports on the implementation of the institution’s objectives.

## **III. MANDATE OF UACU SUPERVISORY BOARD**

3.1. The Regulations on the UACU Supervisory Board and the composition of the UACU Supervisory Board shall be approved by the UACU Rector according to the established procedures with the approval of Founders (Board of Directors) of the Private higher educational establishment-institute “Ukrainian-American Concordia University”.

3.2. The mandate of the Supervisory Board members shall be five years.

3.3. The Supervisory Board members operate on a voluntary basis.

3.4. The Chairman of the Supervisory Board:

- ❖ organizes and manages the operations of the Supervisory Board;
- ❖ has the right to convene members of the Supervisory Board for regular or extraordinary meetings;
- ❖ convenes the Supervisory Board and approves its decisions;
- ❖ designates the functions and responsibilities of the Deputy Chairman, Secretary, members of the Supervisory Board;
- ❖ coordinates the activities of its members and monitors their efficiency and effectiveness regarding the functions and duties performed;
- ❖ chairs the Supervisory Board meetings;
- ❖ may temporarily delegate his/her authority of the Chairman of the Supervisory Board to one of its members;
- ❖ represents the Supervisory Board when dealing with the government authorities/agencies, institutions, organizations, mass media;
- ❖ acts as the spokesperson for the Supervisory Board at the UACU annual general meeting;
- ❖ has the authority from the Founders (Board of Directors) to reward and encourage, on behalf of their name and at the request of the UACU administration, the citizens and physical and legal persons of Ukraine and other countries for their personal merits in the field of developing the higher education, science (R&D) and culture of Ukraine, for the fruitful international humanitarian activity for the benefit of the Ukrainian State, as well as for achievements in the promotion of European integration and enhancement of the image of higher education, science and culture of Ukraine at the world level.

3.5. The Chairman of the Supervisory Board, by his own decision, may voluntarily step down from office before the expiry of his/her mandate.

3.6. The Secretary of the Supervisory Board is appointed from among its members.

3.7. The Secretary of the Supervisory Board:

- ❖ prepares the agenda and other materials for the UACU Supervisory Board meetings;
- ❖ keeps the Supervisory Board records and documentation;
- ❖ records attendance and apologies for absence at the Supervisory Board meetings;
- ❖ controls and monitors the implementation of its decisions;
- ❖ takes and keeps minutes of the Supervisory Board meetings;
- ❖ fulfills the operational assignments of the Chairman of the Supervisory Board.

#### **IV. PROCESSES AND MANAGEMENT OF UACU SUPERVISORY BOARD**

4.1. The UACU Supervisory Board operates in accordance with these Regulations.

4.2. The Supervisory Board operates in the format of meetings.

4.3. A Supervisory Board meeting is considered to be duly constituted on condition that it is attended by at least a half of the Supervisory Board members who are present in Ukraine at this day.

4.4. Especially important meetings of the Supervisory Board may be held in the on-line mode (by Skype conferences, telephone conferences, e-mailing, etc.).

4.5. The Supervisory Board meetings are chaired by the Chairman of the Supervisory Board.

4.6. If the Chairman of the UACU Supervisory Board is absent, the meeting is chaired by one of its members (by consent of other members of the Supervisory Board).

4.7. The decisions of the Supervisory Board are taken by a simple majority of the Supervisory Board members present at the meeting.

4.8. If necessary, the approval of decisions with foreign founders/co-founders (foreign members of the Board of Directors) correspondence (by e-mail) or oral approval in the telephone mode is allowed.

4.9. Organizational and logistical support of the Supervisory Board operations is administered by UACU, which provides for the premises for meetings and the required equipment.

4.10. The minutes of the meetings of the Supervisory Board are submitted to the UACU Rector, and, if required, to the founders (the Board of Directors) and/or to executive authorities, local municipal authorities, enterprises, institutions, organizations on issues related to their competence.

4.11. All decisions of the Supervisory Board are deliberative, may be used by Founders (Board of Directors) and administrative staff in UACU statutory operations, as well as taken into account by the relevant state and public authorities/agencies and bodies when exercising control.

4.12. If necessary, the Supervisory Board of UACU may temporarily engage in its activities, on a voluntary basis, other citizens and physical and legal persons of Ukraine and other countries.