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SCIENCE, TECHNOLOGY AND HIGHER EDUCATION

Minister's Office

Normative Dispatch no. 5/2019

Whereas the Statutes of the University of Trás-os-Montes and Alto Douro were approved by Normative Order No. 63/2008 of November 14, published in the *Diário da República*, 2nd Series, No. 237, December 9, 2008, and amended by Normative Orders No. 22/2012 of October 10, published in the *Diário da República*, 1ª série, n.º 204, of October 22, 2012, and n.º 11-A/2016, of October 26, published in *Diário da República*, 2ª série, n.º 209, of October 31, 2016;

Considering that, under the terms of Article 69(1) of Law 62/2007, of September 10, which approved the Legal Regime of Higher Education Institutions, alterations to the statutes of public higher education institutions require governmental homologation, which is given or denied by a normative order from the minister in charge;

Considering the request for governmental approval of the proposed amendment to the Statutes of the University of Trás-os-Montes and Alto Douro formulated by the Rector of this University, following approval of the statutory amendments by the General Council;

Considering the legal opinion of the Center for State Legal Competence regarding the qualification of managerial positions in public higher education institutions;

Under Article 27(2)(c) and article 69 of the aforementioned Law 62/2007, of September 10, I hereby determine the following:

- 1 - The changes to the Statutes of the University of Trás-os-Montes and Alto Douro are approved and republished in full in the annex to this normative order, which is an integral part of it;
- 2 - The present dispatch comes into force on the day following its publication in the *Diário da República*.

February 14, 2019. - The Minister of Science, Technology and Higher Education, Manuel Frederico Tojal de Valsassina Heitor.

ANNEX

Statutes of the University of Trás-os-Montes and Alto Douro

Preamble

Following the publication of Law 62/2007, on September 10, which approved the Legal Regime of Higher Education Institutions, the University of Trás-os-Montes and Alto Douro (UTAD) revised its statutes in 2008 and 2012, which were published, respectively, in the *Diário da República*, 2nd series, no. 237, of December 9, 2008, and in the *Diário da República*, 2nd series, no. 204, of October 22, 2012. Since 2008, profound national and international changes have been occurring in the environment in which higher education institutions develop their activity. On the one hand, the competitiveness and sustainability of universities are increasingly seen on a global scale, in the sphere of educational supply, science, and the valorization of knowledge. On the other hand, science and university knowledge have to be at the service of the community, which also presupposes an opening of the University to civil society and the knowledge and experience that it can bring, otherwise standards of efficiency and modernity will not be achieved.

In addition to these two domains, in the particular case of UTAD, there is an imperative for territorial cohesion, and its insertion and location in a challenging territory cannot be ignored.

An effective and efficient response to current and prospective challenges requires more flexible organizational structures, particularly in terms of governance and operation.

Following the new framework of action and functions required of UTAD and the information gathered as part of its action, the General Council (GC), at its meeting on 11 April 2014, began a process of reflection and review of the statutes, and at its meeting, on 19 September 2014, decided that the prospective diagnosis of the organizational structure should be contracted to an external entity with monitoring by the GC, through an internal committee appointed for this purpose. At the meeting of June 19, 2015, the GC decided to hear the academy about the report prepared by the external entity on the evaluation and optimization of UTAD's organizational model and to ask the rector for a critical opinion on the organizational model in force.

According to article 68º, paragraphs 2 to 4, and article 82º, paragraph 1, c), of RJIES, at the meeting of September 25, 2015, the GC approved that the statutes should be revised, keeping the current organizational basis and a gradual revision, as well as the creation of an internal committee with the mission of preparing a proposal with guidelines for the revision of the statutes to be discussed and

voted at the following GC meeting.

By deliberation on November 27, 2015, the GC approved the proposal presented by the committee and the consequent revision of the statutes was based:

a) On the following guiding principles:

Definition of an organizational structure that is more flexible and able to provide greater effectiveness and efficiency;

Correction of constraints identified in different external evaluations, which indicate a heavy and inefficient organic structure in the articulation of activities between the rectory, schools, and other structures, hindering effective management by objectives and the allocation of responsibilities at different levels;

Change in aspects of intermediate governance, such as the emanation of the course directorates from the pedagogical council;

Strengthening the competencies of the department and course director, central entities in UTAD's organizational model;

Strengthening the autonomy of scientific and pedagogical councils;

Formalization of the transversal teaching and research unit, dedicated to coordinating and supporting teaching and research at the third cycle and advanced training levels.

b) In the following lines of force:

Maintaining the school-based organizational structure, keeping the current schools and departments, the academic council, and the mode of election of the dean and department directors;

Elimination of the school assembly, with the rector now responsible for appointing the School president, after hearing the departmental directors;

New composition of the scientific council, which will include nine members of the school plus one representative from each of the organic research units that have obtained the minimum classification of Good by FCT and include at least 10 integrated members of that school;

New composition of the pedagogical council, which now includes eighteen members, nine of whom are teachers and nine students at the school;

Election of the members of the scientific council, of the technical-scientific council, and the teachers of

the pedagogical council, on a proportional principle, based on the school's departments.
Election of the presidents of the scientific council and the pedagogical council from among the members of the respective bodies, ensuring their independence from the school president;
Appointment of the course director, from among the teachers in the dominant scientific area of the course, by the pedagogical council, upon a proposal of the director of the respective anchor department;
Creation of the Doctoral College as a transversal unit of third cycle teaching, research, and advanced training;
Creation of the non-teaching and non-researching worker ombudsman;
Expansion of the composition of the general council to 25 members, including one more student representative and an external personality of recognized merit.

c) In the technical revision of the statutes, as a whole, to make them easier to read and legally interpret.

Following the Normative Order no. 11-A/2016 published in *Diário da República*, 2nd series, no. 209, of 31 October, which approved the changes to the UTAD Statutes approved by the GC of this University in its meeting of 6 May 2016, complemented by the rectifications approved in a meeting of 23 September 2016, the GC decided to set up a working group to monitor the implementation of the Statutes. As a result of the activity carried out by the aforementioned working group, a proposal for statutory amendment was submitted to the GC, which was unanimously approved by the directors at the meeting of 29 June 2018. This statutory amendment focused predominantly on the need to clarify the precepts regarding the constitution of the course committees, as well as on the change in the designation of the School of polytechnic nature of UTAD from Nursing School of Vila Real to Health School, approved by order of the Minister of Science, Technology and Higher Education on March 23, 2017. In addition, at a meeting held on November 24, 2018, the GC unanimously decided to include in the Statutes the possibility of creating senior and middle management positions in the organic regulations of UTAD's service units and social action services.

TITLE I

Common principles and provisions

CHAPTER I

Nature, mission and attributions

Article 1

Legal Nature

The University of Trás-os-Montes and Alto Douro, hereinafter also referred to as the University or UTAD, is a legal person governed by public law, dedicated to the creation, transmission and dissemination of culture, knowledge, science and technology, through the articulation of study, teaching, research and experimental development.

Article 2

Autonomy

1 - UTAD has statutory, pedagogical, scientific, cultural, administrative, financial, patrimonial, and disciplinary autonomy, with the differentiation that is appropriate to its nature, under the terms of the Constitution, the law, and the present statutes.

2 - Regardless of the multiplicity of its attributions, its bodies and organic or functional units, UTAD's legal personality is unitary, maintaining the unity of its government, assets, finances, and human and material resources, without prejudice to the administrative and management autonomy conferred on some of its structures, under the terms of the law, its statutes, and applicable regulations.

3 - Within the scope of its autonomy, UTAD freely defines the objectives and the research programs it develops and the teaching it provides, establishes its cultural and development and innovation policy, approves the study plans and cycles, the pedagogical methods and the knowledge evaluation processes of the courses it provides, and also selects its teaching and non-teaching staff, in compliance with the law and according to its own criteria.

4 - UTAD has its own assets, which it governs without any limitations other than those established by law or by these statutes.

5 - UTAD's administrative autonomy determines that its acts are only subject to judicial impugnation, except in the cases expressly provided for by law, allowing it, namely

- a) Issue regulations, in the cases and in accordance with the law and the bylaws;
- b) Perform administrative acts;
- c) Enter into administrative contracts.

6 - UTAD's financial autonomy is exercised under the terms of the law and its statutes, and allows it to freely manage its financial resources according to criteria it has established, including the annual

amounts allocated to it in the State budget.

7 - In the context of financial autonomy, UTAD:

- a) It draws up its multi-year plans;
- b) It prepares and executes its budgets;
- c) It liquidates and collects its own revenues;
- d) Authorizes expenses and makes payments;
- e) Makes all budget amendments, with the exception of those that fall under the competence of the Assembly of the Republic and those that are not compatible with the allocation of earmarked revenue.

8 - UTAD's regimental autonomy determines that its collegiate bodies or the units that make it up have the power to draw up their own regulations governing the way they are organized and function, without prejudice to having to respect the legal, statutory, and regulatory provisions that are applicable to them.

9 - UTAD may take out, as long as it is covered by its own revenues, insurance policies against movable and immovable property and also against illness and risk for its employees, agents and other workers who travel abroad on business, or for foreign individuals who, on a temporary basis, perform any type of function here.

10 - UTAD's expenses in foreign currency can be settled directly by using the banking services it deems most appropriate and efficient.

Article 3

Creation and participation in other entities

1 - Under the terms of the law and on a proposal from the rector, and by deliberation of the general council, UTAD can create, form part of, or incorporate into its sphere subsidiary private-law entities such as foundations, associations, and societies, aimed at assisting it in the strict performance of its purposes.

2 - Within the scope of the previous number, the following may be created:

- a) Higher education development societies that associate UTAD's own resources, or its organic units, and private resources;
- b) Consortia between UTAD, or its organic units, and teaching, research and development institutions.

3 - UTAD, as well as its autonomous organic units, may delegate the execution of certain tasks to the entities referred to in nºs 1 and 2, by means of a protocol approved by the rector, including the

execution of courses that do not confer an academic degree, or the management of activities of structures that exist or come into existence, namely in the areas of entrepreneurship, service provision and cultural promotion, always without prejudice to the scientific and pedagogical responsibility and supervision that is the University's responsibility.

4 - Upon a justified proposal from the rector, approved by the General Council by an absolute majority of its members, UTAD can apply to the Government for its transformation into a public foundation with a private law regime.

Article 4

University Headquarters

1 - UTAD has its headquarters in Vila Real.

2 - Upon proposal by the rector and deliberation by the general council, UTAD can create organic units outside its headquarters, which must meet the requirements that are required for this purpose by law or by the statutes.

Article 5

University Members

All registered students, teaching and research staff, and non-teaching and non-researching staff who have a contractual tie, regardless of its nature, with the University or any of its units are members of UTAD.

Article 6

University Mission

1 - UTAD is a high-level institution, oriented towards the production and diffusion of knowledge, as well as the cultural, artistic, technological, and scientific education of its students, within a framework of international reference.

2 - UTAD values the activity of its researchers, teaching and non-teaching staff, stimulates the intellectual and professional training of its students, and ensures the conditions for all duly qualified citizens to have access to higher education and lifelong learning.

3 - UTAD promotes the effective mobility of students and graduates, both nationally and internationally, namely in the European Higher Education Area and in Portuguese-speaking countries.

4 - In accordance with the higher interests and obligations of the State, UTAD ensures the provision

of social action services in higher education that favor access to higher education and successful attendance, with positive discrimination of economically needy students with adequate academic performance.

5 - UTAD also assumes, by itself, in associations with other public or private entities, or through organizations that represent it, the rights and duties of:

- a)* Participating in the formulation of national policies, giving its opinion on legislative projects directly concerning higher education and being willing to be heard in the definition of the criteria for fixing the financial allocations to be granted by the State, as well as on the criteria for fixing the fees of study cycles that award academic degrees;
- b)* Participate in liaison activities with society, namely the diffusion and transfer of knowledge, as well as the economic valuation of scientific knowledge;
- c)* To contribute to the public understanding of the humanities, arts, science and technology, promoting and organizing actions to support the dissemination of humanistic, artistic, scientific and technological culture, and making available the resources necessary for these purposes.

Article 7

Attributions of the University

1 - UTAD's fundamental attributions are

- a)* The completion of study cycles aimed at awarding degrees and academic titles that the law provides may be conferred by higher education institutions, as well as other post-secondary courses, post-graduate training courses and other specialization and lifelong learning courses and activities;
- b)* The creation of the educational environment appropriate to its mission and the maintenance of a system of evaluation and quality assurance of its educational offer and of the teaching and learning activities developed therein;
- c)* Conducting research and supporting and participating in scientific institutions;
- d)* The transfer and economic valuation of scientific and technological knowledge;
- e)* The realization of training and knowledge update actions, either oriented to the personal and professional development of its members or oriented to the qualification of publics external to the University;
- f)* Providing services to the community and supporting development;
- g)* Cooperation and cultural, scientific and technical exchange with similar institutions, national and foreign, fostering the national projection and internationalization of its activities and promoting the

mobility of students, teachers and researchers;

h) The contribution, within its scope of activity, to international cooperation and to bringing peoples closer together, with special emphasis on Portuguese-speaking countries and European countries;

i) The production and diffusion of knowledge and culture.

2 - UTAD is also responsible, under the terms of the law, for granting equivalences and recognizing academic degrees and qualifications.

3 - UTAD is also competent to confer honorary degrees and titles, namely the honorary degree of doctor honoris causa and the title of professor emeritus, and to institute prizes and incentives aimed at recognizing merit, quality and activities that enhance the University.

Article 8

Coordination and cooperation at regional, national and international level

1 - For the purpose of coordinating the educational offer and human and material resources, UTAD may establish consortiums with public or private research and development institutions.

2 - UTAD can also articulate its activity, at a regional level, with other higher education institutions.

3 - Based on territorial or sectoral aggregation criteria, UTAD can establish, as permitted by law, association or cooperation agreements with other higher education institutions with a view to encouraging student and faculty mobility or the pursuit of common partnerships and projects, including joint degree programs or sharing of resources or equipment.

4 - For the purpose of joint coordination in the pursuit of its activities, UTAD will promote its integration in networks and will establish partnership and cooperation relationships with higher education institutions, scientific organizations and other international institutions, namely within the scope of the European Union, bilateral or multilateral agreements signed by the Portuguese State or within the framework of Portuguese-speaking countries.

5 - International cooperation actions and programs must be compatible with the nature and purposes of the University and its partner institutions and take into account the broad lines of national policy, particularly in the fields of education, science, culture, and international relations.

6 - The consortiums and agreements referred to in the previous numbers do not harm the own identity and autonomy of each institution covered.

CHAPTER II

General Provisions

SECTION I

Fundamental Principles

Article 9

Principles of democracy and participation

- 1 - UTAD guarantees and promotes plurality and the free expression of orientations and opinions, freedom of scientific, cultural, and technological creation, and the participation of all university bodies in common academic life, ensuring participatory management methods.
- 2 - UTAD bases all its activities on the exercise of intellectual freedom and respect for the ethics of public service, the recognition of merit, the stimulus for innovation, competitiveness and the modernization of society, and the commitment to human promotion, social inclusion and territorial cohesion.

Article 10

Principle of social responsibility

- 1 - UTAD should provide its members, within available resources and the limits established by law, with adequate conditions for personal and professional fulfillment.
- 2 - UTAD promotes the qualification, personal and professional valorization, and life-long training of the people who work there.
- 3 - UTAD will seek to minimize all factors that negatively discriminate or affect citizens with disabilities who are able to participate in it.
- 4 - UTAD will seek to promote a close connection between its activities and society and, in particular, the community of which it is a part.

SECTION II

Protocol rules

Article 11

Academic symbols

- 1 - The UTAD symbol, adopted as its emblem and insignia, on a silver medal, is the one approved at the 35th meeting of the setting-up committee of the Polytechnic Institute of Vila Real, held on June 9, 1978, according to the model presented in Annex No. 1.

2 - UTAD's logo is a stylized model of its symbol, which can be used on all its official documents and on its flag.

3 - Without prejudice to the use of the UTAD symbol or logo, organic units, departments and scientific and pedagogical management bodies can insert a logo that specifically identifies them.

Article 12

Academic Costume

1 - The dress code for UTAD's PhD professors and researchers is the model presented and described in Annex2.

2 - The dress code for UTAD students is the one presented and described in Annex 2.

3 - The academic dress of faculty members will be compulsory in all solemn acts of university life.

4 - Student attire is universally accessible and cannot be denied under any circumstances.

Article 13

University Day

University Day is celebrated on March 22, the date of its creation by Decree-Law No. 60/86.

TITLE II

Structure and Organization of the University

CHAPTER I

Institutional Structure

Article 14

Internal Organization

1 - In order to fulfill its mission and attributions, UTAD is internally structured in

a) Organic teaching and research units, hereinafter called schools;

b) Research Units;

c) Specialized services and structures;

d) Transversal units of teaching and research;

e) Subsidiary entities;

f) Other units that may be created for the pursuit of the University's activities.

2 - The organic regulations for UTAD's service units and the organic regulations for UTAD's social

action services may create senior and middle management positions, as per Annex No. 3.

CHAPTER II
University Bodies

Article 15
Organs

- 1 - The organs of UTAD are:
 - a) The General Council;
 - b) The Rector;
 - c) The management board;
 - d) The student's ombudsman;
 - e) The non-teaching and non-research worker ombudsman;
 - f) The academic council.
- 2 - The General Council, on its own initiative or at the Rector's proposal, may create other bodies of a consultative nature, defining their composition and competencies.

SECTION I
General Council
Article 16
Composition

- 1 - The general council is composed of 25 members.
- 2 - Members of the general council are:
 - a) Thirteen representatives of UTAD professors and researchers;
 - b) Four student representatives;
 - c) Seven personalities of recognized merit, not belonging to the University, with knowledge and experience relevant to the University;
 - d) A representative of the non-teaching and non-researching workers.
- 3 - The members referred to in paragraph a) of the previous number are elected by all UTAD teachers and researchers, under the terms of articles 77 and 80 of these statutes.
- 4 - The members referred to in paragraph 2(b) are elected by all the students of the UTAD courses that confer an academic degree, under the terms of Articles 77 and 80 of these statutes.

5 - The members referred to in paragraph 2(c) shall be co-opted by all the members referred to in paragraph 2(a), (b) and (d) by absolute majority, on the basis of reasoned proposals signed by at least one third of those members.

6 - The member referred to in paragraph 2(d) is elected by all non-teaching and non-researching employees, under the terms of articles 77 and 80 of these statutes.

Article 17

The election of the representatives of the professors and researchers

1 - Each list must be composed of at least two candidates from each of the schools.

2 - In each list, the number of candidates from a school tends to be proportional to the number of voters in that school.

3 - Each list is freely ordered by its members and subscribed by all of them.

4 - The suffrage and the ballot are held without distinction of voters by schools.

5 - Professors or researchers from all schools will be present in the allocation of mandates, in a number tending to be proportional to the number of voters.

6 - In case any of the conditions referred to in the previous number are not met, the calculation and attribution of mandates are made in the following manner:

a) The 13th mandate, calculated according to the highest d'Hondt average, is awarded to the first non-elected member of the respective list who contributes, in an objective manner, to the fulfillment of these conditions;

b) The procedure foreseen in the previous paragraph shall be repeated, successively, for the 12th term and immediately preceding terms, until the stipulations of paragraph 5 of this article are met.

Article 18

Competence of the General Council

1 - It is up to the general council:

a) Elect its president, by an absolute majority of its members in office, from among the members referred to in article 16(2)(c);

b) Elect the secretary, from among the members referred to in Article 16(2)(a);

c) Approve the alterations to the bylaws, under the terms of n.^{os} 2 to 4 of article 68 of Law 62/2007, of September 10;

d) Organize the election procedure and elect the rector, in accordance with the law, the statutes

and the applicable regulations;

e) Appreciate the acts of the rector and the management council;

f) Propose the initiatives it considers necessary for the proper functioning of the University;

g) Perform other functions as provided by law or the bylaws.

2 - It is up to the general council, on the proposal of the rector:

a) Approve the medium-term strategic plans and the action plan for the four-year term of office of the rector;

b) Approve the general guidelines of the University in scientific, pedagogical, financial and patrimonial terms;

c) Create, transform or extinguish organic units;

d) Approve the regulations applicable to the process for electing the rector;

e) Approve, by absolute majority of the members in office, UTAD's participation in consortiums created on the initiative of its members, under the terms of Article 8;

f) Approve the annual plan of activities and consider the annual report of the University's activities;

g) Approve the budget proposal;

h) Approve the consolidated annual accounts, accompanied by the sole auditor's opinion;

i) Set the fees due by students;

j) Propose or authorize, as provided by law, the acquisition or disposal of the institution's real estate assets, as well as credit operations;

k) To appraise and approve, by an absolute majority of the members in full exercise of their duties, the proposal to request the transformation of UTAD into a public higher education institution of a founding nature;

l) To give its opinion, in an advisory capacity, on the other matters submitted to it by the rector.

3 - The deliberations referred to in points a) to c) and f) and h) of paragraph 2 must be preceded by the consideration of an opinion, to be prepared and approved by the external members referred to in point c) of paragraph 2 of Article 16

4 - In all matters within its competence, the General Council may request opinions from other organs of the University or of its organic units, namely from organs of a consultative nature.

5 - The General Council's deliberations are approved by simple majority, except in cases where the law or the Statutes require an absolute majority or a more demanding one.

Article 19

Competence of the president of the general council

- 1 - It is up to the president of the general council:
 - a) Convene and preside over meetings;
 - b) Declare or verify vacancies on the general council and proceed with the appropriate replacements, according to the statutes.
- 2 - The President of the General Council does not interfere in the exercise of the powers of the other organs of the University, and under no circumstances does he/she represent it or speak on its behalf.

Article 20

Establishment of the general council and start of operations

- 1 - The General Council is considered legally constituted with the homologation of the results of the elections of the members referred to in paragraphs a), b), and d) of No. 2 of Article 16, and is provisionally presided over by the oldest council member among the representatives of UTAD's teachers and researchers until the president is elected.
- 2 - The first meeting will take place no later than 10 working days after the ratification of the election results and will have as its sole point on the agenda the co-optation of the members of the general council provided for in article 16(2)(c)
- 3 - It is up to the rector to notify, in writing, the co-opted personalities, asking them to confirm their acceptance of the position.
- 4 - Once the acceptance by all the co-opted personalities is verified, a meeting of the general council will be called for them to take office, after which this body will assume full functions and will immediately proceed to call a new meeting for the election of its president and secretary, to be held mandatorily until the 10th working day after.

Article 21

General Council Meetings

- 1 - The General Council meets ordinarily four times a year, and extraordinarily whenever it is convened on the initiative of its president, at the request of the rector, or of one third of its members.
- 2 - By decision of the general council, they may participate in meetings, without the right to vote:
 - a) The directors of the organic units;
 - b) Personalities invited to speak on issues of their specialty.
- 3 - The rector participates in the meetings of the general council, without the right to vote.

SECTION II

Rector

Article 22

Functions of the rector

- 1 - The rector is the highest governing body and external representative of the University.
- 2 - The rector is the University's policy-making body and chairs the governing council.

Article 23

Election

- 1 - The rector is elected by the general council under the terms established in articles 77 and 79 and according to the procedure established in the regulations drawn up by that body.
- 2 - The election process includes, inter alia:
 - a) The public announcement of the opening of applications;
 - b) The submission of applications;
 - c) The public hearing of the candidates, with presentation and discussion of their action program;
 - d) The final vote of the general council, by majority and secret ballot.
- 3 - Professors and researchers from UTAD or other national or foreign university teaching or research institutions are eligible to be candidates for rector.
- 4 - You can't be elected dean:
 - a) Who is in a retired status;
 - b) Anyone who has been convicted of a disciplinary, financial or criminal offense in the performance of public or professional duties, within four years of serving the sentence;
 - c) Anyone who incurs other ineligibilities provided by law.

Article 24

Term of office

- 1 - The rector's term of office is four years, and may be renewed only once.
- 2 - In case of early termination, the new rector begins a new term.

Article 25

Vice-rectors

- 1 - The rector is assisted by vice-rectors.
- 2 - The vice-rectors are freely appointed by the rector, and may be personalities from outside the University; however, no one in a situation of incompatibility or impediment may be appointed.
- 3 - Vice-rectors may be removed from office at any time by the rector, and their terms of office end with the termination of the rector's term.

Article 26

Pro-rectors

- 1 - The rector may also be assisted by pro-rectors to develop and carry out specific tasks, projects, and activities.
- 2 - Pro-rectors are freely appointed by the rector from among members of the University who are not in a situation of incompatibility or impediment.
- 3 - Pro-rectors may be dismissed or removed from office at any time by the President, without prejudice to their immediate cessation on the date the tasks, projects, or activities for the development and execution of which they were appointed are completed, or on the date the President who appointed them ceases to hold office.

Article 27

Removal of the rector

- 1 - In a situation of gravity for the life of the University, the General Council, convened by its President or by one third of its members, may decide, by a two-thirds majority of its members, to suspend the Rector and, after due administrative procedure, by the same majority, to remove him from office.
- 2 - Decisions to suspend or dismiss the rector can only be voted on at meetings specifically called for this purpose.

Article 28

Exclusive dedication

- 1 - The positions of chancellor and vice-chancellor are held on an exclusive dedication basis.
- 2 - When they are UTAD teachers or researchers, the rector and vice-rectors are exempt from providing teaching or research service, notwithstanding the fact that they may provide it on their own

initiative.

Article 29

Replacement of the rector

- 1 - In the event of the Rector's temporary incapacity, the Vice-Rector appointed by him or, in the absence of an appointment, the oldest Rector takes over his duties.
- 2 - If the incapacity situation lasts for more than 90 days, the general council must decide on the convenience of electing a new rector.
- 3 - In the event of the Rector's vacancy, resignation, or permanent incapacity, the General Council must determine the opening of the procedure for electing a new Rector within a maximum of eight days.
- 4 - During the vacancy of the Rector's position, as well as in the event of suspension under the terms of Article 27, the position will be held temporarily by the Vice-Rector chosen by the General Council or, in their absence, by UTAD's Dean Professor.

Article 30

Competence of the rector

- 1 - The rector directs and represents the University, and is responsible, namely, for
 - a) Elaborate and present to the general council proposals for:
 - i) Medium-term strategic plan and action plan for the quadrennium of its mandate;
 - ii) General guidelines of the institution at the scientific and pedagogical level;
 - iii) Annual activity plan and report;
 - iv) Consolidated annual budget and accounts, accompanied by the sole supervisor's opinion;
 - v) Acquisition or disposal of the University's real estate assets, and credit operations;
 - vi) Creation, transformation or extinction of organic units;
 - vii) Fees due from students;
 - b) Appoint school presidents, after hearing the department directors;
 - c) Appoint the director of the doctoral college, after hearing the advice of the doctoral college;
 - d) Approving the creation, transformation, and extinction of research clusters, after hearing the opinions of the directors of the organic research units and the promoters or representatives of the research clusters;
 - e) Approve the creation, transformation and extinction of services and specialized structures;
 - f) Approve the creation, transformation and extinction of transversal teaching and research units;

- g) Approve the creation, transformation, and extinction of departments after hearing the scientific council and the academic council;
- h) Approve the creation, suspension, and extinction of courses after hearing the respective scientific, pedagogical, and departmental councils, and the academic council;
- i) Approving the maximum values for new admissions and enrollments in each study cycle for each academic year, under the terms of article 64 of Law 62/2007, September 10th;
- j) To supervise academic management, deciding, namely, on the opening of competitive examinations, the appointment and hiring of staff, in any capacity, the appointment of juries for competitive examinations and academic tests, and the system and regulations for the evaluation of teachers and students;
- k) To guide and supervise the administrative and financial management of the University, ensuring efficiency in the use of its means and resources;
- l) Grant support to students in the framework of social action in higher education, under the terms of the law;
- m) Approve the granting of honorary titles or distinctions;
- n) Instituting school prizes;
- o) Ratify the elections and appointments of the members of the organic units' bodies, only being able to refuse it on the grounds of illegality, and give them office;
- p) Appointing and dismissing, according to the law and the statutes, the administrator and the directors of the University's services;
- q) Exercise disciplinary power, in accordance with the provisions of the law and the statutes;
- r) Approve the disciplinary regulations applicable to students, after hearing the academic council;
- s) Ensure compliance with the decisions made by the University's collegial bodies;
- t) Approve the regulations foreseen in the law and in the bylaws, without prejudice to the regulatory power of the organic units within the scope of their own competencies;
- u) Ensure the observance of laws, statutes and regulations;
- v) Propose the initiatives it considers necessary for the proper functioning of the University;
- w) Perform the other functions provided by law and the bylaws;
- x) Communicate to the supervising minister all the necessary data for the exercise of his duties, namely the plans and budgets and the activities and accounts reports;
- y) To take the necessary measures to ensure the quality of teaching and research at the University and its organic units;

- z) Represent the University in and out of court.
- 2 - The rector is also responsible for all competencies that, by law or by the statutes, are not attributed to other University bodies.
- 3 - Whenever it is justified for greater efficiency in human resource management, the Rector may, after consulting the Academic Council and the General Council, reassign teaching and research staff and any other workers between organic units.
- 4 - The decision on the matters referred to in subparagraphs l) and m) of paragraph 1 of this article, as well as subparagraph q) of the same number regarding the application of serious penalties to University employees, requires the prior opinion of the Academic Council.
- 5 - The rector may delegate to the vice-rectors, the pro-rectors, and to the management bodies of the University or its organic units the competencies that are necessary for a more efficient management.
- 6 - The rector has an office, which includes legal counsel, planning counsel, and a secretariat, and may also have a chief of staff, all freely appointed and dismissed by him.

SECTION III

Management Board

Article 31

Composition and operation of the management board

- 1 - The management board is composed of the rector, who presides, a vice-rector appointed by him, and the administrator; it may also include one or two members with recognized competence in the fields of management, freely chosen and appointed by the rector from among teaching and research staff or non-teaching and non-researching staff of the University.
- 2 - The term of office of the members of the management board lasts for the term of office of the rector who appointed them and ends with the latter.

Article 32

Competence of the management board

- 1 - The Management board is responsible for the administrative, patrimonial, and financial management of the University, as well as for the management of human resources.
- 2 - It is also up to the management board to set the fees and emoluments.
- 3 - The management board can, in general, delegate to the organs of the organic units and to the service

directors the competencies it considers appropriate and necessary for a more efficient management.

SECTION IV

Providers

Article 33

Student Ombudsman

- 1 - The student ombudsman is an independent body whose function is to defend and promote the rights and legitimate interests of students within the University, to be stipulated in specific regulations.
- 2 - The student ombudsman is appointed by the general council, upon the rector's proposal, from among UTAD professors, for a four-year term.
- 3 - The student ombudsman must have the necessary means to exercise his or her functions, and the guarantees and competences foreseen in the law must be ensured.

Article 34

Non-teaching and non-researching employee ombudsman

- 1 - The ombudsman for non-teaching and non-researching workers is an independent body whose function is to defend and promote the rights and legitimate interests of UTAD's non-teaching and non-researching workers, to be stipulated in specific regulations.
- 2 - The ombudsman for non-teaching and non-researching workers is appointed by the general council, upon the rector's proposal, from among the workers from UTAD's non-teaching and non-researching staff, for a four-year term.
- 3 - The regime of incompatibilities and impediments is that foreseen by law.

SECTION V

Academic Council

Article 35

Nature

The academic council is a collegiate body whose mission is to promote cooperation and articulation among the scientific councils, the technical-scientific councils, and the pedagogical councils of the schools and the organic research units.

Article 36

Composition of the Academic Council

1 - The academic council is composed of:

- a) The rector, who presides;
- b) The presidents of the schools;
- c) The presidents of the scientific councils of the schools;
- d) The presidents of the pedagogical councils of the schools;
- e) The directors of the organic units of UTAD, referred to in no. 1 of article 59;
- f) A student representative from each school, elected by the members of the respective pedagogical council from among their peers;
- g) The president of the Academic Association of UTAD, or his legal representative.

2 - The rector may delegate the presidency of the academic council to a vice-rector.

Article 37

Functioning of the Academic Council

1 - The academic council functions in plenary, scientific commission, and pedagogical commission.

2 - The scientific commission is composed of the members of the academic council referred to in article 36(1)(a), (b), (c) and (e)

3 - The pedagogical commission is composed of the members of the academic council referred to in article 36(1)(a), (b), (d), (f) and (g)

Article 38

Competence of the Academic Council

1 - It is up to the academic council:

- a) Appraising the UTAD's draft activity plan, in its scientific aspect;
- b) Decide on the creation, transformation and extinction of schools and organic research units;
- c) Propose or pronounce on the general guidelines that should govern the distribution of teaching service;
- d) Propose or pronounce on the general principles that the regulations of the organic research units must obey;
- e) Decide on the creation, transformation and extinction of departments;
- f) Decide on the creation, transformation, suspension and extinction of courses;
- g) To decide on UTAD's academic calendar;

- h)* Approve the general guidelines for student achievement assessment regulations;
 - i)* Coordinate regular surveys of the schools' pedagogical performance and their analysis and dissemination;
 - j)* Coordinate the evaluation of the pedagogical performance of teachers, by teachers and students, and its analysis and dissemination;
 - k)* To establish the general principles to which the schools' regulations must obey and to propose their approval to the rector;
 - l)* Issue an opinion on the provisions of Article 30 (nº 4);
 - m)* To issue an opinion on all matters submitted to it by the rector.
- 2 - The Scientific Committee of the Academic Council has the exclusive competence to make decisions for the purposes of paragraphs a) to d) of the previous number.
- 3 - It is the exclusive competence of the pedagogical committee of the academic council to make decisions for the purposes of points (g) to (i) of paragraph 1 of this article.

TITLE III

The teaching and research organic units

CHAPTER I

Schools of a university nature

SECTION I

General Provisions

Article 39

Teaching and research organic units

- 1 - UTAD comprises the university and polytechnic schools mentioned in Annex N.º 4.
- 2 - The schools of a university nature are organic units directed at the continuous performance of the tasks of teaching, research, science and technology transfer, dissemination of culture, and provision of specialized services.
- 3 - The creation, transformation, and extinction of Schools is the competence of the general council, upon proposal by the rector.
- 4 - The services attached to each school, arising from those existing in the departments that are grouped therein, will be those strictly indispensable to the performance of functions and tasks that are

not, or cannot be, shared or exercised by UTAD's services.

5 - The schools functionally share human and material resources within the scope of courses, as well as research and service provision.

6 - The rector, on the advice of the academic council, may reallocate teaching, research and other staff between schools, in accordance with article 30, paragraph 3

Article 40

Organization

1 - Schools group together departments in related areas of knowledge.

2 - The schools promote and coordinate courses with a view to awarding degrees and other courses in related areas of knowledge.

Article 41

Autonomy

1 - The schools have statutory and regulatory autonomy and are governed by statutes of a regulatory nature and their own regulations, in compliance with the provisions of the law and of these statutes.

2 - The schools enjoy scientific, pedagogical, and administrative autonomy to be established in statutes of a regulatory nature to be approved under the terms of the present statutes.

Article 42

Organs

The schools have the following bodies:

- a) President;
- b) Scientific Board;
- c) Pedagogical Council.

SECTION II

School President

Article 43

Appointment of the president

The school's president is appointed by the rector, from among the school's professors and researchers,

after hearing the advice of the school's departmental directors.

Article 44

Competence of the President

1 - It is the school president's responsibility, in close articulation with the presidents of the scientific and pedagogical councils and the departmental directors:

- a) Directing the school's activities, monitoring and evaluating them, and ensuring the efficient management of available resources;
- b) Meet with all school bodies and departmental directors whenever he sees fit;
- c) Approve the school's calendar and schedule of teaching tasks, after consulting the scientific council and the pedagogical council;
- d) Execute the deliberations of the scientific council and the pedagogical council, when binding;
- e) Prepare or review, together with the departmental directors, the draft of statutes or regulations to be submitted to the departmental councils for approval and to the dean for approval;
- f) Preparing the school's annual and multi-annual activity plans and activity reports in close articulation with the departmental directors;
- g) To exercise the other competencies assigned to it by law or delegated to it by the rector.

2 - When he/she is absent or unavailable, the president of the school delegates competencies to the president of the scientific council or to the president of the pedagogical council, without prejudice to the fact that if this is not the case, the substitution is done by decision of the rector.

SECTION III

School Scientific Council

Article 45

Composition of the scientific board

1 - The scientific council is composed of a maximum of 25 members, elected in accordance with articles 77, 80 and 81

2 - The Scientific Council is made up of 9 members who represent and are elected from among career professors and researchers and other full-time professors and researchers who hold a PhD degree and have a contract of at least one year, regardless of the nature of their employment at UTAD.

3 - The scientific council is also made up of one representative for each of UTAD's research units referred to in article 59 (nº 1), provided the following conditions are met:

- a) The research organic unit has at least 10 integrated members from the school;
 - b) The representative is a member of the school.
- 4 - The number of representatives from the research units should not exceed 40% of the total number of members of the scientific council, and may only be less than 20% if justified by the small number of existing research units.
- 5 - The scientific council may also include invited members without voting rights, who will be chosen according to its regulations, from among professors or researchers from other institutions or personalities of recognized competence within the school's mission.

Article 46

Organization and mode of operation of the scientific council

- 1 - The scientific board disposes:
- a) A president, who is elected from among the elected members of the scientific board;
 - b) A vice-president, appointed by the president from among the elected members of the scientific council;
 - c) A secretary, appointed by the president from among the elected members of the scientific council.
- 2 - The scientific council functions in plenary and, by delegation of the latter, in permanent commission, under the terms of the school's statutes or regulations and its internal regulation.
- 3 - The standing committee consists of the chairman, the vice-chairman, and the secretary.

Article 47

Competence of the Scientific Council

- 1 - It is up to the scientific council:
- a) Elaborate its bylaws;
 - b) Assess the school's draft scientific activity plan;
 - c) Propose the creation, transformation and extinction of departments;
 - d) Deliberate on the distribution of the teaching service, subjecting it to the approval of the rector;
 - e) Decide on the creation of courses promoted and coordinated by the school, and approve the respective study plans;
 - f) Propose or pronounce on the granting of titles or honorary distinctions;
 - g) Propose or pronounce on the institution of school prizes;

- h)* Propose or pronounce on the execution of international agreements and partnerships;
 - i)* Propose the composition of the juries of academic competitions, after hearing the departmental council;
 - j)* Propose the composition of the juries of academic examinations, after hearing the course director and the departmental council;
 - k)* To perform the other acts prescribed by law regarding the teaching and research career and the recruitment of teaching and research staff;
 - l)* Perform such other duties as may be assigned by the dean or by school regulations.
- 2 - The members of the scientific council cannot comment on matters concerning:
- a)* To acts related to the career of teachers with a rank higher than his own;
 - b)* To competitions or tests for which you are eligible to apply.

SECTION IV

School Pedagogical Council

Article 48

Composition of the pedagogical council

- 1 - The pedagogical council consists of 18 elected members, equally divided between faculty and students.
- 2 - Members of the pedagogical council are:
- a)* The president, elected by the pedagogical council from among the teachers that integrate it;
 - b)* Representatives of the school's teaching staff, elected by the respective body, under the terms of articles 77, 80 and 81;
 - c)* Student representatives of the degree courses promoted and coordinated by the school, elected by the respective body, under the terms of articles 77 and 80.

Article 49

Organization and functioning of the pedagogical council

- 1 - The pedagogical council has:
- a)* A president, as per paragraph 2(a) of the previous article;
 - b)* A vice-president, appointed by the president from among the teaching members of the pedagogical council, in accordance with the school's regulations;
 - c)* A secretary, appointed by the president from among the teaching members of the pedagogical

council, in accordance with the school's regulations.

2 - The pedagogical council functions in plenary and, by delegation, in permanent commission, under the terms of the school's statutes or regulation and its internal regulation.

3 - The permanent commission of the pedagogical council consists of the president, the vice-president, the secretary, and two students nominated by and from among those elected.

Article 50

Competence of the pedagogical council

1 - It is up to the pedagogical council:

- a)* Elaborate its bylaws;
- b)* Ensure the normal operation of the school's courses and ensure their quality in conjunction with the respective course directors;
- c)* To pronounce on the pedagogical guidelines and on the teaching and evaluation methods of the study cycles promoted and coordinated by the school;
- d)* Promote regular surveys of the school's pedagogical performance and their analysis and dissemination;
- e)* To promote the evaluation of the pedagogical performance of the teachers of the study cycles promoted and coordinated by the school, by them and the students, and its analysis and dissemination;
- f)* Appreciate complaints regarding pedagogical failures and propose the necessary measures;
- g)* Approve the specific regulations for the assessment of student achievement in the study cycles promoted and coordinated by the school;
- h)* To pronounce on the regime of prescriptions of the study cycles promoted and coordinated by the school;
- i)* To pronounce on the creation of study cycles and on the plans of the study cycles taught;
- j)* Pronounce on the institution of school prizes
- k)* To decide on the school calendar and the examination schedules for the study cycles grouped in the school;
- l)* Appoint course directors and ensure the constitution of course committees in accordance with article 57(1)
- m)* Exercise the other powers conferred on it by the school's regulations.

SECTION V

School Departments

Article 51

Nature

- 1 - The departments are organic sub-units aimed at carrying out the tasks of teaching, research, sharing of science and technology, dissemination of culture, and provision of specialized services, constituting the organizational base of the respective school.
- 2 - The departments that exist at the University are those listed in Annex No. 5, without prejudice to the creation of new departments or the transformation or extinction of existing ones by decision of the rector, upon proposal of the scientific or technical-scientific council, after hearing the academic council.
- 3 - An essential prerequisite for the creation of departments is the existence of 12 members who are, simultaneously, holders of a PhD degree and professors, researchers, or full-time lecturers with a contract of at least one year, regardless of the nature of their employment at UTAD.

Article 52

Organs

They are organs of the department:

- a) The department director;
- b) The departmental council.

Article 53

Election and competence of the department director

- 1 - The Departmental Chair is elected by the Departmental Council from among the professors and doctoral researchers that integrate the Department, under the terms of articles 77 and 79
- 2 - The department director is assisted by a vice-director appointed by him/her, who must hold a doctoral degree and substitute him/her in his/her absences or impediments.
- 3 - It is the department director's responsibility:
 - a) Manage the resources allocated to the department;
 - b) Ensure, within its scope, the normal functioning of the department and the progress of the activities in which it is involved;
 - c) Prepare the draft annual activity plan and the annual report of the department's activities;
 - d) Propose the distribution of teaching service in the department, after hearing the course directors

and the department council;

e) Make a decision on the appointment of the school president;

f) Propose to the pedagogical council the directors of courses anchored in the respective department;

g) Exercising the other powers that are assigned to him/her by the statutes or regulations of the school or delegated by the school president.

Article 54

Composition and competence of the departmental council

1 - The departmental council is made up of all full-time professors, researchers, and other full-time lecturers with a contract of at least one year, regardless of the nature of their contract at UTAD, provided they hold a doctoral degree.

2 - It is up to the departmental council:

a) Elect and consider the dismissal of the department director, according to the school's regulations;

b) To pronounce on study plans regarding the creation or alteration of courses in which the department is an intervening party;

c) Decide on the suspension or termination of courses in which the department is an intervening party;

d) Make a decision on the proposed distribution of departmental teaching service;

e) Give its opinion about the draft activity plan and the annual report of the department's activities;

f) Decide on the proposal for the appointment of the directors of courses anchored in the respective department;

g) Decide on the appointment of committee members for courses not anchored in the respective department;

h) To pronounce on the project of creation or revision of the school's statute or regulation;

i) Decide on the composition of the juries of academic competitions;

j) Decide on the composition of the juries of academic examinations;

k) Exercise the other powers conferred on it by the school's bylaws or regulations.

Article 55

Scientific and pedagogical management of the study cycles

Without prejudice to the competence attributed by the present statutes to the University bodies and schools, the scientific and pedagogical management of the study cycles is ensured by the following bodies:

- a) Course Director;
- b) Course committee.

Article 56

Course Director

1 - The course director is a professor from the course's dominant scientific area, appointed by the pedagogical council upon the proposal of the anchor department's director, after hearing the department's council, under the terms of the statutes and respective regulations.

2 - For the purposes of the provisions of the previous number, the course's dominant scientific area is considered to be the one with the highest number of ECTs and the anchor department is considered to be the one where the highest number of ECTs in the course are anchored.

3 - When in a course there is more than one anchor department, the course director is proposed, in rotation, by the directors of each of the anchor departments.

4 - The term of office for the course director is two years, renewable once.

5 - A course director may accumulate the direction of a maximum of three courses, as long as they belong to different cycles and there is a sequential logic in a given scientific area or in related scientific areas.

6 - In his absence or absence, the principal is replaced by the vice-principal, appointed by him from among the teachers of the course committee.

7 - Without prejudice to the powers attributed to other school or University organs, it is the responsibility of the course director:

- a) Ensure the normal operation of the course and ensure its quality;
- b) Manage the technical and financial means assigned to it;
- c) Collaborate with the department directors involved in the course on the distribution of teaching service;
- d) Prepare proposals for the organization or modification of the respective course;
- e) To organize the crediting processes of course units and individual study plans, as well as to give its opinion about the crediting of training courses taken in the scope of national and foreign courses and also of competences acquired in a professional context;

- f) Regularly listen to the course's faculty and students with a view to its smooth running;
- g) Prepare the self-evaluation reports and all the procedures related to course accreditation;
- h) Decide on the constitution of juries of academic examinations;
- i) Develop all the other tasks that may be assigned to it in its own regulation;
- j) Promote the dissemination of the course, the integration of new students in the academic environment and interact with the student nucleus, if any;
- k) To ensure the public presentation, of topics proposed by UTAD teachers and researchers, for work subject to supervision, as long as the proponents guarantee, under commitment, adequate conditions for the realization of the work in a timely manner and with respect for scientific methodology and ethical principles;
- l) Propose, for the constitution of the course committee, the nomination of two professors or doctoral researchers among the course's faculty, one of whom must mandatorily belong to one of the non-anchor departments.

Article 57

Course committee

- 1 - The course committee is composed of the course director, who chairs it, two PhD professors or researchers who teach the course, appointed by the pedagogical council upon proposal by the course director, as well as two students elected by their colleagues in the respective study cycle.
- 2 - It is up to the course committee:
 - a) Collaborate with the course director in the tasks he assigns him;
 - b) Promote curriculum coordination;
 - c) Decide on proposals for the organization or alteration of study plans;
 - d) Pronounce on faculty service needs;
 - e) Pronounce on proposals for admission regimes and *numerus clausus*;
 - f) Elaborate and submit to the competent authorities the course regulations.

CHAPTER II

School of polytechnic nature

Article 58

General Provisions

- 1 - The School of Health is an organic unit of UTAD oriented towards the creation, transmission, and

diffusion of culture and knowledge of a professional nature, through the articulation of study, teaching, oriented research, and experimental development.

2 - The School of Health has statutory and regulatory autonomy and is governed by its own statutes and regulations, in compliance with the law and the present statutes.

3 - The School of Health possesses scientific, pedagogical, and administrative autonomy that will be established in its statutes of a regulatory nature and that is in accordance with the law and the present statutes.

4 - The School of Health has the following bodies:

- a) The President;
- b) The technical-scientific council;
- c) The pedagogical council;

5 - The provisions of articles 43 and 44 apply to the president's appointment and powers, without prejudice to what else is determined by the school's statutes.

6 - The composition, organization and functioning, as well as the competences of the Technical-Scientific Council are defined by the statutes and regulations of the school in accordance with the provisions of the law, and the present statutes apply, with the necessary adaptations, namely the provisions of articles 45 to 47.

7 - Without prejudice to what will be determined in the statutes of regulatory nature of the school, the provisions of Articles 48 to 57 apply subsidiarily.

TITLE IV

Research Units

Article 59

General Provisions

1 - The research organic units are the UTAD research centers or associated laboratories publicly assessed and recognized with a good classification that are listed in Annex No. 6, without prejudice to those that may be created, transformed, or extinct in accordance with the provisions of No. 5.

2 - The research organic units are structures aimed at the continuous performance of research tasks, science and technology transfer, dissemination of culture, and provision of specialized services that, when they are organic units, are endowed with scientific autonomy.

3 - The organic research units are governed by their own statutes and regulations, subject to the rector's approval to verify their legality and compliance with the present statutes.

4 - UTAD also hosts poles of research organic units, without the status of organic units, resulting from the association to research organic units of other universities and other university or polytechnic institutions, publicly assessed and recognized with a good rating.

5 - The creation, transformation, and extinction of research units is the competence of the General Council, upon proposal by the Rector, after consultation with the Scientific Council of the respective research unit.

6 - The creation, transformation, and extinction of research clusters, as referred to in no. 4, is the Rector's responsibility, after hearing the directors of the organic research units and the promoters or representatives of the research clusters.

Article 60

Composition of the research organic units

Without prejudice to what is determined in their own statutes and regulations, the organic research units are composed of:

- a) Integrated members, holders of a doctoral degree;
- b) Collaborating members, holders of a doctoral degree;
- c) Grantees and students.

Article 61

Organs

Without prejudice to its statutes or regulations, they are organs of the research organic unit:

- a) The director of the center;
- b) The center's scientific board.

Article 62

Election and competence of the center director

1 - The director of the center is elected by and from among the integrated members, pursuant to articles 77 and 79

2 - It is up to the director of the center:

- a) Represent the organic research unit before the other organs of UTAD and externally;
- b) Execute the deliberations of the scientific council, when binding;
- c) Prepare the draft activity plans and the activity report;

- d)* Perform the other functions prescribed by law and by the center's statutes or regulations;
- e)* Preside over the respective bodies and convene meetings;
- f)* Directing and coordinating the execution of all activities of the organic research unit;
- g)* Ensure compliance with the laws, regulations, and guidelines issued by the University's bodies;
- h)* Perform the functions delegated to it by the rector.

Article 63

Composition and competence of the scientific council

- 1 - The scientific council is made up of integrated members, according to the statutes or regulations of the center.
- 2 - It is up to the scientific council:
 - a)* Elect and consider the dismissal of the center's director, according to its statutes or regulations;
 - b)* To pronounce on the draft activity plans and the activity report of the organic research unit;
 - c)* Performing any other duties attributed by the statutes or regulations of the organic research unit

TITLE V

Of the specialized services and structures

CHAPTER I

General Provisions

Article 64

Specialized services and structures

- 1 - For the permanent technical and administrative support necessary for the smooth running of the University and its entire organizational structure, UTAD has the specialized services and structures listed in Annex No. 7.
- 2 - The creation, transformation, reorganization, and extinction of specialized services and structures are the Rector's responsibility, after consulting the Management Council.

CHAPTER II

Administrator

Article 65

Designation and competence

1 - The administrator is freely appointed and dismissed by the rector, and the maximum term of office may not exceed 10 years.

2 - The administrator should be chosen among people with knowledge and experience in the management area, with competence for the current management of the University and the coordination of the services.

3 - It is up to the administrator:

- a)* Ensure the day-to-day management and coordinate the University's services, under the direction of the rector;
- b)* Perform all tasks and exercise all powers assigned or delegated to it by the rector.

CHAPTER III

Services

Article 66

Organization, operation and competence

The internal organization and operation of the services referred to in article 64 (nº1), as well as the identification of competencies and the management or leadership positions that correspond to them, shall be set forth in specific regulations to be approved by the rector, upon proposal by the management council.

CHAPTER IV

Social Action Services

Article 67

Mission

The Social Action Services (SAS) are the University's structure dedicated to ensuring the social action functions of university education, supporting students with direct social support measures, namely scholarships, and indirect support in the areas of food services, accommodation, education, health, culture, sports and welfare.

Article 68

Administrative and financial autonomy

- 1 - The SAS enjoys administrative and financial autonomy under the terms of the law and the statutes, having the capacity to perform legal acts, take decisions with external effectiveness, perform definitive acts, as well as having its own revenue and the capacity to allocate it to expenses approved in accordance with its own budget.
- 2 - The SAS has its own administrative services, although it may share University services with the aim of rationalizing human and financial resources.

Article 69

SAS Administrator

- 1 - The administrator of the SAS is freely chosen by the rector of UTAD from among people with knowledge and experience in the area of management, with competence for the day-to-day management of the SAS and the coordination of the services.
- 2 - The maximum term of office as a manager of this service may not exceed 10 years.

Article 70

Competence of the SAS administrator

- 1 - The SAS administrator is responsible for the day-to-day management of these services.
- 2 - The SAS administrator is also responsible for preparing the budget proposal, the activities plan, the activities and accounts report, and the internal regulation proposal, to be submitted to the rector.
- 3 - The rector may delegate to the administrator of the SAS the powers he considers appropriate to those services.

Article 71

Supervision and account consolidation

The social welfare services are subject to the supervision of the statutory auditor and their accounts are consolidated with the University's accounts.

Article 72

Concession of student support services

The management of student support services, such as canteens and halls of residence, can be awarded by resolution of the Board of Directors, after hearing the UTAD Academic Association.

TITLE VI

The transversal teaching and research units

Article 73

General Provisions

- 1 - UTAD integrates the doctoral college as a transversal teaching and research unit that coordinates teaching and research activities at the third cycle and advanced training levels.
- 2 - UTAD may create or integrate, in certain areas of knowledge, other transversal teaching and research units of an interdisciplinary nature, which are governed by their own regulations.
- 3 - The creation, alteration, and extinction of transversal teaching and research units is the competence of the rector.

Article 74

The doctoral college

- 1 - The doctoral college is a transversal teaching and research unit, responsible for coordinating and supporting teaching and research activity at the level of third cycle courses and advanced training courses.
- 2 - The doctoral college works in strict articulation with UTAD's schools and research units.
- 3 - They are organs of the doctoral college:
 - a) The director;
 - b) The advice of the doctoral college.

Article 75

The director of the doctoral college

- 1 - The director is appointed by the rector, after hearing the advice of the doctoral college.
- 2 - The director's term of office is 4 years:
 - a) The direction and representation of the doctoral college;
 - b) Carry out the deliberations of the doctoral college council;
 - c) Prepare the pluri-annual and annual activity plans and reports;
 - d) Perform any other functions delegated by the rector.
- 3 - In his/her absence or impediments the director is replaced by a sub-director appointed by him/her and subject to approval by the doctoral college council.

Article 76

Doctoral College Council

- 1 - The doctoral college council is composed of the following:
 - a) The presidents of the schools' scientific councils or representatives appointed by them;
 - b) The director of each third cycle course;
 - c) The directors of the organic research units referred to in article 59(1);
 - d) Up to 5 external personalities with recognized scientific profile, chosen by the majority of the elements mentioned in the previous paragraphs.
- 2 - The council of the doctoral college functions in plenary and in permanent commission, the latter consisting of the president and two other members chosen by him, one among the representatives of the schools and the other among the representatives of the research organic units.
- 3 - The competencies of the council of the doctoral college are:
 - a) Decide on the creation of third cycle courses and respective syllabus, as well as the syllabus for advanced training courses;
 - b) Propose or give its opinion about international partnerships and agreements related to its area of intervention.
- 4 - Promote and support the self-evaluation of the study cycles under its intervention.
- 5 - Promote interdisciplinarity within advanced training at UTAD.
- 6 - To pronounce on all matters brought to its attention by other organs of the University.

TITLE VII

Organic Regime

CHAPTER I

Common system of election, substitution and termination of terms of office

Article 77

Choice Modes

- 1 - The elections of the holders of uninominal bodies and the members of collegiate bodies are held by secret ballot, organized under the terms of electoral regulations drawn up and approved for the purpose by the legally and statutorily competent bodies.
- 2 - The regulations referred to in the previous number cannot contradict the legal, statutory, and

regulatory provisions applicable to the bodies to which they refer, nor the provisions of this chapter.

Article 78

Right and duty to participate in electoral processes

1 - All members of UTAD have, under the terms of the law, the statutes and the applicable regulations, the right and the duty to participate in elections in which they have active or passive electoral capacity.

2 - The possibility of being elected is inherent to the corresponding passive electoral capacity, so that any subjective unavailability for its fulfillment must be the object of express manifestation, to be submitted to the dean's appreciation.

Article 79

Election of holders of uninominal bodies

The election of members of uninominal bodies is based on individual candidacies, formalized in the terms of the statutes and applicable regulations.

Article 80

Election of members of collegial bodies

1 - The election of members of collegiate bodies, whenever the law or the bylaws do not state otherwise, is based on complete and ordered lists of candidates originating from each body to be represented in the composition of the body, with a number of candidates equal to the number of members to be elected plus half that amount.

2 - The electoral colleges must correspond to the totality of the members of said bodies who hold electoral capacity.

3 - Without prejudice to the provisions of the present statutes, the allocation of mandates is made by applying the method of the highest d'Hondt average.

4 - Candidates not elected will be considered alternates, keeping their respective ordinal positions for the purpose of eventual replacement of full members whose mandates are suspended or terminated.

Article 81

Election of faculty and research representatives to the scientific, technical-scientific, and pedagogical

councils

- 1 - The representatives of the professors and researchers represent the entire electoral body of the scientific and pedagogical council and not only the departments for which they are elected, exercising a representative mandate, characteristic of electoral systems with multi-minority constituencies.
- 2 - The mandate referred to in the previous number must be exercised freely, not being bound to the instructions of the voters nor can it be withdrawn by them.
- 3 - Each department elects a number of faculty and researcher representatives that tends to be proportional to the number of respective electors, so as to ensure that all departments elect representatives to each of the scientific and pedagogical councils.
- 4 - Representatives are elected by plurality lists in each department, with each voter having a single list vote.
- 5 - The lists put forward for election must contain a number of effective candidates equal to the number of mandates assigned to the department to which they refer, as well as substitute candidates in a number that is not less than half the number of effective candidates and not more than the number of effective candidates.
- 6 - The candidates on each list are ordered sequentially according to their declaration of candidacy, and no changes are permitted after the list has been definitively admitted, except where justified by the need to comply with applicable legal provisions.
- 7 - Within each list, the mandates are conferred to the candidates in the order of precedence indicated in the previous number.
- 8 - Any vacancy that may occur, whether due to death, absolutely incapacitating illness, or any other reason that makes it impossible to exercise the mandate, will be filled by the candidate immediately following in the order of precedence indicated on the respective list, except when there are no more candidates.
- 9 - The circumstance referred to in the previous number will only require a new election to be held if the body is left without a quorum and unable to function.

Article 82

Duration and term limits

The terms of office of the members of the uninominal bodies and of the elected or co-opted members of the collegial bodies are four years, and two years if they are held by students, without prejudice to the fact that, in either case, they can be renewed only once.

Article 83

Suspension and termination of mandates

- 1 - The members of the collegial bodies may temporarily suspend their mandates, for one or more times, up to a maximum limit of one year, upon a duly justified request, accepted by the body itself, under the terms of its regulations.
- 2 - The members of the collegial bodies may resign, for reasons of force majeure communicated to the respective body and to the rector, and may also be dismissed permanently, as long as they make a justified request and the request is accepted by the body itself, under the terms of its regulations.
- 3 - The suspension or removal from office of any member of a collegial body can only be effected when he or she is guilty of serious misconduct, by means of a decision taken by an absolute majority of the body, in accordance with its bylaws, subject to ratification by the rector.
- 4 - The members of the collegiate bodies cease their mandates if they are removed or dismissed, under the terms of the previous numbers, or if, having been elected, they cease to have the quality that was a prerequisite for their election.

Article 84

Substitution of office bearers or members of bodies

- 1 - The substitution of members of uninominal bodies is done according to the law or the bylaws.
- 2 - Without prejudice to the provisions of article 80, the members of collegiate organs elected on the basis of lists are replaced by alternate members, who are called upon to exercise their duties in the order appearing on the said list.
- 3 - The substitution of temporarily impeded members will only last as long as the impediment persists, after which the substitutes will return to their status as substitutes and to the ordinal positions they previously held in the respective lists.
- 4 - The substitution of outgoing members is done on a definitive basis and for the time remaining until the end of the outgoing member's term of office.

CHAPTER II

Incompatibility, impediments, rights and duties

Article 85

Incompatibilities and Impediments

1 - The duties of member of the general council are incompatible with those of vice-rector, pro-rector, student ombudsman, ombudsman for non-teaching and non-researching workers, and member of the management council.

2 - The positions of Rector, Vice-Rector, and Pro-Rector cannot be cumulative with participation in governing bodies or management of organic units of UTAD.

3 - The rector, vice-rectors and pro-rectors, members of the management council, school presidents, UTAD and SAS administrators, and the rector's chief of staff cannot belong to any governing or management bodies in other higher education institutions, public or private.

4 - The verification of any incompatibility or impediment results in the loss of the mandate and ineligibility for any of the positions referred to in the previous number for a period of four years.

Article 86

Independence in the exercise of duties

The holders or members of bodies do not represent groups or sectorial interests and are independent in the exercise of their functions.

Article 87

Responsibility

1 - The members of collegiate bodies, under the terms of the Constitution and the law, are jointly and severally liable for acts carried out in the exercise of their functions.

2 - Members who, having been present at the meeting where the deliberation was taken, have expressed their disagreement, in a statement registered in the respective minutes, are exempt from responsibility.

Article 88

Confidentiality and duty of confidentiality

1 - Unless otherwise determined by law, the bylaws, regulations, or the body's own deliberation, the collegial bodies' meetings are not public, notwithstanding the fact that they may be attended by invited personalities, under the terms of the applicable provisions.

2 - The members of the collegiate bodies and the personalities referred to in the previous paragraph are subject to a commitment of confidentiality and duty of reserve with regard to the information

provided to them or to which they have access as a direct and exclusive effect of their participation in non-public meetings.

TITLE VIII

Patrimonial management, human resources and associativism

Article 89

Assets and financial regime

UTAD has its own assets and revenues, and exercises its autonomy in full compliance with the applicable legal provisions.

Article 90

Staff

- 1 - UTAD must have, under the terms of the law, the human resources necessary for the performance of its attributions, without prejudice to the external contracting of services.
- 2 - UTAD is responsible for recruiting and promoting its teachers and researchers, as well as other staff, under the terms of the law.
- 3 - Unless the law determines otherwise, the staff map will be the same for the entire University, without prejudice to the fact that teachers and researchers are assigned to organic units and that other staff may also be assigned to such units by decision of the competent body.

Article 91

Student Associations

UTAD stimulates, promotes and supports, in the spirit of good democratic coexistence and according to university standards of high ethical and cultural demand, the academic associativism of its current and former students within the legal framework and with full respect for the principles of equality, transparency of support and the autonomy and independence of academic associations.

TITLE IX

Transitional and final provisions

Article 92

Revision and alteration of the statutes

- 1 - The statutes are of imperative application and prevail over other regulatory norms, unless the contrary results from the law.
- 2 - The statutes are revised or altered pursuant to the law.
- 3 - Updates to the contents of the appendixes to the statutes, resulting from the exercise of the functions attributed to the competent bodies, which shall be ordered published in the Diário da República by order of the rector and determine the automatic adaptation of the statutes, regardless of any other formality, do not have the character of statutory revision.

Article 93

Cases of omission or doubts

Cases of omission and doubts raised in the interpretation and application of these statutes are resolved by a reasoned and binding decision of the general council.

Article 94

Entry into force

The present statute takes effect on the day following its publication in the Diário da República.

ANNEX NO. 1



ANNEX NO. 2

Academic Costume



1 - Academic dress for professors and doctoral researchers

- a) The gown, made of black cloth and with sleeves lined with taffeta in a color corresponding to the doctoral scientific area;
- b) A scapular in interlaced taffeta, the color of the doctoral scientific area, except for the Dean's, which is white;
- c) The medal in silver, UTAD's insignia, hanging from a hook or bracket on the scapular;
- d) The rosette, made of fabric in a color corresponding to the doctoral scientific area, except for that of the rector and vice-rectors, which is white.

2 - Students' academic dress



- a) In the case of men's attire:
- i) Black shoes with laces, no metallic appliqués, and a non-pointed toe;
 - ii) Black socks;
 - iii) Black pants with zippers or buttons;
 - iv) Black vest;
 - v) Black non-ecclesiastical cassock, with or without the UTAD coat of arms nailed on the right arm, close to the shoulder seam;
 - vi) A plain white shirt with a classic, simple, buttonless collar;
 - vii) Plain black tie, except in the case of seniors wearing their insignia;
 - viii) Black cover, with collar and overcoat, with black edging on all its peripheries, except the bottom of the cover. The cover should have 3 wooden beads, pine color, in order to close it;
- ix) The dust jacket may or may not have the UTAD coat of arms embroidered in black on the right side, near the vertex of the trims;
- b) In the case of women's attire:
- i) Black shoes, without metallic appliqués, not pointed toe, with rounded cutouts, flat without embellishments and a minimum heel of 2 centimeters and maximum of 5 centimeters;
 - ii) Plain black stockings, these can be tights or stockings, not opaque and without any kind of design;
 - iii) Skirt-skirt suit, black, simple pattern. The skirt cannot be round, being measured so that when kneeling the hem touches the ground. The jacket may or may not have the UTAD coat of arms pinned on the right arm, near the shoulder seam;
 - iv) A plain white shirt with a classic, simple, buttonless collar;
 - v) Plain black tie, except in the case of finalists wearing their insignia;
 - vi) Black cover, with collar and overcoat, with black edging on all its peripheries, except the bottom of the cover. The cover should have 3 wooden beads, pine color, in order to close it;
 - vii) The dust jacket may or may not have the UTAD coat of arms embroidered in black on the right side, near the vertex of the hemmed edges.

ANNEX NO. 3

Qualification of managerial positions

- 1 - The position of University administrator is qualified as a 1st degree senior management position.

- 2 - The position of SASUTAD administrator is qualified as a 1st degree senior management position.
- 3 - The position of service director is qualified as a position of intermediate direction of the 1st degree.
- 4 - The position of head of division is qualified as a position of 2nd degree intermediate direction.
- 5 - The office coordinator position is qualified as a 3rd degree middle management position.
- 6 - The Rector freely appoints and dismisses the holders of the positions provided for in numbers 1 and 2, and applies to them, for all other legal effects, the provisions of Law 2/2004, of January 15, 2004, which approves the statute of the managing staff of the services and agencies of the central, local, and regional administration of the state, in its current wording.
- 7 - The qualification of the managerial positions foreseen in numbers 3, 4, and 5, obeys the statute established in Law no. 2/2004, of January 15, which approves the statute of the managerial staff of the services and organisms of the central, local, and regional administration of the State, in its current wording.
- 8 - The competencies and other criteria applicable to the positions mentioned in this Annex are expressly established in the organic regulations of UTAD and SASUTAD, to be approved by the rector.
- 9 - Within six months of the date on which the present statutes come into effect, the organic regulations of UTAD and SASUTAD should be published.

ANNEX NO. 4

The teaching and research organic units

- 1 - UTAD comprises the following university schools:
 - a) School of Agricultural and Veterinary Sciences;
 - b) School of Humanities and Social Sciences;
 - c) School of Science and Technology;
 - d) School of Life and Environmental Sciences.
- 2 - UTAD integrates the following school of polytechnic nature:
 - a) School of Health.

ANNEX NO. 5

Of the departments of schools of a university nature

At the date of approval of these Statutes, and in accordance with the provisions of Article 51, the following departments exist at UTAD, integrated into the schools identified in Article 14 and Annex No.

4:

- 1 - School of Agricultural and Veterinary Sciences:
 - a) Department of Agronomy;
 - b) Department of Veterinary Sciences;
 - c) Department of Forest Sciences and Landscape Architecture;
 - d) Department of Animal Science.
- 2 - School of Humanities and Social Sciences:
 - a) Department of Economics, Sociology and Management;
 - b) Department of Education and Psychology;
 - c) Department of Letters, Arts and Communication.
- 3 - School of Science and Technology:
 - a) Department of Engineering;
 - b) Physics Department;
 - c) Department of Mathematics.
- 4 - School of Life and Environmental Sciences:
 - a) Department of Sport, Exercise and Health Sciences;
 - b) Department of Biology and Environment;
 - c) Department of Genetics and Biotechnology;
 - d) Department of Geology;
 - e) Department of Chemistry.

ANNEX NO. 6

Of the research organic units

1 - UTAD comprises the following research units:

- a) Chemistry Center - Vila Real, CQ-VR;
- b) Center for Animal and Veterinary Science, CECAV;
- c) Center for Transdisciplinary Studies for Development, CETRAD;
- d) Research Center for Sport, Health and Human Development, CIDESD;
- e) Center for Agri-Environmental and Biological Research and Technologies, CITAB;

f) Centro de Estudos em Letras, CEL.

ANNEX NO. 7

Of the specialized services and structures

- 1 - UTAD has the following services:
 - a) Financial and Asset Services;
 - b) Human Resources Services;
 - c) Academic Services;
 - d) Computer and Communications Services;
 - e) Library and Documentation Services.
- 2 - UTAD has the following specialized structures:
 - a) Infrastructure Maintenance and Sustainability Unit;
 - b) The Center for Agricultural Exploration and Management;
 - c) The Veterinary Hospital.

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