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SCIENCE, TECHNOLOGY AND HIGHER EDUCATION

Minister's Office

Normative Dispatch no. 7/2022

Summary: Approves the changes to the Statutes of the University of Trás-os-Montes e Alto Douro.

The Statutes of the University of Trás-os-Montes e Alto Douro are published in an annex to Normative Order No. 5/2019, published in the *Diário da República*, 2nd series, No. 52, of March 14, 2019;

Under the terms of article 69(1) of Law 62/2007 of September 10, which approved the Legal Regime of Higher Education Institutions (RJIES), alterations to the statutes of public higher education institutions require governmental approval by means of a normative order from the minister in charge;

Considering the request for governmental approval of the amendment to the Statutes of the University of Trás-os-Montes e Alto Douro, formulated by the Rector of this University, following approval of the statutory amendments by the General Council at its meetings on September 17 and December 10, 2021;

Considering the opinion of the General Secretariat of Education and Science, which verified the legal conformity of the statutory amendments, in favor of the homologation;

Pursuant to article 27(2)(c) and article 69(1) of the aforementioned Law 62/2007, of September 10, I hereby determine the following:

1 - The amendments to the Statutes of the University of Trás-os-Montes e Alto Douro, approved by its General Council, are hereby ratified.

2 - The present dispatch comes into force on the day following its publication in the *Diário da República*.

January 27, 2022. - The Minister of Science, Technology and Higher Education, *Manuel Fre-derico Tojal de Valsassina Heitor*.

ANNEX

Amendment to the Statutes of the University of Trás-os-Montes e Alto Douro

"TITLE II

[...]

[...]

CHAPTER II

[...]

Article 15

[...]

1 - The government of the University is exercised by the following bodies:



a) [...]

b) [...]



- c) [...]
- d) (Repealed.)
- e) (Repealed.)
- f) (Repealed.)

2 - The University's advisory body is the Academic Council.

3 - Without prejudice to the previous number, the general council, on its own initiative or upon proposal by the rector, may create other advisory bodies, defining their composition and competencies.

4 - The University has a single auditor, under the terms of the law. [...]

Article 30

[...]

1 - [...]

2 - [...]

3 - [...]

4 - [...]

5 - [...]

6 - The rector may have a head of office, freely appointed and dismissed by him. [...]

Article 33

[...]

1 - [...]

2 - [...]

3 - [...]

4 - The position of ombudsman is equivalent, for all purposes, to the position of pro-rector. [...]

SECTION VI

Sole Auditor

Article 38-A

Nature

The sole supervisor is the body responsible for controlling the legality, regularity, and good financial and asset management of the University, and is appointed under the legal terms in effect.

Article 38-B

Competence of the sole supervisor

The sole supervisor of the University is responsible, without prejudice to others that may be legally provided for:

a) To regularly monitor and control compliance with applicable laws and regulations, budget execution, economic, financial and asset situation, and analyze the University's accounting;

b) To issue an opinion on the budget, its revisions and alterations and the University's annual accounts, as well as on the activities plan from the perspective of its budget coverage;



- c) To issue an opinion on the University's fiscal year management report and management accounts, including legal certification of accounts documents;
- d) To give advice on the acquisition, leasing, disposal and encumbrance of the University's real estate;
- e) Provide advice on accepting donations, inheritances or bequests to the University;
- f) Provide advice on borrowing, when the University is empowered to do so;
- g) Keep the management board informed about the results of its checks and examinations;
- h) Prepare reports of its supervisory action, including a comprehensive annual report;
- i) Propose to the supervising minister or the management council the performance of external audits, when this is deemed necessary or convenient;
- j) To pronounce on the matters submitted to it by the management board, the court of auditors, and the entities that are part of the strategic control of the internal control system of the state's financial administration.

[...]

TITLE V

[...]

CHAPTER I

[...]

Article 64

[...]

1 - For the permanent technical and administrative support necessary for the good functioning and all its organizational structure, the University has the services and specialized structures.

2 - [...]

[...]

ANNEX NO. 3

[...]

1 - [...]

2 - [...]

3 - The position of chief of staff to the rector is qualified as a senior management position of 2nd degree.

4 - (Previous number 3.)

5 - (Previous number 4.)

6 - (Previous number 5.)

7 - (Previous number 6.)

8 - (Previous number 7.)

9 - (Previous number 8.)

10 - (Previous No. 9.)

[...]



ANNEX NO. 3-A

Secretarial support to senior managers

1 - The holders of 1st degree senior management positions may be supported by a worker who performs management secretariat functions, pursuant to the law.

2 - The employees who exercise functions of management secretariat are designated, with their agreement, by order of the holder of the position, posted in the organ or service and inserted in the respective website, and, without prejudice to the provisions of the following number, they cease those functions, without any formalities, on the date of termination or suspension of functions of the person who designated them.

3 - Management secretarial duties cease at any time on the initiative of the jobholder or the employee.

4 - Employees who perform secretarial duties as directors on a permanent basis, given the additional availability and demands they entail, are entitled to a remuneration supplement the monetary amount of which is set out in Ordinance no. 1553-C/2008, of December 31.

5 - Notwithstanding the provisions of the preceding paragraph, work performed outside normal working hours and days by employees performing management secretarial functions shall not be remunerated.

6 - The following are ineligible for the attribution of the remuneration supplement referred to in no. 4:

- a) Part-time workers;
- b) Workers with continuous working hours;
- c) Telecommuting workers;
- d) Workers exempted from working hours with specific pay;
- e) Office holders.

7 - The provisions of this article may be applied to employees assigned to perform secretarial functions for the rector and vice-rectors.

ANNEX NO.
7

(Repealed.)