

**REGULATIONS OF THE PHD STUDENT GOVERNMENT
OF THE SCHOOL OF SOCIAL SCIENCES
AT THE INSTITUTE OF PHILOSOPHY AND SOCIOLOGY
OF THE POLISH ACADEMY OF SCIENCES**

Chapter 1. General provisions

§ 1

1. Participants of the PhD studies programme (hereafter referred to as “PhD students”) of the School of Social Sciences (hereafter referred to as “the School” or “the SNS”) at the Institute of Philosophy and Sociology of the Polish Academy of Sciences (hereafter referred to as “the IFiS PAN”) shall constitute the Government of the PhD Students of the School (hereafter referred to as “the Government”).
2. The bodies of the Government shall represent all of the PhD students of the School, and shall form a self-governing community of the PhD students of the SNS.

§ 2

The Government shall operate under the Act of 27 July 2005, Law on Higher Education (Journal of Laws of 2005, No. 164, item 1365, as amended), and under the Act of 14 March 2003, On academic degrees and titles and on degrees and titles in the field of art (Journal of Laws of 2003, No. 65, item 595 as amended), hereafter referred to as “the Acts”, and under these Regulations of the Government of the PhD Students of the SNS, hereafter referred to as “the Regulations”, and also in accordance with the Regulations of the PhD Studies Programme at the SNS.

§ 3

The seat of the Government shall be in the Staszic Palace in Warsaw.

§ 4

1. Within the SNS IFiS PAN, the Government shall perform activities related to the living and housing as well as the cultural matters concerning the PhD students, and it shall

represent the PhD students and express their opinions in all matters relating to the PhD students of the School within the scope of the provisions of law.

2. The Government shall perform activities and support activities aimed at the accomplishment of its interests by means of conducting and supporting academic and cultural activities.
3. The Government shall be an apolitical organisation.

§ 5

The bodies of the Government shall be responsible to the voters. Task forces and creative PhD teams, as well as permanent and ad hoc committees may operate alongside the bodies of the Government.

§ 6

1. The authorities of the IFiS PAN, in agreement with the School Authorities, shall provide the bodies of the Government with material resources required for its functioning.
2. In agreement with the authorities of the SNS and the IFiS PAN, the Government may obtain funds from other sources.

§ 7

The bodies of the Government shall have the right to make use of the information and documents owned by the administration of the SNS if they concern matters related to the PhD students and are necessary for the correct functioning of the Government, unless it violates the provisions of law, in particular the Act on personal data protection and the Regulations of the PhD Studies Programme at the SNS.

Chapter 2. **The bodies of the Government.**

§ 8

The bodies of the Government shall be as follows:

- (a) The General Meeting of the Government, hereafter referred to as the General Meeting,
- (b) the Representation of the Government, hereafter referred to as the Representation,

- (c) the Electoral Commission of the Government, hereafter referred to as the Electoral Commission.

§ 9

The election for the bodies of the Government and the election of the representatives of the Government in other bodies shall be held every year.

§ 10

1. The General Meeting shall be convened by the Representation on its own initiative, at the request of the Representation, or at the request of 5% of the PhD students; however, no fewer than ten persons.
2. The Representation shall organise the General Meeting at least once in a given calendar year.
3. At least one General Meeting shall be held during the first semester of each academic year.
4. The information about the General Meeting shall be announced to the PhD students no later than seven days before the date of the General Meeting.
5. The information referred to in (4) shall include the date, the place and the proposed agenda of the General Meeting.
6. The session of the General Meeting shall be opened by an appointed member of the Representation, who will order the election of the Chairman of the General Meeting, who will subsequently chair the session. At the first General Meeting, the post of the Chairman of the General Meeting shall be held by the appointed Representative of the students, elected in accordance with Point 18 of the Regulations of the PhD Studies Programme at the SNS.
7. The first Meeting shall be convened by the Director of the SNS.

§ 11

The competences of the General Meeting shall include:

- (a) adopting and making subsequent changes to the Regulations of the Government;
- (b) identifying objectives for the Government;
- (c) settling cases submitted by the Academic Council of the IFiS PAN, the School Authorities and the Representation.

§ 12

1. The Representation shall consist of at least three members.
2. Each member of the Representation shall be authorised to represent the Government, following previous consultations with the other members of the Representation.
3. The mandate of a member of the Representation shall expire as a result of:
 - (a) renouncing the mandate,
 - (b) losing the status of a PhD student,
 - (c) passing of one year since the date of announcing the results of the elections for the Representation,
 - (d) dismissal in accordance with the rules and the mode specified in §16 of the Regulations.
4. The members of the Representation shall be responsible for their actions to the Government.

§ 13

1. Immediately after the final results of the elections are announced, the Representation shall elect its Chairman from its members.
2. The Chairman of the Representation shall perform the following:
 - (a) represent the Representation before the authorities of the SNS and the authorities of the IFiS PAN,
 - (b) manage the ongoing activities of the Representation,
 - (c) present the report on the activities of the Representation.
3. At the first session, the Representation shall elect the Treasurer from its members.
4. The Treasurer of the Representation, in agreement with the Chairman, shall manage the financial resources of the Government, and shall be in charge of documenting any incomes and expenses, reporting to the Representation on his activities on a monthly basis.
5. The position of the Treasurer may not be held together with the position of the Chairman of the Representation.

§14

The tasks of the Representation shall include the following:

- (a) identifying objectives for the Government;

- (b) representing the interests of the PhD students before the bodies of the School and outside the SNS;
- (c) preparing drafts of changes to the Regulations of the Government;
- (d) attending the sessions and participating in the activities of the collegial bodies of the SNS;
- (e) settling cases submitted by the Academic Council and the School Authorities.

§15

The Representation shall protect the interests of the PhD students, in particular by performing the following:

1. cooperating with the bodies of the School in any activities aimed at enhancing the education system;
2. participating in decision-making in issues relating to the material standing of the PhD students;
3. providing opinions on the decisions of the bodies of the School on issues specified in relevant legal acts;
4. activities provided for in Acts and secondary legislation.

§16

1. In the event that serious irregularities occur in the activities of a member of the Representation, the member may be dismissed before the end of the year of the activity of the Representation, on the basis of a petition filed with the Representation and the School Authorities by no fewer than ten members of the Government.
2. No later than within 30 days of the date of the filing of the petition, the Representation shall convene the General Meeting in order to adopt a resolution on the dismissal of a member (or members) of the Representation. A new member (or members) of the Representation shall be elected in by-election in order to replace the dismissed member(s).

§ 17

1. The Representation shall decide on the distribution of resources specified in §6 for a given calendar year.
2. The resources specified in (1) shall be designated for the following:
 - (a) living and housing as well as cultural needs of the PhD students;

(b) the organisational activities of the Government.

3. The Representation shall present to the bodies of the School a report on the distribution of the financial resources designated by the School for the activities of the PhD students along with accounts for these resources once in a calendar year on the date agreed on with the School Authorities.

§ 18

1. The Representation shall have an obligation to organise the General Meeting of the Government.
2. The General Meeting shall be organised at least once in a given calendar year.
3. At least one General Meeting shall be held during the first semester of each academic year.

§ 19

The General Meeting shall elect the members of the Electoral Commission from the members of the Government. The competences of the Electoral Commission shall include:

1. ordering and conducting elections for the bodies of the Government and the elections of the representatives of the Government;
2. announcing a detailed calendar of election-related activities; monitoring the appropriate course of elections;
3. announcing the results of the elections;
4. settling any doubts arising from the elections.

§ 20

1. The Electoral Commission shall be composed of 3 persons.
2. A member of the Electoral Commission may not be a member of the Representation.
3. Immediately after its formation, the Electoral Commission shall adopt its Regulations with an absolute majority of votes.

Chapter 3. **Rights of the members of the Government**

§ 21

All the participants of the PhD studies programme at the SNS shall be the members of the

Government.

§ 22

Each member of the Government shall have the following rights:

- (a) active and passive electoral right for the Representation and the Electoral Commission;
- (b) right to submit opinions and petitions to the Representation;
- (c) right to attend the sessions of the Representation;
- (d) right to participate in the activities of the Representation;
- (e) right to use the financial resources of the Government under the rules specified each time by the Representation.

§ 23

The membership in the Government shall expire in the event of the following:

- (a) resignation from the PhD studies programme;
- (b) removal from the list of the participants of the PhD studies programme.

Chapter 4. Electoral system of the Government

§ 24

The elections are universal, equal, direct and with a secret ballot.

§ 25

1. Each member of the Government shall have the active electoral right.
2. Each member of the Government shall have the passive electoral right, provided that they gave their consent to being a candidate, with the following exceptions:
 - (a) persons suspended in their rights of PhD students;
 - (b) persons whose public rights have been suspended by a valid judgment of a common court, or persons serving a punishment of imprisonment.

§ 26

The elections shall be conducted by the Electoral Commission.

§ 27

1. The votes are cast for individual candidates.
2. A detailed voting method shall be announced to the public by the Electoral Commission no later than seven days before the date of the candidate registration.

§ 28

The candidates who received the biggest number of votes shall be elected correspondingly.

§ 29

The election results shall be announced by the Electoral Commission within two days of each round of an election, by means of a display in a publicly accessible place.

1. The final election results shall be announced by the Electoral Commission to the SNS Authorities and the Director of the IFiS PAN within seven days of the election date.

§ 30

1. The election to the bodies of the Government is held each year, no later than on 15 November.
2. The date of the election is announced by the Electoral Commission, by means of a printed notice, no later than on 31 October.

§ 31

The Representation and the Electoral Commission shall have the obligation to make the notice available to the public.

Chapter 4. **Final provisions**

§ 32

1. These Regulations shall come into force on the date of their approval by the Academic Council of the IFiS PAN.

2. Any subsequent changes in the Regulations shall be made by the General Meeting with an absolute majority of votes, in the presence of no fewer than two thirds of its statutory members. Changes shall come into force following their approval by the Academic Council of the IFiS PAN.
3. Proposals of changes in the Regulations should be made available by means of electronic communication no later than 7 days before the date of the Meeting during which they are to be considered.

§ 33

1. The following shall apply to matters not specified in these Regulations: the Acts; the Statutes of the Polish Academy of Sciences (PAN), the SNS and the IFiS PAN; and other relevant provisions of law.
2. The General Meeting shall be the competent body for interpreting the provisions of these Regulations.