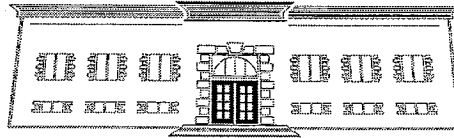




REPUBLIC OF ALBANIA
UNIVERSITY OF MEDICINE TIRANA



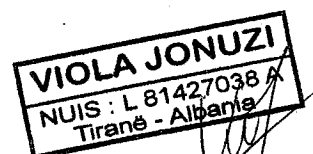
STATUTE OF THE UNIVERSITY OF MEDICINE, TIRANA

Approved by Board of Administration Decision No. 36, dated 11.09.2018,

and

Academic Senate Decision No. 11, dated 11.02.2019

TIRANA, 2019



University of Medicine, Tirana (hereinafter UoMT) was founded in 2013 as the very first comprehensive public higher education institution in the field of medical sciences and scientific research in the country, following a 65 years old tradition in public university education in the Republic of Albania, marked by the establishment of the High Medical Institute in 1952 and Faculty of Medicine in 1957.

The UoMT is presently the most important national academic and scientific research medical center, with an ultimate goal of remaining so even in the future.

Such key and guiding role in education, scientific research and health care is aimed to be achieved by reforming and modernizing the UoMT and its constituent faculties' multi-years positive tradition, thus transforming into an academic and scientific research institution that:

- Instills inspiration;
- Supports academic staff and students;
- Acknowledges, supports and promotes excellence;
- Understands, follows up and supports society's needs;
- Provides guidance and examples to be considered;
- Educates, appreciates, trains and guides leadership by adhering to the best present and future traditional values.

This Statute shall define the norms regulating the UoMT activity in compliance with the legislation in force, to ensure university autonomy and academic freedom, as enshrined by the Constitution of the Republic of Albania.

CHAPTER I
GENERAL PROVISIONS

Article 1

Subject

The subject of the present Statute shall be to define the UoMT organizational and functioning rules, its constituent structures, governing authorities and bodies' activity, their election or appointment, competence delegation levels by the governing and administrative authorities, internal evaluation time frames applicable to structures or study programs, duties and rights of the academic and academically and administratively-oriented academic support staff and students, as well as other matters governing the UoMT activity.

Article 2

Legal basis

The present Statute shall be legally based on the Constitution of the Republic of Albania and Law No.80/2015 "*On Higher Education and Scientific Research in the Republic of Albania*", and its relevant applicable bylaws.

Article 3

Legal personality

1. The UoMT shall be a public legal person recognized as such by the law.
2. It shall be organized and functional pursuant to the legislation on higher education and scientific research, including the rules set forth herein and under its regulations.
3. Its constituent units shall enjoy legal personality in accordance with the restrictions defined by the legislation in force and the present Statute.

Article 4

Mission

1. The UoMT shall be a public institution aiming at providing comprehensive higher education to all students, both foreign and native, advanced studies and qualifications, scientific research and support activities in the field of medical science.
2. The UoMT shall scope education, training and scientific research development in the filed of medicine.
3. More specifically, the UoMT shall aim at:

- a) Providing university training to students and specialists at all the three study cycles in medical sciences;
 - b) Qualifying specialists in the medical field;
 - c) Advancing the academic and scientific university staff qualification;
 - d) Carrying out basic and applied scientific research in medical sciences;
 - e) Providing continuous education to specialists in the medical field;
 - f) Carrying out teaching and scientific research diagnostic and treatment functions at a high scientific level, through basic units and services, with the latter standing as education and health system units that provide tertiary services, part of the university itself and university hospital centers.
4. The UoMT shall guarantee the freedom of scientific and health ideas expression through its teaching, research and scientific syllabi.
 - a) Carrying out and encouraging scientific research at the national and international level;
 - b) Inspiring and promoting novelties in the field of medical sciences.
 5. The UoMT, in cooperation with its students, government, health service and civil society shall transmit knowledge and train health professionals in practicing optimal care towards the patient, with the goal of preventing and treating diseases, as well as advancing scientific research to the benefit of health.

Article 5

Academic freedom, financial and organizational autonomy

1. Pursuant to the legislation in force, the UoMT shall enjoy academic freedom, as well as financial, organizational and staffing autonomy.
2. Academic freedom shall be guaranteed by the right to:
 - a) organize teaching, scientific research and innovative activities, including creative ones in line with its mission and objectives;
 - b) draft and develop study programs and define the scientific research activity areas;
 - c) organize academic staff promotion process.
3. Financial autonomy shall be guaranteed by the right to:
 - a) generate lawful revenues from academic and scientific research activities, intellectual rights, brands and patents, services, artistic and sports activities, as well as other economic activities carried out pursuant to the legislation in force;
 - b) benefit funds by the state and other public or private bodies, either foreign or native;
 - c) set internal funding, as well as revenues allocation and utilization rules according to university activity and needs;
 - d) set tuition fees in compliance with the legal framework in force;
 - e) administer movable and immovable properties;



- f) establish according to the development dynamics revenue-generating institutions, centers, service units, training units etc. at the basic unit, main unit, or university level, pursuant to the legislation in force.
4. Organizational and staffing autonomy shall be guaranteed by the right to:
- a) self-govern, elect governing bodies, organize structures and govern activity exercise by means of institution's internal acts;
 - b) set criteria for student admission to study programs pursuant to legal provisions;
 - c) enter into agreements with public and private legal persons, either local or foreign, for teaching, research, qualification, innovation, and other lawful activities performance;
 - d) independently determine the number of staff, its selection criteria and procedures, as well as the salaries of the academic, support academic and administrative staff pursuant to the legislation in force;
 - e) establish relationships with local and foreign public and non-public institutions, organizations, business organizations, NGOs, etc., regarding institutional, professional and scientific cooperation, and experience exchange among academic, support academic and administrative staff and students for student practicum, joint projects, etc.

Article 6
Activity development

1. The UoMT shall exercise its activity in accordance with the rules and principles of European Higher Education Area, Law on Higher Education, relevant bylaws, the present statute and institutional internal regulations, through its constituent units, as well as governing bodies and authorities operating pursuant to the competencies set forth by the legislation in force, the present statute and other institutional regulations.
2. University of Medicine, Tirana shall:
 - a. place at the very base of teaching the best moral, cultural, historical, educational and scientific traditions of the country, intertwined with the best world and European standards and achievements.
 - b. perform its activity within the university and national and international scientific research system to meet integration obligations, or execute international agreements.
 - c. consider learning, studying and scientific research as a fundamental task by cooperating with local institutions and resorting to academic staff and student international exchange to meet its objectives and deliver its programs.
 - d. become a member to standing bodies and shall actively participate in higher education and scientific research bodies and activities in the field of medical sciences, both in and outside the country.
 - e. design specific programs and projects in line with the needs of various fields in compliance with the teaching and scientific research mission and respecting individual

freedom. Through such projects, the UoMT shall compete in the national and international arena for scientific, technological and cultural research funding.

3. While exercising its activity, the UoMT shall enable the necessary conditions to students to acquire knowledge, freely express their opinions and assemble themselves by complying with coexistence, legislation, the present statute and UoMT regulation requirements.
4. UoMT shall be a secular and depoliticized institution.
5. UoMT shall participate in the capacity of a legal person in public and private activities in and outside the county and shall exercise its functions and fulfill its lawful objectives.

Article 7

UoMT campus and seal

1. The UoMT campus shall be located in: Kavaja Str., No. 1005, 1st Floor, Tirana. Other UoMT units shall have their own name, coat of arms and campuses.
2. The UoMT shall have its own official seal, according to the sample attached herein, consisting of its integral part, described as follows; blue round-shaped inscribed in its upper circle the phrase "Republic of Albania, University of Medicine" and in its lower circle "Tirana", with the Republic of Albania coat of arms standing at the center.

Article 8

UoMT symbols

1. The UoMT symbols shall encompass the UoMT and main units (faculties) coat of arms.
2. The UoMT coat of arms shall be approved by the Academic Senate and shall be attached to the Statute in Annex 1, as its integral part. The University coat of arms shall be approved by the Academic Senate and shall be displayed in the premises of the central university administration, Rector's office, Deputy Rector's office and Academic Senate and Board of Administration meeting rooms.
3. The coat of arms of each faculty shall be approved by the Academic Staff Assembly and shall be displayed in the main unit premises.

CHAPTER XII

ORGANISATION AND CONSTITUENT STRUCTURES

Article 9

UoMT constituent units

1. The UoMT shall be an integrated structure composed of main units, which are further organized into basic and other units. Main units shall consist of faculties and scientific research institutes, while basic units shall include departments, some of them composed of services established by specialty, as well as scientific research centers.
2. The UoMT shall establish other units i.e administratively-oriented academic support units and administrative support units, operating at the university, main unit and basic unit level.
3. The UoMT academic and administrative structure shall be organized according to annex 2 attached herein.

Article 10

Main unit (faculty)

1. The faculty, as a UoMT main unit, shall:
 - a) Coordinate teaching and scientific research in similar or combined areas;
 - b) Provide programs at the level of all three study cycles;
 - c) Be organized in not less than three basic units, of which two should at least be departments.
2. be a legal person, by complying with the limitations set forth under the legislation in force. be lead by the Dean, who is the highest academic authority of the main unit and its representative. He/she shall coordinate basic units and main units' collegial bodies' activity and shall settle disputes among them.
3. The main unit shall be entitled, upon the Rector's authorization, to enter into agreements with other main foreign or local HEIs, scientific research institutes, institutions, associations, foreign or local public and private entities, with the ultimate goal of carrying out teaching, scientific research, cultural, professional etc. activities and professional practices more specifically.
4. The main unit activity shall operate pursuant to the legislation and secondary acts in force, the present Statute, UoMT Regulation and its own Regulation.

Article 11

Institute

1. The Institute shall be the main UoMT unit that carries out scientific research, development and innovation activities depending on its respective mission and constituent structure.
2. The Institute shall be responsible for the scientific research areas of each department/research group under its composition, in accordance with UoMT mission, thus specifying, expanding and deepening scientific research areas to meet staffing needs and staff continuous qualification.

3. The Institute may support syllabi delivery should they be delivered by other institution main units.
4. The institute shall be a legal person, separate from the UoMT legal personality. It shall be led by the director in the capacity of the main unit highest academic authority and representative.
5. Faculty and scientific research institute cooperation shall be regulated by an agreement entered into between the relevant main units.
6. The Institute shall exercise its activity pursuant to the legislation and secondary acts in force, UoMT Regulation and its Regulation.

Article 12

Basic unit (department)

1. The Department shall be the faculty/institute basic teaching and scientific research development including closely associated research areas and grouping relevant academic disciplines.
2. The Department shall encourage, plan, develop, organize and administer the academic and scientific research activity.
3. The Department shall be composed of at least 7 (seven) full-time employed academic staff, among whom at least 3 (three) should have been awarded scientific degrees or academic titles.

Basic unit may be organized into teaching groups (sections) and standing or temporary scientific research-oriented groups, in line with the UoMT mission. The basic unit may be composed of academic staff as well.

4. Should it consist of university health structures, the basic unit shall be organized into services, as established by specialty. University services and health structures functioning and organization modalities shall be set forth by the legal framework in force.
5. The basic unit under the main unit shall exercise the following competences:
 - a) Assume responsibility for the study programs it delivers, interdisciplinary study programs in cooperation with relevant basic units in or outside the main unit, their relevant subjects and all subjects covered by other basic units, in or outside the main unit. Draft their content and relevant subject programs; Show diligence during their update and staffing with qualified full-time and part-time employees; Propose study programs opening, organization, adjustment or closure;
 - b) Assume responsibility on scientific research and continuous education areas for each scientific research-oriented teaching group or services under its composition;

- c) Be entitled to ensure scientific research funds, other funds and continuous education funds, generated through legal activities, either public or non-public, national or international;
- c) Propose the student number in each study program for every academic year in compliance with the academic and infrastructure capacities, in line with state quality standards; In terms of study programs provided by more than one department, the number of students shall be proposed by the relevant faculty, following consultation with departments covering the study program;
- d) Select winning students, as approved by the Dean according to procedures specified under the regulation of main unit to which it is a constituent part; With reference to specifications under the study programs provided by the UoMT, should the syllabi be covered by more than one Basic Unit, student admission may be performed at the institutional level;
- e) Propose admission criteria for all 3 (three) study cycles in each study program;
- f) Propose tuition fees for each study program;
- g) Provide services to third parties and other activities related to the disciplines its provides upon approval of the main unit head;
- h) Propose main unit reorganization and closure;
- i) Review files of candidates for the academic title "Professor" or "Associate Professor" prior to their submission with the Academic Senate, pursuant to specific rules that are set forth under bylaws and regulation on Standing Committee on Academic Titles functioning;
- j) Monitor doctoral qualification according to relevant regulation and review the files of candidates for the scientific title "Doctor of Science" prior to being submitted with the Standing Committee on Academic Titles;
- k) Submit requests for short-term contract employment of local or foreign researchers and scholars to meet basic unit academic and scientific research needs;
- l) Define the academic and support academic staff employment criteria;
- m) Submit the list of academic staff employed on a fixed-term contact basis and invited lecturers with the Dean's office;
- n) Designate basic unit representatives in the ad hoc academic and support academic staff employment committee in compliance with the specifications herein;
- o) Determine scientific research areas for PhDs and develop doctoral study programs in line with the approved areas;
- p) Set up a committee for the full or partial credit recognition and knowledge transfer for transferred students or students applying for re-commencing the studies;
- q) Propose the continuous training (education) programs' structure, duration and credits for health professionals;
- r) Approve the academic staff sabbatical leave, in line with the procedure laid down hereunder.

6. Basic units shall exercise their competences based on decisions put out by their heads.

Article 13

Service

1. Service shall be an integral part of the basic unit, established by specialty and forming part of the university health structure as well.
2. The service shall carry out teaching and scientific research functions as part of the basic unit, as well as fundamental medical diagnostic and treatment functions at a high scientific level, as part of university health structures.
3. Criteria and procedures on establishing and organizing university health services and structures, as well as additional specific criteria and procedures on selecting and appointing the service head shall be compliant with the legislation in force.
4. Should a novel service be established as part of a UoMT basic unit, or should a vacancy emerge for the job position of a service head, the latter shall be appointed by the minister responsible for health and minister responsible for education for a 1 (one) year term, during which the service head shall be elected.

Article 14

Scientific Research Center

1. The Scientific Research Center (SRC) shall be subordinate to the main unit and shall perform the following functions:
 - a) Assume responsibility for the selection of scientific research areas or every basic unit/research group under its composition, in line with the relevant mission;
 - b) Assume responsibility when it comes to specifying, expanding and deepening scientific research areas to meet staffing needs and its continuous qualification;
 - c) Support the delivery of study programs, provided by basic units under the relevant main units, or basic units under other main units;
 - d) Organize national and international scientific, academic, educational and awareness-raising activities;
 - e) Assume responsibility for making room to carry out scientific research, academic, educational and awareness-raising activities, etc.

2. Depending on the specified scientific research area, and upon dean's decision, academic and support academic staff movement to this center may be applied. As far as academic staff is concerned, their consent shall be requested for such process.
3. In specific cases, the admission of additional staff may be approved as per the rules specified herein.
4. Should it be part of the main unit, the SRC, must comply with the criteria stemming from article 12 herein when meeting the standards for this unit. Its head shall be elected pursuant to election rules applicable to basic unit head.
5. Should the SRC be not part of the main unit structure for standards meeting, then it shall be composed of at least 3 (three) members, 1 (one) of whom should hold a scientific degree and other members shall have been awarded at least a scientific degree. The SRC head shall be elected pursuant to criteria defined for department heads.
6. The SRC member selection shall be performed by the dean's office in line with relevant scientific research fields.
7. The scientific research center may be also composed of support academic and administrative staff.

Article 15

Interdisciplinary Studies Center

1. The main units, in cooperation with other units, may establish interdisciplinary studies centers for common study, research, development, educational and other purposes.
2. Such initiative shall be undertaken by the Dean's Office of each faculty and shall be forwarded to the faculties partaking in such an organizational form. In such case, should the dean's office of the involved faculty agree in principle, the involved units shall set up a joint working group.
3. The interdisciplinary studies center shall be composed of at least 3 (three) academic staff employed on a full-time basis. Should the said center be established for research purposes, then the employed academic staff should have been awarded academic titles and scientific degrees. The center activity shall be also supported by staff of the main unit partaking in such cooperation.
4. In principle, such center shall be subordinate to main unit covering the utmost of the scientific research to be carried out by the center, but the main units may agree for the center to be subordinate to another body.
5. Interdisciplinary study center opening, reorganization and closure shall be proposed by the dean of main units partaking into cooperation and upon Academic Senate Decision, following Board of Administration approval.

Article 16

Teaching and research groups at department and cross-department level

1. The basic unit may establish teaching/research groups in line with the scientific research areas and content of the main subject groups, according to the rules set forth hereunder and elsewhere.
2. The group shall be responsible for the relevant subject groups provided in study programs, their and relevant subject syllabi content drafting in accordance with to-date requirements and requirement for health sector development in the country, as well as their ongoing update and staffing with qualified employees, both full-time and part-time.
3. The group shall be responsible for its scientific research areas, in compliance with the teaching subject groups.
4. The group shall be composed of at least 5 (five) academic staff employed on a full-time basis, of whom one should have been awarded at least a scientific title/degree.
5. Two or more departments within the main unit may decide to organize themselves into teaching and scientific research groups.
6. Teaching and research groups, both at department and cross-department level shall be established upon main unit Dean's Office Decision, following the proposal of one of the departments and approval by other departments partaking in such cooperation.
7. The teaching and scientific research groups structure, governance and functioning within one single basic unit or across several basic units shall be set forth herein and under the internal main unit regulation.

Article 17

University hospital and non-hospital health structures

1. The UoMT shall include in its network university health structures, both hospital and non-hospital.
2. University hospital and non-hospital health structures shall be education system and health system units, delivering primary, secondary and tertiary services, as well as carrying out diagnostic and treatment functions, including teaching and scientific research functions.
3. University health structures shall be approved and shall function as such pursuant to the legislation in force, as part of the UoMT.
4. Health structures considered integral part of the UoMT shall be:
 - a) University Hospital Center "Mother Theresa", Tirana;

- b) Obstetrics-Gynecology University Hospital "Mbretëresha Geraldinë, Tirana;
 - c) Obstetrics-Gynecology University Hospital "Koço Gliozheni", Tirana;
 - d) Trauma University Hospital
 - e) University Hospital "Shefqet Ndroqi";
 - f) Public Health Institute,
 - g) University Stomatology Clinic;
 - h) National Center of Blood Transfusion
 - i) other units set forth by the law.
5. Relationships between UoMT and the above or other structures granted the university health structure status shall be governed by the legislation in force.

Article 18

Health structures health staff

1. UoMT university hospital and non-hospital health structures staff shall be specialized in the medical field of medical sciences. Such staff may partake in the teaching process, scientific research, teaching/clinical and diagnostic practices development, support services, UoMT development, students clinical and diagnostic supervision, as well as other activities, according to the provisions under specific regulations.
2. University non-hospital health structures staff shall also be UoMT potential staff, in the sense that it may partake in students practical training (teaching/professional practices).

Article 19

Professional Development Center

1. The Professional Development Center shall be responsible for health professionals' continuous education and professional training organization and management, whose functioning shall be governed by its own regulation.
2. The mission of the center shall be as follows:
 - a) Promoting and developing health professionals' professional training/continuous education in the field of medicine, in compliance with the European Directive on regulated professions, EU Strategy, Ministry of Health Strategy, and UoMT Strategy.
 - b) Implementing and improving quality standards and criteria in delivering and evaluating professional training/continuous education activities.
3. The Center shall consist of:

- a) Scientific Committee, approving the activity plan, including syllabi and lecturers. Scientific Committee shall be composed of 5 (five) members, 3 (three) faculty representatives, 1 (one) representative from the ministry responsible for health and 1 (one) vice rector.
 - b) The Scientific Committee shall be responsible for continuous education management and planning.
4. PDC shall be assisted administratively from the relevant structure at the UoMT Rectorate.

Article 20
UoMT Branches

1. The University of Tirana may open new branches to deliver study programs outside Tirana local area where it is currently located, in compliance with the competences and its scope of activity.
2. Apart from teaching, UoMT branches may carry out other activities, such as scientific research, training activities, services to third parties etc., in accordance with the present Statute and the relevant regulation.
3. The UoMT branch may be organised:
 - a) as a special unit under the UoMT structure, as a main unit (faculty level);
 - b) as a basic unit;
 - c) integral part of the UoMT campus.
4. Should the branch function as a main UoMT unit, the Rectorate shall design the project on its establishment, including: its campus, the infrastructure to be employed, organization, functioning, structure, governance, necessary funding for its functioning; number of academic, support academic, and administrative staff to be part of the branch; administrative and academic staff salaries, syllabi to be delivered and/or scientific research areas to be covered.
5. The Board of Administration shall review and decide on the infrastructure, structure to be employed, necessary funds to make it operational, and its academic and administrative staff salaries.
6. The Academic Senate shall review and decide on the branch campus, the number of academic and support academic staff to be part of the branch, its organization and functioning, syllabi to be developed and/or scientific research areas to be covered by the branch.
7. Should the faculties aim at opening a branch in another local unit, which shall be organized as a basic unit, then the said main unit Dean's Office shall design the project for its establishment, including: its campus, the infrastructure to be employed, organization, functioning, structure, governance, necessary funds to make it operational; number of academic, support academic and administrative staff members to be part of the branch;

administrative and academic staff salaries, syllabi to be delivered and/or scientific research areas to be covered. The project designed by the main unit shall be approved by the UoMT Rectorate and then the Board of Administration and Academic Senate shall take action as per Paragraph 5 and 6 under this article.

Article 21

UoMT reorganization

1. The UoMT structure may be subject to change by adding up new main or basic units.
2. UoMT main units opening, reorganization or closure shall be performed upon order of the minister responsible for education, following the UoMT proposal. The initiative shall be set in motion by an Academic Senate proposal and shall be approved by the Board of Administration. The proposal for closure, opening, or reorganization shall be put forward to the minister responsible for education, along with the associated documentation, as required by legal and sublegal acts in force.
3. Main unit opening, reorganization, or closure shall be performed solely upon an Academic Senate Decision, at the end of the academic year, following the Board of Administration approval. The UoMT shall put forward its decision within a 30 (thirty) days time frame to the ministry responsible for education.

Article 22

Research and development institutes and cross-institutional centers

1. The UoMT, in cooperation with other higher education institutions, may partake in establishing and administering the research and development institutes or cross-institutional centers, in compliance with the legislation in force.
2. The Rectorate shall be the competent body for undertaking this initiative and for submitting its proposal with another HEI, or for reviewing proposals from other HEIs. Should the UoMT and HEI agree in principle upon the proposal, the rectorate shall reserve the right to appoint its representatives in a joint working group, as agreed upon.
3. In principle, this institute or center shall be subordinate to the HEI covering the utmost of the scientific research area and/or the subject programs delivered by this structure, unless HEIs themselves agree for such institute or center to be subordinate to another body.
4. The project designed by the working team shall be submitted with the Academic Senate and Board of Administration for approval, following its preliminarily approval by the Rectorate.

Article 23

UoMT participation in commercial companies

1. With the ultimate goal of making use of results, knowledge, and scientific research, the UoMT shall be entitled to incorporate or participate in commercial companies, in compliance with the legislation on traders and commercial companies and legislation on higher education and scientific research.
2. The commercial companies established for such purpose shall be used for carrying out an innovation-oriented business activity, based on the scientific research results conducted in the framework of university programs.
3. The establishment or participation in such commercial companies shall be proposed by the Rectorate, upon main unit's initiative, and shall be reviewed in turn by the Board of Administration and Academic Senate that shall put out a final decision on the matter.
4. With regards to the form of commercial company, the Board of Administration shall review and deliberate on the scope of activity, value and type of capital to be employed for its incorporation, the administration method, its structure, reporting method, etc.
5. In terms of scope of activity, the Academic Senate shall review and deliberate on the transfer of the right to use and enjoy patents, knowledge, inventions, etc., to be used by the commercial company.
6. Such companies may be incorporated exclusively by the UoMT, or in collaboration with other legal persons. In such case, the Board of Administration shall approve the agreement on the method of quota/shares distribution to the shareholders of the company. Should this be the case, the UoMT must own more than half of the capital.
7. The commercial company's statute shall be preliminarily approved by the Senate and finally approved by the Board of Administration.

CHAPTER III
UoMT ACADEMIC ORGANISATION

Article 24

Governing bodies and authorities

1. The Academic Senate shall be UoMT highest governing academic body. Other collegial bodies shall consist of: Academic Staff Assembly and standing committees;
2. The governing academic authorities shall be: the Rector, head of main unit, head of basic unit.
3. The highest governing administrative body shall be the Board of Administration.
4. The administrative governing authorities shall be: UoMT administrator, main unit administrator and basic unit administrator, if any.

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5. Other collegial bodies shall consist of: Rectorate, Dean's Office, Council of Ethics, Publication Council and Internal Quality Assurance Unit.
6. The Academic Senate and academic governing authorities' members shall be elected by means of a general election process. The Board of Administration members shall be elected pursuant to provisions under the law on higher education. The governing administrative authorities shall be designated and dismissed in compliance with the provisions herein and under the legislation in force.
7. Academic Senate members, Board of Administration members and standing committee members shall be financially remunerated. The remuneration shall be approved by the Board of Administration, based on the UoMT financial capacities and legal framework in force.

Article 25
Academic Senate

1. The Academic Senate shall be the highest UoMT academic collegial body. The Senate shall be chaired by the Rector. The senate convenes periodically in principle, pursuant to the provisions under its regulation.
2. The Academic Senate members must have been awarded the title "Professor" or the scientific degree "Doctor" (PhD) by OECD or EU member countries. Should the representatives having been awarded the above scientific degrees and titles be missing, the members must have at least the scientific degree "Doctor" for representation purposes.
3. The Academic Senate members representing the academic staff, shall be elected by simple majority from the academic staff assemblies of the relevant main units, through a general election process. They shall hold office for a four-year term, with the right to be re-elected, as elected among self-nominated full-time academic staff. The Academic Senate members representing students shall be elected by the students themselves. Solely those citizens that studying in the UoMT at the election time may run for students' representatives, i.e for as long as they enjoy the student status. Academic Senate members shall be elected in compliance with the UoT Election Regulation.
4. The UoMT Academic Senate shall determine not later than 3 (three) calendar days following the election date announcement the number of representatives by main units in the upcoming Academic Senate. The number of representatives must be an odd number. The number of student representatives in the Academic Senate must be at the 10% rate.
5. The Academic Senate shall elect in its first meeting its vice chairperson and Secretary upon Rector's proposal. The Academic Senate's leadership is composed of the Rector, the vice-chairperson and the secretary. The Chairperson of the Academic Senate shall be responsible for the its progress and normal functioning.
6. The Academic Senate member term shall terminate earlier in event of the following:

- a) termination of employment relationship or studies completion at the UoMT;
 - b) absence in 3 consecutive meeting sessions with no grounded reason;
 - c) resignation;
 - d) punishment by a final court decision for committing a criminal offense;
 - e) inability to perform his/her duties;
 - f) severe violations of the law or rules-foreseen under the UoMT Ethics Code;
 - g) retirement or employment relationship termination with the UoMT;
 - h) the member has been positively assessed during the decriminalisation process and is a collaborator of state security, pursuant to the legal framework in force.
 - i) death;
 - j) loss of the student status, in case of members representing the students.
7. The vacancy shall be filled out following the ranking order in the relevant list of candidates during the Academic Senate voting. Should no such list be existent, the Rector shall call for the Academic Senate member election.
8. First meeting convocation manner, meetings validity, deliberation manner, the minimum number of annual meetings etc. shall be determined by the Academic Senate internal regulation, as approved by Academic Senate members simple majority (50% + 1).

Article 26

Academic Senate functions

1. The UoMT Academic Senate shall be ascribed the following functions and competences:
- a) guaranteeing the institution's autonomy, academic freedom, as well as students' rights;
 - b) following the Board of Administration preliminary approval, approving the opening, reorganization or closure of UoMT units, based on the main and basic unit proposals;
 - c) submitting with the Board of Administration the institution development strategic medium-term and long-term plan for approval;
 - d) approving the UoMT statute by members' 2/3 of votes, following the Board of Administration preliminary approval.
 - e) approving the UoMT admission quota, based on main units' proposals, in accordance with the state quality standards;
 - f) approving preliminary tuition fees for syllabi delivered by UoMT and forwarding them to the Board of Administration for approval;
 - g) approving the special criteria on first study cycle, integrated second study cycle and third study cycle students selection, according to the main units proposals;
 - h) selecting UoMT representatives in the Board of Administration;
 - i) approving the list of candidates who meet the criteria for UoMT administrator;
 - j) approving preliminary the annual and medium-term budget plan which shall be then forwarded to the Board of Administration for approval;

- k) Approving UoMT membership to national and international teaching and scientific research organizations, its twinning with local or foreign universities and other higher education institutions, and cooperation agreements with non-profit organizations, local and foreign donors, instrumental to UoMT development, as well as agreements submitted for approval by the Rector; Agreements on financial items shall be preliminary approved by the Board of Administration, following the financial review. Such cooperation agreements or contracts, shall be signed, following their approval, by the Rector, on behalf and for the account of UoMT.
- l) approving the acceptance of local or foreign donations, in accordance with the legal and sublegal acts in force, after being reviewed by the Board of Administration;
- m) Electing the Council of Ethics members, as well as approving the regulation of this council and the UoMT Code of Ethics;
- n) Selecting the Internal Quality Assurance Unit, approving the regulation of this unit, as well as the Quality Manual, in line with the institutional quality policies;
- o) electing the Publication Council members, as well as approving the regulation of this council and the UoMT Scientific Publications Manual;
- p) establishing standing or temporary committees responsible for monitoring the most important courses of the institution's activity and reviewing the academic staff teaching and scientific research activity, upon proposal of the rector, main unit head, basic unit head and 1/3 of Academic Senate members;
- q) establishing Standing Committees for UoMT Academic Staff Promotion on the grant of titles "Associate Professor" and "Professor";
- r) approving the UoMT general structure and submitting with the Board of Administration the number of staff at all levels;
- s) approving the UoMT regulation, regulations of committees to be established or specified herein, main unit regulations, institutional regulations and other acts under the Academic Senate remit;
- t) approving new scientific research programs, changes thereof and their closure; New syllabi shall be approved solely if supported by the institution's draft budget, or associated with budget increases/changes.
- u) approving diploma and certificate forms issued by UoMT;
- v) proposing the institution's re-organization or closure, as well as merges with other HEIs, following the Board of Administration preliminary evaluation;
- w) approving the institution's change of name or coat of arms, according to the provisions under legal and sublegal acts in force;
- x) approving the detailed annual report on the institution's teaching and scientific research activity, drafted by the Rectorate and submitting it with the ministry responsible for education;

- y) approving the detailed annual report on the institution's financial activity, drafted by the Rectorate and submitting it with the ministry responsible for education, following Board of Administration approval;
- z) awarding the title "Emeritus" upon retirement to academic staff holding the title "Professor", in order to appreciate their distinguished academic activity, upon proposal of the basic unit he/she has exercised its activity at;
- aa) approving the granting of title "Honoris Causa" and other titles, in accordance with the legal framework in force, as proposed by the main units;
- bb) organizing a joint meeting between the Board of Administration and the Academic Senate by the year-end, in order to discuss about the teaching activity, scientific research and financial activity of the institution;
- cc) addressing, reviewing and resolving conflicts among the regulations of its constituent units;
- dd) requesting the early termination of the term for any collegial body member representing the UoMT and having been selected by the UoMT Academic Senate, upon the initiative of 5 (five) Academic Senate members;
- ee) making decisions on cases falling within its remit, based on proposals made by each of its members.

Article 27

Functioning of the Academic Senate

1. The Academic Senate shall carry out its activity through the general meeting and committees established by it.
2. The Academic Senate shall be chaired by the Rector, and in his/her absence, by the vice chairperson.
3. All Academic Senate members shall participate in its meeting. Members who cannot do so, should reason for his/her absence by giving prior notice, preferably 48 hours prior to the meeting.
4. Academic Senate meetings shall be convened based on the schedule designed by the Academic Senate itself in its previous meeting, upon rector or 1/3 of its members' request. No case not foreseen in the agenda may be discusses, unless the Academic senate decided by 2/3 of members present to include other items.
5. Academic Senate meetings shall be ordinary and extraordinary. All those meetings convened out of order to address highly sensitive issues affecting the institution or its assets shall be considered extraordinary. Academic Senate members shall be notified on the ordinary meetings via e-mail at least 5 (five) days before the meeting is convened. Academic Senate members shall be notified on extraordinary meetings via e-mail, at least 24 (twenty-four) hours before the meeting is convened.

6. Academic Senate meetings shall be audio recorded via information technology equipment and minutes shall be kept for each meeting.
7. Academic Senate meetings shall be valid should more than half of its members are present. Should the majority of members be not present when the meeting kicks off, the Rector shall decide to convene the meeting another day, no earlier less than 7 (seven) days.
8. In principle, the Academic Senate voting shall be based on an open ballot system. However, decisions on behavior or an individual's qualities review shall be made based on a secret ballot system. Secret voting shall apply also when required by one fifth of the Academic Senate members.
9. Decisions shall be made by simple majority of members participating in the meeting, entitled to vote. Should there be a tie, the casting vote shall reside with the chair.
10. Should the secret voting conclude with a tie, a second round of voting shall be carried out. Should there be a second tie, the decisions shall be adjourned to the next meeting. Should there be another tie in the first voting of the future meeting, then another voting shall be call based on an open ballot system.
11. Academic Senate members voting against shall be entitled to have their reasons and facts recorded in minutes.
12. Other matters regarding the Academic Senate functioning shall be set forth in the UoMT Regulation relevant regulations for such purposes.

Article 28

Rector

1. The Rector shall be the UoMT highest academic authority and its legal representative on academic and protocol matters.
2. The Rector must have been awarded the title "Professor" and may either be or not a HEI academic staff.
3. The Rector shall be elected by the academic staff assembly members of the main units and by the students. The students' votes in electing the Rector shall be calculated as 10 (ten) percent of the total of votes. Candidates for rector shall be self-nominated and must met the following criteria:
 - a) should have no less than 20 (twenty) years of experience in the teaching process and scientific research in the field of sciences;
 - b) should not have been subject to a disciplinary action against him/her;

- c) should have not been previously punished with a final court decision for a criminal offense;
 - d) Should not be in non-compliance with the Law No.10 034, dated 22.12.2008, "On cleanliness of figure of high rank public administration officials and electees" and Law No. 138/2015 "On guaranteeing the integrity of persons elected, appointed or exercising public functions".
4. The Rector shall be elected in compliance with the law and the UoMT Election Regulation.
 5. The Rector's terms shall extend over 4 (four) years. He/she shall carry out his/her duties for one mandate and shall have the right to re-election only once. Upon term expiration, he/she shall remain a member of the basic unit staff and shall carry out his/her academic activity.
 6. The elected rector shall be decreed by the President of the Republic of Albania.
 7. The Rector shall be dismissed by the President of the Republic of Albania in event of term termination, as proposed by the minister responsible for education, upon proposal of the minister responsible for education. In event of Rector's term termination, one of the UoMT deputy rectors shall carry out the Rector's functions. The latter shall be seconded by the minister responsible for education, for a 6 (six) month term, for elections reorganization purposes.

Article 29
Rector's functions

1. The Rector shall have the following functions:
 - a) chair over the Academic Senate and report;
 - b) lead and represent the UoMT in third party relationships on academic and protocol matters;
 - c) qualify as Rectors' Conference member;
 - d) check whether the main units' governing authorities comply with the lawfulness principle;
 - e) sign diplomas upon UoMT study program completion, with no right to delegate his/her signature;
 - f) sign academic titles "Professor" and "Associate Professor" and the scientific degrees "Doctor", following their approval, with no right to delegate his/her signature;
 - g) propose the candidate for vice rector/s to the Academic Senate for approval and appoint or dismiss him/her following Academic Senate approval;
 - h) appoint the winning candidate as the main unit head;
 - i) Signing agreements for UoMT cooperation with other local or foreign HEIs and various associations or organizations, in the framework of academic interests satisfaction aiming at experience exchange and cooperation in the teaching and academic process, as well as

- academic staff qualification. With reference to special project agreements or cooperation contracts with third parties, the rector may obtain the UoMT Academic Senate approval;
- j) propose the dismissal of the main unit governing authority to the minister responsible for education, in case of flagrant criminal offenses or serious violations of the law, inability to perform their duties and in event of cases stipulated under the UoMT Code of Ethics. The minister shall put out a decision within one month. In event of dismissal, the rector shall appoint one of the main unit deputy heads within 2 (two) months from dismissal date, until a new authority is elected. Immediately after dismissal, the Rector shall call for snap elections, which shall be conducted within 6 (six) months from dismissal date.
 - k) establish temporary committees and working groups, ascribing their relevant tasks;
 - l) adopt disciplinary and administrative actions towards the UoMT staff subordinate to him/her, in line with the legislation in force and the present statute;
 - m) deliberate on and approve students expulsion from UoMT in event of cases foreseen herein and under the regulation;
 - n) participate, with no right to vote, when required and at his/her own discretion, in the meetings of UoMT bodies and constituent units he/she is not legally part of or pursuant the present statute;
 - o) request information on his/her competency issues from the Board of Administration;
 - p) submit with the Academic senate and then with the Board of Administration the Rector's proposal on the overall structure and number of institutional staff at all levels for approval;
 - q) submit with Academic Senate the institutional strategic development plan for approval;
 - r) sign employment contracts with UoMT academic staff, academically-oriented academic support staff and administratively-oriented academic support staff; appoint and dismiss UoMT administrative staff in compliance with the criteria, approved organizational chart and legislation in force;
 - s) approve the academic staff request for part-time employment in another higher education institution, following the basic unit head and main unit head approval;
 - t) solve competence-related issues among UoMT bodies and unit heads;
 - u) settle disputes among main unit heads, as well as among main unit head and basic unit head;
 - v) exercise controls, at his/her own discretion or upon governing bodies/authorities' request on the teaching quality, scientific research and employment agreements implementation;
 - w) determine the remit of deputy rectors and replace them when and how the institution deems it necessary, as stipulated under the UMT's regulation;
 - x) delegate his/her signature right to one of the vice rectors subordinate to him/her to carry out certain tasks when deemed reasonable, in accordance with the legal framework in force;
 - y) submit academic, administrative and financial requests with the UoMT administrator;
 - z) should it be necessary, authorize police forces to enter university facilities;

- aa) forward for discussion the complaints filed on decisions made by various bodies of main units;
 - bb) when deemed reasonable, entitled to participate in Board of Administration meetings and give suggestions, recommendations, opinions in order to improve the work, provide better guidelines for institution administration and comply with the UoMT's best interest;
 - cc) perform other competences provided for in herein and under other UoMT acts.
2. The Rector shall put our decisions, orders and instructions when carrying out his/her functions.
 3. The Rector's relationships with other bodies, along with the manner and terms of exercising his/her competences shall be provided for under the UoMT regulation.

Article 30
Vice Rector

1. The UoMT shall staff up to 3 (three) vice rectors, who shall perform their duties within their remit.
2. Vice rectors shall assist the Rector in carrying out his/her duties and may perform other duties upon the Rector's order.
3. In his/her absence, the Rector shall authorize one of the vice rectors to perform his/her duties, excluding the cases when the Statute stipulates otherwise.
4. A full-time academic staff only shall be a vice rector. He/she should meet the following criteria:
 - a) should have been awarded the title "Professor" or the scientific degree "Doctor" by universities of OECD or EU member countries.
 - b) should not have been subject to a disciplinary action taken against him/her;
 - c) should have not been previously punished with a final court decision for a criminal offense;
 - d) should not be in non-compliance with the Law No.10 034, dated 22.12.2008, "On cleanliness of figure of high rank public administration officials and electees" and Law No. 138/2015 "On guaranteeing the integrity of persons elected, appointed or exercising public functions".
5. The Rector shall propose to the Academic Senate the candidates for vice rector and the latter shall review the satisfaction of the above requirements and deliberate whether to approve or not the proposed candidate.
6. The Rector shall propose the dismissal of the vice rector to the Academic Senate, in event or default or due to serious violations committed when carrying out these duties.

7. The relationships of the vice rector with other University bodies shall be determined under the UoMT's regulation.

Article 31

Rectorate

1. The Rectorate shall be a UoMT collegial body led by the rector and composed of the rector, vice rectors, main unit heads and UoMT administrator. Accordingly, university and/or other unit officials may be invited to participate in the Rectorate's meetings.
2. The Rectorate, alongside the rights and duties set forth under the law, shall have the following competences:
 - a) Drafting the UoMT strategic development plan, based on main units and relevant units administrators' proposals, which shall be then submitted with the Academic Senate;
 - b) Proposing the overall structure and the number of institutional staff at all levels;
 - c) Proposing the Academic Senate to establish standing or temporary committees, except for those provided for by the law, addressing certain university life issues;
 - d) Establishing working groups on certain issues;
 - e) Taking its stance when required by the rector on issues related to conflicts emerging among UoMT structures, according to the competences ascribed to the rector by the law;
 - f) Suspending and/or repealing by decision, ex officio or upon request main unit acts not complying with the legislation in force, the present statute or the UoMT regulation;
 - g) Reviewing the draft budget based on UoMT main units requests, which shall be submitted through the UoMT administrator with the Academic Senate for approval;
 - h) Making recommendations on study programs, scientific research and necessary structural changes in order for them to be delivered;
 - i) Setting priorities when it comes to satisfying units requests for funding, which inform in turn the annual draft budget and approving the allocation of donations to relevant main units, when such donations have been made on UoMT's behalf;
 - j) Taking the necessary measures for the implementation of Academic Senate decisions;
 - k) Submitting with the Academic Senate the UoMT Code of Ethics, as proposed by the Council of Ethics;
 - l) Drafting and submitting with the Academic Senate the UoMT regulation;
 - m) Monitoring the UoMT activity review results and the implementation of measures stemming from them;
 - n) Performing other functions provided for in this Statute and other UoMT acts.
3. The Rectorate shall meet periodically, more specifically every week, but in no case less than 2 (two) times a month. The meeting shall be called by the Rectorate, or by at least 1/3 (one third) of its members. Minutes shall be kept for every Rectorate meeting.
4. The Rectorate puts out decisions and instructions on reviewed cases.

Article 32
Standing Committees

1. Standing Committees shall be collegial bodies established at institutional level, covering the areas set forth herein. Except for the Standing Committee on Academic Staff Promotion, Academic Senate standing committees shall exercise their activity and deliberate within their remit as provided for by the law and herein, or shall propose to the Academic Senate in its meeting to approve the decisions falling under the latter's remit, in line with the UoMT policies and mission.
2. The Academic Senate shall determine the composition of the standing committees. In any case, a member of the academic staff may be replaced only by another member of the academic staff. A student member may be replaced only by another student member.
3. The Academic Senate shall establish standing committees, which shall be composed of not less than 5 (five) members, as follows:
 - a) Committee on Academic Staff Promotion;
 - b) Committee on Student Relations;
4. The UoMT standing committee members shall nominate themselves and shall be elected by the Academic Senate for a 2 (two) year term with the right to re-election. The UoMT main units standing committee members shall nominate themselves and shall be elected by the main unit academic staff assembly for a 2 (two) year term with the right to re-election.
5. A full-time academic staff member cannot be a member of more than 2 (two) standing committees. A full-time academic staff member cannot chair more than 1 (one) standing committees. This rule shall not apply to *ad hoc* committees.
6. Standing committees shall comprise student representatives, pursuant to the provisions herein, except for the Standing Committee on the Grant of Scientific Degree "Doctor" and the standing Committee on Academic Staff Promotion.
7. The maximum number of members foreseen for standing committees and commissions, as well as their functioning manner shall be determined accordingly herein or by Academic Senate Decision.
8. Each standing committee shall present within January of each calendar year the annual report on its activity, along with the relevant findings and recommendations during the Academic Senate meeting.

Article 33
Standing Committee on Academic Staff Promotion

1. The UoMT Standing Committee on Academic Staff Promotion shall be composed of 15 (fifteen) members holding office for a 2 (two) year term with the right to re-election.
2. The members of such a committee shall be UoMT main units full-time academic staff having been awarded the title "Professor". They shall nominate themselves and shall be elected by the UoMT Academic Senate.
3. The committee chair shall be elected committee membership by a 50%+1 majority.
4. Standing Committee on Academic Staff Promotion shall have the following competences:
 - a) Organizing and guiding the pedagogical post-doctorate scientific qualifications;
 - b) Promoting the candidate for being awarded the title "Associate Professor" and Professor", in line with the legislation in force.
5. The following shall be entitled to promotion in terms of academic titles:
 - a) Full-time employed academic staff;
 - b) Academic staff of other HEIs in case such HEIs do not meet the criteria for academic promotion;
 - c) Individuals meeting the criteria on being awarded academic titles in compliance with the legal and sub-legal acts in force.
6. Only those candidates having been awarded the scientific degree "Doctor" at least 5 (five) years ago shall apply for the title "Associate Professor".
7. Only those candidates having been awarded the title "Professor" at least 5 (five) years ago shall apply for the title "Associate Professor".
8. Candidates for academic titles shall submit their files with the main units they are part of in the quality of the full-time academic staff, in order for them to be reviewed by the relevant scientific sectors in terms of administrative criteria satisfaction. The file, following review from the basic unit on academic criteria satisfaction, shall be forwarded to the Academic Senate for approval through the main unit. The Academic Senate shall forward the file to the Standing Committee on Academic Staff Promotion which shall make the final decision, following the decision of the jury established for the candidate review. Should the Standing Committee on Academic Staff Promotion review on awarding the academic title conclude negatively, the candidate shall be entitled to re-submit his/her request after a period no shorter than 2 (two) years has lapsed.
9. Candidates falling under the categories set forth by subparagraph b) and c), paragraph 5 under this article shall submit their files with the Standing Committee on Academic Staff Promotion. Such committee shall decide which unit is mostly suitable to promote the candidate and shall forward his/her files to the latter so that the former commences the procedure. The main unit shall also deliberate which basic unit is mostly suitable for the candidate review and shall consider its opinion when furthering the procedure.

10. The Standing Committee on Academic Staff Promotion shall take its stance by putting out decisions.
11. Competences, functioning manner, adopted procedures and other functions shall be set forth by the committee regulation.

Article 34

Committee on Student Relations

1. The Committee on Student Relations shall be established to ensure and develop cooperation relations among UoMT governing bodies, students and/or student bodies. The Committee shall be composed of 5 (five) members, of whom 3 (three) shall be academic staff and 2 (two) shall be representatives of excellent students to be elected by the UoMT Student Council. Committee members shall nominate themselves and shall be elected by the Academic Senate for a two (2) year term with the right to re-election.
2. The committee shall perform the following functions:
 - a) Draft policies on students treatment;
 - b) Cooperate with student councils and coordinate the work with them;
 - c) Propose financial and logistic support for student projects;
 - d) Require information from the main units on student issues;
 - e) Require information from the institution's constituent bodies on issues and problems raised by students and their bodies.
3. The committee shall deliberate by simple majority in the presence of all members.
4. Such committee organization and functioning shall be set forth in its Regulation.

Article 35

The Standing Committee on Granting the Scientific Degree "Doctor"

1. The Standing Committee on Granting the Scientific Degree "Doctor" shall be established at the main unit level. Its membership shall consist of relevant unit full-time academic staff. They shall nominate themselves and shall be elected by the faculty academic staff assembly.
2. The Faculty of Medicine Committee shall consist of 11 (eleven) members.
3. The Faculty of Deontology Committee shall consist of 5 (five) members.
4. The Faculty of Medical Sciences Committee shall consist of 7 (seven) members.
5. The Standing Committee on Granting the Scientific Degree "Doctor" members must have been awarded the title "Professor" and shall hold office for a 2 (two) year term with the right to re-election.
6. Its chair shall be elected by #committee members by simple majority (50% +1 of votes)

7. Such committee shall monitor the entire process on granting the scientific degree “Doctor”.
8. The Standing Committee on Granting the Scientific Degree “Doctor” shall take its stance by putting out decisions.
9. The competences, functioning manner, procedures adopted and other functions of such committee shall be set forth under its internal regulation and the third cycle “PhD” studies regulation.

Article 36

Internal Quality Assurance Unit

1. Internal Quality Assurance Unit shall be a structure at the UoMT responsible for proposing the drafting of policies and procedures for internal quality assurance. Such structure shall be composed of 7 (seven) members, of whom:
 - a) 4 (four) shall be main unit full-time academic staff representatives (2 from the Faculty of Medicine, 1 from the Faculty of Medical Sciences and 1 from the Faculty of Deontology);
 - b) 1 (one) Rectorate representative;
 - c) 1 (one) UoMT Student Council representative (excellent student);
 - d) 1 (one) external expert.
2. IQAU members shall be approved by the Academic Senate, upon rector’s proposal, following a selection process as set forth under the UoMT regulation.
3. UoMT constituent units shall be bound to make available to the IQAU all the necessary documentation in order for it to carry out its functions.
4. By the end of the academic year, such unit shall draft and submit with the Academic Senate the annual work report along with the relevant findings, observations and recommendations.
5. Such unit organization and scope of activity shall be set forth by its relevant regulation.
6. The Council of Ethics members shall hold office for a 4 (four) year term, with the right to be re-elected.

Article 37

Council of Ethics

1. The Council of Ethics shall promote and review issues related to ethics in the teaching and research process, and in other institutional activities, in compliance with the provisions under the Code of Ethics and legislation on higher education and scientific research in the Republic of Albania.

2. The Council of Ethics shall be composed of 5 (five) full-time academic staff (each faculty shall have at least 1 (one) representative, as proposed by the relevant main unit head to the rector and approved by the Academic Senate). The Council shall elect its chair and shall propose the UoMT Code of Ethics to the Academic Senate. Council members' selection criteria and process shall be set forth under the UoMT regulation. The Council of Ethics members shall hold office for a 4 (four) year term, with the right to be re-elected.
3. The Council of Ethics shall review any request submitted by academic or administrative staff, as well as student associations.
4. At its own discretion, the Council of Ethics shall be entitled to request and receive information from the academic, support academic and administrative staff, including UoMT constituent units on adherence to ethical and moral requirements in terms of duty performance.
5. The Council of Ethics shall deliberate by simple majority and shall submit its decisions with the UoMT Academic Senate along with its relevant recommendations.
6. Its organization, functioning and decision-making manner shall be set forth under the internal Council of Ethics regulation, as approved by the Academic Senate.

Article 38

Publications Council

1. The UoMT Scientific Publications Council shall be a collegial body proposed by the rector following a selection process as described under the UoMT regulation, as approved by the UoMT Academic Senate. Such a council shall be composed of 7 (seven) full-time academic staff having been awarded the title "Professor", of whom at least 1 (one) member must represent the Faculty of Medicine, at least 1 (one) member must represent the Faculty of Deontology and at least 1 (one) member must represent the Faculty of Technical Medical Sciences. The number of members having been awarded the title "Associate Professor" shall be no larger than 2 (two).
2. The Publications Council shall set forth the standards all UoMT academic and scientific publications must meet in terms of the teaching process and scientific-research activity. Such council shall function in line with its internal regulation, as approved by the Academic Senate.
3. The UoMT Publications Council members shall hold office for a 4 (four) year term, with the right to be re-elected.

Article 39

UoMT Amicus Group

UoMT Amicus Group shall be composed of distinguished scholars in the field of medicine and other notables wanting to contribute to and support the UoMT development.

Article 40
Academic Staff Assembly

1. The Academic Staff Assembly shall be composed of main units full-time academic staff.
2. The main unit Assembly shall be chaired by the main unit head and shall have the following functions:
 - a) electing the university's rector;
 - b) electing the Academic Senate members;
 - c) electing the main unit head;
 - d) establishing main units' standing committees and electing their members;
 - e) electing the members of the Standing Committee on Granting the Scientific Degree "Doctor"
3. The Academic Senate Assembly shall carry out its activity during the general meeting and through its committees. The Assembly shall meet according to the agenda, at least 1 (once) during the academic year. It may also convene in extraordinary sessions with a specific agenda at the chairperson's discretion, or upon a written request from 1/3 (one third) of members. The Academic Senate Assembly meeting shall be valid only if more than half of its members are present. The decisions are made by simple majority (50% +1) of the votes of members present at the meeting.
4. The academic staff assembly functioning manner shall be determined under the main unit's regulation.

Article 41
Main unit head (dean)

1. The main unit head shall be the main unit highest governing authority. He/she shall be its legal representative and highest academic and protocol authority.
2. The main unit head shall be elected by the main unit academic staff assembly and students. The candidate running for such position shall nominate himself/herself. He/she must have been awarded the academic title "Professor" and may be an academic staff inside or outside the higher education institution. The candidate for dean/main unit head should:
 - a) have not less than 10 (ten) years experience in teaching or scientific research;
 - b) should not have been subject to a disciplinary action;
 - c) not have been previously punished with a final court decision for a criminal offense;

- d) should not have been in non-compliance with the Law No.10 034, dated 22.12.2008, "On cleanliness of figure of high rank public administration officials and electees" and Law No. 138/2015 "On guaranteeing the integrity of persons elected, appointed or exercising public functions".
3. The main unit head shall hold office for a 4 (four) year term. He/she shall hold office for 1 (one) term with the right to be re-elected only once. Upon term termination, he/she shall remain a basic unit staff, where he carries out his/her academic activity.
4. The University Rector shall appoint the winner as head of the main unit.
5. Should the Dean's position be vacant due to term termination according to the reasons set forth herein, the Rector shall second one of the deputy rectors.

Article 42

Competences and functions of the main unit head (dean)

1. The main unit head (dean) shall have the following competences and functions:
 - a) Coordinate basic units and main units' collegial bodies' activity and settle disputes among them;
 - b) Chair the main unit Assembly;
 - c) Propose to the Rector the dismissal of the main unit governing authority in cases set forth herein and propose the appointment of a vice authority;
 - d) Appoint and dismiss the vice deans;
 - e) Propose the opening, re-organization and closure of main units following the existing basic unit and main unit administrator's input and the financial effects study; Consider the opinion of all basic units and main unit administrator on the financial costs should a new basic unit be established or an existing one be closed;
 - f) Approve student admission criteria, in accordance with the proposals made by the basic units on all the study programs;
 - g) Approve the winning students selected by the basic unit and making their names public;
 - h) Sign the diplomas and their supplements for all the study cycles provided by the main unit, without the right to signature delegation;
 - i) Submit with the min unit administrator the requests on academic, administrative and financial needs' satisfaction;
 - j) Supervise the carrying out of academic and scientific research activities in compliance with the approved plan, as well as check the quality of teaching, scientific research, projects, employment agreements implementation, and the fulfillment of any other obligation assumed by the basic or main unit staff;
 - k) Monitor the distribution of the teaching workload, and the observance of work discipline by the main unit staff;
 - l) Establish working groups among basic units for satisfying the needs at main unit level;

- m) Take disciplinary measures against the academic and support academic staff, in accordance with provisions herein and propose the disciplinary measure to the competent authority;
 - n) Decide on student suspension from studies at any study cycle in cases stipulated herein and in main unit regulation;
 - o) Sign academic agreements with other local or foreign main units aiming at mutual cooperation, academic staff and student exchange, joint activities at main unit level and further qualification, and providing services to third parties at main unit level, upon UoMT Rector's authorization;
 - p) Issue orders and instructions on the organization and functioning of basic units and other main unit constituent units to fulfill his/her duties;
 - q) Propose the dismissal of the main and basic unit administrators, if there is any, to the University administrator;
 - r) Announce successful projects to be funded by the scientific research funds, part of the main unit budget, following their costing by the main unit administrator, and award scholarships;
 - s) Propose to the Dean's Office the opening of courses, provision of various services to third parties, participation in projects in and outside the country, and any other matter as per the above;
 - t) Perform other competences provided for under this Statute and other university and faculty acts.
2. All basic unit proposals falling outside his/her remit shall be forwarded to the Rector, along with his/her own opinion on the matter.
 3. Other main unit head (dean) functions shall be stipulated under the UoMT and main unit regulation.

Article 43
Vice deans

1. The Dean shall be assisted by the vice deans when exercising his/her functions.
2. Only a full-time academic staff member, who meets the following conditions, may qualify as a vice dean:
 - a) should have not less than 5 (five) years experience in full-time teaching or scientific research in the UoMT;
 - b) should have been awarded at least the scientific degree "Doctor".
 - c) should not have been previously punished with a final court decision for a criminal offense;
 - d) should not have been subject to a disciplinary action against him/her;
 - e) should not have been in non-compliance with the Law No.10 034, dated 22.12.2008, "On cleanliness of figure of high rank public administration officials and electees" and Law

No. 138/2015 "On guaranteeing the integrity of persons elected, appointed or exercising public functions".

3. The number of vice deans for each faculty shall determine in line with the structure approved by the competent bodies.
4. The vice dean may be appointed to oversee and monitor each of the study programs, including scientific research.
5. The vice deans shall assist the main unit head in carrying out the main unit activities and may carry out other duties upon the former's order.
6. In his/her absence, the main unit head shall authorize one of the vice deans to exercise his/her duties, unless otherwise provided for herein.

Article 44
Dean's Office

1. The Dean's Office shall be a faculty collegial body led by the dean and composed of the dean, vice deans, main unit administrator and basic unit heads.
2. Dean's Office shall exercise the following competences:
 - a) draft the faculty's development strategic plan, in accordance with the basic unit proposals and main unit administrator's proposals, which is in turn submitted with the Rectorate.
 - b) review the annual teaching and scientific research analysis of the basic units and draft the main unit's annual analysis.
 - c) coordinate basic units' activity;
 - d) propose the criteria on main unit academic material and human resources distribution;
 - e) draft and propose the draft budget for the main unit, based on departments' proposals;
 - f) draft and propose for approval the faculty regulation, study programs and basic units' regulations, forwarding them to the Rectorate for lawfulness verification, which are in turn finally approved by the Academic Senate;
 - g) propose to the rector the structure and the number of main unit employees for further follow-up as per the legislation in force;
 - h) propose - according to the study program - the quota, criteria and enrollment and tuition fees for students, based on basic unit proposals, which are then forwarded to the Rectorate;
 - i) approves the scientific journals list the main unit will subscribe to, and the books to be purchased for the faculty library, in accordance with the relevant structures' proposals.
 - j) approve main unit agreements with third parties, which are signed by the main unit head, upon Rector's authorization;
 - k) The Dean's Office shall give advice about a every topic or issue that affects the academic and administrative functioning of the faculty.

3. The Dean's Office shall perform other functions provided for herein and under other UoMTT acts.
4. In terms of decision-making, the Dean's Office shall put out decisions in the capacity of the main unit head. Minutes shall be kept for every Dean's Office meeting.

Article 45

Basic unit (department) head

1. The basic unit (department) head shall coordinate the activity and shall lead the basic unit's work by representing the said unit, based on the unit's decision-making and in compliance with the legal obligations and obligations provided for herein.
2. He/she shall be elected by the academic staff, in accordance with the legal provisions and should meet the following criteria:
 - a) should be an academic staff having been awarded the title "Professor" or at least the scientific degree "Doctor" by universities of EU or OECD member countries. Should there be no candidate meeting the above criteria, then, for representation purposes, a lecturer may run for such position only if he/she has been awarded the scientific degree "Doctor";
 - b) should have been a full-time academic staff for at least 5 (five) years in the relevant basic unit;
 - c) should have not been previously punished with a final court decision for a criminal offense;
 - d) should not have been subject to a disciplinary action taken against him/her;
 - e) should not have been in non-compliance with the Law No.10 034, dated 22.12.2008, "On cleanliness of figure of high rank public administration officials and electees" and Law No. 138/2015 "On guaranteeing the integrity of persons elected, appointed or exercising public functions".

Article 46

Functions of main unit (department) head

1. Main unit (department) head shall have the following functions:
 - a) assume responsibility for the main unit's activity welfare and fulfilling its duties.
 - b) propose the study programs and the number of students for each study program, in line with academic and infrastructural capacities, according to state quality standards;
 - c) monitor the distribution of unit members' teaching load, in accordance with the courses determined by the unit and ensure its achievement;
 - d) determine full-time and part-time academic staff employment criteria based on the basic unit (department) collegial decision, considering the basic unit needs, as approved by the rector;

- e) encourage, plan, develop, organize and administer the academic and scientific research activity.
 - f) manage in close cooperation with the basic unit administrator (if any) and/or relevant main unit administrator the basic scientific research funds or other funds generated by lawful sources, either public or non-public, national or international;
 - g) propose student admission criteria in the study program in line with the provisions under the law or bylaws;
 - h) select winning students, as approved by the main unit head, according to the procedures set forth herein and under the UoMT internal regulation.
 - i) monitor the scientific activity of the basic unit, in compliance with the annual planning and document the scientific and academic activity of the department's academic staff, following the reports made in the framework of the annual analysis;
 - j) supervise the observance of syllabi, scientific research and other activities;
 - k) supervises attendance and the discipline at work of unit members, ensuring the progress of unit members' obligations fulfillment and rights realization;
 - l) submits requests with the Dean's Office on meeting the academic, administrative and financial needs of the basic units;
 - m) identify, verify, and propose to the Dean's Office when necessary the measures on disciplinary violations at the workplace by basic unit staff, pursuant to the provisions herein;
 - n) approve students assessment method and establish committees on first, second and third study cycle exams for subjects covered by the basic unit;
 - o) preliminary approve the employment of staff in another higher education institution, according to signed agreements;
 - p) propose the dismissal of the academic staff, administrator and support academic staff in case of serious and repeated violations and adoption of other disciplinary measures;
 - q) propose to the Dean's Office the basic unit strategic development plan;
 - r) draft and propose to the Dean's Office the basic unit draft budget;
 - s) exercises other duties stipulated under the UoMT regulation, faculty regulation and other sublegal acts;
2. The above-mentioned provisions shall apply for as long as possible to the head of the scientific research center.
 3. In order to meet the above-referenced duties, the basic unit governing authority shall make a periodic analysis of the work, teaching, scientific research, and other special cases that may emerge.
 4. In the framework of performing his/her functions, the basic unit head accordingly put out decisions, orders and instructions.

Article 47

Elected authorities and committee members' term termination

1. Elected authorities, committee members, Council of Ethics members, Publications Council members and Internal Quality Assurance Unit members' term shall terminate in event of:
 - a) term expiration;
 - b) resignation;
 - c) employment relationship with UMT termination;
 - d) absence for 6 consecutive meeting sessions on no grounded reason;
 - e) punishment by a final court decision for committing a criminal offense;
 - f) inability to perform the duties;
 - g) serious law violations;
 - h) retirement age;
 - i) death.
2. Other arrangements pertaining to term termination shall be defined under the UoMT regulation.

CHAPTER IV ADMINISTRATIVE ORGANISATION

Article 48

UoMT administrative structure

The UoMT administrative structure shall consist of the following:

- a) Board of Administration;
- b) UoMT Administrator;
- c) Main unit administrator;
- d) Basic unit administrator;
- e) Internal Audit Unit;
- f) Economic structures;
- g) Investment structures;
- h) Procurement structures;
- i) Service structures.

Article 49

Board of Administration

1. The Board of Administration shall be a decision-making collegial body supervising and controlling the UoMT's administrative, financial and economic activity and ensuring the protection of UoMT's public property rights.
2. The Board of Administration shall be composed of 7 (seven) full-time staff. Its composition shall be determined based on the UoMT's medium-term budgetary plan, as approved by the Board of Administration in compliance with the legal framework in force.
3. The amount of financial contribution of the ministry responsible for education, local government unit and UoMT itself shall be based on the University's medium-term budgetary plan, upon agreement entered into among them. Such plan shall be annually updated and by the end of the third financial year, the financial re-evaluation shall be made and the participation of Board of Administration contributors shall be determined.
4. The UoMT representative members shall be elected by the Academic Senate from the effective academic staff list for a 5 (five) year term, with the right to re-election.

Article 50

Board of Administration members representing the UoMT

1. Board of Administration members representing the UoMT must have been awarded at least the scientific degree "Doctor". Such members should not hold a second office as governing authorities such as rector, main unit head, basic unit head or administrator.
2. Despite the criteria set forth specifically under the law, the selected and appointed members should not have any legal impediment to work in the state administration, or any conflict of interest with the Board of Administration member function.
3. Should one of the members be no longer a Board of Administration member pursuant to the above provisions, the vacancy shall be filled out according to the ranking order in the relevant voting list drafted by the Academic Senate.
4. Board of Administration members appointed by the minister responsible for education shall be dismissed and replaced by him/hr.
5. With regards to the Board of Administration functioning and remuneration, a special item shall be foreseen in the UoMT budget, as per legal provisions.
6. The convocation method of Board of Administration meetings, the agenda, participation, deliberation majority and other issues shall be set forth under its internal regulation.

Article 51

Board of Administration Functions

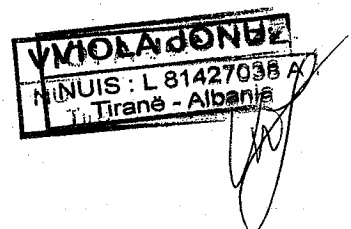
1. The UoMT's Board of Administration shall have the following functions:
 - a) guarantee the UoMT financial stability and the fulfillment of its mission;
 - b) approve preliminarily the UoMT statute before being forwarded for final approval to the Academic Senate;
 - c) approve and supervise the UoMT development strategic plan, upon Academic Senate proposal;
 - d) approve preliminarily the closure and reorganization of the higher education institution, as well as the separation or merge of a higher education institution with another higher education institution, which is then forwarded to the Academic Senate for approval;
 - e) approve preliminarily the opening, reorganization or closure of higher education institution constituent units;
 - f) give its opinion on the UoMT draft regulation;
 - g) approve preliminary the regulation on Board of Administration functioning and forward it to the Academic Senate for final approval;
 - h) approve the criteria proposed by the UoMT administrator on financial and material resource administration;
 - i) approve the UoMT financial regulation, to be proposed to the UoMT administrator in line with the legislation in force;
 - j) review and determine the rules for the distribution of revenues generated from the institution by means of activity exercise, following the submitted proposals or at its own discretion;
 - k) approve by 2/3 of votes, following the Academic Senate approval, the annual and medium-term budget of the institution;
 - l) monitor the use of funding resources and monitor budget implementation by holding the UoMT administrator accountable, as well as deciding on the performance-based reporting method and the reporting frequency;
 - m) monitor the functioning of the financial management and control system through an Internal Audit Unit;
 - n) approves UoMT audit charter, strategic and annual plan, engagement programs and report on each audit exercise;
 - o) ensure that the administrator is informed through unit annual internal audit reports on the functioning of the financial management and control system, with the aim of taking measures for its enhancement and drafting the annual declaration on the internal audit system quality;
 - p) review and approve the number of staff at all UoMT levels following the Academic Senate approval;

- q) assume responsibility for determining the procedures on administrators and administrative staff employment, based on legal provisions and provisions herein;
 - r) appoint and dismiss UoMT administrator by 2/3 (two thirds) of votes.
 - s) approve the appointment and dismissal of the main unit administrators, following the UoMT administrator's proposal;
 - t) approve the staff level of salary, as well as academic and administrative staff special remuneration or other benefits, as provided for under the law;
 - u) approve the remuneration of standing or temporary committees and Academic Senate members; and the special financial remuneration for the support academic and administrative staff rendered a very good assessment, as well as other rewards for various tasks performed outside the foreseen functions by the UoMT academic staff, support academic and administrative staff;
 - v) approve the institutional activity detailed annual report, drafted by the UoMT Rectorate;
 - w) call for a meeting with the institution administrator and any institutional administrative staff to address any issue and seek clarification on the matter;
 - x) approve fees of services provided by the UoMT upon UoMT administrator's proposal, following the preliminary approval by the Academic Senate.
2. The Board shall elect its chair amongst its members by simple majority of votes. The Board of Administration shall have its own technical secretary elected by the members. Should the Board of Administration approve Academic Senate or Rectorate proposals, the Rector, managers or experts appointed by him/her shall be invited to provide their arguments.
 3. The Board of Administration shall inform the Academic Senate on the financial situation and relevant projects at UoMT level, when requested so.
 4. Other specifics of the Board of Administration functioning shall be stipulated under its own or UoMT regulation.

Article 52

Term termination of Board of Administration members

1. The Board of Administration members' term shall terminate in event:
 - a) the employment relationship with UMT ends;
 - b) the member is appointed to a governing authority position prior to term expiration;
 - c) he/she commits serious violations of the law;
 - d) he/she is absent in 6 (six) consecutive Board meeting sessions with no grounded reason;
 - e) the representation ratio in the Board of Administration change;
 - f) he/she has been punished by a final court decision for committing a criminal offense;
 - g) he/she resigns;
 - h) he/she is unable to perform the duties;



- i) there is in non-compliance with the Law No.10 034, dated 22.12.2008, "On cleanliness of figure of high rank public administration officials and electees" and Law No. 138/2015 "On guaranteeing the integrity of persons elected, appointed or exercising public functions".;
 - j) he/she dies.
2. The proposal for dismissing Board of Administration members representing the UoMT academic staff when the conditions of paragraph 1 in this article apply to the member shall be made by the Academic Senate.
 3. In case of early termination of elected authorities or body members term, the term of the new governing body shall be supplemental.

Article 53
Internal Audit Unit

1. An internal audit shall be an independent activity that ensures objective safety and management advise, as designed through a disciplined and systematic activity to add values and to enhance the UoMT activity.
2. The UoMT internal audit unit shall be organizationally and functionally subordinate to the Board of Administration and shall directly report to it, based on the legislation in force on internal audit in the public sector.
3. The internal audit unit's organizational status, purpose, mission objectives, accountability and responsibilities are set forth in the UoMT Charter, which is approved by the Board of Administration.

Article 54
UoMT Administrator

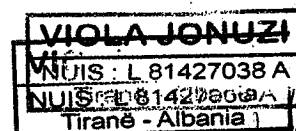
1. The Administrator shall be the highest administrative body responsible for the university's financial welfare. He/she shall be the UoMT legal representative in financial and administrative issues.
2. The Administrator shall be elected based on an open competition, pursuant to the criteria and procedures determined by the Board of Administration. The Academic Senate shall approve the lists of candidates that meet the legal criteria and submit it with the Board of Administration.
3. The administrator must have completed higher education, at least the "Master of Sciences" in law or economics and should have at least 7 (seven) years of experience in such fields. The special criteria the candidate for UoMT administrator must meet shall be set by the Board of Administration, in compliance with the legal framework in force.

4. The administrator may not perform any other function, be it academic or administrative.
5. The Administrator shall be a member of the Rectorate.
6. The administrator shall report regularly the Board of Administration on its activity. Therefore, the Board of Administration shall be preliminary notified and such notification should specify the points supporting his/her reporting.
7. The administrator shall report on his/her activity before the Academic Senate when requested so by the latter, or the administrator himself/herself, in compliance with the relevant competences.

Article 55

UoMT administrator functions

1. The UoMT administrator shall exercise the following functions:
 - a) assume responsibility over the general UoMT administrative and financial activity;
 - b) implement the decisions made by the Board of Administration in the capacity of the UoMT administrative head and report to the Board, which is his/her direct superior.
 - c) plan, organize and lead UoMT activity by providing administrative leadership;
 - d) submit with the Board of Administration the UoMT financial regulation for approval, along with the structure and criteria for appointing administrative employees;
 - e) appoint and dismiss UoMT administrative staff functionally subordinate to the UoMT, in compliance with the criteria, approved organizational chart and legislation in force;
 - f) appoint and dismiss main and basic unit administrators, following approval by the Board of Administration;
 - g) check the implementation of ethical rules by the administrative staff and take the appropriate disciplinary measures for violations made by the administrative staff subordinate to him/her;
 - h) manage the administrative staff subordinate to him/her, so that it carries out its duties properly and timely;
 - i) assume managerial responsibilities as a UoMT Authorized Officer, as per the legislation on financial management and control;
 - j) approve the annual work plans of units subordinate to him/her and check their implementation;
 - k) represent UoMT in state institutions, or other entities on administrative and financial matters;
 - l) issue orders and other acts in order to guide the administrative and financial activity within the institution;
 - m) exercise the functions and assume the responsibilities of the UoMT Contracting Authority Head, in accordance with the legislation in force on public procurement;
 - n) coordinate the work for preparing the UoMT 3-year medium-term budgetary program;



- o) draft the annual draft-budget, based on the main and basic unit proposals, institutional development strategic plan and its medium-term budgetary plan;
 - p) propose the financial and material resources administration criteria, which are in turn submitted with the Board of Administration for approval and supervise their distribution and implementation;
 - q) propose to the UoMT Board of Administration to change the destination of funds, as per the UoMT spending units' requests;
 - r) approve the budgetary fund allocations, which are distributed to each spending unit;
 - s) review the requests and approve the redistribution within the same budgetary item of the current expenses, without surpassing the budgetary limits approved by the Board of Administration;
 - t) monitor and control the UoMT annual budget implementation;
 - u) report the Board of Administration on the UoMT annual overall budget realization;
 - v) prepare and report to the Board of Administration the annual summary analysis on UoMT internal audit system quality;
 - w) present by the end of the academic year the report on the higher education institution's financial activity to the Board of Administration and the Academic Senate;
 - x) the administrator may delegate one or several of his/her competences to staff subordinate to him/her, in accordance with the rules provided for under the Code of Administrative Procedures;
 - y) ensures the satisfaction of administrative and financial requirements of the Academic Senate and the Rector, with the aim of meeting the academic, administrative and financial needs;
 - z) implement audit outcomes in accordance with the legislation in force and periodically notify the Board of Administration;
 - aa) sign employment agreements with the administrative staff subordinate to him/her, as per the provisions under the legal and sublegal acts in force;
 - bb) propose and monitor in cooperation with university administrative and academic structures the implementation of a medium-term/long-term plan with clear tasks and time frames on alternative revenue generation, thus aiming at the gradual level-up of independence.
2. Other functions of the Administrator shall be set forth under the UoMT regulation and other legal and sublegal acts.

Article 56

Main unit administrator

1. The main unit administrator shall be responsible for its financial and administrative well-functioning.

2. He/she shall be selected through a competition, pursuant to the criteria and procedures determined by the Board of Administration. He/she shall be appointed or dismissed by the UoMT administrator, following the Board of Administration approval.
3. The main unit administrator must have completed higher education, at least the "Master of Sciences" in law or economics, and should have at least 5 (seven) years of experience in such fields.
4. The main unit administrator may not perform any other function, be it academic or administrative.
5. The main unit administrator shall report quarterly to the UoMT administrator on his/her activity. Therefore, the Board of Administration shall be preliminary notified and such notification should specify the points supporting his/her reporting.
6. The main unit administrator shall report the UoMT administrator on his/her activity and shall inform the relevant dean on everything related to the financial activity and teaching and research process support

Article 57

Main unit administrator functions

1. The main unit administrator shall exercise the following functions:
 - a) draft the main unit annual draft budget based on basic unit proposals;
 - b) perform the everyday financial administration of the main unit;
 - c) supervise and control the main unit's financial activity;
 - d) satisfy the requests of the main unit head, in order to fulfill the academic, administrative and financial needs;
 - e) cooperate with the main unit governing authorities and bodies on its fundamental administration matters;
 - f) propose the dismissal of the basic unit administrators to the UoMT Administrator.
 - g) qualify as a Dean's Office member.
2. Other functions shall be set forth under the UoMT and main unit regulation.

Article 58

Basic unit (department) head

1. When approved and pursuant to the legal provisions, the basic unit administrator shall responsible for its financial well-functioning.
2. He/she shall be selected by the UoMT administrator, as per the procedures and criteria set forth by the Board of Administration.

3. The basic unit administrator shall report quarterly to the main unit administrator on his/her activity. Therefore, the Board of Administration shall be preliminary notified and such notification should specify the points supporting his/her reporting.
4. The basic unit administrator shall report the main unit administrator on his/her activity and shall inform the relevant basic unit head on everything related to the financial activity and teaching and research process support.
5. The main unit administrator must have completed higher education, at least the "Master of Sciences" in law or economics, and should have at least 5 (seven) years of experience in such fields.
6. The basic unit administrator shall:
 - a) administer the unit/basic unit funds;
 - b) implement the main unit administrator's decisions on the distribution method of income generated by the unit/basic unit;
 - c) satisfy the requests of the basic unit head, in order to fulfill the academic, administrative and financial needs;
 - d) The administrator may not perform any other function, be it academic or administrative.
7. Other functions shall be set forth under the UoMT and main unit regulation.

CHAPTER V

UoMT STAFF

Article 59

UoMT staff

1. The UoMT staff structure and organizational chart at all levels shall be approved by the Board of Administration, upon Academic Senate proposal, within UoMT and each unit budget restrictions.
2. The structure must contain the administrative apparatus, as well as the number of employees at the central institutional level and each constituent main unit.
3. The UoMT staff shall be composed of academic staff, support academic staff and administrative staff.
4. The staff may be employed on a fixed or non-fixed term employment agreement basis, or be full or part-time.
5. The academic, support academic and administrative staff shall be entitled to all the rights and obligations stipulated in the legal and sublegal acts in force, in this Statute and the contract concluded between them and the UoMT.

6. Foreign academic staff/other foreign specialists shall establish and terminate relationships by entering into special agreements, as per the methods and modalities foreseen under the UoMT regulation.
7. UoMT staff rights and duties shall be provided for herein and UoMT regulation, in compliance with the legal and sublegal acts in force.
8. UoMT staff employment relationships shall be established and terminated as provided for under the Labor Code, law on higher education in the Republic of Albania and special criteria foreseen under legal and sublegal acts in force, the present statute and the UoMT regulation.
9. UoMT shall enable to all staff equal conditions, opportunities and chances for personality, professional career, and working conditions enhancement.

SECTION II

Academic staff

Article 60

Academic staff status


1. Academic staff shall enjoy a special status and remuneration, as per the legal and sublegal acts in force.
2. UoMT may contribute to the financial remuneration of the academic staff in addition to the benefits from the State Budget. Additionally, the UoMT shall support academic staff capacitation in order to achieve its mission.
3. Academic staff shall benefit financial compensation and reimbursement for activities such as teaching, research work, institutional contribution and professional contribution, at the amount and according to the procedures foreseen by the Board of administration and legal framework in force. Financial remuneration modalities and other benefits for the academic staff shall be determined by the Board of Administration, upon the proposal of the Rectorate.

Article 61

Categories of the academic staff

1. UoMT employed academic staff may be:
 - a) Full-time;
 - b) Part-time;
 - i. Part-time academic staff (external lecturers);

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- ii. Clinical supervisor (clinical and teaching practices supervisor)
2. The UoMT academic staff shall carry out teaching, scientific research, university development and support services, student counseling and other activities, pursuant to subparagraph a) and b), paragraph 1 in this article.
 3. The academic staff may be oriented towards teaching and/or scientific research. According to their roles and activities, the academic staff shall be categorized into:
 - a) professor;
 - b) lecturer;
 - c) assistant lecturer.
 4. The category of professors shall include academic staff that are heads of subjects or modules, and mentors in scientific research activities. Academic staff of this category shall hold academic titles, such as "Professor" or "Associate Professor". This category shall be employed upon a non-fixed term employment agreement.
 5. The category of lecturers shall include academic staff that carry out teaching and scientific research activities. This category shall consist of academic staff who hold the scientific title "Doctor" and have a teaching experience of at least 3 (three) years before or after earning such title. This category shall be employed upon a non-fixed term employment agreement.
 6. The category of "Assistant lecturers" shall include academic staff that carry out teaching and research activities. They should at least have a Master of Science degree. Assistant lecturers shall be employed upon a non-fixed term employment agreement.
 7. The academic staff engaged in teaching should have at least a qualification of the following cycle. The full teaching load for the academic staff shall be determined by the responsible structures in compliance with the respective order of the minister of education.
 8. Academic staff engaged as a clinical supervisor according to subparagraph b)ii, paragraph 1 in this article should be at least a specialist in the relevant medical field, or last year student of the third cycle for specialized long-term programs.

Article 62

Employment of the full-time academic staff

1. UoMT staff employment shall be made in line with the Labor Code of the Republic of Albania, legal and sublegal acts on higher education in the Republic of Albania and the present statute.
2. Employment shall be carried out via an open competition procedure by ensuring a transparent, impartial and objective process.
3. Candidates should meet the following general criteria:
 - a) should have full legal capacity to act;

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- b) should have the necessary professional skills for the job position they are competing for;
 - c) have not been sentenced by a final court decision for committing a criminal offense;
4. Considering its needs, the basic unit shall set forth special additional criteria for the job positions depending on the category of staff to be employed, as approved by the Rector. The head of the main unit shall submit the employment criteria to the Rector.
 5. The UoMT Rector shall make the relevant announcement in the Public Procurement Agency Bulletin and its official website. The method for criteria drafting and vacancy announcement shall be set forth in the UoMT regulation.
 6. The head of the main unit shall establish an ad hoc committee for the selection of winning candidates. The *ad hoc* committee shall be composed of 5 (five) members of the lecturer category, of whom:
 - a) two members shall be selected by the department which announced the competition procedure, with one of the members having the role of the lecturer of the subject they are being admitted to, if possible;
 - b) 1 (one) member shall be selected by the head of the main unit the department for which the competition procedure has been announced is part of.
 - c) one member shall be appointed by the UoMT Rector upon the request of the main unit head.
 7. The head of the committee shall be a department member, who holds the highest title and has the longest academic experience.
 8. Based on the submitted documentation, the committee shall carry out the preliminary verification of the candidates that fulfill the general and special criteria, set forth on the competition announcement, however, not later than 10 (ten) calendar days from the admission closure date. Candidates' review comprises two consecutive stages, namely file review and the interview. Only the members qualified following file review shall be subject to the interview. The committee shall announce within 3 (three) working days from the day of interview, the winning candidate/candidates, but in no case later than 2 (two) months from the start of review. The competition shall be carried out in the main unit premises, where the winning candidates shall be announced.
 9. The head of the main unit shall submit the names of the winning candidate/s to the UoMT Rector through the main unit head. Following the announcement of the winning candidate/candidates the Rector shall sign the employment agreement with him/her/them.
 10. UoMT full-time employment academic staff may not be employed as a full-time academic staff in another high education institution, in or outside the country. He/she may be engaged on a part-time basis only in 1 (one) other higher education institution, upon approval of the basic unit head and rector, as well as upon agreement among institutions. Full-time academic

staff participation in UoMT projects, consultancies, publications and services shall not be considered as double employment within the institution.

11. UoMT full-time academic staff engaged in the teaching process carried out in clinical and hospital diagnostic services shall enter into agreement with the UoMT networking university hospital structures, or shall enter into agreement with such structures to be granted with the right to professional access, based on the relevant agreements entered into between UoMT and university health structures.

Article 63

Employment of the part-time academic staff

1. Upon the proposal of the basic units defining their needs for part-time academic staff, the main units shall require the Rector to approve the fixed-term contract employed staff. Taking into account the proposals of the main units and depending on financial fund available, the Rector shall approve on annual basis the name list of the fixed-term contract employed staff. This contract shall be signed by the Rector for a specific position or a certain period of time.
2. Candidates must meet the general criteria in compliance with the Labor Code in the republic of Albania.
3. In principle, such staff should meet the criteria and requirements for full-time employment, pursuant article 62. In their proposals, the main and basic units should take into consideration the candidates' professional and academic experience.
4. Special criteria shall be determined in line with the requirements of the basic unit where the part-time staff shall carry out its teaching process.
5. The part-time academic staff engaged should at least have a qualification of the following cycle.
6. The UoMT Regulation shall stipulate more detailed rules on the competition manner for the fixed-term contract employed academic staff.
7. The announcement of the need for academic staff shall be made on the official website of the main unit, which the basic unit pertains to.

Article 64

Health structure staff employment in UoMT

1. Main UoMT units, upon proposal of the basic units, shall engage to satisfy their own needs university and non-university hospital and non-hospital health structure staff to support the teaching process, scientific research, teaching/clinical and diagnostic practices development,

clinical and diagnostic supervisions to students' practical training (teaching/professional practices), as well as other activities to support the UoMT mission, according to the relevant regulation provisions.

2. The payment for the normed teaching load shall be governed by the provisions under the UoMT regulation, in compliance with the responsible collegial bodies' decisions.
3. The employment agreement shall be signed by the rector for a fixed period of time, following the approval of such structures' health staff by the Academic Senate and UoMT Board of Administration.

Article 65

Invited academic staff

1. UoMT basic units shall be entitled to employ by means of agreements foreign or native scholars and other notables.
2. Invited academic staff selection criteria shall combine both experience and the basic unit need for teaching or scientific research activities.
3. Invited staff shall be proposed by the basic unit head, approved by the main unit head and shall be forwarded for further approval to the UoMT Rector.
4. Modalities for the provided service and the payment method shall be set forth in the UoMT regulation.

Article 66

Academic staff service term

1. Academic staff having been awarded the title "Professor" shall hold office until 68 years of age, unless there has been a request filed by him/her to leave office. Based on the UoMT needs and upon his/her consent, he/she may hold office even after having reached the above age, through an extension of agreement until the relevant academic year comes to an end, with no right to further extension.
2. Academic staff having been awarded the title "Associate Professor" shall hold office until 65 years of age. Based on the UoMT needs and upon his/her consent, he/she may hold office even after having reached the above age, through an extension of agreement until the relevant academic year comes to an end, with no right to further extension.
3. The academic staff classified as "lecturers" shall serve until they reach the age of retirement, as provided for by law.
4. Academic staff shall be disqualified for governing positions when reaching the retirement age, as per paragraph 1 and 2 in this article.

5. Based on UoMT needs and upon the consent of the academic staff having been awarded the title “Professor” or “Associate Professor”, should an extension be deemed necessary, he/she may hold office even after having reached the age specified under paragraph 1 and 2 in this article through an extension of agreement up to one year, which shall be renewable. In such case, the basic unit lecturer shall submit a request putting forward their will to continue giving their contribution to the department they were employed, if they want to establish new employment relations. Upon the proposal of the basic unit head, according to the decision of this unit and on the approval of the main unit head, the latter shall submit the employment contract to the Rector for signature.
6. The academic staff falling under the category “Professor” may temporarily leave work at the university for a period up to 5 (five) years in order to engage in important state and political positions. As regards the period of leave, the academic staff may be covered by fixed-term contract employed academic staff. After the completion of the duty, the academic staff member shall return to the previous or to an equivalent job position, upon his/her request.
7. The academic staff may acquire personal qualifications of teaching or research character. In such cases, the job position shall be preserved in the basic unit and he/she shall be paid by the institution according to the legal acts in force. The academic staff should fulfill the obligation stipulating that after such period they must serve at the basic unit for not less than 5 (five) years.
8. Academic staff of all categories may obtain a temporary leave from the UoMT up to 1 (one) year tops, with no right to salary, in order to be specialized or trained in or outside the country. Such leave must be approved by the basic and main unit. The academic staff and the rector shall enter into agreement defining the time frame, rights and obligations.

Article 67

Teaching norm and overload

1. It shall be obligatory for the academic staff to teach for at least 6 (six) hours per week in the auditory rooms, which is the annual average. The full load for the academic staff shall be determined by the order of the minister of the higher education.
2. The academic staff shall be entitled to full payment for classes over the teaching norm and other relevant activities after they have justified the completion of research and academic obligation foreseen in the annual plan.

Article 68

Employment contracts for the academic staff

1. Employment contracts for the UoMT academic staff and administratively-oriented academic support staff shall be signed by the Rector at the end of the employment procedures set forth in the law and herein.

2. The employment contract should necessarily consist of the following:
 - a) identity of the parties,
 - b) workplace,
 - c) description of the job to be performed by the individual,
 - d) date of start,
 - e) duration of employment relations,
 - f) duration of working hours and vacation period,
 - g) payment.

Article 69

Sabbatical academic year

1. On the approval of the basic unit and relevant unit Dean's Office, where the academic staff falling under the categories of Professor and Lecturer conduct their activity, they shall be entitled to interrupt their work in the institution 1 (once) in 7 (seven) years (following the completion of the seven years period), for up to 1 (one) year, to work on their academic progress.
2. In order to benefit from the stipulation of Paragraph 1, the academic staff member should submit with the department their request along with the relevant proposal on scientific research, where they are going to do that, if there is, the necessary time and the product they will provide at the end of this period. The department shall approve and notify the head of the main unit and the UoMT Rector.
3. If the academic staff members require financial support in compliance with the budget items approved by the Board of Administration to this end, the proposal shall be transferred to the Board of Administration for the approval of the financial part.
4. In any case, the request should be submitted 2 (two) months before the start of the sabbatical academic year.
5. During the sabbatical academic year, the academic staff member shall be paid 100 percent of the wage.
6. Failure to perform the scientific research according to the approved program shall lead to disciplinary responsibility, and shall force the academic staff to reimburse all financial benefits received.
7. An agreement shall be entered into between the academic staff who has been working in the relevant main unit for 7 (seven) years and the rector, defining the rights and obligations.

Article 70

Contribution of the academic staff



1. Pursuant to the legislation in force, the academic staff shall enjoy academic freedom in the following fields of their activity:
 - a) teaching;
 - b) research-scientific work;
 - c) institutional contribution;
 - d) professional contribution.
2. Organization of teaching shall be performed at the beginning of each academic year by the relevant department. The engagement of the academic staff in their respective subjects shall be defined by basic unit decision. When appointing the academic staff according to their respective teaching groups, the department should take into consideration:
 - a) teaching and scientific research experience in their relevant area;
 - b) scientific publications in their relevant area;
 - c) scientific degree/title they hold.
 - d) subjects teaching load for which the basic unit shall be responsible.
3. The academic staff shall be responsible for the progress of the teaching process and knowledge check for student teaching groups that are divided at the start of each academic year by the head of the teaching group.
4. Each of the subjects shall have one or more teaching groups. In principle, the academic staff member having the highest scientific title shall be appointed head of teaching group. The manner of teaching groups establishment and the designation of the group leader shall be set forth under the UoMT regulation and/or main unit regulation.
5. Scientific research work organization shall be made in compliance with the planning that each basic unit performs at the beginning of the academic year. Scientific research work shall be carried out by all categories of the academic staff in compliance with the division made by the basic unit to this end and it shall be directed by the academic staff holding the title "Professor". Each of the academic staff members shall be continuously obliged to develop scientific research activities in accordance with the legal obligations and scientific research planning. The department shall establish scientific research groups. Research group leader shall be proposed by the basic unit and approved by the Dean's Office. The head of this group shall be the academic staff with the highest academic title, and under the conditions of titles equality, the head will be the one that has the longest research experience in that particular area. The head of the scientific research group may be appointed upon the consent of the academic staff if he/she cannot be appointed according to the above-mentioned rule. The head of the research group shall coordinate and lead the scientific research activities in the relevant teaching group, and he/she shall ensure the observance of the academic freedom of this staff.
6. Departments shall have the obligation to divide the academic staff into teaching-oriented and scientific-oriented staff every academic year in relation to the needs of the basic unit and the

interest of the academic staff. Further regulations shall be set forth in the main unit regulation.

7. The academic staff shall be obliged to give institutional contribution through the participation in working groups, commissions or the completion of certain academic and administrative tasks at the level of the basic unit, main unit, or university, thus relieving from the normal foreseen teaching load. Such contribution shall be payable as per the legislation in force.
8. The professional contribution shall be performed by means of participation in continuous education programs, projects or other activities approved by the basic and main units (mentoring diploma or doctorate theses, participation in working groups of research and professional character, etc.).
9. The academic staff categorized as Professor may generate (compile, apply and implement) research and teaching projects from different resources in and out of the country in accordance with the object of the basic unit activity they pertain to and manage them according to the approval of the main unit administrator in accordance with the Statute and legislation in force.
10. Full-time academic staff shall be entitled to carry out other activities that do not contradict their status, with the condition that the fulfillment of legal obligations to the institution is not hindered.
11. Further regulation on the manner of academic staff contribution performance shall be set forth in the main units' regulations.

Article 71

Disciplinary violations

1. The academic staff shall be responsible for violations of work discipline and failure to fulfill obligations stipulated in the law on higher education and scientific research, legal and sublegal acts in force, in this Statute and regulations or other acts of the UoMT. Disciplinary violations shall be categorized as follows:
 - a) The following shall be considered lenient violations:
 - b) Serious violations shall be as follows:
2. The following shall be considered lenient violations:
 - a) violation of the rules of ethics;
 - b) clear and continuous negligence in the process of examination organization as regards the time, student distribution and results announcement time.
3. Serious violations shall be as follows:
 - a) violation or failure to openly implement legal provisions;

- b) repeated failure to observe certain deadlines in fulfilling tasks in cases when such deadlines are reasonable and in relation to the staff's workload;
 - c) direct or indirect provision of gifts, favors, promises or preferential treatment, due to the job position;
 - d) violation of rights deriving from intellectual property.
4. Other cases comprising lenient or serious violations shall be set forth in the UoMT regulation, in accordance with the above-mentioned criteria.

Article 72

Disciplinary proceeding against UoMT authorities and collegial bodies' members

1. Lenient violations shall be proceeded by the Disciplinary Commission of the main unit, consisting of:
 - a) head of the main unit;
 - b) head of the basic unit, where the academic staff member that is being proceeded pertains to;
 - c) one of the vice deans, who is appointed at the beginning of each academic year by the Dean's Office. If there is none, a member of the main unit categorized as Professor shall be appointed.
2. Regarding lenient violations, the Disciplinary Commission shall be entitled to impose the disciplinary measure of "Warning".
3. Rules for the organization and functioning of the Disciplinary Commission of the main unit shall be defined in the internal main unit regulation.
4. In cases when disciplinary violations are confirmed as serious, the head of the basic and main unit, where the academic staff operates shall address the Academic Senate along with a report explaining the violation accompanied by evidence. In such case, the Academic Senate shall establish an ad hoc disciplinary commission, consisting of 3 (three) elected members among the members of the senate, as follows:
 - a) 2 (two) members are selected as representatives of main units, different from the main unit where the academic staff member is being proceeded due to violation pertains to;
 - b) 1 (one) member is selected as representative of the main unit where the academic staff proceeded due to violation pertains to;
5. The head of the commission shall be selected by the Academic Senate.
6. The ad hoc Disciplinary Commission of the Academic Senate shall be entitled to undertaking these disciplinary measures:
 - a) suspension warning to dismissal;

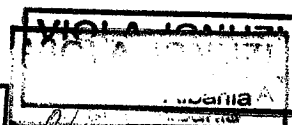
- b) suspension up to 3 months;
 - c) in cases when the violation is serious and repeated, the Commission may require to the Rectorate the termination of the contract with the academic staff member and his/her dismissal.
7. Upon the request of the ad hoc Disciplinary Commission of the Academic Senate, the Rector shall carry out the termination of the contract respecting the requirements of the Labor Code.
 8. The measure "Reprimand" shall be handed down for lenient violations and shall be registered in relevant staff file. Such measure shall be considered as ungiven and written off from the file of the staff after the 6-months deadline, during which the full-time staff must not receive another more serious or same disciplinary measure.
 9. The measure of "suspension warning to dismissal" shall be imposed due to serious violations, as well as within a 6-months deadline, the staff has received two measures of "Warning". Such disciplinary measure shall be registered in the file of the staff and preserves effects for a one-year period.
 10. "Termination of the work contract and dismissal of the academic staff" shall be carried out for actions clearly non-compliant with ethics and rules of UoMT functioning, or when within the one-year period, the staff shall be in the conditions of receiving a second measure "termination of the work contract and dismissal from duty of the academic staff".
 11. The Disciplinary Commission in the faculty and the ad hoc Disciplinary Commission of the Academic Senate shall be entitled and obliged to carry out a full administrative investigation by providing the academic staff member with all proceeding materials, as well as giving them the right to defend by means of the chance to express themselves in writing, and to carry out a hearing.

Article 73

UoMT academic staff disciplinary proceeding

1. Lenient violations shall be proceeded by the Disciplinary Commission of the main unit, consisting of:
 - a) head of the main unit;
 - b) head of the basic unit, where the academic staff member that is being proceeded pertains to;
 - c) one of the vice deans, who is appointed at the beginning of each academic year by the Dean's Office. If there is none, a member of the main unit categorized as Professor shall be appointed.
2. Regarding lenient violations, the Disciplinary Commission shall be entitled to impose the disciplinary measure of "Warning".

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3. The commission proposal on adopting the disciplinary measure shall be reviewed by the Council of Ethics, which shall in turn forward it to the relevant unit head along with its suggestions. The latter shall decide on disciplinary measure adoption based on the Disciplinary Commission proposal and Council of Ethics suggestions.
4. Rules for the organization and functioning of the Disciplinary Commission of the main unit shall be defined in the internal main unit regulation.
5. In cases when disciplinary violations are confirmed as serious, the head of the basic and main unit, where the academic staff operates shall address the Council of ethics along with a report explaining the violation accompanied by evidence.
6. The Council of Ethics shall review the said case, by listening as well the academic staff such measure is to be adopted against, and shall come up with the relevant proposal, which shall be forwarded to the UoMT rector.

Article 74

Termination of employment relationship

1. The employment relationship with the academic staff shall terminate in event:
 - a) he/she resigns;
 - b) he/she reaches the retirement age;
 - c) the employment period set in the employment contract expires;
 - d) he/she is unable to perform their duties due to physical and mental causes;
 - e) he/she is sentenced with a final decision of the court with imprisonment;
 - f) he/she has been handed down the disciplinary action of dismissal;
 - g) Instances of plagiarism, intellectual property exploitation without permit, submission of official false documents and other cases foreseen by the law are found.
 - h) other instances stipulated by law.
2. The employment relationship shall be terminated in line with the provisions under the Labor Code of the Republic of Albania, the present statute and the UoMT regulation.

Article 75

Academic titles award

1. Only the academic staff having been awarded the scientific degree "Doctor" for at least 5 (five) years, qualifying as academic staff of the "Lecturer" category and meeting the state standards on such title award may apply for the title "Associate Professor".
2. Only the academic staff having been awarded the title "Associate Professor" for at least 5 (five) years, and meeting the state standards on such title award may apply for the title "Professor".

3. The candidate for the title "Associate Professor" or "Professor" shall submit the file with the main unit head. The candidate file shall be submitted with the basic unit the candidate has entered into an employment relationship with. The unit shall review the file in an open meeting, thus proposing the *ad hoc* jury for the candidate's review. The file shall be then forwarded to the main unit along with a written report on the candidate, his/her activity and the jury, which shall be in turn submitted with the Academic Senate for approval.
4. The Academic Senate shall pass the file to the Standing Committee of Academic Staff Promotion. Such committee shall approve the jury, its review plan, its review report and shall make the final decision.
5. The decision on title award shall be recorded in the state scientific degrees and academic titles register at the ministry responsible for education.
6. The academic title shall be issued by the UoMT and signed by the Rector.
7. Should the Standing Committee on Academic Staff Promotion review on awarding the academic title conclude negatively, the candidate shall be entitled to re-submit his/her request after a period no shorter than 2 (two) years has lapsed.
8. The academic staff having been awarded the title "Professor" shall be awarded the title "*Emeritus*", following his/her retirement, in order to appreciate his/her contribution and the scientific and academic distinguished activity, upon proposal of the basic unit he/she has climbed the levels of career and Academic Senate decision.
9. The Standing Committee on Academic Staff Promotion activity shall be governed by its internal regulation, as approved by the Academic Senate, in compliance with the sublegal acts and the present Statute.

Article 76

Rights and obligations of the academic staff

1. Rights and obligations of the academic staff shall be defined in the individual employment contracts, in the Labor Code, in the Statute and internal UoMT acts.
2. The rights of the academic staff shall be as follows:
 - a) The academic staff shall be entitled to use all logistic opportunities provided by UoMT, by observing all the internal rules of the institutions;
 - b) Requiring the basic unit to respect and implement all necessary obligation for the progress of the teaching and research process;
 - c) Requiring the governing bodies of the main unit and the UoMT to respect its rights deriving from the Labor Code and Law on Higher Education;
 - d) Implementing and requiring others ethics and morals in compliance with the legislation in force and Code of Ethics;
 - e) Requiring observance for academic freedom.

3. The obligations of the academic staff shall be as follows:
 - a) Respecting the statute, regulations and the UoMT Code of Ethics;
 - b) Compiling the syllabus, adjusting and improving it continuously and submitting it to the respective department;
 - c) Responsibly carrying out the duty appointed by the UoMT, ensuring high levels of teaching and scientific research;
 - d) Meeting the teaching load set by the basic unit, in accordance with the legal and sublegal acts in force;
 - e) Systematically following up the development and achievements of the relevant science at the national and international level, and reflecting it in the teaching process;
 - f) Timely compiling questions of the examination by rewording and updating them yearly;
 - g) Responsibly filling in the academic staff register;
 - h) Determining consultation hours with students and performing them in compliance with the basic unit guidelines;
 - i) Respecting deadlines of the regular teaching process;
 - j) Preserving the material basis in charge and in use;
 - k) Implementing orders of authorities, governing bodies that are related to the development of the teaching process and performing examinations;
 - l) Cooperating in scientific activities organized by the basic unit;
 - m) Implementing every special order of the governing authority, on special or emergent situations or important events in the institutions.
4. Other rights and obligations of the academic staff shall be set forth in the UoMT regulation.

SECTION II

Support academic staff and administrative staff

Article 77

Categories of the support academic staff

1. The support academic staff shall be divided in support academic staff of teaching-scientific character and support academic staff of administrative character.
2. The support academic staff of teaching-scientific characters shall assist in fulfilling and supporting teaching and/or scientific research activities. It shall be part of the basic unit and shall serve to the support of the latter activities. This category shall include laboratory technicians and technicians, as well as other staff, according to the definitions made in the UoMT internal acts.
3. The support academic staff of administrative character shall assist in performing and supporting teaching and/or scientific research activities and/or development of the higher education institution at the level of basic unit, main unit or institutional level. This category shall encompass staff in academic support structures at the central administration of the

institution, main units and basic units, as per the provisions under the present statute, UoMT regulation, main units' regulations, and bylaws in force.

Article 78

Employment of the support academic staff

1. Special employment criteria for the full-time support academic staff shall be proposed by the unit that this staff serves to, based on the needs of the latter.
2. Candidates should meet the following general criteria:
 - a) they are Albanian citizens with full capacity to act;
 - b) should have the necessary professional skills for the job position they are competing for;
 - c) they have not been sentenced by a final court decision due to the commission of an intentional criminal offence;
3. In cases when the staff is employed by the basic unit, the head of the main unit shall establish the ad hoc commission for the election of the winning candidates. The ad hoc commission consists of the 4 (five) following members:
 - a) 2 (two) members are elected by the basic unit that declared the competition procedure on the basis of the latter proposal;
 - b) 2 (two) members are elected by the head of the main unit, with at least one of them being a member of the department that announced the competition procedure;
 - c) 2 (one) member that is appointed by the UoMT Rector upon the request of the main unit head.
4. If the support academic staff is required to be employed at the main unit, the special employment criteria shall be defined by the dean's office. The main unit head shall establish the respective commission consisting of 4 (four) members determined by the dean's office and 1 (one) member proposed by the Rector.
5. In the above-referenced cases, the main unit head shall submit with the rector the ranking of *ad hoc* committee candidates. The Rector, following the process verification, shall sign the employment agreement with the winning candidate/candidates as selected by the committee, pursuant to the legislation in force.
6. If the support academic staff is to be employed in the Rectorate, the employment criteria shall be set by the latter. In this case, the commission shall be established by the Rector and shall consist of 5 (five) members designated by the Rectorate. The committee chair shall submit with the rector the ranking of candidates by the *ad hoc* committee. The Rector, following the process verification, shall sign the employment agreement with the winning candidate/candidates as selected by the committee, pursuant to the legislation in force.

7. Rules for the announcement of the vacancy, manner of performing an admission competition, and other characteristics for the employment of the support academic staff shall be set forth in the UoMT regulation.

Article 79

Employment of the administrative staff

1. Categories of the administrative staff shall be determined by the Board of Administration. The employed administrative staff in the Rectorate shall be the employed staff in the central structures of administrative character according to the provisions of this Statute. The administrative staff employed in the main units shall be defined in the structure and regulation of each main unit.
2. The candidates should meet the following general criteria:
 - a) they are Albanian citizens with full capacity to act;
 - b) should have the necessary professional skills for the job position they are competing for;
 - c) they have not been sentenced by a final court decision due to the commission of an intentional criminal offence;
3. Special employment criteria of the administrative staff in the administrative structure of the Rectorate shall be defined by the administrator of the UoMT and approved by the Board of Administration. Special employment criteria of the administrative staff in the main units shall be defined by the administrator of the main unit and approved by the Board of Administration.
4. If the administrative staff is to be employed in the administrative structure of the Rectorate, the administrator shall establish the relevant commission, comprising 3 (three) members. The committee chair shall submit with the UoMT administrator the ranking of candidates by the *ad hoc* committee. The Administrator, following the process verification, shall sign the employment agreement with the winning candidate/candidates as selected by the committee, pursuant to the legislation in force.
5. Should the administrative staff be employed by the main unit, then the main unit administrator shall establish the relevant committee composed of:
 - a) 3 (three) members proposed by the main unit administrator;
 - b) 1 (one) member from human resources unit at the main unit;
 - c) 1 (one) representative of the UoMT administrator.
6. Should the administrative staff be employed by the main unit, the main unit administrator shall submit with the UoMT administrator the ranking of candidates by the *ad hoc* committee. The UoMT Administrator, following the process verification, shall sign the employment agreement with the winning candidate/candidates as selected by the committee, pursuant to the legislation in force.

7. Characteristics of the vacancy announcement, the preliminary verification procedure and candidates testing shall be defined in the UoMT regulation.
8. The rights and obligations of the administrative staff, motivation, development and training policies shall be defined in the regulation of UoMT.

Article 80

Disciplinary proceeding of academically/administratively-oriented academic support staff and administrative staff

1. Support academic and administrative staff shall undergo disciplinary procedures in cases of obligation violations, stipulated in the legislation in force.
2. The disciplinary measure shall be handed down after the necessary verifications on the said violation have been made and after all the claims of the employee have been heard, as noted down in the relevant minutes. The disciplinary measure shall be notified to the employee within 3 (three) working days from its adoption, as recoded down in the relevant minutes signed mandatorily by all participating parties, including the employee. Should he/she refuse to sign, then the minutes shall reflect such refusal, and shall be officially sent to the employee subject to such measure bearing the signature of all present members.
3. Disciplinary measures on academically-oriented and administratively-oriented support academic staff shall be adopted by the UoMT Rector. The Dean shall be entitled to propose to the rector the disciplinary measure applicable to the academically-oriented and administratively-oriented support academic staff subordinate to him/her. The dean's proposal on the disciplinary measure must be associated with its relevant reasoning and documentation.
4. Disciplinary measures for administrative staff shall be handed down by the UoMT administrator. The main unit administrator shall be entitled to propose to the UoMT administrator the adoption of disciplinary measures for the administrative staff subordinate to him/her. The main unit administrator proposal on the disciplinary measure must be associated with its relevant reasoning and documentation.
5. Types of disciplinary measures shall be:
 - Warning
 - Written reprimand
 - Final Warning
 - Suspension
 - Dismissal
6. Disciplinary measure adoption manner and procedure on violations noted shall be in line with the requirements under the present Statute, UoMT Regulation, and Labor Code in the Republic of Albania.

CHAPTER VI
WEBSITE AND EMAIL

Article 81
Official website

1. UoMT and its main units shall create and maintain the official website.
2. The UoMT official website should reflect:
 - a) Data on governing collegial bodies members and Heads of UoMT, along with and their CVs;
 - b) Laws and by-laws that regulate the field of higher education and scientific research in the Republic of Albania;
 - c) Electronic copy of the Statute, the UoMT regulation, as well as that of other UoMT collegial bodies and every other regulation that is used by the administrative apparatus of the UoMT Rectorate;
 - d) Information on agreement signed by the UoMT;
 - e) Information on decision-making and activities carried out by the UoMT governing bodies;
 - f) Data, information or any other act that is required by the UoMT acts, and any other data that is considered necessary.
3. The UoMT official website should reflect:
 - a) Heads of main units' data and their CVs;
 - b) Academic staff of the main unit's data and their CVs;
 - c) Laws and by-laws that regulate the field of higher education and scientific research in the Republic of Albania;
 - d) Electronic copy of the Statute, main unit regulation, as well as that of every other regulation that is used by the administrative apparatus of the main unit.
 - e) Every activity that is realized from the main unit;
 - f) Every other data, information, decision, exam date, etc., that is required by the UoMT acts, and every other data that is considered necessary;
 - g) Teaching activity data: academic structure, timetable, exam sessions, etc.;
 - h) data on the syllabi of programs of all 3 (three) study cycles), textbooks etc.
 - i) Research activity data: bulletins; scientific publication (publication, speeches, monograph, reports, etc.);
 - j) Projects data with teaching-scientific profile and their respective products;
 - k) Main laboratories data and the analysis that they might offer, etc.

Article 82

Email

1. The university shall create and maintain the e-mail with the aim of enabling the formal communication between the governing bodies at each level and between the academic, support academic and administrative staff with the students.
2. In implementation of this provision, each member of the academic, support academic and administrative staff, as well as each student shall be equipped with such an address.
3. The e-mail shall be used as a formal communication tool and any information received via it is considered as being received from the UoMT staff.
4. The usage of the official e-mail must abide by the requirements of the law on the protection of the personal data.
5. Detailed rules on email use and maintenance shall be set forth under UoMT regulation.

CHAPTER VII THE ORGANIZATION OF STUDIES AT THE UoMT

Article 83

University studies

In accordance with legal provisions, the types of studies that are provided from the main units at UoMT shall be:

- a) full-time studies;
- b) extended-time studies.

Article 84

Full-time university studies organization

1. The study programs at the UMT shall be organized in 3 (three) consecutive cycles:
 - a) first cycle;
 - b) the second cycle;
 - c) the third cycle.
2. In some specific fields, the UoMT shall offer first and second cycle integrated study programs which are completed with no less than 300 credits and their normal duration shall be no less than 5 (five) academic years.
3. The UoMT shall provide study programs organized into modules and credits, according to the European Credit Transfer and Accumulation System (hereinafter ECTS). The average number of credits accumulated by a student over a full-time study year shall be 60 ECTS.

4. The UoMT shall be entitled to provide:
- a) continuous education programs to health professionals;
 - b) non-university study programs, professional one, after secondary education. Credits accumulated during post-secondary studies may be transferred to first cycle university studies, in accordance with the relevant regulatory acts.

Article 85

First and second cycle study programs and professional programs

1. First cycle study programs shall aim at equipping students with basic knowledge on general scientific methods and principles, and shaping specific student skills in a wide variety of professions and specialties.
 - a) First cycle study programs at the UoMT shall be completed with 180 European credits (ECTS) and their normal duration shall be 3 (three) academic years.
 - b) The students in this program might graduate by sitting a comprehensive exam or preparing a diploma thesis, based on the criteria set out in the regulation of the UoMT for the average grade.
 - c) Upon first cycle studies completion students shall be granted a Bachelor diploma.
2. Second cycle study programs shall aim at making students acquire in-depth theoretical and practical knowledge in the field of medicine, stomatology and pharmacy, scientific methods and principles of the field, as well as build special abilities required by the profession/specialty.
 - a) Second cycle integrated programs shall be organized into 300 and 360 ECTS and their normal duration shall be 5 (five) and 6 (six) academic years.
 - b) The student shall be bound to submit a certificate proving his/her knowledge of a foreign EU language, pursuant to the legal and sublegal acts in force, as set forth by the minister responsible for education.
 - c) Studies in such programs shall conclude with a diploma thesis and/or final comprehensive exam, as per the provisions under the UoMT regulation.
 - d) Upon second cycle integrated studies completion students shall be granted a "Master of Science" diploma.
3. "Master of Science" second cycle study programs shall be awarded to the graduates that have a Bachelor's degree diploma, with theoretical and practical scientific knowledge in their respective degree.
 - a) This program shall be organized into 120 credits, in no less than 2 (two) academic years. Here are involved 30-40 credits for a research project, under a qualified mentoring that shall be completed with a diploma (microthesis).

- b) At the end of the second cycle study program shall be awarded a “Master of Science” diploma to candidates in their respective degree.
4. “Professional Master” study programs shall be awarded to graduates with practical professional knowledge first cycle diploma in their respective degree.
 - a) They shall be organized into 60 or 120 ETCS and their normal duration shall be 1 (one) or two academic years respectively.
 - b) The students in this program might graduate with a final test or a diploma thesis, based on the criteria set out in the regulation of the UoMT for the average grade.
 - c) At the end of the second cycle study program shall be issued a “Professional Master” diploma in their respective degree.
5. Professional programs shall be organized into 60 or 120 ECTS spanning over 1 (one) or 2 (two) academic years, as per the legislation in force. Upon professional programs completion, the UoMT shall grant students a professional diploma or certificate.

Article 86

Quota planning and admission criteria in the first and second cycle study programs

1. Each department shall propose admission quota, admission and selection criteria for applicant’s selection no later than November of the previous year for all study programs that it offers, in accordance with state quality standards. If a study program is offered by 2 (two) or more departments, the criteria shall be determined by the departments that offer the program in cooperation with each other.
2. In the formulation of admission quota proposal, the proposing structure shall present arguments with regard to the following factors:
 - a) main unit mission and objectives;
 - b) study program and curricula organization;
 - c) premises at faculty’s disposal;
 - d) availability of pedagogical and support staff, emphasizing the professor-student relationship (the reference is about the proposed number of students), the relationship between full-time and part-time academic staff and the level of scientific qualification of academic staff;
 - e) possession of didactic tools and literature sources in the context of teaching methods;
 - f) trends in terms of candidates’ requests over the last 3 (three) years;
 - g) specifics of the syllabus, especially the lecture-seminar relationship and knowledge check methods.
3. The main unit dean, following quota and applicant admission and selection criteria approval, shall forward the for further approval to the rectorate and then to the Academic Senate.
4. The rectorate shall be bound to make public applicants’ admission quota, as well as admission and selection criteria, following Academic Senate approval, within December of

the previous academic year for all study programs it provides, and shall forward it to the ministry responsible for education and Educational Service Center These criteria must not be changed until the termination of the process of new admissions, unless the Academic Senate deems it necessary.

5. Material rules and procedures to be applied for carrying out the admission process shall be set forth under the UoMT regulation.
6. Students' admission in the first and second integrated cycle study programs in law shall be enabled in accordance with the definitions of current by-laws and main unit regulations of new admission principle in the HEIs.

Article 87

Diploma issue

1. The UoMT shall grant students having complied with all obligations of a study program with the relevant diploma, which shall be an official document, within 6 (six) months from graduation.
2. First and second cycle diplomas shall be issued along with the diploma supplement.
3. Diploma supplement shall be drafted in line with the European Higher Education Area requirements. It shall particularly describe the nature, level, content and results of the studies successfully completed by the diploma holder etc.
4. Diploma and supplement content and form shall be drafted in line with the instructions of the ministry responsible for education.

Article 88

Third cycle study programs

1. Third cycle studies shall include the following study programs:
 - a) Executive Master's degree;
 - b) Long-term specializations in the field of medicine;
 - c) PhDs.
2. Executive Master's Degree study programs shall provide education at a high scientific and professional level. They shall span over 1 (one) or 2 (two) academic years and shall be organized into 60 or 120 credits respectively.
 - a) If the program has 60 credits, 10 credits shall include the research project that is completed with a diploma thesis. The duration of this program shall be at least 1 (one) academic year.
 - b) If the program has 120 credits, 30-40 credits shall include the research project that is completed with a diploma thesis. The duration of this program shall be at least 2 (two) academic years.

- c) At the end of the third cycle study program shall be issued an “Executive Master’s Degree” in their respective field of education.
3. Long-term specialized study programs shall be professional level programs that offer special profession knowledge. They shall span over no less than 2 (two) academic years and shall be organized into not less than 120 credits. They shall conclude with a comprehensive exam and master thesis, which shall in turn lead to the issue of a “Specialization degree” in the relevant field of the study program.
4. PhD study programs shall be third cycle study programs with a completely academic character, based on scientific research and independent creative activity in the respective fields of the basic or main unit. They shall be built on individual programs aiming at the independent training of candidates in scientific research, in the fields determined by the main or basic unit.
 - a) PhD studies shall last no less than 2 (three) academic years and no more than 5 (five) academic years. At the completion of PhD study program shall be issued a PhD “Doctor” diploma.
 - b) Doctoral schools’ organization and functioning at the UoMT shall be made pursuant to the PhD regulation.

Article 89

Third cycle study program admission

1. Each basic/main unit must determine for all study programs it provides the applicants admission and selection quota and criteria not later than the first week of December of the previous academic year. The Dean’s Office, following their approval in line with the academic and infrastructural standards shall forward them to the Rectorate and then to the Academic Senate.
2. Within December of each year, the Academic Senate of UoMT shall approve the proposal for the admission quota in each main unit, clearly stating the admission quota, together with the necessary information of the respective main unit and the programs it offers.
3. Each main unit shall have the obligation to make public the admission and selection criteria not later than December of the previous calendar year for all study programs that it offers. In principle, these criteria must not be changed until the termination of the process of new admissions. The criteria shall be forwarded to the Rectorate, which shall have the obligation to then forward them to the ministry responsible for higher education.
4. Candidates entitled to apply for enrollment to the third cycle study programs shall be candidates:
 - a) who have completed higher education in the required field and that hold a second level diploma (Master of Science), a second level integrated diploma or an old system diploma with no study cycles;

- b) who have very good results in their completed studies as per paragraph a), in accordance with the announced criteria;
 - c) who have a certificate of one of the five foreign languages assessed according to internationally known tests, pursuant to legislation in force;
 - d) who have two recommendations from people with an academic title, who themselves have academic and professional skills of the candidate;
 - e) who implement scientific and ethical standards.
5. Further rules for student admission in the third cycle study programs shall be determined in the relevant regulation.

Article 90

Pursuing a second study program

1. Individuals that have completed a study program shall have the right to attend a second study program of the same study cycle. In this case shall be accepted for application, all candidates with a similar diploma with the second program in which they want to study, of which are selected those with the highest average. In this case, the candidates may afford the full cost of studies. Excellent students shall be exempt from paying the full cost of the study program, according to the designations in the UoMT Regulation.
2. Special criteria for admission to a second study program shall be specified in the main unit regulation.

Article 91

Transfers

1. The UoMT shall provide within the approved quotas transfer opportunities to students who have completed at least one year of study in programs of the same cycle, within the institution or in other higher education institutions.
2. The decision for the full or partial recognition of a student's credits, with the aim of continuing the studies inside the UoMT, belongs to the respective department commission, as part of the main unit that accepts the student, according to the designated criteria in its regulation. The final approval of the transfer request shall be made by the UoMT Rector, following the approval by the Dean of the relevant main unit the candidate has applied at.
3. Only the transfer requests of candidates having the highest scores based on the ranking announced by the relevant committee shall be approved.
4. The UoMT may recognize the obtained credits in the "Professional Master" second cycle study programs, with the aim of their transference in "Master of Science" study programs. The recognition process shall be set forth in the UoMT regulation.

5. UoMT shall carry out the full or partial equivalence of study programs in other institutions of the country or of diplomas of foreign institutions, pursuant to legal provisions. The equivalence procedure shall be commenced and implemented by an ad hoc committee set up by the Head of the relevant main unit. Such committee shall review cases when the student runs for study program transfer in-between years (analogous faculties) or when admitted in a second study program.

Article 92
Diploma issue

Upon university studies completion at the UoMT, the following diplomas shall be awarded, whose form shall be preliminary approved by the responsible institution:

- a) First cycle diploma - Bachelor's degree;
- b) Second cycle integrated diploma - Master of Science;
- c) Second cycle diploma - Master of Science;
- d) Second cycle diploma - Professional Master;
- e) Third cycle diploma - Executive Master;
- f) Scientific grade diploma - Doctor;
- g) Long-term specialization diploma;
- h) Professional certificates;

Article 93
Diploma supplement

1. All first, second, integrated cycle study program diplomas issued from the UoMT shall be awarded along with the diploma supplement that is drafted in accordance with the instruction of the minister responsible for education and this Statute.
2. Diploma supplement shall contain the below information:
 - I. I. INFORMATION ON THE GRADUATE
 - 1.1 Last name
 - 1.2 First Name
 - 1.3 Birthday (day/month/year)
 - 1.4 Student's matriculation number.
 - II. INFORMATION ON THE DIPLOMA
 - 2.1. Diploma title and graduate title;
 - 2.2. Main field/s of study;
 - 2.3. Name and status of the institution that issues the diploma;
 - 2.4. Name and status of the institution that administers the study process, if it is different from the one stipulated in 2.3;

2.5. The language used in the study program.

III. III INFORMATION ON THE CYCLE (LEVEL) OF STUDY PROGRAM

3.1. Cycle (level) of study program;

3.2. Study program duration;

3.3 Admission selection criteria.

IV. INFORMATION ON PROGRAM CONTENT AND RESULTS

4.1 System (manner of study);

4.2. Study program academic characteristics;

4.3. Details with regard to the study program, including studied subjects, grades and obtained credits of the graduate;

4.4. Obtained title at the completion of the study program.

V. V. INFORMATION ON THE PURPOSE OF THE STUDY PROGRAM

5.1. Chances for a further education;

5.2. Professional status of the graduate.

3. The above information shall be organized in compliance with the diploma supplement form, as set forth under the relevant bylaw, issued by the ministry responsible for education.

Article 94

Student's moral evaluation

1. Students completing the full-time studies at any cycle with all 10s shall be awarded a "Golden medal" along with the relevant certificate. Students with 10s at a rate not less than 80% of overall grades (the rest 9s) shall be awarded the certificate "Excellent Student".
2. Diploma hand-over shall be carried out through a ceremony held at the main unit; for the students who have received a "Golden Medal" or the certificate "Excellent Student", the ceremony shall be held at university level and the hand-over of diplomas shall be carried out from the Rector himself, in the presence of the representatives of the Academic Senate, academic staff, administration and students.

Article 95

Joint and interdisciplinary study programs

1. Joint study programs shall be delivered in cooperation with one or several other higher education institutions, in or outside the Republic of Albania.
2. Joint study programs shall be organized by the higher education institutions themselves. Upon their completion, a joint of double diploma shall be issued.
3. Main units at the UoMT may organize joint study programs of interdisciplinary studies.
4. The UoMT may organize interdisciplinary study programs with various higher education institutions.

5. Upon interdisciplinary study programs completion, a joint diploma shall be issued by the UoMT and the other higher education institution.
6. For this purpose, the main unit of UoMT that will cooperate with the main unit of another university shall have the right to negotiate with the other party for drafting the agreement. Should the proposal be made by the UoMT units, or main units of the other university, the rector shall be notified on the commencement of such a process.
7. The agreement should treat:
 - a) the study cycle that will offer a joint study program;
 - b) study programs;
 - c) credit equivalence method;
 - d) academic staff exchange;
 - e) student exchange;
 - f) study program completion place;
 - g) student evaluation method;
 - h) graduation method;
 - i) financial costs;
 - j) any other necessary elements.
8. Upon the conclusion of negotiations, the draft agreement shall be submitted with the Academic Senate for approval. The study program approval, in the framework of the agreement, shall be approved by the Academic Senate and Board of Administration for financial purposes and then shall be forwarded to the ministry for approval.

Article 96

Continuous education studies

1. The UoMT shall provide continuous education programs as life-long learning programs. Such programs shall include training, short-term specializations, as well as knowledge expansion, deepening and refreshing. They may also be advanced training programs.
2. Continuous education programs shall aim at leveling up the qualification and/or professional skills of professionals in the field of health.
3. In the framework of continuous training study programs, the UoMT shall organize other forms of fellowship studies spanning over 1 (one) or 2 (two) years, according to international criteria on such programs.
4. The programs structure, duration and credits shall be set forth by UoMT pursuant to paragraph 1, 2 and 3 in this article, in compliance with the rules set forth by the UoMT regulation and the agreement entered into with the ministry responsible for health.
5. Upon continuous training study programs completion, the UoMT shall issue the relevant certificates.

Article 97
Syllabus components

1. The syllabus must contain the following components:
 - a) Title/name of the subject/module;
 - b) Head of subject;
 - c) Teaching load (number of credits, number of classes, lectures, seminars, practical classes etc.);
 - d) Academic year/subject term;
 - e) Type of subject (compulsory or elective)
 - f) Study program (program for which such subject is being delivered);
 - g) Code of subject;
 - h) Subject head/lecturer email;
 - i) Theoretical and practical topics of the subject (lectures, seminars, laboratory and practical classes)
 - j) Form of subject knowledge check (exam, continuous assessment);
 - k) Main and support literature.
2. Bylaws in force shall apply to study programs components.

Article 98
Approval of new study programs opening/study programs changes

1. The main unit, based on the basic unit/units proposals which must lay down in turn the relevant arguments supporting the need for opening a new program, shall forward to the Rectorate the request on the new study program opening or current study program changes, following the Dean's Office approval.
2. The request must specify the basic unit making the proposal, name, cycle, study program type and code, credits earned, duration, form, and study language, in line with the instruction of the minister responsible for education.
3. The structure responsible for curricula at the rectorate shall review the said draft proposal based on the relevant legal framework and technical requirements.
4. The draft proposal shall be forwarded to the Academic Senate and then to the Board of Administration for further review only if it is technically holistic and compliant with the legislation in force. The Academic Senate shall come up with a decision in terms of draft program approval, return for further adjustments or rejection.

5. In event of return for further adjustments, the Academic Senate and/or the Board of Administration shall set a deadline to the relevant main unit and/or basic unit to adjust the draft program. Academic Senate or Board of Administration requirements shall be mandatory for draft program review/adjustment.
6. Upon the draft program review, the UoMT Rector shall:
 - a) notify the ministry responsible for education in case the draft program has been changed/improved up to 20 per cent of credits of a current study program;
 - b) notify the National Agency for Higher Education Financing (NAHEF) in case of a new draft study program for which financial support is needed from the state budget;
 - c) forward to the ministry responsible for education the draft program for further approval in case the current study program has been changed at a rate of 20 per cent, or in case it has been redesigned into a completely new study program.

Article 99

Study programs notification

1. Open and accredited programs shall be made public by the Rectorate for all main units in the UoMT official website.
2. The open and accredited programs of the main units shall be made public in their official website.
3. This notification should be done prior to the admission application of students.

Article 100

Teaching process documentation

1. The UoMT shall keep in writing:
 - a) Students fundamental register;
 - b) Academic achievements register;
 - c) Diplomas and certificates' award register;
2. Students fundamental register shall be the document attesting students enrollment to UoMT. Such register shall:
 - a) indicate that every student has been ascribed a unique matriculation number valid until diploma or certificate issue;
 - b) be filed with the State Archive, pursuant to the legal framework in force, while its authenticated copy shall be stored for as long as the UoMT shall be existent or for as long it shall continue to exist under a different name, with no right to issue extracts from the register from the day of its hand over to the institution's archive;
 - c) filled out electronically.

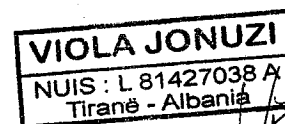
3. The register or academic achievements shall be the document attesting the results achieved by any student enrolled with the UoMT according to study programs. Academic achievements register shall Q2R be:
 - a) filed with the State Archive, pursuant to the legal framework in force, while its authenticated copy shall be stored for as long as the UoMT shall be existent with no right to issue extracts from the register from the day of its recording with the institution's archive;
 - b) filled out electronically.
4. Diplomas and certificates register shall be the document attesting their issue by the UoMT. Such register shall document the withdrawal of the diploma and its supplement by any student who has successfully complied with academic and other institutional obligations. Diplomas and certificates' issue register shall be:
 - a) filed with the State Archive, pursuant to the legal framework in force, while its authenticated copy shall be stored for as long as the UoMT shall be existent with no right to issue extracts from the register from the day of its hand over to the institution's archive;
 - b) filled out electronically.
5. The UoMT must fill out all register data as set forth under paragraph 1 in this article in compliance with the bylaws of the ministry responsible for education. The documentation, following its final fill-out, shall be filed with the State Archive, as per the legislation in force on archives. The authenticated copy shall be stored with the main unit archive, in accordance with the legislation in force and UoMT regulation, with no right to issue extracts from the register from the date of its recording with the archive. Pursuant to provisions under paragraph 1 n this article, in case of university closure, its registers and other document shall be filed with the State Archive, as per the legal framework in force on archives.

Article 101

Academic year and teaching organization

Studies in the UoMT shall be conducted on an academic year basis that is organized into semesters with 20 hours of lectures, seminars and laboratories per week.

CHAPTER VIII SCIENTIFIC RESEARCH



Article 102
Scientific research activity

1. UoMT shall carry out basic or applied scientific research activity, studies, scientific expertise, development projects and other creative activities, with the aim of enhancing the education quality and country's development.
2. Scientific research shall be conducted in accordance with the UoMT mission and activity field, as well as the primary fields, as identified by NASRI.
3. At the beginning of each year, the basic units, scientific research centers and institutes shall determine the areas, profiles, work load and scientific research activity deadline, with the exception of cases when there have been approved scientific research medium-term and long-term plans on scientific research.
4. Main units and basic units of UoMT shall promote their realization by the academic staff.

Article 103
Subjects that conduct scientific research

The right of conducting scientific and creative research activity shall be given to the:

- a) Academic staff
- b) Basic unit;
- c) Students.

Article 104
Scientific research activity realization

1. The academic staff categorized as Professor may generate (compile, apply and implement) research teaching projects from different resources in and out of the country in accordance with the object of the basic unit activity they pertain to and manage them according to the approval of the main unit administrator in accordance with the Statute and legislation in force.
2. Each academic staff member shall have the right to participate in scientific research activities, in accordance with the object of the activity of the Basic Unit he/she is part of.
3. He/she shall remain project leader until the end by fulfilling all planned obligations (diploma thesis, PhD, reports, speeches, articles, monograph, etc.)
4. Heads of the main or basic unit shall not have the right to violate/intervene in the realization of this activity. They shall facilitate the work and create the necessary conditions for staff support in the realization of this activity.

5. At the end of the activity, the heads of the main or basic units shall have the right to seek the report with regards to the developments and stipulated results of this project.

Article 105

Scientific journal

1. Every main or basic unit, part of UoMT, shall be obliged to have its own scientific journal that will reflect the latest doctrinal and scientific development of this unit. Also, they shall serve as part of the bibliography for subjects/ teaching subject groups in the UoMT units.
2. These journals must be ascribed the ISSN and may be in hard copy or soft copy. Should they be in hard copies, 2 (two) copies for each series must be filed with the UoMT Library and with the National Library. Based on signed agreements, they may be filed with and circulated among main unit libraries.
3. Students shall have the right to obtain their own scientific journal at university level.
4. The organization, functioning, journal financing, scientific board, newsroom shall be specifically regulated from its regulation for the main unit and approved by the responsible structures. Members of the scientific board, newsroom, reviewers, shall be paid in accordance with the acts approved by the Board of Administration.

Article 106

Scientific conferences

1. In fulfillment of their functions with regard to scientific research, the UoMT and/or its main/basic units, either separately or in cooperation with each other or with other HEIs and their units, shall hold scientific conferences, symposia, congresses or different seminars.
2. The relevant organization structure may set a fee for participants in order for them to attend the conference.
3. The UoMT shall draft and approve special regulations for conference organization, functioning and funding.
4. Conference materials may be published accordingly, in hard copy or electronic copy, as well as be equipped with an ISBN. This rule shall not apply for scientific conference acts that are published in scientific journals.

Article 107

Teaching and scientific publications



1. UoMT shall have the right to publish texts and books that treat knowledge closely related to subject programs that are offered in all study cycles.
2. These scientific teaching texts shall be published under the supervision and guidance of the UoMT in cases when they have met the respective scientific criteria.
3. Text publication shall serve as a basic literature and may complement the scientific literature with practical and theoretical knowledge in order to help students and professionals.
4. The right for publication shall be given to all full-time academic staff members and guests. When the work has theoretical and practical importance, the right for publication shall be given to other professionals as well.
5. The publication approval shall be carried out by a respective scientific commission that is set up near each main unit.
6. For this purpose, the Academic Senate shall draft and approve the Publications Regulation in which are determined the scientific criteria that a manuscript should meet in order for it to be published by the UoMT.

Article 108

Scientific research funding

1. Academic staff, basic unit or students shall have the right to apply in national or international institutions for the realization of scientific research and creative activity.
2. Income generated by this activity shall constitute a special item in the basic unit budget, which are used particularly for such purpose.
2. Scientific research financing model shall be made based on bylaws in force.
3. The academic staff, basic unit or students shall be assisted by the main unit and/or basic unit administrator in managing such income in compliance with scientific research activity stipulations.
4. In the budget allocated for each main unit, a fund should be allocated to support teaching/scientific research activity and relevant publications.

Article 109

Scientific research with or for third parties

1. Through its constituent units, UoMT shall offer third parties or shall accept offers for scientific research, scientific expertise, other services for third parties, or realizes them in cooperation with third parties.
2. Income generated by such service shall be administered by the relevant unit in compliance with the legislation into force.

Article 110

UoMT central library and main unit library

1. The UoMT central library shall be organized and functional at the university level, aiming at supporting with literature the teaching and scientific research process. It shall also serve for determining the standards for cataloguing, keeping and storing books in the UoMT constituent units' libraries. The organization and the functioning of the Library shall be set forth in UoMT's Regulation.
2. Unit libraries shall be organized and functional at each main unit.
 - a) Library mission and aim shall be to support the activity of academic staff, students, professionals and scientific researchers in general with teaching and scientific research literature.
 - b) Library enrichment shall take place annually, based on academic staff requests, as approved by the main unit Dean's Office.

**CHAPTER IX
STUDENTS**

Article 111
Students

1. Student shall be any natural person, Albanian or foreign citizen, involved in one of UoMT study programs in compliance with the criteria set forth by the legislation into force and this Statute.
2. Student status shall be granted upon his/her registration in one of UoMT main units. A student shall lose such status upon being granted relevant diploma or certificate, or his/her unenrollment by UoMT.
3. Each student shall be obliged to register and attend one study program only. Exceptions shall be made for excellent pupils and students, who can simultaneously attend up to two study programs at maximum.

Article 112
Students' data

1. Students' data shall be stored and processed by UoMT and main units in compliance with the principle of credibility and legislation into force on personal data protection.
2. The UoMT shall store students' personal data in compliance with the legal framework in force on personal data protection.

3. Students' data storing and processing processes by the UoMT and its constituent units shall be performed by adhering to the confidentiality principle and the legislation in force on personal data protection.

Article 113
Students' rights

1. While attending their studies in UoMT, students shall have the following rights:
 - a) Be represented in UoMT bodies, except the cases stipulated by the legislation into force.
 - b) Participate in all the UoMT decision-making processes in compliance with legal and statutory requirements.
 - c) Attend lectures, seminars and all other teaching activities, organized in compliance with the regulation of the study program they are attending.
 - d) Use premises in libraries, computer labs, laboratories, sports grounds and other services provided to students by the institution.
 - e) Express their opinion on teaching quality and institution's academic staff performance through semestral or annual evaluation conducted by quality assurance units.
 - f) Be awarded scholarships if they meet the criteria set forth in sublegal acts into force, and other special rewards administered by the UoMT
 - g) Be granted a diploma or certificate at the end of a study program, and all other necessary documents.
 - h) Participate in the excellence network;
 - i) Be involved in study programs that are not provided by the main unit where they attend their studies, attend courses for one or more terms outside UoMT, and their credits and courses be recognized.
 - j) Develop teaching practice in institutions that have entered into cooperation agreements with UoMT or main units.
 - k) Be granted the Student Card and benefit price reduced services.
 - l) Be organized in non-profit organizations within UoMT by meeting stipulations of the legislation into force.
2. Other arrangements shall be defined in UoMT regulation.

Article 114
Students' obligations

1. Students shall have the following obligations:
 - a) Implement the Statute and Regulation into force of the UoMT and main unit where they are attending a study program;
 - b) Observe the Code of Ethics;

- c) Behave properly and respect the academic staff, support academic and administrative staff, and other students' rights.
 - d) Fulfill within the set time and deadlines, and quality all the obligations deriving from the study program and participate in all academic activities organized by main units.
 - e) Sign the declaration, through which they shall assume the obligations stemming from the higher education and UoMT legal and sublegal acts;
 - f) Comply with all financial obligations, as per legal and sublegal acts in force.
2. Other arrangements shall be defined in UoMT regulation.

Article 115
Student tutor

1. The student tutor shall be appointed a main unit academic staff, who shall be elected by the main unit student council and approved by the head of such unit.
2. Student tutor shall hold office for a 4 (four) year term and his/her mission shall be to address students' issues to main unit heads, dean's office or main unit administrator according to their competences.

Article 116
Suspension of studies

1. Each student shall have the right to suspend their studies and recommence them at any time. Once a student has suspended their studies, all their rights and obligations related to their study program shall be suspended and returned upon commencement of studies.
2. Suspension procedures and recommencement of studies shall be set forth in the UoMT and main unit Regulation.

Article 117
Students' representatives

Students shall be entitled the right to have their representatives in:

- a) Academic Senate
- b) Council of Ethics,
- c) Standing committees foreseen herein;
- d) Student Councils

Article 118

Student Councils

1. Student Councils shall be independent organizations of UoMT students, who represent and protect UoMT students' interests in all study programs.
2. Student Councils should not organize political, economic and other activities in non-compliance with the Statute and ethical norms.
3. They shall have the right to be organized at UoMT level or at main unit level.

Article 119

Student Council Activity

1. Student Council activity shall be based on Law "On higher education and scientific research", on this Statute and relevant acts on councils organization and functioning.
2. The UoMT Student Council shall draft and approve the statute on its functioning. Student Councils of main units shall draft and approve the regulations on their functioning, in line with the UoMT Student Council statute.

Article 120

Student Council Functions

UoMT Student Council shall have the right to:

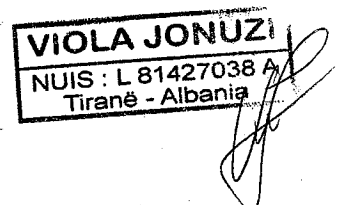
- a) Promote students participation and coordinate their representation in UMT and main units bodies.
- b) Express their opinions and make proposals on UoMT study programs, regulations on teaching activities, as well as the right to study.
- c) Give their opinions on the quality of services provided by main and/or basic units.
- d) Participate in determining and proposing tuition fees and other financial contributions for students, annual expenses preliminary balance sheets or financial resources allocation;
- e) Organize, alone or in cooperation with main units, different scientific, social, cultural, artistic, sports activities, etc.

Article 121

Student Council Activity

1. The UoMT students Council and constituent main units' student councils shall be elected once every 2 (two) years by all UoMT students and trainees.
2. Rules on the voting process shall be set forth in relevant regulations.

Article 122



Student Council Establishment

1. Upon the commencement of establishing student councils structures, governing authorities should be informed, namely UoMT Rector and Administrator, at UoMT level, or main unit Dean and Administrator at main unit level.
2. Upon the election termination and results announcement, as well as Student Councils establishment, the governing authorities should be informed as per the above.

Article 123

Other organizations

Students shall have the right to be organized in other forms recognized by the legislation into force and to organize, alone or in cooperation with UoMT and basic units structures, training, teaching and/or scientific research activities.

Article 124

Funding

1. UoMT Student Council activity shall be funded and supported by UoMT Rectorate budget based on budget forecasting.
2. Student Council activity shall be funded and supported by main units' budget based on budget forecasting.
3. Student Councils shall have the right to raise other legal funds.

Article 125

Discipline

1. Regarding breaches of ethical rules and obligations set forth by law on higher education and scientific research, as well as by this Statute or other UoMT and its main units acts, students shall be subject to disciplinary responsibility.
2. Types of disciplinary breaches, their identification and proceeding shall be regulated by UoMT and its main units Regulation.

CHAPTER X QUALITY ASSURANCE

Article 126

Internal Quality Assurance at UMT

1. UMT shall draft policies and procedures on internal quality assurance.

2. Internal quality assurance shall mean quality assessment and guarantee of institution's academic, administrative and financial activity exercise. It shall be carried out periodically, by assessing the scientific research activity outcomes. Internal quality assurance may be general or partial. It shall be carried out by the institution itself through:
 - a) UoMT hierarchical internal organizational structures, which plan, organize and guarantee the policies, strategies and procedures implementation for its vision fulfillment;
 - b) Standing Committee on Quality Standards Assurance (SCQSA) at institutional level that cooperates and coordinates work with Internal Quality Assurance Units at main unit level.
3. Under the framework of external quality assurance, UoMT shall be subject to periodic and comparative evaluation of institution and its study programs in compliance with the legislation into force.
4. The quality assurance system functioning shall be set forth in the UoMT quality assurance manual, IQAU functioning regulation at institutional level and quality assurance regulation of each main unit.

Article 127

Internal quality assurance system functioning principles

The Internal Quality Assurance system shall be based on:

- a) Transparency guaranteeing, which shall be realized through publishing of reports with periodic findings on student-academic staff evaluation, and department head-academic staff evaluation;
- b) information on students and alumni;
- c) Evaluation of contemporary teaching and learning methods use aiming to promote interactive students preparation;
- d) Development of a continuous improvement and growth culture;
- e) Guaranteeing study programs provision in compliance with the labour market and Albanian society needs;
- f) Guaranteeing the academic staff and students' participation in self-evaluation process and their benefits from external expertise on quality assurance.

Article 128

Internal Quality Assurance Unit functions

1. The Internal Quality Assurance Unit shall be established as per the provisions laid down herein.
2. IQAU mission shall be guaranteeing UoMT and its study programs internal quality in compliance with national and international standards.

3. IQAU competences shall be to:
 - a) Draft internal quality assurance policies and procedures, as approved by the Academic Senate;
 - b) Draft quality assurance standards in line with the Code of Quality;
 - c) Assess periodically the results of teaching and scientific research activity carried out at UoMT main units, in accordance with the standards;
 - d) Carry out follow-up studies to assess students employment progress and UoMT delivered programs efficiency;
 - e) organize template questionnaires for students on teaching quality, infrastructure and institutional management on each study program subjects;
 - f) report and inform the Rector through the relevant vice rector on any assessment or analysis carried out, as well as on relevant results and proposals;
 - g) Draft the institutional development plan on quality assurance and submit it to the Academic Senate for approval;
 - h) Conduct continuous evaluation of programs to be provided by UoMT, if they are in compliance with quality standards, as well as their coherence;
 - i) Cooperate with the institutions responsible for accreditation and evaluation upon the latter's request in case of programs accreditation or quality evaluation;
 - j) Conduct teaching and scientific research activities evaluation in UoMT main units/branches, in compliance with quality standards and draft relevant internal evaluation reports;
 - k) Follow-up policies drafted by the Academic Senate on quality assurance and take appropriate measures for its decisions implementation;
 - l) Draft and organize periodically questionnaires for students on teaching quality at all programs provided by the UoMT;
 - m) Conduct tracking studies on students' employment progress after their academic education and efficiency of provided study programs.
 - n) Report periodically to the Academic Senate on evaluation results and proposals on quality standards improvement.
2. The IQAU shall be assisted by the relevant administrative structure responsible for quality assurance at the Rectorate.
3. In its first meeting, IQAU shall elect its chairperson and secretary. Chairperson shall head the committee meetings and sign acts on behalf of the committee issuing them.
4. IQAU shall convene and function in line with principles and rules set forth in this Statute and its Regulation.

Article 129

Internal Quality Assurance Unit (IQAU) at main units

1. Internal Quality Assurance Units (IQAU) shall be established and functional at UoMT main units. They shall be composed on not less than 3 (three) members of whom the faculty representative at the university IQAU shall be the IQAU chair. The maximum number of members and representatives of basic unit in IQAU shall be proposed by the main units and approved by the UoMT IQAU, as well as must include 1 (one) student representative.
2. Main units' IQAUs, in cooperation with UoMT basic units and structures of its other units, shall perform the analysis of the periodic evaluation of teaching and scientific research activities results, analysis and studies to evaluate provided programs efficiency and academic staff teaching and scientific research quality.
3. IQAUs shall organize periodically student questionnaires on teaching quality for each study program subject. At the end of the process, they shall draft evaluation reports that are used as a source for further analysis on ongoing teaching and scientific research quality improvement in main UoMT units, or external evaluation of quality.
4. IQAUs functioning in UoMT main units shall be determined in their internal regulations.

CHAPTER XI UNIVERSITY FUNDING

Article 130

University funding principles

UoMT shall be funded by state budget, in line with the following principles:

- a) free competition among institutions of the same status;
- b) equal opportunities for higher education institutions, depending on their status;
- c) support of country's priority and strategic interests;
- d) fund allocation, based on institutions' quality indicators on teaching, scientific research, creative activities, and innovation and development.

Article 131

Financial autonomy

1. UoMT shall operate in line with the financial autonomy principle.
2. It shall draft a short-term budget plan, which is part of the institution's development strategic plan. This plan shall be updated annually. Each main unit shall submit with the Rectorate within the legal time frame its draft budget for the upcoming year.
3. All revenues generated by the UoMT shall be used by the UoMT itself. The remaining of such revenues shall be carried over to the next year.
4. Use of public funds by state budget shall be made in compliance with the allocated funds terms and purposes.

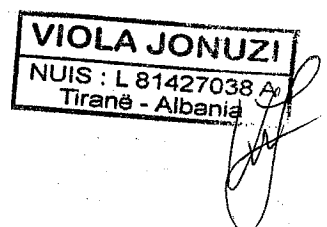
Article 132
UoMT Financial Resources

1. UoMT shall have its own budget generated by the following determined resources and shall be realized in compliance with legally-binding rules of public entities in general, by maintaining autonomy in income use.
2. UoMT shall be funded by:
 - a) state budget;
 - b) tuition fees;
 - c) income generated by performed services;
 - d) income generated by relations with third parties;
 - e) donations and other legal funding resources;
 - f) scientific research activities;
 - g) local, national and international projects.
3. Income generated by services, scientific research activities, consultancies, and realized by activities where University and its basic and main units participate, shall be administered and used under a special regulation, approved by the Academic Senate and Board of Administration.
4. Regarding funds administration that result from projects or donations, the UoMT main units shall have the right to open a current account at second tier banks.

Article 133
Funds and financing

1. UoMT shall be a beneficiary of state budget funds, which are allocated in the form of grants, under the following categories:
 - a) development policies grant;
 - b) teaching grant;
 - c) scientific research work and creative activities grant.
2. UoMT funding, based on higher education and scientific research budget funding model approved by the Council of Ministers and funding scheme implementation, shall be made in line with the joint instruction of the Minister of Finance and minister responsible for education.

Article 134
University properties



1. UoMT Board of Administration shall administer immovable properties where it exercises its activity.
2. UoMT Board of Administration shall keep and maintain properties under administration and cannot change their destination.
3. UoMT Board of Administration may develop properties with the preliminary approval of the Council of Ministers, after the proposal of the minister responsible for education.

Article 135

Reporting

Each academic year, UoMT shall present to the ministry responsible within legal time frames annual reports of its performed activities, institution's financial status, academic staff engagement provision, tuition fees for the upcoming year, information on tracking students who have completed their studies for each study program they provide, as well as other elements determined by the instruction of the minister responsible.

CHAPTER XII

SATUTE APPROVAL AND CHANGE

Article 136

Statute approval

The present Statute shall be approved by the UoMT Academic Senate by 2/3 of votes, following the preliminary approval of the UoMT Board of Administration by 3/5 of votes.

Article 137

Change of Statute procedure

1. The right to proposal initiative for changes to UoMT Statute shall be entitled to:
 - a) no less than 5 (five) Academic Senate members;
 - b) no less than 2 (two) Board of Administration members;
 - c) Rectorate
 - d) Academic Staff Assembly of each UoMT faculty;
2. Proposal should be accompanied by a report explaining purpose of changes, their advantages, financial costs, if any, as well as any other data serving to Statute changes process.
3. Proposal shall be submitted with the Rectorate, which shall send it to all UoMT basic units. Such counselling process cannot last less than 30 days.
4. Upon completion of the procedure set forth under paragraph 3 in this article, the Rectorate shall forward the initial proposal, the relevant report and basic units' proposals to the Board

of Administration and Academic Senate for decision-making, as per the competences set forth by the law.

5. Should the Academic Senate Decision be associated with financial effects, it shall be forwarded to the Board of Administration for review.

CHAPTER XIII FINAL PROVISIONS

Article 138 Drafting of new acts

Within 12 (twelve) months from this Statute approval, relevant bodies shall draft and approve UoMT regulation and the regulations of governing bodies, committees, main unit and basic units, as well as Code of Ethics and other necessary acts for this Statute implementation.

Article 139 Transitory provisions

The legislation of the time shall apply to students enrolled in a study program in the UoMT prior to the entry in force of the present Statute.

Article 140

1. Upon approval of the present Statute, the Academic Senate shall announce within legal time frames the elections for the establishment of the Standing Committee on Grant of Scientific Degree "Doctor" and Standing Committee on Academic Staff Promotion, as per the provisions herein.
2. Upon establishment, such committees shall start reviewing applications for scientific degrees and academic titles, as per the criteria and procedures laid down by the Law No. 9741, dated 21.05.2007 "*On higher education in the Republic of Albania*", repealed by Law No.80/2015 "*On higher education and scientific research in higher education institutions in the Republic of Albania*"
 - a) The Standing Committee on Grant of Scientific Degree "Doctor" shall be given the attributes of the Council of Professors for all applicants defending their PhDs and

- pursuing their studies in accordance with the Law No. 9741, dated 21.05.2007 “*On higher education in the Republic of Albania*”, repealed by Law No.80/2015 “*On higher education and scientific research in higher education institutions in the Republic of Albania*”.
- b) The Standing Committee on Academic Staff Promotion shall be given the attributes of the Council of Professors for the grant of academic titles and the Academic Senate shall be given the attributes of the Committee on Academic Titles Evaluation (CATE) for all those individuals applying for academic titles pursuant to Law No.9741, dated 21.05.2007 “*On higher education in the Republic of Albania*”, repealed by Law No.80/2015 “*On higher education and scientific research in higher education institutions in the Republic of Albania*”.
3. The two above-referenced committees shall review the filed submitted by giving priority to their application time order.

Article 141
Academic Senate approval

The present Statute shall be approved by Board of Administration Decision No. 36, dated 11.09.2018 and Academic Senate No. 11, dated 11.02.2019.

Article 142
Entry into force

The present Statute shall enter in force the day after its approval by the minister responsible for education.

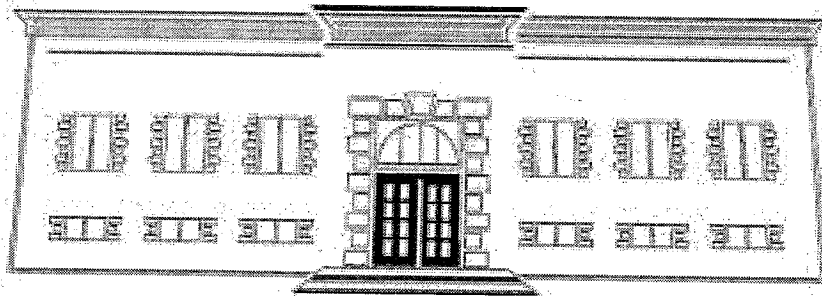
ACADEMIC SENATE CHAIR

ARBEN GJATA

Appendix No. 1.

UoMT coat of arms and seal

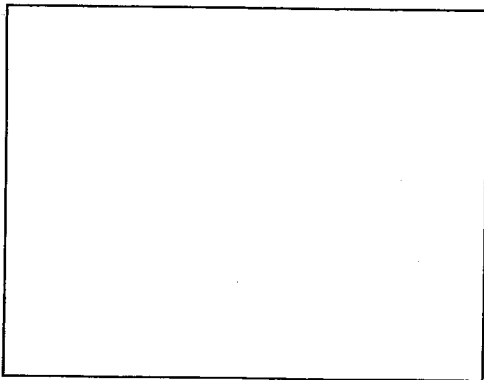
1. UoMT coat of arms




UNIVERSITETI I MJEKESISE, TIRANE

2. UoMT seal

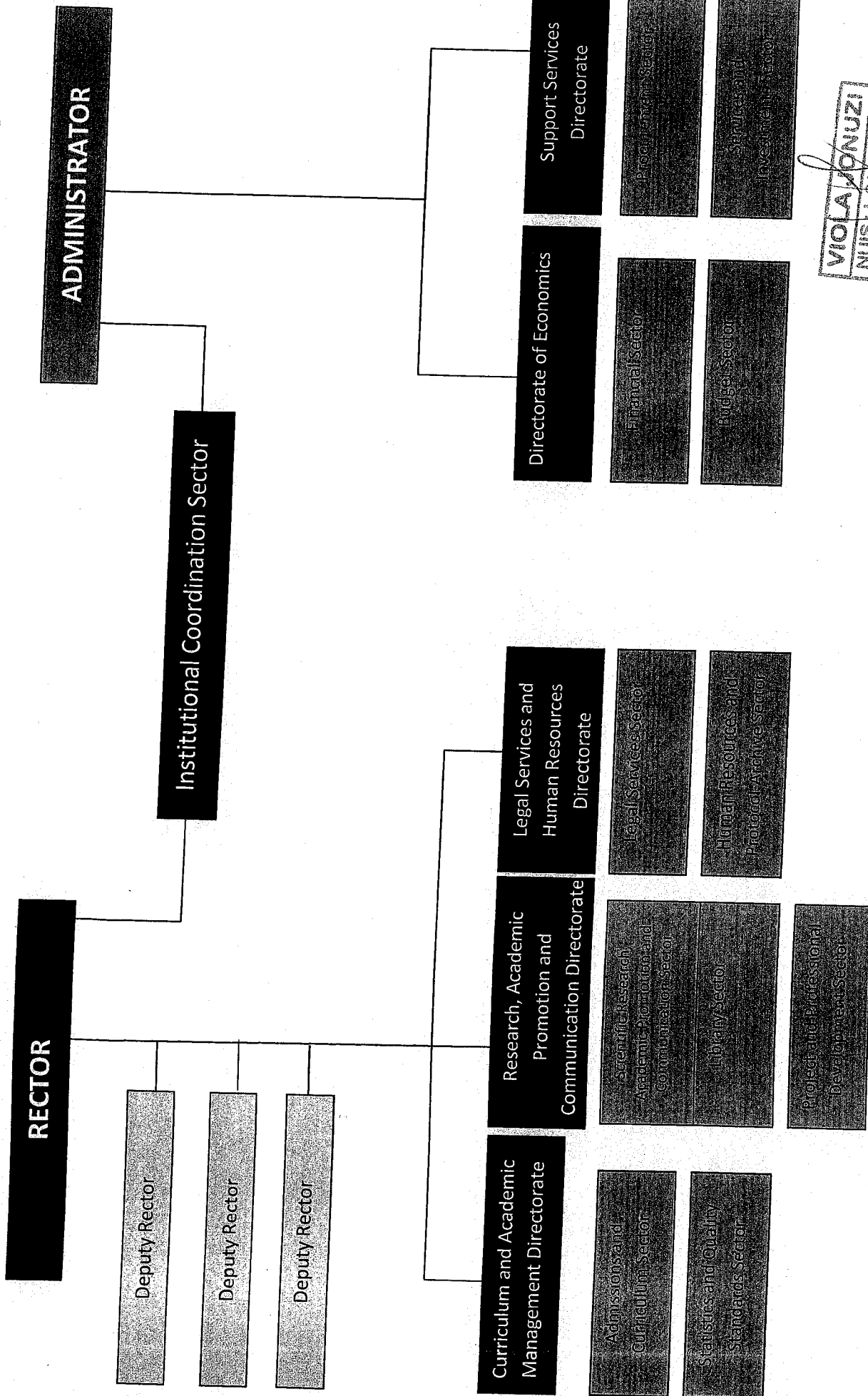
The UoMT shall have its own official seal, according to the sample attached herein described as follows; blue round-shaped with a 26 mm diameter, inscribed in its upper circle the phrase "Republic of Albania, University of Medicine" and in its lower circle "Tirana", with the Republic of Albania coat of arms standing at the center.



VIOLA JONUZI
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UMT RECTOR'S OFFICE



VIOLA KONUZI
 NUIS L 91/27038 A
 Tirana, Albania

UNIVERSITY OF MEDICINE, TIRANA
RECTOR'S OFFICE

Structure/Job position	No. of Current Staff + Required	No. of Current Staff
1. RECTOR'S OFFICE		
Rector	8	
Deputy Rector	1	
Administrator	3	
	1	
1.1 Institutional Coordination Sector		
Head		
Specialist (rector)	1	
Specialist (administrator)	1	
	1	
II. Curriculum and Academic Management Directorate	10	
Director	1	
II.1 Admissions and Curriculum Sector		
Head		
Specialist	1	
IT Specialist	3	
Sports and sports activities specialist	1	
	1	
II.2 Statistics and Quality Standards Sector		
Head		
Specialist	1	
	2	
III. Research, Academic Promotion and Communication Directorate	12	
Director	1	
III.1 Scientific Research, Academic Promotion and Communication Sector		
Head		
Specialist	1	
IT Specialist (Web)	2	
	1	
III.2 Library Sector		
Head		
Cataloguer	1	
Librarian	1	
	2	
III.3 Project and Professional Development Sector		
Head		
Specialist	1	
	2	
IV. Legal Services and Human Resources Directorate	9	
Director		
	1	
IV.1 Legal Services Sector		

Head	1	
Specialist	2	
IV.2 Human Resources and Protocol-Archive Sector		
Head	1	
HR Specialist	2	
Protocol/archive Specialist	2	
V. Directorate of Economics		
Head	1	
V.1 Financial Sector		
Head	1	
Specialist	3	
V.2 Budget Sector		
Head	1	
Specialist	2	
VI. Support Services Directorate		
Director	13	
VI.1 Procurement Sector		
Head	1	
Specialist	3	
VI.2 Services and Investments Sector		
Head	1	
Specialist	3	
Genitor	2	
Maintenance Worker	1	
Secondary technician of various specialties	1	
VII. Internal Audit Sector/Unit		
Head/Director of Audit Unit	3	
Specialist/ Internal Audit	1	
	2	
Total	59*	46*

*Rector and Deputy Rector are full-time academic staff. They are subtracted from the total number.

VIOLA JONUZI
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 Tirane - Albania