

Ministry of Education and Science of Ukraine
National University “Yuri Kondratyuk Poltava Polytechnic”

CONFIRMED:

Order of the National University
«Yuri Kondratyuk Poltava
Polytechnic»

№75 dated April 30, 2020

REGULATIONS
ON THE SCIENTIFIC SOCIETY OF HIGHER EDUCATION,
POSTGRADUATE STUDENTS, DOCTORAL STUDENTS
AND YOUNG SCIENTISTS OF THE NATIONAL
UNIVERSITY “YURI KONDRATYK POLTAVA
POLYTECHNIC”

APPROVED:

Academic Council of
the National University
“Yuri Kondratyuk Poltava
Polytechnic”,
dated April 30, 2020,
minutes of meeting №12

Poltava 2020

1. GENERAL REGULATIONS

- 1.1. This provision regulates the procedure for the creation and functioning of the Scientific Society of Higher Education Applicants, Postgraduates, Doctoral Students and Young Scientists (hereinafter referred to as the Scientific Society) of the National University "Yuri Kondratyuk Poltava Polytechnic" (hereinafter referred to as the University).
- 1.2. The activities of the Scientific Society of the University are carried out in accordance with the Constitution of Ukraine, the Laws of Ukraine "On Education", "On Higher Education", "On Scientific and Scientific-Technical Activities", other regulatory legal acts of Ukraine, the Charter of the University and this Regulation.
- 1.3. The Scientific Society as a part of the University's public self-government system, which promotes the development of science among the University's youth environment, ensures the protection of the rights and interests of students, graduate students, doctoral students and young scientists on scientific activities, and provides support for promising scientific ideas and innovations.
- 1.4. The Scientific Society operates on the principles of:
 - 1.4.1. Freedom of scientific creativity and competitiveness;
 - 1.4.2. Voluntariness, collegiality, openness;
 - 1.4.3. Equal rights of members of the Scientific Society;
 - 1.4.4. Combination of teaching and research work;
 - 1.4.5. Cooperation with the research part, trade union organizations and other public self-government bodies of the University.
- 1.5. The Academic Council of the University approves the regulation on the Scientific Society of the University.

2. PURPOSE OF ACTIVITY AND TASKS OF THE SCIENTIFIC SOCIETY

1. The purpose of the Scientific Society is to create favorable conditions for research and innovation of higher education, graduate students, doctoral students and young scientists of the University, to unite their efforts to solve pressing problems of modern science.
2. The main tasks of the Scientific Society are:

- 2.1. Representing the interests of higher education students, graduate students, doctoral students and young scientists before the University administration and other organizations for research and academic career development.
- 2.2. Promotion of scientific activity among applicants for higher education, graduate students, doctoral students and young scientists, their involvement in the implementation of research, projects, programs (including international), innovation and academic mobility.
- 2.3. Improving the quality of research and project activities of higher education students, graduate students, doctoral students and young scientists of the University.
- 2.4. Development of cooperation with domestic and foreign higher education institutions, research institutions, governmental and non-governmental organizations.
- 2.5. Assistance in organizing the activities of student research groups, laboratories, centers, etc.
- 2.6. Carrying out of organizational, scientific and educational actions of various levels:
 - 2.6.1. Conferences, round tables, seminars, trainings, master classes, public lectures and scientific readings of famous scientists, etc .;
 - 2.6.2. Promoting the participation of applicants for higher education in the All-Ukrainian competition of student research papers and All-Ukrainian Olympiads in academic disciplines, areas of training and specialties.
 - 2.6.3. Support of scientific projects aimed at researching the problems of development of the University, the city of Poltava, as well as promoting their implementation in practice.
 - 2.6.4. Election of elected representatives from among higher education seekers, graduate students and doctoral students to the Academic Council of the University.
 - 2.6.5. Approval of decisions on expulsion from the University and renewal of higher education students and persons obtaining the degree of Doctor of Philosophy.
 - 2.6.6. Maintaining relations with Scientific Societies of domestic and foreign higher education institutions.
 - 2.6.7. Dissemination of the results of scientific activity of higher education students, graduate students, doctoral students, young scientists, the activities of the Scientific Society through the media.
 - 2.6.8. Adoption of protocol decisions regulating the functioning of the Scientific Society.

2.6.9. Implementation of other functions that are aimed at implementing the tasks of the Scientific Society and do not contradict the legislation of Ukraine, the Charter of the University.

3. MEMBERSHIP IN THE SCIENTIFIC SOCIETY OF THE UNIVERSITY

1. Membership in the Scientific Society is free and carried out on a voluntary basis.
2. Members of the Scientific Society can be applicants for higher education, graduate students, doctoral students and young scientists of the University under the age of 35 (doctoral students - up to 40 years) who have expressed a desire to work in the Scientific Society.
3. The decision to become a member of the Scientific Society is made by the Council of the Scientific Society on the basis of an application addressed to the Chairperson of the Scientific Society.
4. Prior to the election of the Council of the Scientific Society of the University, the decision on admission to the members of the Scientific Society is made by the Conference of applicants for higher education, graduate students, doctoral students and young scientists of the University.
5. Members of the Scientific Society have the right to:
 - 5.1. To elect and be elected to the governing bodies of the Scientific Society.
 - 5.2. Participate in discussions on issues related to the organizational activities of the Scientific Society and make suggestions for resolving these issues.
 - 5.3. Receive information about the activities of the Scientific Society, in particular about the decisions made and events held.
 - 5.4. Participate in scientific competition activities organized by the Scientific Society.
 - 5.5. Receive methodological, informational and other assistance from the Scientific Society for scientific activities.
 - 5.6. Address the governing bodies of the Scientific Society with suggestions, comments, statements and complaints.
 - 5.7. To be recommended by the Scientific Society for awarding prizes, scholarships, thanks, diplomas, state awards and other honors in accordance with current legislation and the Statute of the University;
 - 5.8. Feel free to leave the Scientific Society on the basis of a statement addressed to the Chairperson of the Scientific Society.

6. Members of the Scientific Society of the University are obliged to:
 - 6.1. Comply with the norms of the current legislation of Ukraine, the Charter of the University, this Regulation, implement the decisions of the governing bodies of the Scientific Society.
 - 6.2. Participate in the work of the Scientific Society, in conferences, round tables and other events organized by the Scientific Society.
 - 6.3. Implement the decisions of the Scientific Society.
 - 6.4. To popularize scientific activity among young people and to promote the development of the Scientific Society.
 - 6.5. If necessary, report on their work and provide the necessary information to the Chairperson of the Scientific Society.
7. Members of the Scientific Society may have other rights that do not contradict the legislation of Ukraine, the Charter of the University, this Regulation and are enshrined in the decisions of the Conference of the Scientific Society.
8. Membership in the Scientific Society is terminated:
 - 8.1. At your own request (based on a personal written statement).
 - 8.2. Due to reaching the age of 35 (for doctoral students - 40 years).
 - 8.3. In case a person terminates his / her studies or work at the University.

4. STRUCTURE AND MANAGEMENT BODIES OF THE SCIENTIFIC SOCIETY OF THE UNIVERSITY

1. The Scientific Society operates at the general university level and at the level of the University's structural divisions – educational and research institutes and faculties.
2. At the level of structural divisions, Scientific Societies of relevant educational and scientific institutes and faculties are formed, which operate on the basis of this Regulation and may have Regulations on the Scientific Society of a structural division of the University.
3. Members of the Scientific Society may be united in accordance with the directions of the Scientific Society's activities in working groups, commissions, etc., the need for the creation of which and the scope of their activities are determined by the Council of the Scientific Society or by its members.

4. The highest collegial body of the Scientific Society of the University is the Conference of members of the Scientific Society of the University.
5. The Conference is convened by the Council of the Scientific Society at least once a year. The time, venue, and agenda of the Conference are set by Council of the Scientific Society.
If necessary by the Council of the Scientific Society of the university or upon request 1/3 of the members of the Scientific Society may convene an extraordinary Conference.
6. Total number of members of the Scientific Society Conference and quota of representative offices are established by the Council of the Scientific Society of the University.
7. Members of the Conference of the Scientific Society are elected at Meetings of Scientific Societies of applicants for higher education, postgraduates, doctoral students, and young scientists of structural divisions according to quotas established by the Council of the Scientific Society of the University.
8. The conference is considered legitimate if it is attended by at least 2/3 of the participants of selected members of the Scientific Society.
9. The representatives of the university administration may be invited to attend the Conference of the Scientific Society with an advisory vote.
10. Members of the Scientific Society Conference vote in person. Decision Conferences are adopted by a majority vote of the members present.
11. The decision on early termination of the powers of the Chairperson of the Scientific Society of the University, Deputy Chairperson, members of the Council is made by 2/3 of the members present at the Conference.
12. The competence of the Conference includes the solution of any questions of activities of the Scientific Society.
13. The Conference may delegate a part of its powers to the Scientific Society Council, except for questions falling within its exclusive competence.
14. To questions of exclusive competence of the Conference of the Scientific Society belong:
 - 14.1. Acceptance as a member of the Scientific Society before the election of the Council of the Scientific Society.
 - 14.2. Approval of the new version, introduction of amendments and additions to the Regulation about the Scientific Society and submit them to the Academic Council of the University for approval.

- 14.3. Election by secret ballot (simple majority) of the Chairperson, Deputy Chairperson of the Scientific Society of the University.
- 14.4. Election by secret ballot (by a simple majority) of elected representatives from among applicants for higher education, postgraduates, and doctoral students to the Academic Council of the University.
- 14.5. Early termination of the powers of the Chairperson of the Scientific Society, Deputy Chairperson.
- 14.6. Appointment of the Secretary of the Scientific Society on the recommendation of the Chairperson Scientific Society and termination of its powers.
- 14.7. Approval of the Regulations on Structural Scientific Society divisions.
- 14.8. Decision-making on the establishment of bodies of the Scientific Society and its members.
- 14.9. Determination of the main activities of the Scientific Society.
- 14.10. Approval, upon submission of the Council of the Scientific Society, of the annual plan of activity of the Scientific Society, making changes and additions to it.
- 14.11. Hearing of the annual report of the Chairperson of the Scientific Society on activities of the Scientific Society.
15. Decisions of the Conference of the Scientific Society are recorded in the minutes, which are signed by the Chairperson and Secretary of the Conference.
16. If necessary, a copy of the Conference minutes is sent to the Academic Council University.
17. Duty to maintain and keep the minutes of the Conference of the Scientific Society of the University is assigned to the secretary of the Scientific Society.
18. Decisions of the Conference of the Scientific Society are binding all its members.
19. The Council of the Scientific Society of the University is a permanent collegial executive body that performs coordination functions and directs the current work of the Scientific Society in the periods between Conferences.
20. Members of the Council are: Chairperson, Deputy Chairperson, Secretary of the Scientific Society of the University, Chairpersons, Deputy Chairpersons, Secretaries of Scientific Societies of structural units - in case of their election, as well as with the consent of representatives of research laboratories and scientific-methodological centers of the University, who are the members of the Scientific Society.
21. Council of the Scientific Society of the University:
 - 21.1. Decides on the admission of a person to membership in the Scientific Society and termination of membership in accordance with the regulations.

- 21.2. Initiates the convocation of regular and extraordinary Conferences of the Scientific Society.
- 21.3. Determines the total number of members of the Conference of the Scientific Society of the University and the quota of representation from the Scientific Society of structural divisions.
- 21.4. Approves the symbols, membership card and other attributes of the Scientific Society.
- 21.5. Determines the main activities of the Scientific Society and submits them for Conference approval.
- 21.6. Ensures the implementation of decisions taken at the Conference.
- 21.7. If necessary, make a decision on the formation of separate unmanaged working bodies (committees, sections, commissions, creative groups, etc.) by areas of activity of the Scientific Society.
- 21.8. Considers complaints of members of the Scientific Society within its competence.
- 21.9. Manages the current activities of the Scientific Society of the University.
- 21.10. Submits proposals for awarding applicants for higher education, postgraduates, doctoral students, young scientists with achievements in the field of scientific work.
- 21.11. Makes other decisions concerning the activities of the Scientific Society, if they do not fall within the competence of the Conference.
22. The Council of the Scientific Society makes decisions at meetings that are held as necessary, but at least once a month. Session of the Council of the Scientific Society can be held remotely using modern means of communication.
23. A meeting of the Council of a Scientific Society is considered legitimate if it is attended by at least 2/3 of the Council members. A decision of the Council is considered adopted if more than half of the members of the Council who participated in the meeting voted for it.
24. Chairperson of the Scientific Society of the University:
 - 24.1. Is elected by the Conference of the Scientific Society from among the members of Scientific Society of the University for a period of 1 year;
 - 24.2. Provides general management of the Scientific Society, heads the Council of the Scientific Society and coordinates the activities of the Scientific Society of structural divisions of the University.
 - 24.3. Is a member of the Academic Council of the University.
 - 24.4. Signs decisions adopted by the Council of the Scientific Society.
 - 24.5. Distributes responsibilities among the members of the Council.

- 24.6. Represents the interests of the Council in relations with the University administration.
- 24.7. Concludes on behalf of the Scientific Society agreements on cooperation and other transactions, taking into account the restrictions established by the legislation of Ukraine, these Regulations and decisions of the Conference.
- 24.8. Considers complaints of members of the Scientific Society within its competence.
- 24.9. Performs other activities that do not contradict the norms of the current legislation of Ukraine, the University charter (statute) and these Regulations.
25. In the absence of the Chairperson of the Scientific Society, his duties are performed by the Deputy Chairperson of the Scientific Society.
26. The Deputy Chairperson of the Scientific Society of the University is elected by the Conference of the Scientific Society from among the members of the Scientific Society of the University for a period of 1 year.

5. SCIENTIFIC SOCIETIES OF STRUCTURAL DIVISIONS OF THE UNIVERSITY

1. Scientific societies of structural subdivisions operate in accordance with this Regulation and may have Regulations on Scientific societies of structural subdivisions.
2. Members of the Scientific Society of the University are simultaneously enrolled by members of the Scientific Society of the structural division in which they study or work.
3. The highest governing body of the Scientific Society of the structural division is Meeting of the scientific society of the structural division (hereinafter referred to as the Meeting).
4. Meetings are convened at least once a year by the Chairperson of the Scientific Society of the relevant structural unit. If necessary, the Meeting may be convened at the request of 1/3 of the members of the Scientific Society of the relevant structural unit.
5. The Chairperson of the Scientific Society of the corresponding structural division sets total number of members per Meeting and the representation quota.

6. Meetings are considered legitimate if at least $2/3$ of elected delegates of the Scientific Society of the corresponding structural division participate in them.
7. Representatives of the administration of the educational-scientific institute and the faculty of the University with the right of an advisory vote may be invited to the Meeting of the Scientific Society of the structural subdivision.
8. Members of the Meeting vote in person. Decisions of the Meeting are taken by a majority vote of the delegates present.
9. The decision on early termination of powers of the Chairperson of the Scientific Society of the structural unit and his deputy is made by $2/3$ of the delegates present at the Meeting.
10. The competence of the Meeting includes the resolution of any issues of the Scientific Society of the structural unit, except those that belong to the exclusive competence of the Conference and the Council of the Scientific Society.
11. To the exclusive competence of the Meeting of the Scientific Society of the structural division belongs:
 - 11.1. Election by secret ballot (simple majority) for a period of 1 year of the Chairperson, Deputy Chairperson of the Scientific Society of a structural subdivision from among the members of the Scientific Society of the University who study/work in the corresponding structural subdivision.
 - 11.2. Election by open voting of the secretary of the Scientific Society of the structural subdivision on the proposal of the Chairperson of the Scientific Society of the Structural Subdivision for a period of 1 year.
 - 11.3. Election of members to the Conference of the Scientific Society of the University among the members of the Scientific Society of the corresponding structural division according to the quotas established by the Council of the Scientific Society of the University.
 - 11.4. Early termination of the powers of the Chairperson of the Scientific Society of the corresponding structural division and its deputy.
 - 11.5. Approval, on the recommendation of the Chairperson of the Scientific Society of the structural division, of the annual activity plan of the Scientific Society of the structural division, making changes and additions to it.
 - 11.6. Hearing of the annual report of the Chairperson of the Scientific Society of the structural subdivision on the activity.

12. Decisions of the Meeting of the scientific society of the structural division are drawn up in a protocol, which is signed by the Chairperson and secretary of the meeting.
13. If necessary, a copy of the minutes of the meeting is sent to the Academic Council of the Educational and Scientific Institute, Faculty, Conference and (or) the Council of the Scientific Society of the University.
14. The duty of maintaining and storing the minutes of the Conference of the University Scientific Society is assigned to the Chairperson of the Scientific Society of the corresponding structural division.
15. Decisions of the Meeting of the scientific society of the structural division are mandatory to be executed by all its members.
16. The Chairperson of the Scientific Society of the structural division is a member of the Scientific Council of the corresponding educational and scientific institute and faculty.
17. The Chairperson of the Scientific Society of the structural division, his deputy and secretary are members of the Council of the Scientific Society of the University.

6. COOPERATION OF THE SCIENTIFIC SOCIETY WITH THE MANAGEMENT OF THE UNIVERSITY

1. The University Administration has no right to interfere in the activities of the Scientific Society, except in cases where such activities are contrary to law, the Statute of the University or harm the interests of the University.
2. The Rector of the University comprehensively contributes to the creation of appropriate conditions for the activities of the Scientific Society.
3. If necessary, the Scientific Society may provide to the Rector of the University, the Academic Council of the University, the Vice-Rector for Research and International Affairs with information on its activities (plans, reports, copies of minutes of meetings, information on current activities, etc.).

7. FINAL REGULATIONS

1. Amendments and additions to the Regulation or its new version are approved by the Academic Council of the University on the recommendation of the Conference of the Scientific Society of the University.
2. This regulation is put into effect by an order of the University

Vice-Rector for Scientific and International Work

Svitlana SIVITSKA

Chairperson of the Council of Young Scientist

Kseniia CHYCHULINA

President of the Students' Parliament

Olexander LYTVYNENKO

Chairperson of the Trade Union Committee
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