

**RULES OF PROCEDURE OF THE DISCIPLINARY COMMITTEE
OF THE ST. ELIZABETH UNIVERSITY OF HEALTH AND SOCIAL
WORK , BRATISLAVA**

1. Disciplinary proceedings before the Disciplinary Board shall be conducted on the proposal of the Rector, who shall submit the proposal to the Chairperson of the Disciplinary Board. Members of the academic community of the University, members of the Board of Trustees of the University and other employees of the University may submit motions to the Rector for disciplinary proceedings.
2. The Disciplinary Board is obliged to initiate disciplinary proceedings within 14 days of receipt of the petition.
3. The Disciplinary Board shall be convened by its Chairperson as required.
4. A quorum of the Disciplinary Board shall be present if a majority of all members is present.
5. The vote on the proposal to impose a disciplinary measure shall be public, unless the Disciplinary Board decides otherwise. The decision of the Disciplinary Board shall require the affirmative vote of a majority of the members present. In the event of an equality of votes, the chairman of the Disciplinary Board shall have the casting vote.
6. The Disciplinary Board is obliged to establish the facts of the case and, on the basis of these findings, to make an accurate and objective description of the disciplinary offence.
7. In order to properly investigate the merits of a disciplinary offence, the Disciplinary Committee is entitled to invite any member of staff and student of the University to attend the hearing.

8. The disciplinary hearing shall be oral in the presence of the student who has committed the disciplinary offence. If the student fails to appear without proper excuse, the hearing may proceed in his/her absence.

9. Disciplinary proceedings shall be discontinued by the Disciplinary Board if:
 - a) it becomes apparent that no disciplinary offence has been committed,
 - b) it is not proven that the disciplinary offence was committed by the student against whom the disciplinary proceedings are being conducted,
 - c) the person against whom disciplinary proceedings are being taken has ceased to be a student of the University,
 - d) a period of one year has elapsed since the commission of the disciplinary offence or the final conviction in a criminal case.

An application for review of a decision shall always have suspensive effect.

10. The proposal for the imposition of a disciplinary measure shall be submitted by the Disciplinary Board to the Rector with a written justification of the proposal, signed by the Chairperson of the Disciplinary Board

This internal regulation was approved by the Internal Quality Assurance System of Higher Education Council on 25 November 2021, the Academic Senate on 25 November 2021 and the Rector 26.11.2021 and is effective from 01.12.2021.

Bratislava, on 01. 12. 2021

Dr. h. c. prof. MUDr. Juraj Benca, PhD., MPH

Rector