



KOSOVO ART ACADEMY

INSTITUTIONAL AND PROGRAM EVALUATION

REGULATION ON STUDENTS ORGANIZATIONS

6TH of March, 2020, Prishtina

REGULATION ON STUDENTS ORGANIZATION

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Pursuant to Statute of Academy Kosovo Art Academy (hereinafter **KAA**) the Board of Directors (hereinafter **BoD**) of the Kosovo Art Academy.

REGULATION ON STUDENTS ORGANIZATION OF THE KOSOVO ART ACADEMY

The Mission of Student Council

Article 1

The Board of Directors of Kosovo Art Academy supports the establishment of the students' organization. The mission of the organization is for students to make a valuable contribution to their educational experience with their active participation.

The Students Assembly

Article 2

- 1) The main institutional lead students organization shall be called the Students Assembly of the Kosovo Art Academy, referred also as Student Union or Student Council (hereinafter **Students Assembly**)
- 2) The Students Assembly shall be recognized and involved by the Kosovo Art Academy and shall have spaces available for meeting and activities in the Academy building.
- 3) The purposes of the Student's Council shall be:
 1. To be decisional involved and informed in any academic council or board and represent at least 25% of involved members.
 2. To help every student learn how to accomplish the mission of the Kosovo Art Academy
 3. To improve the communication between the students and the Academy through fellowship and trust over the common interests;
 4. To promote the unity of the students through assisting clubs, small groups, and services.

Membership

Article 3

1) The membership of the Students Assembly shall be given to the students elected by each department, who fulfil the following conditions:

- registered active students,
- are willing to serve by being involved in KAA activities and projects, and respectful and supportive of the mission of KAA.

2) All members shall comply with the regulations of the Students Assembly.

The officers of the Students Assembly

Article 4

1) The Student's Council shall have the following elected officers:

1. Head of the Student Assembly, Referred also as President of Student Assembly
2. Secretary referred also as Ambassador.
3. A Student Representative for each Academic Department

2) The responsibility of the Students Assembly officers shall be as follows:

1. Head or President shall represent the Students Assembly and be responsible for all general matters;
2. Secretary or ambassador shall assist the Head, be a contact point with the Department Representative, plan and promote the Students Assembly matters and shall represent the Students Assembly in President's absence;
3. Secretary shall be in charge of all documentation, announcement, and accounting;

3) Term of office shall be three academic years.

4) The representative of KAA in charge of student affairs, the general secretary, is also a member of the Student Council without the right to vote.

Meetings

Article 5

1) The Council meetings shall be as follows and shall be called by the President:

1. Annual General Meeting - shall be held in January of every year and opening of the meeting shall be announced two weeks in advance and will deal with the following matters:

- a) Presentation of the Annual Activity Report and settlement of accounts;
- b) Approval and amendment of the regulations;
- c) Election of the President and other Council representatives to the Academy bodies;
- d) Others

2. Called Meeting:

- a) Called meeting shall be held when necessary and opening of the meeting shall be decided by the request of the President;
- b) Opening of the called meeting shall be announced at least two weeks in advance.

3) The decision of all meetings, except the amendment of the bylaws, shall be made by more than half of the members in presence.

Elections

Article 6

Election Criteria¹ of the member of the Student Assembly:

- All members of the Student's Council shall have the right to be elected.
- The right to be elected as the chairperson shall be given to members who have been a student for at least one year after admission.
- The President and other officers of the Council shall be elected by the majority votes of the present members.
- The Kosovo Art Academy is not involved in the process of electing student representatives.
- The Candidates on any position of the Student Assembly shall not have been committed of any crime in or out the Academy premises.

Each Academic Department has the right and duty to elect a Representative of Department in a transparent, free and democratic process applied for majority vote's election system.

¹ Kindly refer to Art 6 of the REGULATION ON STUDENTS ORGANIZATION policy provided as attachment of this SER

The Representative of the Department shall convene on electing a Head of Student Assembly with a majority vote's election system in a transparent, free and democratic process.

The Head of the Assembly shall not be a Department Representative.

The Head of the Assembly shall appoint a Secretary of the Assembly (referred to also as Student Ambassador) proposing three possible candidates who expressed interest in the position, to the Representative of each Department who shall vote for the best-suited candidate which will be automatically appointed as Student Assembly Secretary.

The General Secretary will be present in all the meeting and election process of the Student Assembly in order to attest smooth, democratic and transparent operations.

The General Secretary will provide advice and opinion when requested by any member of the Student Assembly.

The general secretary, together with the Student Secretary/ambassador shall represent the interest and decision of the Students Assembly in front of the Administrative organ of the academy and vice-versa.

The general secretary role is advisory only and shall not interfere with the student's assembly decision.

Financing

Article 7

- 1) The finances of the Student's Council shall be comprised of the membership fees and donations.
- 2) The membership fees shall be decided by the KAA BoD.
- 3) The use of the finance shall be decided by the Student's Council meeting.
- 4) Audits will be carried by the KAA BoD regularly or occasionally.

Additional Rules

Article 8

The Council Statute, regulations and other bylaws shall be in operation from the date of the decision by the annual general meeting. A two-thirds vote by the members in attendance is required for a proposed bylaw or amendment to be adopted.

Place and Date

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Chairman of the BoD

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General Regulations and Procedures Affecting Students 2019/2020