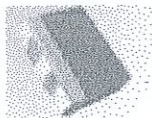


(Disposición Vigente)



Version vigente de: 26/2/2014

Resolución núm. IUE/99/2010, de 25 de mayo.

Resolución 99/2010, de 25 mayo

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CONSOLIDADA

UNIVERSIDAD RAMON LLULL. Aprueba las Normas de organización y funcionamiento de la Universidad Ramón Llull.

DEPARTAMENT INNOVACIÓ, UNIVERSITATS I EMPRESA

DO. Generalitat de Catalunya 7 junio 2010, núm. 5644, [pág. 43918].

El artículo 172.1, letra c) , del Estatuto de Autonomía de Cataluña establece que corresponde a la Generalidad en materia de enseñanza universitaria, sin perjuicio de la autonomía universitaria, la competencia exclusiva sobre la aprobación de los estatutos de las universidades públicas y de las normas de organización y funcionamiento de las universidades privadas.

Las universidades privadas elaboran y aprueban sus normas de organización y funcionamiento, en virtud de su autonomía universitaria, las cuales son aprobadas por el Gobierno de la Generalidad, previo su control de legalidad, de acuerdo con lo establecido en el artículo 103.2 de la Ley 1/2003, de 19 de febrero , de Universidades de Cataluña (DOGC núm. 3826, de 20-2-2003).

En cumplimiento de la disposición adicional novena de la Ley Orgánica 4/2007, de 12 de abril , por la que se modifica la Ley Orgánica 6/2001, de 21 de diciembre , de Universidades (BOE núm. 307, de 24-12-2001), el Patronato de la Universidad Ramon Llull, en fecha 15 de julio de 2009, ha aprobado las Normas de organización y funcionamiento de la Universidad Ramon Llull, con el fin de adaptarlas al nuevo marco jurídico vigente.

Por todo ello, una vez analizada la adecuación a la legalidad vigente de las Normas de organización y funcionamiento de la Universidad Ramon Llull, y según lo establecido en la Ley 13/2008, de 5 de noviembre, de la Presidencia de la Generalidad y del Gobierno (DOGC núm. 5256, de 12-11-2008), a propuesta del consejero de Innovación, Universidades y Empresa, el Gobierno, acuerda:

1.

Aprobar las Normas de organización y funcionamiento de la Universidad Ramon Llull, que figuran al anexo de este Acuerdo.

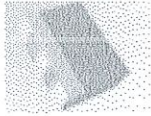
2.

Estas Normas sustituyen las que se aprobaron mediante el Decreto 424/2004, de 2 de noviembre (DOGC núm. 4253, de 4-11-2004), por el que se aprueba la adaptación de las Normas de organización y funcionamiento de la Universidad Ramon Llull, que quedan derogadas.

3.

Trasladado a la
Dirección General
de la Generalitat
de Catalunya
Decreto 424/2004
de 2 de noviembre
del Gobierno de la
Generalitat de Catalunya
DNI 46.12

(Current Provision)



Current version dated: 26/2/2014

Decision no. IUE/99/2010, of 25 May.

Decision 99/2010, of 25 May

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RAMON LLULL UNIVERSITY. Approves the Rules for the organization and operation of the Ramón Llull University.

MINISTRY OF INNOVATION, UNIVERSITIES AND BUSINESS

DO (Official Gazette). Generalitat of Catalonia 7 June 2010, no. 5644, [p. 43918].

Article 172.1, letter c), of the Statute of Autonomy of Catalonia, establishes that the Generalidad is responsible for university education, without prejudice to university autonomy, exclusive competence for the approval of the statutes of public universities and of the rules for the organization and operation of private universities.

Private universities prepare and approve their rules for organization and operation, by virtue of their university autonomy, which are approved by the Government of the Generalidad, after verifying their legality, pursuant to the provisions of Article 103.2 of Law 1/2003, of 19 February, on Universities of Catalonia (DOGC [Official Gazette of the Generalidad of Catalonia] no. 3826, of 20-2-2003).

Pursuant to additional provision nine of Organic Law 4/2007, of 12 April, which modifies Organic Law 6/2001, of 21 December, on Universities (BOE [Official State Gazette] no. 307, of 24-12-2001), the Board of Trustees of the Ramon Llull University, on 15 July 2009, approved the Rules for the organization and operation of the Ramon Llull University, with the aim of adapting them to the new legal framework in force.

In view of the above, having analyzed the adaptation to current legality of the Rules for the organization and operation of the Ramon Llull University, and pursuant to the provisions of Law 13/2008, of 5 November, of the Presidency of the Generalidad and of the Government (DOGC no. 5256, of 12-11-2008), at the proposal of the Minister of Innovation, Universities and Business, the Government agrees:

1.

To approve the Rules for the organization and operation of the Ramon Llull University, which appear in the appendix to this Agreement.

2.

These Rules replace those which were approved by means of Decree 424/2004, of 2 November (DOGC no. 4253, of 4-11-2004), which approved the adaptation of the Rules for the organization and operation of the Ramon Llull University, which are repealed.

3.

Pursuant to Article 6.2 of Organic Law 6/2001, of 21 December, on Universities, modified by Organic Law 4/2007, of 12 April, the Rules for the organization and operation of the Ramon Llull University come into force on the same day of their publication in the DOGC.

4.

To order the publication of this Agreement in the DOGC.

APPENDIX Rules for the organization and operation of the Ramon Llull University

Approved by the Board of Trustees of the Ramon Llull University Private Foundation in its session on 15 July 2009.

PREAMBLE

The Private Foundation of Catalonia for the Ramon Llull University was created in Barcelona on 10 October 1989 as a not-for-profit private foundation, of a charitable-teaching character, subject to the legislation of the Generalidad of Catalonia. Subsequently, on 29 November 2001, the Plenary Session of the Board of Trustees approved the change of name to Ramon Llull University Private Foundation.

The proclaimed object of this Catalan civil Foundation was "the creation of a private university of Christian inspiration, founded on criteria of professionalism and efficiency with a view to achieving and promoting a high-quality comprehensive education and scientific research within a humanizing perspective which responds to the complex needs of current-day society, as recorded in the Ideology of the Free University of Christian Inspiration of the Founding Charter".

In fulfilment of this statutory mandate, the same Foundation, on exercising the constitutional freedom for the creation of teaching centres, formally created the Ramon Llull University by means of an agreement of 1 March 1990, which was formalized in a public deed on 9 March of the same year.

The Parliament of Catalonia unanimously approved Law 12/1991, of 10 May, on Recognition of the Ramon Llull University, which specifies its legal regime, lists the centres of which it will initially consist and foresees the basic relations which shall be established between the University and the Generalidad of Catalonia.

Decree 424/2004, of the Generalidad of Catalonia, was adopted on 2 November 2004, and approved the adaptation of the Rules for the organization and operation of the Ramon Llull University, including the Statutes of the University.

With the aim of adapting the current reality of the University to the legislative amendments occurring, including especially Organic Law 4/2007, of 12 April, which modifies Organic Law 6/2001, of 21 December, on Universities, it is necessary to approve the Rules for the organization and operation of the Universidad, in order to adapt them to the current legality, which, together with the Statutes of the Foundation, constitute its own regulations.

The preparation of these Rules, the approval and amendment of which is the responsibility of the Plenary Session of the Board of Trustees of the creating Foundation, pursuant to the provisions of Article 21.b) of its Statutes, was carried out taking into account the constitutionally guaranteed university autonomy, the clear academic freedom in recognition of teaching, research and study freedom, and the ideology of the University, which must be considered and respected on exercising this autonomy and freedom.

The major complexity of a technical-legal order that the Rules for the organization and operation of the University have to resolve comes from the fact that the Ramon Llull University, by express mandate of its foundation, manages the centres which make it up through institutions which maintain their own legal personality, assets and responsibility. This does not, however, prevent the possibility of the University being able to create other centres which it manages directly and which are integrated into its own personality, assets and responsibility.

This is also the reason for the organizational uniqueness of the Ramon Llull University, which can be found not just in the fact that it is a free University, but also in the fact that it is moreover structured on the principle of a federal agreement between the University which is the formal owner responsible for the centres which make it up, on the one hand, and the different institutions which take on the management of each of the centres with their own human and technological resources and assets, on the other hand. These Rules of the Ramon Llull University, approved on 15 July 2009, thus provide this important change and are offered to our society as a significant and attractive university service.

PRELIMINARY TITLE. Nature and purpose of the University

Article 1. Definition

1. The Ramon Llull University is an academic not-for-profit institution, created by the Private Foundation of Catalonia for the Ramon Llull University ("the Foundation"), now called the Ramon Llull University Private Foundation, and recognized by Law 12/1991 of the Parliament of Catalonia of 10 May (DOGC of 22-5-1991, BOE of 6-6-1991).
2. The Ramon Llull University has the same legal personality as the creating Foundation, although it is differentiated by way of organization and enjoys academic and management autonomy in the terms established in these Rules.
3. The Ramon Llull University, as an expression of the fundamental freedom of creation of teaching centres recognized in Article 27.6 of the Spanish Constitution, is subject to Organic Law 6/2001, of 21 December, on Universities, according to the drafting given by Organic Law 4/2007, of 12 April, which amends it, Law 1/2003, of 19 February, on Universities of Catalonia, Law 12/1991, of 10 May, on recognition of the Ramon Llull University; the regulations applicable to the private foundations of Catalonia, these Rules of organization and operation and by the rest of the internal regulations which develop it.
4. The Ramon Llull University is made up of federated institutions, starting from which the university centres are created - schools and faculties, departments, university research institutes and other centres or structures -.

The federated institutions which make up the University are: the Chemical Institute of Sarria CETS Private Foundation, the Blanquerna Foundation, La Salle-FUNITEC University and Technology Foundation, the Faculty of Philosophy, the ESADE Foundation, the Pere Tarrés Foundation, the Observatorio del Ebro Foundation, the Cardenal Vidal i Barraquer Foundation, the Borja Institute of Bioethics and the Xavier Foundation.

Article 2. Purpose

1. On performing a public interest mission, the Ramon Llull University intends to be at the service of a Christian spirit, at the service of Catalonia, at the service of a free, pluralistic and democratic society, to which it belongs and which it wishes to help from an attitude open to other cultures, both in Spain and in Europe and the whole world.
2. The Ramon Llull University is a university with a Christian inspiration. It is at the service of all dimensions of the person, is based on a Christian conception of the person, of life and of the world, and favours dialogue and relations between faith, culture and science.
3. In order to fulfil this institutional purpose, the University wants to achieve and promote comprehensive teaching and high-quality scientific and technical research, with a humanizing perspective which responds to the complex needs of current-day society. For this reason and in order to fulfil its role as a ferment of society, the University wants to be especially sensitive to the new values, challenges and aspirations of the men and women of our time.

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Article 3. Mission

1. The mission of the University, as defined in its ideology, which promotes the Christian conception of the person, which forms part of the founding charter and inspires and links all university activity, is achieved through teaching, research and knowledge transfer, specifically:

a) Teaching in a critical and creative way, according to the specific methods and requirements of university education, in the context of the internationalization of studies.

b) Training university students in a profound ethical sense of the profession, in a spirit of solidarity and service for a fairer society.

c) Attending to the continuing training of professionals, according to its principles and orientations.

d) Within the scope of knowledge that it covers, cultivating free and high-quality scientific and technical research, at the service of society and in dialogue with the various disciplines.

e) Transferring research results through the dissemination, enhancement and transfer of knowledge.

f) Contributing, from its own culture, to dialogue, understanding and exchange between different cultures and among the people who carry these cultures, regardless of their origin or condition, and promoting equal opportunities.

2. The University is founded on the recognition of academic freedom, which encompasses teaching, research and study freedom, inspired by and fully consistent with the founding ideology.

3. Catalan is the own language of the Ramon Llull University. Catalan and Spanish, both of which have been declared as official languages in Catalonia by the Spanish Constitution and the Statute of Autonomy, are used. The right of all members of the university community to use these two languages shall be respected. English shall be promoted as a third language.

Article 4. University community

Aware that being a university implies being a community, the Ramon Llull University aims to develop its activities in the framework of a university community, in which relations are based on respect for people and for freedom, on a love of truth and on a responsible sense of service for society.

Article 5. Declaration of principles

1. The University is open to the cooperation of the faculty, of the research staff and of the collaborating personnel which faithfully accepts its nature and purposes, defined in its ideology and reflected in these Rules. The University expects a committed and responsible attitude from all its human resources toward the permanent improvement of the quality of the university service and thereby recognizes the right to participation pursuant to the provisions of these Rules.

2. The University offers its teaching services to any person who fulfils the academic admission requirements of the University and accepts its ideology. On acting in this way, the University shall endeavour, in so far as is possible, to keep away from any economic and social elitism, in such a way that no one remains outside the University for financial reasons.

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TITLE I. Structure and organization of the University

CHAPTER I. The University centres, its classes and legal regime

Article 6. Composition

1. The Ramon Llull University is formed by the centres recognized by the Law of the Parliament of Catalonia 12/1991, of 10 May, and the centres which the Board of Trustees has subsequently decided to create as centres of the University or, for those already existing, to integrate into it.
2. All the teachings which lead to official university qualifications being obtained which are valid in Spain shall be ordered into schools and faculties, which may be organized in sections in accordance with the diversification of specialities.
3. The university research institutes are centres devoted to scientific and technical research or to artistic creation. They may organize and develop PhD and postgraduate studies.
4. The creation or elimination of centres shall always require the statutory and non-binding report of the Executive Council, of the Academic Council and of the Management Board.
5. The possible elimination of a centre shall always respect the right of the students with normal academic performance to complete their studies.

Article 7. Integrated and affiliated centres

1. The Ramon Llull University centres are classified as follows:

- a) Federal integration centres. These are those schools, faculties, institutes or other centres whose management is entrusted to an institution by means of the corresponding management agreement, for which it accepts full responsibility for the service of each centre and provides it with its own human, technological and financial resources, fully subject to the applicable university legislation, to the University's own regulations and to the text of the management agreement.
- b) Simple integration centres. These are those schools, faculties, institutes or other centres created and/or managed directly by the Foundation. Their structure and rules of organization shall be developed in the regulations.
- c) Affiliated centres. These are those higher education centres affiliated by means of an agreement to the University in order to teach courses leading to official qualifications being obtained with validity in Spain.

The conditions and requirements of the studies to be developed by the affiliated centre, in addition to the regime of the qualifications to be issued, the rights and obligations of all kinds and the use of the identity and the symbols of the University, shall be established in the corresponding affiliation agreement which shall be of a contractual nature and must obligatorily respect the entire regulations of the University.

Article 8. Associated centres

1. Associated centres are those higher education centres which, by means of the corresponding agreement, may be associated with the university to teach courses which do not lead to official qualifications being obtained.
2. The conditions and requirements of the studies to be developed by associated centres, in addition to the regime of the qualifications to be issued, the rights and obligations of all kinds and the use of the identity and the symbols of the University, shall be established in the corresponding association agreement which shall be of a contractual nature and must obligatorily respect the entire regulations of the University.

Article 9. Determination of powers

1. The organization of the Ramon Llull University is inspired by the principle of subsidiarity. Consequently, the federated institutions enjoy broad autonomy for the organization and management of the federal integration centres. This autonomy shall be recognized in the corresponding management agreement.

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2. The relations between the university and the federated institutions shall be based on the principle of subsidiarity, which gives rise to exclusive and shared powers both for the University and for the federated institutions. This principle affects these Rules and their interpretation and, among others, has the following implications:

- a) Everything which is of exclusive interest or can be decided equally or better by each centre shall be the power and responsibility of the federated institution;
- b) The University, through its governing bodies, has exclusive powers over issues of shared interest for all the centres and in all cases which affect the legally established conditions, especially when it is a question of granting official qualifications or those specific to the University.
- c) The University has shared power with the federated institutions over the organization and development of the research and knowledge transfer activity.
- d) The institutions have the duty to be faithful and show solidarity between themselves and with the University, giving the due specific information on all their activities to the Academic Council, abstaining from any behaviour which may harm the interests of the University or of the other centres and providing the help and collaboration which is requested of them.
- e) Issues of authority between the governing bodies of the University and the institutions shall be settled by the Board of Trustees of the Foundation.

Article 10. Organization and management of the centres

In application of the principle of subsidiarity, the federated institutions enjoy broad autonomy for the organization and management of the centres for which they are responsible, in accordance with the provisions of each management agreement, which shall take into account the following points:

- a) Each institution may freely prepare and modify, in accordance with its own regulations, the rules and regulations of the federal research centres for which it is responsible, duly subject to the applicable legislation and to the regulations of the University.
- b) Each institution may freely establish and modify its own non-official studies, which do not entail any qualification of the University or the use of its identity, previously informing the Academic Council, which shall ensure the coordination and coherence of the overall studies offered by the federated institutions.
- c) When any institution wishes to offer or modify studies leading to a University-specific qualification, it shall prepare the corresponding curriculum, following the University's own regulations on this point, and shall submit it, through the Academic Council, for approval by the Management Board.
- d) The directors of schools, the deans of faculties, and the directors of the University research institutes which come under a federated institution shall be appointed in accordance with the internal regulations of each institution, having previously listened to the rector and communicating their relevant decision to the Board of Trustees. The rector shall be appointed within a period of one month.
- e) Each federated institution is the owner of and manages under its own and exclusive responsibility the assets of the centres and the subsidies and donations that it may obtain. The ordinary and extraordinary investments are also exclusively for its account. It prepares and manages its own budget autonomously, adapting to those guidelines which allow the Board of Trustees to have the information necessary on the economic and financial status of the University as a whole.

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f) Each federated institution shall determine the amount that the students must pay as registration and the method of payment, within general guidelines, approved by the Board of Trustees, with a prior report from the Academic Council.

g) Each institution may autonomously manage the collaboration agreements with companies and the knowledge and technology transfer that they consider to be appropriate, informing the Academic Council.

h) All the personnel of the federal integration centres, both academic and administration and services, shall have an exclusive contractual link to the federated institutions.

Article 11. Delegations

The University may authorize the creation of delegations of its schools, faculties, departments, university research institutes and centres or structures outside the main headquarters.

Article 12. University research institutes

1. University research institutes are centres fundamentally devoted to scientific and technical research or to artistic creation, generally integrated within a school or faculty, with which they have a relationship of dependency.

2. When the university institute is of an inter-faculty nature or is not integrated within a school or faculty it shall depend academically on the body decided by the Academic Council after consulting the centres affected.

3. University research institutes may be established jointly with other universities or public or private bodies and in this case shall be governed by agreements or other forms of cooperation, in accordance with that established in the university regulations.

CHAPTER II. University departments

Article 13. Definition

1. The university departments are basic teaching and research units, which can belong to one or more centres, and are formed by related disciplines in view of their special scientific relationship, which are used for the planning, coordination and development of these university functions, subject to the regulations of each centre.

2. Each department shall be formed by the teaching and research personnel related to the overall disciplines which make it up.

3. Students taking PhDs or postgraduate courses in any centre of the Ramon Llull University, or also other students in accordance with the regulations of each centre, may also be assigned to the departments as collaborating students.

Article 14. Organization

1. The departments shall be headed by department directors. The method of their appointment and dismissal, the duration of the position, their specific attributions and their work regime shall be regulated in the regulations.

2. In any case, the department director must be a full-time professor or tenured lecturer at the University.

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TITLE II. Governance of the University

CHAPTER I. The Foundation

Article 15. The Foundation

The Ramon Llull University Private Foundation is the highest governing body of the Ramon Llull University in relation to not strictly academic matters, and exercises its authority through its Board of Trustees.

The Board of Trustees is a collegiate body which shall be formed by a minimum of seven and a maximum of 20 members.

Founding permanent members are the Archbishop of Barcelona and the legal entities: Blanquerna Foundation, University and Technology Private Foundation, Faculty of Philosophy of Catalonia, Chemical Institute of Sarria-Higher Technical Education Centre Private Foundation, Círculo de Economía Private Foundation. The ESADE Foundation is a promoting permanent member.

The rest of the members shall hold their positions temporarily.

Whenever possible, a balanced presence of women and men shall be sought.

Article 16. Powers of the Board of Trustees

1. The Board of Trustees has all the powers which are recognized for it in the Statutes of the Foundation and those specified in these Rules.

2. In any case, the following powers shall be reserved for the Board of Trustees:

- a) Define the lines of governance of the University and issue the corresponding guidelines on not strictly academic matters.
- b) Define and adapt the planning and carry out the strategic management of the University, being responsible for the challenges and opportunities arising from the environment, and ensuring the sufficient and adequate resources necessary to fulfil the mission of the University.
- c) Approve these Rules, their amendments and the new Rules which are prepared in the future, and all kinds of regulations of the University on not strictly academic matters. Settle all questions of interpretation which may arise between the rector and the federated institutions.
- d) Ensure fulfilment of the ideology of the University, and of these Rules and legal rules which affect it.
- e) Decide on the incorporation of other institutions into the University.
- f) Approve or authorize contracts with the federated institutions or agreements with the proprietors of the affiliated or associated centres.
- g) Decide to create and eliminate new schools, faculties or institutes and all kinds of higher education or research centres.
- h) Approve the curricula corresponding to the official university qualifications valid in Spain.
- i) Decide on the appointment of the academic and administrative authorities or of the teaching staff that these Rules reserve for it.

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j) Settle the appeals which are brought against the decisions of the rector or of the Academic Council.

k) Settle the issues of authority which may arise between the directors or deans of the centres and the rector or the Academic Council.

l) Approve of the disposal and the encumbrance of immovable property and of the unlisted transferable securities, in any case, in addition to the acquisition, encumbrance and disposal of all kinds of assets and rights which exceed the ordinary administration of the University.

m) Establish the guidelines for the preparation of budgets of the centres of the federated institutions and approve the ordinary and extraordinary budget of the General Services of the Rectorate, in addition to the annual presentation of accounts.

3. The Board of Trustees of the Foundation shall also take on the duties of the Social Council of the University, within the framework of its own regulations.

4. The president of the Board of Trustees shall be the president of the Social Council.

CHAPTER II. General governing bodies of the University

Article 17. Governing bodies

The following are general governing bodies of the University: the rector, the deputy rectors, the secretary or secretary general, the Executive Council, the Academic Council and the Management Board.

Whenever possible, a balanced presence of women and men shall be sought on the collegiate governing bodies.

Article 18. The rector

1. The rector is responsible for the governance and the ordinary management of the University and the promotion of its aims in accordance with the ideology and these Rules.

2. The rector is designated and appointed by the Foundation's Board of Trustees, after listening to the Management Board.

3. Only lecturers holding PhDs with the technical suitability required for the position may be appointed as rector. This shall be judged based on the academic curriculum and the assessment of their performance in university management or other duties previously carried out.

4. The position of the rector shall be incompatible with any other, except for teaching or research duties in the University itself. Dedication shall be full-time. Any other public or private function outside the University must be known and authorized by the Board of Trustees.

5. The appointment of the rector shall be for a period of four years, after which it may be renewed for another similar period. The Board of Trustees may extend their appointment with a qualified majority of two thirds for a third mandate.

Article 19. Powers of the rector

1. The rector is the highest academic authority of the University. They are responsible for its general representation and are the liaison body between the Foundation and the University.

2. As the liaison body, the rector is entitled and obliged to attend all the meetings of the Board of Trustees with speaking but not voting rights. They are also entitled to attend the meetings of the commissions and councils of the Board of Trustees and obliged to attend when expressly called upon.

3. The rector has the following duties:

a) Run the University, in accordance with the guidelines of the Board of Trustees.

b) Coordinate the university policy.

c) Chair academic events and meetings of the Academic Council and of the Management Board, and of the other lower collegiate bodies when attended. Likewise, convene these meetings on their own initiative or at the request of their members in the cases and with the conditions foreseen in these Rules.

d) Propose the deputy rectors and the secretary or secretary general, who are appointed by the Board of Trustees of the Foundation.

e) Appoint the directors of schools, the deans of faculties and the directors of university research institutes, which depend on a federated institution in accordance with the provisions of Article 10.d); appoint the director of affiliated centres, the delegates of affiliated centres and the representatives of the University on the collegiate governing body of the affiliated centres; appoint the director of associated centres, and those other appointments which are reserved for them by the corresponding regulations.

f) Grant the "venia docendi", provided that the faculty proposed meets the conditions required by the legislation in force and the University's own regulations.

g) Ensure especially the quality of the services offered by the University, promote the development of quality improvement programmes by the centres or by the Rectorate itself, permanently monitor the needs and the social demand in order to propose the changes or new university services which are appropriate.

h) Authorize with their signature the academic qualifications granted by the University and endorse the corresponding academic certifications.

i) Settle the issues of authority which may arise between the lower governing bodies and, having listened to the Management Board, suspend the agreements of the university bodies, if they consider that they represent exceeding their powers, they harm the interests of the University or breach its ideology, without prejudice to the possible appeal to the Board of Trustees.

j) Settle all kinds of appeals from the lower bodies, and act as the last resort for disciplinary proceedings.

k) Decide on the filling of vacancies of the General Services of the University Rectorate.

l) Ensure fulfilment of the legal provisions and rules of all kinds which govern the life of the University.

m) Interpret these Rules and other regulations strictly referring to the University, the Board of Trustees deciding in the event of disagreement of the centres on the interpretation given.

n) Have and exercise the powers of legal representation of the University which are necessary to ensure its running and ordinary management;

o) Any of the other powers which are granted to the rector in these Rules.

4. The rector is responsible for residual responsibility among their functions.

5. The rector may never decide against the opinion of two thirds of the de facto members of the Executive Council, of the Academic Council or of the Management Board when it is a question of exercising powers for which they have to be consulted.

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6. The rector shall leave their position in any of the following circumstances:

- a) On resigning.
- b) After the time for which they were elected.
- c) Due to death.
- d) Due to incapacity or disqualification declared by a final court decision or final judgement for an intentional crime.
- e) Due to a serious breach of the obligations and duties inherent in the position representing the loss of trust of the Board of Trustees. In this latter case, the cessation shall take place, having consulted the Management Board, and the agreement shall be made by two thirds of the Board of Trustees.

Article 20. The deputy rectors

1. The University shall have one or several deputy rectors, proposed by the rector, and appointed by the Board of Trustees. They must have a PhD and the academic category of tenured lecturer or higher.

2. The following shall be duties of the deputy rectors:

- a) Replacement of the rector in the event of absence, sickness or vacancy, in the manner that the latter designates or which is indicated in the appointment.
- b) The management and coordination, under the authority of the rector, of the activities which would usually and permanently have been entrusted to them.
- c) Those which through delegation the rector considers to be convenient.

3. The Board of Trustees may dismiss them, at the proposal of the rector, having listened to the Management Board. They shall leave their position whenever the rector who proposed them leaves.

Article 21. The secretary or secretary general

1. The secretary or secretary general is the attesting official of the University and is appointed by the Board of Trustees at the proposal of the rector, having listened to the Academic Council.

2. They exercise their duties reporting directly to the rector.

3. They shall act as secretary in the meetings of the Executive Council, of the Academic Council and of the Management Board, with speaking but not voting rights.

4. The Board of Trustees may dismiss them, at the proposal of the rector, having listened to the Management Board. They shall leave their position whenever the rector who proposed them leaves.

Article 22. Powers of the secretary or secretary general

1. The secretary or secretary general is responsible for:

- a) Bearing witness, with their signature and the stamp of the University, of which they are the custodian, to the qualifications granted and certifications issued, the appointments of authorities and of faculty, to the establishment of collegiate bodies, to the minutes of the meetings of the Executive Council, of the Academic Council and of the Management Board, to the academic transcripts and disciplinary proceedings initiated and to other attesting documents of the University.

b) Safeguarding and keeping up-to-date the General Archive of the University, the minutes' books and the various records of the same University.

c) Supervising the registration of the students and safeguarding their transcripts.

d) Ensuring the legality of the acts of the University's various bodies and services; processing matters and documents with the services of the public administration in the sphere of their powers and, especially, the issuing of official academic degrees.

e) Complying with the decisions and instructions of the Rectorate and transmitting them officially, when appropriate, to the authorities, bodies and academic services.

2. The secretary or secretary general may delegate the above duties to the deputy rectors with the exception of the duty established in section a). They may also delegate the issuing of the academic certifications of a faculty or school to the academic secretaries of the centres.

The secretary or secretary general may delegate to the centres the filing of the documentation corresponding to the university activity that they carry out. In this case, the institution running the centre shall be responsible for its safeguarding and for maintaining it up-to-date.

Article 23. The Executive Council

1. The Executive Council is the coordinating body between the federated institutions of the University.

2. The Executive Council is formed by:

a) The president of the Board of Trustees, who shall act as president of the Executive Council. In the event of their absence, they shall be replaced by the rector of the University.

b) The rector of the University, who shall be vice-president.

c) The directors or director generals, or equivalent position, of those federated institutions of the University that the Board of Trustees considers to be appropriate.

d) The deputy rectors of the University.

e) The secretary or secretary general of the University, who shall act as secretary of the Executive Council.

3. The Executive Council shall meet with a monthly frequency and whenever convened by the president.

4. The members of the Executive Council must attend the meetings in person and cannot delegate their attendance. Each member of the Executive Council shall have one vote and, in the event of absence, may delegate it to any of the members of the Executive Council.

5. The Executive Council shall be validly constituted when the meeting is attended by half plus one of its legal components.

In any case, there must always be at least half of the representatives from the federated institutions.

Its agreements shall be adopted by a simple majority. In the event of a tie, the president's vote shall be decisive.

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Article 24. Powers of the Executive Council

The functions of the Executive Council, respecting the provisions of Article 9.2, are as follows:

- a) Prepare and propose the general strategic principles of the University.
- b) Inform or propose, to the corresponding governing bodies, the creation or elimination of schools, faculties, institutes, departments and delegations, in addition to the incorporation, affiliation or association of other institutions into the University.
- c) Plan the organization and development of official university qualifications valid in Spain, and the University-specific qualifications.
- d) Plan the organization and development of the research and knowledge transfer activity.
- e) Inform or rule on the quality and faculty policy.
- f) Inform or rule on the university policy in relation to internationalization, promotion and communication, language policy, policies of equality, care for the disabled, cooperation and those which are considered appropriate.
- g) Inform the corresponding governing bodies on the candidates for ombuds officer, having listened to the Management Board.
- h) Inform on the draft Rules and their amendments, in addition to any kind of general regulations of the University which have to be approved by the respective governing bodies.
- i) Inform on the proposed ordinary and extraordinary budgets of the General Services of the Rectorate.

Article 25. The Academic Council

1. The Academic Council is the rector's consultative and advisory body in the governance and ordinary management of the University.
2. The Academic Council is formed by:
 - a) The rector, who shall act as president.
 - b) The deputy rectors.
 - c) The secretary or secretary general of the University, who shall act as secretary of the Academic Council.
 - d) The directors and deans of schools and faculties.
 - e) One representative from each of the university research institutes.
 - f) The delegates of the University in the affiliated centres.
 - g) The manager may attend the meetings of the Academic Council, with speaking but not voting rights.
3. The Academic Council shall meet with a monthly frequency and whenever convened by the rector or when requested by a quarter of its members.
4. The Academic Council shall be validly constituted when the meeting is attended by half plus one of its legal components, and its agreements shall be adopted by majority.

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Article 26. Powers of the Academic Council

The functions of the Academic Council are as follows:

- a) Present to the Management Board all the curricula in relation to official university qualifications valid throughout Spanish territory, and the University-specific qualifications.
- b) Inform on the creation or elimination of schools, faculties, institutes, departments, delegations and other centres, and on the incorporation, affiliation or association of other institutions into the University.
- c) Coordinate the planning and development of the academic activity, both teaching and research in the various centres, respecting the autonomy of the federated institutions.
- d) Coordinate the planning and development of the shared services of the centres.
- e) Appoint commissions to study and prepare certain matters.
- f) Take care of the information service for the studies offered at the University.
- g) Prepare the general guidelines on academic prices for each of the schools, faculties or institutes, which must be approved by the Board of Trustees.

Article 27. The Management Board

1. The Management Board is the highest collegiate governing body of the University, on academic matters, under the terms defined in these Rules.
2. The Management Board is formed by:
 - a) The rector who shall act as president.
 - b) The deputy rectors.
 - c) The secretary or secretary general of the University, who shall act as secretary of the Management Board.
 - d) The directors and deans of schools and faculties.
 - e) A professor designated by each of these centres.
 - f) The directors of the university research institutes.
 - g) Between three and six undergraduate and postgraduate students chosen by themselves from among those who are delegates in each centre.
 - h) One representative from the administration and services personnel from the centres which have representation on the Executive Council and one representative from the General Services of the Rectorate.
 - i) The delegates of the University in the affiliated centres.

Those people who are expressly convened by the rector with the prior agreement of the Academic Council may also attend with speaking but not voting rights.

3. The Management Board shall ordinarily meet once each semester, and extraordinarily whenever convened by the rector who shall chair it, or when requested by half of its members.

Resolución de la Junta de Gobierno de la Universidad de Zaragoza, de 19 de mayo de 2010, en el registro de la Presidencia de la Universidad de Zaragoza, de 19 de mayo de 2010.

Article 28. Powers of the Management Board

In addition to assisting the rector in all the matters in which it has to be listened to according to these Rules and in all those that the rector submits for its opinion, the functions of the Management Board are as follows:

- a) Decide in a mandatory, prior and non-binding manner, on the draft Rules and their amendments, and on all kinds of general regulations of the University which have to be approved by the Board of Trustees.
- b) Propose to the Academic Council the criteria and guidelines of a substantive nature which must be used by it to coordinate the planning and development of the academic activity, both of the teaching and of the research, in the various centres, respecting the autonomy of the federated institutions.
- c) Provide its opinion to the Board of Trustees on the occasion of the designations of the rector of the University and of the ombuds officer of the University.
- d) Inform on the creation or elimination of schools, faculties, institutes, departments, delegations and other centres, and on the incorporation, affiliation or association of other institutions into the University.
- e) Approve and propose to the Board of Trustees the curricula corresponding to official university qualifications valid in Spain.
- f) Approve the rest of the curricula, at the end of which a University-specific qualification accredited by the University is issued.
- g) Issue all kinds of reports as prescribed by these Rules or which are requested from it by the Board of Trustees or by the rector.
- h) Decide in a mandatory, prior and non-binding manner, on all the disciplinary regulations that must be approved or adopted by the federated institutions or by the Academic Council.
- i) Prepare and approve the general guidelines on student admission.
- j) Approve the guidelines on the number of places for new admission to each qualification and on the academic calendar of each year.
- k) Exercise the broadest possible initiative in everything related to permanent academic improvement, in this respect being able to: propose criteria and actions for the academic-educational monitoring and assessment of the faculty, and their accreditation by agencies which have officially recognized authority for the accreditation of university faculty; propose criteria and actions for the monitoring and improvement of the internal quality guarantee systems; propose criteria for the design, implementation and correct development of the official and university-specific degrees; propose improvements in the substantive admission criteria for students; propose actions to encourage relations with companies, administrations and not-for-profit organizations, and all those others which they consider to be appropriate for academic improvement.
- l) Propose the preparation of the Regulations for the functioning of the Ombuds Officer of the University and submit them to the Board of Trustees for approval.

TITLE III. The Ombuds Officer of the University

Article 29. The Ombuds Officer

1. The Ombuds Officer is the person responsible for ensuring the rights and freedoms of the students, the faculty, the research personnel and the administration and services personnel in the face of the actions of the different university bodies and services within the framework of the specific rules of the Ramon Llull University.

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Their actions are always aimed at improving all spheres of university quality, they are not subject to the imperative mandate of any university authority and they are governed by the principles of independence and autonomy.

2. The Board of Trustees, having consulted the Management Board, shall choose the ombuds officer. The agreement shall be taken by a majority of the members present.

3. The term of office of the ombuds officer is of four years and they can be re-elected just once, provided that at this time they are not over 80 years old.

4. The functions of the ombuds officer are as follows:

- a) Receive the complaints and observations that are formulated to them on the functioning of the University, provided that they are submitted by people who have a legitimate interest in doing so.
- b) Request information from the various university bodies affected by the above-mentioned complaints and observations.
- c) Make, in a non-binding manner, before the competent bodies, proposals for decisions on the matters which have been submitted to their knowledge and be informed of the decisions which, if appropriate, are adopted.
- d) Submit to the Management Board an annual report on the functioning of the University within its sphere of competence.

5. The university bodies are obliged to provide the data and the information requested by the ombuds officer in the performance of their duties.

6. The ombuds officer shall leave office in any of the following circumstances:

- a) On resigning.
- b) After the time for which they were elected.
- c) Due to death.
- d) Due to incapacity or disqualification declared by a final court decision or final judgement for an intentional crime.
- e) Due to a serious breach of the obligations and duties inherent in the position representing the loss of trust of the Board of Trustees. In this latter case, the cessation shall take place, having consulted the Management Board, and the agreement shall be made by two thirds of the Board of Trustees.

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TITLE IV. Functions of the University: teaching, research and knowledge transfer

CHAPTER I. Teaching

Article 30. Teachings

1. The schools, faculties and institutes are responsible for organizing the teachings that they transmit; preparing the proposal for their curricula corresponding to the official university qualifications valid in Spain or special or monographic curricula, taking into account both the organization of the contents and the use of the adequate infrastructures and teaching means, and establishing the assessment and rating systems.

2. In addition to the official university qualifications valid in Spain and recognized by the legislation in force, the University may issue other degrees or documents accrediting the completion of certain university-specific teaching programmes.

Article 31. Quality guarantee

1. The academic-teaching quality of all the training offered by the University shall be coordinated through the monitoring and assessment strategies, procedures and mechanisms necessary to achieve and maintain the quality goal. These functions shall be planned by the General Services of the Rectorate in coordination with the bodies responsible for the quality of the centres.

2. The development of the policies to ensure the academic-teaching quality shall be carried out through the coordination of the monitoring units or bodies of each centre, the quality services of the General Services of the Rectorate and the external quality units or agencies, whether national or international.

Article 32. Issuing of qualifications

1. The rector, in accordance with the legislation in force, shall issue on behalf of the head of state the official university qualifications valid in Spain and on their own behalf the qualifications of the University with their specific name.

2. Following the agreement of the Management Board, at the proposal of the Board of the school or faculty and with the approval of the Board of Trustees, the University may awarded the title of honoris causa doctorate to those personalities who, in view of their important contributions to science, technology, the progress of knowledge, cultural and artistic creation, or due to their special relations with the University, have come to deserve this distinction.

Article 33. Specific values

As a complement to the academic training, or forming part of it, the Ramon Llull University shall carry out other specific activities which cover the sphere of training in culture and Christian thought. It shall also favour activities of dialogue with the world of culture and current thought, in accordance with the principles of the ideology.

CHAPTER II. Research

Article 34. Research

1. The entire breadth and all modalities of scientific and technical research are an essential function of the University and the basis of university teaching. The University shall therefore promote research and the transfer of its results.

2. The cooperative and interdisciplinary research of the faculty carried out in research groups and coordinated around projects shall be encouraged.

3. The University shall stimulate the spirit of research and creativity in the students, through the teaching itself and, above all, through the different forms of research work.

Article 35. Promotion and coordination of research

In order to ensure the performance of this function, there shall be a general service, reporting to the rector,

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which promotes and coordinates research in the schools, faculties, departments and institutes.

CHAPTER III. Knowledge transfer

Article 36. Knowledge transfer

The research that is carried out in the University must be of use for the creation and development of science, technology and art.

The research carried out by the University shall be at the service of society, which shall receive its results through the permanent updating of the teaching mission, the dissemination of knowledge and culture through university extension, lifelong learning, the transfer and valuation of results as instruments to improve culture, quality of life and economic development.

TITLE V. Academic personnel: faculty and research personnel

Article 37. Legal employment relationship

1. The academic personnel of the centres and, if appropriate, the academic personnel of the Foundation, have rights and obligations which arise from the respective legal employment relationship with the entities to which they belong.

2. The Foundation and the federated institutions, on establishing the rules or regulations for the academic personnel of the centres under their control, shall respect the contents of these Rules, which must be expressly mentioned and accepted in the clauses of each contract of employment.

3. Contractual employment freedom, in relation to academic personnel, shall be exercised compulsorily in the framework of the imperative employment regulations, of those laid down by the State Administration and the Generalidad of Catalonia for the faculty of private universities, and of those contained in these Rules and in the rules which develop them.

4. The contracts of the academic personnel are: a) agreed on and signed by the corresponding bodies in accordance with their own regulations when it is a question of the academic personnel of federal integration centres, b) agreed on and signed by the rector in those cases in which the legislation in force so requires, and c) agreed on and signed by the corresponding bodies in accordance with their own regulations when it is a question of the academic personnel of affiliated centres.

Article 38. Recognition of academic categories

1. Independently of this legal employment relationship, the academic personnel of the various centres of the Ramon Llull University shall have one of the academic categories determined in Article 40 of these Rules. This category must be recognized by an express act of the rector or by their delegation.

2. The academic category recognized for the academic and research personnel does not imply a certain type of contract.

Article 39. Rights and obligations of the academic personnel

1. The following are rights of all the academic personnel:

a) Enjoy teaching and research freedom on performing their own tasks.

- b) Participation in the governing bodies, pursuant to the provisions of these Rules.
- c) Form part of research teams in accordance with the research policy established in the University.
- d) Participate in lifelong learning activities in order to constantly improve their teaching and research work.
- e) Be assessed objectively in the fulfilment of their own university obligations.
- f) Have adequate means to fulfil their obligations.
- g) Use the university facilities and services in accordance with the University's regulations.
- h) Know the issues which affect university life.

2. The following are obligations of all the academic personnel:

- a) Respect the ideology and rules of the University.
- b) Accept the responsibilities of the positions for which they have been chosen.
- c) Participate in everything affecting university life, in accordance with these Rules and the legislation in force.
- d) Personally exercise their teaching and research obligations, in accordance with the contract signed and with the management of the centre.
- e) Permanently update their knowledge.
- f) Collaborate in the establishment of the teaching contents and methodologies and of the research programmes and lines.
- g) Protect the assets of the University.

Article 40. Academic categories

The academic personnel is formed by:

- a) Professors.
- b) Tenured lecturers.
- c) Lecturers holding PhDs.
- d) Assistant lecturers holding PhDs.
- e) Assistant lecturers.
- f) Adjunct lecturers.
- g) Guest lecturers.
- h) Researchers.
- i) Emeritus professors.

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Article 41. Definition of academic categories

1. Professors are those who, in coordination with the academic authorities, define the academic policy corresponding to their subject.
2. Tenured lecturers are those who, as part of the tasks attributed to them, are responsible for developing the academic activity in their subject.
3. Lecturers holding PhDs are those who carry out teaching and research tasks.
4. Assistant lecturers holding PhDs carry out their main activity in the University.
5. Assistant lecturers carry out their main activity in the University and are in training. Their teaching collaboration cannot exceed 30% of that of a full-time lecturer.
6. Adjunct lecturers are mainly lecturers who carry out an important part of their activity outside the University.
7. Guest lecturers are professionals or lecturers from other universities, of recognized competence, who carry out extraordinary teaching, research or advisory tasks in the University.
8. Researchers are specialists in the different branches of knowledge who mainly have research responsibilities, although they can also be responsible for teaching on master's degrees and PhDs.
9. Emeritus professors are those who, having reached retirement, have been recognized as such by the University.

Article 42. Access to the category of professor

1. Professors must have an accreditation from an agency whose authority is officially recognized for the accreditation of university faculty.
2. To achieve the category of professor, they must hold the category of tenured lecturer.

Exceptionally, this requirement may be waived when it is a question of faculty from other universities and in accordance with that determined in the regulations.
3. Access to the category of professor shall take place through promotion, an open competition or a restricted competition, in accordance with the reasoned proposal that the interested centre makes to the Management Board and in accordance with that foreseen in the regulations.
4. The Management Board may indicate subsequent conditions and shall determine the assessment procedures and the regulations corresponding to each form of access, processing in each case, if appropriate, the due recognition by the rector.

Article 43. Access to the category of tenured lecturer

1. Tenured lecturers must have a PhD qualification and must be accredited by an agency whose authority is officially recognized for the accreditation of university faculty.

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2. Access to the category of tenured lecturer shall take place through promotion, an open competition or a restricted competition, in accordance with the reasoned proposal that the interested centre makes to the Management Board and in accordance with that foreseen in the regulations.

3. The Management Board may indicate subsequent conditions and shall determine the assessment procedures and the regulations corresponding to each form of access, processing in each case, if appropriate, the due recognition by the rector.

Article 44. Requirements of lecturers holding PhDs

The lecturers holding PhDs must have a PhD and accredit sufficient teaching and research capacity.

Article 45. Requirements of assistant lecturers holding PhDs

Assistant lecturers holding PhDs must have a PhD.

Article 46. Access to other categories

In relation to lecturers holding PhDs, assistant lecturers holding PhDs, assistant lecturers, adjunct lecturers, guest lecturers, researchers, the interested centre shall make the selection, with the approval of the corresponding federated institution. The recognition of the academic category shall be carried out by the director or dean by delegation of the rector of the University.

Article 47. Emeritus professor

The Management Board may appoint emeritus professors among the retired faculty who have provided noteworthy services to the University. Their functions shall be those characteristic of their academic category.

Article 48. Teaching structure

1. The University must define, at the proposal of the centres which make it up, the teaching structure of the necessary faculty. This teaching structure is specific to each centre and must maintain an appropriate balance between the different categories of faculty, in accordance with the teaching and research requirements, and fostering a balanced presence of men and women.

2. The teaching structure of the University shall be adapted at all times to that established in the legislation in force.

3. The representation of the different academic categories of the faculty shall be defined in the regulations in accordance with the rules in force on teaching structure of the federated centres and the affiliation agreements of the affiliated centres.

Article 49. Other regulatory aspects

The selection and promotion of the faculty, working hours, incompatibilities, licences and other relevant matters

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shall be regulated in the regulations and by each centre's own regulations.

TITLE VI. Students

CHAPTER I. Access and continuation

Article 50. The student body

1. The student body of the University is made up of all the students registered in the federal integration centres and the affiliated centres of the University.

2. The students of the associated centres shall be governed by the provisions of the association agreement and the own regulations of the associated centres for everything which does not contradict it.

Article 51. Student admission

1. The following is required to be admitted as a student:

a) Have applied for admission, in the manner and period established.

b) Fulfil the conditions that the legislation in force requires to be able to access university studies, accredited with documents.

c) Undertake to respect the ideology of the Ramon Llull University and the regulations which are applicable to it.

2. The rector of the University is responsible for student admission, pursuant to the rules and regulations and also in accordance with the general guidelines approved by the Management Board.

3. The admission of foreign students shall be subject to the provisions of the legislation in force and to passing the specific tests that the centres may establish.

Article 52. Continuation of studies

The academic regulations of each school, faculty or institute are responsible for establishing the academic conditions required for the student to be able to pass to the immediately following year, the tables of incompatibilities between subjects, the maximum number of exam sessions per subject and the number of years that the student may remain in the centre until they complete their studies, respecting the academic rules of the University and the decisions of the Management Board.

Article 53. Recognition of credits taken

The inclusions on the academic transcript of credits taken in other universities or studies shall be settled by the corresponding body of the University at the proposal of the commission of the centre receiving the request, in accordance with the legislation in force.

CHAPTER II. Rights and obligations

Article 54. Rights and duties

By way of their admission to and continuation at the University, the student forms part of the university community and enjoys the rights established in the legal provisions in force, in these Rules and in the general and specific regulations of the centres.

With their admission and continuation, the student is bound by the obligations applicable to them in accordance with the legal provisions in force, these Rules and the general and specific regulations of the centres.

Article 55. Rights of the students

The students of the University are entitled:

- a) To high-quality and effective teaching on the courses and subjects on which they are enrolled, to the normal development of the teaching and training activities, and to the use of the facilities, means and services of the University, respecting the rules for their use.
- b) To the publicizing of the rules of the University which must regulate the verification of the knowledge of the students.
- c) To an objective assessment of their academic performance, by means of the tests established, and to official knowledge of their result.
- d) To equal opportunities and non-discrimination on grounds of gender, race, religion or disability, or any other personal or social condition or circumstance on access to the University, admission to the centres, continuation at the University and on exercising their academic rights.
- e) To educational and professional guidance, both at the time of their access and during their continuation at the University.
- f) To the general benefits recognized for university students in the legislation in force and to those that the University itself may grant, as assistance for studies.
- g) To academic recognition for their participation in university cultural and sports activities, those of student representation, solidarity and cooperation, in accordance with the regulations in force.
- h) To participation in the collegiate governing bodies of the University and of the centre itself and in the commissions of services, in accordance with the rules and regulations.
- i) To attention which enables them to combine their studies with work activity, in accordance with their personal possibilities and the regulations of the centre.
- j) To the establishment of associations to carry out their training, cultural and sports activities.
- k) To hold meetings which deal with matters of an academic or professional nature, provided that they do not interfere with the normal development of the academic activities.

- l) To formulate written requests, complaints or appeals before the corresponding academic authority in each case.

Article 56. Obligations of the students

The students of the University are obliged:

- a) To collaborate to enable the University to achieve its aims and fulfil its mission.

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- b) To study seriously and responsibly, allowing them to achieve the performance levels foreseen in their centre.
- c) To maintain the academic and disciplinary order of the University and harmony and respect among the different members of the university community.
- d) To correctly maintain the facilities, material resources and services of the University.
- e) To participate in the Management Board and in the relevant collegiate governing bodies of the centre itself.
- f) To comply with the Rules and regulations of the University and the centres, and with the other rules arising from the competent authorities.

Article 57. Disciplinary regime

1. A breach of these obligations may give rise to the corresponding penalties, whose application and procedure shall be determined in the regulations.
2. In serious cases, the opening of and decision on disciplinary proceedings shall be required, with a hearing for the interested party.

CHAPTER III. Students on university-specific courses

Article 58. Students on university-specific courses

1. The Academic Council and the Management Board of the University shall establish, when necessary, the applicable rules of the articles of this title six for students on university-specific courses.
2. The schools, faculties and institutes shall determine the admission conditions and academic regime for these students.
3. The students on these courses shall be entitled: to participate in the academic activities in the sphere of the subjects that they study, to attention from and the involvement of their faculty, to use the facilities and resources of the University, subject to the rules of use; to be admitted to tests assessing their performance; and to obtain a certification for attendance and performance on the subjects studied.
4. Their obligations shall be those of the students taking official courses, in relation to everything which may affect them, and they shall be subject to the same disciplinary regime.

CHAPTER IV. University promotion policy

Article 59. Equality policy

The University being aware of the commitments that it has contracted with society and wishing to collaborate to achieve a fairer and more equitable society, it shall endeavour to avoid any discrimination, through an effective policy of equal opportunities and non-discrimination on grounds of gender, race, religion or disability, or any other personal or social condition or circumstance on access to the University.

Article 60. Assistance and grants policy

To achieve this objective, the University:

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- a) Through its own Board of Trustees, and through the boards of trustees of the federated institutions, shall encourage a policy which promotes financial aid from society for this purpose;
- b) Shall allocate each year, from its own funds, a budget item to study aid, to be devoted to all kinds of aid for the students of its centres, taking special care with those centres which have less financial possibilities to favour their own students;
- c) Shall have, among its services, one of grants and study aid.
- d) The grants and study aid service shall provide students with easier access to study loans, contracted with financial institutions.

TITLE VII. Instrumental and university extension resources

Article 61. Instrumental resources

1. The University shall carry out work to promote and coordinate the instrumental and university extension resources which aid and complement the academic activity.
2. The General Services of the Rectorate and the centres shall ensure the quality and correct operation of the instrumental and university extension resources, shall guarantee adequate attention to the university community and shall avoid repetitions of services in order to obtain the maximum financial performance.
3. In any case it shall be guaranteed that the instrumental and university extension resources include at least library services, publications services, IT services, student care services, sport services, language reception services and services to encourage knowledge of other languages, spiritual care services and career services.

Article 62. International cooperation and solidarity

The University, from the General Services of the Rectorate and from the centres, shall encourage the participation of the members of the university community in international cooperation and solidarity activities and projects, and the undertaking of activities and initiatives which help to promote a culture of peace, sustainable development and respect for the environment, as essential elements for progress with solidarity.

Article 63. University extension

The university's instrumental and university extension resources shall extend to all the schools, faculties and institutes.

Article 64. Principle of collaboration with other entities

Pursuant to the provisions of this title, the University may sign agreements with other entities.

TITLE VIII. Shared services of the university

CHAPTER I. General Services of the Rectorate

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Article 65. General Services of the Rectorate

1. The shared services of the University shall be developed by the General Services of the Rectorate.
2. The General Services of the Rectorate shall be run and coordinated, in accordance with their areas of responsibility, by the deputy rectors, by the secretary or secretary general and by the manager, who shall act under the guidelines of the rector.

Article 66. Structure

The General Services of the Rectorate shall be organized in functional areas in accordance with the responsibilities that they have to develop.

Article 67. The manager

1. The manager shall be responsible for the economic and administrative management of the General Services of the Rectorate.
2. The manager of the University shall be appointed by the rector and shall act under their authority and in accordance with the guidelines issued by the Board of Trustees.
3. The manager of the University may make the recommendations necessary to guide the activities of all the centres toward the objectives defined in the overall economic and financial policy approved by the Board of Trustees.

Article 68. The heads of areas

1. There will be a head of area to lead each specific area who shall be appointed by the rector and shall act following the guidelines of the deputy rector competent in the subject, or of the secretary or secretary general.
2. The sphere of competence and operation of the functional areas and the composition of their management bodies shall be determined in the respective regulations and decisions of the rector.
3. Each area shall have the personal and material resources necessary to perform its functions.

Article 69. General Secretariat Services

1. The General Services of the Rectorate shall include the services of the General Secretariat of the University, which shall be structured in the different sections which are necessary.
2. The General Services of the Rectorate may offer other general services such as those of research, knowledge transfer, publications, university extension, grants and study aids, planning, religious assistance and training, sport and cultural activities, alumni, equal opportunities unit and all those which are considered necessary for the good organization and operation of the University, and for its progressive promotion and development, social integration and effective achievement of its aims.

CHAPTER II. Administration and university services personnel

Article 70. Administration and services personnel

The administration and services personnel assigned to the General Services of the Rectorate of the University and to the services of the centres forms part of the university community and, as such, is represented on the Management Board of the University and on the corresponding bodies of the appropriate centre.

Article 71. Rights and obligations of the administration and services personnel

The rights and obligations of this personnel shall be those characteristic of their contractual relations with the University or with the federated institutions, in the framework of these Rules, of the Internal Regime Regulations and of the applicable legislation in force.

TITLE IX. Economic and administrative regime

CHAPTER I. Assets of the University

Article 72. Assets of the University

1. The Assets of the Foundation, which the latter makes available to the University, are formed by all of its goods, rights and resources.
2. These assets may include certain goods, rights and resources which, in view of their origin or due to the desire of those who make them available to the University, are assigned to the operation of one or several of its centres.
3. The Assets of the University are completely separate from those of the federated institutions, there not being any consolidation or communication of responsibility between them.

Article 73. Resources of the University

The autonomy of the federated institutions being observed, the following are resources assigned to the University:

- a) The subsidies, donations and contributions of all kinds that the Foundation receives from public or private entities and from individuals.
- b) The income on items of the General Services of the Rectorate.

CHAPTER II. Economic management

Article 74. Economic management of the University

1. The economic management of the University shall be carried out following the principle of maximum administrative autonomy of the centres, which is compatible with the essential unity of the University.

For this principle to be operational, the Foundation shall be entitled to request from all the centres the financial information that it considers to be convenient in order to guarantee academic quality and continuity, that belonging to activities both of state-regulated education and of non-state-regulated education when they represent a University-specific qualification.

CHAPTER III. Budget regime

Article 75. Overall budget regime of the University

1. All of the University's activities with a financial impact shall be adjusted to previously prepared and approved budgets. Budgets may be ordinary, relating to the overall activities foreseen for the annual financial year, and extraordinary, concerning specific activities and operations not included in the ordinary budget.

2. The overall budget of the University is formed by the budgets of the centres of the federated institutions and by the General Services of the Rectorate of the University.

Article 76. Preparation of the overall budgets of the University

The following rules shall be observed on preparing and approving the budgets of the centres of the federated institutions:

a) Each administrator of a centre shall request from the authorities and bodies that the specific rules or regulations provide the data to prepare the partial draft budget, indicating the forecast income and the expenditure that they believe to be necessary for the next financial year.

b) Having fulfilled this formality, each administrator, following the coordination guidelines established by the Board of Trustees, shall proceed to integrate the partial draft budgets and to prepare a draft budget, which shall be approved by the relevant body of the federated institution itself.

c) The budgets approved by the federated institutions shall be sent to the manager of the University to be incorporated into the overall budget of the University.

Article 77. Preparation of the budgets of the General Services of the Rectorate

The following rules shall be observed on preparing and approving the budgets of the General Services of the Rectorate of the University:

a) The manager shall proceed to prepare a separate draft budget which shall include the inflows and outflows of all the General Services of the Rectorate of the University.

b) The draft budget shall be submitted to the rector, who shall introduce the amendments that they believe to be appropriate, given the higher imperatives of governance of the University;

c) The draft budget approved by the rector and communicated by the Executive Council shall be submitted for the consideration, deliberation, amendment and final approval of the Board of Trustees;

d) The preparation and approval of the investment budgets of the General Services of the Rectorate is the exclusive responsibility of the Board of Trustees, having consulted the Executive Council obligatorily, previously and in a non-binding manner.

Article 78. Monitoring of the overall budgets of the University

The administrators of the federated institutions shall inform the manager of the University, with the frequency established, of the implementation of the budget plans approved and of the deviations that they notice, notifying them of the decisions adopted.

Article 79. Overall financial report

At the end of the financial year, the manager of the University shall prepare a report with the financial results of the year, which shall be submitted to the Board of Trustees. A summary of this report shall be incorporated into the report of the University.

TITLE X. Reforming these rules

Article 80. Reform

1. The initiative to reform these Rules is the responsibility of the Board of Trustees, the rector, the Executive Council, the Academic Council and the Management Board. Any reform initiative shall be formulated in writing and shall be accompanied by the necessary justification.

2. The reform initiatives shall be addressed to the rector, who shall request the compulsory, non-binding and written report from all the remaining bodies with the right of initiative, except for the Board of Trustees.

3. The rector, in view of the reports drawn up, shall form and submit a proposal for the consideration and possible approval of the Board of Trustees.

4. The approval of these Rules for the organization and operation and of their successive adaptations or amendments shall be communicated to the relevant department in the field of universities, for their approval by the Government of the Generalidad of Catalonia, after verifying their legality.

5. The amendments that may take place as a result of the verification of the legality prior to the approval of the Rules for the organization and operation by the Generalidad of Catalonia shall follow the same approval procedure as any other amendment or adaptation.

TRANSITIONAL PROVISION

Sole.

Starting from the date of approval of these Rules, all the federal integration centres shall have two years to adapt the designation of the new academic personnel to the provisions of Articles 40 and 41 of these Rules.

FINAL PROVISIONS

(Approved on 16 June 1994)

One.

a) Without prejudice to the judicial or administrative appeals that can be exercised, the decisions arising from the various university authorities can always be appealed against within the university sphere itself before the rector of the University, who can delegate the resolution, in accordance with the nature of the decision, to the Academic Council or to the Management Board.

The decisions adopted by delegation of the rector cannot be appealed against before the latter.

b) The decisions of the rector in the academic sphere are final, and cannot be appealed against before any body of the University. The decisions of the rector that do not affect the merely academic sphere may be challenged before the Board of Trustees of the Foundation.

Two.

Doubts about the competence of a specific body shall be resolved by the rector, who may submit the decision to the Board of Trustees if, due to the importance of the issue, the former believes this to be appropriate.

Three.

The effects of the decisions based on these Rules only directly affect the strictly university sphere of the Ramon Llull University.

Enxeta Duenas
46.129.040
de catalan castellano inglé.
el n.º 8 en el registro
General de Política Lingüística
Generalidad de Catalunya
7/11/94 de 19 de A

Gabriel Genescà Dueñas

Official Translator

NIF 46129046Q

Major de Sarrià 94, 1r 3a

08034 Barcelona

SPAIN

I, Gabriel Genescà Dueñas, ID no. 46129046, professional translator from and into English, Spanish and Catalan, registered on the Official Translators Register (Decree 87/1994, of 19th April),

HEREBY CERTIFY

That document no. 1 here enclosed, which consists of 30 pages, is a literal and true translation from Spanish into English of the original's attested copy marked "A", also enclosed, to which I refer.

IN WITNESS WHEREOF, I have stamped each page of the said translation and drawn up and signed this certificate in Barcelona, on 13th September 2016.

Gabriel Genescà Dueñas

Genescà Dueñas
DNI 46.129.040
Traductor jurado de catalan castellano inglé..
Inscrito con el n.º 8 en el registro
de la Dirección General de Política Lingüística
de la Generalidad de Catalunya
Decreto 87/1994 de 19 de A