Internal regulation
University of Ss. Cyril and Methodius in Trnava
3/2018

Statute of the Ethics Committee of the University of Ss. Cyril and Methodius in Trnava

Statute of the Ethics Committee of the University of Ss. Cyril and Methodius in Trnava (hereinafter referred to as the "Statute") is processed and issued in accordance with § 15 par. 1 letter l) of Act no. 131/2002 Coll. on universities and on amendments to certain laws as amended, § 48 par. 2 of the Statute of the University of Ss. Cyril and Methodius in Trnava and § 15 par. 1 letter c) Organizational Rules of the University of St. Cyril and Methodius in Trnava.

§ 1
Role and position

1) The UCM Ethics Committee (hereinafter referred to as "Ethics Committee") is a permanent advisory body of the rector and is established in accordance with § 9 par. 1 letter c) Organizational Rules of the UCM.
2) The Ethics Committee discusses violations of the Code of Ethics of the UCM.
3) The Ethics Committee is responsible for the interpretation of the Code of Ethics of the UCM

§ 2
Membership

1) The Ethics Committee has 5 regular members.
2) The chairperson and other regular members of the Ethics Committee are appointed by the rector of the UCM for a appointment term of 4 years.
3) If necessary, the rector can appoint others ad hoc at the proposal of the Ethics Committee members with an advisory vote.

§ 3
Meetings

1) Meetings of the Ethics Committee are non-public and managed by its Statute and Rules of Procedure.
2) The Ethics Committee specifically comments on the behaviour and actions of the UCM employee towards the UCM student, the behaviour and action of the UCM employee towards the UCM employee and the behaviour and action of the UCM employee towards to the public.
3) The Ethics Committee specifically comments on the behaviour and actions of UCM students towards UCM students, the behaviour and actions of UCM students towards UCM employees and the behaviour and actions of UCM students towards to the public.
4) Meetings take place with the participation of concerned sides.
5) The rector or his delegated vice-rector may participate in the meeting.
6) In order to clarify the discussed case in more detail, the Ethics Committee may request additions to the initiative, statements of other relevant persons. Members of the academic senate and other university employees are obliged to cooperate with the Ethics Committee for clarification of a case.
7) The Ethics Committee votes by acclamation. The proposal is accepted if the majority of

regular members of the Ethics Committee vote positively on it (3/5).

8) On the proposal of the proper member of Ethics Committee, if the majority of the proper members agrees, the Ethics Committee can vote on the discussed case secretly.
9) The authorized member of the Ethics Committee shall draw up minutes of the meeting containing the resolutions of the Ethics Committee k discussed by instigation, which shall be delivered to the rector and in case a student or an employee of the faculty, etc. to the dean.

§ 4
Complaint

1) Anyone can submit a complaint about a violation of the UCM Code of Ethics (hereinafter referred to as "complaint") in written or oral form. The initiative is sent directly to the chairperson of the Ethics Committee, in the case of an oral submission, it is written down by an authorized member of the Ethics Committee. The chairperson of the Ethics Committee informs the rector, or the vice-rector authorized by him in writing about the receipt of the initiative.
2) The initiative must contain:
   a) clear and concretely justified type of any violation of the UCM Code of Ethics or generally accepted moral principles
   b) name, surname, and address of the submitter,
   c) identification of the UCM employee or UCM student against whom it is headed
   d) signature of the submitter.
3) The Ethics Committee does not discuss anonymous suggestions, unless the rector decides that it is exceptional the case.

§ 5
Resolutions

1) The Ethics Committee is obliged to issue a resolution on the initiative within three months from the delivery of the Ethical initiative committee.
2) The resolution of the Ethics Committee contains:
   a) a statement on whether there has been a violation of the Code of Ethics UCM,
   b) in case that it has been violated, it will specifically state which provision of the UCM Code of Ethics was broken,
   c) evaluates the seriousness of the ethical violation of the codex.

§ 6
Rules of Procedure

1) Further details of the proceedings of the Ethics Committee are regulated by its proceedings order.
2) The rules of procedure of the UCM Ethics Committee, on the proposal of the Ethics Committee, are issued by the rector of the UCM as an internal regulation of the university.

§ 7
Final provisions

1) The statute was discussed in the advisory board of the UCM rector on 31 May 2018.
2) The statute takes effect on 20 June 2018.

On 19 June 2018

prof. Ing. Roman Boča, DrSc.
rector of the UCM

Statute of the Ethics Committee of the University of Ss. Cyril and Methodius in Trnava, including amendments and supplements, is published in the Slovak language and in other languages in which the UCM conducts its programmes, with the Slovak language text being considered the authentic text.