

Pursuant to the Act on Higher Education and Scientific Activity (Official Gazette: 119/2022) and based on the Academic Senate's proposal delivered to the Board of Governors that was adopted on 21 April 2023, the Board of Governors with the approval of the Founder dated 21 April 2023, is adopting the following:

## STATUTE

### OF

## R I T C R O A T I A

### I. GENERAL PROVISIONS

#### Article 1

- (1) RIT CROATIA (hereinafter referred to as: “**University of Applied Sciences**”) is a private higher education institution that establishes and administrates professional undergraduate study programs.

#### Article 2

- (1) The Founder of the University of Applied Sciences is:

RIT Global Delivery Corporation, Five Lomb Memorial Drive, 7000 Eastman, Rochester, NY 14623, United States of America (hereinafter referred to as: “**Founder**”), a wholly owned subsidiary of Rochester Institute of Technology, One Lomb Memorial Drive, Rochester, New York 14623, USA (hereinafter referred to as: “**RIT**”).

#### Article 3

- (1) The name of the University of Applied Sciences is: RIT CROATIA.

#### Article 4

- (1) The registered seat of the University of Applied Sciences is in Dubrovnik.
- (2) The business address within the registered seat of the University of Applied Sciences shall be determined by the Founder's special resolution.
- (3) The University of Applied Sciences carries out its activities at its registered seat and other places in the Republic of Croatia as determined by the Founder's special resolution.
- (4) The University of Applied Sciences may establish one or more branch offices.

#### Article 5

- (1) University of Applied Sciences is a legal entity, registered with the court register of the competent Commercial Court in Croatia and the Registers of Institutions of Higher Education and Registers of Scientific Organizations with the Ministry of Science and Education.

#### Article 6

- (1) The University of Applied Sciences is represented by the Dean who has rights and obligations of the institution principle.
- (2) The Dean's authorities are determined by the law and the Statute.

#### Article 7

- (1) Activities of the University of Applied Sciences are:
  - activities of higher education;
  - performing scientific activities in the field of natural, technical, and social sciences;
  - performing scientific activities in the field of humanities;
  - establishment and administration of publishing, library and information technology activities, related to the professional study programs and professional operations and research;
  - establishment and administration of professional and scientific activities;
  - establishment and administration of national and international training courses with the objective of acquiring and extending the knowledge and skills, and education within the lifelong learning;

#### Article 8

- (1) The University of Applied Sciences courses are conducted in English and/or Croatian language.

#### Article 9

- (1) Coat of arms of the University of Applied Sciences consists of the following three capital letters: RIT, followed by the word "CROATIA" in capital letters, placed under the word "RIT".

#### Article 10

- (1) The seal, which the University of Applied Sciences shall use when acting in its capacity as a legal entity, has a round form 29 mm in diameter and consists of the coat of arms of the University of Applied Sciences.

#### Article 11

- (1) Public documents issued by the University of Applied Sciences shall be certified with a round dry stamp or seal, 37mm in diameter, that consists of the University of Applied Sciences name and seat: RIT Croatia, Dubrovnik, the name *Republika Hrvatska*, and the coat of arms of the Republic of Croatia.

#### Article 12

- (1) The general act of the University of Applied Sciences is the Statute.
- (2) The Statute governs the University of Applied Sciences' internal organization, management, and decision-making issues.

#### Article 13

- (1) The funds for carrying out the regular activities of the University of Applied Sciences are provided through tuition fees, income generated from the University of Applied Sciences' activities and sale of the University of Applied Sciences branded products, donations, and funds of the Founder.

#### Article 14

- (1) The University of Applied Sciences has no interest in gaining profits, and if any profits are made, they should be used for the performance and development of the University of Applied Sciences' activities or other purposes determined by the Founder's special resolution.

#### Article 15

- (1) The University of Applied Sciences covers all liabilities to the extent of the entirety of its assets.
- (2) The Founder is obliged to cover the University of Applied Sciences' liabilities without any limitations.

## II. MANAGEMENT OF THE UNIVERSITY OF APPLIED SCIENCES

#### Article 16

- (1) The University of Applied Sciences is managed by the Board of Governors otherwise also known as Board of Trustees (hereinafter referred to as:” **Board of Governors**”), the Dean, and the Academic Senate.

## 1. Board of Governors

### Article 17

- (1) The Board of Governors takes care of the legality of the University of Applied Sciences' work, the rational use of the material, and human resources, and has the following authorities:
- adopts the statute and other general acts determined by the Statute;
  - adopts the University of Applied Sciences' mission and development strategy;
  - adopts the financial plan of the University of Applied Sciences;
  - conducts the selection procedure of the Dean and appointments of Associate Dean(s), as well as the dismissal procedure of the Dean and Associate Dean(s);
  - adopts the Dean's Annual Report;
  - supervises the implementation of the decisions of the Academic Senate and the Dean;
  - supervises the execution of the financial plan and the management of financial resources in accordance with the law and the Statute;
  - decides on the establishment of a legal entity with whose basic activity the mission of the University of Applied Sciences is achieved and by which the basic student needs are met;
  - confirms the decisions of the Dean and the Academic Senate prescribed by the Statute;
  - grants prior approval for any agreements between the University of Applied Sciences and the Dean;
  - performs other tasks in accordance with the Statute and other general acts of the University of Applied Sciences.

### Article 18

- (1) The Board of Governors consists of 9 up to 15 members and one of the members shall be appointed as the Chairman of the Board of Governors.
- (2) All the members of the Board of Governors as well as the Chairman are appointed by the Founder.

### Article 19

- (1) The Board of Governors meets at least once a year and performs its work in sessions. The sessions of the Board of Governors are convened and chaired by the president of the Board of Governors.
- (2) The Board of Governors' Rules of Procedure shall regulate in more detail its methods of work and its decision-making process, the mandate of its members, and the location of its sessions.

## 2. Dean

### Article 20

- (1) The Dean is the head of the University of Applied Sciences.

## Article 21

- (1) The Board of Governors must dismiss the Dean of his duties in the following cases:
  - if the Dean is entitled to pension rights;
  - if the Dean's employment agreement is terminated;
  - if the Dean is moved to another position,
  - if the Dean enters into an employment agreement with another legal entity outside of the University of Applied Sciences.
- (2) The Board of Governors can dismiss the Dean in the following cases:
  - if the Dean himself requests the dismissal;
  - if the reason for dismissal arises under the law, Statute, or employment regulations that lead to termination of the employment relationship;
  - if the Dean does not act in accordance with the law, Statute or other regulations and general acts of the University of Applied Sciences;
  - if the Dean, by his negligent or improper work, causes greater damage to the University of Applied Sciences or if he neglects or negligently performs his duties;
  - if the Dean fails to fulfill his duties;
  - if the Dean misuses the position of Dean or exceeds his authorities;
  - if the Dean performs service, business or activity which is incompatible with the position of Dean;
  - if the Dean by his conduct hurts the reputation of his duty;
  - if the Dean loses the ability to perform his duty;
  - if the period for which the Dean's employment agreement was entered into has expired.
- (3) The Dean's dismissal procedure is initiated by the proposal of the Board of Governors or one-third of the Academic Senate's members, all in accordance with the Statute.
- (4) The simple majority of votes of all members of the Board of Governors is required for the decision on Dean's dismissal.

## Article 22

- (1) The Dean has the following authorities:
  - organizes work and business operations of the University of Applied Sciences;
  - convenes and presides over the meetings of the Academic Senate;
  - proposes to the Board of Governors the adoption of general acts and adopts general acts himself adoption of which does not fall under the purview or authority the Board of Governors;
  - drafts the proposal of the University of Applied Sciences' program agreement;
  - proposes the financial plan of the University of Applied Sciences;
  - manages the execution of the University of Applied Sciences' financial plan in accordance with the Act, Statute, and the provisions of the program agreement;
  - manages the University of Applied Sciences' assets with the consent of the Board of Governors ;
  - performs other tasks prescribed by the Board of Governors, law, Statute, or other general acts of the University of Applied Sciences.

### 3. Academic Senate

#### Article 23

- (1) The Academic Senate consists of the Dean, all full-time faculty, representatives of adjunct faculty and other employees, and student representatives.
- (2) The student representatives shall make up 10% to 15% of all the members of the Academic Senate and are elected by the students of University of Applied Sciences in accordance with the law that regulates student organizations.
- (3) The Academic Senate has the following authorities:
  - adopts resolutions on teaching, scientific or artistic, and other professional matters;
  - adopts additional criteria for selection for teaching, associate, and other professional work positions;
  - conducts re-election and elections for teaching, associate, and other professional work positions;
  - conducts re-election and election to titles for adjunct faculty;
  - determines the enrollment quota for each program;
  - proposes to the Board of Governors the candidates for the Dean;
  - proposes to the Board of Governors development strategy for the University of Applied Sciences;
  - proposes to the Board of Governors the establishment of the new study programs;
  - performs other tasks in accordance with the Statute and other general acts of the University of Applied Sciences.
- (4) The student representatives have a right of the suspensive veto on the resolutions of the Academic Senate on the matters of the changing terms and conditions of studying, changes in curriculum - program outlines and the program delivery plans, student standard issues and other matters that are of great importance for the students.
- (5) In case the student representatives have used their right of the suspensive veto in accordance with the above provision, the Academic Senate shall within 15 working days discuss the same matter and render the resolution on the above-mentioned topics, and the student representative shall not have a right to use their suspensive veto on such resolution.
- (6) The Academic Senate's Rules of Procedure shall regulate in more detail its methods of work and its decision-making process, the mandate of its members, and the location of its sessions.

### III. STUDY PROGRAM, DEGREES, AND PROFESSIONAL TITLES

#### Article 24

- (1) The University of Applied Sciences conducts professional undergraduate study programs whereby the students are prepared to be highly qualified employees, and whereby the level of acquired professional knowledge and skills enables them to be successfully employed in their chosen fields, as well as in furthering their further education.

#### Article 25

- (1) The University of Applied Sciences establishes and administers professional undergraduate study programs.
- (2) Professional undergraduate study programs can last up to a minimum of three years, with a maximum of four years.

#### Article 26

- (1) Any candidate who has completed the appropriate secondary school and who has met the criteria set forth in the classification procedure can apply to enroll, and, if other conditions are fulfilled, can enroll in study programs. The University of Applied Sciences determines which secondary school is adequate in accordance with the conditions set forth in the law.

#### Article 27

- (1) Study programs are organized in accordance with the study program curriculum – program outline.

#### Article 28

- (1) The study program is designed by the University of Applied Sciences in accordance with the conditions set forth in the law.
- (2) The study program must also satisfy the criteria prescribed by the “New York State Education Department” and by “the Middle States Commission on Higher Education (MSCHE)”.

#### Article 29

- (1) Study programs are organized and delivered in line with the curriculum – program outline. The following is defined in the curriculum – program outline: professional or academic title or academic degree awarded upon completion of the study program; compliance of the study program with the corresponding qualification in the Register of the Croatian Qualifications Framework, if such qualification has been entered therein; enrolment requirements for the study program, enrolment requirements for the next semester, trimester or academic year, as well as enrolment requirements for other study assignments; a list of obligatory and elective courses indicating the number of ECTS points, teaching method, course content, planned learning outcomes and the faculty responsible for the course; expected learning outcomes achieved upon completion of the study program; enrolment quota for a study program; organization of classes and the course delivery mode; assessment method for the learning outcomes for each course or another study assignment; method of completion of the study program.

#### Article 30

- (1) The study programs are being delivered in compliance with the program delivery plans. The program delivery plans define the organization and delivery mode of full-time or part-time studies. The program delivery plans are developed and adopted before the

beginning of the academic year. The following is defined in the program delivery plan: the list of obligatory and elective courses indicating the assigned instructors; class delivery modes; language in which the classes will be taught; location where the classes will be taught; the start and end, including the time schedule, of the classes; method of taking exams and completing study assignments; exam timetable; the list of exam literature; other relevant notices regarding the classes.

#### Article 31

- (2) Upon successful completion of a study program, a diploma will be awarded to students.

#### Article 32

- (1) Students who successfully complete four-year professional undergraduate study programs at the University of Applied Sciences will obtain an appropriate title pursuant to the Croatian laws and regulations which regulate professional titles and academic degrees.

### IV. STUDENTS

#### Article 33

- (1) Student status is obtained by registering for study programs, as shown by a proper student document.

#### Article 34

- (1) The University of Applied Sciences enrolls students according to their capacities, based on registration regulations as determined by the University of Applied Sciences in accordance with the conditions set forth in the law.
- (2) The University of Applied Sciences advertises the call for enrolment, the contents of which are: the number of available places, conditions of enrolment, criteria for the selection of candidates, enrolment deadlines, and documents to be submitted along with the application.

#### Article 35

- (1) All students pay full tuition fees whose rates are determined by the Dean, with the approval of the Board of Governors, except for the students who are awarded different kinds of tuition fee discounts.

#### Article 36

- (1) The rights and obligations of students are determined through special regulations established by the University of Applied Sciences in accordance with the conditions set forth in the law.



## V. FACULTY

### Article 37

- (1) All faculty of the University of Applied Sciences must meet the US-based qualifications standards as set by RIT, as well as qualifications in accordance with the Croatian laws and regulations which regulate scientific activity and higher education.

### Article 38

- (1) The selection of faculty members, in accordance with the study program curriculum – program outlines, is carried out by the Dean.

## VI. PROVISIONAL AND FINAL REGULATIONS

### Article 39

- (1) All the terms used in this Statute which have a gender-based meaning shall apply to all genders equally.

### Article 40

- (2) This Statute shall come into effect on the date it has been approved by the Founder and it replaces the Statute of the University of Applied Sciences dated 17 December 2021 in its entirety.

President of the Board of Governors

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Iva Vukoja,  
pursuant to the special power of attorney