



WARNING

The Statutes of the University of Zaragoza were approved by Decree 1/2004, of 13 January, of the Government of Aragon and amended by Decree 27/2011, of 8 February. In order to facilitate their consultation, it has been considered appropriate to integrate the reform into the reformed standard. The aim pursued is no different, so it should be noted that the text of the Statutes offered here is intended for use as a documentary instrument and has no legal validity. This is reserved only for the texts published in the Official Gazette of Aragon (BOA of 19-1.2004 and BOA of 18h2-2011).

STATUTES OF THE UNIVERSITY OF ZARAGOZA

PRELIMINARY TITLE

General provisions

CHAPTER I

Of the nature and purposes of the University of Zaragoza

Article 1. *Nature*

1. The University of Zaragoza is an institution with legal personality and its own heritage that enjoys academic, economic, financial and government autonomy, in accordance with the Constitution and the laws, for the exercise of the public service of higher education through study, teaching and research.

2. The University of Zaragoza exercises its powers and has the prerogatives recognised by the legal system in its capacity as a public administration.

Article 2. *Basic fundamentals*

The University of Zaragoza, by virtue of its autonomy and through these Statutes, establishes its organisation and its functions, which are based on the principles of:

a) Academic freedom, which is manifested in the freedoms of professorship, of research and of study.

b) Participation, through the legal and statutory mechanisms, of the different sectors of the university community in the government, management and control of the University.

c) Participation of the company through the legally established formulas.

d) Defence of human rights and public freedoms.

Article 3. *Purposes*

The purposes of the University of Zaragoza, at the service of society and in the exercise of its autonomy, are:

a) The transmission of necessary knowledge, training and preparation at the higher level of education.

b) The creation, maintenance and criticism of knowledge through teaching and research activities in science, culture, technique and the arts.

c) The training and further development of qualified professionals.

d) The promotion and dissemination of culture, by stimulating intellectual activity in all areas of society.

e) Promoting the transfer and application of knowledge to promote innovation, progress and the well-being of society and its citizens, especially Aragon.

f) The promotion of its external projection through the establishment of relations with other institutions, in particular within the framework of the European Higher Education and Research Area and Latin America.

g) The promotion of quality and excellence in all its activities.

h) Improving the education system.

i) The promotion of a framework of thinking in which human rights, solidarity between generations, sustainable development and peace are the subject of research, training and dissemination in all its fields.

j) The promotion of the integral development of the person.

k) The acceptance, defense and promotion of democratic and constitutional principles and values.

Article 4. *Policy instruments*

For the fulfilment of its purposes and objectives, and in carrying out its activities, the University of Zaragoza will carry out, among others, the following actions:

a) It will ensure the quality of its teaching and degrees, teaching and research, and foster innovation and knowledge transfer by updating curricula and teaching and research methods, fostering effective knowledge transfer mechanisms and impacting on the best selection and training of its staff.

b) It will pay specific attention to doctoral studies and the training of researchers, organising it under principles of innovation, quality and national and international mobility.

c) It will devote special attention to the social projection of its activities and to the dissemination of the humanistic, scientific and technological culture establishing channels of collaboration and assistance to society.

d) Promote cooperation with the productive sector, promoting the mobility of teaching and research staff, as well as the joint development of research

and technological development programmes and projects, the creation of mixed centres or structures, and the membership and active participation in knowledge networks and technological platforms.

e) Establish efficient systems of control, evaluation and improvement of the quality of the activities and functions of its bodies and services.

f) It will ensure the improvement and improvement of the activity of teaching and research staff, administration and services, through policies to evaluate the performance of their activities and continue training.

g) It will promote the employment of its graduates through policies of orientation and employment and monitoring of their working lives.

h) It will have specific support structures for research, teaching and study, as well as services to the university community.

i) It will facilitate the integration into the university community of people with disabilities through policies to adapt teaching and accessibility to facilities.

j) It will ensure full respect for the principles of freedom, equality and non-discrimination, and promote values such as peace, tolerance and coexistence between groups and individuals, as well as social integration.

k) It shall ensure the exercise of the rights and freedoms of its members.

l) It will promote physical education and sport among members of the university community.

m) It will promote student associationism.

Article 5. University autonomy

In accordance with the Constitution and the laws, the University of Zaragoza will exercise its autonomy in the following areas:

a) The preparation and total or partial reform of its Statutes, as well as the elaboration, approval and publication of the rules of organisation, functioning and internal regime that develop them.

b) The election, designation and removal of its governing and representative bodies.

c) The creation of structures and bodies that act as effective support for teaching, research, knowledge transfer, dissemination, management, government and administration of the University.

d) The development and approval of curricula and research and specific continuing training and specialisation courses.

e) The selection, training and promotion of teaching and research staff and administration and services, the establishment and modification of their employment relationships, as well as the

identification of the conditions under which they are to carry out their activities.

f) Admission, permanence regime and verification of students' knowledge.

g) The issue of official qualifications and validity throughout the national territory and of their own diplomas and degrees.

h) The preparation, approval and management of its budgets and the administration of its assets.

i) The establishment of relations with other entities for the promotion and development of their institutional purposes.

j) The organisation and provision of university services in accordance with the provisions of its own statutes.

k) Any other powers necessary for the proper fulfilment of its purposes that have not been reserved to the State or the Autonomous Community of Aragon in the legislation in force.

CHAPTER II

Of the flagship

Article 6. Emblems

1. The shield, flag, anthem, seal and medal described in the annex to these Statutes are emblems of the University of Zaragoza, as well as other distinctives that reproduce symbolic elements of the University.

2. The University of Zaragoza, aware of the importance of systematising the emblems for greater efficiency in their use as well as for their knowledge, will reflect the regulations and traditions, general and own, related to their characteristics in a Code of Assembly, in which emblems and distinctives of immediate use, mediate use and social relationship will be collected. Once approved by the Governing Council of the University, this code will serve to know the peculiarities of all the general emblems, their centers and departments, and to organise the various activities of a ceremonial nature.

3. The emblems of the University of Zaragoza shall enjoy the protection that the current legislation grants to the denomination of University, or to those of the centers, teachings and degrees of official character and validity throughout the national territory.

4. The University of Zaragoza reserves the right to use exclusively in traffic all signs that integrate its corporate image, for which it will request the corresponding protection in the fields of intellectual and industrial property.

TITLE FIRST

Of the structure of the University

CHAPTER I

Departments

Article 7. Concept

The departments are the teaching and research units responsible for coordinating the teachings of one or more areas of knowledge in one or more centres and supporting teaching and research activities and initiatives of teachers. The areas of knowledge of a department correspond to those of the areas of knowledge of its teaching and research staff.

Article 8. Functions

The functions of the departments are:

- a) Programming, coordination, development and evaluation of the teaching of its fields and areas of knowledge, doctoral studies, continuing training and specialisation activities and courses; all this, in accordance with the teaching planning and general procedures of the University.
- b) The assignment of teachers who have to teach in the subjects and subjects of their competence in accordance, where appropriate, with the demand and the recommendations derived from the processes of management and improvement of the quality of the qualifications, approved by the centers.
- c) The contribution to the development of the research work, the transfer and dissemination of knowledge of its teaching and research staff, ensuring equitable access to the means available to it, as well as its optimal use.
- d) Supporting the teaching and research initiatives of its members, seeking communication and collaboration among them, among the different areas of knowledge and with other universities.
- e) Participation in the preparation of curricula under the conditions laid down by regulation.
- f) The performance of contracts with public and private entities or with natural persons, in the terms established in the current legislation and in these Statutes.
- g) Encouraging the scientific and pedagogical renewal of its members.
- h) Knowledge of the teaching, research and management activities of its members, as well as collaboration in the evaluation of these activities.
- i) The proposed staffing of teaching and research staff and the definition of the profiles and requirements of those posts that require specific characteristics in relation to the department.
- j) Supervision of any other teaching outside the official teaching in which, with your authorisation

or knowledge, the name of the department is used.

- k) The proposed staffing of administration and services that will carry out its functions in the department, as well as the proposal of the profiles and requirements of those positions that require specific characteristics in relation to the department.
- l) The making of proposals for the selection and recruitment, where appropriate, of your teachers.
- m) The administration of the budget and the material resources that correspond to it, with the appropriate administrative infrastructure.
- n) The conduct of proceedings in the areas within their competence;
- ñ) Any other functions assigned to them by law under these Statutes or their implementing rules.

Article 9. Constitution

1. The departments will be constituted by areas of scientific, technical or artistic knowledge and will group all teaching and research staff whose specialties correspond to such areas, defined in accordance with current legislation.
2. Each area of knowledge will belong to a single department, except in exceptional cases in which the Governing Council may reasonably agree to belong to more than one without joining other areas, provided that it meets the requirements to form two or more departments, there are reasons for scientific coherence for such separation and it is in accordance with university legislation.
3. In the configuration of departments, objective and scientific considerations of real affinity between their areas of knowledge over any other will prevail. On the basis of this principle, the Governing Council shall settle any disputes that may arise regarding the membership of the areas of the departments under constitution or modification.
4. The department will propose its name to the Governing Council for approval.
5. A department may be set up with a minimum of fifteen full-time teachers, of whom ten will be officials of university teaching bodies, and at least five doctors.
6. **The budgetary and resource allocation policy of the University of Zaragoza will promote the consolidation of quality departments.**

Article 10. Procedure for creation, modification and deletion

1. The initiative for the creation, modification and deletion of departments is the responsibility of the Rector, the Governing Council, the department or departments concerned and their professors and researchers or those who intend to constitute it.

2. Proposals for the creation, modification and deletion of departments, which will have to be accompanied by a report, will be addressed to the Governing Council which will request the reports it deems necessary.

3. The decision to set up, amend and abolish departments is the responsibility of the Governing Council.

Article 11. Departmental Sections

Departmental sections may be set up to coordinate the teaching activity of teachers, which will depend organically on the department to which they belong. The rules of procedure of the department shall lay down its rules and, in particular, its powers and rules of operation. The departmental section shall be coordinated by a professor elected by its members and appointed by the director of the department for a term of four years.

Article 12. Organisation and operation

1. The governing and administrative bodies of a department are at least its board, the Director, the Secretary and the Deputy Director or Deputy Directors, the maximum number of which shall be fixed by the Governing Council taking into account their size and scope.

2. Each department shall be governed by a regulation drawn up by its council and submitted for approval to the Governing Council, which shall respect its organisational and operational autonomy.

CHAPTER II

Of faculties and schools

Article 13. Concept

The faculties and schools are responsible for the general organisation of the teaching and the academic, administrative and management processes leading to the achievement of degree degrees. Without prejudice to the functions of the institutes, they are also the centres responsible for official master's degrees.

Article 14. Functions

The functions of these centres are:

- a) The organisation of the development of the teaching of the degrees they teach.
- b) Supervision of the functioning of the teaching and teaching activities of the departments in the centres.
- c) The establishment and development of continuing training and specialisation activities and courses.
- d) The academic management of their teaching and the processing of procedures in the areas of their competence.

e) The evaluation of the degrees they teach.

f) The increase in proposals for the creation of new degrees, as well as the modification and elimination of existing ones.

g) Participation in the development and modification of the curricula of their degrees.

h) Supervision of any other teaching outside the official teaching in which, with your authorisation or knowledge, the name of the centre is used.

i) The administration of the budget and the material resources that correspond to them, with the appropriate administrative infrastructure.

j) The proposed staffing of administration and services, as well as the proposed profiles and requirements of those posts that require specific characteristics in relation to the centre.

k) Participation in the monitoring and control of the services present in the centre, as well as the proposal for the creation of other services.

l) The promotion and monitoring of the international exchanges of their students and, where appropriate, the realisation by their students of internships in companies and entities of all kinds.

m) The provision of the resources necessary for the exercise of the functions of the delegation of students of the centre.

n) Support for the employment of their graduates and monitoring the evolution of their labour market.

ñ) The conclusion of contracts with public or private entities or with natural persons in the terms established in the current legislation.

o) The projection of their activities in the social environment.

p) Any other functions which, in accordance with the law, are assigned to them by these Statutes and their implementing rules.

Article 15. Creation, modification or deletion

The Governing Council may promote the creation, modification or abolition of faculties and schools. The proposal, following a favourable report from the Social Council, will be submitted to the Government of Aragon. In cases of modification or deletion, the centre concerned must be heard.

Article 16. Organisation and operation

1. The governing and administrative bodies of faculties and schools are at least their board, the Dean or Director, the Secretary and the Vice-Deans or Deputy Directors, whose number shall be determined by the Governing Council taking into account their size and scope of action.

2. Each centre shall be governed by a regulation drawn up by its board and submitted for approval to the Governing Council, which shall respect its organisational and operational autonomy.

CHAPTER III

Of university research institutes

Article 17. *Concept*

1. University research institutes are centres dedicated to research, development, advice and scientific, technical and cultural innovation or artistic creation. They will be able to organise and develop master's, doctoral and specialisation studies within the framework of their competences.

2. The composition and activities of university research institutes will be primarily interdisciplinary, with the participation of members from different areas of knowledge and departments. The scope of the teaching and research activities of a university research institute may not substantially coincide with that of a department.

3. The university research institutes may be their own, attached, mixed or inter-university.

Article 18. *Functions*

The functions of university research institutes are:

a) The organisation, development and evaluation of its research, development and innovation plans, knowledge transfer and scientific, technical, cultural or artistic creation dissemination, in accordance with the general research plans of the University of Zaragoza.

b) The organisation and development of master's and doctoral studies and specialisation activities in the field of their competences.

c) The conclusion of contracts with public or private persons and entities in the terms established in the specific legislation and in these Statutes.

d) Carrying out work within the scope of their competences.

e) Encouraging the updating of methods and knowledge of its members and of the university community as a whole.

f) Cooperation with other research centres, departments and institutes of the University of Zaragoza and other public or private entities, national or international, within the scope of their competences.

g) The administration of the budget and the material resources that correspond to them, having the appropriate administrative infrastructure.

h) Any other functions which, in accordance with the law, are assigned to them by these Statutes and their implementing rules.

Article 19. *Creation, modification or deletion*

1. They may promote the creation, deletion or modification of a university research institute of its own, groups of interested professors and researchers, departments, centres and, where

appropriate, other structures related to the areas of knowledge concerned, the Governing Council or the Rector.

2. The Rector may promote the creation, suppression or modification of mixed or inter-university research institutes, which will be governed by the agreements signed between the University and the participating entities.

3. Proposals for creation must be accompanied by a report indicating, at least, their name, purposes, lines of research, activities, members, staff, governing and administrative bodies, draft provisional operating regulations, economic evaluation of the necessary resources, means of financing envisaged and a feasibility study. Proposals for amendments must be substantiated and accompanied by the documents necessary for their justification.

4. The initial approval of the proposal for the establishment, modification or abolition of university research institutes shall be the responsibility of the Governing Council, following public information and the reports of the centres, departments and institutes concerned.

5. The proposal will be submitted to the Government of Aragon for approval, following a favourable report from the Social Council.

Article 20. *Seconded institutes*

1. They may be attached to the University of Zaragoza by agreement, as university research institutes attached, institutions or research centers of a public or private nature. The beginning or end of the assignment will be agreed by the Government of Aragon, on its own initiative or of the University. In both cases it shall specify the agreement or proposal of the Governing Council and the previous favourable report of the Social Council. The General Conference on University Policy will be informed of all this.

2. The secondment agreement between the University of Zaragoza and the institution promoting the institute shall contain, at least, the identification of the promoters, the obligations assumed by the institute, an economic-financial study, the material and human resources, the draft regulations guaranteeing a democratic and representative structure, the duration of the assignment, the conditions of renewal or termination and guarantees for compliance with the agreement, in particular of a financial nature.

Article 20a – *Joint Institutes*

1. The University of Zaragoza, together with the public research organisations, the centers of the National Health System and other public and private research centers without struggle, promoted and participated by a public administration, may constitute Joint Research Institutes by concluding the corresponding agreement that will conform in its

content to the provisions of the previous article.

2. The composition and activities of the joint research institutes will be primarily multidisciplinary with the participation of members belonging to different fields or areas of knowledge and may have the same functions as the own institutes of the University, if established by the corresponding agreement.

3. Researchers and technicians belonging to public research organisations and joint research institutes of the University of Zaragoza who subscribe to departments may participate in their government in the terms established by its corresponding regulations.

Article 21. Members

1. The following shall be members of a university research institute of its own:

a) Teaching staff, research staff and research staff in training, from the University of Zaragoza, with full or partial research dedication at the institute.

b) Research staff hired by the University of Zaragoza and funded by the university research institute for the development of specific research projects.

2. The technical staff supporting research or other administrative and service personnel of a university research institute may belong to the University with services at the institute or be hired, where appropriate, by the University of Zaragoza for the development of their work in the institute and financed by it.

3. The members, technical research support staff and other administrative staff and services of the university research institutes attached, inter-university and mixed shall be those established in the creation or secondment agreement.

4. A university research institute may have as members attached to researchers belonging to other universities or entities, without this implying any relationship of provision of services with the University of Zaragoza, under the conditions established in the agreement or agreement of creation or assignment.

5. The rules of procedure of the university research institute shall specify the admission rules and categories of its staff and the effects thereof.

6. Any member of the teaching and research staff of the University of Zaragoza may request its integration in a university research institute, own or mixed. In the event that this request is unfavourably informed by the institute, the interested party may refer it to the Governing Council, which, after hearing the governing bodies of the institute, will decide on admission, taking into account the consistency of its line of research in the field of activity of the institute and the level and quality of

its research activity. In the case of a joint institute, the person concerned may appeal to any of the institutions integrated in the institute and the decision shall be taken by the body establishing the agreement.

7. Membership of more than one university research institute shall require authorisation from the Rector, or person to whom it delegates, adopted upon a report of the Commission of Inquiry.

Article 22. Economic regime

1. The university research institutes will be financed from the resources they capture or generate, once their contribution to the general expenses of the University has been deducted, without prejudice to the funding and resources that the University of Zaragoza may allocate, exceptionally, in its period of initiation or for the improvement and maintenance of its facilities and equipment.

2. The budget of the University will include that of its university research institutes, as well as any direct or indirect contribution of the University of Zaragoza to the university research institutes attached, mixed and inter-university.

Article 23. Evaluation

The activity and performance of university research institutes shall be evaluated in accordance with the provisions of these Statutes, their implementing rules or in the agreement or agreement for the creation or assignment.

Article 24. Organisation and operation

1. The governing and administrative bodies of their own university research institutes are at least the institute council, the Director, the Secretary and the Deputy Director or Deputy Directors, the maximum number of which shall fix their rules of procedure.

2. The governing and administrative bodies of the university research institutes attached, mixed and inter-university shall be those established in the agreement of secondment or creation.

3. Each institute shall be governed by a regulation drawn up by its collegiate governing body and submitted for approval to the Governing Council, which shall respect its organisational and operational autonomy.

CHAPTER IV

From other centres

Article 25. Establishment of other centres

1. The University of Zaragoza may create other centres whose activities contribute to the best achievement of their purposes and do not lead to the obtaining of degrees registered in the Register of

universities, centers and degrees.

2. The establishment, modification or abolition of these centres is the responsibility of the Governing Council, on its own initiative or by the Rector. In cases of modification or deletion, the centre or structure concerned must be heard.

3. Proposals for creation must be accompanied by a report indicating, at least, their name, purposes, activities, governing and administrative bodies, seconded personnel, provisional draft regulations, economic evaluation of the necessary resources, means of financing and feasibility. Proposals for amendments must be substantiated and accompanied by the documents necessary for their justification.

4. Each centre shall be governed by a regulation drawn up by its collegiate governing body and submitted for approval to the Governing Council, which shall respect the organisational and operational autonomy of the centre.

Article 26. *Secondment of university educational establishments*

1. The assignment by agreement to the University of Zaragoza of a teaching institution of public or private ownership to teach studies leading to the obtaining of official degrees and validity throughout the national territory will require the approval of the Government of Aragon, on the proposal of the Governing Council of the University, after a favorable report from the Social Council. The assigned centre must be established in the territorial area of the Autonomous Community of Aragon or also have the approval of the Community in which it is located. The General Conference on University Policy will be informed of all this.

2. The centers attached to the University of Zaragoza shall be governed by the provisions of the Organic Law of Universities, by the rules dictated by the State and the Autonomous Community of Aragon in the exercise of their powers, by the provisions of these Statutes, by the agreement of secondment and by their own rules of organisation and operation.

3. The start of the activities of the assigned centres will be authorised by the Autonomous Community of Aragon.

Article 27. *Accession Agreement*

The secondment agreement between the University of Zaragoza and the institution promoting the center will contain, at least, the identification of the promoters, the academic obligations assumed by the center, an economic-financial study, the material and human resources, the draft regulations guaranteeing a democratic and representative structure, the duration of the assignment, the conditions of renewal or termination and guarantees for compliance with the agreement, in particular of a financial nature.

Article 28. *Academic organisation and teaching in the affiliated centres*

1. The academic organisation of the assigned centers will be accommodated to the existing one at the University of Zaragoza, in order to ensure the effective coordination of the teachings with the departments and centers of the University. The curricula must be approved by the Governing Council and meet the same requirements as those of own institutions.

2. To teach in the assigned centers will be an essential requirement the *venia docendi* granted by the University of Zaragoza, after a report of the corresponding department; in the event that such a report is unfavourable, the Rector may choose to refuse to grant a decision or to submit the decision to the Governing Council.

3. The departments will supervise and support the teaching activity of teachers in schools assigned to the subjects of their competence. A representation of the teachers of each assigned center, chosen by and among them, will be invited, with voice but without vote, to the meetings of the departmental council.

CHAPTER V

Of other university structures

Article 29. *Concept and nature*

1. The University of Zaragoza may create university structures of a stable nature that, under the specific legislation and in the exercise of their autonomy, have as their object an adequate university organisation, through the effective coordination of the activities of those who integrate them, and facilitate their management and administration to contribute to the achievement of the objectives and objectives set out in these Statutes.

2. They may group university research centres and institutes and, where appropriate, departments, in specific areas of action.

3. University research centres and institutes may only be part of a structure.

Article 30. *Creation, modification or deletion*

1. The proposal for the creation, modification or deletion of these structures shall be the responsibility of the Rector or the bodies concerned and must always be reasoned.

2. Proposals must be accompanied by a report containing at least their name, purposes, scope of action, draft provisional rules of procedure for organisation and operation and, where appropriate, economic evaluation of the necessary resources. This structure may have, among others, the

denomination of campus.

3. The approval of the proposal and the regulation is the responsibility of the Governing Council, which will request the reports it deems relevant.

Article 31. Functions and competences

1. The structures set up in accordance with the established procedure shall assume the functions and powers recognised and assigned to them by the Governing Council.

2. Among those functions or powers, they may perform the following:

- a) The planning, coordination and management of the services provided by each of the member agencies assigned to them.
- b) The proposal for the creation of services within its area of competence.
- c) The proposed staffing of administration and services that will carry out its functions in the structure, as well as the proposal of the profiles and requirements of those posts that require

specific characteristics in relation to the structure.

d) The establishment and coordination of relations with its environment that facilitates the achievement of its objectives, within the framework and the general plans available to the University.

e) The administration of the budget and the material resources allocated to them, with adequate administrative infrastructure.

f) Any other functions which, in accordance with the law, are assigned to them by these Statutes or their implementing rules.

Article 32. Governing and administrative bodies

1. The governing and administrative bodies of these structures shall be regulated in their operating rules, which shall establish at least one collegiate body and one-person management body.

2. Representation in the collegiate body of all organisations and sectors of the university community that integrates the structure must be ensured.

TITLE 2

Government and representation of the University

CHAPTER I

Of the collegiate governing bodies and representation

SECTION 1 GENERAL PROVISION

Article 33. Collegiate bodies

They are collegiate bodies of the University of Zaragoza: the Social Council, the Governing Council, the University Cloister, faculty and school boards, departmental councils, university research institute councils, as well as such governing bodies of other university centres and structures.

SECTION 2 OF THE SOCIAL COUNCIL

Article 34. Nature

The Social Council is the body for the participation of society in the University and of connection between it and the University. Its President will be appointed by the Government of Aragon, heard the Rector.

Article 35. Composition

1. The Rector, Secretary General and Manager of the University and a representation of the university community composed of a professor, a student and a member of the administration and services staff,

elected by the Governing Council from among its members, are part of the Social Council.

2. The status of member of the Social Council on behalf of the University shall be indelegable and shall cease by agreement of the Governing Council or when, lost the status of member of the Governing Council, it is replaced in the latter.

3. The number, composition and appointment of the rest of the members of the Social Council shall be determined by law of the Autonomous Community of Aragon.

Article 36. Functions and competences

Without prejudice to the provisions of the regional law governing it, the following functions and powers are vested in the Social Council:

a) Contribute to the ends and objectives of the University.

b) Serve as a channel to the mutual aspirations and needs of society and the University, for which he will make the proposals he deems appropriate.

c) Make society aware of the scientific, technical, artistic and personal activities and resources of the University and its ability to respond to social demands.

d) Promote the collaboration of society in the financing of the University, approving, to this end,

an annual plan of actions.

- e) Promote the relations between the University and its cultural, professional, economic and social environment at the service of university quality.
- f) Supervise the economic activities of the University and the performance of its services.
- g) Approve the University's multiannual budget and programming, on the proposal of the Governing Council.
- h) Approve the annual accounts of the University and the entities that may depend on it.
- i) Any others which, in accordance with the law, are assigned to you by these Statutes.

SECTION 3 OF THE GOVERNING COUNCIL

Article 37. Nature

The Governing Council is the collegiate governing body of the University.

Article 38. Composition

The Governing Council shall be composed of the following members:

- a) The Rector, who shall preside, the Secretary General and the Manager.
- b) Three members of the Social Council not belonging to the university community.
- c) **The Vice-Rectors.**
- d) Sixteen members of the Cloister elected by the following sectors distributed as indicated and among them: eight representatives of teaching and research staff, of whom six will be doctoral officials, six student representatives and two representatives of administrative and service staff.
- e) Seven members elected by and among Faculty Deans, School Directors and Directors of University Research Institutes.
- f) Five members elected by and among departmental directors, one for each macro area of knowledge, unless there are no candidates in any.

Article 39. Operation

1. The Governing Council shall meet, convened by the Rector, in an ordinary session at least once every two months during the academic period and in an extraordinary session when the Rector so decides or a fifth of its members so requests.
2. The Governing Council shall act in full and may set up such delegated committees as it deems appropriate, which shall be set up under the chairmanship of the Rector or person to whom it delegates.
3. There will be a Standing Committee chaired by the Rector, in which the representation of the

different sectors of the university community will be guaranteed, which can know and resolve procedural matters expressly authorised by the Governing Council and those entrusted to it by the Governing Council and in which a qualified majority is not required for the adoption of agreements. The Secretary-General shall act as Secretary.

Article 40. Duration of the term of office of its members

The members of the Governing Council elected by the Cloister and by the Deans or Directors of faculties, schools, institutes and departments shall be renewed every four years, with the exception of student representation, which shall be renewed annually. They will cease, in any case, when they lose the condition for which they were chosen. Coinciding with the student renewal elections, by-elections will be held to fill vacancies due to lack of alternates.

Article 41. Functions and competences

The Governing Council has the following functions and powers:

- a) Assist and advise the Rector in all matters within his competence.
- b) Ensure compliance with the Statutes and adopt the rules or regulations that develop them, except where their approval is attributed to another body.
- c) Elect their representatives to the Social Council.
- d) Establish the strategic and programmatic lines of the University, as well as the guidelines and procedures for their application in the organisation of teaching, research, human and material resources and budgeting.
- e) To submit to the Social Council for approval proposals for multiannual economic programming and the draft annual budget of the University.
- f) Monitor the implementation of the budget and approve, where appropriate, transfers of credit between the various concepts of the current and capital chapters.
- g) **Propose the creation, modification or abolition of faculties, schools and university research institutes.**
- h) Approve the creation, modification and abolition of departments, as well as university structures and other centres other than those specified in the preceding section.
- i) Inform the implementation and elimination of lessons leading to the obtaining of official degrees and validity throughout the national territory.
- j) Approve the curricula and their revisions and modifications, as well as the assignment of their subjects to areas of knowledge.
- k) Approve the general conditions for the

validation of official studies.

l) Approve the general conditions and procedures for the validation of subjects.

m) Approve the general teaching assignment of the University.

n) Approve the policy of collaboration with other universities, natural persons or public or private entities and know the corresponding agreements and contracts that the Rector subscribes on behalf of the University.

ñ) To approve the resolution of the own calls for research.

o) To draw up and adopt the rules of procedure establishing their internal operating arrangements and the framework regulations of the various bodies and structures, and to approve the draft regulations they draw up.

p) Approve the list of posts of teaching and research staff and their modifications, subject to the authorisation of their costs by the competent body of the Autonomous Community of Aragon, as well as the selection, evaluation and promotion policy and the criteria for granting permits, leave and sabbatical years.

q) Approve the list of posts of administrative and service staff and their modifications, subject to authorisation of their costs by the competent body of the Autonomous Community of Aragon, as well as the policy of selection, evaluation, remuneration and promotion.

r) Approve the creation, modification and abolition of university services, as well as their organisation and functioning regulations, and establish the criteria for their evaluation.

s) Propose to the Social Council the allocation of remuneration supplements to teaching and research staff.

t) Approve the general policy of control and evaluation of university activities in accordance with these Statutes.

u) Resolve conflicts of competence between governing and representative bodies whenever a collegiate body whose members have been elected by the university community is involved.

v) Approve the award of the honorary doctoral distinction, the University medal and other distinctions.

w) Any others attributed to it in these Statutes and in the other applicable rules.

SECTION 4 OF THE CLOISTER UNIVERSITY

Article 42. *Nature*

The University Cloister is the highest representative body of the university community.

Article 43. *Presidency and composition*

1. The Cloister will be composed of the Rector, who will preside, the Secretary General and the Manager, and three hundred elected members representing the various sectors of the university community with the following distribution:

a) Sixty per cent of representatives elected by teaching and research staff, of whom at least one hundred and fifty-three will be doctoral professors with permanent links to the University; two percent of the Cloister's total will be representatives elected by associate professors under concert with and among health institutions.

b) Thirty percent of representatives elected by and among students, in accordance with the rules of participation laid down in the Statutes.

c) Ten percent of representatives elected by administrative and service staff, and among their members.

2. The Cloister shall elect from among its members the Vice-President of the body, who shall act as President of the Cloister and of the Bureau by delegation of the Rector and when the Cloister processes an initiative for the extraordinary convening of elections to the Rector.

3. The Cloister will choose from among its members the Cloister Bureau, which will be chaired by the Rector and in which all sectors of the university community will be represented. It shall be the Vice-President of the Cloister and the Secretary-General, who shall act as Secretary.

Article 44. *Duration of representation*

1. The representation of teaching and research staff and administration and service staff shall be renewed every four years and that of students every two years. Coinciding with the elections for the renewal of student representation, by-elections will be held to fill vacancies due to lack of alternates.

2. Representatives in the Cloister who cease to be part of the sector for which they were elected will lose this status. They will also lose it in case of resignation.

3. When the vacancy of an elected member of the Cloister occurs, it shall be filled by the next appropriate alternate from the same electoral list.

Article 45. *Elections*

1. The elections of representatives to the Cloister shall be called by the Rector.

2. The Governing Council shall adopt an electoral regulation which shall include at least everything relating to the conduct of the electoral process, constituencies, the exercise of early voting and the regime of replacements.

Article 46. Operation

The Cloister will operate in plenary and by commissions. The Plenary Session of the Cloister shall meet in ordinary session at least once a year and in extraordinary session when convened by the Rector on his own initiative or at the request of one fifth of the cloisters, who shall express the matters to be included in the agenda. The Rector, after hearing the Cloister Bureau, shall set the date of the call and the agenda.

Article 47. Competences

The Cloister has the following competences:

- a) Develop, approve and reform the Statutes of the University of Zaragoza.
- b) Develop, approve and reform its operating regulations.
- c) Convene on an extraordinary basis election to Rector.
- d) Elect the representatives of the different sectors of the university community in the Governing Council.
- e) Discuss reports and proposals submitted to you and make and vote on motions relating to them.
- f) Make recommendations, proposals and institutional statements.
- g) Appoint the members of the Complaints Commission and the Supervisory Commission for Teaching Recruitment.
- h) Elect the University Ombudsman and approve its organic regulations on the proposal of the Governing Council.
- i) Any others which, in accordance with the law, are assigned to you by these Statutes and their implementing rules.

SECTION 5 OF THE ORGANS CONSULTANTS

Article 48. Nature and creation

1. The Rector may propose to the Governing Council the creation of advisory bodies to advise on matters of university policy that are considered of interest.
2. The proposal shall include the name of the body, its composition, temporary duration and functions.

Article 49. Functions

It is the functions of the advisory bodies that determine the establishment agreement and, among them, the following:

- a) Issue reports on matters specific to their field and which are submitted for consideration at the request of the Rector or the Governing Council.

b) Formulate proposals in matters specific to its field addressed to the Rector or the Governing Council.

c) Any others attributed to it by the internal rules of the University.

SECTION 6 OF THE BOARDS OF FACULTY OR SCHOOL

Article 50. Nature and composition

1. The faculty or school board is the collegiate governing body of the center. Born members of the board are the Dean or Director, the Vice-Deans or Deputy Directors and the Secretary.

2. The faculty or school boards shall be chaired by the Dean or Director. They will be attended by the Administrator with a voice but without a vote. The representation of the university community of the center shall consist of twenty, forty or sixty members, as established in its rules of operation, with the following distribution of representatives:

a) Sixty-five per cent of representatives elected by the teaching and research staff assigned to the institution and among its members; up to a maximum of ten per cent of the total board shall correspond to representatives elected by associate professors hired under concerts with health institutions and among their members, if any, as indicated by the relevant school regulations. At least fifty-one per cent of the board members will be professors with permanent ties to the University.

b) Thirty percent of representatives elected by students enrolled in the school and among them, in accordance with the participation regime set out in these Statutes.

c) Five percent of representatives elected by the administration and services staff assigned to the center, and among its members.

3. The representation of teaching and research staff and administration and service staff shall be renewed every four years and that of students every two years. Coinciding with the elections for the renewal of student representation, by-elections will be held to fill vacancies due to lack of alternates.

4. The elections, which will be convened by the Dean or Director of the center, will be held in accordance with the provisions of these Statutes, the regulations of the center and other electoral regulations of the University that are applicable.

Article 51. Holding of meetings

1. The centre boards shall meet, convened by the Dean or Director, in ordinary session at least once every two months during the school period and, on an extraordinary basis, when the Dean or Director so decides or at least one fifth of its members so requests.

2. When in the opinion of the Dean or Director the nature of the matter so requires, he may invite to the meetings of the board, or a part of them, such persons as he deems appropriate, who shall participate with voice but without vote.

3. In any case, if a department that teaches in a faculty or school does not have any member on the corresponding board of establishment, its Director or member of the department to which it delegates may attend it with voice but without vote.

Article 52. Plenary session and commissions

1. The centre boards will act in full and may create the advisory committees of study and work that they deem appropriate. These should include the standing committee and a quality commission for each of the degrees that are the responsibility of the centre.

2. The standing committee, which shall be chaired by the Dean or Director, shall be representative of all sectors and may hear and resolve procedural matters expressly authorised by the board of the centre and those entrusted to it by it and in which a qualified majority is not required for the adoption of agreements. The standing committee shall inform the centre board of the matters it decides.

3. The quality commissions of each degree will be elected by the board of the center and will be chaired by the Dean or Director or person to whom it delegates. Its composition, operating arrangements and powers shall be determined by the Governing Council and shall include the following:

a) Participation in the planning, organisation and evaluation of the respective degrees.

b) The recognition of claims, with appropriate previous reports and in accordance with the applicable rules.

c) The coordination of the evaluation of the teaching activity as well as the monitoring of its results and the appropriate actions.

d) The report of the complaints of the students or their representatives about the teaching.

Article 53. Functions and competences

The following functions and competences are assigned to the centre boards:

a) Choose the Dean or Director of the center.

b) Revoke, where appropriate, the Dean or Director, subject to the approval by an absolute majority of a motion of censure that must be proposed by at least one quarter of the members of the board.

c) Approve proposals for the creation or deletion of degrees and own courses or studies organised by the centre, as well as propose their corresponding curricula and their revisions and modifications.

d) Approve, within the framework of the general

program of the University, the general guidelines of action of the center and establish the basic criteria for the organisation and coordination of its teaching activities.

e) To submit to the Governing Council the proposal for the allocation to areas of knowledge of the subjects corresponding to the degrees taught in the center.

f) Program the teaching of the academic year and approve the proposals of teaching assignments made to the departments, corresponding to the degrees it teaches, informing them and the Governing Council.

g) Assist and advise the Dean or Director in all matters within his competence.

h) Participate in the accreditation processes of the degrees and teachings taught at the center.

i) Prepare its draft regulations and subsequent draft amendments, which must be approved by the Governing Council in accordance with the provisions of these Statutes.

j) Approve, within the following year, the annual report of activities to be submitted by the Dean or Director and the accountability of the implementation of the budget allocated to the centre.

k) Propose the award of the distinction of doctor honoris causa and the granting of *other* distinctions.

SECTION 7 OF THE COUNCIL OF
DEPARTMENT

Article 54. Nature and composition

1. The departmental council is the governing body of the department.

2. The departmental board shall elect the Director, who shall chair him, and shall be composed of:

a) All doctors members of the Department.

b) A representation of the rest of the teaching and research staff, integrated as follows: teachers of university teaching bodies; one out of every two or fraction of full-time teachers; and one in four or a fraction of the rest of the department's staff who are teaching and research staff or have the same consideration. The latter two groups that make up the representation shall be elected by and among their members.

c) A representation of students enrolled in the subjects in which the department teaches, or in its doctoral programmes, which will account for twenty percent of the entire group of teaching and research staff members of the department board in

accordance with the above rules; at least one representative of the PhD students will be secured. When the number resulting from the above calculation has a decimal part, the number of student representatives shall be obtained by adding one to the entire part of the previous calculation if the decimal place is five or more.

d) One representative of the administration staff and, where applicable, another representative of the staff of workshops or laboratories attached to the department.

3. The regulations of the department may provide for the attendance of the board, with a voice but without vote, of teachers hired on an indefinite basis and administrative and service staff.

4. The elected members of the departmental council belonging to the student sector and the temporary teaching and research staff shall be renewed every two years and the remainder, every four, through elections coordinated by the Secretary-General.

Article 55. Functions and competences

The departmental board has the following functions and competences:

a) Elect the head of the department.

b) Revoke, where appropriate, the Director of the department, subject to the approval by an absolute majority of the members of the department board of a motion of censure which must be proposed by at least one quarter of its members.

c) Prepare and approve its draft regulations and subsequent draft amendments, to be approved by the Governing Council, in accordance with the provisions of these Statutes.

d) Approve and submit to the Governing Council the proposal for the creation, modification or abolition of teaching and research staff and administrative and service staff posts. .

e) Approve and submit to the Governing Council the teaching plan of the department for each academic year, which will include the subjects, their programs and the teachers responsible for their delivery, taking into account the recommendations derived from the processes of management and improvement of the quality of the degrees.

f) Develop criteria for the assignment of teaching assignments to their teachers.

g) Participate in the control and evaluation of the quality of teaching taught by their teachers.

h) Participate, within the framework of the general criteria of the University, in the evaluation procedures of the teaching and research staff assigned to the department and know the corresponding results in the terms legally established.

i) Propose the call for vacant positions for university teachers and contracted staff.

j) Report the affiliation of its teaching and research staff to university research institutes.

k) Know, support and disseminate the research activities carried out by its teaching and research staff, as well as promote collaborations inside and outside the University.

l) Authorise, where appropriate, the conclusion of the contracts referred to in these Statutes and facilitate their implementation.

m) Participate in the procedures of evaluation and certification of the activities of the University and of accreditation of the degrees and teachings that affect them.

n) Prepare the reports that fall within their competence and, in particular, those relating to the creation of new departments, centres, university research institutes or other university centres or structures, as well as those relating to the creation, modification or elimination of degrees and their corresponding curricula, when they concern specialties or subjects in their areas of knowledge.

ñ) Propose doctoral programs and own courses and studies in matters falling within the department's competence, on the sole initiative of the department or in collaboration with other departments, university research institutes or centres.

o) Approve the budget proposal for the department submitted by the Director.

p) Plan the use of its resources and establish the criteria of its administration.

q) Approve the annual report of activities to be presented by the Director and the accountability for the implementation of the budget allocated to the department.

r) Propose the appointment of emeritus professors, visitors and extraordinary collaborators.

s) Propose the award of the distinction of doctor honoris causa and the granting of other distinctions.

t) Articulate, where appropriate, coordination formulas of their departmental sections or their areas of knowledge, internal within an area and between areas, and determine their competences and functions.

u) Create internal commissions for its better functioning.

v) Any other rules attributed to it by these Statutes and the other applicable rules.

Article 56. Meetings

The departmental board shall meet in ordinary session at least once a quarter, during the school period, and in extraordinary session when convened by the Director, on its own initiative or at the request of at least one fifth of its members.

SECTION 8 OF THE COUNCIL OF THE
INSTITUTE
RESEARCH UNIVERSITY
OWN

Article 57. *Nature and composition*

1. The council of the university research institute is the governing body of the university research institutes themselves.

2. The board of the university research institute shall be composed of the Director, who shall chair it, by all the doctors who are members of the institute, by a representation of the other members of the institute, of the students of the degrees he imparts, and of a maximum of two representatives of the administrative and service staff assigned to it, to be elected every four years, on the terms laid down in its rules of procedure. Temporary teaching and research staff will be renewed every two years and students will be renewed annually.

Article 58. Functions and competences

The Board of the University Research Institute has the following functions and competences:

- a) Elect the director of the institute.
- b) Revoke, where appropriate, the Director, subject to the approval by an absolute majority of a motion of censure which shall be proposed by at least one quarter of the members of the institute board.
- c) Prepare and approve its draft regulations and subsequent draft amendments, to be approved by the Governing Council, in accordance with the provisions of these Statutes.
- d) Prepare the proposal for the budget and staffing of the institute for approval and incorporation into the draft general budget of the University by the Governing Council.
- e) Plan their research, development, advice and scientific, technical or artistic innovation, as well as their teaching activities.
- f) [Propose master's studies, doctoral programmes and own courses and studies in matters falling within the competence of the institute, alone or in collaboration with other university research institutes, faculties, schools or departments.](#)
- g) Gather information on the functioning of the institute and ensure the quality of the activities it carries out.
- h) Propose the award of the distinction of doctor honoris causa and the granting of other distinctions.
- i) Plan and manage its resources and services.
- j) Approve the accountability and annual report of activities submitted to it by the Director.
- k) Any other rules attributed to you by these Statutes and the other applicable rules.

Article 59. Meetings

The institute board shall meet in ordinary session at least once a semester and in extraordinary session when convened by the Director, on its own initiative or at the request of at least one fifth of its members.

CHAPTER II

Of the single-person organs of government and representation

SECTION 1 GENERAL PROVISION

Article 60. Single-person organs

1. Single-person bodies of government and representation include the Rector, the Vice-Rectors, the Secretary-General, the Manager, the Faculty Deans, the School Directors, the Department Directors, the Directors of the University Research Institute, as well as the one-person governing bodies of other university institutions and structures.

2. Full-time dedication shall be mandatory for the performance of single-person governing bodies. In no case may the status of holder of two or more single-person organs be held simultaneously.

3. The Governing Council shall regulate the economic rights and the system of dedication to teaching tasks of those who occupy single-person organs of government and representation or other academic positions.

SECTION 2 OF THE RECTOR

Article 61. Nature

The Rector is the highest academic and government authority of the University of Zaragoza, he holds his representation and exercises his direction. It is responsible for chairing all meetings of the collegiate bodies of the University to which it attends, with the exception of the meetings of the Social Council, in accordance with the provisions of these Statutes.

Article 62. Choice

1. The Rector will be elected by the university community through direct election and universal suffrage, free and secret, among the officials of the corps of active University professors who serve at the University of Zaragoza. He will be appointed by the Government of Aragon.

2. The vote will be weighted by sectors of the university community, according to the following percentages:

b) [Sixteen per cent of the other teaching and research staff sector; two percent will correspond to those hired part-time and fourteen to the rest of the sector.](#)

c) Twenty-one percent, of the student sector.

d) Ten percent, of the sector of administration and services personnel.

3. In the first round, the candidate who achieves the support of more than half of the votes for validly cast candidacies will be proclaimed, once the weights set out in the previous section have been applied. If no candidate succeeds, a second ballot shall be taken, to which only the two candidates most supported in the first ballot may attend, taking into account the above weightings. In the second round will be proclaimed Rector the candidate who obtains a simple majority of votes, according to the same weightings. In the case of a single candidacy, only the first round will be held.

a) [Fifty-three percent of the doctoral professors sector with permanent links to the University.](#)

Article 63. Term of office

The term of office of the Rector shall be four years. The Rector may be elected for a maximum of two consecutive terms. There will be no limit on non-consecutive terms.

Article 64. EESC

1. The Rector shall cease his duties at the end of his term of office, at his own request, for the extraordinary convocation of elections or for other legal reasons.

2. Following the dismissal of the Rector, it is the Governing Council to call for elections to Rector within a maximum period of two months from the dismissal or resignation, except in the event that the Cloister, on an extraordinary basis, has approved the call for elections to Rector.

3. Until the inauguration of the new Rector, the previous and its Board of Directors will continue in office, except where this is not possible, in which case the Permanent Committee of the Governing Council will be in charge of the government of the University. In such circumstances, the duties corresponding to the Rector shall be vested in the oldest university professor of that Commission and, if not, by the Governing Council.

Article 65. Supplication

In the event of absence or illness of the Rector, the Vice-Rector to whom he is responsible shall assume his duties. The replacement shall be communicated to the Governing Council and may not be extended for more than six months.

Article 66. Functions and competences

The Rector has the following functions and competences:

- a) Officially represent the University.
- b) [Convene and chair the University Cloister, the Governing Council and the Board of Directors.](#)
- c) Preside over the university events he attends.
- d) Execute the agreements of the University Cloister and the Governing Council, as well as those agreements of the Social Council that correspond to it as the highest authority of the University.
- e) Require the exercise and performance of the functions assigned to the different bodies of the University.
- f) To serve as head of the staff of the University of Zaragoza.
- g) Appoint and appoint the Vice-Rectors and the Secretary General of the University.
- h) Propose and appoint the Manager, in accordance with the Social Council, and dismiss him on the basis of his own competence.
- i) Coordinate the Governing Board, as well as its activities and functions.

j) Appoint the academic positions of the University, on the proposal of the competent bodies.

k) Appoint representatives of the University in the relevant bodies.

l) Direct and supervise administrative and service personnel and appoint their managers.

m) Issue official degrees, on behalf of the Head of State, as well as specific degrees and certifications, on behalf of the University of Zaragoza.

n) Authorise, on behalf of the University of Zaragoza, collaboration agreements involving a department, faculty, school, university research institute or other university center or structure, and, where appropriate, report non-compliance. The signing of agreements will also seek to reserve participation in this formula to the single-person governing bodies of those bodies.

*grant*leave, leave and sabbatical years where appropriate to members of the teaching and research staff, in accordance with the criteria established by the Governing Council.

o) Adopt decisions relating to administrative and disciplinary situations, with the exception of the separation of officials from university teaching bodies, which will be the function of the competent body in accordance with the legislation in force.

p) Order and authorise the expenditure according to the budget of the University.

q) Monitor and supervise the implementation of the University's budget.

r) Approve amendments to the budget where the competence does not fall within the competence of the Social Council or the Governing Council.

s) Resolve, in accordance with the law, administrative appeals against acts and decisions of university governing bodies that do not put an end to the administrative procedure.

t) Resolve conflicts of competence between governing and representative bodies or of these with the university administration, when it is not appropriate to do so to the Governing Council, in accordance with current legislation.

u) Exercise the remaining functions arising from his office, as well as any other that is recognised in the Statutes or in the laws or delegated to him by the Social Council, the University Cloister or the Governing Council.

v) Exercise any other powers not expressly assigned to other bodies.

Article 67. Management report

The Rector shall submit to the University Cloister an annual report on its management, budget implementation and the general lines of its programme of action, for discussion and for the presentation and voting, where appropriate, of

motions on its content.

SECTION 3 OF THE GOVERNING BOARD

Article 68. *Composition*

1. The Rector, for the development of his or her competences, shall be assisted by the Governing Board.
2. The Governing Board shall be composed of at least the Rector, who shall chair it, the Vice-Rectors, the Secretary-General and the Manager of the University.
3. The members of the Board of Directors shall be appointed by the Rector.

Article 69. *Vice-rectors*

1. The Vice-Rectors are responsible for the direction and coordination of their areas of competence, and the remaining functions assigned to them by the Rector.
2. The Vice-Rectors will be appointed and appointed by the Rector, up to a maximum of twelve, among the doctoral professors who provide services at the University of Zaragoza.
3. The Vice-Rectors shall cease from office at their own request, by decision of the Rector or when the Rector who appointed them ceases. They will remain in office as long as the Rector remains in the same situation.
4. The Rector may also appoint delegates, directors of secretariats or other academic positions to assist the Rector and the Board of Directors. Where appropriate, they will be proposed by the corresponding Vice-Rectors.

Article 70. *Secretary-General*

1. The Secretary-General attests to the acts and agreements of the University and assists the Rector in the tasks of organisation and academic regime.
2. The Secretary General will be appointed and appointed by the Rector from among public officials serving at the University of Zaragoza, belonging to bodies for whose entry it is required to be in possession of the title of doctor, graduate, engineer, architect, graduate or equivalent.
3. He shall cease from office at his own request, by decision of the Rector or when the Rector who appointed him ceases. It will remain in office until the inauguration of a new Secretary-General.
4. The following functions are assigned to the Secretary-General of the University:
 - a) Acting as secretary of the University Cloister and the Governing Council.
 - b) Draw up and keep the minutes of the meetings

of the bodies in which he acts as secretary, as well as issue, where appropriate, certifications of their agreements.

- c) Disseminate or publish, where appropriate, the agreements of the governing bodies of the University of Zaragoza.
- d) Direct the General Registry, guard the Archive and Seal of the University and issue the corresponding certifications.
- e) Chair the Central Electoral Board of the University.
- f) Organise the solemn acts of the University and monitor compliance with protocol and ceremonial.
- g) How many functions are assigned to him by the current legislation, the Statutes and regulations of the University of Zaragoza and by the Rector.

5. On the proposal of the Secretary-General, the Rector may appoint a Deputy Secretary-General, who shall assist him in the performance of his duties, with the powers delegated to him, and shall replace him in the event of absence or vacancy. The Deputy Secretary-General shall have the same qualifications as the Secretary-General.

Article 71. *Manager*

1. The Manager is responsible for the management of the administrative and economic services of the University of Zaragoza, in accordance with the guidelines set by its governing bodies.
2. The Manager will be proposed and appointed by the Rector, in accordance with the Social Council, according to criteria of professional competence and experience. It shall be dedicated on a full-time basis to the functions of its office. He may not perform teaching duties and must be a graduate, architect, engineer or graduate.
3. The Manager shall cease the position at his own request, by decision of the Rector or when the Rector who appointed him ceases. It will remain in office as long as the Rector remains in the same situation.
4. The Manager has the following functions:
 - a) To exercise, by delegation of the Rector, the direction of the administration and services personnel.
 - b) Implement the agreements of the governing bodies of the University in the economic-administrative and management of administrative and service personnel.
 - c) Organise and manage the administrative and economic services and coordinate the administration of the other services of the University.
 - d) Develop and update the inventory of the assets and rights that integrate the patrimony of the University.

e) Those others that the legislation, the Rector, the Statutes and the rules dictated for their development confer on him.

SECTION 4 OF THE DEANS OF FACULTY OR SCHOOL PRINCIPALS

Article 72. *Dean or Director*

The Dean of Faculty or School Director exercises the functions of direction and ordinary management of the centre and is represented.

Article 73. *Choice*

1. The Dean or Director will be elected by the board of the center through free, equal, direct and secret suffrage among the professors with permanent links to the University attached to the center, and will be appointed by the Rector.

2. Following the dismissal of the Dean or Director, he or, failing that, the permanent commission, after hearing the board of directors and within a maximum period of thirty teaching days counted from the cessation or resignation, shall call elections to Dean or Director.

3. In the case of a single candidate, he shall be elected Dean or Director if he obtains at least a number of votes greater than one-third of the electoral roll.

4. In the event that there are two candidates, the Dean or Director will be elected the one who obtains the highest number of votes and, if there is a tie, the candidate with seniority as a professor with permanent links to the University of Zaragoza.

5. In the event that there are more than two candidates, the Dean or Director will be elected the one who obtains an absolute majority of the members of the board in the first ballot. If no one reaches it, a second vote will be held between the two most voted candidates in the first and the one who obtains the most votes will be elected and, if there is a tie, the candidate with the longest standing as a professor with permanent link to the University of Zaragoza.

Article 74. *Term of office*

1. The term of office of the Dean or Director shall be four years. The Dean or Director may be elected for a maximum of two consecutive terms. There will be no limit on non-consecutive terms.

2. The Dean or Director shall cease office at the end of his term of office, at his own request, on a motion of censure or on other legal grounds.

3. Until the inauguration of the new Dean or Director, the former and his management team shall continue in office, except where this is not possible, and in any case in the event of termination by motion of censure. In such circumstances, the

permanent commission of the board of the center shall be in charge of the interim government of the centre, and the functions corresponding to the Dean or Director shall be vested in the professor of that commission who is the longest serving as an official of those who meet the eligibility requirements.

Article 75. *Supplication*

In the event of absence or illness of the Dean or Director, the Vice-Dean or Deputy Director shall assume his or her duties on an interim basis. This replacement shall be communicated to the centre meeting and may not be extended for more than six months.

Article 76. *Functions and competences*

The following functions and competences are assigned to the Centre Deans or Directors:

- a) Officially represent the center.
- b) Convene and chair the meetings of the centre board, as well as execute their agreements and ensure their compliance.
- c) Supervise the performance of the functions entrusted to the various bodies and services of the centre.
- d) Preside over, in the absence of higher-ranking representation, the academic events of the centre to which it attends.
- e) Propose the appointment of Vice-Decans or Assistant Directors and the Secretary of the Centre among full-time teachers, as well as direct and coordinate their activity.
- f) Monitor the different services of the Centre and agree on the expenditure of the corresponding budget items.
- g) Gather information on the unofficial teachings in which the name of the center is used.
- h) Exercise the other functions arising from his office or attributed to him by the legislation in force and these Statutes, as well as those delegated to him by the board of directors and those referring to all other matters specific to the centre that have not been expressly assigned to other organs by these Statutes.

Article 77. *Accountability*

The Dean or Director shall annually submit to the Board of Directors a management report containing the report of activities and the accountability of the implementation of the budget; it shall also report on its action programme.

SECTION 5 OF THE DIRECTORS OF DEPARTMENT

Article 78. *Director*

The Department Director exercises the functions of direction and ordinary management of the

department and is represented.

Article 79. Choice

1. The Director will be elected by the departmental council through free, equal, direct and secret suffrage among the doctoral professors with permanent links to the University who are members of the department, and will be appointed by the Rector.

2. When the Director leaves office, he or he who replaces him shall, within a maximum period of thirty teaching days, convene elections to the Director.

3. In the case of a single candidate, he shall be elected Director if he obtains at least a number of votes greater than one-third of the electoral roll.

4. In the event that there are two candidates, the Director will be elected the one who obtains the most votes and, if there is a tie, the most senior candidate as a professor with permanent link to the University of Zaragoza.

5. In the case of more than two candidates, the Director shall be elected the one who obtains an absolute majority of the members of the board in the first ballot. If no one reaches it, a second vote will be held between the two most voted candidates in the first and the one who obtains the most votes will be elected and, if there is a tie, the candidate with the longest standing as a professor with permanent link to the University of Zaragoza.

Article 80. Term of office

1. The term of office of the Director shall be four years. The Director may be elected for a maximum of two consecutive terms. There will be no limit on non-consecutive terms.

2. The Director shall cease his office at the end of his term of office, at his own request, on a motion of censure or on other legal grounds.

3. Until the inauguration of the new Director, the former and his management team will continue in office. When this is not possible and, in any case, when the council approves a motion of censure, the teacher, other than the censored, who meets the eligibility requirements will take interim responsibility for the department's government.

Article 81. Supplication

In the event of the Director's absence or illness, the Deputy Director to whom he is responsible shall take on his or her duties. This replacement shall be communicated to the departmental board and may not be extended for more than six months.

Article 82. Functions and competences

The Department Directors have the following functions and competences:

- a) Officially represent the department.
- b) Convene and chair the meetings of the

departmental council, as well as implement its agreements and ensure their compliance.

c) Supervise the performance of the functions entrusted to the various organs and services of the department.

d) Chair, in the absence of higher-ranking representation, the academic acts of the department to which it attends.

e) Propose the appointment of the Secretary, Deputy Director or, where appropriate, Deputy Directors, among full-time teachers, as well as direct and coordinate their activity.

f) Supervise the various departments of the department and agree on the expenditure of the corresponding budget items.

g) Collect information on unofficial lessons using the name of the department

h) Exercise the other functions arising from his office or assigned to him by the legislation in force and these Statutes, as well as those delegated to him by the departmental council and those referring to all other matters specific to the department that have not been expressly assigned to other organs by these Statutes.

Article 83. Accountability

The Director shall submit annually to the departmental board a management report containing the report of activities and the accountability of the implementation of the budget; it shall also report on its action programme.

SECTION 6 OF THE DIRECTORS OF UNIVERSITY INSTITUTES OF OWN RESEARCH

Article 84. Director

The Director of a university research institute owned by the University of Zaragoza exercises the functions of direction and ordinary management of the institute and is represented.

Article 85. Election and term of office

1. The Director shall be elected by the Institute Board, in accordance with its Rules of Procedure, among doctors assigned to the Institute who demonstrate qualified research work. He will be appointed by the Rector.

2. The term of office of the Director shall be four years.

3. The Director of the Institute shall cease at the end of his term of office, at his own request, on a motion of censure or on other legal grounds, and may remain in office until the inauguration of a new Director in accordance with the rules of operation of the Institute.

Article 86. *Supplication*

In the event of the Director's absence or illness, the Deputy Director to whom he is responsible shall take on his or her duties. This replacement shall be communicated to the institute board and may not be extended for more than six months.

Article 87. *Functions and competences*

The Directors of their own university research institutes have the following functions and competences:

- a) Officially represent the institute.
- b) Presiding over and convening the meetings of the institute council, as well as implementing its agreements and ensuring their compliance.
- c) Supervise the performance of the functions entrusted to the various bodies and services of the institute.
- d) Preside over, in the absence of higher-ranking representation, the academic acts of the institute to which it attends.
- e) Propose the appointment of the Secretary and, where appropriate, the Deputy Directors of the Institute, as well as direct and coordinate their activities.
- f) Supervise the various services of the institute and agree on the expenditure of the corresponding budget items.
- g) Perform the other functions arising from his office or assigned to him by the legislation in force and these Statutes, as well as those delegated to him by the institute council, those assigned to him by its rules of operation and those relating to all other matters specific to the institute that have not been

expressly assigned to other bodies by these Statutes.

SECTION 7 OF THE PROFESSOR SECRETARY OF CENTRES, DEPARTMENTS AND INSTITUTES

Article 88. *Professor Secretary of Centres, Departments and Institutes*

1. The Rector shall appoint the Secretary of the department, center or institute on the proposal of the Dean or Director, from among the full-time teachers assigned to the department, center or institute.
2. The Secretary of the department, centre or institute shall cease at his/her own request, by decision of the Dean or Director or when the term of office of the Dean or Director which he proposed to him/her ends. In any event, it shall remain in office until the new Registrar takes office.
3. The following functions are assigned to the secretary of department, centre or institute:
 - a) Assistant to the Dean or Director and perform the functions entrusted to him by him.
 - b) Acting as Secretary of the corresponding collegiate governing body, guarding the minutes of its meetings and issuing the certifications of the agreements contained in the aforementioned minutes.
 - c) Issue the certificates and process the procedures within their competence.
 - d) Perform the other functions arising from your position or that are attributed to you by the legislation in force and these Statutes.

TITLE 3

Of the University Ombudsman

Article 89. *Nature*

1. The University Ombudsman is the one-person body responsible for ensuring respect for the rights and freedoms of members of the university community in the actions of the various university bodies and services.
2. Its actions, always governed by the principles of independence and autonomy, will be aimed at improving university quality in all its areas.
3. The University Ombudsman shall not be subject to the mandatory mandate of any authority or body of the University.

Article 90. *Choice*

1. The University Ombudsman shall be a member of the teaching and research staff or of the administration and services staff of the University of Zaragoza, chosen by the Cloister by the

procedure established in its regulations.

2. The term of office of the University Ombudsman shall be three years and may be elected for a maximum of two consecutive terms. There will be no limit on non-consecutive terms.
3. The University Ombudsman shall cease his office at the end of his term of office, at his own request, by agreement of the Cloister or for another legal reason.

Article 91. *Dedication and incompatibilities*

1. The Cloister shall establish by regulation the regime of dedication of the University Ombudsman and, in particular, the waiver of activities specific to his or her status as teaching and research staff or administration and services.
2. The performance of the position of University Defender shall be incompatible with that of any

other single-person body and with membership of any collegiate body of the University or the bodies representing the staff of the University.

Article 92. *Means and regulations*

1. The Rector shall provide the University Ombudsman with the means necessary for the performance of his or her duties.
2. The academic authorities and the services of the University shall provide the University Ombudsman with the necessary support for the performance of his or her duties.
3. The Governing Council shall draw up the draft regulations governing the organisation and functioning of the University Ombudsman and submit it to the Cloister for approval.

Article 93. *Functions and competences*

1. The University Ombudsman shall act ex officio or at the request of a party. You may receive complaints or information about dysfunctions, irregularities or deficiencies detected in the functioning of the organs or services of the University or in the specific actions of its members.

2. The University Ombudsman shall inadmit complaints and petitions that lack a reasonable minimum basis or that are contrary to the purposes of the University proclaimed in these Statutes. It shall also reject complaints and information relating to matters in which administrative or judicial proceedings are pending. The inadmissibility shall not prevent the University Ombudsman from acting in accordance with the following paragraphs or decide, on his own initiative, to address the study of general problems relating to inadmissible complaints.

3. The University Ombudsman in the exercise of his or her role may collect information from all the authorities and bodies of the University, in accordance with the provisions of current

legislation.

4. The University Ombudsman may transmit to the corresponding hierarchical superiors only complaints received about the actions of members of the university community who represent a breach of their obligations, provided that they are signed by the complainant and after verification of the facts. Their conclusions may also give rise to recommendations to authorities or bodies, including regulatory reform.

5. The University Ombudsman shall present to the University Cloister an annual report of activities. It will also inform the Cloister of any matters it deems appropriate or of those which it points out and requests a tenth of the members of the Cloister.

TITLE FOUR

Teaching and research

CHAPTER I

Teaching

THE STRUCTURE OF THE UNIVERSITY EDUCATION

AND ITS QUALITY

SECTION 1 OF

SECTION 2 OF THE CURRICULA

Governing Council.

Article 94. *Structure of university teaching*

The university courses will be structured in three cycles: degree, master's degree and doctorate. The overcoming of such teachings, in the terms established by law, will give the right to obtain the corresponding official titles.

Article 95. *Proposals for the implementation or elimination of lessons*

1. At the initiative of the Rector, a school board, a departmental council or a board of a university research institute, it is the responsibility of the Governing Council to propose the establishment or abolition of university degrees of an official nature and validity throughout the national territory, in the terms legally established.

2. It is also the responsibility of the Governing Council to approve the offer of degree, master's degree and doctorate of the University of Zaragoza, as well as to regulate the procedures and criteria to ensure its quality in accordance with the regulations established for this purpose. The participation of the different areas of knowledge will be guaranteed.

Article 96. *Draft curricula for new degrees*

1. The curricula will determine the structure and content of the teachings corresponding to the official degrees.

2. Draft curricula and reports of qualifications shall be drawn up by a committee appointed by the

Article 97. *Modification of curricula* The initiative to modify a curriculum is the responsibility of the school boards, departmental councils, university research institutes or the Rector. If the initiative comes from a board or council, it must have, prior to its referral to the Governing Council, the decision in favour of the centre responsible for the qualification, in accordance with the procedure established for that purpose.

Article 98. *Procedure*

1. The Governing Council shall regulate the procedure for the preparation and approval of curricula, as well as their modification, ensuring the participation of centres, departments and areas of knowledge and ensuring that there are periods of public information.

2. The draft curricula and, where appropriate, their modifications, will contain a link of the subjects and subjects to all the competent areas of knowledge. In the same way, they will be accompanied by an economic report that will contain, at least, the expenses of investment, current and teaching staff and administration and services, facilities and infrastructure necessary.

3. Once the Government has approved the official character of this title, the Rector will order to publish the curriculum in the official bulletins of the State and Aragon. In the procedure established by the Governing Council, the relevant contents of the reports will be identified for publication in the Official Gazette of the University.

Article 99. *Coordination and quality management*

of studies

1. Each of the degree or master's degrees of the University of Zaragoza will have an internal quality management system that will be formed by the necessary agents and instruments that guarantee the coordination and the processes of evaluation and continuous improvement of the quality of the degree.
2. The Governing Council shall adopt regulations governing the organisation and quality management of undergraduate, master's, doctoral and own studies, creating and ordering for this purpose the appropriate figures and bodies and, among them, the one entrusted with the coordination of the degree.
3. The rules of procedure referred to in the preceding paragraph shall regulate the powers, functions, composition and terms of reference of the bodies and bodies established for that purpose. These functions will include those of informing the proposals of the departments for the creation, modification or abolition of teaching positions and proposals for teaching assignments to the departments, within their scope of action.

Article 100. *Bodies responsible for coordination*

The college and school boards and the councils of the institutes shall be responsible for monitoring, coordinating and managing the quality of their studies, in accordance with the procedures to be established, and may, on the basis of their results, propose to the Governing Council their modification.

SECTION 3 OF THE OFFICIAL STUDIES
MASTER'S DEGREE

Article 101. *Master's studies*

1. The development and direction of official master's studies corresponds to faculties, schools and, where appropriate, research institutes.
2. When several centers or universities participate in a master's degree, the memory will express who is responsible for the studies.
3. The body responsible for ensuring the quality of master's studies shall be determined in the internal quality management system, in accordance with Article 99 of these Statutes.
4. The University of Zaragoza will recognise the activity of external professionals and specialists who, without having the status of teaching and research staff of the University, nor work relationship with it, collaborate in the teaching and training of official masters, by requiring the design of the degree, establishing a specific regime for this purpose.

SECTION 4 OF THE PHD

Article 102. *Doctoral studies*

1. The University of Zaragoza will pay special attention to doctoral studies that make up the third cycle of Higher Education in Europe.
2. The development and direction of doctoral studies shall be carried out by departments, university research institutes or other structures in accordance with the provisions of the applicable legislation.
3. The University will promote collaboration agreements with other universities, organisations, centers, institutions and entities with research activities for the proposal and development of doctoral studies.
4. Doctoral studies will be subject to evaluation and accreditation processes. Its maintenance will be linked to its results.
5. The system of dedication of teaching and research staff to these studies will be regulated by the Governing Council and the teaching hours dedicated to them will be taken into account.

Article 103. *Doctoral Commission*

1. The Doctoral Committee shall be the body responsible for ensuring the quality of doctoral studies.
2. The functions of the Doctoral Committee shall be determined by the Governing Council. These will include proposing the general lines of doctoral studies and the elaboration, processing and evaluation of doctoral theses, as well as ensuring compliance.
3. The Governing Council shall regulate the representation of the macro-areas, the composition, the requirements to be met in their members and the electoral procedure. No macroarea may have a higher representation than another.

Article 104. *Doctoral Scholarships*

The University of Zaragoza will annually call a public competition for scholarships for the realisation of doctoral studies. Its financing will take place through agreements with public or private institutions.

Article 105. *Doctors honoris causa*

The University of Zaragoza may appoint honorary doctorate to those persons who, in view of their exceptional merits, are entitled to such a distinction. The appointment shall be agreed by the Governing Council on a reasoned proposal from a board of centre, departmental board or research institute board concerned, following a report by the Doctoral Commission.

SECTION 5 OF THE TITLES AND STUDIES
OWN

Article 106. *Offer of own degrees and studies*

1. The University of Zaragoza, in accordance with the current law, may establish teachings leading to the obtaining of diplomas and own degrees, whose denomination, objectives and contents will not coincide with those of an official degree that is taught in it.
2. The proposals for these teachings will be accompanied by a report that will include, as a minimum, a justification of their academic and social need, the number of registrants necessary for their implementation, the forecasts for the use of human and material resources specific to the University of Zaragoza and the sources of funding.
3. These studies will be subject to internal quality assurance processes.

Article 107. *Coordination*

The coordination and responsibility of each degree or diploma shall lie with one of the university research centres, departments or institutes of the University, in the terms established by the Governing Council.

Article 108. *Dedication*

Teaching dedication to the teaching of own degrees and studies and the financial compensation of teaching and research staff will be regulated by the Governing Council. In no case should it undermine the teaching dedication that leads to official degrees, nor to a growth of means and teaching places justified exclusively in the attention to these teachings.

CHAPTER II **Quality of teaching**

Article 109. *Reporting principles*

1. The quality of teaching is guaranteed by the principles of competence and dedication of teachers, participation of students and efficiency of services.
2. Within the framework of the internal quality management system, the necessary instruments for the improvement, evaluation and control of teaching will be articulated.
3. The Governing Council shall regulate the procedure and rules according to which the monitoring and evaluation of the teaching activity will take place, guaranteeing its technical rigor, confidentiality, the inclusion in them of the assessment of the students, as well as the prior hearing of the teacher concerned and, if requested, to his department.
4. The evaluation of the teaching activity is configured as a right of the teaching staff, a

guarantee of the students and a duty of the University for the legal purposes that proceed.

Article 110. *Teaching Activity Quality Commission*

1. In the University of Zaragoza there will be a Committee on Quality of Teaching Activity, which will be responsible for establishing general proposals on the quality of the teaching activity of the undergraduate, master's and own degrees, to propose the evaluation systems of teachers and to report their results to the Governing Council, as well as to guarantee the monitoring and management of the improvement of the quality of the qualifications.
2. Its composition, operating regime and competences shall be those provided for in the regulations referred to in Article 99(2), ensuring in any case a representation of students.

Article 111. *The inspection of assessment services and systems referred to in Article 135 of these Statutes shall also ensure compliance with teaching obligations and teaching management plans.*

Article 112. *External traineeships of students*

1. The University will encourage its students to undertake internships in public or private entities and their academic recognition, to complement and develop the knowledge acquired in university studies and to promote better integration in the labour market.
2. The external internships authorised by the University in which its professors participate will be considered academic activities.

Article 113. *Teaching plan*

1. The teaching plan of each school will include, in accordance with the reports of the corresponding degrees, the following contents:
 - a) The guidelines for action and the basic criteria for organisation and coordination of the study.
 - b) The programmes of the subjects or subjects to be taught. Each will have a common program for all the groups in which it is taught that will refer to the corresponding descriptor of the curriculum of these subjects or subjects with the details that, within the indicated framework, the department establishes, guaranteeing the exercise of the freedom of chair. A bibliographic and methodological review will also be included.
 - c) The teaching objectives to be achieved.
 - d) The procedure for reviewing knowledge, specifying, where appropriate, the evaluation criteria that must be uniform for the different groups in the same subject or subject.
2. The school boards, departmental councils and, where appropriate, university research institute councils shall draw up the teaching plan in accordance with the functions and competences assigned by these Statutes, taking into account also

the proposals and recommendations of the bodies provided for in Article 99.

3. The teaching plan will be drawn up sufficiently in advance for public dissemination before students are enrolled.

4. It is up to the Deans and Directors of centres and departments to adopt the necessary measures to ensure compliance with the teaching plan, as well as to carry out its follow-up, informing the boards and councils and, where appropriate, the competent Vice-Rector. Such reports will be taken into account for the preparation of the next teaching plan. For reasons of urgency, the Deans and Directors of Centres will resolve what is appropriate to avoid serious dysfunctions or absences in the scheduled teaching activities, informing immediately the Directors of the departments concerned and the competent Vice-Rector.

Article 114. Annual Teaching Plan

The Governing Council, on a proposal from the Rector and the Centres, shall approve the annual teaching plan specifying at least the following aspects:

a) The offer of places in each centre and qualification, depending on the personal means available, the material conditions required to develop quality teaching and social needs.

b) The academic calendar, with the expression of the teaching and non-school periods, of enrolment, of evaluation and of the delivery of minutes. There will be two registration periods: one at the beginning of the academic year and another in the middle of the course for the subjects of the second quarter.

Article 115. Control and evaluation of teaching, research and management

The evaluation of the teaching, research and management activity of university teachers will take place in accordance with the procedure and the rules established by the Governing Council, which shall be in accordance with the provisions of these Statutes and with the provisions of the relevant state and regional bodies or entities.

CHAPTER III

Research and transfer of the knowledge

SECTION 1 GENERAL PROVISIONS

Article 116. Concept and function

Research, knowledge transfer and dissemination are essential functions of the University that derive from its key role in generating knowledge, innovation and social well-being and its ability to stimulate and create critical thinking. They are also

the foundation of teaching and support for harmonic social progress. To this end, the University will promote:

a) The development of scientific, technical and artistic research in the fields of knowledge in which it operates.

b) The transfer of results from research, development and cultural, scientific and technological innovation and its dissemination to society.

c) The training of researchers, taking into account both basic and applied research, experimental development and innovation.

Article 117. Financing

The University will seek to obtain sufficient resources for the research and, especially, the infrastructure, facilities and equipment necessary for its development. To this end, the annual and multiannual budget programming shall explicitly include, in a disaggregated manner, the economic envelopes for research.

Article 118. Researchers

The University will develop the research through its faculty and recognised research groups; this will be carried out mainly in university research departments and institutes.

Article 119. Research groups

1. The University will encourage the formation of research groups and networks involving its researchers.

2. A research group is a group of researchers who work in coordination in specific lines of research and develop a research activity of proven quality. Those responsible for the group must have the degree of doctor.

3. The University may recognise research groups at the request of the interested parties, in accordance with the criteria developed by the Research Commission and approved by the Governing Council. At the University of Zaragoza there will be a unique register of research groups.

4. The award by the University of resources for research will be linked to the recognition of the groups, without prejudice to the support for free individual research. Membership of groups may not be an absolute or exclusive requirement for the award of resources for research or scholarships, unless it is established in the corresponding national or international call.

Article 120. Promotion

The University shall promote scientific research, technological development and innovation, and in particular:

a) It will develop its own additional research programmes with respect to regional, national or

international ones.

b) It will promote the appropriate conditions for the development of the research activity, regardless of the geographical location of the center where it is carried out and the destination of the researcher.

c) It will encourage the presentation of research projects by research groups recognised by the University, departments and university research institutes, to the different calls of public and private, national, supranational and international bodies responsible for funding research.

d) It will foster collaboration with other private or public bodies and promote the necessary coordination between the different research groups.

Article 121. *Contribution to the training of teaching and research staff*

The academic, scientific and research activity of doctoral professors that effectively contributes to the training of teaching and research staff, objectively accredited through its various manifestations, will be recognised and taken into consideration for their teaching assignment; to this end, their teaching assignment will be reduced in order to stimulate and encourage this work.

Article 122. *Personal contribution to research*

1. The activity and dedication to research, the transfer and dissemination of scientific, technological or artistic knowledge of the teaching and research staff of the University will also be relevant criteria for the recognition of the merits achieved and to determine the efficiency in the development of their professional activity.

2. The University will facilitate the compatibility in the exercise of teaching and research and will encourage the development of a professional trajectory that allows a more intense dedication to the teaching activity or to the researcher.

SECTION 2 OF THE COMMISSION OF RESEARCH

Article 123. *Composition*

1. At the University of Zaragoza there will be a Research Commission designated by the Governing Council, to which it will report on its actions. It shall be presided over by the Rector or person to whom it delegates.

2. It shall consist of a maximum of 20 doctors appointed among the teaching and research staff with at least one period of research activity, distributed among the different macro-areas, and three representatives of the research staff in training, chosen by and among their members.

Article 124. *Functions and competences*

The Committee of Inquiry has the following functions and powers:

a) Advise the Governing Council on general research policy, research services and annual and multiannual priorities for action.

b) Evaluate and propose to the competent body the resolution of the University's own research calls that are entrusted to it by the Governing Council or the Rector.

c) Follow and verify the research activity of the University of Zaragoza.

d) Accrediting research staff in training in accordance with current regulations.

e) Stimulate, guide and support both research groups and individual researchers in relation to calls for research projects and programmes.

f) Observe and report on social and institutional trends and demands in the field of research, without prejudice to adequate attention to basic research.

g) Promote the establishment and award of awards and other distinctions to recognise research work.

h) Any other functions assigned to it under the law by these Statutes and their implementing rules.

SECTION 3 OF THE CHANNELS AND RESEARCH RESULTS

Article 125. *Transfer of results*

The University of Zaragoza will encourage the transfer of research results and support groups, professors, departments and research institutes in the conclusion of contracts for the realisation of scientific, technical or artistic works. It will have, for this purpose, a specific organisation of its own.

Article 126. *Collaboration contracts*

1. The signature or authorisation for the signing of agreements, contracts or collaborative projects shall correspond to the Rector or person to whom he delegates.

2. The Governing Council shall regulate the contribution to the general expenses of the income obtained from such agreements, contracts and projects and the manner in which the assets and resources derived therefrom are to be integrated into the patrimony of the University.

3. At the University there will be a register of agreements, contracts and collaborative projects.

Article 127. *Partnership regime*

The activities derived from the collaboration with other entities or natural persons provided for in university legislation shall be subject to the supervision of the University and shall have a common regulated regime established by the Governing Council, regardless of the entity or person that carries them out.

Article 128. *Promotion of instrumental entities*

1. The University, according to researchers who have developed an activity or process of relevance and with the participation of them, may promote the creation of companies, foundations or other legal entities.

2. To facilitate their participation in such entities, the University may grant its personnel leave, secondments, licenses or reductions of dedication, taking care of the needs of the service and in the terms that are established by law or regulation.

Article 129. *Participation of students and administration and service staff*

The University may approve a regulation for the participation of students in research, development or innovation activities linked to agreements, contracts or collaborative projects, as well as administration and service staff.

Article 130. *Inventions*

1. The University is responsible for the inventions made by its teaching and research staff with their personal, material and knowledge resources and that belong to the scope of the teaching and research functions of said staff. Likewise, the University is entitled to the inventions obtained as a result of the work carried out in execution of the contracts authorised to teaching and research staff in accordance with university legislation, unless a non-University destination has been contractually established.

2. When the ownership of an invention corresponds to the University in accordance with the first subparagraph of the first paragraph of this article, it may be transferred by the latter to the teaching and research staff author of the invention.

In this case, the University may reserve a non-exclusive, non-transferable and free operating license.

3. The provisions of the two preceding paragraphs shall also apply to plant varieties, topographies of semiconductor products and computer programs carried out by teaching and research staff under the same conditions.

4. Any invention referred to in this article must be notified by its author(s) to the University immediately and in writing. The University, in the exercise of its functions of transferring research results, supporting researchers and advising and processing invention patents, may establish regulatory requirements, inter alia, to ensure the necessary confidentiality of inventions during the aforementioned patent processing phase.

5. Teaching and research staff shall, in any case, have the right to participate in the benefits that the University derives from the exploitation or transfer of their rights over the inventions mentioned in the first paragraph of this article.

6. The Governing Council shall determine the percentages of participation in the profits obtained by the University from the exploitation of its rights over university inventions.

7. When the invention has participated professors or researchers from the University of Zaragoza, along with others belonging to public research entities, specific legislation will be taken into account.

8. The University will ensure that its inventions and research contracts are used to promote peace and disarmament and to contribute to the disappearance of social and economic inequalities between individuals and between peoples.

TITLE 5

From the university community

CHAPTER I

Teaching and research staff

SECTION 1 GENERAL PROVISIONS

Article 131. *Members*

1. The teaching and research staff of the University of Zaragoza will be composed of officials of the university faculty and staff hired by the University.

2. Official professors of university teaching bodies are university professors, university professors, university professors and university professors.

3. The teaching and research staff recruited shall be recruited in accordance with the following modalities: assistants, assistant professors doctors, contracted professors doctors, associate professors and visiting professors or any other established by current legislation. Likewise, the University may appoint professors emeritus under the conditions provided for in these Statutes.

4. Those who develop their research activity under the form of training or postdoctoral scholarships will be considered teaching and research staff for academic purposes and participation in the representative and government bodies of the University, provided that they are scholarships approved with the training and mobility programs of university or research staff in the framework of official calls or approved by the University of Zaragoza.

5. For the same purposes as those established in the previous section, researchers hired for specific work or service or through contracts provided for in the applicable legislation, for the development of specific scientific or technical research projects within the framework of official calls or approved by the University of Zaragoza, will also be considered as teaching and/or research personnel.

Article 132. Job Coverage and Recruitment

1. The University may fill on an interim basis the positions reserved for officials of the university teaching bodies or to the staff recruited, as long as they are provided definitively by the procedure established by law. Likewise, you may hire teaching or research staff for specific work or service.

2. The University may hire doctoral research staff in the terms established in the current legislation.

3. The University will ensure the recruitment of teachers in training. To this end, the Governing Council may set percentage recruitment limits for the different figures of teaching and research staff.

4. Teaching and research staff shall be recruited in accordance with the specific forms of employment at the university level or through those provided for in the Workers' Statute for the replacement of workers entitled to the job. For the development of scientific or technical research projects, research or technical personnel or other personnel may be hired through the contract of work for specific work or service.

Article 133. Rights

The rights of teaching and research personnel are those recognised by law and, in particular, the following:

a) Exercise the freedoms of professorship and investigation.

b) To be recognised and protected in the authorship of his work of management, teaching and research carried out in the performance of his functions.

c) Have the necessary means for the development of their functions and the fulfilment of their obligations, with specific attention to people with disabilities and according to the possibilities available to the University.

d) Be evaluated in its activity in accordance with public, objective, transparent and pre-established criteria, be aware of the results of the evaluations that affect it and obtain certification thereof.

e) Receive professional and academic training aimed at their further development.

f) Develop a professional career in which the promotion is taken into account according to the teaching and research merits and the management tasks performed.

g) Participate in the benefits obtained by the University as a result of exploiting the results of its research, development and innovation activity in which it has participated.

h) Be informed by the various bodies of the University of which it has a direct interest, in accordance with the principle of transparency.

i) Participate in the governing and representative bodies of the University, as established in these Statutes.

j) Have occupational safety and health conditions, in the terms established in the current legislation on risk prevention and, in particular, be protected and protected against harassment at work.

k) Engage in trade union activity.

l) Project their professional knowledge in society, in accordance with current legislation.

m) To engage in collective bargaining and to participate in the determination of working conditions.

Article 134. Duties

1. The following are the duties of the teaching and research staff, in addition to those established by law:

a) Comply with the Statutes of the University of Zaragoza, as well as its implementing rules.

b) Fulfill its academic, teaching, mentoring, research and management obligations, with the scope and dedication that are established for each category.

c) Keep up to date their knowledge and teaching methodologies.

d) Submit to the procedures and systems for evaluating the performance of its activities as established by the Governing Council and inform the competent body of its teaching, research and management activities.

e) Collaborate with university governing bodies in the exercise of their functions and exercise responsibly the positions for which he has been elected or appointed, without prejudice to their renunciabile character.

f) To inform the University of all the findings, discoveries and results susceptible to legal protection and to collaborate in the processes of protection and transfer of the results of their research.

g) Respect the heritage of the University of Zaragoza, its name, symbols and emblems, as well as its due use.

h) Observe the guidelines and guidelines inherent in good practices and ethical principles in the performance of their duties, with particular attention to those aimed at avoiding plagiarism.

i) Use the name of the institution to which it belongs in carrying out its management, teaching and research activities.

j) Observe safe working practices in accordance with the applicable regulations, take the necessary precautions in terms of occupational risk prevention and ensure that the staff in charge comply with these practices.

2. The disciplinary regime of teaching and research staff, which will ensure the effective fulfilment of their obligations, will be that established in the applicable legislation.

Article 135. *Monitoring and evaluation*

Those who make up the teaching and research staff and the different units in which they are structured will be subject to the inspection of services and evaluation systems that, in accordance with these Statutes, regulate the rules approved for this purpose by the Governing Council.

Article 136. *List of posts and staff*

1. The list of posts shall include, duly classified, all those of the official and contracted teaching and research staff. The list shall indicate the secondment department and the centre in which most of the teaching and research activity is to be carried out, together with the remaining legally required specifications.

2. The approval of the list of jobs, as well as its amendments, is the responsibility of the Governing Council. The Rector will make the proposal in the light of the requests of the departments and the reports to be issued in accordance with these Statutes, after negotiation with the representative bodies of the teaching and research staff.

3. For its elaboration, the teaching and research needs will be taken into account. The creation, modification and abolition of jobs will be carried out through the list of jobs.

4. The staff of the university's official and contracted teaching and research staff will be those resulting from the appropriations established in its budget.

5. The inclusion in the list of positions of associate professor will be accompanied by a report from the department on the causes that justify the hiring of a professional of recognised prestige external to the University.

Article 137. *Secondment*

Teaching and research staff shall be integrated into departments, without prejudice to their affiliation to a university research institute or other centre. The integration in the department will be determined by the link to it of the area of knowledge of your speciality.

Article 138. *Personnel registration*

The University will organise its registration of teaching and research staff in accordance with the provisions of current regulations.

Article 139. *Representative bodies*

The representation of teaching and research staff corresponds to the bodies established in their specific legislation. In any case, the University will respect the right not to organise, without negative freedom of association leading to any discrimination.

SECTION 2 OF THE SELECTION OF
TEACHING AND RESEARCH STAFF
OFFICIAL

Article 140. *Call and access commission*

1. The University will call the entrance competitions for the places corresponding to the university teaching bodies that have been approved and are endowed in the state of expenditure of the budget.

2. The Governing Council shall lay down the rules necessary for the call and deadlines for the holding of competitions. The calls will be published in the Official State Gazette and in the Official Gazette of Aragon. They shall indicate, at least, the characteristics of each place, the composition of the committee that will decide the entrance competition, the deadlines, terms and stages of the development of the competitions and the criteria for their award.

3. The committees to decide the competitions shall consist of the following five members, ensuring a balanced composition between women and men, unless it is not possible for duly substantiated and objective reasons:

- a) A university professor appointed by the Rector.
- b) Two professors official from the area of knowledge of the square and destined at the University of Zaragoza, appointed by the department, or, failing that, official professors who meet one of the above two requirements.
- c) Two professors officials from the area of knowledge of the square, appointed by the Governing Council among a foursome proposed by the department to which the square belongs.

Professors of universities of the Member States of the European Union and members of the staff of the Higher Council for Scientific Research who have achieved a position equivalent to that of professors or professors of university in the latter or in the latter may also be part of the access committees referred to in this paragraph.

4. In the access commissions for teaching places linked to care places in health institutions, only one teacher shall be appointed in accordance with each

of the paragraphs *b* and *c* of the preceding paragraph. The other two members, who will be doctors, must be in possession of the diploma of specialist that is required as a requirement to compete for the position, and will be elected in accordance with the applicable legislation.

5. All members of the entrance committee must have full teaching and research competence for the purpose of the competition, belong to a body of equal or higher category to that of the competition place and meet the other requirements laid down by law. The names and CVs of its members shall be made public prior to the celebration.

6. All members of the commission shall be appointed by the Rector, who shall appoint its chairman and secretary.

7. The same procedure will be followed for the proposal, appointment and appointment of alternate members.

Article 141. *Criteria for resolving access contests*

1. The selection committee for accredited staff will take into account, in order to solve the entrance competition, the suitability of the candidate's curriculum to the profile of the position, its adaptation to the type of tasks to be carried out and its proposal for academic action.

2. The selection process of the incumbent teachers will consist of two tests:

a) The first test will consist of the exhibition and debate of the curriculum, the teaching project, which will include the program of one of the subjects or subjects of which the area of knowledge in question is assigned in the center to which the position is initially attached, and the research project of the candidate.

b) The second test will consist of the presentation by the candidate, and subsequent debate with the committee, of an agenda item presented and chosen by the candidate.

3. The selection process of the professors will consist of an interview, conducted in public session, of the commission with each candidate who, taking into account the criteria set out in the first paragraph of this article, allows to assess their academic, teaching and research history and their teaching and research project, as well as to contrast their capacities for the exhibition and debate in the corresponding subject or specialty.

Article 142. *Claims Commission*

1. It is for the Complaints Committee to know what is in the way of the proposals of the accredited access commissions. The Complaints Committee shall draw up the motions for resolutions and submit them to the Rector.

2. The Complaints Commission will be composed of seven university professors from different areas

of knowledge, with at least two periods of research activity and two positively valued teaching periods. His choice, as well as that of his alternates, corresponds to the Cloister. Its term of office shall be four years and shall be renewed in halves every two years.

3. The Commission shall resolve complaints within the legally prescribed time limit, after hearing the access commission, the complainant and the candidates concerned. The expiry of the period established to resolve and notify shall be construed as rejecting the complaint submitted.

4. The Commission's resolution, which shall be binding, shall be reasoned, with a roll-call vote and record, where appropriate, of the dissenting votes.

SECTION 3 OF THE SELECTION OF
TEACHING AND RESEARCH STAFF
HIRED AND TEACHERS
EMERITUS

Article 143. *Call for tenders*

The recruitment of teaching and research staff by the University of Zaragoza will be carried out by means of the public call for tenders, which will indicate, at least, the number and characteristics of each place, the specific duration and the regime of dedication of the contracts, the composition of the commission that will resolve the competition, the deadlines, terms and stages of development of the competitions and the criteria for the award.

Article 144. *Selection of assistants, assistant professors and associate professors*

1. The selection of assistants, assistant professors and associate professors will be made through public competitions, with respect to the principles of equality, merit and capacity. They may be hired as assistants who have been admitted or are in a position to be admitted to doctoral studies.

2. The selection commissions shall consist of five members preferably from the area of knowledge or, where appropriate, related area, of the position convened, appointed on the proposal of the departmental council. The proposal will be made, first, among professors at the University of Zaragoza and, failing that, from other universities. All of them will be doctors, and at least three will be professors with permanent links to the University. Under no circumstances may teaching and research staff with a temporary contract be part of the selection commissions.

3. All members of the commission shall be appointed by the Rector, who shall appoint the President and Secretary, on a proposal from the departmental council.

4. The same procedure shall be followed for the

proposal and appointment of alternate members.

5. The contracts of assistants and assistant professors shall have the maximum duration laid down in the applicable legislation. The temporary contractual relationship of associate teachers may not last longer than four years; after this relationship has been interrupted or after the prescribed period, the corresponding invitation to tender must be carried out.

Article 145. *Criteria for resolving competitions for the selection of assistants, assistant professors and associate professors*

1. The selection committees of assistants, assistant professors and associate professors will decide the competitions according to the suitability of the curricula of the candidates to the area of knowledge through the application of objective criteria previously established by the corresponding department in accordance with the guidelines approved by the Governing Council, after hearing the Supervisory Commission of the Teaching Recruitment, which may not impose uniform and unique criteria for all calls. In the cases required, due to the specificity of the position, previously justified, the type of tasks to be carried out will also be taken into account. In the competitions of associate teachers, the experience of the candidates in relation to the position will be valued as a matter of priority.

2. The committee will hold a public interview with candidates who are shortlisted by objective criteria to, in accordance with those previously established for the award of the position, prosecute and evaluate the candidates.

3. The decision of the committee shall, in any case, be reasoned in accordance with the assessment criteria previously established, shall be binding and shall include the ranking of the selected candidates. The committee may declare the place subject to the competition void, justifying the inadequacy of the candidates.

Article 146. *Selection of contracted professors doctors*

1. The selection of teachers hired doctors will be made through public competitions, with respect to the principles of equality, merit and capacity.

2. Selection committees shall be formed in accordance with the provisions of the applicable regional legislation. The members shall belong to the area of knowledge of the position convened, shall be appointed by the Governing Council, on a proposal from the departmental council and appointed by the Rector, who, upon appointment, shall appoint, on a proposal from the departmental council, the President and Secretary of the Commission.

3. The same procedure will be followed for the

proposal, appointment and appointment of alternate members.

Article 147. *Process of selection of teachers hired doctors*

1. The selection process of the professors hired doctors for the development of teaching and research tasks will be carried out in accordance with the provisions for the selection of tenured professors.

2. The process of selecting professors hired doctors for the development of research tasks will consist of two tests:

a) The first test will consist of the presentation and discussion of the candidate's curriculum and research project.

b) The second test will consist of the presentation by the candidate, and subsequent debate with the committee, of an original research work carried out individually or as a team by the candidate.

3. The decision of the committee shall, in any case, be reasoned in accordance with the assessment criteria previously established, shall be binding and shall include the ranking of the selected candidates. The committee may declare the place to be open to competition, justifying the inadequacy of the candidates.

Article 148. *Guarantees*

1. It is the responsibility of the Complaints Commission to resolve those who stand against the proposals of the selection commissions of professors hired doctors.

2. It is the responsibility of the Rector to resolve complaints lodged against the proposals of the selection commissions of assistants, assistant professors doctors, associate professors and, where appropriate, of the rest of the teaching and research staff hired. To this end, it must obtain a report from the Supervisory Committee for Teachers' Recruitment.

3. The Supervisory Committee of the Teaching Recruitment will be composed of two professors with permanent links to the University of Zaragoza for each macro area, of which one, at least, will be a professor of the university teaching bodies. His choice, as well as that of his alternates, corresponds to the Cloister. His term of office shall be four years and shall be renewed in halves every two. It shall be presided over by the Rector or person to whom it delegates.

4. In order to fulfil its tasks, the Supervisory Committee for Teacher Procurement must necessarily hear the selection committee. It must also ensure the possibility for the remaining selected candidates to make submissions.

Article 149. Emeritus professors

1. Retired professors who have provided outstanding services to the University for a period of at least fifteen years may, at their own request, be appointed professors emeritus.
2. The Governing Council shall approve the rules on the appointment of emeritus professors of the University of Zaragoza that will determine, among other things, the outstanding services to be met by applicants, as well as the conditions and procedure according to which such appointment will take place; the latter may not last longer than two years, which may be extended by another two years, if the appointment has taken place after reaching the compulsory retirement age. In the latter case, after the time for which they have been appointed, they will retain the lifetime status of professors emeritus for honorific purposes.
3. The professors emeritus could continue to develop their research activity and collaborate in the teaching tasks of the department to which they are assigned. May not hold academic positions; however, they may be invited to the meetings of the governing and representative bodies, as well as be part of the advisory bodies that are created in accordance with the provisions of these Statutes.

Article 150. Visiting teachers

1. Visiting professors may be hired among professors or researchers of recognised prestige from other universities and research centers, both Spanish and foreign.
2. The procurement shall be carried out with the agreement of the Governing Council on a proposal from a research department or institute. This proposal shall be accompanied by a report on the candidate's activity and merits. The Rector may request another report from the national or regional external evaluation body.
3. The recruitment period shall not be less than one month and not more than two years, which may be part-time or full-time.
4. Visiting teachers will subscribe to a department and perform the tasks set out in the contract.

Article 151. Extraordinary collaborators

The Governing Council, on the proposal of a department, may agree to the appointment of extraordinary collaborators, without contractual relationship or remuneration by the University, among those specialists who by their qualification can contribute effectively to teaching and research. Such specialists must be engaged in a principal gainful activity, whether self-employed or employed, or, where appropriate, be in retirement. The appointment and any subsequent renewals may not exceed that of an academic year.

Article 152. Emergency recruitment

1. The Governing Council shall approve the regulations governing the urgent and temporary provision of places as a result of ensuing situations, and shall adequately guarantee the coverage of the teaching needs caused by this cause.
2. Recruitment for reasons of urgency may not last longer than one academic year. It shall be the responsibility of the Vice-Rector responsible, after hearing the Director of the department, to determine the dedication of the post provided by urgency. In any case, the needs of the service must be met.
3. The urgent recruitment procedure shall not require a public interview with the candidates.

Article 153. Assignment and teaching capacity

1. Assistants may collaborate in teaching tasks, without prejudice to their research training, in the terms provided for in the law. The teaching activity of the assistants will be supervised and supported by a teacher with full teaching capacity.
2. Doctoral assistant professors will have full teaching and research capacity.
3. The activity of the associate professors will be to develop teaching tasks through which they contribute their knowledge and experience to the University. They may also be exceptionally entrusted with teaching in general subjects of the discipline when there are difficulties in hiring teachers in a certain area of knowledge. The latter rule shall not apply to associate teachers hired under contracts with health institutions, who may be entrusted with teaching in general subjects of the discipline in any case. Associate teachers will have full teaching capacity.
4. Teachers hired doctors will have full teaching and research capacity, without prejudice to the specificities of contracts for research tasks as a priority.
5. Postdoctoral and training research personnel may collaborate in teaching tasks in the terms established by the Governing Council.
6. The dedication of the hired teachers will be that established in the legislation that is applicable to them, in the terms determined by collective bargaining.

SECTION 4TH OTHER PROVISIONS

Article 154. Re-entry of surpluses to active service

1. The re-entry into active service of professors of the University of Zaragoza who are on voluntary leave, for at least two years and for no more than five years, shall be automatic and final, at the request of the interested party, if there is a vacant position of the same body and area of knowledge. In another case, the re-entry will take place by obtaining a place through the corresponding entrance contest.

2. The temporary assignment of professors civil servants of the University of Zaragoza in a situation of voluntary leave who want to re-enter active service will be agreed by the Rector, provided that there is a vacant position in the corresponding area of knowledge.

3. If it is necessary for re-entry to pass the entrance contest, not participating in any of those called by the University of Zaragoza to cover places in its body and area of knowledge will determine the loss of provisional affiliation.

Article 155. *Sabbatical years*

1. The Governing Council may grant teaching and research staff with permanent links to the University sabbatical years, in accordance with the rules it establishes for this purpose.

2. In any case, in order to obtain this benefit, it will be mandatory to present the project of the activities that are planned to be carried out during the sabbatical period, as well as the commitment to present a report of the activities carried out.

3. During the sabbatical years the teacher will enjoy the remuneration authorised by the provisions in force.

4. The University will ensure that the possibilities of enjoying the sabbatical year are similar for all professors, regardless of the centres or departments in which they carry out their professional activity.

Article 156. *Licenses and permits*

1. The teaching and research staff of the University of Zaragoza, as determined by its Governing Council, may improve or supplement their training, for periods of less than six months, in another university or academic or scientific institution, with the maintenance of remuneration, provided that the department guarantees the fulfilment of their teaching tasks.

2. The Rector, in accordance with the criteria established by the Governing Council and after a report from the corresponding department, may grant unpaid leave, for a maximum of two years, to professors with permanent links to the University guaranteeing that during that period the teaching will be served from the budget credit corresponding to the position occupied by the professor requesting the permit. In such cases, the beneficiary of the active duty permit shall be considered for all purposes.

3. In order to be able to enjoy the permit established in the previous section, it will be necessary that the applicant has provided his services at the University of Zaragoza during at least the four years prior to his application.

Article 156a – *Temporary mobility*

Teaching and research staff belonging to the university teaching bodies attached to the

University of Zaragoza may be temporarily linked to another university, by virtue of the exchange agreements that both sign and in accordance with current legislation.

CHAPTER II

Of the students

SECTION 1 GENERAL PROVISIONS

Article 157. *Members*

1. Students of the University of Zaragoza have the status of all persons enrolled in studies leading to obtaining official university degrees and validity throughout the national territory, or those enrolled in an own study of more than fifty credits.

2. They will also have the status of students and their same rights, with the limitations, if any, established by the Governing Council, those who are enrolled in any other study of this University or in studies leading to the obtaining of an official degree in the framework of an interuniversity agreement with reciprocity, regardless of the university in which they study.

Article 158. *Rights*

1. The rights of students are those recognised by law and, in particular, the following:

a) Enjoy equal opportunities and non-discrimination due to any personal or social circumstance in the access to the University, admission to the centers, permanence in the University and exercise their academic rights.

b) Receive a quality theoretical and practical teaching aimed at their complete training, didactically appropriate and in accordance, in any case, with the curricula of the corresponding degree or specialty. To this end, the University will stimulate the possibilities offered by the use of information and communications technologies.

c) Know, before enrolment, the teaching offer and programming of each degree, the general evaluation criteria, the teaching schedules and the objectives and programs of the subjects, as well as the dates and time slots of the evaluation tests.

d) Review your grades, at least within seven school days after your public presentation, before the teacher or in the court that examined it, in accordance with the procedure determined by regulation.

e) Submit in each subject to two calls per course.

f) Elect teacher and group, in the terms established by the Governing Council, taking into account, among other circumstances, those related to the improvement of academic performance.

g) Have adequate facilities and means to allow the

normal development of their studies and their training.

h) Have the facilities and means that make possible the realisation of cultural and sports activities, understood as elements that contribute positively to their training.

i) Participate in the governing and representative bodies of the University and in its student councils, as established in these Statutes.

j) Participate in the activities oriented to their training that organises or concerts the University.

k) Inform and be regularly informed of issues of general knowledge for the university community.

l) Have the means to enable the effective exercise of their right of association and participation.

m) Participate in the control of the quality of teaching and services through the channels that are established.

n) Be advised and assisted by teachers and tutors in matters relating to their training and, in particular, to the elaboration of curricular design.

ñ) Enjoy the protection of the Social Security, in the terms established by the legislation in force.

o) Be recognised as authors of the works carried out during their studies, without prejudice to the provisions of these Statutes.

p) Have an assessment, as soon as possible, of a continuous, direct and objective nature. The assessment system for each subject, as a general rule, will be based on more than one test; however, students may request the completion of a single test for the passing of the subject they take.

q) Make use of the tutorials, which must be set at different times than the teaching of the subject and ensuring that it does not affect the attendance to class.

r) Obtain academic recognition for their participation in cultural, sports, student representation, solidarity and cooperation activities in the terms established by the Governing Council.

s) Participate in mobility programs, national and international, within the framework of university legislation.

t) Be informed and participate in the establishment and operation of the rules of permanence of the University approved by the Social Council, as well as the rules of disciplinary regime of the University.

u) Receive information and participate in the preparation of the verification reports of the titles.

v) Receive an attention that makes it easier to combine studies with work activity.

2. The University will pay special attention to ensuring the right to education of students with disabilities. To this end, it will establish on a

permanent basis a program of care for students with disabilities.

Article 159. Duties

1. The following are the duties of the students, in addition to those established by law:

a) Comply with the Statutes of the University, as well as the rules that are established.

b) Carry out the academic work of your university condition with sufficient use.

c) Respect the University's heritage, its name, symbols and emblems, as well as its proper use.

d) Exercise responsibly the positions for which they have been elected or appointed.

e) Contribute to the purposes and proper functioning of the University and to the improvement of its services.

f) Observe the guidelines and guidelines inherent in good practices and ethical principles in their academic activity.

2. The disciplinary regime for students will be that established in the applicable legislation, guaranteeing, in any case, the due advice of those affected by the procedure.

Article 160. Representative bodies

1. Student delegations are bodies of deliberation, consultation and, where appropriate, representation of the students of the University in each center. The delegation of each centre shall be composed of the delegates of the teaching group and the representatives of that centre to any collegiate governing and representative bodies. The delegation, constituted in full, will elect the permanent delegation of the centre. All students at the school will be able to collaborate with the student delegation and use their resources for this purpose.

2. The Student Council of the University is a body for deliberation, consultation and representation of students, before the governing bodies of the University. It will consist of a representation of the student delegations of each school chosen by its student councils. It shall be governed by a plenary and a standing commission elected by and among its members.

3. The regulations of the student delegations and the rules of election of the delegates of the teaching group will be approved by the boards of each center, on the proposal of the student council of the center. These rules and regulations must be in accordance with the guidelines established by the Governing Council, on the proposal of the Rector, after hearing the Student Council of the University.

4. The Student Council of the University shall be governed by a regulation drawn up by its members and approved by the Governing Council.

5. The rules for the election of student representatives in the different collegiate bodies of the University will be approved by the Governing Council, on the proposal of the Rector, after hearing the Council of Students of the University.

6. The Governing Council will establish recognition of the work of students in governing and representative bodies, in student delegations and councils and in the different commissions that may be created. In the same way, it will try to ensure that the exercise of its representative function does not prejudice its academic training.

Article 161. *Student associations*

1. Students, in the constitutional exercise of the right of association, will be able to create associations for their work in the field of the University.

2. The creation of the associations shall be in accordance with the provisions of the general legislation and the supplementary regulations agreed by the Governing Council, which shall also establish the regime relating to the exercise of its representative function.

3. The Governing Council shall regulate the requirements and requirements to be met by student associations in order for them to receive grants for their operation, within the resources available for the normal exercise of their activity, as well as the procedures for monitoring the implementation of such grants.

SECTION 2 OF ACCESS, PERMANENCE AND STANDARDS FOR THE EVALUATION OF STUDENTS

Article 162. *Access to the University*

1. Admission to the University of Zaragoza will be carried out with full respect for the criteria of objectivity and equality.

2. The Autonomous Community will establish the offer of places for admissions of new students, according to the University and on the proposal of its Governing Council.

Article 163. *Permanence*

The Social Council, after a report of the Council of Universities, will approve the rules that regulate the progress and permanence in the University of the students, according to the characteristics of the respective studies.

Article 164. *Scholarships and study grants*

The University will have a scholarship and study aid programme for students, which will be included in a specific item of its annual budget and will pay special attention to students with less economic

capacity and to promoting mobility in the European Higher Education Area. It will also seek to encourage the granting of credit to students.

Article 165. *Compatibility of obligations*

In order to provide attention that makes it easier to combine studies with work activity, the University of Zaragoza will provide formulas that reconcile academic and labor obligations prolonged over time.

Article 166. *Teaching programming and evaluation*

1. The Governing Council, after hearing the Student Council and the Committee on the Quality of Teaching Activity, shall draw up a Regulation on evaluation standards covering at least the following subjects:

- a) The system of calls.
- b) The scheduling of the evaluation tests.
- c) The appointment of evaluation tribunals.
- d) The rating review procedure.

2. In any case, the regulation shall ensure:

a) The conduct of evaluation tests in extraordinary periods in exceptional cases which, for academic reasons, are determined. These cases will include, at least, the subjects of curricula to be extinguished and those students who have exhausted the calls in a subject that prevents them from passing the first cycle or obtaining an official degree.

b) The right of the student to review any evidence for his evaluation, which may be specified, in the case of final evaluation tests, in the appeal to a qualified court from which the persons directly related to the case will be excluded. The teacher who has carried out the qualification of the test and its eventual review shall have the right, in any case, to communicate to this court the criteria that have substantiated its decision.

c) The right of the student to be evaluated, in the global tests, by a qualified court appointed for that purpose, following a written and reasoned request to the Dean or Director of the center. This court shall include, whenever possible, a teacher of similar subjects.

d) Publication of grades sufficiently in advance for students to exercise their right to review.

e) The conditions that facilitate the completion of subjects through a system of global evaluation, aimed at the compensation of subjects.

f) The eventuality that a subject can be approved through a continuous evaluation process.

g) The gradual adaptation of the system of evaluation of the subjects if there are substantial changes in the system of calls.

3. The centre boards may also authorise the conduct of evaluation tests in extraordinary periods

in exceptional cases which, for academic reasons, are determined.

4. The teaching plan of each school may establish, through the procedure laid down in these Statutes and provided that the resources of teachers allow, the teaching of the same four-month subject in the two quarters of an academic year, in order to achieve its objectives and facilitate the evaluation of the students.

CHAPTER III

Administrative and service staff

SECTION 1 GENERAL PROVISIONS

Article 167. *Members and guiding standards*

1. The administrative and service staff consists of officials of the scales of the University of Zaragoza, staff hired in the employment regime and civil servants of other administrations who serve in it.

2. Administrative and service personnel shall be governed by the legal and regulatory rules laid down in university legislation and by the instruments derived from collective bargaining.

Article 168. *Functions*

Administrative and service staff are responsible for supporting, assisting and advising, exercising academic, economic and administrative management and providing the services deemed necessary for the fulfilment of the University's purposes.

Article 169. *Rights*

The rights of administrative and service personnel are those recognised by law and, in particular, the following:

- a) Participate in the governing and representative bodies of the University, as established in these Statutes.
- b) Engage in trade union activity.
- c) To engage in collective bargaining and to participate in the determination of working conditions.
- d) Use university facilities and services, according to regulatory standards.
- e) Attend the activities that are considered of interest for the training of administrative personnel and services organised or arranged by the University of Zaragoza.
- f) Receive professional and academic training aimed at their further development. To this end, the University will promote continuing training, making it easier for such staff to follow programmes that increase their professional skills and competences.

g) Have occupational safety and health conditions, in the terms established in the current legislation on risk prevention and, in particular, be protected and protected against harassment at work.

h) Know the functions assigned to your job and have the necessary means for the development of them and for the fulfillment of their obligations, with specific attention to people with disabilities and according to the possibilities available to the University.

i) Be informed by the various bodies of the University of which it has a direct interest, in accordance with the principle of transparency.

j) Develop a professional career in which your promotion is included according to the professional qualification or the level of qualification.

k) Be evaluated in your activity, know the procedure and result of the evaluations that affect you and obtain certification of these results.

Article 170. *Duties*

1. The duties of administrative and service personnel, in addition to those established by law, are the following:

- a) Comply with the Statutes of the University, as well as the rest of the university regulation.
- b) Perform the tasks in accordance with the principles of legality, effectiveness, efficiency, objectivity and coordination, contributing to the purposes and improvement of the functioning of the University as a public service.
- c) Participate in courses, seminars and other activities aimed at the training and development of administrative and service staff.
- d) Fulfill their work obligations with the scope and dedication that are established for each category.
- e) Respect the heritage of the University of Zaragoza, its name, symbols and emblems, as well as its due use.
- f) Assume the responsibilities that entail the representative positions for which he is elected or appointed.
- g) Observe the guidelines and guidelines inherent in good practices and ethical principles in the performance of their tasks.
- h) Observe safe working practices in accordance with the applicable regulations, take the necessary precautions in terms of occupational risk prevention and ensure that the staff in charge comply with these practices.

2. The disciplinary regime of administrative and service personnel, which will ensure the effective fulfilment of their obligations, shall be as laid down in the applicable legislation.

Article 171. *Monitoring and evaluation*

Those who make up the administrative and service personnel and the different units in which they are structured will be subject to the inspection of services and evaluation systems which, in accordance with these Statutes, regulate the rules approved for this purpose by the Governing Council.

Article 172. Remuneration

Administration and service staff will be paid from the University's budget. The amounts of basic and supplementary remuneration shall be approved each year together with him.

Article 173. List of jobs

1. The list of jobs of administrative and service staff will be drawn up by the Management, at the initiative of the Rector, having regard to the reports and requests submitted by the centres, departments, institutes and services and after negotiation with the representative bodies of said staff. The Rector shall submit it to the Governing Council for approval.

2. In order to establish the list of posts for administrative and service staff, the Governing Council shall define in advance the general criteria for the establishment of job profiles and staffing requirements.

3. The list of jobs of the University will be reviewed and approved every two years, when there are changes in the organizational structure and, potentially, each year if the new needs so require.

Article 174. Scales

1. The scales and professional categories of the administration and services staff of the University may be created, modified or deleted, in accordance with current regulations, by the Governing Council, following a report by the Management and after negotiation with its representative bodies.

2. The scales of administration and services of the University of Zaragoza will be structured according to the degree required for admission, according to the current provisions.

Article 175. Personnel registration

The University will organise a register of administration personnel and services, in accordance with the provisions of the current regulations.

Article 176. Representative bodies

The representation of administrative and service staff corresponds to the bodies established in their specific legislation. In any case, the University will respect the right not to organise, without negative freedom of association leading to any discrimination.

Article 177. Collaboration with other entities or natural persons

Administrative and service personnel may

participate in the development of collaborative activities with other entities or natural persons through the exercise of the functions that correspond to them, and may be remunerated in the manner established.

Article 178. Licenses and permits

1. The administrative and service personnel of the University, as determined by the Governing Council, may improve or supplement their training, for periods of less than six months, in other universities or academic or scientific institutions, with the maintenance of remuneration, provided that the Management guarantees the fulfilment of their tasks.

2. The Rector, in accordance with the criteria established by the Governing Council, after a report from the Management, may grant unpaid leave, for a maximum of two years, to permanent administration and service personnel, ensuring that during that period his tasks will be carried out from the corresponding budget appropriation. In such cases, the beneficiary of the active duty permit shall be considered for all purposes.

3. The University of Zaragoza will promote the conditions for these staff to perform their functions in universities other than this, being able to formalise agreements with other universities or public administrations that guarantee the right to mobility under the principle of reciprocity.

SECTION 2 OF THE SELECTION AND
PROVISION OF JOBS OF THE
ADMINISTRATIVE PERSONNEL AND
SERVICES

Article 179. Selection of personnel

1. By virtue of its autonomy regime and in accordance with the provisions of the law, the University will select administrative and service personnel according to the principles of advertising, equality, merit and capacity.

2. The selection of staff will be made in accordance with the annual job offer, which will be negotiated in advance with their representative bodies, through public notices and through the competition, competition and competition systems. The notices shall be published in the Official State Gazette and in the Official Gazette of Aragon and shall state the requirements to be met by applicants, as well as the selection and qualification procedure, the specific years, the programme of matters to be required, the composition of the court to judge the evidence, the procedure for the abstention and recusal of its members, the appeals against the proceedings and decisions of the court and the procedure for the appointment of those who pass the selective tests.

3. Selection tribunals, whose proceedings and decisions shall be public, shall be composed of the following:

- a) The University Manager, or person to whom you delegate, who will act as president.
- b) Two members of the University, appointed by the Rector.
- c) Two members proposed by the Management and Services Board of official staff or by the Works Committee, as appropriate.
- d) An official of the University, who will act as secretary, with voice but without vote. All members of the selection board must comply with the legally established requirements.

Article 180. *Internal promotion*

1. The University will ensure the internal promotion of administrative and service staff. In the preparation of the rules of the calls for selection will follow the procedures established in the current regulations.

2. In the calls to fill existing vacancies in a certain scale of administration and service officials of the University of Zaragoza, places will be reserved for the internal promotion of officials who, serving in it, meet the requirements of the regulations in force for access to that scale.

Article 181. *Provision of jobs*

1. The provision of vacant posts for civil servants and labour shall be carried out in accordance with the regulations on the provision of posts drawn up by the Governing Council and in accordance with

the law in force, after hearing the representative bodies of administrative and service staff.

2. The provision of jobs will be carried out by means of a competition. Only those posts determined by the University according to the nature of its functions and in accordance with the general regulations of the public service may be filled by the system of free designation.

3. The call for competition shall define the requirements to be met by applicants for the job and the merits to be assessed for their provision.

4. The management of the University, after negotiation with the representative bodies of the officials, will establish a general scale of merits, in accordance with the principles of equality, merit and capacity.

5. The competitions will be resolved by a commission composed of the Manager, two members of the University appointed by the Rector and two members proposed by the representative bodies of administrative and service staff. An official shall act as secretary, with a voice but without a vote.

6. The actions and resolutions of these competitions shall be reasoned and made public.

Article 182. *Mobility*

The jobs of administrative and service personnel of the University of Zaragoza, which may be held by officials of the University of Zaragoza, may also be performed by officials of other universities and administrations. To this end, agreements may be drawn up to guarantee the right to mobility of the respective staff, inspired in any case by the principle of reciprocity.

TITLE 6

Assistance services to the university community

CHAPTER I

Of its general regime

Article 183. *Concept, creation, modification and deletion*

1. University services are administrative support units for research, teaching and study and assistance to the university community.
2. General services are those whose level of coordination or action exceeds the scope of a department, center or university research institute.
3. The creation, modification and removal of services shall be approved by the Governing Council.

Article 184. *Regulation*

1. The general university services will be governed by a specific regulation, drawn up with the participation of its staff, which will be approved by the Governing Council.

2. The rules of procedure of the General Service shall reflect at least:

- a) The object, purposes and competences.
- b) The structure, scope and operating regime of the service, which will be consistent with the University's own general structure.
- c) The characteristics of your staff.
- d) The economic regime.

3. The rest of university services will be governed by what is established by the Governing Council.

Article 185. Address

1. Each general service will have a Director responsible for its management and operation, who will have the necessary characteristics of professionalism and experience. It will be appointed by the Rector, on which he will depend organically.

2. The Director shall draw up an annual report on the management and functioning of the service.

Article 186. Monitoring and evaluation

The Governing Council shall establish a procedure for monitoring and evaluating the quality and efficiency of services, involving the representatives of users and the various sectors of the university community.

Article 187. Coordination

The Rector, assisted by the Governing Board, shall ensure compliance with the various regulations and consistency in the allocation and objectives of the services, coordinate the harmonious functioning of the services, establish their annual objectives and establish and provide the necessary resources, both human and material, for their achievement.

CHAPTER II

Of the Library, Archives and Service of Computing and Communications

Article 188. Library

1. The Library is the information resource management unit for learning, teaching, research and continuing training. It also participates in the activities related to the management and operation of the University.

2. The Library's mission is to preserve, increase, access and disseminate information resources, as well as collaborate in the processes of knowledge creation in order to contribute to the achievement of the University's objectives.

3. The Library manages the different information resources, regardless of the budgetary concept and procedure with which they have been acquired or their material support or location.

Article 189. Archive

1. The University Archive integrates all documents of any nature, time and material support, within the framework of a unique management system, whose purpose is to provide access to documentation to all members of the university community and contribute to the rationalisation and quality of the university system.

2. The Archive Service incorporates electronic documents and participates in the implementation processes of information and communication technologies, using the appropriate techniques and

methods for this purpose.

3. The University will aim to implement the archival system, integrating in it the historical and administrative archives, for the best achievement of the stated purposes and in accordance with current regulations.

Article 190. Information and Communications Service

1. The Information and Communications Service is the unit responsible for the general organisation of automated information systems for the support of teaching, research, study and management.

2. They are functions of the Information and Communications Service:

a) Planning, management and maintenance of information and communication systems, as well as IT applications.

b) Attention to the university community in the use of computer systems for the performance of teaching, study, research or management tasks.

c) The coordination and revitalisation of technological aspects falling within the scope of its competence.

CHAPTER III

Of senior schools and residences University students

Article 191. Senior schools

1. Senior schools provide residence for students, promote the cultural and scientific training of their residents and project their activity at the service of the university community.

2. The University of Zaragoza will be able to create major colleges by agreement of its Governing Council.

3. Any public or private entity may promote the creation of a major college. Its recognition as such will require the conclusion of an assignment agreement with the University of Zaragoza, which must be approved by the Governing Council. The Director shall be appointed by the holding entity, following a report by the Governing Council.

4. The organisation and operating regime of the major colleges shall be those established in the regulations approved by the Governing Council and in their respective statutes. The regulations and statutes of the university's own major schools must include a reservation of places for students from Aragon who, if not occupied, will increase the offer in general.

Article 192. *University residences*

1. The Governing Council may set up university residences that provide accommodation for members of the university community.
2. The Rector may authorise the assignment of university residences, which will require the conclusion of an assignment agreement approved by the Governing Council.
3. The university residences may be managed in any of the forms established in the current legislation.

CHAPTER IV

Sports activity and university extension

Article 192a – Sport and cooperation

1. The University of Zaragoza will promote the

practice of physical and sports activity, as part of the training and development of members of the university community, international cooperation and solidarity.

2. The following are lines of action for the achievement of these objectives:

- a) The organisation of a service to favor the sports practice of the members of the university community.
- b) The organisation of sports activities and competitions.
- c) The participation of its members in cooperation projects and the implementation of activities and initiatives that contribute to the promotion of a culture of peace, sustainable development and respect for the environment.
- d) The dissemination of humanistic and scientific cultures to society.

TITLE 7

Of the economic, financial and patrimonial regime

CHAPTER I

Economic and financial autonomy

Article 193. Economic and financial autonomy

The University of Zaragoza enjoys economic and financial autonomy and will have the necessary resources for a quality operation.

CHAPTER II

Of the university budget and its financing

SECTION 1 OF THE PLANNING

Article 194. *Multiannual programming*

1. In order to be able to achieve the objectives set out in these Statutes, the Board of Directors shall draw up for submission to the Governing Council a multiannual action plan that is economically evaluated, which may be reviewed in each financial year before the adoption of the budget, in accordance with the objectives that are intended to be achieved throughout the year and establishing the systems for assessing compliance.
2. The multiannual plan shall be approved by the Social Council on a proposal from the Governing Council.
3. The approval of the multiannual plan empowers the Rector to formalise the agreements and contracts-programmes aimed at their

compliance, with the obligation to report them to the Governing Council and the Social Council.

SECTION 2 OF THE BUDGET

Article 195. *Budgetary regime*

1. The development and execution of the budget and the general account of the University as well as its internal or external control shall be in accordance with the rules and procedures established by the Government of Aragon. Within the scope of its competence, the Governing Council shall adopt the relevant rules and procedures.

2. In any case, the structure of the University's budget and general account, which will reflect its financial and economic situation, will comply with the rules that generally govern for the public sector, for the purposes of its accounting standardisation.

Article 196. *Budget*

1. The economic and financial management of the University shall be governed by an annual, public, single and balanced budget, comprising all its revenues and expenses.

2. The preliminary draft budget shall contain the amount of the grant granted by the Autonomous Community, in accordance with the financing model established.

3. Once the transfer for current and capital expenditure has been allocated to the University set annually by the Autonomous Community, the Governing Council will approve the draft budget,

which will be submitted to the Social Council for approval.

4. If the budget is not adopted before the first day of the financial year concerned, the budget of the previous financial year shall be automatically understood to be carried over until the adoption of the new budget.

Article 197. Budgetary structure

1. The following revenue shall be included in the budget:

- a) Transfers for current and capital expenditure.
- b) Revenues from public prices of academic services and other legally established rights. Compensations corresponding to amounts arising from the exemptions and reductions to be established shall be included.
- c) The prices of own education, specialisation courses and other similar activities.
- d) Grants, inheritances, bequests and donations received *from* any entity, public or private.
- f) Income derived from credit operations arranged for the fulfilment of their purposes.
- g) Revenue from collaboration contracts.
- h) The remnants of treasury and any other income.

2. Expenditure shall be recorded by separating flows from investment flows. The statement of current expenditure shall be accompanied, specifying its costs, by the establishment plan of all categories of the University, which shall include the list of posts of teaching and research staff and administration and service staff.

3. The following shall be included as expenditure:

- a) Staff costs and contributions, benefits and social expenses.
- b) Current expenditure on goods and services arising from its operation.
- c) Financial expenses.
- d) Current transfers, scholarships and grants.
- e) Real investments to meet the increase in assets and the realisation of all kinds of works and facilities, as well as the acquisition of scientific and other material.
- f) Financial liabilities arising from credit transactions.

Article 198. Budgetary amendments

1. The appropriations shall be considered expandable on the basis of the actual collection of the duties concerned or the recognition of specific obligations of the respective financial year.

2. Budgetary changes involving a change in the revenue forecast shall be made as soon as they are known. Such changes shall alter expenditure estimates to the same extent and shall be made using criteria and procedures similar to those used in the preparation of the budget.

3. Revenue from cash balances shall be incorporated into the budget once the implementation of the previous budget has been approved and redistributed in the expenditure budget according to the origin of those balances. However, the foreseeable balances may be included in the preparation of the budget.

4. Where changes to the expenditure forecasts are foreseen and these cannot be met with the provisions of the preceding paragraphs, the expenditure budget shall be redeployed.

5. The budgetary amendments shall be approved by the Governing Council, except those which account for less than five per cent of the chapter concerned, which shall be approved by the Rector who shall inform the Governing Council thereof. The budgetary amendments that are legally applicable will be submitted to the Social Council for final approval.

Article 199. General account

1. At the end of each financial year, the Management will propose to the Governing Council the general budget execution account, which will be submitted to the Social Council for approval.

2. The general account shall comprise the balance sheet, the economic outturn account, the statement of liquidation of the budget and the report.

Article 200. Economic management rules

The Governing Council shall approve the basis for the implementation of the budget, which shall be developed into rules of economic management. The latter will be reviewed annually.

SECTION 3 OF PUBLIC PRICES

Article 201. Official titles

1. The public prices for the studies to obtain official degrees and other rights that are legally established will be fixed by the Government of Aragon, within the limits established by the General Conference on University Policy, and will be related to the costs of providing the service.

2. A system for the fractional collection of public prices may be established.

3. The Rector may agree to the exemption from the payment of tuition in the cases legally established.

4. The academic pricing policy should be complemented by a general policy of scholarships and grants. Likewise, the University will try to favor

the granting of credits to students.

Article 202. *Own degrees and university extension activities*

1. The prices of own teaching, specialisation courses and other university activities will be approved by the Social Council together with the annual budgets where they are included. The Social Council may delegate to the Rector the fixing of prices for own securities or the system for updating prices for successive financial years if the activity is repeated.

2. Public prices for university extension activities shall be approved by the Social Council on its own initiative or on a proposal from the Governing Council.

SECTION 4 OF THE USE OF THE CLAIM

Article 203. *Credit operations*

The Rector, subject to the authorisation of the Governing Council, may conclude credit operations in accordance with the provisions of the legislation in force. Indebtedness operations must be supervised by the Social Council and authorised, in any case, by the Autonomous Community.

SECTION 5 OF ECONOMIC CONTROL AND ACCOUNTING

Article 204. *Economic control and accounting*

1. In order to ensure internal control of the expenses, income and investments of the University, the Manager will organise his accounts according to the principles of budgetary, patrimonial and analytical accounting.

2. The annual accounts shall be adapted to the general rules of the public sector and, where appropriate, to those established by the Autonomous Community.

3. The university structures or any other expenditure unit shall have their own simplified accounting, which shall conform to the principles and criteria governing the general accounting system of the University.

CHAPTER III

Of heritage

Article 205. *Heritage*

1. The patrimony of the University constitutes all of its assets, rights and obligations.

2. Assets purchased from research projects and collaboration contracts will form part of the

University's heritage and must also be integrated into the inventory.

3. The University of Zaragoza assumes ownership of state assets in the public domain that are affected by the performance of their functions, as well as those that in the future will be used for these same purposes by public administrations.

4. Except for the provisions of the previous section, the assets of the Cultural Heritage, without prejudice to their affiliation to the University. The owner shall bear the costs of conservation and restoration.

5. The governing bodies of the University, in their respective fields of action, shall establish a policy of maintenance and permanent adaptation of the University's heritage to its purposes. For this purpose, the University may make improvements of all kinds, from its budget, in its assets and in those transferred in use.

Article 206. *Administration and disposal of assets*

1. The administration, defection and disposal of the assets in the public domain, as well as the administration and disposal of the patrimony of the University, shall comply with the general rules governing the matter, and in particular with the legislation on heritage of the Autonomous Community, referring to the university governing bodies should be understood as mentions of that to the regional bodies.

2. Acts of disposal of university-owned immovable property, as well as movable property whose value exceeds one percent of the University's budget or, where applicable, the amount fixed in accordance with the legislation applicable to the Social Council, according to external expert assessment, shall be agreed by the Governing Council, with the approval of the Social Council.

3. It is for the Governing Council to lay down the rules relating to the disposal and other forms of disposal of its goods, rights or services and to agree on the acquisition of immovable property and the disposal of property.

Article 207. *Reversion*

The public administrations may agree to the assignment of property owned by the University for use in the functions of the University. In case of reversal of such assets, the University shall be entitled to reimbursement of the updated value of the improvements.

Article 208. *Inventory*

1. The University will keep up-to-date the inventory of its assets and rights, with the only exception of those of a fungible nature, for which the Management may collect the necessary data from the university bodies.

2. The inventory shall include, with due separation, the assets whose ownership or enjoyment must be reverted to the patrimony of the University, fulfilled a certain condition or term.
3. The Governing Council shall regulate the procedure for delisting the assets included in the inventory, as well as the forms of disposal.

d) The Economic and Financial Report shall be sent to the Social Council for appropriate purposes.

2. The extensions of the foundational endowments or contributions to the social capital by the University will be subject to the same requirements indicated in the previous section.

CHAPTER IV **Of recruitment**

Article 209. *Contracting Authority*

The Rector is the contracting authority of the University and is entitled to conclude on his behalf the contracts in which it intervenes, without prejudice to the authorisation of the Social Council, where appropriate.

CHAPTER V **Of the university public sector**

Article 210. *Of FV entities*

1. The University may create, by itself or in collaboration with other entities, any kind of legal entity in accordance with the applicable general legislation. Its approval will take place by the Social Council on a proposal from the Governing Council.
2. The foundational endowment or the contribution to the share capital of the previous entities shall comply with the rules established for this purpose by the Autonomous Community.
3. The entities in which the University has a majority interest in its capital or equivalent equity fund will be subject to the obligation to report within the same deadlines and procedures as the University.

Article 211. *Criteria for its foundational endowment or contributions to share capital*

1. The foundational endowment or contribution to the social capital of the entities created by the University under university legislation shall be subject to the following criteria:
 - a)* It will be allocated specific allocation in the budgets of the University.
 - b)* It shall be proportionate to the estimated viability of the achievement of the entity's academic, social and economic objectives.
 - c)* No assets of the university public domain can be provided other than in a concession or transfer of use regime, establishing in the founding agreement its duration and return to the University.

TITLE 8

Of the reform of the Statutes

Article 212. *Reform initiative*

The initiative of the reform, in whole or in part, of these Statutes corresponds to the University Cloister on the proposal of at least one fifth of its members, or to the Governing Council, which must agree by an absolute majority of its members.

Article 213. *Processing and approval*

1. The regulation of the Cloister shall regulate the formal requirements of the reform initiatives, the procedure and the deadlines for the processing and approval of draft amendments to these Statutes. In particular, the regulation should provide for a legal opinion on the reform initiative. Draft amendments to the Statutes may not be submitted in the three months preceding the end of the term of office of the Cloister.

2. The approval of the draft amendments to these Statutes will require the favorable vote of the absolute majority of the members of the Cloister. However, provided that two-thirds of the members of the Cloister had participated in the vote, the favourable vote of three-fifths of the validly cast votes will be sufficient for the approval of the reform drafts.

3. [The reform projects, once approved by the Cloister, will be submitted to the Government of Aragon for appropriate purposes.](#)

4. If, in the procedure provided for in the previous paragraph, concerns of legality are detected, the Cloister shall decide on the proposed remedy, and the same majorities as for the reform of the Statutes are required for approval.

ADDITIONAL PROVISIONS

First. *Agreements with health institutions*

1. In the legally established terms, the University of Zaragoza will have the assistance network of the health system of Aragon for teaching and research in university degrees in the field of medicine and other health sciences.

2. In the agreements signed for this purpose, the University of Zaragoza will seek to achieve the following objectives:

a) The cooperation of the staff of the health institution to carry out university activities, as well as the cooperation of teachers of health science centres and departments in teaching, care, research and management activities in the concerted health institution.

b) That university hospitals have the highest level of teaching, care and research and that their medical and health science professionals participate in teaching activities such as professors with a linked position or as associate professors of the University of Zaragoza, through the corresponding selection processes. In order to give effect to their duties, the linkage of the official teaching staff will have the appropriate equalisation between the teaching level and the care level.

c) That in university hospitals the Medical Director is appointed among his professors with linked position or associate professors, following a favorable report from the governing bodies of the University of Zaragoza and the health institution, establishing, within the legal framework, compatibility formulas for the performance of the teaching position and the position of hospital management.

Second. *University Residence of Jaca*

1. The University Residence of Jaca will allocate its facilities to the realisation of academic activities of the University of Zaragoza, as well as to the provision of different university services to hold priority summer courses, meetings, seminars, congresses and sports activities organised by the University of Zaragoza.

2. It will also serve as accommodation for members of the university community, always according to the needs of the service.

Third. *Electoral guarantees*

1. In the University of Zaragoza there will be a Central Electoral Board that will know in the sole administrative body the issues that arise in relation to the processes for the election of the central organs of the University and, in the form of appeal, after the decision of the electoral body of instance, of which they are raised in relation to the processes for the election of the organs of its centers, departments, institutes and other structures.

2. It is for the Governing Council to determine the composition of the Central Electoral Board, of which, in any case, the Secretary General, who will chair it, the Dean of the Faculty of Law and an official professor doctor of a legal area appointed by the Rector.

3. This Electoral Board shall apply the weighting coefficients corresponding to the vote in the elections to Rector.

Fourth. *Bioethics*

1. The University will know through the

corresponding ethical commissions the research that is carried out in any of its centers, institutes, university or associate hospitals, other health centers, or other institutions related to it and that are carried out using biological structures or living beings.

2. Ensure that clinical research, experimental evaluation of chemicals or medicinal products by administering or applying them to humans, healthy or sick, for the purpose of handling biological elements for genetic or other research purposes, are carried out in accordance with good clinical practice. It shall also ensure good research, teaching and specific vocational training practices in activities related to animal experimentation in which vertebrate living beings, excluding humans, are used in accordance with legal and ethical criteria.

3. In all cases such investigations shall be carried out in accordance with the legislation in force and the ethical principles set out in the Helsinki Declaration of June 1964 and successive, as well as the European directives in this regard.

Fifth. University Legal Service

1. Legal assistance to the University will be provided by Legal Service Legal Service Scale staff members of the University's Legal Service.

2. The Legal Service Staff Scale is created and will be covered by public notice and competition. Within a maximum period of two years, the number of places of this scale will be agreed, among which will necessarily include those that integrate at that time the Legal Cabinet of the University. The posts of the Legal Service of the University shall be assigned exclusively to the officers of the Legal Scale of that Service.

3. Lawyers of the Legal Service of the University in active service may not sit on the Board of Directors or the Rector's Office or perform legal advisory functions other than those assigned to the job they hold.

4. The Governing Council shall approve the rules of procedure of the Legal Service of the University.

Sixth. Electoral system

1. The election of the representatives of the teaching and research staff in the collegiate bodies of government and representation shall be carried out by means of a proportional electoral system.

2. The Governing Council shall regulate the system of secondment of teaching and research staff to the different centres, for electoral purposes.

Seventh. Grouping of knowledge areas in macro-areas

The Governing Council shall group the areas of knowledge into macro-areas, for the purposes of the provisions of these Statutes.

Eighth. Generic terms

The generic mentions in masculine that appear in the articles of these Statutes shall also refer to their corresponding feminine.

Ninth. Right to collective bargaining

Within the framework of the provisions of Law 7/2007, of April 12, on the Basic Statute of Public Employees, the University of Zaragoza will have the negotiating tables that, agreed with the legitimate representation, allow the exercise of the right to negotiate the determination of the working conditions of its teaching and research staff and administration and services, as well as on the subjects regulated in these Statutes that form part of the content of their right to collective bargaining.

Tenth. Permanent linkage

Professors with permanent links to the University are the officials of the university teaching bodies and the professors hired on an indefinite basis.

Eleventh. Equality-related forecasts

The University of Zaragoza will promote the balanced presence of women and men in the selection and evaluation bodies of its staff, as well as in the applicable electoral rules for electing members of collegiate bodies.

Twelfth. Related researchers

Research staff with legal relationship and direct dependence of institutions or entities

PROVISIONS

First. Suppressed

Second. Adaptation of academic entities to the new regulations

The School of Legal Practice, the Professional School of Labor Medicine, the Institute of Agricultural Law, the Clinical Veterinary Hospital, the Center for Research on Energy Resources and Consumptions (CIRCE Foundation) and other academic entities of the University of Zaragoza will adapt their organisation and operation to what is established, where appropriate, in general legislation, as well as in university legislation and in these Statutes, within a maximum period of two years from their entry into force.

Third. Suppressed

Fourth. Suppressed

Fifth. Associate teachers with full-time dedication

Full-time associate professors will be counted, for electoral purposes, as collaborating professors in the event that they do not have the title of doctor, even if they are from areas in which it is not possible to hire them in accordance with current university regulations, and as professors hired doctors if they have it.

Sixth. Suppressed

Seventh. Suppressed

Eighth. Transitional arrangements for teachers

1. The University of Zaragoza may call assistant or assistant professor places, which will be provided in the form established in these Statutes, in areas of knowledge with teaching and research needs in which there are doctors who have obtained the degree of doctorate and benefited from a predoctoral scholarship of the national program or approved in the calls from 1999 to 2002.

2. Those who on the entry into force of Organic Law 6/2001, of December 21, of Universities, are hired at the University of Zaragoza as assistants or [who carry out their activity at the University of Zaragoza will have the status of external researchers linked in accordance with the legislation that is established and the agreements that, for this purpose, are agreed. They may, where appropriate, participate in teaching as extraordinary collaborators.](#)

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associate teachers may request the extension of their contracts, in accordance with the fourth transitional provision and the first paragraph of the fifth transitional provision of that Law. The extension agreement will require the prior favorable report of the department, which will decide at least on the existence of teaching and research needs.

3. Those who, on the entry into force of Organic Law 6/2001, of December 21, of Universities, are hired at the University of Zaragoza as part-time associate professors may request the transformation of their contract into another associate professor of a work nature.

4. Without prejudice to the provisions of the autonomous regulations governing the regime of university teachers hired, those who, at the entry into force of Organic Law 6/2001, of 21 December, on Universities, were hired at the University of Zaragoza as assistants or associate professors on a full-time basis, as well as those who are hired under the 'Ramón y Cajal' programme, may request the transformation of their contracts into those of assistants, assistant professors or collaborating professors without the application of the third section of the first chapter of Title 5 of these Statutes. The agreement to transform the contract will require the previous favorable report of the department, which will decide at least on the existence of teaching and research needs. Collaborative teacher contracts concluded under this section shall not extend beyond the end of academic year 20042005.

5. Without prejudice to what is established by the

autonomous regulations governing the regime of university teachers hired, those who, at the entry into force of Organic Law 6/2001, of 21 December, on Universities, were hired at the University of Zaragoza as assistants or associate professors full-time or later as assistants, assistant professors or collaborating professors in accordance with the first or fourth sections of this provision, as well as those who are hired under the 'Ramón y Cajal' programme, may request the transformation of the places they occupy in positions of official professor, professor hired doctor or, where appropriate, collaborating professor. Likewise, those who are hired as a collaborating teacher according to the previous section or as assistants according to the first section may subsequently request the transformation of the position they occupy as assistant, assistant professor doctor or collaborating professor, as appropriate. The agreement to transform the place will require the previous favorable report of the department, which will decide at least on the existence of teaching and research needs.

6. The places of official professor, doctoral professor, assistant professor doctor or collaborating professor convened in accordance with the previous section will be provided in the form established in the general regulations of universities and in these Statutes. In the selective procedures that are convened in accordance with this provision, the selection commissions of teachers hired shall especially assess as merit the services provided to the University of Zaragoza as teaching and research staff, in the terms indicated by the corresponding calls in accordance with the general criteria established by the Governing Council.

7. The transformations of contracts provided for in this provision must be requested in the planning of the teaching of the academic year 20052006 or in the previous years. When external evaluation of the teaching or research activity is required, candidates must certify that they have requested such an evaluation before the competent body, and contracts are held on condition of non-issue of negative evaluation.

Ninth. Workshop teachers

The officers of the body of workshop or laboratory teachers and foremen of technical schools who do not join the corps of professors holding university schools, in accordance with the provisions of the legislation in force, will remain in their own places, performing the same functions they have been carrying out. Likewise, workshop teachers belonging to the staff of administration and services will continue to perform the same functions as they have been developing so far and, if the limitation of teachers makes it necessary, they will be able to participate in the teaching work.

Tenth. Suppressed

Eleventh. *Suppressed*

Twelfth. *Suppressed*

Thirteenth. *Suppressed*

Fourteenth. *Suppressed*

Fifteenth. *Collaborating teachers*

1. The collaborating professors who were hired as such to the entry into force of the reform of the Statutes to adapt to Organic Law 4/2007, of April 12, may continue in the performance of their teaching and research functions. They will have full teaching capacity and, if they have the degree of doctor, full research capacity.

2. Collaborating professors hired indefinitely who hold the degree of doctorate or obtain it after the entry into force of this reform and receive the positive evaluation referred to in Article 52 (a) of the Organic Law of Universities shall directly enter the category of doctoral professor in their own places.

3. The selection process of the collaborating professors who are hired in accordance with the provisions of Transitional Provision 2 of Organic Law 4/2007 will be the same as the one provided for in these Statutes for the selection of professors hired doctors except the requirement of the research project.

Sixteenth. *University School Professors and University School Holder Professors*

Those who belong to the bodies of professors of university school and of a full professor of university school who have not joined the corps of university professors will remain in their current situation, maintaining all their rights and retaining their full teaching capacity and, where appropriate, a researcher.

Seventeenth. *Teaching Commission*

Until the provisions of Articles 99, 100, 109 and 110 of these Statutes are developed, the teaching commissions of the centre and the University will continue to perform the functions assigned to them until now.

ANNEX

Emblematic

Descriptions. In the Statutes of 1583 some weapons were indicated to the University of Zaragoza, so that they appear as such in its Shield, Flag, Seal and Medal. Its form is shown at the base of the University's first mace, which was donated by rector Pedro Torrellas in 1588.

A) The Shield. The main thing of the aforementioned tradition is reflected in an emblem of mediate use, the Shield of Arms, which is traditionally represented in the Flag, in the following form: Quadrillongo shield with inverted escarzano arc base. In the field of azur, the image of St. Peter in the garb of gules, headdress of tiara, with halo of gold, of Latin cross, of gold, of earring of the neck, bearing a cross of six arms raised, of gold, in his left hand, and two keys arranged in blades with the pallets up and out, on the right (of gold that of the kingdom of heaven and of silver that of the kingdom of the earth), seat in the chair, with a terrace of gold; to the bell, open colonel, gold, with gules lining.

B) The Flag. The University of Zaragoza also uses as an emblem of mediated use the flag, which is traditionally presented in two modalities: of gala and exteriors.

1. *Gala flag.* Rectangular cobalt blue damask cloth – to distinguish it from those used by the Faculties of Philosophy and Letters and Sciences; next to the pod, in the upper part, that is, in the Francocuartel, which is as always used, the white cross of Íñigo Arista, and, at the center of the teaching, the weapons typical of the University in its metals and enamels, between those of Aragon (with the barracks officially ordered) and Zaragoza, each of them stamped as colonel.

In the lower part, a red ribbon – color of the Order of Alfonso X the Wise – and the inscription in gold STVDIVM GENERALE CIVITATIS CAESAR AVGVSTANAE.

2. *Outdoor flag.* In rectangular cobalt blue cloth, at the pole, the Cruz de Íñigo Arista; to the batiente, the Seal of the University used as a logo, in modality 2.bof section D, referring to the Seal.

C) The hymn. The University of Zaragoza follows the university tradition of using in its solemn acts as an official anthem the university song known as 'Gaudeamus igitur', with the music of the solemn Obertura for an Academic Festival (Opus 80), by Johannes Brahms. The lyrics are interpreted in Latin, an international academic language.

D) The Seal. The Seal of the University of Zaragoza is circular and has two basic functions: the documentary validation and the logotypic emblem.

1. *Documentary validation.* 40 mm in diameter, made with a line of saber, appears in the center of the field to San Pedro touched by tiara, carrying a cross of six arms raised, in his left hand and two keys arranged in an aspa with the pallets up and out, on the right, seat in chair, with a terrace of tiles; accompanied, to the right, by the Shield of Aragon (with the barracks ordered in an unattended manner, according to the practice of 1588: Cruz de Íñigo Arista, Cruz de San Jorge cantonated with Moorheads, Tree of Sobrarbe and Señal Real de Aragón) and, on the left, of the Shield of Zaragoza; under the first, an 'S' (=Sanctus) and, under the second, a 'P' (=Petrus). On the margins, denomination of the University, interspersing in it the barracks of the Shield of Aragon: (Cruz de Íñigo Arista) STVDIVM (Cruz de San Jorge cantonada de head de Moor) GENERALE (Arbol de Sobrarbe) CIVITATIS (Royal Sign of Aragon) CAESARAVGVSTANAE.

2. *Logo emblem.* It is represented in three ways:

a) A line, of saber, for documentary letterheads.

b) For outdoor flag and advertising in general. In the field of silver, the image of St. Peter in white clothing, headdress of tiara, of gold, with halo, of gold, of Latin cross, of gold, of gold, and bearing a cross of six arms raised, of gold, of gold, in his left hand, and two keys arranged in blades with the pallets up and out, on the right (of gold that of the kingdom of heaven and of silver that of the kingdom of the earth), seat in chair, with a terrace of tiles, of azur and silver; accompanied, to the right, by the Shield of Aragon (with the barracks ordered in an unattended manner, according to the practice of 1588: Cruz de Íñigo Arista, Cruz de San Jorge cantonated with Moorheads, Tree of Sobrarbe and Señal Real de Aragón) and, on the left, of the Shield of Zaragoza; below the first, an 'S' (=Sanctus), of saber, and, under the second, a 'P' (=Petrus), of saber. All this, surrounded by gold embroidery, with the denomination of the University, in letters of saber, interspersing in it the barracks of the Shield of Aragon, in their respective enamels: (Cruz de Íñigo Arista) STVDIVM (Cruz de San Jorge cantonada de head de Moor) GENERALE (Arbol de Sobrarbe) CIVITATIS (Royal Sign of Aragon) CAESARAVGVSTANAE.

c) For the diplomas of the official degrees issued by the University as a certification of studies taken in it, in which it is shown in symmetry with the Shield of Spain. In the field of silver, image of St. Peter in white clothing, headdress of tiara, with halo of gold, Latin cross, gold, earring of the neck, and

carrying six arms raised, gold, in his left hand, and two keys arranged in blades with the pallets up and out, on the right (of gold that of the kingdom of heaven and of silver that of the kingdom of the earth), seat in chair, with a terrace of tiles; accompanied, to the right, by the Shield of Aragon (with the barracks ordered in an unattended manner, according to the practice of 1588: Cruz de Íñigo Arista, Cruz de San Jorge cantonated with Moorheads, Tree of Sobrarbe and Señal Real de Aragón) and, on the left, of the Shield of Zaragoza; below the first, an 'S' (=Sanctus), of gold, sable filleted and, under the second, a 'P' (=Petrus), of gold, sable filleted. All this surrounded by embroidery of cobalt blue, with the denomination of the university, in gold letters, interspersing in it the barracks of the Shield of Aragon, in their respective enamels: (Cruz de Íñigo Arista) STVDIVM (Cruz de San Jorge cantonada de head

de Moor) GENERALE (Arbol de Sobrarbe) CIVITATIS (Royal Sign of Aragon) CAESARAVGVSTANAE. The diplomas of graduates include at the bottom of the line the distinctive emblem of the corresponding teachings; in doctor's, the currency of protector Pedro Cerbuna is represented: a deer, made of gold.

E) *The Medal*. The Medal, in the categories of gold, silver and bronze, will reproduce on its front the Seal of the University within the laurea crown and, on its reverse, within the laureola, of synople, the circular inscription MEDALLA DE LA UNIVERSITY DE ZARAGOZA; in the field, and within the poster lying down, the corresponding number will be engraved in Romans and, below, the name of the distinguished person. The Medal, in all cases, will hang on a cobalt blue ribbon with gold or gold pin.

DEROGATORY PROVISION

Single derogatory provision of Decree 27/2011 of 8 February 2011.

Repeal of legislation

Any provisions of equal or lower rank that oppose the provisions of this Decree are repealed.

FINAL PROVISION

Single final provision of Decree 27/2011 of 8 February.

Entry into force

This Decree shall enter into force on the day following its publication in the Official Gazette of Aragon.