

APPROVED
By Senate of the Lithuanian University of Health Sciences
Decree No. 75-02 of 17 June 2016

VALID VERSION
By Senate of the Lithuanian University of Health Sciences
Decree No. 144-02 of 17 December 2020

THE SENATE OF THE LITHUANIAN UNIVERSITY OF HEALTH SCIENCES RULES OF PROCEDURE

CHAPTER I GENERAL PROVISIONS

1. The Rules of Procedure of the Senate of the Lithuanian University of Health Sciences (hereinafter referred to as the Rules of Procedure) lays down a detailed description of the competence and procedure for the organisation of the work of the Senate (hereinafter referred to as the Senate) of the Lithuanian University of Health Sciences (hereinafter referred to as the University).

2. The Rules of Procedure have been adopted in accordance with the following legislation:

2.1. the Law on Science and Studies of the Republic of Lithuania (hereinafter referred to as the Law on Science and Studies);

2.2. the Statute of the Lithuanian University of Health Sciences (hereinafter referred to as the University Statute);

2.3. the Law on Public Institutions of the Republic of Lithuania;

2.4. the Civil Code of the Republic of Lithuania.

3. The Senate is the University's governing body for academic affairs that deals with the key matters of the University's operation; the decisions of the Senate shall be binding on all University staff, students, and non-degree auditor learners.

4. The work of the members of the Senate shall be based on the principles of collegiality, impartiality, objectivity, legitimacy, publicity, and academic freedom.

CHAPTER II FORMATION AND DISMISSAL OF THE SENATE

5. The Senate shall be composed of 49 researchers, members of the administration and students for a period of 5 years, in accordance with the procedure laid down in the Law on Science and Studies of the Republic of Lithuania and the University Statute.

6. Members of the Senate may be members of the academic community of the University, members of the administration of the University who are members of the Senate ex officio, as well as researchers and lecturers from other research and higher education institutions.

7. The Senate member shall sign a Senate membership agreement, drawn up in accordance with the template form approved by order of the Rector of the University.

8. The term of office of the members of the Senate shall commence on the date on which the newly elected Senate meets for its first meeting. The term of office of previously elected members of the Senate shall expire at the beginning of this meeting, except in the case of the earlier expiry of the term of office of a member of the Senate, whether due to resignation or otherwise.

9. The Chairperson of the Senate shall be elected from among the members of the Senate at the first meeting of the Senate following the election, for the full term of office of the Senate, in accordance with the procedure set out in clauses 10.1 to 10.6 of this Rules of Procedure. The Rector of the University shall not be the Chairperson of the Senate. In the event of the resignation of the Chairperson, or if the

Senate, by a 2/3 majority of the total number of members of the Senate, removes him/her, the election of a new Chairperson of the Senate shall be held at the next meeting of the Senate.

10. The Chairperson of the Senate shall be elected in the following order:

10.1. All members of the Senate may nominate candidates for the office of Chairperson of the Senate. The motion relating to the candidate nomination shall be endorsed by at least one other member of the Senate in order to be considered.

10.2. Upon the submission of candidates, all candidates shall declare their agreement to stand as a candidate at the elections.

10.3. Each candidate in alphabetical order is given up to 15 minutes to speak and the same amount of time to answer questions. If the members of the Senate so wish, a debate shall be opened.

10.4. The names of all the candidates who have agreed to stand as a candidate shall be entered in alphabetical order on the ballot paper.

10.5. The voter shall mark on the ballot paper the name of the candidate for whom he/she is voting. Ballot papers marked with more than one candidate shall be deemed invalid.

10.6. A candidate for the office of Chairperson of the Senate shall be deemed to have been elected by a simple majority of votes cast. If several candidates receive the same number of votes, a re-vote is held at the same meeting. The candidate with the highest number of votes shall be deemed elected.

11. The Deputy Chairperson of the Senate, the Secretary of the Senate and the chairpersons of the standing commissions of the Senate shall be elected from among the members of the Senate at the second meeting of the Senate following the election for the full term of office of the Senate. In the event of the resignation of the Deputy Chairperson of the Senate, the Secretary of the Senate or the chairperson of a standing commission of the Senate, or if they are removed by the Senate by a 2/3 majority of the total number of member votes of the Senate, an election for these positions shall be held at the next meeting of the Senate.

12. The Deputy Chairperson of the Senate, the Secretary of the Senate and the chairpersons of the standing commissions of the Senate shall be elected in the following order:

12.1. The Chairperson of the Senate shall nominate candidates for office.

12.2. Upon the submission of candidates, all candidates shall declare their consent to stand as a candidate.

12.3. The Deputy Chairperson of the Senate, the Secretary of the Senate, and the chairperson of a standing commission of the Senate shall be elected in the following order: Each candidate is voted for separately. The candidate shall be elected by a simple majority.

13. The mandate of a member of the Senate shall cease when:

13.1. the term of office of the member of the Senate expires;

13.2. the member of the Senate has resigned by written declaration;

13.3. the Senate member's employment contract with the University has been terminated (if not appointed by the Student Union);

13.4. the court has declared the member of the Senate incapacitated;

13.5. the member of the Senate has missed 3 or more meetings of the Senate in a year without justifiable reasons, without notifying the Senate Secretariat;

13.6. the member has been removed from office at the request of the Chairperson of the Senate by a 2/3 majority of the total number of member votes of the Senate for having failed to perform adequately the duties set out in the Statute of the University, these Rules of Procedure or the Senate membership agreement.

14. In the event of the termination of the mandate of a member of the Senate (other than members of the Senate ex officio and members of the Senate appointed by the Student Union) or in the event of a vacancy occurring on other grounds, an election shall be called for the vacancy (in the same category of candidates ex officio in which the vacancy occurred). The new member of the Senate shall remain in office until the end of the Senate's term of office.

15. A motion to recall the Chairperson of the Senate, the Deputy Chairperson of the Senate, the Secretary of the Senate, the Chancellors, the Vice Rectors, and the Heads of Units of the University elected or approved by the Senate, shall be considered when a written reasoned statement is submitted to the Senate by the Board of the Senate or by not less than 1/3 of the Senate members. The motion of recall shall be submitted to the Chairperson of the Senate, while the motion of recall of the Chairperson of the Senate shall be submitted to the Secretary of the Senate. If the meeting considers the recall of the Chairperson of the Senate, the Deputy Chairperson of the Senate shall preside over the meeting. Such a motion shall be published and discussed at the next meeting of the Senate in the following order:

- 15.1. statement by the representative of the initiators of the motion of recall;
- 15.2. statement by the person whose recall is being considered and answers to questions;
- 15.3. discussion among the Senate members;
- 15.4. Decision in relation to the recall of the person shall be taken by secret voting by a 2/3 majority of the Senate member votes.

CHAPTER III THE FUNCTIONS OF THE SENATE

16. The functions of the Senate shall include:

- 16.1. determination of the study procedures;
- 16.2. approval of studies, research and experimental (social, cultural) development and other programmes, and submission of proposals to the Rector regarding the funding of the respective programmes and the restructuring of the University's structure necessary for the implementation of these programmes, assessment of the results of the research carried out and the overall quality and level of the University's research activities;
- 16.3. approval of the internal quality assurance system for studies and monitoring of its implementation;
- 16.4. establishment of the qualification requirements for the positions of teaching staff and research associates, the procedure for attestation of teaching staff and research associates, and the procedure for the organisation of competitions for positions in accordance with the principles of selection and assessment of the University's staff established by the Council of the Lithuanian University of Health Sciences (hereinafter – the Council);
- 16.5. convening of the conferences of the academic community of the University to discuss important issues of the University with the approval of 2/3 of the members of the Senate. The conference shall be deemed to be quorate if it is attended by at least half of the delegates elected in accordance with the procedure laid down by the Senate. The Senate shall notify the academic community of the decision to convene such a conference on the University's website at least 7 days in advance;
- 16.6. shall confer honorary and other titles of the University on the proposal of the Council of a faculty or research institute, on the basis of the person's scientific or pedagogical and/or other socially significant performance;
- 16.7. consideration and making of proposals to the Council on the University's vision and mission, and on the strategic activity plan;
- 16.8. consideration and making of proposals to the Council on amendments to the Statute of the University;
- 16.9. consideration and making of proposals to the Council on the suitability of candidates for the post of Rector;
- 16.10. consideration and making of proposals to the Council on the plans for the reorganisation or liquidation of the University;
- 16.11. consideration and making of proposals to the Council on the procedures for the management, use and disposal of the University's funds (including funds allocated for the salaries of the administration and other staff) and the property owned by it;

16.12. consideration and making of proposals to the Council on the University's position and vote on substantive issues at general meetings of shareholders (members or shareholders) of legal entities in which it acts as a partner, owner, member, or shareholder, within the scope of the competence of such meetings;

16.13. consideration and making of proposals to the Council on the determination of the total number of study places, taking into account the possibilities of ensuring the quality of studies and research and artistic activities;

16.14. approval, on the recommendation of the Rector of the University, the Chancellors of the Academies, the Vice Rectors of the University, and the members appointed to the councils of research institutes;

16.15. election of the deans of faculties, directors of research institutes, heads of departments, heads of clinical departments and institutes on the Rector's recommendation;

16.16. hearing of the Rector's annual report on the University's activities in an open meeting of the Council;

16.17. taking decision on an extraordinary attestation of a teaching staff member or research associate;

16.18. approval of the annual activity reports of the structural units of the University, if provided for in the unit's regulations;

16.19. consideration and approval of the regulations of the University's structural units and documents regulating the management of academic affairs, and determination of the conditions of student admission;

16.20. establishment and approval of research, study and other funds of the University, determination of the procedure for the establishment and use thereof;

16.21. establishment of the standing study, scientific, legal, ethical, and other commissions at the Senate, as well as temporary commissions, and hearing and approval of their reports;

16.22. performance of other functions prescribed by the legislation and the Statute of the University.

17. The Senate shall have the following rights:

17.1. to take decisions within the competence of the Senate as defined in the Statute of the University;

17.2. to require University units and/or staff to provide all information and documents necessary for the Senate to take decisions;

17.3. to invite experts, specialists, and other persons to attend meetings of the Senate in certain justified cases, subject to the University's capacities to pay such persons for their work;

17.4. to set up permanent and temporary commissions or committees to deal with specific issues or draft decisions, in accordance with the procedures set out in these Rules of Procedure;

17.5. other rights which are not contrary to the legal acts referred to in clause 2 of these Rules of Procedure, the Statute of the University, these Rules of Procedure and which are necessary for the proper exercise of the functions of the Senate.

CHAPTER IV

THE RIGHTS AND DUTIES OF THE MEMBERS OF THE SENATE AND THE CHAIRPERSON OF THE SENATE

18. All members of the Senate shall have equal rights. A member of the Senate shall have the right to:

18.1. attend, speak, ask questions and vote on all matters discussed at meetings of the Senate and of the commission of which he/she is a member;

18.2. make reasoned proposals in writing or orally at a meeting of the Senate on an item on the agenda of the meeting of the Senate;

18.3. propose experts and other specialists to be invited to Senate meetings;

18.4. express opinions on the activities of the Senate, both in public and at Senate meetings, without prejudice to the duty of loyalty;

18.5. elect and be elected to any office in the Senate;

18.6. prepare and submit to the Senate for consideration documents governing the activities of the University and submit and propose comments on documents drafted by the Senate;

18.7. receive the necessary information and material relating to the matters discussed at meetings of the Senate;

18.8. have access to all documents of the University and use them in his/her work, where necessary, without prejudice to the confidentiality required by law;

18.9. propose in writing or orally at a meeting of the Senate amendments to the agenda of the meeting and queries to be included in the next agenda;

18.10. demand a vote on the substantiated proposal;

18.11. upon reading the agenda of the Senate meeting and the draft resolutions of the Senate, to vote in relation to the proposed decisions in writing (including by e-mail and other electronic means of communication on the virtual platform, indicating whether he/she is in favour of or against such decision on the agenda of the Senate meeting; in the case of voting by electronic means of communication on the virtual platform, the completed ballot paper may also be transmitted by the electronic means of communication indicated in advance);

18.12. have access to and provide remarks on the minutes of the Senate meeting;

18.13. deliver a dissenting written opinion if the Senate members' vote and final decision do not coincide with the majority opinion. The dissenting opinion of a member of the Senate shall form an integral part of the minutes of the Senate meeting;

18.14. resign from the Senate at any time by giving 14 (fourteen) days' written notice to the Senate and the Chairperson of the Senate;

18.15. use the material resources of the University for the performance of the functions of the Senate;

18.16. exercise other rights established by the Law on Science and Studies, the Statute of the University, these Rules of Procedure and the resolutions of the Senate.

19. Members of the Senate shall have the following duties:

19.1. to comply with the laws and other legal acts of the Republic of Lithuania, the Statute of the University, these Rules of Procedure, and the resolutions adopted by the Senate for the implementation of the functions of the Senate;

19.2. to comply with the provisions of the Senate membership agreement referred to in clause 7 of these Rules of Procedure;

19.3. to be loyal to the University;

19.4. to act in good faith towards the University and its bodies;

19.5. to attend meetings of the Senate. A member of the Senate who is unable to attend a meeting shall notify the Chairperson of the Senate in writing or by e-mail at least 3 days in advance of the Senate meeting;

19.6. to be a member of one of the standing commissions and participate in the work of the commission. The Rector, the Chairperson of the Senate, the Deputy Chairperson of the Senate and the Secretary of the Senate shall not take part in the work of the commissions;

19.7. to attend meetings of the commission of which he/she is a member; in certain cases, with the agreement of the chairperson of the other commission, to attend the meeting of the other commission;

19.8. to inform the Senate of any potential conflict of interest that may arise from the consideration of an item on the agenda of a meeting and recuse themselves from the consideration of the respective item. A member of the Senate shall be obliged to recuse themselves in any of the following circumstances:

19.8.1. a matter directly concerning the member of the Senate;

19.8.2. a matter relating to persons to whom the member of the Senate is related by blood or affinity. For the purposes of these Rules of Procedure, blood relationship is understood as a relationship between persons descended from one another or from a common ancestor. For the purposes of these Rules of Procedure, affinity is understood as a relationship between one spouse and the other spouse's relatives, and between relatives of both spouses;

19.8.3. a matter relating to persons to whom the member of the Senate is related by marriage or guardianship;

19.8.4. a member of the Senate, his/her spouse (cohabitant) or his/her close relatives have a direct or indirect interest in the outcome of the matter. For the purposes of these Rules of Procedure, close relatives include parents and children, grandparents and grandchildren, brothers, and sisters;

19.8.5. there are other circumstances that raise doubts about the bias of the member of the Senate.

20. The Chairperson of the Senate shall have the following duties in addition to those referred to in clause 19 of these Rules of Procedure:

20.1. to lead the work of the Senate and organise its representation within and outside the University;

20.2. to plan, initiate and chair meetings of the Senate and the Board of Senate;

20.3. to submit draft agendas for meetings of the Senate and the Board of Senate;

20.4. to submit to the Senate for approval the nominations of the Deputy Chairperson of the Senate, the Secretary of the Senate and the chairpersons of the commissions;

20.5. to announce the results of the Senate vote;

20.6. to sign the minutes and resolutions of the Senate's meetings, ensuring that they accurately reflect the decisions taken at the meeting;

20.7. to inform the members of the Senate of the proposals made by the Rector of the University and/or the Council on the activities of the University;

20.8. to report regularly to the Senate on the implementation of its resolutions, in accordance with the procedures set out in these Rules of Procedure;

20.9. to report to the academic community on the activities of the Senate once a year, within the last two months of the academic year, at an extended meeting of the Senate;

20.10. cooperate with the Chairperson of the Council and the other members of the Council on matters relating to the governance of the University, including the coordination of items on meeting agendas, the coordination of meeting dates, and other matters, with a view to the most effective governance of the University.

21. Deputy Chairperson of the Senate:

21.1. shall perform the functions of the Chairperson of the Senate when instructed to do so by the Chairperson of the Senate;

21.2. act in place of the Chairperson of the Senate who is temporarily unable to perform his/her duties;

21.3. assist the Secretary of the Senate in the preparation of draft resolutions of the Senate and other documents related to the work of the Senate.

CHAPTER V THE BOARD OF THE SENATE

22. The Board of the Senate shall be set up to deal with the organisational work of the Senate, consisting of the Rector, the Chairperson of the Senate, the Deputy Chairperson of the Senate, the Secretary of the Senate, the chairpersons of the Senate commissions, and a student representative.

23. The Board of the Senate:

23.1. considers and approves the agenda for the Senate meeting;

23.2. coordinates the organisation of the work of the Senate commissions;

23.3. submits draft resolutions to the Senate on matters within its competence;

23.4. expresses the position, recommendation, nomination or award of the Board of the Senate, unless it is the exclusive responsibility of the Senate or the Rector;

23.5. considers and decides on other matters relating to the organisation of the work of the Senate and adopts the related resolutions.

24. The form of the Senate's work is a meeting. A meeting of the Board of the Senate shall be deemed to be lawful if at least half of the members of the Board of the Senate are present. Decisions of the Board of the Senate shall be adopted by a majority of votes.

25. The meetings of the Board of the Senate shall be minuted.

CHAPTER VI THE SECRETARIAT OF THE SENATE AND THE SECRETARY OF THE SENATE

26. The Secretariat of the Senate shall handle the technical matters pertaining to the organisation of meetings and shall carry out the instructions of the Chairperson of the Senate, the Deputy Chairperson and the Secretary in connection therewith. The Secretariat shall be composed of the staff of the University by order of the Rector of the University. The Secretariat of the Senate meetings shall:

26.1. ensure the proper technical aspects of arrangement of meetings;

26.2. be responsible for ensuring that the material required for the meeting referred to in clause 28 of these Rules of Procedure is made available to the members of the Senate in a timely manner;

26.3. register the members of the Senate present at the meeting;

26.4. accept written suggestions and requests from members of the Senate and forward them to the Secretary of the Senate;

26.5. together with the Secretary of the Senate, prepare the minutes of the Senate meetings.

27. The Secretary of the Senate shall:

27.1. ensure the procedures for the preparation of documents and drafts submitted to the Senate;

27.2. assist the Chairperson of the Senate in the preparation of draft agendas for the meetings of the Senate and the Board of the Senate, and prepare the material for the items to be discussed as referred to in clause 28 of these Rules of Procedure;

27.3. provide the members of the Senate with information on the meeting of the Senate, the materials of the meeting and the draft resolutions of the Senate, as referred to in clause 28 of these Rules of Procedure;

27.4. prepare the minutes of the meetings;

27.5. provide summary information on the attendance of members of the Senate at Senate meetings, based on registration and Vote Counting Commission data;

27.6. inform the Senate about documents received from the Government of the Republic of Lithuania, the Research Council of Lithuania, the Council and other persons;

27.7. together with the Chairperson of the Senate (or the Chairperson of the Senate meeting), sign the minutes of the Senate meeting.

28. Draft resolutions shall be drawn up in accordance with the draft resolution enclosed to these Rules of Procedure (Annex 1). The draft resolution as presented only formalises resolutions approving internal documents of the University. Decisions of an organisational nature shall not be recorded separately, but shall be entered in the minutes and form an integral part of the minutes.

CHAPTER VII THE PROCEDURES FOR ORGANISING THE WORK OF THE SENATE

SECTION 1 THE AGENDA OF THE SENATE MEETING

29. The Chairperson of the Senate, together with the Secretary of the Senate, shall prepare the draft agendas for the meetings of the Senate (except the first meeting). Proposals on agenda items

received from members of the Senate or heads of University units or related legal entities, together with draft documents and draft Senate resolutions, shall be submitted to the Board of the Senate for consideration.

30. A rapporteur shall be assigned for each item on the agenda. The draft agenda, which has been approved by the Board of the Senate, shall be presented to the Senate meeting and voted on immediately. Agenda items submitted as recommendations by the Board of the Senate, as well as the draft agenda in its entirety, if not approved by a vote of the Senate, shall be discussed at a meeting of the Senate.

31. At the written request of a group of at least 1/3 of the members of the Senate, an item shall be added to the agenda of a meeting of the Senate if it has been prepared for discussion. The Board of the Senate shall have the right to propose additional items to be added to the agenda of the Senate meeting. Such a motion may be adopted if a majority of the members of the Senate present at the meeting vote in favour. If, after the meeting of the Board of the Senate and the publication of the agenda, it is proposed that additional items be added to the agenda, the motion shall be submitted at a meeting of the Senate and shall be subject to the vote and adopted if voted in favour by a majority of the members of the Senate present at that meeting.

SECTION 2

THE SENATE MEETINGS

32. The Senate's form of activity is meetings. The Senate meeting, other than the first meeting of the newly elected Senate, shall be convened by the Chairperson of the Senate as may be necessary to deal with matters falling within the functions of the Senate, but at least once per semester.

33. All members of the Senate shall be notified in writing (by post or e-mail) of the convening of the meeting at least 6 days before the meeting by sending the agenda. Material relating to the items to be discussed at the meeting shall be forwarded to the members of the Senate at least 3 working days before the meeting. The meeting shall be deemed to be lawful if at least 2/3 of the members of the Senate are present. Meetings of the Senate shall be open to the public, except as expressly provided for in these Rules of Procedure.

34. An extraordinary meeting of the Senate shall be convened by the Chairperson of the Senate at the request of at least 1/3 of the members of the Senate or at the proposal of the Rector of the University. The request shall be made in writing to the Chairperson of the Senate. An extraordinary meeting of the Senate must be convened no later than 10 days from the date of delivery of the request to the Chairperson of the Senate. Notice of an extraordinary meeting shall be given by telephone or e-mail to all members of the Senate at least 3 working days before the meeting. The extraordinary meeting shall be limited to the items submitted by its initiators.

35. For important reasons and with the consent of all members of the Senate, meetings of the Senate may be convened outside the time limits set out in clauses 33 and 34 of these Rules of Procedure.

36. Meetings of the Senate shall be presided over by the Chairperson of the Senate or by his/her Deputy, or, in their absence or in the event of their resignation as provided for in clause 19.8 of these Rules of Procedure, by another chairperson elected at the meeting.

37. Chairperson of the meeting shall:

37.1. declare the beginning and end of the meeting and, if necessary, may declare a recess not provided for in the agenda;

37.2. ensure the order of business of the meetings of the Senate, give the floor to the members of the Senate and, upon agreeing with the Senate members, give the floor to other persons, preside over the deliberations and debates;

37.3. on the basis of the results of the deliberations, formulate the questions to be put to the vote, determine the order of voting, announce the beginning of the voting and invite the Vote Counting Commission to present the results of the voting;

37.4. sign the minutes of the Senate meeting, the resolutions adopted at the meeting and other documents.

38. One keynote presentation shall be heard for each item on the agenda. The length of the presentation shall be determined by the chairperson of the meeting in agreement with the rapporteur. The duration of the presentation shall not exceed 30 minutes. Speaking in debates or supplementary statements on behalf of the commission is limited to 10 minutes and on own behalf – to 5 minutes. The presentation is followed by the question and answer period. An answer to a single question should take no more than 3 minutes and the question itself shall take no more than 1 minute. Answers to questions and the debate shall be closed when the Senate so decides. A motion to close a debate shall be put to the vote if it is seconded by at least one other member of the Senate.

39. The Chairperson of the Senate may invite to a meeting of the Senate the persons responsible for the implementation of decisions taken at previous meetings of the Senate for the latter to report on the progress of implementation of the decisions. The Senate shall take the necessary decisions, as appropriate, to ensure the proper and effective implementation of the decisions of the Senate.

40. The Senate shall take its decisions by a simple majority of the members of the Senate present at the meeting, by open vote on a show of hands or by electronic means on a virtual platform, by completing an electronic voting form and transmitting it by electronic means. One member of the Senate shall have one vote. The decision shall be deemed to have been adopted if there are more votes “in favour” than “against”.

41. Members of the Senate who are unable to attend a meeting of the Senate for justified reasons shall have the right to express their will in an early vote organised by the Secretariat of the Senate. The procedure shall be carried out after the publication of the agenda of the Senate meeting and the relevant item on which a vote is to be taken. The heading of the early voting indicating what is being voted on shall be approved by the Board of the Senate. The Secretary of the Senate shall issue, collect and submit the advance ballot papers to the counting commission elected by the Senate during the Senate meeting.

42. The votes of the members of the Senate who have voted in writing in advance shall be counted towards the quorum of the Senate meeting and the results of the vote. The minutes of the Senate meeting shall indicate that the ballot paper was received earlier or on the day of the Senate meeting. A ballot paper signed by a member of the Senate may be sent by e-mail.

43. If the Chairperson of the Senate decides, in the light of the agenda drawn up, that it is not necessary to convene a meeting of the Senate to adopt the resolutions, he may send the draft resolutions to each member of the Senate by e-mail. The email shall also specify the time limit of no more than 2 working days for objections. If, within the time limit specified, at least one member of the Senate objects to the adoption of resolutions without a meeting being convened, the Chairperson of the Senate shall notify the other members of the Senate, in which case no vote shall be taken on the proposed resolutions. If no member of the Senate expressly objects, within the time limit specified, to dispensing with a meeting for the adoption of the proposed resolutions, the Chairperson of the Senate shall not be required to notify members individually, and the meeting shall be deemed to have taken place. The members of the Senate shall submit to the Chairperson of the Senate the results of their votes "in favour" or "against" each proposed resolution not later than 5 working days after receipt of the draft resolutions. In such a case, the Secretary of the Senate shall draw up the minutes of the virtual meeting of the Senate, which shall include the items discussed, the results of the voting, the proposals and comments made by the members of the Senate, and the resolutions adopted.

44. A meeting of the Senate may be organised remotely. The software acceptable for remote meetings of the Senate shall be *Microsoft Teams* or other electronic means that provide the possibility to identify all members of the Senate and verify their presence at the meeting. In order to identify the meeting participants, login credentials provided by the University shall be used when logging into a remote meeting. Logging in using login credentials provided by the University shall be deemed to be adequate authentication.

45. The members of the Senate may decide by a simple majority to put any question to a secret voting or a recorded voting. A resolution adopted by a recorded voting shall be valid if 2/3 of the members of the Senate vote in favour of the resolution.

46. The Senate may decide by a simple majority to hold the debate and vote in a closed meeting of the Senate.

47. The Senate approves the model secret ballot papers. A secret ballot paper:

47.1. in all cases, shall have a heading that clearly indicates what is being voted on;

47.2. only candidates for the same seats may be entered alphabetically on the same ballot paper;

47.3. only one vote of no confidence or one vote of dismissal may be taken per ballot paper;

47.4. the voter shall mark the names of the candidates for whom he/she is voting on the ballot paper, or delete a non-applicable statement;

47.5. ballot papers of an unapproved form shall be declared invalid, as well as ballot papers in which more names than the persons to be elected have been selected, or in which more than one statement has been selected where only one statement has to be selected. Additional names or statements entered shall not be counted;

47.6. shall be formed by electronic means during a remote meeting of the Senate on a virtual platform and submitted to a fully anonymous and secret voting; the electronic device shall transmit the results of the voting to the remote meeting of the Senate by secure electronic means at the end of the voting, guaranteeing the confidentiality of the identity and the opinion expressed and shall not retain any data concerning the opinion expressed.

48. Members of the Senate shall vote by secret voting when electing (approving) the heads of the University and its units and the persons for full-time positions. A person shall be elected (approved) by a majority of half of the members of the Senate, and shall be removed by a 2/3 majority of the members of the Senate present at the meeting, in the following order:

48.1. the ballot paper shall be submitted by the Vote Counting Commission elected by the Senate. The Senators shall sign in the register of ballot papers upon the receipt of the ballot paper. The polling station shall be provided with a ballot box. The minutes of the vote count shall be signed by the Chairperson and the members of the Vote Counting Commission. The results of the secret voting shall be announced by the Chairperson of the Vote Counting Commission;

48.2. during a remote meeting of the Senate, voting may be organised electronically. Voters may only submit their choice once during the voting process. The voter's choice shall be recorded without an indication of personal data. Voting is only allowed during the dedicated election time. At the end of the voting period, the results of the voting shall be made available electronically to the participants in the meeting. The minutes of the vote count shall be signed by the Chairperson and the members of the Vote Counting Commission. The results of the secret voting shall be announced by the Chairperson of the Vote Counting Commission.

49. The members of the Vote Counting Commission shall be appointed by the Senate in alphabetical order by the electorate for a term of six months on the proposal of the Secretary of the Senate. Members of the Board of the Senate and members of the Rectorate shall not be appointed to the Vote Counting Commission. The Vote Counting Commission shall elect a chairperson from among its members.

SECTION 3 THE RESOLUTIONS OF THE SENATE

50. Resolutions of the Senate shall be valid if at least 33 members of the Senate are present and a simple majority of those present vote in favour of the resolution.

51. The resolutions of the Senate shall be signed by the Chairperson of the Senate and the Secretary of the Senate. The resolutions of the Senate shall enter into force on the day following their announcement, unless the Senate determines a different date of entry into force. The academic community of the University shall be informed of the resolutions of the Senate no later than within 3 working days on the University's website or in the press.

52. If the Rector disagrees with the resolution of the Senate, he/she shall explain in writing the reasons for his/her disagreement and submit the matter to the Senate for reconsideration. A resolution adopted by a 2/3 majority of the total number of members of the Senate (i.e. 33 or more) shall take effect in accordance with the procedure set out in these Rules of Procedure.

53. The resolutions of the Senate shall be prepared in accordance with the Document Management and Control Procedure (hereinafter referred to as the Document Management and Control Procedure) approved by the Rector of the University.

54. The resolutions of the Senate shall be recorded in accordance with the Document Management and Control Procedure.

SECTION 4 THE MINUTES OF MEETINGS

55. The meetings of the Senate shall be minuted. An audio and/or video recording may be made during a meeting of the Senate, as decided by the Chairperson of the Senate or the Chairperson of the Senate meeting, and the participants shall be informed of the recording.

56. The minutes of the Senate meeting shall indicate: the reference number of the minutes; date, place and time of the meeting; the members of the Senate and other persons present at the meeting and participating in the presentation and discussion of the items; the presence of a quorum; the Chairperson and Secretary of the meeting (if elected); the agenda items; the results of the voting, and the decisions taken. The minutes of the Senate meeting shall be drawn up in accordance with the form set out in Annex 2 to these Rules of Procedure. The list of participants shall be annexed to the minutes. At the request of the members of the Senate, the information indicated by them shall be entered in the minutes of the meeting.

57. The Board of the Senate and the Senate Commissions shall prepare minutes of their meetings. The minutes shall list the participants, the items discussed, the speakers, the resolutions adopted and the results of the votes. The minutes shall be signed by the Chairperson and Secretary of the respective meeting.

58. The keeping of the Senate's documents shall be organised by the Rector of the University in accordance with the procedures laid down in the Document Management and Control Procedure. The Rector of the University shall ensure that the minutes of the Senate meetings, the resolutions of the Senate and other materials related to the issues on the agenda of the meeting and submitted to the meeting, as well as the minutes of the meetings of the Senate commissions and committees are properly kept.

CHAPTER VIII REGISTRATION AND ACCEPTANCE OF THE DRAFT DOCUMENTS GOVERNING THE UNIVERSITY'S ACTIVITIES

59. All drafts of documents regulating the activities of the University submitted to the Senate (hereinafter referred to as "Drafts"), after having been approved by the University's Legal Department and reviewed by the Language Editor, shall be registered with the Secretariat of the Senate meetings. The Draft Documents shall be accompanied by Draft Resolutions of the Collegial Body of the Lithuanian University of Health Sciences on each issue, prepared in accordance with the draft resolution enclosed to these Rules of Procedure (Annex 1). The Secretary of the Senate shall forward the registered Draft to the Board of the Senate, which shall submit the Draft to the Standing Commissions for examination and written evaluation. In order to ensure that the Draft complies with the Statute of the University and other legal acts, a counsel at the University's Legal Department shall certify the submitted Draft by electronic signature, by means of the Process and Document Management System (PDVS), or the confirmation of compliance shall be recorded in the minutes of the meeting of the Board of the Senate before the Senate meeting.

60. The Commission's consideration of the Draft shall lead to one of the following decisions, which shall be submitted to the Senate:

- 60.1. to approve the Draft without any comments;
- 60.2. to approve the Draft with reservations;
- 60.3. return the Draft to the authors for improvement;
- 60.4. to reject the Draft.

61. The author of the Draft shall be invited to the meeting of the Senate at which the Draft is presented to describe the Draft and answer questions posed by the members of the Senate. The Senate shall be informed of the conclusion of the commission to which the Draft has been referred. After the consideration, the Senate shall decide whether:

- 61.1. to endorse the Draft and, where appropriate, publish it on the University's website or in the press;
- 61.2. to return the Draft to the commission or working group for refinement;
- 61.3. to return the Draft to the authors for substantial improvement;
- 61.4. to reject the Draft or propose a new one.

62. All proposed amendments, additions and deletions to the published Draft shall be submitted by the author to the Secretariat of the Senate meetings. The results of the public consideration shall be summarised by the main commission. A working group of members of the Senate, specialists and researchers may be set up to prepare the Draft for consideration by the Senate.

63. If the commission submits a redraft to the Senate, it shall be distributed to the members of the Senate at least 2 working days before the meeting. During the discussion, the rapporteur shall briefly announce the amendments made by the commission (or working group), discuss the additions and amendments received and identify the authors thereof. New amendments, additions, or deletions, as well as editorial comments, may be submitted before the vote. Certain parts of the Draft are discussed and voted on in turn. Following the consideration of all sections of the Draft, the vote is taken in relation to the entire Draft. If the Draft is not adopted, the Senate shall propose to the authors of the Draft or the main commission that a new Draft be prepared.

64. The Senate shall only consider a Draft amendment to the Statute of the University and these Rules of Procedure if it is submitted by a group of at least 1/3 of the total number of Senate members. It shall be submitted, registered, considered, and adopted in accordance with the procedures set out in these Rules of Procedure. A Draft Statute or Rules of Procedure of the University shall be deemed adopted if at least 2/3 of the members of the Senate have voted in favour of it.

65. Resolutions adopted by the Senate shall be published in accordance with the procedures laid down in the Document Management and Control Procedure.

CHAPTER IX

ELECTION, APPROVAL OF THE APPOINTMENT, AND REMOVAL OF HEADS AND OTHER ELECTED PERSONS

66. Candidates for the post of Chancellor shall be presented by the Rector of the University. Candidates shall be present at the Senate meeting. Each candidate is given up to 10 minutes to speak and the same amount of time to answer questions. If the members of the Senate so wish, a debate shall be opened. A candidate shall be deemed to be confirmed if more than half of the members of the Senate have voted in favour of the candidate by secret voting. Chancellors become members of the Senate upon their confirmation by the Senate.

67. Candidates for the post of a Vice Rector shall be presented by the Rector of the University. Candidates shall be present at the Senate meeting. A candidate is given up to 10 minutes to speak and the same amount of time to answer questions. If the members of the Senate so wish, a debate shall be opened. A candidate shall be deemed to be confirmed if more than half of the members of the Senate have voted in favour of the candidate by secret voting. The Director General of the University Hospital shall be appointed as the University's Vice Rector for Clinical Medicine with the approval of the Senate.

68. For the post of Dean, the Rector of the University shall be presented with a resolution of the Faculty Council and the conclusion of the Senate's Attestation and Competition Commission on the candidates. Candidates shall be present at the Senate meeting. A candidate is given up to 10 minutes to speak and the same amount of time to answer questions. If the members of the Senate so wish, a debate shall be opened. The Dean of the Faculty shall be elected by the Senate by secret voting by a majority of half of the members of the Senate upon the recommendation by the Rector of the University. If the Rector of the University disagrees with the decision of the Senate, he/she shall explain in writing the reasons for his/her disagreement and shall refer the nomination of the Dean of the Faculty back to the Senate for a new decision. A resolution adopted by a 2/3 majority of the total number of members of the Senate (i.e. 33 or more) shall take effect in accordance with the procedure set out in these Rules of Procedure.

69. For the post of Director of a Research Institute, the Rector of the University shall be presented with a resolution of the Council of the Research Institute and the conclusion of the Senate's Attestation and Competition Commission on the candidates. Candidates shall be present at the Senate meeting. A candidate is given up to 10 minutes to speak and the same amount of time to answer questions. If the members of the Senate so wish, a debate shall be opened. The Director of the Research Institute shall be elected by the Senate by a majority of half of the members of the Senate upon the recommendation by the Rector of the University. If the Rector of the University disagrees with the decision of the Senate, he/she shall explain in writing the reasons for his/her disagreement and shall refer the nomination of the Director of the Research Institute back to the Senate for a new decision. A resolution adopted by a 2/3 majority of the total number of members of the Senate (i.e. 33 or more) shall take effect in accordance with the procedure set out in these Rules of Procedure.

70. Heads of Departments, Heads of Clinical Departments and Heads of Institutes are elected by the Senate upon the recommendation by of the Rector of the University. Candidates shall be present at the Senate meeting. Elections at the Senate shall be held in the following order:

70.1. Each candidate in alphabetical order is given up to 5 minutes to present the programme of intended activities and the same amount of time to answer questions. If the members of the Senate so wish, a debate shall be opened.

70.2. The head (leader) is elected by secret voting.

70.3. The candidate for the post of head (leader) shall be elected by a majority of half of the members of the Senate.

70.4. If there are two candidates and no candidate obtains the required majority, a single re-vote shall be taken after the members of the Senate additionally speak in support of their respective candidates at the first meeting of the Senate taking place after the meeting at which no candidate obtains the required majority.

70.5. If there are more than two candidates and no candidate obtains the required majority, the vote is repeated and the names of the two candidates with the highest number of votes are entered on the ballot paper. If two leading candidates cannot be identified because several candidates have received the same number of votes, all the candidates with the highest number of votes shall remain in the next round of voting. If the next voting does not reduce the number of candidates, a single re-vote shall be taken at the first meeting of the Senate following the one at which no candidate obtains the required majority.

71. The Chairperson of the Senate may decide to organise an early voting for the election of the heads and other elected persons in the following order:

71.1. By the first day of early voting:

71.1.1. the pre-election procedures shall have been completed (consideration at the unit, its council, the medical council, etc.);

71.1.2. the conclusion of the Senate's Attestation and Competition Commission shall have been submitted;

71.1.3. the Rector's has expressed his/her recommendation;

71.1.4. the candidates shall have publicly announced their programmes of activities;

- 71.2. If the early voting takes place by the ballot box:
- 71.2.1. the empty ballot box shall be sealed by the Chairperson and Secretary of the Senate;
- 71.2.2. On the recommendation of the Chairperson of the Senate, the Rector shall designate a staff member to be responsible for the security of the ballot box, the issuing of ballot papers against signature, the delivery of the ballot box to the meeting of the Senate, and the submission of the list of the members of the Senate who have cast their votes by early voting to the Chairperson of the Senate;
- 71.2.3. Members of the Senate are informed by email of the time and place of the early voting;
- 71.3. Where early voting is carried out by means of electronic communications which guarantee the security of the procedure and the secrecy of the vote:
- 71.3.1. Members of the Senate shall be informed of the early voting by e-mail;
- 71.3.2. On the day of the Senate meeting, the staff member of the Senate Secretariat responsible for electronic voting shall provide the Chairperson of the Senate with the list of voters who voted during the early voting, and, in a sealed envelope, the results of the vote that shall also be forwarded to the Chairperson of the Vote Counting Commission.
72. The Chairperson of the Senate may decide to organise the voting for the election of the heads and other elected persons in a hybrid mode, by organising the Senate meeting remotely on a virtual platform, and by means of a ballot box for the secret voting:
- 72.1. By the first day of voting:
- 72.1.1. the meeting of the Senate shall have been held remotely by videoconference, the candidate's programme of activities shall have been presented orally, and, if the members of the Senate so wish, a debate shall have been held;
- 72.1.2. the conclusion of the Senate's Attestation and Competition Commission shall have been submitted;
- 72.1.3. the Rector's has expressed his/her recommendation;
- 72.2. Voting by ballot box:
- 72.2.1. the empty ballot box shall be sealed by the Chairperson and Secretary of the Senate;
- 72.2.2. On the recommendation of the Chairperson of the Senate, the Rector shall designate a staff member to be responsible for the security of the ballot box, the issuing of ballot papers against signature, the delivery of the ballot box to the meeting of the Senate, and the submission of the list of the members of the Senate who have cast their votes by early voting to the Chairperson of the Senate;
- 72.2.3. Members of the Senate are informed by email of the time and place of the voting.

CHAPTER X

THE STANDING AND TEMPORARY COMMISSIONS OF THE SENATE AND THEIR ACTIVITIES

SECTION 1

GENERAL PROVISIONS

73. The Senate shall set up standing commissions composed of members of the Senate for the examination and preparation of Drafts and other documents and for the consideration and submission of certain questions to the Senate. The work of the commissions shall be directed by their chairpersons. The Senate may set up temporary commissions to deal with other matters.
74. The Senate shall set up standing commissions on:
- 74.1. University Development and Integration;
- 74.2. Science and Studies;
- 74.3. Attestation of Researchers and Teaching Staff;
- 74.4. Finance and Social Affairs;
- 74.5. Law and Ethics.
75. The standing commissions of the University shall be composed of at least six (6) members of the Senate, including at least one student. The commission shall elect the Secretary from among its

members. The composition of the commissions shall be approved by the Senate. Decisions of the commission shall be valid if at least half of the members of the commission are present at the meeting.

76. The commissions shall be required to consider and submit, within the established time frame, their conclusions or draft resolutions on the matters referred to them and to carry out such other tasks as may be assigned by the Senate. The commissions may invite specialists, researchers and other necessary persons from the Rectorate, faculties, University institutes, the University Hospital, in agreement with their immediate superiors, to attend their meetings.

77. The commissions may prepare and examine matters falling within the competence of multiple commissions on their own initiative or, on the instructions of the Board of the Senate, inform the Senate at its next meeting. For this purpose, the commissions may set up joint working groups and hold joint meetings of the commissions, chaired in turn by the chairpersons of the participating commissions.

SECTION 2

THE UNIVERSITY DEVELOPMENT AND INTEGRATION COMMISSION

78. The University Development and Integration Commission:

78.1. considers and provides opinions on the University's development plan and the draft agreement between the University and the Ministry of Education, Science and Sport, as provided for in the Law on Science and Studies;

78.2. proposes changes to the structure of the University that are necessary for the successful implementation of study programmes, research and practical activities that meet the needs of society;

78.3. considers and gives opinions on draft organisational and management structures of the University;

78.4. considers and provides conclusions on the legal entity status of the University's units, the articles of association, and other documents governing the activities of the University;

78.5. analyses and makes recommendations on the implementation of the integrity of practical activities that meets the needs of studies, research and society;

78.6. considers and provides conclusions on the development of international relations and integration into the European university system;

78.7. makes proposals for enhancement of international relations between students, teaching staff, researchers and professionals;

78.8. provides conclusions on programmes for the development of study, research and practical activities that meet the needs of society;

78.9. considers and issues opinions on the annual reports of the Rector and the heads of the University's main units;

78.10. carries out the assessment of prerequisite operating conditions for the establishment of legal limited civil liability entities by the University, its participation and/or investment therein.

SECTION 3

THE SCIENCE AND STUDIES COMMISSION

79. The Science and Studies Commission:

79.1. annually considers and reports on the number of students and non-degree learners to be admitted;

79.2. provides conclusions on the admission procedure, mode of studies and procedure for studies at the University;

79.3. provides conclusions on curricula and study programmes and research programmes;

79.4. makes proposals on the quality of training of the teaching staff, researchers and specialists;

79.5. considers and provides conclusions on draft documents and resolutions governing studies and research;

- 79.6. considers and makes recommendations on the right to conduct doctoral degree studies;
- 79.7. annually considers and provides conclusions on the implementation of the doctoral study subjects and the regulation of doctoral studies;
- 79.8. considers and provides conclusions on the establishment of scientific field and/or interdisciplinary doctoral studies committees as well as the nomination of committee chairpersons.

SECTION 4

THE COMMISSION FOR THE ATTESTATION OF RESEARCHERS AND TEACHING STAFF

- 80. The Commission for the Attestation of Researchers and Teaching Staff:
 - 80.1. considers and provides conclusions on the nominations of the heads of the University and its units and their deputies, who are elected or approved by the Senate and whose appointment/removal requires the approval of the Senate;
 - 80.2. proposes procedures for the attestation of and competitions for positions of teaching, research and healthcare staff;
 - 80.3. considers and provides conclusions on an extraordinary attestation of a member of teaching staff or research associate;
 - 80.4. considers and provides conclusions on the award of the titles of professor and associate professor, honorary doctorate, patron of the University, Rector Emeritus and Professor Emeritus.

SECTION 5

THE COMMISSION FOR FINANCE AND SOCIAL AFFAIRS

- 81. The Commission for Finance and Social Affairs:
 - 81.1. considers and provides conclusions on the draft estimates of the University's revenue and expenditure prepared by the Rector of the University;
 - 81.2. submits proposals on the study, research, and other funds of the University and the procedure for the establishment and use thereof;
 - 81.3. considers proposals from the Government on the allocation of funds for consultancy and information activities in the science fields developed by the University;
 - 81.4. considers and provides conclusions on the annual revenue and expenditure estimates of the University and main University units and the reports on the implementation thereof;
 - 81.5. considers and provides conclusions on draft documents submitted to the Senate concerning the employment relations, working conditions, health care, and social guarantees of University employees.

SECTION 6

THE LAW AND ETHICS COMMISSION

- 82. The Law and Ethics Commission:
 - 82.1. supervises compliance with the Statute of the University, the Regulations of the Senate governing the activities of the Senate and its members; investigates violations of these legal acts and ethics at the suggestion of the Chairperson of the Senate, the chairpersons of the commissions, and other members of the Senate, or at its own initiative, and considers conflicts between the members of the Senate, and, where necessary, submits the conclusions to the Senate;
 - 82.2. examines and reports on procedural disputes as delegated by the Senate or its Chairperson and provides the related conclusions;
 - 82.3. analyses the reasons for the absence of members of the Senate from meetings of the Senate and the Standing Commissions, and provide the Senate with information on unexcused absences and non-compliance with assignments.

83. The commission which prepared or led the examination of the issues shall make reports at the Senate meetings and additional reports on issues referred to the commission. For this purpose, it appoints rapporteurs or additional rapporteurs from among its members. On all other issues, members of the commissions participate in the debate in the general order. On issues jointly developed and examined by multiple commissions, the commissions may make joint presentations or submit remarks and proposals separately.

CHAPTER XI FINAL PROVISIONS

84. Handling of all procedural matters of the Senate which are not provided for in these Rules of Procedure and the Statute of the University shall be proposed by the Chairperson of the Senate. Such a decision shall be taken by a majority of the members of the Senate voting, after a statement of reasons by the chairperson of the meeting.

Draft Resolution of the Collegial Governing Body of the Lithuanian University of Health Sciences

[LSMU coat of arms]

**LITHUANIAN UNIVERSITY OF HEALTH SCIENCES
SENATE**

RESOLUTION

ON THE APPROVAL OF [...]

[...] [...] 2020 No. [...]
Kaunas

In view of the Law on Science and Studies of the Republic of Lithuania and the Statute of the Lithuanian University of Health Sciences, the Senate of the Lithuanian University of Health Sciences hereby resolves:

1. To approve [...]
2. This Resolution shall enter into force on [...].

Chairperson of the Senate

Secretary of the Senate

**LITHUANIAN UNIVERSITY OF HEALTH SCIENCES
MINUTES OF THE SENATE MEETING**

DATE AND PLACE OF THE MEETING:

The meeting of the Senate of the Lithuanian University of Health Sciences was held on [...] [...] two thousand and _____ at the premises of the Lithuanian University of Health Sciences located at [...].

MEMBERS OF THE SENATE PRESENT AT THE MEETING:

1. [name, surname, job title];
2. [name, surname, job title];
3. [name, surname, job title];
4. [name, surname, job title];
5. [name, surname, job title];
6. [name, surname, job title];
7. [name, surname, job title];
8. [name, surname, job title];
9. [name, surname, job title];
10. [name, surname, job title];
11. [name, surname, job title];
12. [...]

Note:

[The meeting of the Senate shall be deemed to be valid if at least 33 out of 49 members of the Senate are present.]

QUORUM:

____ out of ____ members of the Senate of the Lithuanian University of Health Sciences are present at the meeting, therefore the quorum established by the Law on Science and Studies of the Republic of Lithuania and the Statute of the Lithuanian University of Health Sciences is present.

ISSUE: Approval of the agenda of the meeting.

Proposed agenda:

1. [...];
2. [...];
3. [...].

Note:

[To be filled in according to the number of items to be discussed]

VOTING RESULTS:

In favour: - []
Against: - []
Abstain: - []

Decision taken / not taken.

DECISION: To approve the agenda of the meeting:

1. [...];
2. [...];
3. [...].

Note:

[To be filled in according to the number of items to be discussed]

The meeting is presided over by the Chairperson of the Senate. The Secretary of the meeting is the Secretary of the Senate.

Note:

[If the Chairperson of the Senate and/or the Secretary of the Senate is unable to attend a meeting or is obliged to recuse themselves due to a conflict of interest, a Chairperson and/or a Secretary of the meeting shall be elected at the meeting]

No member of the Senate present at the meeting has any remarks regarding the convening of the meeting.

Note:

[If the members present at the meeting have remarks regarding the agenda, the author and content of the remarks shall be indicated]

ISSUE 1: [...]

[The essence of the issue under consideration]

VOTING RESULTS:

In favour: - []

Against: - []

Abstain: - []

Decision taken / not taken.

DECISION 1: [...].

ISSUE 2: [...]

[The essence of the issue under consideration]

VOTING RESULTS:

In favour: - []

Against: - []

Abstain: - []

Decision taken / not taken.

DECISION 2: [...].

ISSUE 3: [...]

[The essence of the issue under consideration]

VOTING RESULTS:

In favour: - []

Against: - []

Abstain: - []

Decision taken / not taken.

DECISION 3: [...].

Chairperson of the meeting
[]

Secretary of the meeting
[]

Annex 1 to the Meeting Minutes of the Senate of the Lithuanian University of Health Sciences.

THE LIST OF MEMBERS PRESENT AT THE MEETING OF THE SENATE OF THE LITHUANIAN UNIVERSITY OF HEALTH SCIENCES

(date)

No.	Member	Signature
1		
2		
3.		
4		
5		
6		
7		
8		
9		
10		
11		

Chairperson of the meeting
[]

Secretary of the meeting
[]