

APPROVED

ISMA University of Applied Sciences
Senate meeting,
March 21, 2013,
Protocol No.38

ISMA University of Applied Sciences

REGULATIONS ON ISMA CONVENTION OF ADVISORS

*In compliance with the Law on Institutions of Higher Education Section 16
and
ISMA Satversme p.45*

I. General provisions

1. ISMA University of Applied Sciences (hereinafter - ISMA) Convention of Advisers (hereinafter - Convention) is an advisory body of ISMA.
2. The Convention operates in compliance with the laws and regulations of the Republic of Latvia, ISMA Satversme and these Regulations.
3. The Regulations of the Convention and its amendments shall be approved by ISMA Senate (hereinafter - Senate).
4. The Senate has the right to decide on the termination of the Convention.

II. Aims and objectives of the activity

5. The main aim of the Convention is to promote the development of ISMA strategy and the interests of society.
6. To advise and provide opinions to the ISMA Board (hereinafter - Board), the Senate and the Rector on the issues of the development strategy of ISMA.
7. The Convention has the right to initiate the consideration of issues in the Senate and Satversme Assembly of ISMA.
8. To support the development of material and financial resources of ISMA.
9. At least once a year to evaluate the activities of the ISMA and provide opinions and proposals on its development in general.

III. Election and administration of the Convention

10. The professionals of science, education, culture and economics who, through their professionalism, work experience, competence and achievements, have demonstrated

public confidence and can contribute to the development of the institution and are not employees or students may be nominated as members of the Convention.

11. Nominations for the composition of the Convention may be made by the Board, the Senate or the Rector.
12. After the candidates have agreed to participate in the Convention, they shall be elected at a Senate meeting by open ballot by a simple majority.
13. The interests of ISMA are represented in the Convention by a member of the Board, the Rector and a delegated representative of the Student Council.
14. The Convention shall be elected for a term of three years. The Senate has the right, if necessary, to decide on the change of the composition of the Convention - recall of members and election of new members - also between the elections of the Convention.
15. The Convention shall elect a President and a Vice-President from among its members.

IV. Convention meetings

16. Meetings of the Convention shall be convened by the President at least twice a year.
17. An extraordinary meeting shall be convened on the initiative of the President or of not less than one-third of the members of the Convention.
18. Convention shall have a quorum if at least half of its members are present at the meeting.
19. Decisions of the Convention shall be taken by a simple majority of the votes cast. In the event of a tie, the President of the Convention or, in his absence, the Vice-President shall have the casting vote.
20. The Convention has the right to invite representatives of ISMA administration to its meetings.
21. The Convention has the right to form working groups from its members, inviting representatives of ISMA administration as necessary, to consider various issues and prepare recommendations.
22. The Convention shall submit its proposals to the Rector. The Convention has the right to initiate consideration of the matter by the Senate.
23. The newly elected Convention shall be convened for the first session and chaired by the Rector until the election of the President.