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Pursuant to the Statute of Dardania College, the Steering Council of Dardania College, at its meeting held on 12.05.2025, approved the following:

REGULATION

ON THE ORGANISATION, COMPOSITION, POWERS AND FUNCTIONING OF THE STEERING COUNCIL

May 2025
Prishtine

I. GENERAL PROVISIONS

Article 1
Purpose of the Regulation

1. This Regulation defines the organisation, composition, powers, responsibilities, operating procedures and decision-making process of the Steering Council of Dardania College.
2. This Regulation also establishes the relationships and division of powers between the Founder, the Steering Council, the Rector and the Rectorate, the Senate and other academic bodies, as well as the administrative and financial structures of the College.
3. The purpose of this Regulation is to ensure good institutional governance, academic autonomy, responsible financial management, transparency and accountability in the exercise of powers.

Article 2
Legal Basis

This Regulation is based on:

1. Law No. 04/L-037 on Higher Education in the Republic of Kosovo;
2. Law No. 08/L-110 on the Kosovo Accreditation Agency;
3. The Statute of Dardania College;
4. Other applicable legislation in force governing higher education in the Republic of Kosovo;
5. The internal acts and regulations of the College.

Article 3
Principles of Steering of the College

The Steering Council shall exercise its activities in accordance with the following principles:

1. Legality and compliance with the Statute;
2. Institutional and academic autonomy;
3. Separation of powers between ownership, institutional governance and academic decision-making;
4. Transparency and accountability;
5. Financial responsibility and sustainability;
6. Prevention of conflicts of interest;
7. Protection of students' interests and assurance of the quality of education;
8. Professional and academic independence of academic staff.

II. STATUS AND COMPOSITION OF THE STEERING COUNCIL

Article 4
Status of the Steering Council

1. The Steering Council is the body responsible for the institutional, strategic and financial governance, as well as the overall oversight of the College, within the powers established by law and the Statute.
2. The Steering Council shall exercise its powers collectively and in the best interests of the College as an institution.
3. The Steering Council may not replace or assume powers that, under the law and the Statute, belong to the academic bodies.

Article 5
Composition of the Steering Council

1. The Steering Council shall consist of five (5) members, in accordance with the Statute of the College.
2. The Founder of the College shall be a member of the Steering Council.
3. The appointment, dismissal, replacement and term of office of the members of the Steering Council shall be carried out in accordance with the procedures established by the Statute.
4. Members of the Steering Council shall perform their duties collectively, acting in the interests of the College and respecting the powers defined by this Regulation.

Article 6
Duties and Responsibilities of Members

1. Members of the Steering Council are obliged to attend meetings and contribute to the examination and decision-making on matters falling within the competence of this body.
2. Each member shall be accountable for their positions and votes in the decision-making process.
3. Members may not use their positions for personal gain or to promote interests that conflict with the interests of the College.
4. Members are obliged to maintain the confidentiality of institutional information and to act in accordance with the principles of good governance.

III. POWERS OF THE STEERING COUNCIL

Article 7

Powers and Responsibilities of the Steering Council

1. The Steering Council shall exercise the following powers and responsibilities:
   a. Approve the strategic directions and institutional development plan of the College;
   b. Review and approve the annual budget and financial reports;
   c. Oversee the management of the College's assets and the responsible use of its financial resources;
   d. Approve general policies on capital investments and development projects;
   e. Oversee the financial and economic sustainability of the College;
   f. Review reports submitted by the Rectorate and relevant structures concerning financial and administrative matters;
   g. Ensure the functioning of internal control mechanisms and may request internal or external audits;
   h. Approve general financial risk management policies;
   i. Oversee the fulfilment of the College's financial and contractual obligations;
   j. Review matters related to the development of infrastructure and technological capacities;
   k. Decide on other matters falling within its competence under the Statute and applicable legislation.
2. In exercising its powers, the Steering Council shall ensure that financial and administrative decisions do not undermine the institutional and academic autonomy of the College.
3. The Steering Council may not use its financial and administrative powers to interfere in matters falling within the exclusive competence of the academic bodies.

IV. STATUS, RIGHTS AND LIMITATIONS OF THE FOUNDER

Article 8

Status and Rights of the Founder

1. The Founder, in their capacity as the owner of the College and a member of the Steering Council, shall exercise the rights and responsibilities arising from the Founding Act, the Statute and the legislation in force.

2. In their capacity as owner, the Founder shall exercise their rights in the areas of ownership, finance support and the economic development of the College, while, in their capacity as a member of the Steering Council, they shall participate in discussions and decision-making on matters falling within the competence of this body.
3. In this regard, the Founder shall have the right to propose measures for financial sustainability, capital investments and development projects, to request information and reports on the financial and asset-related position of the College, and to participate in the review and approval of the budget and financial reports, in accordance with institutional procedures.
4. The Founder shall participate in the decision-making of the Steering Council on equal terms with the other members, while respecting the collective nature of this body and the obligation to disclose any conflict of interest.
5. The exercise of ownership and financial rights shall be carried out through the mechanisms established by the Statute and internal acts. The Founder may not make individual decisions on matters falling within the competence of the Steering Council, the Rector, the Senate or other bodies of the College.

Article 9

Limitations on the Founder's Powers and Protection of Academic Autonomy

1. Regardless of their status as the owner of the College and a member of the Steering Council, the Founder shall not exercise academic powers or interfere, directly or indirectly, in the academic decision-making and activities of the College, which fall within the competence of the academic bodies under the law and the Statute.
2. In particular, the Founder shall have no right to interfere with or influence:
   a. The drafting, approval and amendment of study programmes and curricula;
   b. The organisation of the teaching process and teaching methodologies;
   c. Student assessment, examinations and academic results;
   d. The recruitment, appointment, promotion and professional evaluation of academic staff;
   e. The awarding and promotion of academic titles;
   f. Research and scientific activities and scientific publications;
   g. Academic quality assurance procedures;
   h. Disciplinary matters concerning students and academic staff;
   i. Decisions of the Senate and other academic bodies.

3. The Founder may not require their prior approval of academic decisions, exercise a veto over such decisions, request their amendment or annulment, or exert influence through instructions or pressure on the Rector, Deans or academic staff.
4. The Founder shall have the right to be informed about the financial and economic implications of academic decisions and to submit proposals for securing the financial resources necessary for their implementation, without compromising the content, academic merit or independence of academic decision-making.
5. Any interference contrary to this Article shall be considered an exceeding of powers and shall be addressed in accordance with the Statute and applicable legislation.

V. RELATIONS BETWEEN THE BODIES OF THE COLLEGE

Article 10

Relations between the Steering Council and the Academic Bodies

1. The Senate is the principal academic body of the College and shall exercise the powers defined by the Statute.
2. The academic bodies shall exercise their powers independently and professionally, in accordance with the law and the Statute.
3. The Steering Council may not replace the Senate or other academic bodies, make decisions on their behalf, or amend or annul their decisions falling within their exclusive academic competence.
4. Where academic decisions have financial implications, the Steering Council may examine the financing aspects and the possibilities of securing the necessary resources, without interfering with the content or academic merit of such decisions.
5. Matters requiring coordination between the academic bodies and financial structures shall be addressed through institutional communication and cooperation, while respecting the powers of each respective body.

Article 11

Relations between the Steering Council and the Rectorate

1. The Rector shall exercise their powers and responsibilities in accordance with the Statute and the legislation in force.

2. The Steering Council and the Rectorate shall cooperate in achieving the strategic and development objectives of the College, while respecting the division of powers.
3. The Rectorate shall submit to the Steering Council the reports and information necessary concerning matters falling within the competence of the latter, particularly regarding budget implementation, financial management and institutional development.
4. Communication between the Founder and the Rector concerning ownership, financial and institutional matters shall take place through regular reporting and governance mechanisms.
5. Nothing in this Article shall be interpreted as authorising the Founder or the Steering Council to interfere with the exclusive academic powers of the Rector and the academic bodies.

VI. CHAIRPERSON AND FUNCTIONING OF THE STEERING COUNCIL

Article 12
Chairperson of the Steering Council

1. The Steering Council shall elect its Chairperson from among its members, in accordance with the procedure established by the Statute.
2. The Chairperson shall have the following duties and responsibilities:
    a. Organise and chair meetings of the Steering Council;
    b. Prepare the agenda;
    c. Coordinate the work among members;
    d. Ensure the implementation of the Council's decisions;
    e. Represent the Council in institutional relations;
    f. Ensure compliance with this Regulation.
3. The Chairperson may not exercise individual powers exceeding the decisions of the Steering Council or interfere with the powers of other bodies of the College.

Article 13
Meetings of the Steering Council

1. The Steering Council shall meet at least once every three (3) months.

2. Extraordinary meetings may be convened by the Chairperson or at the request of at least one-third of the Council's members.
3. The meeting invitation, together with the agenda and relevant materials, shall be sent to members within a reasonable period before the meeting is held.
4. In urgent cases, a meeting may be convened at shorter notice, provided that the urgency is duly justified.
5. The Rector, representatives of the College's structures or external experts may be invited to Council meetings where consideration of specific matters requires their presence. Invited participants shall not have voting rights.
6. Minutes shall be kept for each meeting, recording the participants, matters considered, main discussions and decisions taken.
7. The minutes shall be signed by the Chairperson and the person responsible for taking the minutes.

Article 14

Quorum and Decision-Making

1. The Steering Council shall have a quorum when a majority of its members are present at the meeting.
2. Decisions shall be adopted by a majority vote of the members present, unless otherwise provided for in the Statute.
3. Each member shall have one vote. The Founder shall not have an additional vote by virtue of their ownership status.
4. In the event of a tie, the decision shall be deemed not adopted, unless otherwise provided for in the Statute.
5. A member who has a conflict of interest in a particular matter shall not participate in the relevant decision-making, in accordance with the provisions of this Regulation and the Statute.
6. Decisions shall be documented and recorded in the Register of Decisions of the Steering Council.

VII. REPORTING, TRANSPARENCY AND ACCOUNTABILITY

Article 15
Financial Reporting and Transparency

1. The Rectorate and the responsible structures of the College shall submit periodic reports to the Steering Council on budget implementation, the financial position, asset management and fulfilment of financial obligations.
2. Reports must be documented, accurate and verifiable.
3. The Steering Council may request additional information and internal or external audits whenever it considers this necessary.
4. The Founder, in their capacity as owner and member of the Steering Council, shall have the right to be informed about the financial and asset-related position of the College, in accordance with the law, the Statute and institutional procedures.
5. Financial and institutional information shall be handled in accordance with confidentiality requirements and personal data protection legislation.

Article 16
Conflict of Interest

1. Members of the Steering Council are obliged to avoid any conflict between their personal or financial interests and the interests of the College.
2. Any member having a personal, financial or property-related interest in a matter being considered by the Council shall be obliged to disclose such interest before the consideration of the matter begins.
3. Where matters involving personal interests or transactions between the College and the Founder are considered, the rules on conflicts of interest and exclusion from decision-making shall apply.
4. A member having a conflict of interest shall not participate in the discussion or vote on the matter concerned, in accordance with the law and the Statute.
5. Every conflict-of-interest case shall be recorded in the minutes of the meeting.

Article 17

Liability for Exceeding Powers and Violations of the Regulation

1. Every member of the Steering Council and every official of the College shall be responsible for complying with the powers and obligations established by law, the Statute and this Regulation.
2. Violations of this Regulation, including unauthorised interference with the powers of other bodies, shall be documented and addressed by the competent bodies in accordance with the relevant procedures.
3. Any interference that undermines academic autonomy shall be addressed in accordance with the Statute and applicable legislation.
4. No provision of this Regulation shall be interpreted as authorising the Founder or any member of the Steering Council to exercise powers belonging to the academic bodies.

VIII. FINAL PROVISIONS

Article 18

Interpretation and Implementation of the Regulation

1. The Steering Council shall be responsible for the implementation of this Regulation within the scope of its powers.
2. Matters not regulated by this Regulation shall be addressed in accordance with the Statute and applicable legislation.
3. In the event of any inconsistency between this Regulation and the legislation in force, the provisions of the applicable legislation shall prevail.
4. In the event of any inconsistency with the Statute, the provisions of the Statute shall apply, and the necessary steps shall be taken to harmonise this Regulation accordingly.

Article 19

Amendments and Supplements to the Regulation

1. Upon the entry into force of this Regulation, the previous Regulation together with any amendments and supplements shall cease to have effect.
2. Proposals for amendments and supplements to this Regulation may be submitted by members of the Steering Council, in accordance with the Statute.

3. Amendments and supplements shall be approved by the competent body, in accordance with the procedures established by the Statute and applicable legislation.
4. Any amendments must comply with the principles of good governance and the separation of powers among the bodies of the College.

Article 20

Entry into Force

1. This Regulation shall enter into force upon its approval by the competent body, in accordance with the Statute and applicable legislation.
2. Upon its entry into force, any previous internal provisions that conflict with this Regulation shall be harmonised accordingly.
3. All bodies and structures of the College shall be obliged to comply with this Regulation.

Chairperson of the Steering Council

Assoc. Prof. Dr. Halim Gjergjizi