 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 1/38

Based on the Ordinance on the establishment of the independent higher education institution Landscape Governance College Grm Novo mesto (Official Gazette of the Republic of Slovenia, No. 172/2021 and 107/2023) and the Act on Higher Education (Official Gazette of the Republic of Slovenia, No. 32/12 - officially consolidated text, 40/12 - ZUJF, 57/12 - ZPCP-2D, 109/12, 85/14, 75/16, 61/17 - ZUPŠ, 65/17, 175/20 - ZIUOPDVE, 57/21 - Decision of the Constitutional Court, 54/22 - ZUPŠ-1, 100/22 - ZSZUN and 102/23), the Senate of the Landscape Governance College Grm Novo mesto, at its regular meeting on 29 November 2023, and the Management Board of the Landscape Governance College Grm Novo mesto, at its regular meeting on 5 December 2023, adopted the following text in the same form

STATUTE OF THE INDEPENDENT HIGHER EDUCATION INSTITUTION LANDSCAPE GOVERNANCE COLLEGE GRM NOVO MESTO

1 GENERAL PROVISIONS

Article 1

- (1) The Landscape Governance College Grm Novo mesto (hereinafter referred to as "LGC Grm Novo mesto") is a legal person.
- (2) The LGC Grm Novo mesto is an independent educational and scientific research higher education institution, which creates natural science knowledge in the field of rural and landscape management, nature conservation knowledge in the field of hospitality and tourism, as well as artistic and social science knowledge. It also develops various training courses (training centres).
- (3) The founder of the LGC Grm Novo mesto is the Republic of Slovenia.
- (4) The Government of the Republic of Slovenia shall exercise the founder's rights and obligations.
- (5) The official name of the Higher Education Institution in Slovenian is: Visoka šola za upravljanje podeželja Grm Novo mesto.
- (6) Abbreviated name in Slovenian: VŠ Grm Novo mesto.
- (7) Name in English: Landscape Governance College Grm Novo mesto.
- (8) Abbreviated name in English: LGC Grm Novo mesto.
- (9) The LGC Grm Novo mesto may change its name only with the consent of the founder.

Article 2

The headquarters of LGC Grm Novo mesto are in Novo mesto, Ljubljanska c. 28, 8000 Novo mesto.


Article 3

- (1) Within the framework of its activities and with the prior consent of the founder, the LGC Grm Novo mesto may establish an institute, a company, a foundation or another legal person.
- (2) The responsibilities of the LGC Grm Novo mesto and its founder are laid down in the Decree establishing the LGC Grm Novo mesto and in this Statute.

Article 4

- (1) The LGC Grm Novo mesto has its own logo, which is used on all documents in accordance with the adopted integrated graphic image.
- (2) The seal of the LGC Grm Novo mesto, Institution of Higher Education has a round shape: the coat of arms of the Republic of Slovenia is in the centre, and the name of the LGC Grm Novo mesto is written in Slovenian and English around the perimeter.

Izdaja: 02	Velja od: 20.1.2024	Prilagodili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 2/38

2 ACTIVITY AND LEGAL CAPACITY OF THE LGC GRM NOVO MESTO

2.1 Activities of the LGC Grm

Article 5


(1) The LGC Grm Novo mesto implements the national research and development programme and the national higher education programme in the fields of natural sciences, rural and landscape management, nature conservation, agriculture, forestry, fisheries, catering and tourism, gastronomy and social sciences. The LGC Grm Novo mesto, Institution of Higher Education, also provides various training courses in the above-mentioned and other fields, mainly of an applied nature (training). The main fields of activity of the LGC Grm Novo mesto, Institution of Higher Education, according to the regulation governing the application of the classification system for education and training (ICSED classification), are agriculture, forestry and fisheries.

(2) The LGC Grm Novo mesto shall carry out the activities referred to in the preceding paragraph in accordance with the principle of the autonomy of the profession.

(3) The LGC Grm Novo mesto also carries out educational, research, development, consultancy, library and publishing activities or other related activities in accordance with the Decree on the Establishment of the Independent Higher Education Institution of the LGC Grm Novo mesto (Official Gazette of the RS, No. 172/2021 and 107/2023, hereinafter referred to as the "Decree on the Establishment of the LGC Grm Novo mesto, Institution of Higher Education"), i.e.:


- P85.422 Higher education,
- P85.590 Other education, training and further education, not classified,
- P85.600 Activities auxiliary to education,
- 01.110 Growing of cereals (except rice), leguminous crops and oil seeds,
- 01.120 Rice cultivation,
- 01.130 Growing of vegetables and melons, roots and tubers,
- 01.140 Sugar cane cultivation,
- 01.160 Growing of plants for fibre,
- 01.190 Growing of flowers and other annual plants,
- 01.210 Viticulture,
- 01.220 Growing of tropical and subtropical fruit,
- 01.230 Growing of citrus fruit,
- 01.240 Growing of stone and stone fruits,
- 01.250 Growing of other fruit trees and shrubs,
- 01.260 Growing of oilseeds,
- 01.270 Growing of plants for making beverages,
- 01.280 Growing of spice, aromatic and medicinal plants,
- 01.290 Growing of other permanent crops,
- 01.300 Plant propagation,
- 01.410 Milk production,
- 01.420 Other cattle farming,
- 01.430 Horse breeding,
- 01.440 Camel breeding,
- 01.450 Raising of small livestock,
- 01.460 Pig farming,
- 01.470 Poultry farming,
- 01.490 Raising of other animals,
- 01.500 Mixed farming,
- 01.610 Crop production services,
- 01.620 Services other than veterinary services to livestock,

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 3/38


- 01.630 Preparation of crops,
- 01.640 Seed treatment,
- 01.700 Hunting,
- 02.100 Silviculture and other forestry activities,
- 02.200 Logging,
- 02.300 Collection of forest products other than timber,
- 02.400 Forestry services,
- 03.110 Marine fisheries,
- 03.120 Freshwater fisheries,
- 03.210 Farming of marine organisms,
- 03.220 Cultivation of freshwater organisms.
- 10.110 Manufacture of meat other than poultry meat,
- 10.120 Poultry meat production,
- 10.130 Manufacture of meat products,
- 10.200 Processing and preserving of fish,
- 10.310 Processing and preserving of potatoes,
- 10.320 Manufacture of fruit and vegetable juices,
- 10.390 Other processing and preserving of fruit and vegetables,
- 10.410 Manufacture of oils and fats,
- 10.420 Manufacture of margarine and similar edible fats,
- 10.510 Dairying and cheese-making,
- 10.520 Manufacture of ice cream,
- 10.610 Milling,
- 10.620 Manufacture of starches and starch products,
- 10.710 Manufacture of bread, fresh pastry goods and cakes,
- 10.720 Manufacture of rusks and biscuits; manufacture of durum pastries and cakes,
- 10.730 Manufacture of pasta,
- 10.810 Manufacture of sugar,
- 10.820 Manufacture of cocoa, chocolate and sugar confectionery,
- 10.830 Processing of tea and coffee,
- 10.840 Manufacture of condiments, spices, perfumes and other additives,
- 10.850 Manufacture of prepared meals and meals,
- 10.860 Manufacture of homogenised and dietetic foodstuffs,
- 10.890 Manufacture of other food products n.e.c,
- 10.910 Manufacture of animal feeding stuff,
- 10.920 Manufacture of pet food,
- 11.010 Manufacture of spirituous beverages,
- 11.020 Manufacture of wine and grapes,
- 11.030 Manufacture of fruit wines and similar fermented beverages,
- 11.040 Manufacture of aromatised wines from grapes,
- 11.050 Manufacture of beer,
- 11.060 Manufacture of malt,
- 11.070 Manufacture of soft drinks, mineral waters and other bottled waters,
- 16.100 Sawing, planing and impregnating of wood,
- 16.240 Manufacture of wooden packaging,
- 16.290 Manufacture of other products of wood, cork, straw and plaiting materials,
- 17.290 Manufacture of other articles of paper and paperboard,
- 18.110 Printing of newspapers,
- 18.120 Other printing,
- 18.130 Preparation for printing and publication,
- 18.140 Bookbinding and related activities,
- 18.200 Reproduction of recorded media,
- 20.150 Manufacture of fertilisers and nitrogen compounds,
- 20.530 Manufacture of essential oils,

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 4/38


- 36.000 Collection, purification and distribution of water,
- 37.000 Sewage management,
- 38.110 Collection and disposal of non-hazardous waste,
- 39.000 Environmental remediation and other waste management,
- 43.110 Demolition of buildings.
- 43.120 Earth preparatory works,
- 43.390 Other building completion work,
- 45.200 Maintenance and repair of motor vehicles,
- 46.110 Agents involved in the sale of agricultural raw materials, live animals, textile raw materials, semi-manufactured goods,
- 46.130 Agents involved in the sale of timber and building materials,
- 46.170 Agents involved in the sale of food, beverages, tobacco,
- 46.210 Wholesale trade services of cereals, tobacco, seeds and fodder,
- 46.220 Wholesale trade services of flowers and plants,
- 46.230 Wholesale trade services of live animals,
- 46.310 Wholesale trade services of fruit and vegetables,
- 46.320 Wholesale trade services of meat and meat products,
- 46.330 Wholesale trade services of milk, milk products, eggs, edible oils and fats,
- 46.340 Wholesale trade services of beverages,
- 46.360 Wholesale trade services of sugar, chocolate, sugar confectionery,
- 46.370 Wholesale trade services of coffee, tea, cocoa, spices,
- 46.380 Wholesale trade services of other food products, including fish, crustaceans, molluscs,
- 46.610 Wholesale trade services of agricultural machinery, implements and equipment,
- 46.710 Wholesale trade services of solid, liquid and gaseous fuels,
- 46.730 Wholesale trade services of wood, building materials and sanitary ware,
- 46.770 Wholesale trade services of scrap and waste,
- 47.110 Retail sales in non-specialised stores, mainly of food products,
- 47.210 Retail sale of fruit and vegetables in specialised stores,
- 47.220 Retail sale of meat and meat products in specialised stores,
- 47.230 Retail sale in specialised stores of fish, crustaceans, molluscs,
- 47.240 Retail sale in specialised stores of bread, pastry, cakes and pasta, sugar products,
- 47.250 Retail sale of beverages in specialised stores,
- 47.290 Other retail sales in specialised food stores,
- 47.610 Retail sale of books in specialised stores,
- 47.621 Retail sale of newspapers and magazines,
- 47.622 Retail sale of paper and stationery,
- 47.761 Retail sale of flowers in florists' shops,
- 47.762 Retail sale in specialised stores of gardening equipment and pet shops,
- 47.782 Retail sale in specialised stores of works of art,
- 47.789 Other retail sales in other specialised stores,
- 47.810 Retail sale of food, beverages and tobacco products in stalls and markets,
- 47.890 Retail sale of other goods in stalls and markets,
- 47.910 Retail sale via mail order or via the Internet,
- 47.990 Other retail sales not in stores, stalls or markets,
- 49.391 Interurban and other road passenger transport,
- 52.100 Storage,
- 52.210 Service activities incidental to land transport,
- 52.290 Freight forwarding and other transport support activities,
- 55.100 Hotels and similar accommodations,
- 55.201 Holiday homes and resorts,
- 55.202 Tourist farms with rooms,
- 55.203 Letting of private rooms to guests,
- 55.204 Mountaineering hostels and youth hostels,
- 55.209 Other short-stay accommodation,

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 5/38

- 55.300 Activities of caravan parks, camps,
- 55.900 Activities of boarding schools, hostels and other accommodation,
- 56.101 Restaurants and taverns,
- 56.102 Cafeterias and similar establishments,
- 56.103 Cake and coffee shops,
- 56.104 Temporary food service establishments,
- 56.105 Tourist farms without rooms,
- 56.210 Occasional preparation and delivery of meals,
- 56.290 Other catering,
- 56.300 Serving of beverages
- 58.110 Publishing of books,
- 58.120 Other printing,
- 58.130 Publishing of newspapers,
- 58.140 Publishing of magazines and other periodicals,
- 58.190 Other publishing,
- 59.110 Production of films, video films, television programmes,
- 62.010 Computer programming,
- 62.020 Consultancy services on computer equipment and software,
- 62.090 Other information technology and computer service activities,
- 63.110 Data processing and related activities,
- 68.320 Management of immovable property for consideration or on a fee or contract basis,
- 69.200 Accounting, book-keeping and auditing activities; tax consultancy activities,
- 70.220 Other business and management consultancy activities,
- 71.112 Landscape architectural, town-planning and other design services,
- 71.129 Other technical design and consultancy services,
- 71.200 Technical testing and analysis,
- 72.110 Research and development activities in the field of biotechnology,
- 72.190 Research and development activities in other branches of science and technology,
- 72.200 Research and development activities in the social sciences and humanities,
- 73.110 Activities of advertising agencies,
- 73.120 Mediation of advertising space,
- 73.200 Market research and public opinion polling,
- 74.100 Design, arrangement and decorating services,
- 74.200 Photographic activities,
- 74.300 Translation and interpretation,
- 74.900 Other professional and technical activities not elsewhere classified,
- 75.000 Veterinary medicine,
- 77.210 Renting and leasing of sports equipment,
- 77.310 Renting and leasing of agricultural machinery and equipment,
- 77.390 Renting and leasing of other machinery, plant and equipment,
- 77.400 Leasing of rights to use intellectual property, other than copyright part,
- 79.110 Travel agency activities,
- 79.120 Activities of tour operators,
- 79.900 Reservations and other travel-related activities,
- 81.100 Building maintenance and janitorial services,
- 81.300 Landscaping and maintenance of green areas and surroundings,
- 82.190 Photocopying, document preparation and other individual office activities,
- 82.300 Organisation of exhibitions, fairs, meetings,
- 82.920 Packaging,
- 82.990 Support activities incidental to business activities n.e.c,
- 85.510 Education, training and further training in sport and recreation,
- 85.530 Activities of driving schools,
- 86.210 General out-of-hospital medical activities,
- 86.901 Alternative forms of treatment,

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 6/38

- 87.300 Residential care activities for the elderly and disabled,
- 87.900 Other social work activities with accommodation,
- 88.109 Non-residential social care services for the elderly and disabled,
- 90.040 Operation of facilities for cultural events,
- 91.011 Library activities,
- 91.012 Activities of archives,
- 91.020 Activities of museums,
- 91.030 Protection of cultural heritage,
- 91.040 Botanic and zoological gardens, protection of natural values,
- 93.110 Operation of sports facilities,
- 93.120 Activities of sports clubs,
- 93.190 Other sporting activities,
- 93.210 Amusement park activities,
- 93.299 Other non-classified leisure-time activities,
- 94.120 Activities of professional associations,
- 94.999 Activities of membership organisations not elsewhere classified; and other related activities, which the LGC Grm Novo mesto, with the consent of the founder, shall determine by amending this Statute.


Article 6

- (1) The LGC Grm Novo mesto implements study programmes for the acquisition of first-level (higher professional study programme) and second-level (master's study programme) education, study programmes for advanced training, transnational education and joint study programmes.
- (2) The LGC Grm Novo mesto carries out scientific research activities in one or more related fields or interrelated scientific fields, disciplines and disciplines. It shall carry out educational activities in the fields of study laid down in the Decree on the establishment of the LGC Grm Novo mesto, Higher Education Institution, and in this Statute.
- (3) The LGC Grm Novo mesto also provides formal and informal training with the aim of acquiring and developing various skills, abilities and competences (training) on training grounds (training centres).
- (4) Study programmes may be implemented by the LGC Grm Novo mesto on its own or in cooperation with other higher education institutions in Slovenia and abroad.
- (5) The LGC Grm Novo mesto also exercises public powers in accordance with the law.

Article 7

- (1) The LGC Grm Novo mesto implements the national research and development programme as a compulsory component of the work of higher education teachers and associates, scientific workers and associates, and in the framework of research and development projects.
- (2) Scientific research and development work as a compulsory component of the work of higher education teachers and associates is defined by the national higher education programme, the national research and development programme, the study programmes of the LGC Grm Novo mesto, research programmes and projects of other sponsors, and by the decisions of the Senate of the LGC Grm Novo mesto (hereinafter referred to as the "Senate"), which adopts programmes of individual research and development work of higher education teachers and associates.
- (3) The LGC Grm Novo mesto may subsequently propose to carry out other activities to be defined on the basis of the prior consent of the founder.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 7/38

2. 2 Legal capacity and rights, obligations and responsibilities of the LGC Grm Novo mesto

Article 8

(1) The LGC Grm Novo mesto shall act in legal transactions independently, in its own name and on its own account, with all rights and obligations, and shall enter into legal transactions for the activities set out in the Decree of Establishment of the LGC Grm Novo mesto and in this Statute, without limitation.

(2) The LGC Grm Novo mesto shall be liable for the obligations referred to in paragraph 1 of this Article with all its assets.

(3) The founder shall be liable for the obligations of the LGC Grm Novo mesto up to the value of the assets acquired from public funds at the disposal of the LGC Grm Novo mesto.

Article 9

(1) The LGC Grm Novo mesto is an independent higher education institution which carries out activities within the framework of the national higher education programme and the national research and development programme, for which the Republic of Slovenia provides funding.

(2) The LGC Grm Novo mesto also carries out activities for which the Republic of Slovenia does not provide funding.

(3) In order to carry out the activities referred to in paragraphs 1 and 2 of this Article, the LGC Grm Novo mesto shall employ educational, research, development, professional and other staff in accordance with the law, this Statute and the Act on Systemisation.

Article 10

(1) The LGC Grm Novo mesto may become a full member or an associate member of the University. The conditions for joining the public university and the rights and obligations of the LGC Grm Novo mesto as a member or associate member of the university shall be regulated by the acts of foundation and by the Statute of the LGC Grm Novo mesto and the public university.

(2) In the event of the establishment of a public university with its seat in Novo mesto, the LGC Grm Novo mesto will join it as a full member. The decision on the affiliation will be taken by the competent bodies of the LGC Grm Novo mesto.

3 MANAGEMENT AND ORGANISATION OF THE LGC GRM NOVO MESTO

3.1 Bodies of the LGC Grm Novo mesto

Article 11

(1) The bodies of the LGC Grm Novo mesto are: the Dean, the Senate, the Academic Assembly, the Student Council and the Management Board.


(2) The LGC Grm Novo mesto may also have other bodies and working bodies, whose scope of work, composition, method of appointment, responsibilities and powers shall be determined by the Statute.

3.1.1 Dean of LGC Grm Novo mesto

Article 12

(1) The Dean of the LGC Grm Novo mesto (hereinafter referred to as the Dean) is the professional head and the governing body of the LGC Grm Novo mesto.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 8/38

(2) The Dean shall represent the LGC Grm Novo mesto in legal transactions. The Dean shall manage the educational, scientific-research and development work of the LGC Grm Novo mesto on the basis of the Higher Education Act, the Ordinance on the Establishment of the LGC Grm Novo mesto, Institution of Higher Education and this Statute, and shall be responsible for the legality of his/her work.

(3) The Dean shall have the powers and responsibilities in accordance with the Ordinance establishing the LGC Grm Novo mesto and this Statute and shall perform the following duties. The Dean:

- represents the LGC Grm Novo mesto,
- organises, manages and coordinates the educational, scientific research and development work, as well as the business and organisation of the work of the LGC Grm Novo mesto, in accordance with the adopted development programme and annual work plans,
- coordinates the professional aspects of educational, scientific research, development and other work,
- is responsible and accountable for the legality of its operations,
- monitors, determines and ensures the quality of the activities of the LGC Grm Novo mesto, study programmes, scientific research, development, artistic and professional work, and prepares an annual quality report (self-evaluation),
- decides independently on the disposition of the funds of the LGC Grm Novo mesto, up to the amount set by the Public Procurement Regulations for procurement under the small value procurement procedure, and to dispose of funds in excess of this amount, subject to the approval of the Management Board,
- adopts the general acts of the LGC Grm Novo mesto necessary to improve the governance system,
- proposes the creation of organisational units,
- adopts the Act on the organisation and systematisation of posts of the LGC Grm Novo mesto,
- proposes basic, development and commercial policies,
- convenes and chairs meetings of the Senate,
- executes the decisions of the Senate,
- appoints Vice-Deans and commissions and other working bodies, with the consent of the Senate,
- as the first-instance body, decides on applications from students of the LGC Grm Novo mesto in academic matters,
- awards diplomas, prizes and distinctions to the LGC Grm Novo mesto,
- determines the disciplinary responsibility of students and imposes measures,
- reports on its work to the Senate and the Governing Board at least once a year,
- decides on the conclusion and termination of employment contracts and performs other tasks in accordance with the law, the Decree establishing the LGC Grm Novo mesto, this Statute and other general acts of the LGC Grm Novo mesto.


(4) The Dean may authorise the Registrar of the LGC Grm Novo mesto to carry out the part of the managerial tasks specified in the authorisation at the time of appointment.

(5) The Dean may represent the LGC Grm Novo mesto in legal transactions, except for the purchase, sale or disposal of immovable property and the conclusion of loan agreements.

(6) The Vice-Deans shall assist the Dean about the tasks laid down in this Statute and other general acts.

(7) In the event of a prolonged absence, the Dean shall authorise in writing one of the Vice-Deans of the LGC Grm Novo mesto to act as a substitute and shall specify the scope of the substitution in the authorisation. In the event that the Dean is unable to give a written authorisation due to unforeseeable events, the most senior Vice-Dean shall replace the Dean.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 9/38

Election and appointment of the Dean

Article 13

(1) The procedure for the appointment of the Dean shall begin at the earliest six months and at the latest three months before the expiry of the term of office of the outgoing Dean.

(2) The Senate shall adopt a decision on the initiation of the procedure for the election of a new Dean, together with a list and timetable of the election procedures for the election of the Dean. The Senate's decision shall specifically confirm the list of voters referred to in the first and second indents of Article 15, paragraph 1, of this Statute, representing the electoral body of staff members, and shall confirm the list of voters referred to in the third indent of Article 15, paragraph 1, representing the electoral body of students.

(3) In the decision to initiate the procedure for the election of the Dean, the Senate shall also set the deadline for the submission of nominations, which shall not be less than fifteen days and not more than thirty days from the date of the decision, and the date for the general and direct election of the Dean.

(4) At the same time, the Senate shall, by resolution, appoint an Electoral Commission, which shall perform in particular the following tasks:

- draw up a report containing a list of the candidates who have been nominated in good time and a determination as to whether the proposed candidates meet the conditions for the office of Dean,
- inform the Senate of the proposed candidates within three working days and, at the same time, inform the proposed candidates that they have 15 days in which to submit their written consent to candidature, programme of work, curriculum vitae and bibliography,
- within three working days after the expiry of the deadline referred to in the previous indent, publish on the website and the notice board or on the intranet page of the LGC Grm Novo mesto the list of candidates for the position of Dean together with their programmes of work, and inform the electoral body based on the list referred to in the second paragraph of this Article, as well as the Senate, the Student Council and the professional services of the LGC Grm Novo mesto,
- shall be responsible for the preparation and conduct of the election of the Dean, which shall be held simultaneously for each of the three groups of electors referred to in Article 15, paragraph 1, of these Statute who are entitled to elect the Dean,
- determine the result of the election and forward the record of the result of the Dean's election to the Senate within twenty-four hours of the conclusion of the election.

Article 14

(1) Anyone who is employed as a higher education teacher at the LGC Grm Novo mesto, Institution of Higher Education, in accordance with the Higher Education Act, the Decree on the Establishment of the LGC Grm Novo mesto, Institution of Higher Education, and this Statute may be elected as Dean of the LGC Grm Novo mesto, Institution of Higher Education.

(2) Candidates for the position of Dean may be nominated by the Chairs of the LGC Grm Novo mesto or by at least five higher education teachers or research associates and higher education associates who are members of the Academic Assembly and have the right to elect the Dean.


(3) Any member of the Academic Assembly may also submit a candidature for the office of Dean on his/her behalf, provided that he/she fulfils the requirements for nomination.

Article 15

(1) The Dean shall be elected for a term of four years by three groups of voters in a general and direct election:

- higher education teachers, research assistants and higher education associates who have an employment contract at the LGC Grm Novo mesto for at least half-time,

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 10/38

- other employees who have at least a half-time contract at the LGC Grm Novo mesto,
- students.

(2) Groups of voters have different percentages of the total number of votes:

- 80% of the total votes, of which the workers referred to in the second indent of the previous paragraph of this Article shall have no more than 25%,
- students 20% of the total vote.

Article 16

(1) The Senate, on the basis of the Electoral Commission's report on the result of the election of the Dean, shall, no later than three days after the receipt of the report, adopt a declaratory decision declaring the new Dean. The Senate shall at the same time inform the Management Board of the LGC Grm Novo mesto (hereinafter referred to as the Management Board), the Academic Assembly of the LGC Grm Novo mesto (hereinafter referred to as the Academic Assembly), the Student Council the LGC Grm Novo mesto (hereinafter referred to as the Student Council), the Registrar's Office and the specialist services, the founder of the LGC Grm Novo mesto and the general public.

(2) The decision referred to in the preceding paragraph shall be published on the website of the LGC Grm Novo mesto and the notice board and shall be forwarded to the founder of the LGC Grm Novo mesto.

(3) If by the expiry of the term of office of the outgoing Dean a new Dean has not been elected in a general and direct election, the Senate shall appoint an Acting Dean for a period not exceeding six months.

(4) The term of office of the Dean shall be four years, renewable.

(5) A Dean may be re-elected as Dean of an independent higher education institution established by the Republic of Slovenia, but the total term of office may not exceed eight years.

(6) The employment contract of the Dean shall be concluded and signed by the Chairperson of the Management Board.

Article 17

(1) The Dean shall cease to hold office:

- as the term of office expires,
- on termination of employment,
- by resignation,
- by dismissal.


(2) The Senate may dismiss a Dean before the expiry of his or her term of office for serious and justified reasons on the basis of a reasoned petition submitted to the Senate by the Academic Assembly.

(3) The initiative for dismissal may be submitted to the Academic Assembly by the chairs of the LGC Grm Novo mesto or by at least five higher education teachers or scientific associates or other employees of the LGC Grm Novo mesto. After consideration at a meeting of the Academic Assembly, the Academic Assembly shall forward the adopted petition to the Senate for a decision in its final reasoned form.

(4) The Dean shall have the right to express his or her opinion on the Academic Assembly's petition for dismissal within thirty days. After the expiry of this period, the Senate shall debate the matter again and determine whether, following the Dean's clarification or response, there are still valid grounds for accepting the initiative for his/her early dismissal.

(5) The decision to dismiss the Dean must be adopted by a two-thirds majority of the votes cast at a meeting at which a majority of all members of the Senate are present.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 11/38

Article 18

- (1) If a Dean ceases to hold office before the expiry of the term for which he/she was elected, the Senate shall appoint one of the Vice-Deans of the LGC Grm Novo mesto to perform his/her duties until the election of a new Dean and shall carry out the procedure for the election of a replacement Dean as soon as possible.
- (2) The procedure for calling early elections of the Dean shall follow the same procedure as for the regular election of the Dean.
- (3) A replacement Dean shall take office on the date of his/her election and his/her term of office shall end on the date fixed for the termination of the term of office of his/her predecessor.

Vice-Deans of the LGC Grm Novo mesto

Article 19

- (1) The Vice-Deans shall assist the Dean in the tasks set out in this Statute and other general acts.
- (2) The LGC Grm Novo mesto has Vice-Deans for the following areas:
 - education,
 - scientific research work, and
 - student affairs (student vice-dean).
- (3) The LGC Grm Novo mesto may also have Vice-Deans for other areas. A single Vice-Dean may also cover several areas.
- (4) The number of Vice-Deans and their duties shall be determined by a decision of the Dean with the consent of the Senate.

Article 20


- (1) A higher education teacher who participates in the educational, research and development process of the LGC Grm Novo mesto, Higher Education Institution, may be appointed as a Vice-Dean, subject to the consent of the Senate, in accordance with the Higher Education Act, the Decree on the Establishment of the LGC Grm Novo mesto, Higher Education Institution, this Statute and other general acts.
- (2) The provision of the preceding paragraph of this Article shall not apply to the Vice-Dean for Student Affairs.
- (3) Vice-Deans are appointed for the term of office of the Dean who appointed them. The Vice-Dean for Student Affairs shall be appointed for a term of office of one year.
- (4) The Vice-Dean may be reappointed to that post.
- (5) The appointment of new Vice-Deans shall terminate the functions of the previous Vice-Deans.

Article 21

The duties and responsibilities of the Vice-Dean for Education are mainly that he/she:

- coordinates the preparation and delivery of educational work in undergraduate and postgraduate study programmes,
- takes initiatives for cooperation with international institutions,
- initiates changes to existing study programmes and the development of new ones,
- coordinates the work of the organisational units of the LGC Grm Novo mesto,
- appoints mentors for assistant professors and assistant trainees on the proposal of the heads of departments,
- coordinates and supervises the integration of visiting teachers and experts from industry

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 12/38

- into study programmes,
- carries out professional work on the enforcement of the regulations governing study and other education,
 - makes proposals to the Dean concerning the absence of teachers and staff members,
 - makes proposals to the Dean concerning the participation of staff members in the study activities of third parties,
 - carries out work and tasks under the authority of the Dean
 - and performs other tasks as directed by the Dean.

Article 22

The duties and responsibilities of the Vice-Dean for Scientific Research are mainly that he/she:

- coordinates the work of the research groups of the LGC Grm Novo mesto and the preparation and implementation of scientific research and development work at the LGC Grm Novo mesto,
- coordinates the work of the organisational units of the LGC Grm Novo mesto in the field of research,
- makes proposals to the Dean concerning the performance of scientific research and development work by employees of the LGC Grm Novo mesto for third parties,
- makes proposals to the Dean concerning the absence of scientific staff or research fellows,
- encourages students to get involved in research,
- proposes scientific and professional conferences,
- carries out work and tasks under the authority of the Dean,
- performs other tasks as directed by the Dean.

Article 23

The duties and responsibilities of the Vice-Dean for Student Affairs are mainly that he/she:

- collaborates with the Dean's College in representing the specific needs and interests of students as important stakeholders of the LGC Grm Novo mesto and in informing
- students about decisions of the LGC Grm Novo mesto in a timely and correct manner,
- is President of the Student Council,
- convenes and presides over the meetings and work of the Student Council,
- participates in the implementation of tutoring in accordance with the rules governing this area,
- works with the Vice-Dean for Education and the Vice-Dean for Scientific Research,
- mediates between students and university teachers and staff in areas of disagreement and in resolving problems between students themselves, offers answers to applicants and students about their studies, the rules and regulations of the LGC Grm Novo mesto and everyday life at the LGC Grm Novo mesto; and performs other duties as laid down in the Statute and general acts of the LGC Grm Novo mesto.


Article 24

(1) The Dean's advisory bodies are the Dean's College, the College of Heads of Departments and other colleges convened by the Dean and the Vice-Deans of the LGC Grm Novo mesto as necessary.

(2) The College of the Dean consists of the Dean, the Vice-Deans of the LGC Grm Novo mesto and the Registrar of the LGC Grm Novo mesto.

(3) The Dean may also appoint an assistant dean for a particular area.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 13/38

3.1.2 Senate of the LGC Grm Novo mesto

Article 25

- (1) The Senate is the highest professional, scientific and pedagogical body of the LGC Grm Novo mesto, which takes all major decisions concerning the educational and scientific research work of the LGC Grm Novo mesto. The Senate shall have nine members.
- (2) The Senate shall consist of seven members from among the members of the Academic Assembly, who are holders or co-holders of at least one of the subjects taught, so that all scientific disciplines and fields of expertise of the LGC Grm Novo mesto are equally represented. The Academic Assembly shall elect seven members of the Senate.
- (3) A student representative elected by the Student Council shall also be a member of the Senate.
- (4) The Dean shall be an ex officio member of the Senate.
- (5) The term of office of the members of the Senate from among higher education teachers and scientific staff shall be four years or until a new Senate is elected. These members of the Senate shall be eligible for re-election.
- (6) The term of office of a student member of the Senate shall be one year. An individual student shall be eligible for re-election.
- (7) The newly elected members of the Senate shall take office as from 1 October of the current year. Alternate members of the Senate shall take office from the date of their election.
- (8) The Senate shall decide on:
 - professional matters related to the implementation of the study programmes of the LGC Grm Novo mesto,
 - new programmes and changes to existing programmes,
 - programme orientations for research and development,
 - meeting the professional conditions for the job; and
 - procedures and assessments for bachelor's and master's theses.
- (9) The Senate, on the proposal of the Dean, appoints the heads of the organisational units of the LGC Grm Novo mesto.
- (10) The Secretary of the LGC Grm Novo mesto shall be present at the meetings of the Senate, shall keep and prepare the minutes of the meetings, shall inform the members of the Senate on behalf of the Dean of the convening of the meetings, shall carry out the necessary work and tasks for the conduct of the correspondence and remote meetings and shall ensure that the decisions of the meetings of the Senate are implemented.
- (11) The Senate may regulate its work in more detail by the Rules of Procedure of the Senate.


Article 26

The decision on the opening of the nomination procedure for members of the Senate, on the composition of the Senate and on the election of members of the Senate shall be taken by the Senate on the proposal of the Dean no later than three months before the expiry of the term of office of the current Senate, ensuring equal representation of all scientific disciplines and fields of expertise of the LGC Grm Novo mesto.

Article 27

- (1) Only a member of the Academic Assembly with at least the title of lecturer or an equivalent scientific title may be elected as a member of the Senate.
- (2) Candidates for the Senate may be nominated by the Chairs of the LGC Grm Novo mesto or by at least three higher education teachers or scientific or other collaborators who are members of the Academic Assembly.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 14/38

Article 28

(1) The Academic Assembly shall elect the members of the Senate validly if a majority of the members of the Academic Assembly are present at a meeting of the Academic Assembly. If a quorum is not present within half an hour after the scheduled start of the meeting of the Academic Assembly, the Academic Assembly may elect validly if at least one-third of the members are present.

(2) Elections for members of the Senate shall be by secret ballot.

(3) The candidates elected as members of the Senate shall be those from among the higher education teachers or scientific and other staff members who have received the highest number of votes of the Academic Assembly.

Article 29

(1) In the event that a member of the Senate from the ranks of higher education teachers or scientific or other employees resigns or terminates his/her cooperation with the LGC Grm Novo mesto, his/her membership in the Senate shall also terminate.

(2) In the event that a student member of the Senate resigns or ceases to be a member of the Senate, his/her membership of the Senate shall also cease.

(3) In such cases, the Senate shall issue a resolution for the election of a substitute member of the Senate. The term of office of the alternate member of the Senate shall expire at the same time as that of the other members of the Senate.

Article 30

(1) The Senate shall be constituted at a meeting convened by the Dean following the elections held at the Academic Assembly.

(2) The convening of the first meeting of the Senate shall be subject to the election of at least two thirds of the members of the Senate. Until then, the Senate shall function as it does at present.

(3) In cases where two thirds of the members of the Senate are not elected as provided for in the preceding paragraph of this Article, the Senate, as constituted in the previous convocation, may decide only on current matters of an urgent nature.


Article 31

(1) The Senate shall discuss and decide on professional issues related to the educational, scientific research and development work of the LGC Grm Novo mesto.

(2) The Senate shall perform its duties in accordance with the Decree establishing the LGC Grm Novo mesto and this Statute, in particular it:

- adopts the Statute,
- designs and adopts programmes of study for the award of degrees and for further training,
- in the procedure for election to the title of higher-education teacher, scientific researcher and higher-education associate, appoints expert rapporteurs to assess the qualifications of the candidate,
- appoints higher-education teachers, research fellows and university associates,
- adopts the annual work plan and the work programme of the LGC Grm Novo mesto,
- adopts rules on education and research,
- appoints the Senate's commissions and working bodies,
- as the second-instance body, decides on student appeals in academic matters,
- draws up proposals for awards and prizes for the LGC Grm Novo mesto,

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 15/38

- discusses and decides on the initiatives and opinions of the Student Council in the area of its competence,
- monitors the quality of education, research and development work,
- adopts implementation plans for the implementation of the study activity,
- considers and adopts a report on the effectiveness of the study and a report on the implementation of the scientific research and development work,
- determines the number of places available on study programmes,
- on the proposal of the Dean, appoints the Heads of Departments, Heads of Study Programmes and Heads of Organisational Units of the LGC Grm Novo mesto,
- gives its consent to the appointment of the Vice-Deans of the LGC Grm Novo mesto,
- proposes the appointment of representatives of the LGC Grm Novo mesto to professional organisations and bodies outside the LGC Grm Novo mesto,
- performs other tasks, if provided for by law, the Decree establishing the LGC Grm Novo mesto, this Statute or other general acts of the LGC Grm Novo mesto.

(3) The Senate shall determine the manner in which the Senate shall conduct its business in accordance with its rules of procedure.

Article 32

(1) Meetings of the Senate shall be convened by the Dean, as a rule, once a month or as required. The convening of a meeting of the Senate may also be proposed by 1/3 of the members of the Senate or by the Management Board.

(2) Persons other than members of the Senate may participate in meetings of the Senate without the right to vote if the convener of the meeting considers that their presence at the meeting is necessary for the professional and qualitative consideration of a particular item on the agenda.

(3) The Senate may, by resolution, close a meeting or part of a meeting of the Senate to the public.

Article 33

(1) A quorum of the Senate shall be present if a majority of the members of the Senate are present at a meeting.

(2) Unless otherwise provided in this Statute, the Senate shall take its decisions by a majority of the members present and voting.

(3) Before adopting a decision entailing the use of financial resources, the Senate shall obtain the opinion of the Management Board, unless such a decision or such use of financial resources has already been adopted in the financial plan of the LGC Grm Novo mesto.

Commissions of the Senate of the LGC Grm Novo mesto

Article 34


(1) The Senate shall appoint the following standing commissions:

- Commission for Academic and Student Affairs (CSSA),
- Commission for Scientific Research (CSR),
- Commission for the Appointment to Titles (KIN in Slovenian),
- the Commission for Quality and Evaluation (CQE),
- Commission for Publishing (CPP).

(2) The Senate may appoint other committees.

(3) The number and composition of the commissions, their tasks, powers and the duration of the term of office of the members of the commissions shall be determined by the Senate by resolutions adopted on the proposal of the Dean.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	--	--

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 16/38

Article 35

- (1) The Commissions shall be chaired by the respective Vice-Deans or appointed Chairpersons.
- (2) A quorum shall be present at a meeting of the Commission if more than half of the members of the Commission are present. A decision shall be adopted if a majority of the members of the Commission present vote in favour of the decision.

Article 36

Commission for Academic and Student Affairs

(1) The Commission for Academic and Student Affairs shall be composed of two higher education teachers and one student representative. A representative of the Student Affairs Office shall normally be present at the meetings of the Commission for Academic and Student Affairs without the right to vote. The Vice-Dean responsible for Education shall be the ex-officio chairperson of this committee.

(2) The tasks and responsibilities of the Commission for Academic and Student Affairs shall be that it:

- deals with study programmes and changes to them,
- discusses study programmes for further training,
- considers a report on the organisation, implementation and development of educational activities,
- proposes to the Senate amendments and additions to the existing Education Regulations and proposes new Regulations,
- considers proposals from the Student Council,
- addresses issues relating to enrolment at the LGC Grm Novo mesto, including enrolment under the Transition Criteria and exceptional student enrolment,
- manages procedures for the recognition of education for the purpose of further education in accordance with the Act on the Evaluation and Recognition of Education, the Act on General Administrative Procedure and the Regulations of the LGC Grm Novo mesto on the Recognition of Foreign Education,
- considers requests and issues opinions on the equivalence of professional and scientific titles in accordance with the Act on the Evaluation and Recognition of Education and the Rules of the LGC Grm Novo mesto on the Recognition of Foreign Education,
- proposes to the Senate decisions on the recognition of knowledge and skills acquired prior to enrolment and during studies in non-formal education and through experiential learning, as the ECTS (European Credit Transfer System) authority, ensures the enforcement and coordination of the related tasks in accordance with the ECTS Criteria for the Credit Evaluation of Study Programmes; and
- performs other tasks in accordance with the Statute, the general acts of the LGC Grm Novo mesto.

Article 37


Commission for Scientific Research (CSR)

(1) The Commission for Scientific Research shall be composed of three higher-education teachers or research assistants. The Vice-Dean responsible for scientific research shall be the ex-officio chairperson of this committee.

(2) The tasks and responsibilities of the Commission for Scientific Research shall be that it:

- coordinates and monitors the application and implementation of research programmes and projects,
- monitors the development of scientific research and development work and scientific staff in the scientific fields of the LGC Grm Novo mesto,
- considers and submits to the Senate for adoption the plan and report on the

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	--	--

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 17/38

- scientific research and development work of the LGC Grm Novo mesto,
- proposes to the Senate the creation of a new institute or the abolition of an existing one,
- proposes to the Senate appropriate decisions in accordance with the Regulations of the LGC Grm Novo mesto,
- performs other tasks in accordance with the Statute, the general acts of the LGC Grm Novo mesto and the decisions of the Senate.

Article 38

Commission for the appointment to titles

- (1) The Commission for the appointment to titles shall be composed of three higher education teachers. The Dean shall be the chair of the committee.
- (2) The tasks and responsibilities of the Commission for the appointment to titles shall be that it:
 - manages the procedures for the election of higher education teachers, scientific staff, higher education staff and research associates,
 - proposes to the Senate the expert rapporteurs responsible for assessing the qualifications of the candidate for election to the title,
 - proposes the award of the title of Emeritus Professor; and
 - performs other tasks in accordance with the Statute, the general acts of the LGC Grm Novo mesto and the decisions of the Senate.

Article 39

Commission for Quality and Evaluation (CQE)


- (1) The CQE shall be composed of three members: a member of the Senate, who shall be the Chairperson of the CQE, a representative of other staff nominated by the Dean, and a student representative nominated by the Student Council.
- (2) The tasks and responsibilities of the Commission for Quality and Evaluation (CQE) shall be that it:
 - considers reports of the LGC Grm Novo mesto on monitoring, identification and quality assurance in the field of the LGC Grm Novo mesto as a whole, education and research,
 - discusses the proposal for indicators, standards and procedures for monitoring performance in the major areas of activity of the LGC Grm Novo mesto, Higher Education Institution; and
 - performs other tasks in accordance with the Statute, the general acts of the LGC Grm Novo mesto and the decisions of the Senate.

Article 40

Commission for Publishing

- (1) The Commission for Publishing shall be composed of three higher-education teachers or research assistants. The Vice- Dean responsible for scientific research shall be the ex-officio chairperson of this committee.
- (2) The tasks and responsibilities of the Commission for Publishing shall be that it:
 - organises, coordinates and monitors the publication of publications related to educational and scientific research programmes, projects and the scientific and professional work of the departments and institutes of the LGC Grm Novo mesto,
 - discusses and submits to the Senate for adoption the plan and report on the publishing activities of the LGC Grm Novo mesto,
 - coordinates the publishing and editorial interests of the LGC Grm Novo mesto with other publishers and editors; and
 - performs other tasks in accordance with the Statute, the general acts of the LGC Grm Novo mesto and the decisions of the Senate.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 18/38

3.1.3 Academic Assembly of the LGC Grm

Article 41

(1) The Academic Assembly is a consultative professional body consisting of all higher education teachers, research assistants, research and other staff, irrespective of their title, who in the current academic year are engaged in teaching, scientific research, development, professional or other work on the basis of a contractual relationship with the LGC Grm Novo mesto.

(2) The Academic Assembly shall also be composed of other employees working in the Dean's Office and in the specialist services of the LGC Grm Novo mesto, in such a way that the number of their representatives shall be no more than one tenth of the members of the Academic Assembly. The method of election of representatives of other employees shall be laid down in the Rules of Procedure of the Academic Assembly.

(3) Representatives of students of the LGC Grm Novo mesto shall also participate in the work of the Academic Assembly. The number of students shall be one fifth of the number of members of the Academic Assembly. At the beginning of each academic year, the Dean shall inform the Student Council of the number of members of the Academic Assembly in order to ensure that the Student Council has the appropriate number of students in the Academic Assembly. If, during the academic year, the number of members of the Academic Assembly changes to the extent that the number of student representatives in the Academic Assembly also changes, the Dean shall communicate the new number of student representatives in the Academic Assembly to the Student Council no later than fourteen days before the convening of the meeting of the Academic Assembly. The Student Council shall be obliged to adjust the number of student representatives in the Academic Assembly within one week of receipt of the Dean's notification.

Article 42

(1) Student representatives in the Academic Assembly shall be elected by the Student Council in such a way that students of all study programmes and modes of study at the LGC Grm Novo mesto are equally represented.

(2) The term of office of the student representatives in the Academic Assembly shall be one year.

(3) The procedure for the election of student representatives to the Academic Assembly shall be laid down in the Rules of Procedure of the Student Council.

Article 43

(1) The Chairperson and Vice-Chairperson of the Academic Assembly shall be elected by the Academic Assembly from among its members.


(2) The term of office of the Chairperson and Deputy Chairperson of the Academic Assembly shall be four years. They shall be eligible for re-election at the end of their term of office.

Article 44

The duties and responsibilities of the Academic Assembly are that it:

- elects the members of the Senate,
- considers the Dean's reports on the work of the LGC Grm Novo mesto,
- in accordance with the Decree establishing the LGC Grm Novo mesto and this Statute, provides the Senate with general guidelines, proposals and initiatives concerning the study programmes and their implementation; and
- performs such other functions as may be provided for in this Statute.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 19/38

(2) Notwithstanding paragraph 1 of this Article, students who are members of the Academic Assembly may elect only members of the Senate who are student representatives.

Article 45

(1) The Academic Assembly shall discuss and decide on matters within its competence at public meetings.

(2) The Academic Assembly may close its meetings to the public.

Article 46

(1) A quorum shall be present if more than half of the members of the Academic Assembly are present.

(2) If a quorum is not present within half an hour after the scheduled start of the meeting of the Academic Assembly, the Academic Assembly may take valid decisions if at least one-third of its members are present. This shall not apply in cases where the Statute expressly requires the presence of a majority of all members of the Academic Assembly.

(3) Decisions shall be taken by a majority vote of those present at a meeting of the Academic Assembly, unless otherwise provided for in the Statute.

Article 47

(1) Meetings of the Academic Assembly shall be convened and chaired by the President of the Academic Assembly or his/her deputy.

(2) The Academic Assembly shall meet at least once a year. The convening of the Academic Assembly may also be proposed by 1/3 of the members of the Academic Assembly or by the Senate. In this case, the meeting must be convened within fourteen days.

(3) The Dean may also propose the convening of an Academic Assembly. In this case, the meeting must be convened within eight days.

(4) The Registrar of the LGC Grm Novo mesto shall be present at the meetings of the Academic Assembly and shall prepare the materials for the meetings, keep the minutes of the meetings and ensure that the decisions are implemented.

3.1.4 The Management Board of the LGC Grm Novo mesto

Article 48

(1) The Management Board is the governing body of the LGC Grm Novo mesto.

(2) In addition to the tasks stipulated by the Act on Higher Education, the Management Board shall decide on matters of a material nature and shall ensure the smooth material operation of the LGC Grm Novo mesto, Higher Education Institution, in accordance with this Statute and other general acts.


(3) The Management Board shall take decisions in accordance with its powers in matters covered by the National Higher Education Programme and the National Research and Development Programme for which the Republic of Slovenia provides funding.

Article 49

(1) The Management Board shall consist of nine members, namely:

- three representatives of the founder,
- four representatives of the LGC Grm Novo mesto, three of whom are members of staff working in higher education (teachers, researchers and higher education associates), and one representative of other staff,

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---


 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 20/38

- one student representative, and
 - one employers' representative.
- (2) The Dean and the Vice-Deans of the Grm LGC Novo mesto may not be elected to the Management Board.
- (3) The student representative shall participate in the work of the Management Board when it decides on matters determining the study obligations of students. The student representative shall not have the right to vote on matters which do not concern the students' study obligations.
- (4) The term of office of the members shall be four years, except for the student representative, whose term of office shall be two years. The same person may be appointed more than once as a member of the Management Board.
- (5) The Management Board shall have a Chairperson and a Deputy Chairperson. They shall be elected from among the members of the Management Board in such a way that the Chairperson is elected from among the representatives of the staff engaged in higher education activities and the Vice-Chairperson is elected from among the representatives of the founder, or vice versa.
- (6) The Management Board shall be appointed as follows:
- the representatives of the founder are appointed by the Government of the Republic of Slovenia in accordance with the Founding Decree,
 - representatives of higher education staff appointed by the Senate on the proposal of the Dean,
 - a representative of the other workers, appointed by the Dean on a proposal from those workers,
 - the student representative is elected by the Student Council, in accordance with its rules of procedure,
 - the employers' representative will be appointed by the LGC Grm Novo mesto in agreement with the founder from among the candidates proposed by the Chamber of Commerce and Industry of Slovenia, the Chamber of Crafts of Slovenia, the Association of Employers of Slovenia, the Association of Employers of Crafts and Entrepreneurs of Slovenia GIZ and the Association of Managers of Slovenia.
- (7) The Management Board shall be constituted if more than half of its members are appointed or elected. The first meeting shall be convened by the Dean.

Article 50

- (1) The Management Board shall decide on matters of a material nature in the economic, legal and personnel fields and shall ensure the smooth material operation of the LGC Grm Novo mesto in accordance with the applicable regulations.
- (2) The Management Board shall have the following powers. It:
- adopts the general acts of the LGC Grm Novo mesto in accordance with the Higher Education Act, the Decree establishing the LGC Grm Novo mesto and this Statute,
 - adopts the annual work plan and the development programme of the LGC Grm Novo mesto and monitors its implementation,
 - adopts the annual financial plan, the annual report and the management report, sets policy on the operation and use of financial resources,
 - decides on matters of an economic and material nature and ensures the smooth running of the LGC Grm Novo mesto,
 - decides on matters covered by the national higher education programme and the national research and development programme, for which the Republic of Slovenia provides funding,
 - makes proposals and gives opinions to the Founder and the Dean on specific issues,
 - adopts the starting points for the establishment plan,
 - adopts decisions on tuition fees and study contributions,
 - takes decisions on the management of the property of the LGC Grm Novo mesto referred to in Article 17 of the current Decree, establishes and supervises the management of the

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 21/38

- property of the LGC Grm Novo mesto,
- decides on the disposal or encumbrance of the LGC Grm Novo mesto's immovable property or equipment of significant value, with the prior consent of the founder,
 - sets the price lists for the sale of goods and services on the market and adopts the act governing the sale of goods and services on the market,
 - adopt rules of procedure for its work; and
 - takes other decisions relating to the management of the LGC Grm Novo mesto.
- (3) Before adopting the Annual Work Plan and the Development Programme of the LGC Grm Novo mesto, the Management Board shall obtain the consent of the Senate.

Article 51

- (1) Meetings of the Management Board shall be convened and chaired by the Chairperson. In the absence of the Chairperson, the Vice-Chairperson shall convene and chair meetings of the Management Board.
- (2) A quorum shall consist of a majority of the members of the Management Board present and a majority of the members present and voting.
- (3) The adoption of the Statute and other general acts of the LGC Grm Novo mesto shall require a majority vote of all members of the Management Board.
- (4) The Management Board shall take its decisions at ordinary and extraordinary meetings, which may exceptionally be held by correspondence and at a distance. In this case, the proposed decision shall be deemed to have been adopted if a majority of the members has not objected to it by the deadline set.
- (5) The Registrar of the LGC Grm Novo mesto shall be responsible for the administrative, professional and technical support of the work of the Management Board.
- (6) The details of the functioning of the Management Board shall be governed by the Rules of Procedure of the Management Board.

3.1.5 Student Council of the LGC Grm Novo mesto

Article 52

- (1) The Student Council is the student body of the LGC Grm Novo mesto, which ensures the participation of students in decision-making on all important issues of the LGC Grm Novo mesto.
- (2) The Student Council shall, as a rule, call elections to the Student Council each year in the first half of October on the basis of a decision of the Dean. The Student Council shall inform the Dean of the results of the elections and inform him/her of the members of the Student Council and student representatives in other bodies of the LGC Grm Novo mesto in which students of the LGC Grm Novo mesto participate, as a rule by 15 November of the same year.
- (3) A student may not stand for re-election to the bodies of the LGC Grm Novo mesto if he/she has not been regularly promoted to a higher year.


Article 53

The Student Council is composed of seven students (or fewer if fewer students have student status at the school), so that the Student Council is composed of students from undergraduate programmes (full-time and part-time) and postgraduate programmes.

Article 54

- (1) At the first meeting of the Student Council convened by the outgoing President, the

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 22/38

members of the Student Council shall elect from among themselves a President and a Vice-President to represent the students of the LGC Grm Novo mesto. After the elections have been completed, the President of the old Student Council shall inform the Dean of the dismissal of the old membership and inform him/her of the new membership of the Student Council.

(2) The Dean shall appoint the Chairperson of the Student Council to the position of Vice-Dean for Student Affairs.

Article 55

(1) A quorum of the Student Council shall be present if a majority of its members are present at a meeting. The Student Council shall act by a majority vote of the members present.

(2) Invitations and minutes of meetings shall be sent by the Student Council to the Dean for information.

Article 56

(1) The Student Council shall perform the following functions in accordance with the Statute, they shall:

- discuss and form an opinion on matters relating to the rights and duties of students,
- form an opinion on the Statute,
- give an opinion on the educational work in the procedures for the election to the rank of higher education teachers and associate professors,
- form the opinions of the students of the LGC Grm Novo mesto, elect members of the working bodies and bodies of the LGC Grm Novo mesto from among the students, when it is provided for in the Statute,
- discuss and adopt the programme and report on extra-curricular activities,
- consider a report on the organisation, implementation and development of educational activities,
- it is responsible for linking the students of the LGC Grm Novo mesto with student organisations in the Republic of Slovenia, the European Union and abroad,
- actively participate in the organisation of elections of members to the Student Council and other school bodies on which Student Council representatives serve.

(2) If the opinion of the Student Council referred to in the first two indents of the preceding paragraph is not taken into the account, the Student Council may request the competent authority to reconsider the matter, which shall be binding for that authority, and only then shall it take a final decision on the individual matter. The Student Council may request only one reconsideration of a case. The decision of the competent authority after a rehearing on a particular matter shall be final.

3.2 Organisational units of the LGC Grm Novo mesto

Article 57


The LGC Grm Novo mesto has the following organizational units:

- Deanery,
- Secretariat,
- HR and accounting services,
- Department,
- institutes, research or programme groups and laboratories.

Article 58

The Senate may, in accordance with this Statute, establish a new organisational unit, modify

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	--	--

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 23/38

an existing unit or decide that an organisational unit shall cease to exist. The establishment, modification or discontinuance of an organisational unit shall require a majority vote of the members of the Senate present and voting. The powers, duties and method of operation of the organisational units of the LGC Grm Novo mesto, the procedure for the appointment and dismissal of their heads shall be determined in accordance with this Statute and other internal acts of the LGC Grm Novo mesto.

3.2.1 Dean's Office of the LGC Grm Novo mesto

Article 59

The Dean's Office consists of the Dean, Vice-Deans and Assistant Deans.

3.2.2 Secretariat of the LGC Grm Novo mesto

Article 60

(1) The secretariat of the LGC Grm Novo mesto, which is composed of departments according to areas or sectors, performs administrative and technical tasks, in particular in the following areas:

- Student Affairs Office (administrative and technical tasks for the needs of the educational work in the fields carried out by the LGC Grm Novo mesto),
- IT (maintenance and IT function),
- Library (library, information and documentation activities for the needs of scientific research and educational work in the fields developed by the LGC Grm Novo mesto).

(2) The detailed organisational structure of the Secretariat and the number of posts required for the performance of the Secretariat's tasks shall be determined in the Act on the Organisation and Systemisation of Posts of the LGC Grm Novo mesto.

(3) The secretariat of the LGC Grm Novo mesto shall be headed by a secretary, who shall have the following duties, namely to:

- execute the instructions and orders of the Dean and the authorities of the LGC Grm Novo mesto,
- prepare contracts with external collaborators and review and account for the work carried out,
- regulate labour relations and be responsible for ensuring that they are legal,
- supervise the issuing of certificates from the records kept by the LGC Grm Novo mesto on students,
- be the line manager of the secretarial staff,
- perform such other duties as may be prescribed by the regulations, the Statutes and other acts, and as may be delegated to him/her in writing by the Dean.

(4) The Registrar shall be appointed by the Dean on the basis of a public call for applications.


(5) Anyone who has:

- at least a university degree in law, which corresponds to the professional orientation of the LGC Grm Novo mesto,
- leadership and organisational skills,
- five years' professional experience; and
- active knowledge of at least one foreign language.

(6) The secretariat of the LGC Grm Novo mesto shall have a head of secretariat appointed by the Dean. Anyone who has:

- a university degree in a relevant subject,
- leadership and organisational skills,
- five years' professional experience,

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 24/38

- active knowledge of English.

3.2.3 Human Resources and Accounting Department of the LGC Grm Novo mesto

Article 61

(1) The HR and Accounting Department, as a professional department of the LGC Grm Novo mesto, monitors the development and recruitment of highly professional staff and is responsible for the management of accounting at the LGC Grm Novo mesto. It provides professional assistance to the management of the LGC Grm Novo mesto and its governing bodies, employees and external users.

(2) The core functions of the Human Resources and Accounting Service are to:

- provide expert advice to management on the application of the rules governing the employment relationships of employees at the LGC Grm Novo mesto,
- carry out professional work in habilitation fields,
- implement all decisions relating to workers' rights and obligations under the employment relationship,
- prepare analyses and reports on the staffing situation at the LGC Grm Novo mesto, which form the basis for further management decisions,
- maintain the personnel records of employees at the LGC Grm Novo mesto,
- perform all professional work related to elections and appointments of bodies and commissions at the LGC Grm Novo mesto,
- draw up draft contracts to govern contractual relations,
- prepare analyses and reports on the state of accounting at the LGC Grm Novo mesto, which form the basis for further decisions by the school's management and bodies,
- keep accounts in accordance with the law and regulations,
- prepare financial plans and other documents required by the Higher Education Act and, after approval by the management and authorities of the LGC Grm Novo mesto, Higher Education Institution, to submit them to the competent institutions (Ministry of Education, FURS, etc.),
- prepare financial statements, records and financial analyses for the LGC's management and governing bodies.

3.2.4 Chairs of the LGC Grm Novo mesto

Article 62

(1) Chairs are formed for a specific rounded scientific and research field, which is the main subject of the activities of the LGC Grm Novo mesto, for the purpose of coordinating and developing scientific and research and development work and related educational work in this field and for the purpose of developing scientific disciplines in this field.

(2) Chairs shall be established, abolished, divided and merged in accordance with the requirements and needs of research and educational work and in accordance with the development orientations of the LGC Grm Novo mesto.


(3) The criteria for the establishment of a Chair shall be, in particular:

- a certain number of duly habilitated members,
- the research achievements of the members of the Chair (research projects and internationally acclaimed publications),
- adequate representation of the Chair in the study programmes of the LGC Grm Novo mesto.

(4) The organisation, number, names and membership of the Chairs, as well as organisational changes of the Chairs, shall be decided by the Senate on the proposal of the Dean.

(5) The members of the Chair are higher education teachers, scientific workers, higher education and research staff and other professional associates employed at the LGC Grm Novo

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 25/38

mesto. They may also be members of several Chairs.

(6) The co-workers of the Chair are higher education teachers, scientific workers, higher education and research associates involved in public service in the field of scientific and research work, students and others who are not employed at the LGC Grm Novo mesto and who are invited by the Chair to participate. Individuals may also be members of two or more Chairs, one of which shall be their foundation Chair.

(7) Members of a Chair may stand for election to the Senate in only one Chair.

(8) The duties and responsibilities of the Chairs shall be to:

- develop the scientific disciplines on which the study programmes are based and scientific disciplines in related or interdisciplinary fields through scientific research activities, in particular basic research,
- ensure that scientific research and new knowledge are translated into education and integrated into study programmes at all levels of study,
- participate in the preparation of study and research programmes,
- address issues and challenges arising in the implementation of study programmes, and guide and coordinate the educational, scientific and research and development work in the field of the Chair,
- discuss the course plans and implementation reports for each academic year,
- monitor and analyse the academic and research achievements of the members and collaborators of the Chair,
- discuss analyses of student surveys and make proposals for improvements in teaching and research,
- ensure the professional and scientific development of the Chair's members and staff.

Article 63

(1) The Chair shall be headed by a Chairperson, who shall be appointed and dismissed by the Senate on the proposal of the Dean with the prior consent of the members of the Chair. The holder of a Chair shall be a distinguished expert in a particular scientific or academic field of study.

(2) The term of office of the Chairperson shall be four years and shall coincide with the term of office of the Senate which appointed him/her. The holder of a Chair shall be eligible for reappointment after the expiry of that term.

(3) The Chair shall decide on the subject matter at its meetings. A quorum shall be present if a majority of the members of the Chair participate in the decision. A decision shall be adopted if a majority of the members present vote in favour of it.

(4) The Chairperson of the Chair shall have the following powers:

- to organise and manage the work of the Chair,
- to coordinate the preparation and implementation of scientific, research, educational and development work in the field of the Chair,
- to execute the decisions of the Senate and the Dean concerning the work of the Chair.


3.2.5 Institutes, research or programme groups and laboratories of the LGC Grm Novo mesto

Article 64

(1) In order to plan, organise, coordinate and monitor scientific, research, professional and development work in the disciplinary fields developed by the LGC Grm Novo mesto in a more efficient manner, institutes, research or programme groups and laboratories may be established, modified or abolished by a decision of the Senate within a research organisational unit.

(2) Institutes, research or programme groups and laboratories of the LGC Grm Novo mesto are

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	--	--

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 26/38

formed in the development, research and scientific fields of the LGC Grm Novo mesto.

(3) An institute, research or programme group and laboratory shall be established by the Senate on the proposal of the Dean.

(4) The work of the Institute, the research or programme group and the laboratory shall be directed by the Head, who shall be appointed by the Senate on the proposal of the Dean for a term of four years. The Head of the Institute shall be eligible for reappointment.

(5) The work of the institutes, research or programme groups and laboratories shall be coordinated by the Vice-Dean for Scientific Research with the assistance of the heads of the institutes, research or programme groups and laboratories.

(6) The scientific research and development activities of each institute, research or programme group and laboratory shall be cost-separated from the other activities of the LGC Grm Novo mesto. An institute, research or programme group and laboratory may have a separate sub-account. A decision to this effect shall be taken by the Management Board. The Institute, research or programme group and laboratory may also, by decision of the Senate and the Management Board, become commercially independent, establish its own decision-making bodies and thus no longer be obliged to report to the bodies of the LGC Grm Novo mesto.

(7) An institute, research or programme group and laboratory in its field:

- carries out scientific research under the National Research and Development Programme,
- carries out projects, programmes, studies and studies for clients outside the national R&D programme,
- is responsible for the development of science, discipline and disciplinary areas at the LGC Grm Novo mesto,
- ensures that research and knowledge are translated into practice and into teaching,
- is responsible for systematic training of young researchers and early-career researchers,
- carries out consultancy and other professional work, as well as seminar activities,
- co-organises consultations, conferences, seminars, round tables, academies, etc.; and
- informs the public about the results of research.

4 EDUCATIONAL WORK OF THE LGC GRM NOVO MESTO

Article 65

LGC Grm Novo mesto is an educational institution offering the following services:

- accredited degree courses,
- study programmes for further training and lifelong learning,
- study programme strands,
- individual courses, workshops, courses, seminars, round tables, academies, etc.,
- international winter and summer schools,
- various forms of non-formal learning,
- various forms of training to improve practical skills, skills and competencies (training) in particular, on training grounds for the development of applied content (training centres),
- the selling of education, consultancy, scientific research and project development, services on the market, and more.

Article 66

The procedures and conditions for obtaining a degree under the lifelong learning system are governed by specific rules adopted by the Senate.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 27/38

4.1 Organisation and delivery of degree programmes in the LGC Grm Novo mesto

Article 67

(1) Undergraduate and postgraduate study programmes conducted as a public service shall be conducted in the Slovenian language. They may be conducted in a foreign language only in the following cases:

- when it comes to foreign language programmes,
- if they involve visiting higher education teachers from abroad,
- if they have a large number of foreign students enrolled,
- if these programmes are also in Slovenian.

(2) The Senate shall adopt a decision on the implementation of study programmes in a foreign language.

(3) The Senate shall include information on the implementation of the study programme in a foreign language in the draft text of the call for applications.

Article 68

(1) The Academic Calendar for each academic year shall be adopted by the Senate.

(2) The academic calendar shall determine for each academic year:

- a timetable for organised educational work,
- exam periods,
- days off from education,
- other important days or anniversaries.

(3) Examination periods shall be arranged in such a way that they do not overlap with the organised educational work of a full-time undergraduate course of study.

Article 69

(1) If the number of applicants for enrolment significantly exceeds the number of places available for enrolment in relation to the spatial and staffing capacities of the LGC Grm Novo mesto, the Senate, with the consent of the Government of the Republic of Slovenia, shall limit enrolment in the study programme.

(2) In the event of a limitation of enrolment, applicants for undergraduate and postgraduate study programmes shall be ranked in accordance with the criteria for limiting enrolment provided for in the Higher Education Act, the current Call for Admissions and the programme of study.

Article 70

(1) Enrolment in the initial year of full-time and part-time undergraduate studies shall be in accordance with the call for applications.


(2) Students repeating a year or transferring to another study programme or course of study shall be enrolled within the same time limit as laid down in these Statutes for enrolment in the initial year or the year of progression, as the case may be.

(3) Students who, for justified reasons, were unable to enrol within the regular deadlines may be allowed to enrol by the Commission for Academic and Student Affairs at the LGC Grm Novo mesto after the deadlines have expired, but no later than by the deadline set by the founder in the act governing the issues of the call for applications for enrolment and the implementation of enrolment in higher education.

Article 71

(1) Exceptionally, a student may enrol in a higher year, even if he/she has not completed all

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 28/38

the requirements laid down in the programme of study for enrolment in a higher year, for justified reasons, such as maternity, paternity, prolonged illness, exceptional family and social circumstances, epidemics, natural and other disasters, participation in top-level, professional, cultural and sporting events, or when he/she has been granted a status in accordance with the Statute.

(2) The decision on the enrolment referred to in the previous paragraph shall be made by the Commission for Academic and Student Affairs at the LGC Grm Novo mesto on the basis of a written application from the student.

Article 72

(1) A part-time student may, during the period of his/her studies, as a rule after the first year of studies, transfer to a full-time mode of study.

(2) The Commission for Academic and Student Affairs at the LGC Grm Novo mesto decides on an application for a change of mode of study on the basis of the applicant's average grade and the number of available places for each year of full-time study. If there are more applications than the number of available places, the Commission for Academic and Student Affairs at the LGC Grm Novo mesto shall make a selection on the basis of the students' average grade in their studies and the study requirements they have fulfilled.

Article 73

A full-time student may choose to change part-time study at any time during the course of his/her studies. The student shall be enrolled in the year for which he/she fulfils the eligibility requirements.

Article 74

If the study programme or the transfer criteria do not specify the conditions, the Senate decides on the conditions on the proposal of the Commission for Academic and Student Affairs at the LGC Grm Novo mesto.

Article 75

(1) The performance of a student in fulfilling the requirements of the study programme shall be determined by examination and assessment of knowledge.

(2) The forms of examination and assessment shall be defined in the study programme.

(3) The field of examination and assessment of students' knowledge is regulated in more detail in the specific regulations of the LGC Grm Novo mesto.

Article 76

(1) A student who achieves the number of credits required for promotion to a higher year in less than one academic year shall be granted accelerated promotion.


(2) The decision is taken by the Commission for Academic and Student Affairs at the LGC Grm Novo mesto on the basis of the candidate's application. The decision shall determine the method of accelerated promotion.

(3) Accelerated progression shall be facilitated by allowing the student to enrol in and complete courses of higher years. He/she may also take courses in the context of other types of organised education.

Article 77

(1) A student who has previously studied or passed certain examinations or other study

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 29/38

requirements in another study or educational programme (in Slovenia or abroad) may apply for recognition or for the enforcement of the examinations and other study requirements passed in the programme of the the LGC Novo mesto in which he/she is enrolled.

(2) The procedure for the recognition and enforcement of the examinations and other study requirements referred to in the preceding paragraph shall be laid down in the regulations of the LGC Grm Novo mesto.

Article 78

(1) A candidate may apply for recognition of knowledge and skills acquired prior to enrolment in non- formal education and experiential learning.

(2) A student of the LGC Grm Novo mesto may apply for recognition of knowledge and skills acquired during studies in the framework of non-formal education and experiential learning.

(3) The recognition procedure and the criteria for recognition referred to in the preceding paragraphs

shall be laid down in the study programmes and in the rules of the LGC Grm Novo mesto.

Article 79

(1) A student's interruption of studies shall commence on the date on which he or she ceases to be a student.

(2) If a student interrupts his/her studies for less than two years, he/she may resume and complete his/her studies in the same study programme in which he/she enrolled.

(3) If more than two years have elapsed since the interruption of studies, if the student wishes to continue his/her studies, he/she must submit an application to the Commission for Academic and Student Affairs at the LGC Grm Novo mesto, which will assign differential examinations or other additional requirements for the student to continue his/her studies.

(4) A student who has completed all examinations and other requirements stipulated by the study programme but who has not yet registered the topic of his/her bachelor's or master's thesis shall not be considered to have interrupted his/her studies if he/she has completed all the examinations and other requirements stipulated by the study programme at the time prior to the loss of his/her status as a student.

4.2 Diplomas, certificates and other documents issued by the LGC Grm Novo mesto

Article 80

(1) Upon completion of the study obligations under undergraduate or postgraduate study programmes, the LGC Grm Novo mesto shall issue a diploma to the student, which shall be a public document. An annex to the diploma, issued in Slovenian and English, shall form an integral part of the diploma.


(2) The form and procedure for the award of the diploma and the diploma supplement shall be governed by the Regulations of the LGC Grm Novo mesto.

Article 81

In addition to the diploma, the LGC Grm Novo mesto issues the following documents to students based on its records:

- a certificate of registration,
- a certificate of completion of study requirements,
- a Graduation certificate.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 30/38

Article 82

Participants in other educational programmes may be issued a certificate by the LGC Grm Novo mesto, which is not a public document. The following are the obligatory elements of the certificate: information about the learner, title of the training programme, number of credits, serial number, date of issue, stamp of the LGC Grm Novo mesto and the signature of the Dean.

5 SCIENTIFIC RESEARCH, DEVELOPMENT AND ADVISORY WORK AT THE LGC GRM NOVO MESTO

Article 83

- (1) Scientific research and development programmes and projects at the LGC Grm Novo mesto are carried out within the framework of registered research groups within institutes, research or programme groups and laboratories.
- (2) The Senate shall adopt rules governing the planning, organisation and financing of the activities of institutes, research or programme groups and laboratories.

Article 84

- (1) The LGC Grm Novo mesto carries out research programmes, basic, applied and other scientific research and development work in accordance with the national research and development programme and in accordance with the guidelines for scientific research work adopted by the Senate.
- (2) The LGC Grm Novo mesto also carries out other scientific research, development and consultancy work commissioned by third parties in order to obtain its own funds on the market.
- (3) The LGC Grm Novo mesto may also act as a client of research and development work.

Article 85


- (1) Higher education teachers, higher education associates, scientific associates and research and other associates who regularly and fully perform their educational and scientific research duties may perform scientific research and consultancy work for external clients within the framework and on behalf of the LGC Grm Novo mesto.
- (2) A higher education teacher, a research fellow, a higher education and research fellow and other staff members shall be obliged to seek the Dean's consent to work for external clients.
- (3) The employees involved in scientific research and development work at the LGC Grm Novo mesto are obliged to provide the competent professional services with information on their scientific research and development work that is necessary for the ongoing maintenance of research and other records.

Article 86

In accordance with the adopted annual programme and financial plan, the LGC Grm Novo mesto may allocate a certain amount of its resources to finance scientific research and development work. These funds are intended to co-finance:

- preparation of project applications for national and international calls for proposals,
- scientific research and development projects at the LGC Grm Novo mesto, which are only partially (co-)funded,
- international projects that are only partly (co-)funded, and
- individual research work.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 31/38

6 HIGHER EDUCATION TEACHERS, RESEARCHERS, HIGHER EDUCATION AND RESEARCH STAFF AND OTHER EMPLOYEES

Article 87

(1) The employees of the LGC Grm Novo mesto are:

- higher education teachers and staff,
 - scientific collaborators and research assistants,
 - secretarial staff,
 - professional and other staff (library, HR and accounting staff, and staff working in areas developed by the LGC Grm Novo mesto, either independently or together with partners).
- The performance of the work referred to in the first and second indents of paragraph 1 of this Article shall be conditional upon election to the title. The criteria and procedure for election or appointment to a title shall be laid down in the Regulations of the LGC Grm Novo mesto.

Article 88

(1) Staff members, higher-education teachers and higher-education assistants, research fellows and research associates who have not renewed their election to a title may no longer perform the duties of the post to which they are assigned and for which the relevant election is required as a special condition.

(2) In such cases, the Dean is obliged to initiate the appropriate procedures in accordance with the Labour Relations Act, the Higher Education Act, this Statute and the internal acts of the LGC Grm Novo mesto.

Article 89

Employees of LGC Grm Novo mesto must obtain the permission of the Dean to work overtime outside the LGC Grm Novo mesto, and such activities must not interfere with their regular duties at the LGC Grm Novo mesto.


Article 90

(1) Teachers and research assistants of the LGC Grm Novo mesto shall act according to the principles of autonomy, freedom of scientific creation and teaching, humanism and scientific ethics. The academic and organisational culture of the LGC Grm Novo mesto is based on the following fundamental norms and values: intellectual honesty, academic freedom, truthfulness, autonomy, responsibility, excellence, collegiality, transparency, sustainable development and dignity.

(2) Teachers and staff of the LGC Grm Novo mesto are obliged to:

- carry out scientific research related to the development of educational content,
- publish the results of their research in national and international publications,
- plan the implementation of the course and produce a report on the implementation of the course,
- organise and deliver lectures, seminars, tutorials and other forms of educational work, such as tutoring and mentoring,
- be accessible to students as tutors and mentors in tutorials, by email and other forms of communication channels,
- to carry out the assessment and evaluation of students' knowledge in accordance with the study programme, the Regulations and the Statute,
- prepare appropriate study materials for their courses and keep them up-to-date with developments in the profession,
- mentoring students' theses and research work,
- have at least one hour a week for consultations with students,

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	--	--

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 32/38

- ensure the smooth procedure of examinations within the examination periods.
- (3) Scientific and research associates of the LGC Grm Novo mesto are obliged to:
- carry out scientific research and development work,
 - publish the results of their scientific research and development work in the national and international public arena,
 - mentor students in their theses, dissertations and research work,
 - involve students in their research and development work, and thus nurture a young research generation.
- (4) All employees of the LGC Grm Novo mesto are obliged to:
- respect the principles of the profession, the acts and decisions of the bodies of the LGC Grm Novo mesto,
 - participate in the bodies of the LGC Grm Novo mesto,
 - to carry out the duties entrusted to them conscientiously, honestly, professionally and responsibly,
 - act in good faith in accordance with the principles of business and intellectual ethics; and
 - to strengthen the reputation of the LGC Grm Novo mesto.

Article 91

- (1) After three years of study, a higher-education teacher and a research fellow shall be entitled to a leave of absence of a maximum of twelve months for further training at home or abroad. This provision entitles the LGC Grm Novo mesto to a sabbatical year.
- (2) Such absence of a higher-education teacher shall not interfere with the educational process or the research project in which the staff member is engaged. During the period of absence, the teacher or researcher shall be entitled to the gross salary specified for his/her post and to a seniority allowance only if this is provided for within the budgetary resources or the financial plan of the LGC Grm Novo mesto, or if his/her work commitment is reassigned.
- (3) The higher-education teacher or research fellow must submit a written application to the Dean no later than the end of March for the following academic year. The written application must include a work plan for the sabbatical year and the intended form of substitution.
- (4) Within thirty days of his/her return, the higher education teacher or research fellow must submit a report on the further training to the Dean.
- (5) The Dean shall decide on the prolonged absence of employees of the LGC Grm Novo mesto who have not yet obtained a degree and who, if absent for a maximum of twelve months, could have obtained such a degree for further training at home or abroad.


Article 92

The LGC Grm Novo mesto may invite recognised researchers or experts from economic and other organisations to participate in the implementation of specific parts of the course for a fixed period of time, irrespective of the conditions laid down for election to the title.

Article 93

The provisions of the labour law and other relevant legislation, collective agreements of the activities, internal acts of the LGC Grm Novo mesto and individual labour and civil law contracts between the LGC Grm Novo mesto and the employees or participants shall apply to the exercise of the rights, duties and responsibilities of the LGC Grm Novo.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 33/38

7 STUDENTS

Article 94

- (1) A student is a person who, on the basis of a call for enrolment, is enrolled in study programmes for the acquisition of an education at the LGC Grm Novo mesto.
- (2) Student status shall be evidenced by a student card. The content and form of the student card shall be determined by special regulations of the LGC Grm Novo mesto.

Article 95

- (1) Student status shall cease if the student:
 - graduates,
 - if the student does not complete the first- or second-level programme within 12 months of the end of the last semester,
 - signs out (leaves),
 - does not enrol in the following year during the course of studies; or
 - is expelled from the LGC Grm Novo mesto.
- (2) Notwithstanding the second indent of the preceding paragraph, the student's status shall cease at the end of the last semester if, during the period of study, he or she repeats a year or changes his or her programme of study or course of study.
- (3) Student status may also be extended for justified reasons, but not for more than one year, if:
 - the student does not graduate from the first- or second-level study programme within 12 months of the end of the last semester; if the student has not repeated a year of study or changed the study programme or course of study during the period of study,
 - the student does not graduate from the first- or second-level study programme at the end of the last semester if, during the period of study, the student repeated a year or changed the study programme or course of study,
 - the student does not enrol in the next year or semester during the course of the course.
- (4) The extension of the student status is decided by the Commission for Academic and Students Affairs at the LGC Grm Novo mesto.


Article 96

- (1) A person whose student status is terminated under the provisions of the second, fourth and fifth indent of paragraph 1 of the preceding Article shall retain the right to take examinations and other study requirements under the study programme under which he or she is studying.
- (2) The Senate shall determine and make public the conditions under which a person whose student status has been terminated may exercise that right if the programme of study is no longer being pursued.
- (3) The right to sit the examinations referred to in paragraph (1) of this Article may be exercised for a period of five years from the date of termination or modification of the programme.

Article 97

- (1) The status of student-athlete and the status of student-recognised artist shall be granted to a student who presents the relevant supporting documents.
- (2) The status of a student with special needs shall be granted to a student who submits an appropriate opinion of the competent professional commission for the classification of children and adolescents with mental and physical disabilities or an opinion of the disability commission or a medical certificate from a medical specialist, demonstrating eligibility for the status of a

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 34/38

student with special needs.

(3) For the students referred to in this Article, the Commission for Academic and Study Affairs at the LGC Grm Novo mesto shall define in the Regulations the manner of fulfilling the study requirements and the conditions for transfer to a higher year.

(4) The status of a student athlete, the status of a recognised artist and the status of a student with special needs shall be decided by the the Commission for Academic and Study Affairs at the LGC Grm Novo mesto upon the student's application.

Article 98

(1) Students who have the status of student athlete, the status of student recognised artist, the status of student with special needs, and students who, due to their extra-curricular activities, illness or disability, are unable to fulfil their study obligations within the time limit may exceptionally have their student status extended.

(2) Student mothers who give birth during their studies shall have the right to extend their student status for one year for each live birth. Parental leave taken by the student father shall also be treated in this way.

(3) The student's student status shall cease during sick leave of more than one year.

Article 99

Students have the right to enrol and study under the same conditions - as defined by law, by these Statute and by the study programme. In doing so they:

- continue and complete their studies under the conditions in force at the time of enrolment, while progressing regularly,
- may repeat a year or change their programme of study or course of study once during their studies for failure to fulfil the requirements of their previous course or programme of study,
- can follow more than one study programme (parallel studies),
- can follow an individual study programme (several study programmes from one or more higher education institutions) when the study programme of the LCG Grm Novo mesto allows it,
- can progress and complete their studies in less time than the study programme allows.

Article 100

Student rights and responsibilities include:


- attending lectures, seminars and tutorials,
- active participation in educational work,
- participation, through their Student Council representatives, in the work of the bodies of the LGC Grm Novo mesto,
- to vote and be elected to the Student Council,
- participating in the general election to elect a Dean,
- to give initiatives, give opinions and make decisions in accordance with the Statute.

Article 101

(1) Slovenians without Slovenian citizenship may be educated in publicly valid undergraduate and postgraduate study programmes and in further education programmes under the same conditions as citizens of the Republic of Slovenia.

(2) Citizens of the Member States of the European Union shall have the right to education in publicly valid undergraduate and postgraduate study programmes and in further education programmes

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 35/38

under the same conditions as citizens of the Republic of Slovenia.

(3) Third-country nationals shall have the right to education in publicly valid undergraduate and postgraduate study programmes and in further training programmes under the conditions laid down by the legislation of the Republic of Slovenia and the European Union.

Article 102

(1) A student has the right to appeal against decisions taken by the authorities of the LGC Grm Novo mesto concerning his/her rights, obligations and responsibilities.

(2) A student who considers that his or her rights have been infringed shall have the right to object or appeal within fifteen days of the date on which the decision was notified to him or her. The competent authority of the LGC Grm Novo mesto shall decide on student applications in academic matters as a first instance body, and the Senate shall decide on student appeals in academic matters as a second instance body. A student may bring an administrative dispute against a final decision in matters relating to his/her studies.

Article 103

(1) Students shall be liable to disciplinary action for breaches of duty and failure to fulfil their obligations under the Statute and the Study Programme, and for damage caused intentionally and negligently.

(2) Infringements are:

- inappropriate behaviour that damages the reputation of the LGC Grm Novo mesto,
- inappropriate attitude towards students, teachers and colleagues in the implementation of the study programme, as well as other employees of the LGC Grm Novo mesto,
- giving false information in order to obtain an unjustified advantage for yourself or another,
- cheating in examinations and plagiarism in term papers and theses,
- forgery of official documents,
- spreading lies, rumours, etc., which damage the reputation and good name of the LGC Grm Novo mesto in public, directly or via social networks or the Internet
- serious breaches of order and discipline in the educational process and on the premises of Grm Novo mesto,
- causing material damage to the premises of the LGC Grm Novo mesto or where the educational process is carried out
- acts contrary to the law, this Statute, internal acts and the Code of Ethics of the LGC Grm Novo mesto.

(3) The initiative to initiate the infringement procedure may be submitted by employees of the LGC Grm Novo mesto or by students. Disciplinary liability shall be decided and measures imposed by the Dean.

(4) The Dean may impose the following measures:

- a reminder to be served on the student,
- a notice to be posted on a notice board,
- expulsion from the LGC Grm Novo mesto, the decision specifying the duration of the measure.


(5) The disciplinary responsibility of students at the LGC Grm Novo shall be defined in more detail in a separate regulation.

Article 104

(1) A professional or scientific title shall be withdrawn from a graduate if, after the award of the title, it is established that:

- the graduate did not have the qualifications required by law for enrolment,
- the graduate has not completed all the requirements of the study programme,
- in the final thesis (bachelor's thesis, master's thesis), which is required by the study

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 36/38

- programme, the graduate has, contrary to established citation methods, presented the work of other authors as his/her own work in a significant part of the thesis,
- that the final thesis (bachelor's thesis, master's thesis) required by the study programme is not, in any significant part, the result of the graduate's own work, creativity and achievements.
- (2) The withdrawal of a professional or scientific title shall be regulated in more detail by regulations.

8 FINANCING AND ASSETS OF THE LGC GRM NOVO MESTO AND MUTUAL RIGHTS AND OBLIGATIONS OF THE FOUNDER AND THE LGC GRM NOVO MESTO


Article 105

- (1) The founder shall provide the spatial and other material conditions for the establishment and work of the LGC Grm Novo mesto and for the implementation of the regular pedagogical process (full-time studies) in the manner and under the conditions laid down by law, and shall exercise other entitlements in accordance with the law.
- (2) The activities of the LGC Grm Novo mesto, Higher Education Institution, which relate to the implementation of the national higher education programme and the national research and development programme, shall be financed from the budget of the Republic of Slovenia.
- (3) The LGC Grm Novo mesto, Higher Education Institution, must send the Minister responsible for Higher Education a draft financial plan for the following calendar year in accordance with the regulations governing public finances.
- (4) The other activities of the LGC Grm Novo mesto are financed from other sources, namely:
- from calls for tenders from ministries and the European Union,
 - from tuition fees and other study contributions,
 - payments for services rendered,
 - from endowments, grants, subsidies, legacies and gifts,
 - from the sale of goods and services on the market; and
 - from other sources, in accordance with the law.

Article 106

- (1) The LGC Grm Novo mesto decides on the amount of tuition fees and other contributions for studies and other services provided by the LGC Grm Novo mesto, if they are not or only partially financed under the national programme, in particular for:
- the costs of the selection and enrolment process,
 - services that are part of an approved study programme (costs of field trips, etc.),
 - election to the following titles of candidates who are not in employment at the LGC Grm Novo mesto,
 - issue certificates, duplicates, copies and extracts from the records of the LGC Grm Novo mesto,
 - the cost of the fourth and subsequent examinations,
 - the cost of entrance, differential, board and other examinations,
 - other services approved by the Management Board by resolution or by a price list.
- (2) The amount of tuition fees and other contributions for studies shall be determined in accordance with the Regulations Governing Tuition Fees and Other Contributions in Higher Education and with a resolution or price list of the Management Board.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
------------	---------------------	---	---

 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 37/38

Article 107

(1) Tuition fees and contributions for studies, as well as other funds obtained in the manner provided for in this Statute, shall be the income of the LGC Grm Novo mesto and shall be credited to the LGC Grm Novo mesto's sub-account.

(2) The Management Board shall adopt the financial plan of the LGC Grm Novo mesto on the basis of the annual work programme of the LGC Grm Novo mesto, which covers all its activities.

Article 108

(1) The LGC Grm Novo mesto is the owner of the property it has acquired from public sources.

(2) The LGC Grm Novo mesto is also the owner of property acquired from other sources and property acquired from bequests, sponsorships, donations, research, basic and applied projects, consultancy work, legacies, gifts and other sources from business and contractual relations, as provided for in the applicable regulations.

Article 109

(1) The LGC Grm Novo mesto shall manage and dispose of the property it uses to carry out its activities in accordance with the law, the Decree establishing the LGC Grm Novo mesto and the Statute, and in accordance with the purpose for which it was acquired.

(2) The LGC Grm Novo mesto may dispose of or encumber immovable property or equipment of greater value acquired from public funds only with the consent of the founder. Equipment of a higher value shall be deemed to be equipment for the purchase of which a tender is required in accordance with the Public Procurement Act.

(3) The funds obtained from the sale of the property referred to in the preceding paragraph of this Article may be used for investments, investment maintenance and equipment of the LGC Grm Novo mesto.

(4) The LGC Grm Novo mesto shall independently dispose of its property, subject to the restrictions in the law, the Founding Decree and this Statute. The property shall be managed by the Management Board with the care of a good steward.

(5) The LGC Grm Novo mesto may sell goods and services on the market only if the sale will at least cover all the expenses related to this activity.

Article 110

(1) The surplus of revenue over expenditure of the LGC Grm Novo mesto shall be used in accordance with the applicable regulations.

(2) The method of settling the deficit of the LGC Grm Novo mesto, which arises in the performance of the public service, shall be decided by the founder on the proposal of the Management Board.


9 GENERAL ACTS OF THE LGC GRM NOVA MESTO

Article 111

(1) General acts shall be adopted by the individual bodies of the LGC Grm Novo mesto in accordance with the Statute, in accordance with other regulations in the respective field and in accordance with their rules of procedure.

(2) The system for the management of general acts, which must include the production, review and approval, issue, modification and storage of documentation, shall be defined in detail in the Quality Procedure of the LGC Grm Novo mesto.

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Liseč, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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 Visoka šola za upravljanje podeželja Grm Novo mesto Landscape Governance College Grm Novo mesto	SPLOŠNI AKT	Številka: SA-001
	STATUT SAMOSTOJNEGA VISOKOŠOLSKEGA ZAVODA VISOKE ŠOLE ZA UPRAVLJANJE PODEŽELJA GRM NOVO	Stran: 38/38

Article 112

The LGC Grm Novo mesto maintains and preserves records containing personal data of students and records of providers of higher education in accordance with the Higher Education Act, in accordance with the regulations governing the protection of documentary and archival material, and in accordance with the regulations governing the protection of personal data.

10 TRANSITIONAL AND FINAL PROVISIONS

Article 113

Terms used in the Statute that are written in the masculine grammatical form are used as gender- neutral.

Article 114

- (1) With the entry into force of this Statute, the Statute of the Independent Higher Education Institution of the LGC Grm Novo mesto (Official Gazette of the Republic of Slovenia No 52/22) of 15 April 2022 shall cease to have effect.
- (2) The offices of members of the Senate and other bodies, of Vice-Deans and of the Dean elected before the adoption of this Statute shall remain in force for the remainder of the elected terms of office.

Article 115

- (1) The Statute and all amendments and supplements thereto shall be adopted in identical wording by the Senate and the Management Board by a majority vote of all the members of the Senate and the members of the Management Board respectively.
- (2) The Senate shall be responsible for the interpretation of the Statute.
- (3) This Statute shall enter into force on the day following its publication in the Official Gazette of the Republic of Slovenia.

Done at Novo mesto, 29 November 2023.

Management Board

Assoc. Prof. Dr Andrej Lisec,
President of the Management Board

Done at Novo mesto, 5 December.

Senate

Assoc. Prof. Dr. Lea-Marija Colarič- Jakše,
Dean

Izdaja: 02	Velja od: 20.1.2024	Pripravili: Lea-Marija Colarič-Jakše, Andrej Lisec, Natalija Geršak	Sprejela: Upravni odbor (29.11.2023) in Senat (5.12.2023)
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