

Please note that the English translation of the present rules is for information purposes only and is not intended to have any legal effects. In the event that a dispute should arise about the interpretation of the rules contained herein and the rules contained in the original Greek document, the latter shall prevail.

2.2.1 Rules for the Formation of Senate Committees and Senate Advisory Committees, 2014 to 2025

PART I – SENATE COMMITTEES

1. The Senate, in the exercise of the powers vested in it by Article 13(e) of the University of Cyprus Law, 1989 (L. 144/1989), as subsequently amended, has decided to form the following Committees:
 - (i) Undergraduate Studies Committee
 - (ii) Finance and Personnel Committee
2. The composition of the Committees shall be determined as follows:
 - i. Undergraduate Studies Committee
 - (a) Vice-Rector for Academic Affairs (Chairperson);
 - (b) One member of the academic staff from each Faculty, selected from among the representatives of the Faculty in the Senate. The term of office of each member shall be for as long as he/she is a member of the Senate;
 - (c) Two undergraduate students (who shall also be representatives of the Student Union [Φ.Ε.ΠΑΝ.] in the Senate).

The Secretary of the Undergraduate Studies Committee shall be the Head of the Academic Affairs and Student Welfare Service. It shall be clarified that the Secretary shall not be a member of the Committee, and he/she shall be responsible for keeping the minutes.

- ii. Finance and Personnel Committee
 - (a) Vice Rector for International Affairs, Finance and Administration (Chairperson);
 - (b) Deans of the Faculties;
 - (c) Director of Administration and Finance (without the right to vote).

For financial matters, the Secretary shall be the Head of the Financial Services. It shall be clarified that the Secretary shall not be a member of the Committee, and he/she shall be responsible for keeping the minutes.

For personnel matters, the Secretary shall be the Head of the Human Resources Services. It shall be clarified that the Secretary shall not be a member of the Committee, and he/she shall be responsible for keeping the minutes.

3. The Senate shall determine the terms of reference of the above Committees and may delegate to them such powers as it deems appropriate.

4. Each Committee shall appoint one of its other academic members as Vice-Chairperson. In the absence of the Chairperson, the Vice-Chairperson shall have all the powers of the Chairperson.

The Senate Committees shall have decision-making authority on matters delegated to them by the Senate. The approved minutes of these Committees shall be submitted to the Senate for its information.

PART II – ADVISORY COMMITTEES

5. The Senate shall establish the following Advisory Committees to study and submit recommendations to the Senate on matters within its jurisdiction:

- i. Research Committee
- ii. Building Development Committee
- iii. Library Committee
- iv. Information Systems Committee
- v. Planning and Development Committee
- vi. International Relations Committee
- vii. Editorial Policy Committee
- viii. Green University Committee
- ix. Rules and Regulations Committee
- x. Quality Assurance Committee
- xi. Innovation Committee
- xii. Equality Committee

6. The composition of the Advisory Committees shall be as follows:

i. Research Committee

- (a) Vice-Rector for Academic Affairs (Chairperson)
- (b) One member of the academic staff from each Faculty

The Secretary of the Research Advisory Committee shall be the Head of the Research and Innovation Support Service. It shall be clarified that the Secretary shall not be a member of the Advisory Committee, and he/she shall be responsible for keeping the minutes.

ii. Building Development Committee

- (a) Vice Rector for International Affairs, Finance and Administration (Chairperson)
- (b) One member of the academic staff from each Faculty
- (c) One student (appointed by the Student Union – Φ.Ε.ΠΑΝ.)

The Secretary of the Building Development Advisory Committee shall be the Head of the Technical Services. It shall be clarified that the Secretary shall not be a member of the Advisory Committee, and he/she shall be responsible for keeping the minutes.

iii. Library Committee

- (a) Vice-Rector for Academic Affairs (Chairperson)
- (b) One member of the academic staff from each Faculty
- (c) One student (appointed by the Student Union – Φ.Ε.ΠΑΝ.)

The Secretary of the Library Advisory Committee shall be the Director of the Library. It shall be clarified that the Secretary shall not be a member of the Advisory Committee, and he/she shall be responsible for keeping the minutes.

iv. Information Systems Committee

- (a) Vice Rector for International Affairs, Finance and Administration (Chairperson)
- (b) One member of the academic staff from each Faculty
- (c) One student (appointed by the Student Union – Φ.Ε.ΠΑΝ.)

The Secretary of the Information Systems Advisory Committee shall be the Head of the IT Infrastructure Service. It shall be clarified that the Secretary shall not be a member of the Advisory Committee, and he/she shall be responsible for keeping the minutes.

v. Planning and Development Committee

- (a) Rector (Chairperson)
- (b) Vice-Rectors
- (c) Deans of Faculties
- (d) Director of Administration and Finance (without the right to vote)

The Secretary of the Planning and Development Advisory Committee shall be the Senior Officer or a University Officer of the Rector's Office. It shall be clarified that the Secretary shall not be a member of the Advisory Committee, and he/she shall be responsible for keeping the minutes.

vi. International Relations Committee

- (a) Vice Rector for International Affairs, Finance and Administration (Chairperson)
- (b) One member of the academic staff from each Faculty
- (c) One student (appointed by the Student Union – Φ.Ε.ΠΑΝ.)
- (d) One academic member of the Undergraduate Studies Committee (selected by the Undergraduate Studies Committee, for as long as he/she is a member of the said Committee)

The Secretary of the International Relations Advisory Committee shall be the Head of the International Relations Service. It shall be clarified that the Secretary shall not be a member of the Advisory Committee, and he/she shall be responsible for keeping the minutes.

vii. Editorial Policy Committee

- (a) Rector (Chairperson)
- (b) One member of the academic staff from each Faculty
- (c) Chairpersons of the Editorial Boards of the University of Cyprus (ex officio)

The Secretary of the Editorial Policy Advisory Committee shall be the Head of the Promotion and Development Section or the Officer of the Communications Office. It shall be clarified that the Secretary shall not be a member of the Advisory Committee, and he/she shall be responsible for keeping the minutes.

viii. Green University Committee

- (a) Rector (Chairperson)
- (b) Vice-Rector for International Affairs, Finance and Administration (Chairperson)
- (c) One member of the academic staff from each Faculty
- (d) One representative of the Technical Services (the term of office shall be two years, with the possibility of re-appointment)
- (e) One representative of the Academic Affairs and Student Welfare Service (the term of office shall be two years, with the possibility of re-appointment)
- (f) One student (appointed by the Student Union – Φ.Ε.ΠΑΝ.)

The Secretary of the Green University Advisory Committee shall be the Head of the Safety, Health, and Environment Section. It shall be clarified that the Secretary shall not be a member of the Advisory Committee, and he/she shall be responsible for keeping the minutes.

ix. Rules and Regulations Committee

- (a) Vice-Rectors (the Chairperson of the Committee shall be the most senior in the rank of Professor)
- (b) Three members of the academic staff from three (3) different Faculties of the University, appointed by the Senate upon the recommendation of the Rector

The Officer of Legal Affairs of the University of Cyprus shall participate in the Advisory Committee as an observer.

The Secretary of the Rules and Regulations Advisory Committee shall be the Coordinator of the Office of the Vice-Rector who chairs the Committee. It shall be clarified that the Secretary shall not be a member of the Advisory Committee, and he/she shall be responsible for keeping the minutes.

x. Quality Assurance Committee

- (a) Vice-Rector for Academic Affairs (Chairperson)
- (b) One (1) member of the Academic Staff from each Faculty
- (c) Two (2) members of the Academic Staff with expertise in quality assurance matters
- (d) One undergraduate and one postgraduate student (appointed by the Student Union – Φ.Ε.ΠΑΝ.)

The Secretary of the Quality Assurance Advisory Committee shall be the Coordinator of the Quality Assurance Office. It shall be clarified that the Secretary shall not be a

member of the Advisory Committee, and he/she shall be responsible for keeping the minutes.

Procedure for the selection of the two (2) academic members of the Advisory Committee with expertise in quality assurance matters:

- The Vice-Rector for Academic Affairs of the University of Cyprus shall issue an open call for expressions of interest to all academic staff for participating in the Advisory Committee.
- Candidates shall submit a statement of intent, justifying their interest in participating in the Advisory Committee.
- The Vice-Rector for Academic Affairs shall submit a relevant recommendation to the Senate.
- The final selection of the members of the Advisory Committee shall be made by the Senate.
- In the event that either of the two (2) academic members wishes to renew his/her term of office, the above procedure shall not apply to that specific position. Automatic renewal shall be applied only once. Thereafter, the position shall be re-announced.

xi. Innovation Committee

- (a) Vice-Rector for Academic Affairs (Chairperson)
- (b) One (1) member of the Council of the Centre of Entrepreneurship
- (c) Seven (7) members of the academic staff with specialised knowledge in various aspects of innovation, the provision of research and innovation services, the commercialisation of research results, and the creation of knowledge-intensive companies/spin-offs.

The Secretary of the Innovation Advisory Committee shall be the Head of the Innovation Management Unit (Research and Innovation Support Service). It shall be clarified that the Secretary shall not be a member of the Advisory Committee, and he/she shall be responsible for keeping the minutes.

Procedure for the selection of the seven (7) academic members of the Advisory Committee:

- The Vice-Rector for Academic Affairs of the University of Cyprus shall issue an open call for expressions of interest to all academic staff for participating in the Advisory Committee. Interested candidates shall submit a statement of intent, justifying their interest and demonstrating their knowledge of the scope of the Advisory Committee.
- The Vice-Rector for Academic Affairs, in collaboration with the Rector, shall submit a relevant recommendation to the Senate.
- The final selection of the members of the Advisory Committee shall be made by the Senate.
- In the event that any of the seven (7) academic members wishes to renew his/her term of office, the above procedure shall not apply to that specific position. Automatic renewal shall be applied only once. Thereafter, the position shall be re-announced.

xii. Equality Committee

- (a) Vice-Rector for Academic Affairs (Chairperson)
- (b) One (1) member of the Academic Staff from each Faculty
- (c) One representative of the Human Resources Services
- (d) One representative of the Academic Affairs and Student Welfare Service
- (e) One student representative (appointed by the Student Union – Φ.Ε.ΠΑΝ.)

The Secretary of the Equality Advisory Committee shall be the Head of the Diversity, Equality, and Inclusivity Office. It shall be clarified that the Secretary shall not be a member of the Advisory Committee, and he/she shall be responsible for keeping the minutes.

- 7. The terms of reference for each Advisory Committee shall be determined by the Senate.
- 8. Each Advisory Committee shall appoint one of its other academic members as Vice-Chairperson. In the absence of the Chairperson, the Vice-Chairperson shall have all the powers of the Chairperson.
- 9. The term of office of the members of the Advisory Committees shall be two years. By way of exception, in the case of newly established Advisory Committees, the term of office of the next integer greater than half the total number of members shall be three years, while that of the remaining members shall be two years. This arrangement is intended to prevent the simultaneous expiration of the terms of office, as well as to ensure the smooth transfer of relevant know-how and the proper functioning of the Advisory Committee in relation to the matters falling within its mandate.
- 10. There shall be no restrictions on the reappointment of any member to the Advisory Committees, unless otherwise specified in the composition of each respective Advisory Committee (Rule 5).

PART III – GENERAL PROVISIONS

- 11. The Senate Committees and the Advisory Committees of the Senate shall convene regularly or on an ad hoc basis when significant matters require consideration.
- 12. The Chairperson of each Committee and Advisory Committee shall convene the meetings, prepare the agenda, and preside over the meetings.
- 13. The notice of the meeting, the agenda, and the relevant documents shall be communicated to the members of each Committee and Advisory Committee at least forty-eight (48) hours prior to the meeting. If, at the discretion of the Chairperson, the matter is urgent, the time limit shall not apply.
- 14. There shall be a quorum when the number of the members present at each Committee and Advisory Committee is equal to the next integer greater than half the total number of members, provided that the Chairperson or Vice-Chairperson of the Committee is among the members present.

15. The decisions of the Committees and Advisory Committees shall be taken by a majority of the members present.
16. The Secretaries of the Committees and Advisory Committees shall be responsible for providing them with secretarial support, keeping the minutes, and maintaining their records.
17. The members of the Committees and Advisory Committees shall have the right to access the records, in accordance with the established procedures.
18. Each Committee and Advisory Committee shall have the discretion to invite advisors/experts or other University officers or observers to attend its meetings, as it deems necessary.
19. Decisions and recommendations regarding amendments to the legislation of the University of Cyprus shall be submitted to the Rules and Regulations Committee. The Rector's Council shall review the recommendations of the Rules and Regulations Committee and submit them to the Senate, together with its comments, for approval. The Senate shall then submit its recommendations for amendments to the legislation of the University of Cyprus to the Regulations Committee of the Council (or directly to the Council).

Recommendations regarding the allocation of Budget funds shall be submitted to the Finance and Personnel Committee (Financial Matters). The recommendations of the Finance and Personnel Committee (Financial Matters) shall be submitted to the Senate for approval.

20. The approved minutes of the Senate Advisory Committees shall be submitted to the Rector's Council and, subsequently, to the Senate for information purposes.

Individual decisions of the Senate Advisory Committees, which, due to their nature, require further approval, shall be forwarded by the Rector's Council, together with its comments, to the Senate for approval.

The approved minutes of the Planning and Development Committee shall be forwarded directly to the Senate for approval.

21. The Graduate School shall participate, through its Dean, only in those Committees and Advisory Committees in which the Deans of the Faculties participate, namely the Finance and Personnel Committee and the Planning and Development Committee. In addition, a representative of the School shall participate in the Quality Assurance Committee.

The present Rules were approved at Meeting No. 253 of the Personnel and Regulations Committee, dated 26.3.2014, and were amended at Meeting No. 263 of the Personnel and Regulations Committee, dated 23.9.2014, at Meeting No. 13/2019 of the Personnel and Regulations Committee, dated 24.9.2019, at Meeting No. 1/2021 of the Regulations Committee, dated 16.2.2021, at Meeting No. 7/2022 of the University Council, dated 6.6.2022, at meeting No. 1/2023 of the Regulations Committee, dated 10.7.2023, and at meeting No. 2/2025 of the Regulations Committee, dated 13.10.2025.