

DISCIPLINARY RULES FOR STUDENTS

OF FACULTY OF ARCHITECTURE
OF BRNO UNIVERSITY OF TECHNOLOGY

Approved by the Academic Senate of Faculty of architecture of BUT on 25.04.2017

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Article 1

Introductory provisions

This disciplinary rules regulate the disciplinary offences of students of the Faculty of Architecture of the Brno University of Technology (hereinafter referred to as the "faculty"), the process of hearing them, deciding on them and imposing sanctions.

Article 2

Disciplinary offence and sanctions (penalties)

1. A disciplinary offence is a culpable of an obligation stipulated by legal regulations or internal regulations of the faculty and internal regulations of BUT.
2. For a disciplinary offence a student can be imposed a sanction:
 - a. warning
 - b. conditional exclusion with a trial period and condition
 - c. exclusion
3. A sanction can be waived provided that the hearing of the disciplinary offence in itself has a remedial effect.
4. When imposing sanctions the nature and seriousness of the conduct by which the disciplinary offense was committed, the circumstances under which it occurred, the

consequences caused, the degree of culpability, as well as the behavior of the student who committed the disciplinary offense to date, and the demonstrated trying to remedy its consequences is taken into account.

5. A student can only be expelled for an intentional disciplinary offence.
6. A student may be conditionally expelled if the conditions for the imposition of the sanction of exclusion from studies are fulfilled and, given the student's personality, especially taking into account his behavior up to now and the circumstances of the case, it can reasonably be expected that he will not commit another serious disciplinary offence.
7. The time and conditions for prove in case of conditional exclusion from studies are determined according to the degree of seriousness of the disciplinary offense. The time for prove begins with the legal force of the decision on a disciplinary offence and is at least six months.

Article 3

Disciplinary Committee of the faculty

1. A disciplinary offence of a student shall be discussed by the Disciplinary Committee of the Faculty of Architecture BUT.
2. The members and substitute members of the Committee shall be appointed by the Dean from among the members of the faculty's academic community, with the approval of the Academic Senate of the faculty.
3. The Disciplinary Committee of the faculty shall have six members with the term of office of two years. Three members shall be appointed from among the students, three members from among the academic staff. There shall be one member of the academic staff and one student serving as substitute members.
4. The Disciplinary Committee of the faculty shall elect the chairperson from among them members and remove him/her.
5. The Dean shall simultaneously appoint a secretary of the Disciplinary Committee of the faculty, who is not a member of the Disciplinary Committee of the faculty. The secretary shall perform organisational and administrative tasks necessary to provide for the activity of the Disciplinary Committee of the faculty. The secretary shall keep records of oral hearings and voting of the Disciplinary Committee of the Faculty.
6. The details concerning the rules of meetings and verification of the quorum of the Disciplinary Committee of the faculty, in particular, shall be stipulated in the Disciplinary Rules of the faculty.
7. The committee has a quorum if the majority of its members are present. The commission's resolution is adopted if a majority of the members present vote for it.

Article 4

Party in proceedings

1. The student against whom the disciplinary proceedings is initiated shall always be party to the proceedings.

2. The party is entitled at any time during the proceedings to propose and present evidence and comment on all documents for the proceedings. The disciplinary committee is obliged to allow him/her to inspect all written documents, with the exception of the voting protocol, and to take extracts from them.

Article 5

Initiation of disciplinary proceedings

1. Disciplinary proceedings are initiated by the disciplinary committee on the motion of the dean of the faculty.
2. If a student is enrolled at several faculties, the disciplinary proceedings may only be initiated at one of them, always having regard to the particular act with respect to which the proceedings should be conducted. In case of doubt concerning the competence, the competent faculty shall be determined by the Rector. The procedure pursuant to the previous sentence shall also apply if the student is enrolled in a programme of a faculty and simultaneously in a programme of BUT.
3. The motion according to paragraph 1 must always contain:
 - a) description of the act which is considered a disciplinary offence, including a specification of the particular legal and/or internal regulations violated;
 - b) designation of the student who should have committed a disciplinary offence;
 - c) justification of why the act is considered a disciplinary offence;
 - d) adduced evidence supporting the motion;
4. The disciplinary proceedings shall be initiated by acquainting the student with the motion according to paragraph 1.

Article 6

Hearing before the Committee

1. A closed oral hearing shall be held on a disciplinary offence in the presence of the student against whom the proceedings are being conducted. In the absence of the student, an oral hearing may be held only if he/she fails to appear without a proper excuse. The chairman of the committee shall assess the validity of the excuse. The notice of the oral hearing shall be delivered to the student in person, usually at least five days in advance.
2. In the event of a meeting of the faculty disciplinary committee, the Dean has the right to participate in the committee meeting. The Dean is authorized to delegate this right to the Vice-Dean.
3. The oral hearing shall be ordered by the chairman of the committee so that it commences no later than 15 working days from the date of delivery of the proposal.
4. The oral hearing shall be opened by the chairman of the committee by informing those present of the content of the motion to initiate proceedings and summarizing the facts established so far. He shall then allow the student to comment on the motion.
5. The chairman of the committee shall prepare and conduct the hearing in such a way that the matter can be decided, as a rule, in a single oral hearing. During the proceedings, the chairman of the committee shall take appropriate measures to

ensure that the hearing is aimed at providing the basis for a fair assessment and decision on the matter.

6. A record shall be made of the committee's proceedings. The record shall contain, in particular, the designation of the discussed matter and a description of the course of the oral proceedings. The record shall be signed by the chairman of the committee and the secretary.

Article 7

Interruption of proceedings

1. The Committee may interrupt the proceedings if the act being processed is the subject of proceedings against the student before another authority, until the proceedings before such authority have been finally concluded.

Article 8

Proposal of the committee

1. In cases where, after discussion, the disciplinary committee of the faculty concludes that the act stated in the proposal to initiate disciplinary proceedings did not occur or is not a disciplinary offence, or if it becomes clear during the proceedings that the disciplinary offence was not committed by the student concerned or that the person who committed the disciplinary offence has ceased to be a student, the committee shall propose to the dean of the faculty that he/she terminate the disciplinary proceedings by his/her decision. This procedure also applies to cases where the disciplinary offence cannot be discussed.
2. In cases not listed in paragraph 1, after discussing the matter, the faculty disciplinary committee shall propose to the faculty dean that he/she decide to find the student guilty of committing the disciplinary offence and impose the proposed sanction pursuant to Article 2 or refrain from imposing the sanction.
3. In addition to the recommendation, the Commission's proposal shall also include its justification.
4. The committee shall decide on the proposal by voting. The proposal shall be adopted if an absolute majority of the members present vote in favour of it.
5. The committee shall submit a proposal for a decision on a disciplinary offense to the dean of the faculty through its chairman no later than 5 working days from the adoption of the resolution.

Article 9

Decision-making

1. The issuance of a decision on a disciplinary offence is, within the meaning of the provisions of Section 68, paragraph 1, letter h) of Act No. 111/1998 Coll., on higher education institutions and on amendments and supplements to other acts (the Higher Education Act), as amended, a decision on the rights and obligations of students. The relevant provisions of this Act shall therefore apply to the decision.

Article 10
Final provisions

1. The FA Disciplinary Rules enters into force on the date of approval by the BUT Academic Senate.
2. The FA Disciplinary Rules shall enter into force on the date of its entry into force.

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