*APPROVED*

*Vidzeme University of Applied Sciences*

*Council of 1 April 2022, Decision No 3/2.1*

*as amended by the Council of 5 July 2022, Decision No 9/1.1*

**Rules Regarding the Election of the Rector of Vidzeme University of Applied Sciences**

1. The rules regarding the election of the Rector of Vidzeme University of Applied Sciences (hereinafter referred to as ViA), (hereinafter referred to as the Rules) specify the procedure of application of candidates and election of ViA Rector.
2. The Rules and any supplementations or amendments thereto are approved by ViA Council.
3. The Rector is the highest official at ViA who ensures overall administration of ViA and represents ViA without specific authorisation.
4. The Rector’s competence is specified in ViA Constitution and the Law on Higher Education Institutions.
5. Candidates for ViA Rector’s position shall be selected by ViA Council following the results of an open international competition, and elected by ViA Constitutional Assembly. The competition shall consist of two stages.
6. Any individual who meets the requirements set forth for the Rector’s position in Clause 10 of the Rules may apply for the Rector’s position.
7. ViA Council shall organise the regular election of ViA Rector not later than six months prior to the expiry of the Rector’s authority. This deadline shall not apply to the competition for ViA Rector’s position in 2022.
8. The advertisement regarding the competition for ViA Rector’s position is published in English and Latvian on the official ViA website [www.va.lv,](http://www.va.lv/) the official site of the “Latvijas Vēstnesis”, euraxess.ec.europa.eu, and on other platforms at the discretion of ViA Council.
9. Candidates to the Rector’s position shall apply within a period of one month after the publication of the competition’s advertisement in “Latvijas Vēstnesis”.
10. Individuals with the following qualifications may apply for the Rector’s position:
    1. a doctoral degree;
    2. scientific experience and achievements;
    3. experience and achievements in the area of higher education or innovations;
    4. work experience at senior managerial positions;
    5. work experience in international environment;
    6. impeccable reputation.
11. Upon applying for Stage I of the competition the candidate for the Rector’s position shall submit to ViA Council:
    1. a motivation letter which comprises information regarding correspondence to the criteria set forth in Clause 10, including confirmation of an impeccable reputation, as well as a vision regarding the strategic development of ViA presented in the form of theses;
    2. documents confirming one’s education, academic and scientific qualifications;
    3. a curriculum vitae (CV), including a list of scientific publications and monographs or other evidence regarding activities in the areas of science, higher education or innovation.
12. Within 10 (ten) business days following the application deadline ViA Council shall:
    1. assess the compliance of applicants and submitted documents to Clause 10 and Clause 11 of the Rules;
    2. select the applicants who meet the Rules, assess their vision of the strategic development of ViA over a range of 1 to 5 points and promote not more than 5 (five) applicants with the highest average rating to Stage II of the competition by making 2 (two) decisions with regard to each candidate:

12.2.1. the applicant *Name Surname* has passed/has not passed Stage I of the competition;

12.2.2. the applicant *Name Surname* is being promoted/is not being promoted to Stage II of the competition.

1. The applicants promoted to Stage II of the competition shall within two weeks prepare an expanded vision regarding the strategic development of ViA in the following areas: (i) the quality and development of studies, incl. incentives for and qualification improvement of the academic personnel, a balance between academic knowledge and practice; (ii) fundamental science, incl. facilitation of publications in international scientific journals, patents, ensuring infrastructure for ViA scholars, development of doctoral studies; (iii) applied science, incl. cooperation with policymakers and industries, application of the discoveries of fundamental science in practice, involvement of students of different levels in the applied science; (iv) international cooperation, incl. facilitation of ViA strategic partnership within the consortium of the European University initiative, international networking, attraction of funding through international competitions, international orientation of tutoring and science; (v) ensuring financial sustainability, incl. attraction of funding for ViA; (vi) development of ViA reputation, incl. work with different groups of the society, cooperation with ViA graduates; (vii) increasing the number of students and improvement of quality and motivation at the university. During the process of drafting the vision of the strategic development of ViA the Council shall provide the applicant with an opportunity to meet and interview ViA employees.
   1. Applicants shall present their vision to ViA Council, which assesses it over a range of 1 to 5 (60% of the assessment of Stage II), and to the Chair of ViA Senate and the Chair of ViA Constitutional Assembly;
   2. During interviews with the selected candidates ViA Council shall assess over the range of 1 to 5 their: a) managerial skills (15% of Stage II assessment), b) communication skills (15% of Stage II assessment) and c) financial management skills (10% of Stage II assessment).
2. ViA Council shall promote one or several applicants with the highest ratings for the rector’s election by the Constitutional Assembly by making 2 (two) decisions with regard to each candidate:
   1. the applicant *Name Surname* has passed/has not passed Stage II of the competition;
   2. the applicant *Name Surname* is being selected/is not being selected and is being promoted/is not being promoted for election by the Constitutional Assembly.
3. ViA Council together with the Chairperson of the Constitutional Assembly shall organise a meeting of one or several applicants with the highest ratings with ViA personnel and students.
4. The meeting of the Constitutional Assembly during which the Rector’s election takes place shall be convened not later than one month after the completion of Stage II of the competition.
5. The Rector is deemed elected provided more than half of all members of ViA Constitutional Assembly vote for them.
6. If only one applicant participates in the Rector’s election and he/she fails to gain the required number of votes, a new Rector’s election shall be announced in which the present applicant shall not participate.
7. If two applicants participate in the Rector’s election and neither of them gains the required number of votes, the second stage of election shall be organised during the same meeting of the Constitutional Assembly for the applicant who gained more votes or for both applicants if they previously gained equal number of votes.
8. If three or more applicants participate in the Rector’s election at the meeting of the Constitutional Assembly and none of them gains the required number of votes, the second stage of election shall be organised during the same meeting of the Constitutional Assembly for the two applicants who gained more votes or for several applicants if they previously gained equal number of votes. If none of the applicants gains the required number of votes at the second stage of election, the third stage of election shall be organised during the same meeting of the Constitutional Assembly for the applicant who gained more votes or for several applicants if they previously gained equal number of votes.
9. If none of the applicants promoted by ViA Council gains majority of votes during the election stages organised at the meeting of the Constitutional Assembly according to the procedure set forth in the Rules, ViA Council shall promote another candidate for the Rector’s position from among the candidates selected as a result of the competition. If this candidate for the Rector’s position does not gain the majority of votes at ViA Constitutional Assembly either, ViA Council shall within six months organise a new open international competition to select the next candidates for ViA Rector’s position.
10. The Rector is elected for a period of five years, yet not more than twice.
11. The newly elected Rector shall take the position after the expiry of the authority of the previous Rector.