

Pursuant to the Article 27 of the Statute of the Euro-Mediterranean University, the President of the Euro-Mediterranean University adopted the following:

RULES ON THE ESTABLISHMENT AND OPERATION OF THE EURO-MEDITERRANEAN UNIVERSITY KNOWLEDGE AND INNOVATION CENTERS

Chapter I: GENERAL PROVISIONS

Article 1

These Rules regulate the manner of the establishment and operation of the Euro-Mediterranean University Knowledge and Innovation Centers.

Article 2

For the purposes of this Act:

"EMUNI" refers to the Euro-Mediterranean University.

"EKIC" means the EMUNI Knowledge and Innovation Center established under this Act.

"Partnering Institution" refers to any academic entity collaborating with EMUNI under the terms defined in the Memorandum of Understanding.

"Memorandum of Understanding" or "MoU" refers to the agreement signed between EMUNI and the Partnering Institution aimed at fostering collaboration and knowledge exchange.

Chapter II: ESTABLISHMENT OF THE EKIC

Article 3

The EKIC is hereby established in cooperation with the Partnering Institution as a dedicated entity for advancing knowledge and innovation in accordance with the strategic goals of EMUNI.

Article 4

The EKIC shall:

1. Support the recruitment and enrollment of students in PhD and Master's programs at EMUNI.
2. Facilitate international partnerships and collaborations.
3. Enhance EMUNI's international engagements and collaborations.
4. Promote EMUNI's brand and reputation.

Article 5

Call for Applications EKICs shall be established based on a competitive selection process initiated by an official call for applications issued by EMUNI. This invitation shall outline the requirements and expectations for prospective hosting institutions.

Article 6

The primary criteria for the selection of an EKIC are the proposed number of students to be enrolled in the EMUNI programs and those offered through the EKIC, the quality of the proposed offerings together with the hosting institution commitment to support EKIC and the institution's alignment with EMUNI's strategic objectives.

Article 7

A Selection Committee for the evaluation of EKIC applications shall be appointed by the President of EMUNI. This committee will ensure that all applications are assessed fairly and in accordance with the criteria set forth in the call for applications.

Article 8

Members of the General Assembly (GA) eligible to participate in the EKIC initiatives will be exclusively from South Mediterranean countries. Additionally, no more than one member from the same country will be selected to serve concurrently in any EKIC category.

Article 9

EKICs may be established under one of the following categories based on their scope and functions:

1. Lighthouse: Focuses solely on promotional activities.
2. Knowledge Hub: Engages in joint study programmes and promotional activities.
3. Knowledge and Innovation Hub: Involved in joint research initiatives, joint study programmes and promotional activities.

Chapter III: OPERATIONS AND FUNCTIONS

Article 10

The EKIC, according to type of EKIC, will perform the following functions:

1. Support promotional, academic and research activities, including development of dual/joint study programs.
2. Serve as a conduit for research collaborations and joint educational projects.
3. Facilitate networking and engagement activities for EMUNI alumni.

4. Support development of a local EMUNI innovation ecosystem focused on attaining the United Nations' Sustainable Development Goals.

Article 11

The EKIC shall be managed by an academic coordinator, whose salary shall be partly funded by EMUNI, contingent upon the achievement of defined indicators such as student enrolment numbers and joint educational or research proposals. An EKIC must align its operations with the overall strategy of EMUNI.

Chapter IV: RESOURCES AND SUPPORT

Article 12

The Partnering Institution shall provide the necessary infrastructure, including office space and equipment, essential for the operation of the EKIC. It must also provide proper visibility of EKIC through its own website and on-site.

Article 13

EMUNI finances EKIC in accordance with a contract established between EMUNI and the EKIC partner for an indefinite period, with the possibility of termination with a 3-month notice period. The contract includes at least the following components:

1. Type of EKIC (Lighthouse, Knowledge Hub, Knowledge and Innovation Hub)
2. Rights and obligations of the contracting parties regarding EKIC
3. Method of financing EKIC, depending on the type of EKIC
4. Reporting procedures and methods of accounting for EKIC income and expenses
5. Potential startup funds for EKIC and conditions of financing.

Article 14

The income source of EKIC varies depending on the type of EKIC (Lighthouse, Knowledge Hub, Knowledge and Innovation Hub).

Knowledge and Innovation Hub is financed either from tuition fees for study programs jointly developed by partners within the EKIC or from funds obtained for research and other projects that partners acquire within the EKIC framework, ensuring that no more than 10% of the total project value is used for EKIC financing.

Knowledge Hub is financed from tuition fees for study programs jointly developed by partners within the EKIC, with a maximum of 10% of the tuition fees for students enrolled in EMUNI being allocated for EKIC operations.

Lighthouse is financed from funds allocated by EMUNI, provided that the partner commits to enrolling at least 10 students in EMUNI's study programs in the current academic year.

Under the condition from the previous paragraph, EMUNI may allocate startup funds for the establishment and operation of research-innovation and educational EKICs, but only for a maximum of one year. These funds shall be returned, as soon as EKIC starts enrolling students or acquires a research project.

Article 15

The EKIC partner and EMUNI shall be jointly responsible for the appropriate and transparent use of funds allocated to the EKIC. This includes ensuring that all expenditures are directly related to the objectives and activities of the EKIC.

The EKIC shall be subject to regular audits by both internal and external auditors to verify the proper use of funds. Detailed financial reports must be submitted to EMUNI on an annual basis, outlining all income and expenditures.

Any misuse or misallocation of EKIC funds will be subject to disciplinary action, which may include termination of the contract, reimbursement of misused funds, and legal action if necessary.

CHAPTER V: JOINT IMPLEMENTATION OF STUDY PROGRAMS

Article 16

EMUNI, in collaboration with its member universities (partners), conducts study activities through the following methods:

- Method I: Notification of EMUNI Location

In this method, the implementation of a partner's accredited study program takes place at the EMUNI location abroad. The partner is the holder of the program and diploma. Part of the program is conducted at the partner's location and part at EMUNI's location. EMUNI issues a certificate confirming that part of the program was conducted at EMUNI location. The program is delivered by the partner's faculty, which may be supplemented/replaced by EMUNI's faculty.

- Method II: Partial Implementation at EMUNI

In this method, part of the partner's accredited study program (e.g., one or more courses, a semester, or a year) is conducted at EMUNI's facilities. EMUNI is listed as a participating university on the diploma certificate issued by the partner. The program is delivered by the partner's faculty, which are partly supplemented/replaced by EMUNI's faculty.

- Method III: EMUNI Accreditation Notification

In this method, EMUNI notifies NAKVIS of the partner's accredited study program abroad to obtain accreditation for a publicly recognized qualification in Slovenia. EMUNI is the holder of the program and diploma, listed as the university that implements the accredited program in the EU/Slovenia and issues the diploma. Part of the program is conducted at EMUNI's location, with the possibility of partial implementation at the partner's location. The program is delivered by EMUNI's faculty, which may be supplemented/replaced by the partner's faculty.

- Method IV: Joint Accreditation and Implementation

In this method, EMUNI and the partner jointly apply for accreditation with the national agency as a joint or dual program, and they jointly implement it at the designated location with the faculty specified in the accreditation. Both partners are responsible for program delivery.

Article 17

EMUNI and the partner enter into a contract for the joint implementation of a study program, specifying at least the following components:

1. Subject of cooperation, including the study program and one of the implementation methods from the previous article
2. Proportionate relationship between the partners in the program implementation, specifying the percentage allocated to each partner; where this is not possible, detailed services performed by the other partner for the program holder are defined
3. Obligations of both partners regarding program delivery, faculty, quality assurance, and location
4. Rights of the contractual partners concerning payments for services, with the rule that participation is proportional to the obligation percentage defined for program implementation
5. Rights and obligations of the partners regarding ongoing cost coverage and final accounting
6. Payment deadlines and procedures, with the program holder responsible for student registration, tuition collection, and reporting to the partner. After registration and tuition payments are completed, the program holder pays the partner the agreed percentage within the specified timeframe.

Article 18

The relationship between partners regarding the implementation of study programs, which also forms the basis for accounting, is based on the number of hours the partner conducts within the program.

Each semester, the partners submit a report on program implementation, which serves as the basis for payment calculations.

The program holder is responsible for organizing the student application process in accordance with national regulations and charging tuition fees, which are collected in a special account of the holder. After enrollment and tuition payment, the program holder compensates the partner according to the percentage and timeframe specified in the contract.

Chapter V: MISCELLANEOUS PROVISIONS

Article 19

The signatories of the MoU may develop specific agreements as necessary to detail the collaboration outlined in this Act, ensuring adherence to the principles and objectives set forth herein.

Article 20

This Act shall enter into force on the date of its publication on the 6.6.2024.

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Piran, 6.6.2024

Prof. Dr. Rado Bohinc

President of the EMUNI University

