

Approved by
Rector of IKBFU,
Signature Prof A.P. Klemeshev

Order of the Rector of August 30, 2017, No. 799

Charter of the *Academia Kantiana* International Research Council

Kaliningrad
2017

1. General terms

1.1. The *Academia Kantiana* International Research Council (hereinafter called the 'Council') of the Immanuel Kant Baltic Federal University federal state autonomous higher education institution (hereinafter called the 'IKBFU', the 'University') is a collegial analyst and expert body that consults and provides recommendations within field of expertise of *Academia Kantiana* (a research unit of the IKBFU's Institute for the Humanities for comparative studies into the philosophy of Russia and the West) (hereinafter called '*Academia Kantiana*')

1.2 Full legal name:

- in the Russian language – Mezhdunarodny nauchny soviet Akademii Kantiana;
- in the English language – *Academia Kantiana* International Research Council.

1.3. Abbreviated legal name:

- in the Russian language – MNS Akademii Kantiana;
- in the English language – *Academia Kantiana* IRC.

1.4. The Rector shall have the power to establish or dissolve the Council.

1.5. The proceedings of the Council shall be governed by the current legislation of the Russian Federation, regulations of the Ministry of Education and Science of the Russian Federation, the Charter of the IKBFU, the Charter of the Institute for the Humanities, the Charter of the *Academia Kantiana* research unit of the IKBFU's Institute for the Humanities, this Charter, other University regulations, and orders of the Rector.

2. The Council's competence and rules of procedure

2.1. The Council is a collegial analyst and expert body that, within its competence, shall address the issues of:

2.1.1. short- and long-term planning of research carried out at *Academia Kantiana* (hereinafter called 'Research');

2.1.2. organising Research (the Council shall produce recommendations on inviting specialists to assist in implementing the projects of *Academia Kantiana*);

2.1.3. selecting relevant topics and holding *Academia Kantiana* summer schools;

2.1.4. organising the publishing endeavours of *Academia Kantiana*;

2.1.5. planning and organising scientific events (congresses, symposia, conferences, workshops, etc.);

2.1.6. developing and implementing major higher education programmes (Master's degree programmes) and training research and academic staff within the fields of study in the competence of *Academia Kantiana* (PhD degree programmes);

2.1.7. planning and organising events held by *Academia Kantiana*;

2.1.8. preparing expert reviews on the initiative of the Supervisor/Director of *Academia Kantiana*.

2.2. To fulfil the above obligations, members of the Council shall be entitled to:

2.2.1. express their opinions on problems relating to the administration, strategic development, and international positioning of *Academia Kantiana*;

2.2.2. request and receive information and necessary materials from the IKBFU's structural units and Research Supervisors of the University's priority research areas, according to

the established procedure;

2.2.3. invite members of the IKBFU's structural units and Research Supervisors of the University's priority research areas to take part in the Council meetings;

2.2.4. commission members of the Council to participate in meetings (conferences, workshops, etc.) held by the IKBFU's structural units, should such meetings (conferences, workshops, etc.) focus on problems within the remit of the Council.

3. Members of the Council

3.1. The Council shall comprise members of the academic community, prominent researchers – renowned specialist in the field of expertise of *Academia Kantiana* – working at leading research centres and universities and holding an academic degree of the PhD level or higher, if the consent to participate in the work of the Council has been given.

3.2. The candidates for the Council membership shall be nominated by the Research Supervisor (Director), who shall consider the candidates' qualification, experience, publication record, academic or any other professional endeavours, and international experience;

3.3. The candidatures for the Council membership shall be approved by the Vice-rector for Research and International Relations.

3.4. Upon the approval of the candidatures, the Research Supervisor (Director) of *Academia Kantiana* shall be entitled to send each candidate a written invitation to become a member of the Council.

3.5. Upon obtaining the consent of the candidates for the Council membership, the Vice-Rector for Research and International Relations shall approve the number and identities of the Council members, the Council Chair, and the Deputy Council Chair.

3.6. The term of office of a Council member is four years, and members may stand again at the end of their term.

3.7. A Council member may be removed from office:

3.7.1. on the initiative of the Council member;

3.7.2. on the initiative of the University, on grounds of the actual termination of the Council member's participation in the work of the Council;

3.7.3. based on other objective grounds preventing the Council member from participating in the work of the Council;

3.8. Any changes to the Council membership shall be approved by an order of the Rector.

3.9. The functions of the Council Clerk shall be performed by an employee of *Academia Kantiana* who is not affiliated with the Council.

3.10. The members of the Council shall perform their duties in the capacity of independent experts.

3.11. The Council shall be entitled to set up expert work groups and invite experts to solve problems within the remit of the Council, should such a need arise.

3.12. Upon the consent from the Vice-rector for Research and International Relations, the Research Supervisor (Director) of *Academia Kantiana* shall be entitled to invite experts, should the need arise, join the expert groups on conditions approved by the University.

3.13. The Council's year plans, with the exceptions of the first year plan, shall be

considered at the last Council meeting in the previous year and approved by the Council Chair. After the Council is established, the Council shall approve each next year plan.

3.14. The annual Council report shall be approved at the first Council meeting in the year following the reporting year.

3. The work of the Council

4.1. Council meetings shall be held in person, in person or in absentia, or by video conference. Regular Council meetings shall be held at least once a year.

4.2. The frequency of extraordinary meetings shall be determined by the Research Supervisor (Director) of *Academia Kantiana* in view of proposals made by the Council Chair.

4.3. The Council Chair shall supervise the work of the Council, convene Council meetings, chair Council meetings, and assign responsibilities to Council members. In the absence of the Chair, the Deputy Chair shall perform the functions of the Chair.

4.4. The Council members shall be entitled to equal rights in discussing items on the agenda and making relevant decisions.

4.5. The Council Clerk shall:

- organise the preparation of information and analytical materials on issues within the remit of the Council;
- participate in drawing up the agenda and the list of persons invited to Council meetings;
- provide administrative support for Council meetings;
- prepare drafts of Council meeting records and submit such drafts to the Council Chair for signature.

4.6. The Clerk shall send notifications of the date, time, place, procedure of the Council meeting, and of the draft agenda and voting (questionnaire) forms to Council members within five days prior to the meeting, via e-mail. A notification of a meeting using the procedure of absentee voting shall specify the date and time of the end of the voting process (in at least ten days from the submission of the notification).

4.7. The Research Supervisor (Director) of *Academia Kantiana* shall participate in Council meetings in a consultative capacity.

4.8. A Council decision shall be deemed valid if all Council members have been notified of the time and place of the meeting and more than half of the Council members are present at the meeting (in person, in person or in absentia, or by video conference). All decisions shall be made by simple majority of the present Council members by open vote. If the vote is a tie, the Council Chair shall have a casting vote.

4.9. In determining the voting outcome and whether a quorum is present, the opinion of a Council member who is absent at the meeting for legitimate reasons shall be taken into account.

4.10. Council meetings may be held in absentia, provided voting forms have been sent to Council members, for instance, as scanned copies via e-mail.

4.11. A decision shall be deemed to be taken if more than half of the Council members have voted for it.

4.12. If the Clerk has not received a voting form in the case of an absentee voting or a motivated opinion from a Council member absent at an in-person meeting, the Council

members who failed to submit voting forms or motivated opinions shall be deemed to have abstained.

4.13. The Clerk shall inform the Council members of the meeting results by correspondence on the day following the day of the end of the voting procedure.

4.14. Any decisions made at Council meetings shall be included in Council meeting records signed by the Chair and the Clerk. Meeting records are kept at *Academia Kantiana*.

Concurred by

First Vice-rector – Vice-rector for Academic Affairs

I.Yu. Kuksa

Vice-rector for Research

E.K. Zilber

Director of the Institute for the Humanities

T.V. Tsvigun

Director of the Department of Legal Support and Personnel Policy

G.V. Kazakova

Research Supervisor (Director), Professor (Consultant), Leading International Researcher

N.A. Dmitrieva