



**Rector's Order No. 18/2022 (XII.15)/R
on the modification of the Rector's Order No. 10/2022 (III.24)/R on the procedure for the
submission of Senate proposals to the Rector's College**

On the authorization of Article 62 (1) of the Organizational and Operational Rules of Károli Gáspár University of the Reformed Church in Hungary (hereinunder referred to as the "OOR"), I hereby issue the following order for the proper preparation of the meetings of the Rector's College and the Senate:

1. § Point 1 of the Rector's Order No. 10/2022 (III.24)/R on the procedure for the submission of Senate proposals to the Rector's College (hereinafter referred to as Rector's Order No. 10/2022 (III.24)/R) shall be replaced by the following provision:

"1. The scope of this order covers Senate proposals prepared by persons authorized to make proposals at the University in accordance with the procedure set out in Article 81 and 102 (9) of the OOR. "

2. § The following point 2/A is added to Rector's Order No. 10/2022 (III.24)/R:

"2/A Work plan for Senate meetings

2/A.1 By 15 February and 15 September of each year, the representatives of the faculties entitled to make proposals must submit to the Rector's Office their work plans containing the proposals to be submitted to the Rector's College and the Senate meetings for the given semester.

2/A.2 The work plan shall include the title/subject of the proposal and the planned date of submission, indicating the date of the relevant Rector's College and Senate meeting.

2/A.3 On the basis of the proposals received, the Head of the Rector's Office shall draw up the work plan of the Rector's College and the Senate for the given semester, which shall be approved by the Rector."

3. § Point 4 of the Rector's Order No. 10/2022 (III.24)/R will be replaced by the following provision:

"4 Proposals agreed upon according to points 3.1-3.2 shall be submitted to the Rector's Office in Word format to the email address eloterjesztes@kre.hu. The technical checking of the proposal and its annexes (e.g. appropriate file name, Excel spreadsheet in printable form) must be done by the proposer before sending it to the Rector's Office so that it can be placed on the agenda of the Rector's College."

4. § The following text shall be added to point 2.3 of the Rector's Order No. 10/2022 (III.24)/R:

"2.3 If the proposal of the faculties is not included in the work plan referred to in point 2/A, the reasons for submitting the proposal must be separately explained in the executive summary."

5 § The last sentence of point 2.7 of the Rector's Order No. 10/2022 (III.24)/R shall be amended as follows:

"The deadline for implementation of the decision, the date of entry into force and the person responsible for implementation must also be indicated."



6. § In the Rector's Order No. 10/2022 (III.24)/R.

- a) in the introductory part, the words "Article 32 (1)" is replaced by "Article 62 (1)",
- b) in Point 3.1, the words "Article 29 (8) of the OOR" is replaced by "Article 102 (9) of the OOR",
- c) in Point 3.2 b), the words "Director of Education" is replaced by "Director-General of Education",
- d) in Point 3.2 c), the words "Vice-Rector for Science and Research" is replaced by "Vice-Rector for Science",
- e) in the last sentence of point 3.2, the text "shall inform the proposer in writing of their agreement" is replaced by "shall inform the proposer in writing, and briefly, orally, of their agreement",
- f) in point 5.1, the wording "7 working days" is replaced by "3 working days".
- g) in point 5.3, the wording "Article 29 (7) of the OOR" is replaced by "102 (7) of the OOR".

7 § Annex 1 to the Rector's Order No. 10/2022 (III.24)/R shall be amended as follows:

"Senate Proposal Form

Proposal title:			
Proposer:			
Rector's College scheduled date:			
Scheduled date of the Senate:			
Consulted with*	Right to comment	Sent for comments, comments MADE/NOT MADE	Remaining questions in dispute YES/NO
	Faculty of Law		
	Faculty of Humanities and Social Sciences		
	Faculty of Theology		
	Faculty of Pedagogy		
	Faculty of Economics, Health Sciences and Social Studies		
	Vice Rector for Religion and Spirituality		
	Vice Rector for Education		
	Vice Rector for Science		
	Rector's Office		
	Directorate of Education		
	Directorate General for Economic Affairs		
	HR Directorate		
	Controlling and Neptun Department of DGEA		



	University Students' Union		
	Doctoral Student Association		
	University Quality Assurance Committee		
	Science Council		
	University Doctoral and Habilitation Council		
	Right to agree	Agree	Disagree
	University Students' Union		
	Doctoral Student Association		
Annexes:			

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8. § This order enters into force on 15 December 2022.

Budapest, 15 December 2022.

Prof. Dr. László Henrik Trócsányi
Rector