



MEASURES OF THE DEAN No. 199/2021

Addendum No. 1 to the Measures of the Dean No. 123/2017 that govern studies in doctoral study programs

12.1.2021

Article 1 Introductory provisions

- 1) This Addendum regulates the extension of the possibilities to study in doctoral programs.
- 2) This Addendum regulates the rules of procedure for the Study Field Committee (SFC) defined in Article 5 of the Measures of the Dean No. 123/2017 and introduces hybrid meetings of the Study Field Committee.
- 3) This Addendum regulates the method of conducting the State Doctoral Examination (SDE) defined in Article 14 of the Measures of the Dean No. 123/2017.
- 4) This Addendum supplements the original Measures of the Dean No. 123/2017 by adding the rules for holding the State Doctoral Examination and defending a dissertation in a hybrid manner.

Article 2 Subject of the Addendum

- 1) Article 3 is extended and replaced by the following:

'Article 3 Doctoral Study Programs at FE USB

- 1) *The Faculty of Economics provides doctoral studies:*
 - *in the study program 6208V Economics and Management, branch Management and Business Economics, in the form of full-time and part-time studies. The standard length of study is a three-year period and the maximum period of study is two years longer than the standard period.*
 - *in the study program Economics and Management, study field Economic Branches, in the form of full-time and part-time studies. The standard length of study is a four-year period and the maximum period of study is two years longer than the standard period.*
- 2) *The Dean, according to Article 7(2) of the Study and Examination Regulations at the University of South Bohemia may allow, in justified cases, the maximum period of study to be exceeded.'*

- 2) Clause 5 of Article 5 is extended and replaced by the following:

'5) The SFC meets at least once every term. The SFC is quorate with more than half of the members present. Resolutions of the SFC are accepted by a majority of the members



present. Voting is public. Secret voting is possible if it is proposed by one of the members present and approved by an absolute majority of the members present. The results of voting shall be recorded in the minutes of the SFC meeting.'

3) Article 5 is extended by adding the following Clauses 7-10 as follows:

'7) SFC meetings are chaired by the SFC Chairperson, in the Chairperson's absence by an SFC member authorized by the SFC Chairperson.'

'8) The agenda for the SFC are proposed by its chairperson. This agenda is part of the invitation, which is usually sent by e-mail to each member of the SFC sufficiently in advance (at least one week before an SFC meeting). Additions and amendments to the agenda may be proposed by any member at the beginning of the meeting at the latest.'

'9) On a proposal from the SFC Chairperson, it is possible to vote on the submitted materials by the per-rollam method during periods between SFC meetings, except for the following decisions:

- a) *approving individual study plans of students,*
- b) *discussing annual evaluation of students' studies.*

Resolutions of the SFC are adopted by a majority of all the SFC members in the event of per-rollam voting.'

'10) Meetings of the Study Field Committee may be convened by the SFC Chairperson or an authorized employee of the Department of Science and Research so that it will take place in real time by means of distance communication that allows audio and video participation of the Study Field Committee members (hereinafter only as "hybrid meeting"). The number of members present at an SFC meeting consists of the number of physically and virtually present members. At the beginning of an SFC meeting, the participation of the members is checked by verifying it verbally at the request with the microphone and camera switched on.'

4) Clause 5 of Article 14 is extended and replaced by the following:

'5) SDE takes place before a board of examiners. The Board chairperson and members are appointed by the Dean of the faculty on the proposal of the Study Field Committee at least one month before the SDE. The Board of Examiners has an odd number of members, at least five, including its chairperson. At least one member of the Board must not be an employee of USB. The members of the Board may include professors, associate professors and important experts, whose nomination must be approved by the Scientific Council of the Faculty. The supervisor is not a member of the Board. The SDE is chaired by the Board Chairperson, in the Chairperson's absence by the Board Vice-chairperson or a Board member authorized by the Chairperson. At least five members of the Board must be present at the State Doctoral Examination.'



5) Article 16 is replaced by the following:

'Article 16

Holding the SDE and Dissertation Research (DR) defenses in a hybrid manner

- 1) *The SDE and DR defense may be convened by the SFC Chairman or an authorized employee of the Department of Science and Research so that it will take place in real time by means of distance communication that allows audio and video participation of the SDE Board of Examiners at the DR defense (hereinafter only as "hybrid manner").*
- 2) *The Dean decides on the hybrid manner of the SDE or DR defense on the proposal of the SFC Chairman. The hybrid method of SDE or DR defense is possible only with the consent of the DSP student. This consent shall be proven in writing by the DSP student's signature before the start of the SDE or DR defense.*
- 3) *A video and audio recording is made of the course of the SDE or the DR defense with the remote participation of persons. The participants agree to the recording by their remote participation. The Board Chairperson is responsible for making the record, who submits the record for archiving to the Department of Science and Research. The Department of Science and Research shall archive the record for 5 years.*
- 4) *If the SDE or DR defense takes place in the hybrid manner, the examined student at SDE may be online only with the consent of the SFC Chairperson and the Dean if the student has serious reasons for doing so (quarantine, isolation, etc.). During the defense, students and examiners can be online with the agreement of the Board Chairperson or the SFC Chairperson.*
- 5) *The number of the SFC and DR defense board members present consists of the number of physically and virtually present members. At the beginning of the meeting, the participation of the members is checked by verifying it verbally at the request with the microphone and camera switched on.*
- 6) *The members of the SFC and the DR defense board shall vote by means of an appropriate technical means enabling secret voting. Elected scrutineers shall evaluate the result of secret voting and announce it.'*

6) The original Article 16 is renumbered as Article 17 and the original Article 17 is renumbered as Article 18.

Article 3
Final provisions

The measures are effective from the date of publication.

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