



STUDENTS COUNCIL REGULATIONS

Riga

Issued in accordance with
Sections 53, 54 of the Law on Universities

I. General Provisions

1. The Students Council of Riga Technical College (hereinafter - the College) is an independent body elected by the students of College to represent the rights and interests of students.
2. The purpose of the College Student Council (hereinafter referred to as the SC) is to represent the students of the College and to defend their rights and interests, to contribute to the development of the social life of the College and to promote the efficiency of the study process.
3. College SC may use appropriate names for external communications in the relevant language. In English, the name is 'Student Council of Riga Technical College'.
4. College SC operates in the territory of the Republic of Latvia, its address is in Riga, Braslas iela 16, working language is Latvian.
5. The SC shall comply with these Regulations, the Regulations of the College, the Internal Regulations and other binding normative documents in its activities.
6. The Statutes of the SC shall be agreed at a meeting of the SC and approved by an order of the Principal of the College.
7. The SC may have its own symbol.

II. Aims and objectives of the Students Council

8. The aim of the SC is to defend and represent the interests of students, to improve the quality of the study process and to actively participate in student life.
9. The main tasks of the SC:
 - 9.1. to establish and maintain its own organisational and administrative structure;
 - 9.2. to represent the interests of students in academic matters;
 - 9.3. to promote the students' involvement in the development and improvement of the College;
 - 9.4. to nominate competent students to the College Council and other College bodies;
 - 9.5. to be involved in the process of improving the study and living conditions of students at the College;
 - 9.6. to collect students' proposals and implement them in the social life of the College;
 - 9.7. to act as mentors for first semester students during their adaptation period;
 - 9.8. to cooperate with self-governments of other educational institutions, state and municipal institutions and public organisations.
 - 9.9. to request and receive information and explanations from the authorised representatives of any College department on all matters affecting the interests of students.
10. The decisions of the SC, once approved, shall be binding on all students.

III. Establishment and functioning of the College

11. The members of the SC are nominated by the students of the College at the beginning of each academic year (no later than October) one student from each group (group leader), based on the student's own initiative or a vote of the students in the group.

12. The SC Director (hereinafter referred to as the Director) shall organise elections at the beginning of each academic year (October), and in the event of the resignation or suspension of the Director – within one month after the resignation or suspension of the Director.
13. The candidates for the Director (hereinafter referred to as the candidate(s)) shall be nominated by the students on their own initiative or by the students with the consent of the candidate.
14. The decision to approve a Candidate as Director shall be taken by the SC in an open vote with at least 51% of the SC present (quorum).
15. The Vice-Director shall be nominated by the President and approved by the SC in a public vote.
16. In the event of the removal or resignation of the Director, the Vice-Director shall act as the Director until a new Director is elected.
17. The term of office of the SC and its Director shall be 1 (one) year. The members and the Director of the SC may be re-elected.
18. The College SC and meetings of its bodies shall be open to the public, unless otherwise decided by a reasoned decision of the College SC or the relevant bodies.
19. A meeting of the College SC shall be quorate if more than half of its members are present and decisions shall be taken by a majority of the College SC members present.
20. The College SC shall be entitled to take decisions following an electronic vote announced by the Director or the Vice-Director.
21. The College SP adopts its budget once a year, which is drawn up by the SP Board and approved by 2/3 of the elected members.

IV. Composition and organisation of the Students Council

22. Any student matriculated at College can become a member of College SC.
23. The SC shall consist of at least eight (8) College students (group elders, most active students):
 - a. the Director
 - b. the Vice-Director
 - c. the following coordinators of the self-governing strands:
 - o the Finance Coordinator
 - o the Communication and Social Media Coordinator;
 - o the Public Relations Coordinator;
 - o the Events, Sports and Healthy Lifestyles Coordinator;
 - o the Project and Study Coordinator
 - o the SC Secretary

V. Rights and responsibilities of Student Council

13. The rights of the SC are:
 - a. to request and receive information from the authorised representatives of the College departments in all matters affecting the interests of students;
 - b. to protect the rights of Students in cases where they are not respected;
 - c. to delegate 2 (two) representatives to act in the College Council;
 - d. to submit proposals to the College Student Services and the College Council;
 - e. to participate in the planning of the work of the College;
 - f. to amend the statutes of the SC;
 - g. to request information from the College SC Board on the implementation of College SC decisions;
 - h. to withdraw from the College SC at any time by submitting a written or electronic application;
14. The duties of the SC are:
 - a. to inform students about the activities of the SC, the decisions taken and their implementation;
 - b. to support the College's student services and lecturers in ensuring compliance with the

- College internal rules and regulations;
- c. to maintain and store their internal documentation in accordance with the record-keeping requirements;
 - d. to attend the College SC meetings and inform the Chairperson of absence from the College SP meetings;
 - e. to do everything possible, within the limits of law and morality, to achieve the purpose of the College SC;
 - f. to observe the College SC Statute, decisions of the College SC and its Board, as well as the Code of Ethics of Riga Technical College;
15. The meetings of the Board of the College SC shall be chaired by the Director the Vice-Director or another member of the Board authorised by them;
 16. The Director shall convene ordinary meetings of the Board and shall have the right to convene extraordinary meetings of the Board.
 17. the Board shall have the right to take decisions if more than half of its members are present at a meeting. Decisions of the Board shall be taken by a majority of the members present. In the event of an equality of votes, the Director shall have a casting vote.
 18. The work of the College SC shall be managed by the Governing Board between its meetings.
 19. The Board shall take financial decisions and decisions on the acquisition and disposal of movable and immovable property, which shall then be approved by the College SC.
 20. The Board shall report at each meeting of the College SC on its activities since the previous College SC meeting.
 21. The Director shall be responsible for the compliance of the College SC activities with the laws and regulations in force in Latvia, the College SC Statutes and other decisions of the College SC.
 22. A Board member may resign. If a member resigns, another member of the Management Board, appointed by the Director, shall act as member until the next meeting of the College SC. Within 2 weeks, the College SC elects another member of the Board.
 23. Each year, the SC draw up a programme of activities.

VI. Funding of the SC

24. The activities of the SC shall be financed by the College in the amount of 1/200 of the College's annual budget.
25. The SC may raise funds from other sources.

VII. Procedure for adopting and amending the Regulations

26. The Statutes of the College SC shall be adopted and amended by the College SC on a proposal from the Board or from not less than one-fifth of the members of the College SC.
27. The Statutes of the College SC shall be adopted and amended by a majority vote of the members of the College SC.

ACCEPTED
 Student Councils
 16 December 2024

COLLEGE SC Director Nelli Kuzņecova