

RIGA AERONAUTICAL INSTITUTE REGULATIONS OF THE STUDENT COUNCIL

1. General Provisions

- 1.1. The Student Council of the Riga Aeronautical Institute (hereinafter referred to as RAI) (hereinafter referred to as the Student Council) is an independent and democratic collegial body elected by RAI students, which is operating in accordance with its Regulations, the RAI Constitution and the Law on Institutions of Higher Education of the Republic of Latvia.
- 1.2. The Student Council shall defend rights of RAI students and shall represent their interests at the higher education institution, the Republic of Latvia and in foreign countries.
- 1.3. The Student Council shall draft its Regulations, which are approved by the RAI Senate.
- 1.4. The Student Council shall implement its goals in cooperation with the RAI management, administration, staff and other legal and natural persons.
- 1.5. It shall be the duty of institutions of the RAI management to support and foster the activity of the Student Council.
- 1.6. Registered address of the Student Council: Mežkalna iela 9, Riga, LV-1058;
tel.: +371 67 629 207
e-mail: rai.sp@rai.lv

2. Goals and Tasks of Operation, Rights and Duties of the Student Council

- 2.1. The **goal** of the Student Council is to represent, defend, discuss and resolve matters of academic, social, material, sport and cultural life of RAI students, which affect rights and duties of students.
- 2.2. Tasks of the Student Council:
 - 2.2.1. to cooperate with the RAI administration, the rectorate, the study division and the marketing director;
 - 2.2.2. to delegate its representatives to the RAI Convent and Senate, as well as other organisations and institutions;
 - 2.2.3. to organise and coordinate extracurricular activities of students;

- 2.2.4. to study the needs, interests and wishes of students for the improvement of the academic process and to make proposals for the introduction of improvements;
 - 2.2.5. to inform RAI students about the work and activities of the Student Council;
 - 2.2.6. to represent RAI students in the Latvian Student Union and to participate in its work;
 - 2.2.7. to cooperate with student councils of other universities and colleges, local government, public bodies and community organisations.
- 2.3. Rights of the Student Council:
- 2.3.1. to request and receive information and explanations from authorised representatives of any RAI structural unit in all the matters affecting interests of students;
 - 2.3.2. to submit proposals to the RAI Convent, Senate and other RAI governance bodies;
 - 2.3.3. to participate in work planning at RAI;
 - 2.3.4. to amend the Regulations of the Student Council;
 - 2.3.5. to independently take decisions and to express opinions of the Student Council, as well as to distribute information at RAI;
 - 2.3.6. to create work groups for resolution of organisational and other work matters;
 - 2.3.7. decisions of the Student Council after their approval at a Senate meeting shall be binding upon all the students.
- 2.4. Duties of the Student Council:
- 2.4.1. to inform the RAI administration, the marketing director and all RAI students on a regular basis on the work of the Student Council, the decisions made by the Student Council and their fulfilment;
 - 2.4.2. to arrange and store internal documentation in accordance with the record-keeping requirements.

3. Elections of the Student Council and its Chairperson

- 3.1. The Student Council made of 7 members shall be elected by RAI students from among themselves on the last Friday of November of each year by secret ballot.
- 3.2. Within 2 weeks of the date of election, members of the Student Council by secret ballot elect a Chairperson, heads of directions and their deputies from among themselves.
- 3.3. Elections of members, the Chairperson of the Student Council, heads of directions and their deputies shall be organised by the previous Chairperson of the Student Council.
- 3.4. The Chairperson may be removed by a decision of the Student Council upon proposal of at least 4 members of the Student Council.
- 3.5. The member of the Student Council shall end its activity in the Student Council, when he or she stops studying at RAI, when he or she wants to withdraw from the Student Council or when he or she is removed from office by voting of the Student Council (if the member does not fulfil his or her duties).

- 3.7. The term of authorisations of members of the Student Council shall be one year. Members of the Student Council may be re-elected.
- 3.8. Duties of the Chairperson of the Student Council:
 - 3.8.1. to organise work of the Student Council and be responsible for the decisions made by it;
 - 3.8.2. to convene and chair meetings of the Student Council;
 - 3.8.3. to familiarise members of the Student Council with the work plan and procedure;
 - 3.8.4. to represent the Student Council and RAI students in the Latvian Student Union, state and local government institutions and abroad;
 - 3.8.5. to cooperate with the RAI management and academic staff in resolution of matters of the higher education institution and students;
 - 3.8.6. to inform students of other higher education institutions about RAI's achievements and to foster the awareness of RAI and the creation of its positive image in society.

4. Organisation of Work of the Student Council

- 4.1. Meetings of the Student Council shall take place on a regular basis, at least once a month. An extraordinary meeting may be convened upon the initiative of the Chairperson or at least 4 members of the Student Council.
- 4.2. Meetings of the Student Council shall be convened and chaired by the Chairperson, or in his or her absence – the member of the Student Council recommended by the Chairman.
- 4.6. Minutes of meetings of the Student Council shall be taken.
- 4.7. Decisions of the Student Council shall enter into force, when taken, unless otherwise set out in the decision.
- 4.8. The Student Council shall inform students and the Senate about its work.

5. Financial and Economic Activity of the Student Council

- 5.1. The activity of the Student Council shall be financed by RAI in the amount no less than 1/200 of its annual budget (in accordance with Chapter V, Section 54 of the *Law on Institutions of Higher Education*).
- 5.2. Operations of the Student Council may be financed by legal or natural persons through donations.
- 5.3. The Chairperson shall report about the funds spent to the Student Council and the Senate.

ADOPTED
at the Student Council
meeting of 10 October 2017