



Regulations
of the Council of Student Scientific Societies
of Gdynia Maritime University

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Council of Student Scientific Societies of Gdynia Maritime University

Adopted by the Gdynia Maritime University Student Parliament on 3 March 2021

Section 1. General Provisions

1. In these Regulations, the terms and abbreviations defined in the Regulations of the Student Government shall apply, as well as the following:
 - a) CSSS – the Council of Student Scientific Societies of Gdynia Maritime University;
 - b) Board – the Board of the Council of Student Scientific Societies (CSSS);
 - c) Delegates – Delegates to the CSSS, being members of Student Scientific Societies;
 - d) Register – the Register of student and doctoral organisations of Gdynia Maritime University;
 - e) Student Scientific Society – a student organisation registered in the Register as a Student Scientific Society (SSS);
 - f) annual report and election meeting – a meeting at which the Board is elected or assessed;
 - g) GMU – Gdynia Maritime University;
 - h) GMU Student Parliament – the Student Parliament of Gdynia Maritime University.
2. These Regulations apply to Student Scientific Societies affiliated with GMU.

Section 2. Introduction

1. The Council of Student Scientific Societies, hereinafter referred to as the CSSS, is a student organisation representing the interests of Student Scientific Societies and the student scientific movement at the University.
2. The members of the CSSS are:
 - a) members of the CSSS Board;
 - b) the Delegates referred to in Section 7.
3. A member of the CSSS may hold only one mandate.
4. The activities of the CSSS are supervised by the GMU Deputy-Rector for Education and Student Affairs, hereinafter referred to as the Deputy-Rector.

Section 3. Objectives of the CSSS

The CSSS operates, in particular, in order to:

1. Support the scientific and educational activities of Student Scientific Societies conducted at GMU, in particular by:
 - a) co-financing Student Scientific Society projects;
 - b) evaluating the annual reports of Student Scientific Societies and, on that basis, allocating funds for their activities;
 - c) making fixed assets available for the activities of the Societies;
 - d) organising scientific projects;
 - e) assisting in the organisation of Student Scientific Society projects;

- f) cooperating with the GMU Department of Science;
 - g) assisting in obtaining financial resources for Student Scientific Society projects;
 - h) organising training on project organisation and project financing;
 - i) maintaining an information portal.
2. Establish and co-create a platform for scientific cooperation between:
 - a) students, doctoral candidates and academic staff at GMU;
 - b) Student Scientific Societies and other student organisations operating at GMU and at other universities.
 3. Represent Student Scientific Societies before the GMU authorities and at the national and international level before institutions interested in cooperating with the CSSS and Student Scientific Societies.
 4. Cooperate with the GMU Student Government.
 5. Integrate the student scientific community at GMU.
 6. Promote the activities of the CSSS and GMU Student Scientific Societies in cooperation with the Promotions Office.

Section 4. Bodies

1. The CSSS carries out the tasks listed in Section 3 through its bodies.
2. The permanent bodies of the CSSS at GMU are:
 - a) the General Assembly of the CSSS, hereinafter referred to as the General Assembly;
 - b) the Board of the CSSS, hereinafter referred to as the Board;
 - c) the Chair of the Board of the CSSS.
3. The principal internal legal act of the CSSS is the Regulations of the CSSS at GMU, hereinafter referred to as the Regulations.
4. The other internal legal acts of the CSSS are:
 - a) the Regulations of Student Scientific Societies;
 - b) resolutions of the General Assembly;
 - c) orders of the Chair of the CSSS.
5. The acts referred to in paragraph 4 must comply with these Regulations.
6. The Deputy-Chair of the CSSS shall publish the internal legal acts of the CSSS on the CSSS website immediately after they have been adopted or issued.
7. The mandates of members or office-holders of the bodies referred to in Section 4 shall expire in the event of death, removal from the register of students, graduation, resignation from office, or dismissal from office.

Section 5. General Assembly

1. The General Assembly is the highest body of the CSSS at GMU.
2. The General Assembly is the decision-making body of the CSSS at GMU.
3. The General Assembly consists of the members of the Board and the Delegates of Student Scientific Societies referred to in Section 7.

4. The General Assembly adopts resolutions by a simple majority of votes in the presence of at least half of the members of the General Assembly.
5. Voting shall be open unless these Regulations provide otherwise.
6. At the request of 3 members of the General Assembly present at a given meeting, a given resolution shall be adopted by secret ballot.
7. In personal matters, resolutions shall be adopted by secret ballot.

Section 6. Board of the CSSS

1. The Board of the CSSS consists of:
 - a) the Chair;
 - b) two Deputy-Chairs.
2. A person serving on the Board may hold only one mandate as a member of the Board.
3. The term of office of the Board is two years and ends when a new Board is elected.
4. Election of the members of the Board referred to in Section 6(1):
 - a) every member of the CSSS has the right to stand for election;
 - b) the Chair shall be elected by the General Assembly by an absolute majority of votes for a nominated candidate from among the Delegates, in the presence of at least half of the members of the General Assembly;
 - c) the Chair shall nominate at least two candidates for Deputy-Chair from among the Delegates. The General Assembly shall elect two Deputy-Chairs by an absolute majority of votes for the nominated candidates, in the presence of at least half of the members of the General Assembly;
 - d) voting shall be by secret ballot;
 - e) voting shall be conducted by a Scrutiny Committee composed of three members of the General Assembly who are not members of CSSS bodies and are not standing for election to them;
 - f) the Scrutiny Committee shall draw up minutes of the election, including the nominated candidates and the course and results of the vote;
 - g) a candidate's programme for membership of the Board may be presented to the Delegates before the vote;
 - h) a person elected as Chair of the CSSS may stand for re-election only once.
5. Rules for dismissing the members of the Board referred to in Section 6(1):
 - a) a written motion, with reasons, for the dismissal of a member of the Board may be submitted after being signed by at least one quarter of the Delegates. The motion shall be submitted to the Board of the CSSS. The Chair of the Board shall receive the motion and put it to a vote at an annual report and election meeting of the CSSS within 14 days of the date on which the motion was submitted;
 - b) the dismissal of a member of the Board shall be valid if the motion is adopted by an absolute majority of votes;
 - c) after the dismissal of a member of the Board, the election of a new member of the Board must take place at the same meeting.

6. Duties of the Board:
 - a) representing the interests of the CSSS within the University, including in the relevant bodies of the Student Government;
 - b) defining the scope of responsibilities within the Board and the timetable of work, and announcing them to the CSSS at the first meeting following the annual report and election meeting; carrying out tasks on time in accordance with the scope of responsibilities and the timetable;
 - c) providing substantive support to members of the CSSS within the scope of their responsibilities;
 - d) informing members of the CSSS about current matters concerning Student Scientific Societies;
 - e) ensuring the accuracy and currency of information published on the official website of the CSSS;
 - f) conducting an information policy concerning student scientific activity.
7. The Chair has the right to:
 - a) issue opinions in urgent matters without consulting the Deputy-Chairs;
 - b) convene CSSS meetings;
 - c) appoint representatives and task teams for the implementation of specific projects. Persons who are not members of Student Scientific Societies may also be members of such teams;
 - d) define tasks and responsibilities for the Deputy-Chairs.
8. The Chair is obliged to:
 - a) convene CSSS meetings at least once every 3 months (excluding the summer holiday period);
 - b) represent the student scientific movement before the authorities of Gdynia Maritime University and at the national and international level;
 - c) be available to members of Student Scientific Societies at least once a week at a fixed time;
 - d) assist members of Student Scientific Societies;
 - e) supervise the proper organisation of projects coordinated by the CSSS;
 - f) administer, in substantive terms, the financial resources allocated for the implementation of tasks connected with the activities and development of Student Scientific Societies;
 - g) present a financial and substantive report on the annual activities of the CSSS Board at the annual report and election meeting;
 - h) publish for the CSSS the timetable for applications for Scientific Projects;
 - i) manage the premises of the CSSS and be responsible for the CSSS inventory.

Section 7. Delegates to the CSSS

1. A Delegate is a member of a Student Scientific Society selected by a decision of the competent body of that Society, subject to confirmation by the Chair of that Society.

2. A Student Scientific Society may have only one Delegate. If a member of a Student Scientific Society is appointed as a Delegate by more than one Society, they shall have only one vote at CSSS meetings, according to the order of appointment.
3. If a member of the CSSS becomes a member of the Board, they shall automatically cease to be a Delegate of their Student Scientific Society.
4. A Delegate is obliged to inform their Student Scientific Society about the work of the CSSS.
5. A member of the CSSS loses the rights of a Delegate after:
 - a) another person from the Student Scientific Society is appointed as Delegate;
 - b) 3 consecutive absences from meetings.

Section 8. Rights and Obligations of a Society towards the CSSS

1. Each Student Scientific Society has the right to:
 - a) participate in CSSS meetings;
 - b) designate a Delegate entitled to vote at CSSS meetings;
 - c) express opinions on matters dealt with by the CSSS;
 - d) participate in CSSS projects and the work of task teams;
 - e) make use of the forms of joint promotion offered by the CSSS;
 - f) receive substantive and organisational support from the Board;
 - g) propose new CSSS projects;
 - h) submit questions on matters concerning Student Scientific Societies.
2. A Student Scientific Society is obliged to:
 - a) provide the Chair of the CSSS with the contact details of all members of the management board of the Student Scientific Society, together with the functions they perform, within 14 days of the election of a new management board;
 - b) submit a written report on its annual financial and substantive activities, within the deadline and at the place specified in the current Rector's Regulation;
 - c) ensure that the Student Scientific Society has an account with up-to-date information completed;
 - d) pass on, through the Delegates, information to the members of the Student Scientific Society concerning the functioning of the CSSS and the current system for applications and settlements;
 - f) comply with all provisions arising from the Rector's orders and other internal University regulations concerning the activities of Student Scientific Societies.
3. In the event of failure to comply with the obligations set out in Section 8(2), the Board has the right to:
 - a) deprive a Student Scientific Society of voting rights for a period of 2, 6 or 12 months, after presenting the substantive reasons for the motion at a CSSS meeting and putting it to a vote. The motion must be adopted by an absolute majority of votes;
 - b) temporarily deprive the Student Scientific Society and its members of the possibility of participating in projects;
 - c) issue a named written or oral reprimand during a CSSS meeting to members of the Student Scientific Society;

- d) reduce or withdraw funding for the Student Scientific Society from the funds under the substantive control of the members of the Board;
- f) apply to the Rector of Gdynia Maritime University for the removal of the Society from the Register.

Section 9. Method of Operation of the CSSS

1. All members of the CSSS referred to in Section 2(2) have voting rights at CSSS assemblies.
2. In votes concerning the election or dismissal of members of the Board, voting rights are held exclusively by CSSS members referred to in Section 2(2)(b).
3. The CSSS takes decisions and expresses opinions in the form of resolutions adopted by a majority of votes at CSSS meetings. A quorum is required for a decision to be taken. The quorum is 50% of the current number of CSSS members.
4. The right to submit a draft resolution is vested in:
 - a) each member of the Board of the CSSS;
 - b) at least 3 Delegates.
5. The CSSS carries out its objectives and powers during meetings. The following types of meeting are distinguished: annual report and election meetings, ordinary meetings and extraordinary meetings.
 - a) annual report and election meetings shall be convened and chaired:
 - by the Chair of the CSSS with at least 14 days' notice and no later than the last day of November in the case of elections for a new Board term;
 - by the Chair of the CSSS with at least 7 days' notice and no later than 14 days in the event of a vacancy in the mandate of a Board member or submission of the motion referred to in Section 6(5)(a).The person convening an annual report and election meeting is obliged to inform the members of the CSSS of the procedure for standing as a candidate;
 - b) ordinary meetings shall be convened by the Chair of the CSSS with at least 7 days' notice;
 - c) extraordinary meetings shall be convened by the Chair of the CSSS on their own initiative or no later than 14 days after receipt of a motion from:
 - a member of the Board;
 - one quarter of the Delegates.
6. The financial resources of the CSSS consist of core funds from Gdynia Maritime University Student Parliament and additional funds for scientific grants from GMU funds and external sources.
7. The method of allocating the core funds shall be specified in the Regulations of Student Scientific Societies.
8. The Board of the CSSS is responsible for obtaining financial resources.
9. The CSSS shall not allocate financial resources to activities that do not fall within the statutory activities of GMU.

Section 10. Transitional and Final Provisions

1. These Regulations enter into force after the Rector confirms their compliance with the Act and the GMU Statutes.
2. Student Scientific Societies registered on the date of entry into force of these Regulations shall be automatically registered with the CSSS.
3. Proposed amendments to these Regulations should be communicated to the Delegates at least 7 days before the meeting at which they are to be considered.
4. In matters not regulated by these Regulations, the general regulations of GMU, the Law on Higher Education and Science, and other relevant provisions of law shall apply.
5. Meetings of CSSS bodies may be organised using electronic means of communication, subject to paragraph 6.
6. Meetings of the General Assembly may be organised using electronic means of communication only if this is justified by extraordinary changes in the functioning of GMU.