

The Statute of the BOVA University

January 25, 2006

General provisions

1. The BOVA University is a network of four Baltic agricultural and veterinary universities – Estonian University of Life Sciences, Latvia University of Agriculture, Lithuanian University of Agriculture and Lithuanian Veterinary Academy (Member Universities). It follows an Agreement between BOVA Universities on Cooperation, signed in Jelgava in February 20, 2000.
2. The official name of the network is “BOVA University”. The founders of the network are four Member Universities.
3. The BOVA University follows the Statute in its activities and each Member University follows national regulations in actions related to BOVA University activities.
4. The BOVA University has a status of non-formal organisation.
5. Each Member University has equal rights in the network.
6. Member universities are not restricted to any other activities between Member Universities outside BOVA on bilateral or multilateral basis.

Mission and goals of the BOVA University

7. BOVA is providing a base for active cooperation among Baltic agricultural and veterinary universities seeking a new quality in the study process and primarily focusing to development of studies in English language for local and especially visiting students.
8. General goals of BOVA University are:
 - a. Provide a base for regional cooperation in education;
 - b. Work on external fund-raising initiating and supporting groups (academic networks) working on joint projects;
 - c. Seek for recognition in the Nordic-Baltic region and European arena.Specific goals are stated in the strategy of network development and action plans.

Structure of the BOVA University network

9. BOVA University network consist of separate independent academic networks where major cooperation activities are at faculty or department level where educational or research projects are running. BOVA University network is governed by Rector Board, managed by BOVA Rector and coordinated by secretariat and BOVA Coordination Committee (Figure 1).
10. The Rector Board of the BOVA University takes the key political decisions for the network activities, development and funding. The agreed actions are implemented through the BOVA Rector and secretariat.
11. The rector of the BOVA University is elected by the BOVA Rector Board for three year period and takes a voluntary position aimed to supervise the BOVA secretariat's

daily activities and manage internal BOVA funds according to the budget approved by the Rector Board.

12. The BOVA Coordination Committee formulates strategic objectives and supervises academic activities and acts as an advisory body to the Rector Board. Committee serves as a bridge for the universities to express their interests at operational level of cooperation,
13. The secretariat serves as an executive body on the BOVA University network primarily aimed to coordination of co-operation activities and generation of new initiatives. The secretariat's staff is appointed and governed by the BOVA Rector and rotates together with the BOVA Rector's position.

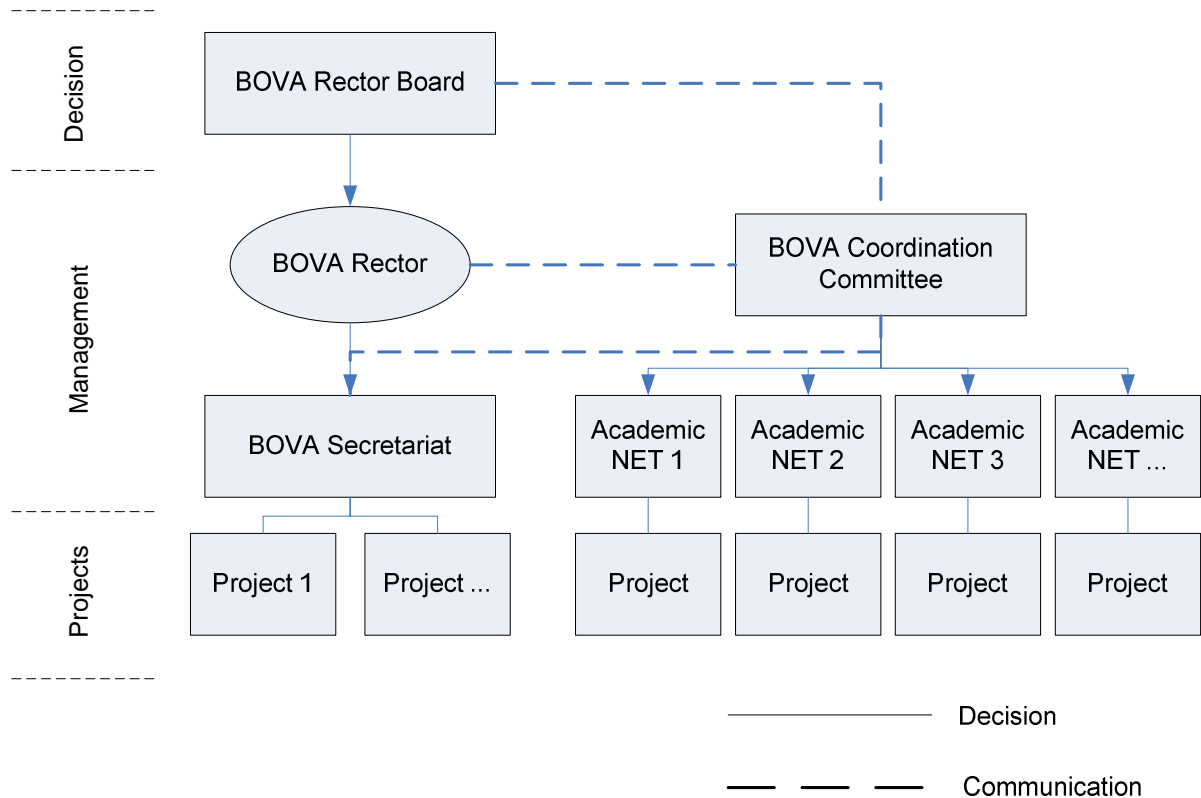


Figure 1. Structure of the BOVA University network.

Administration of the BOVA University network

14. **The BOVA Rector Board** consists of rectors of member universities. Student representative is invited to the Rector Board and participates as observer, providing student opinion to the Board's decisions. The Board has the following responsibilities and the powers of decision:
 - a. defines the mission of the BOVA University;
 - b. states long-term objectives and strategy for development of BOVA cooperation;
 - c. secures basic economic platform for cooperation;
 - d. approves basic BOVA budget;

- e. evaluates performance of the BOVA University network;
- f. appoints/elects and dismisses the BOVA Rector;
- g. defines and approves necessary Bodies inside the BOVA network.

15. The rector of the BOVA University is elected or appointed by the BOVA Rector Board by a majority of votes for the period of three year. Each member university should be represented at the meeting during elections. Rotation of the position between member universities is considered each time when the new BOVA Rector is elected. The BOVA Rector has the following responsibilities, tasks and the power of decision:

- a. supervises implementation of decisions of the Rector Board and Coordination Committee;
- b. initiates necessary actions to implement agreed and declared tasks in the BOVA strategy and action plans;
- c. supervises the preparation of the Rector Board's meetings, chairs these meetings;
- d. continues dialogue with the Rectors of the member universities in meantime between Rector Board meetings;
- e. supervises preparation of reports of the BOVA secretariat;
- f. represent the BOVA University network externally on international arena;
- g. manages internal BOVA funds.

16. The secretariat's staff is appointed and governed by the BOVA Rector and rotates together with BOVA Rector's position. The main tasks and responsibilities of BOVA secretariat are the following:

- a. Execute decisions taken by the Rector Board and the Coordination Committee, provide necessary information to these bodies;
- b. In cooperation with the Coordination Committee, initiate activities necessary to implement BOVA strategy;
- c. Assist the BOVA Rector in organizing the Rector Board's meetings and be a secretary in the meetings;
- d. Arrange the meetings of the Coordination Committee and be a secretary in the meetings;
- e. Prepare reports to the Rector's Board and the Coordination Committee;
- f. Assist the BOVA Rector to prepare draft budgets for the BOVA network;
- g. Maintain daily contacts with the BOVA coordinators of the member universities and NOVA University Network;
- h. Support new and existing academic networks for joint international projects in the field of studies and research;
- i. Raise external funds for joint activities;
- j. Maintain BOVA University network visibility;

- k. Organise BOVA conferences, seminars, meetings;
- l. Keep contacts with the relevant organisations.

17. The BOVA Coordination Committee is established by the Rector Board. The Committee consist from two representatives appointed by each Member University and one student representative. The chairperson is appointed by the Rector Board for a period of two year. Subsequently the position rotates between the Committee members. An exception is made for the student representative who is not eligible to take a chair position in the Committee. The main tasks for the Committee are:

- a. coordination of the development of joint study programmes and their implementation at the BOVA Member Universities and overall coordination of BOVA cooperation;
- b. advising BOVA Rector Board on academic matters related to the evaluation of readiness to start a joint BOVA master or doctoral programme, particularly academic standards of taught courses, their quality and the academic environment in which they operate;
- c. keeping under review quality assurance procedures of the partner institutions in respect to joint education activities;
- d. motivate students and teachers to participate in joint study programmes and separate courses;
- e. making proposals for financial schemes of joint studies and approving annual budgets supporting joint study activities;
- f. making recommendations to the Rector Board for the establishment of academic structures necessary to implement the courses and/or study programs;
- g. approving the action plans and agreements on the faculty or department level of certain joint study programs and submitting these to the Rectors Board for confirmation;
- h. communicating with competent recognition authorities at the national level regarding joint education and giving rise to joint degrees;
- i. preparing and submitting an annual report on its work to the BOVA Rector Board;
- j. cooperating with the BOVA Rector and secretary.

The BOVA Committee for Joint Studies has a power of decisions on tasks and responsibilities mentioned in 3.1-3.10.

Financial activity of the BOVA University

- 18. Administration of the BOVA University network is funded from internal funds through annual contributions from every member university. The BOVA rector is responsible for the use of these funds and prepares annual report to the Rector Board.
- 19. Academic networks and the BOVA secretariat are submitting applications to external donors for academic activities in the BOVA network. They are managing acquired

grants according to the donor's rules but effectiveness of the use is monitored by the BOVA Coordination Committee.

20. The funds for the certain agreed activities may be provided by the universities participating in the activity according to the agreed budget and shares between stakeholders.

Procedure to approve Statute

21. Statute of the BOVA University network and its amendments and changes are approved by the BOVA Rector Board.

Reorganisation and termination of BOVA University

22. Decisions on the BOVA University network reorganisation and termination are taken by the BOVA Rector Board.

This Statute was discussed and approved by the BOVA Rector Board in January, 2006.