

DECREE-LAW No. 16/2010

Of 20th October

STATUS OF NATIONAL UNIVERSITY OF TIMOR- LESTE (UNTL)

The Constitution of the Democratic Republic of Timor-Leste guarantees equal opportunities to all citizens in terms of access to higher levels of education, scientific research and artistic creation, in addition to the right to vocational and cultural training and creation, and the duty to preserve, defend and enhance the cultural heritage of Timor-Leste.

The Education Act established the guidelines for the development of higher education, considering the creation of public Universities and polytechnic institutes, which shall enjoy statutory, scientific, pedagogic, administrative, financial, asset and disciplinary autonomy, without prejudice to the enforcement activity conducted by the State.

The National University of Timor-Leste (UNTL) was formed in the year 2000 under the initiative of the former teachers of the two institutions, with the support of UNTAET, resulting from the merger of the Universitas Timor Timur (1986 to 1999) and the Politeknik Dili (1990 to 1999) in order to meet the different challenges and requirements which emerged in higher education in Timor-Leste, immediately after the historic referendum of 1999 but which, for a number of reasons, has been functioning all these years without its

own duly approved and published legal status.

Pursuant to Decree-Law No. 2/2008 of 16th January, which defines the organic structure of the Ministry of Education, no. 1 of article 6 reaffirms the nature of the public university education establishment, provided with administrative, asset, scientific and pedagogic autonomy, under the responsibility of the Government, explicitly relegating to its own decree-law, the explanation of its organisation and functioning.

At a time when knowledge has become the principal basis of the socio-economic and cultural development of a Country, Universities fill a space of excellence in terms of creation and dissemination. The National University of Timor-Leste (UNTL) assumes such dictates as its indeclinable mission: the generation, dissemination and application of knowledge based on freedom of thought and plurality of critical exercises, aimed at a fairer and more democratic society, thus enhancing the culture of academic experiences, with the purpose of serving the development of the Community and meeting its requiring.

It is therefore necessary to develop an organisational model of Public University at national level, able to adapt itself to innovation and evolution of knowledge and to promote the growing interdisciplinarity of knowledge, as well as the rational management of existing resources.

This organisational model considers the need to reinforce the articulation of the strategic policies of the University and the economic and social development of the Country, by decentralising its Organic Units among the different regions, through the integrated management between education and research associated with the economic, social and cultural characteristics and potential of each region.

The Government therefore decrees, under the terms of sub-paragraph d) of article 116 of the Constitution and in implementation of Law no. 14/2008, of 29 October, which approve the Education Act, that the following be enacted, with the power of law:

CHAPTER ONE

IDENTITY AND MISSION

Article One

Identity

1. The National University of Timor-Leste, hereinafter referred to as UNTL, shall be a public establishment of higher education, of a national scope, adapted to the innovation and evolution of knowledge and shall promote the interdisciplinarity of knowledge, founded on firm first cycles and with second and third cycles to be competitive at national and international level.

2. UNTL shall have its own symbols, motto, badges, anthem, ceremonies and academic uniforms.

3. UNTL shall have its headquarters in Dili and shall follow an organisational model which shall articulate with the sustained socio-economic model of the Country, by decentralising its Organic Units by way of integrated management *between* education and research and services provided to the community, associated with the economic, social and cultural characteristics and potential of each region.

Article Two

Nature

1. UNTL shall be a legal person of public law and shall enjoy statutory, scientific, pedagogic, administrative, financial, asset and disciplinary autonomy, without prejudice to the enforcement activity conducted by the State, under the terms of the present statutes and law.

2. UNTL shall also have regulatory powers to produce provisions of these statutes and to approve internal rules of procedure.

3. In order to accomplish its goals, UNTL may enter into agreements, protocols, contracts or any other agreements with public or private, national, foreign or international institutions, in accordance with its capacity in terms of costs and financial commitments.

Article Three

Vision

As a State Institution of Higher Education UNTL shall undertake to:

- a) Train and graduate its students of a high intellectual standard, wishing to conduct research and scientific investigation;
- b) Provide its students with human values leading to a growing national awareness, and with a sense of willingness to serve the well-being and the prosperity of their compatriots;
- c) Promote understanding, harmony and solidarity between cultures and peoples.

Article Four

Mission

1. UNTL shall be a centre of creation, dissemination and promotion of culture, science and technology, by articulating study and research in order to promote human development as a sustainable strategic development factor of the Country.

2. UNTL shall pursue the following goals, among others:

- a) The promotion of education of a high standard, through competitive academic programmes at national and international level;
- b) The encouragement of the preservation, development and articulation of Timorese identity and values through the promotion of its history, culture and languages;
- c) The encouragement of research activities aimed at creatively contributing to the development of the Country;

- d) The promotion of a broad base of inter-institutional participation, geared to the integration of different scientific cultures, with a view to creating innovative synergies for education and research;
- e) The provision of a diversified number quality services for the community, which can serve as a relevant contribution towards the social development and qualification of the human resources;
- f) The contribution towards the development of international cooperation and proximity between peoples, notably in the areas of education and knowledge, science and technology.

Article Five

Evaluation

1. In addition to the participation of UNTL in the education and research evaluation processes, in collaboration with the competent authorities, it promotes and applies self-assessment instruments aimed at guaranteeing the permanent quality of its activities.
2. The results of external evaluation and self-assessment are necessarily reflected in the allocation of resources and in the adoption of quality improvement measures.

Article Six

Scientific and cultural Autonomy

Within the scope of its scientific and cultural autonomy, UNTL shall have the capacity to freely define, programme and implement education, research and extension activities of a scientific and cultural nature, required for the accomplishment of its statutory goals.

Article Seven

Pedagogic Autonomy

1. In the implementation of its pedagogic autonomy, UNTL shall be empowered to create, suspend and terminate courses, by taking into consideration the higher education policy guidelines and priorities defined by the Government.
2. UNTL shall have the autonomy to draw up study plans and programmes of the disciplines of the education and learning methods, choice of processes to evaluate knowledge and trials of new pedagogic experiences.
3. In the use of this autonomy, UNTL and its units shall guarantee the plurality of doctrines and methods which shall ensure the freedom to teach and learn.

Article Eight

Administrative autonomy

Within the scope of its administrative autonomy UNTL can, in the cases set out by law and in the statutes:

- a) Issue its own regulations;
- b) Practice administrative acts, manage its own affairs and services;

- c) Enter into administrative agreements and under the terms defined by law it can recruit national and foreign personalities to perform teaching or research activities.

Article Nine

Financial and Asset Autonomy

1. Within the scope of its financial autonomy, UNTL:
 - a) shall manage yearly funds allocated to it through the State Budget;
 - b) shall draw up its annual and multi-annual plans;
 - c) shall have the capacity to obtain its own revenue and shall immediately transfer it to the corresponding Official Account – within the framework of the applicable financial legislation;
 - d) can directly rent buildings required for its functioning.
2. The revenue mandatorily transferred to the Official Accounts has been taken into account for the calculation of the amount to be included in the Budget for the following year.
3. Within the scope of its asset autonomy, UNTL shall dispose of its assets with no other limitations than those set out in law.
4. UNTL assets shall consist of moveable and immovable property, economic rights and obligations, allocated for the accomplishment of its goals, including those which have been

granted by the State or by other public or private authorities.

5. The immovable property of UNTL shall also include buildings which have either been acquired or constructed, even when located on land belonging to the State.

Article Ten

Disciplinary Autonomy

1. UNTL shall have the power to promote discipline, under the terms of the law and corresponding regulations, in relation to the disciplinary offences committed by teachers, students, researches and other staff, without prejudice to the powers of the Civil Service Committee.

2. There shall always exist the right to appeal against the sanctions applied under the scope of disciplinary autonomy, under the terms of the law.

Article Eleven

Gender Equality

UNTL shall promote the development of gender equality through the defence and the principle of non-discrimination, notably to guarantee opportunities to access higher education, in the recruitment of teaching and non-teaching staff, in the allocation of grants or other benefits and in the raising of the awareness of the academic community.

Article Twelve

Responsibility and Supervision

In the performance of its mission and in the pursuance of its goals, UNTL shall be under the responsibility and supervision of the highest government authority responsible for higher education, which in turn shall:

- a) approve the maximum number of yearly enrolments per course proposed by the General Council, whenever so justified and in consideration of its appropriateness with the educational policy;
- b) approve the draft UNTL budgets which depend on the State Budget, as well as all proposals which involve increases in budgeted public expenditure;
- c) approve the amounts and criteria concerning UNTL fees, at the proposal of the Dean, once the Academic Senate has been heard;
- d) oversee the functioning of UNTL, by placing in order enquiries and inspections to ascertain the legality, action of the respective bodies, organic units and services;
- e) propose to the Council of Ministers the appointment of the Dean elected by the General Council, under the terms set out by law;
- f) all that is required by law or results from UNTL statutes and rules of procedures.

CHAPTER II

EDUCATION AND RESEARCH

Article Thirteen

Degrees and Diplomas

1. UNTL shall be responsible for awarding bachelor degrees, graduate degrees, master's degrees and doctorates, as well as teaching diplomas, under the terms set out by law.
2. Until the legislation concerning academic degrees comes into force, the academic diploma given to university students approved in their respective courses shall remain in force.
3. Under the terms of its own rules, UNTL shall award honorific degrees and diplomas, notably the degree of doctor honoris causa.
4. UNTL may also award higher technical training diplomas and certificates, of a post-secondary, post-graduate nature or of any other level under the terms set out by law.

Article Fourteen

Access and Entrance

The regime by which access and entrance is gained into UNTL shall be that established under the provisions set out in Decree-Law no. 36/2009 of 2nd December, the competent authorities being permitted to exempt the best secondary level students from examinations.

Article Fifteen

Research Structures

1. Without prejudice to free individual initiative, UNTL shall undertake basic or applied research activities through its own structures, under the terms set out in the regulation approved by the General Council, once the Academic Senate has been heard, in structures associated with UNTL or in partnership with other entities provided with acknowledged scientific and technical research skills.

2. The regulation to which paragraph no. 1 above refers shall consider the following aspects, among others:

- a) Objectives of the research structure;
- b) Management of the research structure;
- c) Human and material resources allocated to the research structure;
- d) Operational unit, should it be applicable, responsible for the administration and financial management of the research structure;

3. Without prejudice to the possibility of other research structures being, by rules of procedure, the following shall be recognised by this Decree-Law:

- a) The National Scientific Research Institute;
- b) The National Linguistics Institute.

Article Sixteen

Other Structures

The Dean shall be responsible for creating other structures, such as, recreational, cultural, leisure or communication structures.

CHAPTER III

ORGANIC STRUCTURE AND OPERATION

SECTION I

BODIES

Article Seventeen

UNTL Governance Bodies

1. The UNTL governance bodies shall be:

- a) The General Council;
- b) The Dean;
- c) The Management Council;
- d) The Disciplinary Council.

2. The Governance bodies shall be responsible for running the University in terms of its scientific, pedagogic and cultural activities, and its interaction with society, as well as to secure the planning, administrative and financial management of the Institution and disciplinary matters.

Article Eighteen

UNTL Consultation Bodies

1. UNTL Consultation Bodies shall be:

- a) The Academic Senate;
- b) The Cultural Council;
- c) Student Ombudsman.

2. The Consultation Bodies shall be responsible for advising the Dean in the performance of his/her duties and issuing opinions under the terms of this Decree-Law.

3. At the initiative of the Dean, ad hoc bodies may be created for specific activities and a given period of time.

SECTION II

GOVERNANCE BODIES

SUBSECTION I

GENERAL COUNCIL

Article Nineteen

Composition and Operation

1. The General Council shall be the maximum deliberative body of the University and shall approve policies, plans and regulations.

2. The General Council shall consist of 15 members and shall have authority over related to strategic planning, use of property, development of facilities, financing and resource management, including human resources.

3. The General Council shall include:

- a) The member of the Government responsible for higher education, or his/her legitimate representative;
- b) The member of the Government responsible for State Finances, or his/her legitimate representative, with no voting rights;

- c) A member of the government to be appointed by the Council of Ministers, or his/her legitimate representative, with no voting rights;
- d) The Dean of UNTL;
- e) A Professor or researcher with a PhD, representing each one of the seven University Faculties;
- f) The leader of the organisation representing the students;
- g) Three persons of merit, with no links to UNTL, recognised as such in the Church, and from the private sector and from a professional order.

4. The members referred to in subparagraphs e) and f) in paragraph 3 above shall be chosen by their peers and those referred to in subparagraph g) by the Council of Ministers, once the outgoing General Council has been heard.

5. The President of the General Council shall be appointed by the Council of Ministers from one of the three persons of merit referred to in subparagraph g) of paragraph 3 above, once the Dean has been heard.

6. The General Council shall meet ordinarily once every quarter year, and extraordinarily when summoned by its President.

7. With the exception of the provisions in paragraph 8 below, the term of office of the members of the General Council shall be of five years, renewable once only.

8. The term of office of the student representative shall have a duration of two years and shall not be renewable.

Article Twenty

Powers of General Council

The General Council shall be responsible for:

- a) Approving its rules of procedure;
- b) Approving the policies and strategies submitted by the Dean, with a view to a better implementation of the UNTL mission;
- c) Appraising the strategic plan, the annual and multi-annual plan, as well as the yearly budget, the annual report of activities and the management accounts;
- d) Creating, transforming or eliminating organic units which do not involve any increase in budgeted expenditure, under the terms of the present Decree-Law;
- e) Coordinating the management and administration of the University Campuses;
- f) Supervising the management of funds, property, facilities and investments pertaining to the University or its Campuses;
- g) Approving the specific regulation governing each course, to be approved by its corresponding organic unit,

- which shall define their respective scopes and objectives, its management, coordination and modes of operation, curricular organisation, duration, specific conditions regarding access and the degree or diploma it awards;
- h) Taking measures to assist in the development of the University;
 - i) Supporting UNTL in terms of mobilising material, financial and human resources;
 - j) Proposing measures to the Dean that would deepen UNTL's relationship with the Community;
 - k) Appraising the acts carried out by the Dean and the Management Council;
 - l) Without prejudice to the provisions in the transitional rule set out in Article 56 of the present Decree-Law, organising the electoral procedure and to elect the Dean;
 - m) Proposing the appointment of the elected Dean to the Council of Ministers, through the competent Minister;
 - n) Approving the regulations of the elections of the members of the university bodies;
 - o) Proposing the revision of the present UNTL Statutes to the Government, having obtained the votes of at least two-thirds of the members.

SUBSECTION II

THE DEAN

Article Twenty-One

Election and Appointment

1. Without prejudice to the provisions set out in the transitional rule of article 56 of the present Decree-Law, the Dean shall be elected by majority of votes from among the members of the General Council, from among Professors with PhDs and with at least five years experience as university professor, or university researcher, or in higher education administration at UNTL or at another establishment of higher education.
2. The outgoing Dean shall inform the competent authorities, through the General Council and within a time period of ninety (90) days before his/her term of offices ends, that the election process for a new Dean will commence.
3. The electoral process shall commence sixty (60) days before the end of the term of office referred to in paragraph 2 above.
4. The General Council, through its representative, shall submit the results of the election and the candidate with the highest number of votes to the Council of Ministers for appointment.
5. After having been appointed by the Council of Ministers, the elected Dean shall take office before the General Council and the Academic Senate, in the presence of the Minister responsible.

6. The term of office of the Dean shall have a duration of five (5) years and may be re-elected only once.

7. The Dean shall be exempt from providing teaching services.

Article Twenty-Two

Powers of the Dean

1. The Dean shall be the highest body of governance and UNTL's highest representative outside its walls, and shall conduct its institutional policy and shall be president of the Management Council, being responsible notably for:

- a) Presiding over university acts and at meetings of UNTL collegial bodies;
- b) Setting up committees and chairing those when he/she attends;
- c) Informing the minister responsible and the General Council about the life, problems and the development of UNTL;
- d) Leading and supervising university life and, especially, guaranteeing the coordination of the organic units and cooperation with counterpart institutions;
- e) Awarding university degrees and signing their corresponding diplomas;
- f) Overseeing the management of academic human resources in order to, in cooperation with the Civil Service Committee, decide

on recruitment and selection of staff and the application of the staff evaluation system;

- g) Admitting and excluding students under the terms set in the regulations;
- h) Exercising disciplinary power on students and other staff not covered by the Civil Service Statutes, as well as recommending to the Civil Service Committee and when to commence disciplinary proceedings;
- i) Overseeing the administrative and financial management of the institution, thus guaranteeing efficiency in the use of its means and resources, by promoting the creation of forward-looking management tools, notably, UNTL plans, projects and budgets, and to monitor their implementation;
- j) Promoting the drafting of instruments for the provision of UNTL accounts, notably annual activity reports and management accounts;
- k) Designating the Director-General of the Management Council;
- l) Appointing the Student Ombudsman;
- m) Authorising expenses, without prejudice to the powers of the Management Council;

- n) Accepting all the powers assigned to him/her;
- o) Representing the institution at court;
- p) Any other duties assigned to him/her by law, UNTL statutes or regulations.

2. The Dean shall also be responsible, by law or under the terms of the present Statutes, for all areas of competence which have not been assigned to other UNTL bodies.

3. The Dean may delegate any powers that are necessary to result in a more efficient management to vice-deans, to the Director General, or to the management bodies of the organic units.

Article Twenty-Three

Vice-Deans, Pro-Deans and Director-General

1. The Dean shall be assisted in the performance of his/her duties by one or more vice-deans, up to a maximum number of four, chosen by such Dean from among PhD Professors in order to assist him/her in specific areas or certain projects, notably:

2. For the implementation and supervision of specific tasks, the Dean may be assisted by pro-deans appointed by him/her from among UNTL professors, holding a master's degree, at least.

3. The vice-deans may be exonerated from duties at any time by the Dean and their duties shall cease with the end of the term of office of the Dean.

4. Vice-deans and pro-deans may be dispensed from providing teaching services.

5. The Dean shall also be assisted by a Director-General in administrative, economic, financial and asset areas, as well as in strategic planning and mobilisation of human resources supporting the development of UNTL.

Article Twenty-Four

Incapacity of the Dean

1. In the event of the temporary incapacity of the Dean, the vice-dean appointed by such Dean or the most senior vice-Dean shall perform his/her duties.

2. In the event such incapacity lasts longer than ninety (90) days, the General Council shall decide on a substitute and of the possibility of a new electoral process.

3. In the event of a vacancy, resignation or when the General Council has acknowledged that the Dean has suffered a situation of permanent incapacity, such body shall determine a new electoral process within a maximum time limit of thirty (30) days.

Article Twenty-Five

Suspension or Withdrawal of Rights of the Dean

1. Should the life of UNTL be jeopardised, the General Council may with a two-third majority of full members' votes deliberate and propose to the member of Government

responsible for education that the Dean in exercise be suspended.

2. The decision to dismiss the Dean may only be taken by the body responsible for the appointment of the Dean.

SUBSECTION III

MANAGEMENT COUNCIL

Article Twenty-Six

Nature

1. The Management Council shall be the collegial body responsible for the administrative, asset and financial management of the University, as well as for human resource management.

2. The operation of the Management Council shall be governed by principles of transparency, responsibility, rationality and efficiency, from a strategic management perspective.

3. When the territorial organisation of UNTL determines the aggregation of two or more Organic Units, known as university Campus, the Management Council may appoint a Campus Director.

4. The Management Council may delegate the powers considered necessary for the accomplishment of its objectives to the bodies of the Organic Units and the heads of departments.

5. The operational regime of the Management Council shall be defined by its own rules.

Article Twenty-Seven

Composition

1. The Management Council shall consist of:

- a) The Dean, who shall chair;
- b) Heads or Directors who shall chair the Governing Boards of each University Organic Unit;
- c) A Vice-Dean appointed by the Dean;
- d) The Director-General.

2. The executive powers of the Management Council shall be assigned to the Director-General.

3. The Dean may summon to Management Council meetings, with no voting rights, those responsible for other University units, directors of the different Campuses, student representatives and other members of the academic community.

4. Whenever it is considered convenient for the good management of UNTL, the Management Council may delegate part of its powers to other persons with middle level and senior level management positions, the entities delegated being accountable to the Council for the activities undertaken under the conditions defined in the instrument of delegation.

Article Twenty-Eight

Powers of the Management Council

The Management Council shall be responsible for:

- a) Drawing up the annual budget and guaranteeing its respective implementation;

- b) Overseeing the activities whereby revenues are collected, deposited in UNTL's Official Account and spending activities;
- c) Drawing up a management account;
- d) Managing UNTL assets;
- e) Accepting donations, heritages and legacies;
- f) Guaranteeing the necessary conditions for financial and budgetary auditing by the legally competent authorities;

SUBSECTION IV

DISCIPLINARY COUNCIL

Article Twenty-Nine

Nature and Powers

1. The Disciplinary Council shall be the body which assists the Dean in implementing his/her disciplinary power.
2. The Disciplinary Council shall consist of the following members:
 - a) The Dean, who shall chair;
 - b) A Vice-Dean appointed by the Dean;
 - c) The Director-General.
 - d) Heads or Directors who shall chair the Governing Boards of each University Organic Unit;
 - e) The presidents of the other bodies associated with the University;

- f) Two professors or researchers of PhD level, appointed from among their peers;
- g) A student representative, appointed by the entity representing the students;
- h) Two representatives of non-teaching staff, elected by their peers.

SECTION III

CONSULTATION BODIES

SUBSECTION I

ACADEMIC SENATE

Article Thirty

Composition and Operation

1. UNTL Academic Senate shall consist of:
 - a) The Dean, who shall chair;
 - b) The vice-deans;
 - c) Heads and Directors of Organic Units;
 - d) Heads of the Pedagogic and Scientific Councils of the Organic Units;
 - e) Campus Directors;
 - f) The president of the Cultural Council;
 - g) The head of the entity representing students;
 - h) The Director-General;
 - i) The Social Action Director;

- j) The directors of post-graduate programmes;
 - k) The directors of departments of higher technical education;
 - l) Senior Full Professors and Researchers.
2. The members referred to in subparagraphs g) and l) in paragraph no. 1 above shall be elected by their peers.
 3. The Academic Senate shall operate in Plenary and in Specialist Committees.
 4. The Specialist Committees of the Academic Senate shall consist of the Scientific Committee, the Pedagogic Committee and the Planning Committee.
 5. By decision of the Plenary and depending on the specific nature of the topics, the Academic Senate may also operate in Ad Hoc Committees.
 6. The Academic Senate shall ordinarily meet twice a year and extraordinarily whenever summoned by its President.
 7. The composition of the Senate for the purposes of classification and awarding of academic diplomas shall be that defined in its own rules of procedure.

Article Thirty-One

Powers of the Academic Senate

1. The Plenary of the UNTL Academic Senate shall be responsible for:
 - a) The strategic analysis of the educational provision, scientific activities, and interaction with society, taking into account the

- international reference framework;
- b) Prescribing and approving the curriculum of university programmes and courses and those of higher technical education provided by UNTL;
- c) Establishing the requirements for entrance and graduation of its students;
- d) Proposing to the Dean disciplinary sanctions for students, under the terms of the rules and regulations, as well as pronouncing on the disciplinary rules of procedure of the students;
- e) Promoting the quality of performance in areas of education and research, by defining performance indicators and their respective control, through methods, techniques and procedures, specially recommended for this purpose;
- f) Creating, developing and making available instruments promoting academic quality;
- g) Guaranteeing the application of quality standards in all sectors of activity of UNTL;
- h) Guiding and coordinating self-evaluation programmes concerning the operation of UNTL organic units and especially concerning its courses;

2. The Academic Senate shall also be responsible for issuing non-binding opinions on the following subjects:

- a) General Guidelines for the University on a scientific and pedagogic level;
- b) Long term Strategic Plan;
- c) Annual Activity Plan and corresponding Report;
- d) The creation, transformation or extinction of cultural, service or differentiated Organic Units or Sub-units;
- e) The fees owed by the students;
- f) The maximum number of new entrances and enrolments of students, under the terms set out by law.

3. In the fulfilment of its powers, the Academic Senate shall be given support by specialist UNTL services and, whenever necessary, shall be able to resort to independent entities of recognised prestige for audits and/or any other mode of quality control.

4. The Specialist and Ad Hoc Committees shall operate under the terms deliberated by Plenary.

SUBSECTION II

CULTURAL COUNCIL

Article Thirty-Two

Nature and Operation

1. The Cultural Council shall be the consultative body of the Dean for the

development of the cultural activities of the University.

2. The operation and the composition of the cultural Council shall be the object of their own rules of procedure.

SUBSECTION III

STUDENT OMBUDSMAN

Article Thirty-Three

Nature and Operation

1. The student Ombudsman shall be appointed by the Dean, preceded by consultation with the representative body of students, for a period of five years and may be reappointed only once.

2. The student Ombudsman shall appraise the complaints made by the students against acts or omissions made by UNTL bodies or organic units, by submitting reports to the Dean. It may make to the bodies in question any recommendations considered necessary.

SECTION IV

ORGANIC UNITS

Article Thirty-Four

General Framework

1. For the purposes of the present Statutes, Organic Units, or Faculties, shall be units of education, research or extension in scientific fields which include close or similar disciplinary areas.

2. The Faculties consist of organic subunits, notably:

- a) Departments and / or Schools: units of education, research or extension in scientific fields which aggregate areas of knowledge of a very special nature;
 - b) Disciplinary areas: branches of science, technology, art which form a set of knowledge for qualification in a given speciality;
 - c) Centres and institutes: spaces, organic inter-units aimed exclusively at research and extension, created by the faculties.
3. UNTL shall consist of the following organic units of education and research set out in chronological order:
- a) Faculty of Agriculture;
 - b) Faculty of Engineering, sciences and Technology;
 - c) Faculty of Education, Arts and Humanities;
 - d) Faculty of Medicine and Health Sciences;
 - e) Faculty of Economics and Management;
 - f) Faculty of Law;
 - g) Faculty of Social Sciences.
4. The alteration of the type and/or creation of new organic units and/or of new courses which require further funding requires the approval of the body responsible.

5. Without prejudice to the rules set out in these Statutes, the definition of rules of internal organisation and operation of the organic units to which this article refers shall be of the responsibility of the General Council.

6. There may also be other units associated with UNTL, under the terms of the present Statutes.

Article Thirty-Five

Statutes

1. Without prejudice to the provisions set out in the present Statutes, the Faculties shall have administrative, financial, scientific and pedagogic autonomy.

2. The faculties shall draw up their own Statutes, with consideration for the Law and the Statutes of the University, which shall be submitted to the approval of the General Council.

3. The Statutes of the Faculties shall respect, in addition to the law, the following principles:

- a) Representation of members of permanent teaching staff, other teachers, researchers, students and non-teaching staff in the Pedagogic and Scientific Council of the Faculty;

- b) A governing Board, the president of which shall be the Head elected by members of the permanent teaching and research staff of the Faculty, whose appointment shall be proposed to the Dean and who shall hold the powers of

representation, administrative and financial management of the Faculty, also involving matters of a scientific and pedagogic nature in their financial strand;

- c) A pedagogic and Scientific Council, run by a vice-Head, appointed by the Dean, at the proposal of the Academic Senate, for a period of two years, renewable only once and which has, within the scope of the Faculty, pedagogic, scientific and curricular powers;
- d) A Head of Department and/or School appointed by the Dean, at the proposal of the Head, for a period of two years renewable only once and who has the powers to implement academic programmes and academic activities in the corresponding scientific area;
- e) A Director of Centre and/or Institute appointed by the Dean, at the proposal of the Head, for a period of two years renewable and who has the powers to implement the activities assigned to the Centre or Institute;
- f) A head of a disciplinary area, appointed by the Head, at the proposal of the Department or School Director for a period of two years renewable and who has the powers to draw up the education and learning plan and to implement the curricular plan

in the corresponding disciplinary area.

Article Thirty-Six

Powers of the Faculties

1. The Faculties shall be specifically responsible for:

- a) Drawing up its own rules of procedure;
- b) Promoting the drawing up and/or curricular revision of the programmes or courses given by the faculty and submitting for approval in accordance with the law and rules and regulations;
- c) Drawing up the entrance and graduation criteria for students of the faculty and submitting for approval under the terms of the rules and regulations;
- d) Establishing in their statutes the creation of Specialised Departments or other Specialised Units in their organic structure;
- e) Drawing up the criteria for recruitment of faculty teaching staff;
- f) Any others which are assigned to it by UNTL competent authorities.

2. The Heads of Departments or other Specialised units shall be appointed by the President of the Governing Board, upon consultation with the Dean.

SECTION V

ASSOCIATED UNITS

Article Thirty-Seven

Associated Units

1. Associated units shall operate as education, research and extension units, and shall cooperate with UNTL depending on the pertinence and appropriateness of their goals vis-à-vis those pursued by the University, although they shall not be part of the organic structure of the University.

2. The associated units shall be institutional partners of UNTL under the terms of their respective contracts of association, entered into between the Dean and the corresponding and the maximum head of such associated unit.

3. The contracts of association referred to in paragraph no. 2 above shall define the forms of collaboration and may include the possibility of sharing teaching and research staff, as well as other resources, with a view to accomplishing common goals.

4. The Units associated with the Faculty of Medicine and Health Sciences shall be the object of a contract of association entered into between the members of the Government responsible for the area of Health and Education, with the participation of the Dean.

SECTION VI

SERVICES

Article Thirty-Eight

Structure

1. UNTL services shall include:

- a) Planning and Project Management Office;
- b) Administrative Services;
- c) Social Action Services;
- d) The Auditing and Quality Control Office;
- e) The University Library

2. UNTL services shall be overseen by the Director-General.

Article Thirty-Nine

Planning and Project Management Office

The Planning and Project Management Office shall be run by a head of department and its main duties shall be to provide technical support for the preparation of the strategic, multi-annual and activity plan, as well as to mobilise human resources to support the development of UNTL and the implementation of the programmes and projects.

Article Forty

Administrative Services

1. The Administrative Services shall be run by a head of department and their main duties shall be to secure the everyday management of the University under the terms of the law and rules and regulations and in harmony with the directives originating from the competent authorities of UNTL.

2. The Administrative Services shall be divided into departments responsible for

general expedient, financial. Logistical and asset management, reprography and publications, management of the library and others considered indispensable, under the terms defined by the respective regulation.

Article Forty-One

Social Action Services

Social Action Services shall be run by a director of department and their purpose shall be to manage social action affairs regarding the University's students, under the legal and regulatory terms and in harmony with the directives emanating from the competent bodies of UNTL.

Article Forty-Two

Audit and Quality Control Office

1. The Audit and Quality Control Office shall be run by a director of department and its purpose shall be to carry out internal control tasks, financial, administrative, pedagogic and management audits, to analyse and draw up decisions concerning administrative objections and disputes in which UNTL takes part, without prejudice to the powers of the Disciplinary Council.

2. The Audit and Quality Control Office shall secure the implementation and monitoring of the compliance with the quality standards and parameters defined by the Academic Senate, providing this body with the necessary logistic technical support to perform its duties, without prejudice to the role of other UNTL bodies and services.

Article Forty-Three

University Library

1. The Library shall be run by a director and its purpose shall be to guarantee access to information and research.

2. The library service shall ensure collection, publication and dissemination of University publications.

CHAPTER IV

STAFF

Article Forty-Four

Teaching Staff

1. Without prejudice to the setting out of rules in their own diploma which shall define the status of UNTL teaching staff, entrance, access and professional development of a UNTL teaching staff career shall obey the following rules:

- a) Possession of a university degree. For the purposes of entrance, access and professional development of a career;
- b) Approval in tests which shall include requirements and criteria of a scientific and pedagogic nature, for the purposes of promotion in the career;
- c) Proven merit through curricular evaluation of performance in UNTL, for the purposes of access to or progress in the career, respectively, without prejudice to the provisions set out in subparagraph a) above.

2. UNTL may hire visiting professors, either Timorese or foreigners living in Timor or abroad, of recognised merit, holding a post-graduate diploma, for no less than a semester, upon observation of the applicable financial rules and regulations.

3. Individuals whose knowledge and competence are relevant for the disciplines administered at UNTL may also be hired as visiting professors or under a service provision regime.

4. Without prejudice to the paragraphs above, selection, recruitment and the labour regime governing the teaching staff shall follow the provisions set out by law.

Article Forty-Five

Non-teaching Staff

Selection, recruitment and the labour regime of non-teaching staff shall follow the provisions set out in the General Career Regime and in the Regime of Public Administration Middle level and Senior level Management Posts and Positions.

Article Forty-Six

Status of Staff

The status of UNTL teaching staff shall be regulated by its own decree-law in which shall be included the members of staff, career regime, posts and salaries and other rules and regulations regarding its management.

CHAPTER V

ECONOMIC AND FINANCIAL MANAGEMENT

Article Forty-Seven

General Principles

The economic and financial management of UNTL shall, notably, follow the following principles:

- a) Legality, rigour and rationality in the use of means and resources;
- b) Efficiency and effectiveness in acts and procedures of financial management;
- c) Financial sustainability;
- d) Transparency in management and accountability.

Article Forty-Eight

Financing Principles

1. The State shall be responsible for securing the necessary funds for its operation, taking into account budgetary constraints and taking into account its own revenues collected by the University.

2. UNTL budget, defined in its own diploma, shall be based on student fees, University revenues, requirements concerning the updating of staff and ensuing costs or the maintenance of equipment and facilities, as well as the creation of university Campuses.

3. Research and extension activities shall be the object of funding through multi-annual and annual projects submitted by UNTL.

4. The funding of UNTL shall be the object of its own diploma.

Article Forty-Nine

Financial Management

1. State financial management rules shall be applicable, notably those set out in the Law in force and its complementary provisions.

2. The amounts collected, as own revenue, shall be deposited in the Official UNTL Account and shall be entered into the accounts and operated in accordance with the applicable financial rules and regulations.

3. The amounts having entered UNTL, aimed at covering expenses and paid for through instruments of cooperation with other institutions as funding, contributions or partnership, shall not be considered as own revenue and shall be deposited and operated in the official account of the given project.

Article Fifty

Revenues

The following shall be considered as UNTL revenues:

- a) The allocations provided it by the State;
- b) The income resulting from its own assets or those it uses;
- c) Revenues resulting from the payment of fees;
- d) Revenues resulting from the provision of services and sale of publications;

e) Subsidies, grants, contributions, allocations, inheritances and legacies.

f) The result of the sale of immovable property, under the terms of the law, as well as of other assets;

g) Interest of deposit accounts;

h) The balance of management accounts from previous years;

i) The product of tariffs, fees, fines and penalties;

j) Revenues resulting from intellectual property;

k) Any other revenues which it is legally entitled to.

Article Fifty-One

Expenses

UNTL expenses shall be those which result from costs incurred with the implementation of corresponding aims, without prejudice to respect for the applicable law.

Article Fifty-Two

Binding

In economic and financial management acts UNTL shall be bound:

a) By the signature of the Dean or his/her replacement;

b) By the signature of the Director General;

c) By the signature of one of the members of the Management

Council who has been delegated to carry out such act and has been recorded in the minutes;

- d) By the signature of whoever has been duly mandated.

Article Fifty-Three

Management Instruments

1. The following management instruments shall be adopted for the management of UNTL:

- a) Strategic Plan;
- b) Annual activity plans;
- c) Budget, accounting transparency and control of budgetary implementation;
- d) Annual activity report, including project reports;
- e) Management accounts report.

2. The strategic plan, concerning a period of time of at least three years, shall be updated every year, through annual plans, and shall include the overall planning of teaching and research and development activities.

3. The annual report established in subparagraph d) in paragraph 1 above shall take stock of the corresponding activities and shall contain the following elements:

- a) Reference to the development plans and their implementation;
- b) Administrative and financial management analysis;

- c) Indication of the objectives pursued and the extent to which they were achieved;

- d) Inventory of available funds and reference to the way they were used;

- e) Description of the movements of research, teaching and non-teaching staff;

- f) Elements on admission, frequency and school success.

4. The report referred to in paragraph 3 shall be duly disseminated.

5. The management accounts report shall be submitted to the Ministry of Finance for the purposes of external auditing under the terms of the law.

CHAPTER VI

FINAL AND TRANSITIONAL PROVISIONS

Article Fifty-Four

Motto, symbols, flags and standards, anthem, ceremonies and academic uniforms

The issues related to the motto, symbols, flags and standards, anthem, ceremonies and academic uniforms shall be the object of their own regulation, to be approved by the Academic Senate.

Article Fifty-Five

UNTL Day

UNTL day shall be celebrated on 17th November, the day of the official opening of the University.

Article Fifty-Six

Transitional Appointment of the Members of UNTL Governing Bodies

1. In 2010, for the purposes of the first statutory election of the Dean of UNTL, given that the General Council has not yet been constituted and installed on the date of entry into force of the present statutes, the outgoing Dean shall put forward, to the member of the Government responsible for higher education, a list of three candidates to be presented to the Council of Ministers for appointment.

2. For the purposes of the choice of the members of the General Council, the elected Dean shall be given thirty (30) days to put forward the corresponding composition to the Council of Ministers, through the Minister responsible.

3. Within a time limit of sixty (60) days from the day the Dean takes office, he/she shall conclude the process whereby the members and constitution of the other UNTL governing bodies are indicated and appointed.

Article Fifty-Seven

Transitional Remuneration of management and leadership posts

1. Until a teaching career is approved by Government diploma, the salary regime set out in Annex 1 of Decree-Law No. 27/2008 of 11th August on the Career Regime of Public Administration Middle level and Senior level

Management Posts and Positions shall be applied to teaching and non-teaching staff, pursuant to Decree-Law No. 1/2009 of 15th January, under the following terms:

- a) The Director General shall receive a subsidy equivalent to that of the vice-dean;
- b) The directors of the centres shall receive a subsidy equivalent to that of heads;
- c) The department directors, School directors and programme directors shall receive a subsidy equivalent to that of vice heads;
- d) The directors of services or heads of disciplinary areas shall receive a subsidy equivalent to that of heads of departments.

Article Fifty-Eight

Transitional Regime for Professors with PhD and Senior Researchers

The rules of the present diploma regarding the need for the existence of a given number of Professors or Researchers with a Doctorate shall be duly adjusted, by resorting to the most qualified Professors and Researchers holding a Master's Degree, whenever there is a lack of elements with the required qualifications.

Article Fifty-Nine

Transitional Regime governing the Post-graduate Programme

1. Until the necessary conditions are created within the scope of each faculty, the post-graduate programmes shall be temporarily grouped into a single post-graduate programme, under the responsibility of the Dean and or his/her official delegate.

2. The structure and operation of the post-graduate programme, under the terms of paragraph 1 above, shall be the object of its own regulation to be approved by the General Council.

Article Sixty

Complementary Legislation

The Minister of Education shall be responsible for promoting the approval of complementary legislation in terms of the teaching career and posts of management and heads at the University, of UNTL financing, as well as the specification of academic degrees and honorific titles to be attributed by UNTL.

Article Sixty-One

Repeal

1. All legal and regulatory provisions which go against the spirit of this legal diploma are hereby repealed.

2. Until 31st December 2010, the Statutes of the Health Sciences Institute – ICS, approved by Decree-Law no. 2/2005, of 31st May, shall be altered in order to include the UNTL university level courses.

3. ICS shall remain responsible for Health, in the area of continuous training and vocational recycling, of a

non-university nature, and shall alter its object and designation accordingly.

Article Sixty-Two

Entry into Force

The present diploma shall enter into force on the date following that of its publication.

Seen and approved in Council of Ministers on 25th August 2010

The Prime Minister

Kay Rala Xanana Gusmão

The Minister of Education

João Câncio Freitas

Promulgated on 12/10/10

To be published

The President of the Republic

José Ramos-Horta