

APPROVED WITH
NDAL Senate meeting
Decision No. 2 of 26.09.2023
Minutes No. 7/2023
In force with Order No. 128 of the NDAL
Rector of 28.09.2023

National Defence Academy of Latvia Regulations of the Council of Science

I. General provisions

1. The Council of Science of the National Defence Academy of Latvia (hereinafter – NDAL) is a collegial institution that operates permanently and within its competence resolves and coordinates issues related to scientific activity.

2. The Council of Science operates in accordance with the laws and regulations of the Republic of Latvia, the NDAL Constitution, these regulations and other internal laws and regulations of the NDAL.

II. Composition of the Council of Science

3. The composition of the Council of Science is approved by an order of the rector of the NDAL. The Council of Science consists of the chairman, deputy chairman, at least one representative from each NDAL scientific unit, members of the Council of Science and the scientific secretary.

4. No less than five NDAL employees who have a doctoral degree and who have been elected to the NDAL at least as an assistant professor or researcher can be nominated for work in the Council of Science.

5. The work of the Council of Science is led by the chairman, who ensures the implementation and operation of the functions of the Council of Science. The chairman of the Council of Science has a deputy.

6. The chairman of the Council of Science may assign the functions of the secretary of the council to a methodologist or an assistant of the Center for Security and Strategic Research or the Centre for Defence Technologies and Innovations without voting rights.

7. The Chairman of the Council of Science, in cooperation with the members of the Council of Science, develops the NDAL Scientific Activity Development Plan and monitors its implementation.

III. Purpose and tasks

8. The purpose of the Council of Science is to plan, coordinate and monitor the scientific activities of the NDAL.

9. The Council of Science performs the following tasks:

9.1. determines the priorities of NDAL scientific activity;

9.2. plans, coordinates and evaluates the scientific activity of the NDAL;

9.3. summarizes and evaluates the needs of the Ministry of Defence and the National Armed Forces from the point of view of the scientific capacity and workload of the NDAL;

9.4. evaluates drafts of NDAL internal regulatory acts affecting scientific activity and provides proposals for improvement of draft regulatory acts;

9.5. makes proposals to the NDAL rector and the Senate for the development of scientific activity;

9.6. examines and coordinates issues related to the organization and conduct of NDAL scientific conferences and other events related to scientific activity;

9.7. makes proposals and coordinates international cooperation in science with military academies and higher education institutions of other countries;

9.8. provides proposals on the establishment, reorganization and liquidation of NDAL scientific structural units;

9.9. provides proposals on measures to strengthen the scientific excellence of the NDAL and the regeneration of the academic staff;

9.10. evaluates the observance of ethical norms of the scientific activity of NDAL staff.

IV. Activity of the Council of Science

10. The first meeting of the Council of Science is convened by the chairman after the approval of its composition. At the first meeting, the Council of Science elects the vice-chairman and appoints the scientific secretary.

11. Meetings of the Council of Science are convened at the written request of the chairman, NDAL rector, vice-rector or any member of the Council of Science. Sessions of the Council of Science are open, but the Council of Science can also decide to convene a closed session by a majority vote.

12. The members of the Council of Science have the right to propose for consideration any issue within the competence of the Council of Science.

13. The Council of Science has decision-making power if more than half of its members participate in the meeting. The Council of Science makes a decision by open voting with a simple majority. If the votes are equally divided, the chairperson's vote is decisive.

14. In the event that the chairman of the Council of Science cannot participate in the work of the council, the duties of the chairman are performed by the deputy chairman.

15. Experts in the relevant field of scientific activity, as well as representatives of state institutions and other persons may be invited to the work of the Council of Science with advisory rights.

16. The minutes of the meetings of the Council of Science are recorded by the scientific secretary, and the minutes of the meetings are approved by the chairman of the Council of Science or, in his absence, the vice-chairman and signed by the scientific secretary.

17. All interested persons have the right to familiarize themselves with the minutes of the meetings of the Council of Science, except for cases when the meeting is closed.

V. Final provisions

18. The regulations of the NDAL Council of Science come into force after its approval by the Senate and after the approval of the regulations by the order of the rector of the NDAL.

19. Within a month from the approval of these regulations in the Senate, the rector of NDAL issues an order on the new composition of the Council of Science.