

Constitutio I/2019, of 25 April, approving the UNIVERSITY STANDING RULES

I General provisions

Article 1 *Legal nature*

The UNIVERSITATIS EUROPAEA IMF (eUniv) has its own legal personality and full capacity to act as an Andorran limited company.

Article 2 *Own personality*

1. The eUniv is a European higher education institution committed to achieving the objectives of the European Higher Education Area (EHEA):

- a) Promote knowledge, culture and democratic values.
- b) Encourage and disseminate scientific research and innovation.
- c) Encourage the development of critical thinking, logical reasoning, scientific method and the ability to analyse.
- d) Encourage the development of skills, autonomy and adaptability of all actors in higher education.
- e) Promote a sustainable environment, economy and society.
- f) Adapt the training to the present and future needs of the labour market.
- g) Ensure balance between theory and practice by encouraging internships.
- h) Train students for professional practice.
- i) Manage quality to ensure the ongoing improvement of higher education.

2. The eUniv embraces the fundamental principles of higher education:

- a) The use of critical methods in the study of technological, scientific and humanistic knowledge.
- b) The interrelationship between teaching and research.
- c) The mobility of students, teaching, research and administrative and technical staff.
- d) Interdisciplinary approach.
- e) National and international cooperation.
- f) Academic freedom.
- g) Transparency.

3. The eUniv is an institution that creates and disseminates culture as a way of achieving a fairer society; as an Andorran University, it pays special attention to the language, culture and heritage of the Principality, while fostering the spirit of universality consubstantial to the concept of University.

Article 3 *Institutional autonomy*

The eUniv is an institution dedicated to higher education and research, through teaching, research and ongoing training, and is based on the principle of university autonomy, which is expressed in academic freedom, research and study, and includes:

- a) Development of its own rules of organisation and operation, as well as of other internal rules.

- b) Election, appointment and removal of the corresponding governing and representative bodies.
- c) Creation of specific structures that act as a support for research and teaching.
- d) Development of curricula and research and specific lifelong learning courses.
- e) Selection, training and promotion of teaching and research and administrative and service staff, as well as the determination of the conditions under which they must carry out their activities.
- f) Admission, regime of continuity and verification of students' knowledge.
- g) Issuing of its own diplomas and degrees.
- h) Preparation, approval and management of budgets and assets.
- i) Establishment and modification of job relationships.
- j) Establishment of relations with other bodies for the promotion and development of institutional purposes.
- k) Any other power necessary for the adequate performance of the University's own functions.

Article 4 *Headquarters*

The headquarters of the eUniv is in the parish of Sant Julià de Lòria. This does not exclude the possibility of extending activities to other parishes or territorial areas as befits the nature inherent to the university institution.

Article 5 *Language*

1. The language of the eUniv is Catalan.
2. The eUniv will promote the development of skills in other languages, which may have the character of a vehicular language in the development of academic and research programmes.

Article 6 *Education community*

1. The university community of the eUniv is made up of its students, teaching and research staff, and administrative and technical staff.
2. All members of the eUniv university community have the right to be informed about and participate in the activities of the institution, in accordance with the corresponding procedures and through the corporate media.

Article 7 *Corporate identity*

1. The official denomination of the eUniv in Latin is UNIVERSITAS EUROPAEA IMF; its translations into Catalan or other modern languages will be used as trademarks.
2. The eUniv coat of arms includes in its central and lower part the reproduction of the Tree of Science, and in the upper part the open book with the capital Latin letters *A* and *M*, corresponding to the university *Alma Mater*. Above the coat of arms, a folded band bears the acronym *IMF*, for the motto *Impetus Maxima Fovet*.

Article 8 *Awards*

1. The eUniv grants three university distinctions for merit:

- a) The *Honoris Causa* Honorary Degree is the maximum academic distinction given in recognition of contributions to the world of humanities, arts and sciences, or the commitment to the defence of university values and principles.
- b) The *Sedes Sapientiae* Decoration is the institutional distinction given to those who have excelled in their support for the eUniv.
- c) The *J. H. Newman* Medal is the corporate distinction given to members of the eUniv teaching staff based on their special merits in carrying out their teaching tasks.
- d) The *F. Layret* Medal is the corporate distinction given to members of eUniv non-teaching staff for their special merits in carrying out their professional tasks.
- e) The *Theilhard de Chardin* Medal is the corporate distinction given to members of eUniv research staff for their special merits in carrying out their research task.
- f) The *Regiomontanus* Medal is the corporate distinction given to eUniv students for their special academic merits.

2. The university distinctions are granted by the Academic Board, at the proposal of any of the eUniv academic and governing boards.

II Administration and management bodies

Article 9 General Board

- 1. The General Board is the highest eUniv administration and government collegiate body.
- 2. The General Board is responsible for the general powers provided for by the current legal system and articles of association, in accordance with which it also organises its operating system.

Article 10 Management

- 1. The General Board appoints and removes a sole General Manager who exercises single-person functions provided for by the Andorran corporate system.
- 2. The General Manager carries out the functions of Services Manager and Financial Manager of the eUniv, and can do so personally or by delegations expressly authorised by the General Board.
- 3. The Services Manager is responsible for the administrative, staff and service management.
- 4. The Financial Manager is responsible for the budgetary, financial and treasury management of the eUniv, as well as for reporting on the economic feasibility of proposals for the implementation of training programmes, research projects, agreements with third parties, or any university initiative that involves the budget year.

Article 11 Chiefdoms

- 1. The Chiefdoms of each university service are the single-person technical bodies responsible for its management and carry out its functions under the coordination of the Services Manager.
- 2. The Chiefdoms of each university service are responsible for the coordination of the Technical Monitoring Committee of the service established under the eUniv's Internal Quality Assurance System.

III Advisory bodies

Article 12 Chancellor's Office

1. The Chancellor's Office is the eUniv single-person advisory body, and as such chairs the Academic Senate and the Senate and performs the functions of Ombudsman of the university community.
2. The General Board appoints the holder of the Chancellor's Office for a renewable mandate of four academic years.

Article 13 *Academic Senate*

1. The Academic Senate is the eUniv higher collegiate advisory body.
2. The Academic Senate is responsible for assessing and reporting on the proposals made by the General Board or the Academic Board; moreover, the Academic Senate can bring to these bodies proposals on its own initiative, whether institutional or strictly academic.
3. The appointment of members of the Academic Senate corresponds to the General Board, at its proposal, the Chancellor's Office or the Academic Board for a renewable mandate of four years.

IV *Academic bodies*

Article 14 *Academic Board*

1. The Academic Board is the eUniv higher academic collegiate body.
 2. The eUniv Academic Board is made up by the holders of the President's Office, which chairs it, the Secretary General's Office, which acts as its Secretary's Office, the first and second Vice-President's Offices and the eUniv Centre Management Offices. The Manager or, in their place, the Services Manager or Financial Manager, attends the sessions of the Academic Board with a voice but without a vote.
2. The powers of the Academic Board are:
- a) To put before the General Board for approval, if applicable, proposals on:
 - Statutory reform.
 - Creation and removal or assignment and un-assignment of teaching or research centres.
 - Implementation or termination of state or own studies.
 - Configuration and annual modification of the academic staff, as well as their system of selection and promotion and the criteria for the granting of permits, leaves and sabbatical years to teachers, as well as the appointment of emeritus professors.
 - Cooperation agreements with other higher education or research institutions.
 - Creation, merger and suppression of university services.
 - Establishment of the Internal Quality Assurance System.
 - b) Approve proposals on:
 - Academic rules.
 - Student admission system and the conditions of continuity in accordance with the current legislation.
 - Annual and multiannual academic calendar.
 - Annual report of University activities.
 - Award of the eUniv *Honoris Causa* Honorary Degree.
 - Resolution of conflicts of power between academic bodies.

- c) Any other academic power that has not been attributed by statute to another body.

Article 15 Senate

1. The University Senate is the highest body of participation of the university community, which meets at the end of each academic year and comprises ex officio and elected members.
2. The holders of the following offices are ex officio members:
 - a) Chancellor's Office, who calls and chairs it.
 - b) President's Office.
 - c) Vice-President's Office.
 - d) F. Layret University College Management Office.
 - e) J. H. Newman Doctoral School Management Office.
 - f) School of Classical Languages Management Office.
 - g) Research institutes' management offices.
 - h) Specialised research chairs' management offices.
3. Those who have been members of the Academic Board and Doctors *Honoris Causa* are also ex officio members.
4. Elected members:
 - a) Ten representatives from full professors.
 - b) Six representatives from affiliated professors.
 - c) Three representatives from assistant professors.
 - d) One representative from the management and technical staff of each university service.
 - e) All the elected members of the Student Council.
4. The powers of the Senate:
 - a) Ensure the fulfilment of the Standing Rules and university regulations.
 - b) Be informed about the general activity of the eUniv, in teaching, research, administration and management.
 - c) Debate the quality of the university courses and services and put forward proposals for improvement.
 - d) Be heard in the appointment of the President's Office and the Chancellor.

Article 16 President's Office

1. The President's Office is the highest academic authority of the eUniv and represents it before all institutional and academic powers in the university system.
2. The person in charge of the body must be an academic with a recognised career and a doctoral degree.
3. The appointment and removal of the President's Office is the responsibility of the General Board, at the proposal of the Presidency.
4. The normal mandate of the President's Office is four years, and there are no limits to its renewal.
5. The powers of the President's Office are as follows:

- a) Chair the Academic Board and define, in accordance with the General Board, the general lines of management of the eUniv, ensuring their fulfilment.
- b) Sign and cancel agreements and conventions with other Universities, authorities, natural or legal persons, public or private, and authorise the use in these agreements and conventions of the denomination and emblem of the eUniv, giving notice to the Academic Board and the General Board.
- c) Propose to the General Board, through the Services Manager, the contracting of academic staff, in accordance with the procedure determined by regulations.
- d) Propose to the General Board the appointment and removal of the corresponding academic posts in accordance with the academic organisation of the eUniv.
- e) Call elections for representatives in the various bodies of the University.
- f) Recognise research groups in the terms established by the regulations.
- g) Develop the functions of external and institutional representation of the University.
- h) Exercise the other academic powers attributed to it by current legislation, the present Standing Rules, and all those entrusted to it or delegated by the collegiate academic bodies.

6. The President's Office may appoint and remove, from among the PhD professors at the eUni, one or more vice-presidents with specific functional assignments and delegated powers for this purpose.

Article 17 Secretary General's Office

1. The Secretary General's Office is the single-person academic body attesting the minutes and agreements of the Academic Board and is responsible for the academic management of the eUniv with the rank of Vice-President's Office.

2. The appointment and removal of the holder of the post corresponds to the General Board, at the proposal of the Presidency, for an ordinary mandate of four renewable years.

3. The powers of the Secretary General's Office are as follows:

- a) Assist the President's Office in the academic management tasks of the University.
- b) Draft and store the minutes of the sessions of the University's collegiate bodies.
- c) Ensure compliance with the general and the eUniv's own regulations, the agreements of the collegiate bodies and the resolutions of the President's Office, and arrange and provide their dissemination.
- d) Manage the General Registry, provide safe storage of the eUniv Central Archive and the Seal, and issue the corresponding certifications.
- e) Organise and ensure the good running of the electoral processes carried out in the University.
- f) Coordinate the administrative activity of the centres.
- g) Organise and monitor the storing of course documents.
- h) Prepare the annual report of the University to submit it to the Academic Board.
- i) Organise the solemn acts of the University and ensure the fulfilment of the university protocol. j) Any other power delegated to it by the President's Office.
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Article 18 Centre Management Offices

1. The eUniv teaching and research centres have a single-person academic governing body that represents them and carries out their ordinary management functions.

2. The General Board, at the proposal of the Presidency, after hearing the Academic Board, appoints and removes, from among the tenured professors of the eUniv, the persons in charge of the Management Offices for an ordinary mandate of four renewable years.

3. It is the responsibility of the Centre Management Offices of the eUniv:

- a) Direct and supervise the teaching and activities of the centre.
- b) Propose to the President's Office the appointment of a subdivision of the General Management Office, as the case may be.
- c) Recognise the qualifications of students who so request, after hearing those responsible for the areas of knowledge concerned, and in accordance with the applicable rules.
- d) Ensure compliance with the rules that concern the centre and, in particular, those relating to the proper functioning of the services and the maintenance of academic coexistence.
- e) Foster cultural and university activities, in accordance with the general programming of the University.
- f) Propose the implementation of new courses, the termination of those implemented or modifications to the curricula.

Article 19 *Secretary's Offices*

1. The teaching and research centres of the eUniv have a single-person academic Technical Secretariat body in charge of assisting the management in the tasks of the ordinary government of the centre, of informing on the fulfilment of the academic regulations, of storing the documentation and academic records, processing the issuing of qualifications, and certifying, with the approval of the Management Office, the documents and agreements issued.

2. The Technical Secretariat is appointed and removed by the President's Office, at the proposal of the Secretary General's Office, from the doctoral teaching staff of the eUniv, for a period of four years renewable for equal successive periods. The person in charge of the body must be an academic with a doctoral degree.

Article 20 *Course coordination offices*

1. The state courses at the eUniv have a single-person academic body responsible for their academic coordination, which carries out the functions provided for in the University's internal quality assurance system.

3. The course coordination offices are appointed and removed by the President's Office, by agreement of the Academic Board, from among the teaching staff, for a period of four years renewable for successive equal periods. The members of the body must be academics with a doctoral degree.

V *Academic structure*

Article 21 *Centres*

1. In order to efficiently enable the teaching and research activity, the eUniv is structured into university centres.

2. The creation, modification or suppression of university centres in the eUniv corresponds to the General Board, in accordance with the provisions of current legislation.

3. In order to strengthen relations with society and especially with the professional and business world, the eUniv may set up, for each of the centres, an advisory board with advisory functions.

4. The eUniv may establish agreements with other public or private bodies and institutions to provide higher, university or specialised courses, and to carry out joint research programmes.

5. The eUniv centres will draw up a multi-annual programme of activities and an annual management report that will be included in the University's report.

6. The F. Layret University College (CUFL) is the eUniv centre responsible for implementing the state bachelor's and master's degrees.

7. The J.H. Newman Doctoral School (EDN) is the eUniv centre responsible for implementing doctoral programmes.

8. The Feedback University Institute of Applied Research (IFIA) is the eUniv centre responsible for promoting, developing and organising applied research activities of the University.

Article 22 *Associated centres*

The eUniv can have associated Andorran or foreign higher education centres to provide its own or state courses, in accordance with the prevailing legal system.

VI *Management structure*

Article 23 *University services*

1. The university services are organic units that provide specific services to the University, to help with study, teaching and research, as well as to care for the university community and society in general.

2. The creation, modification, suppression or merger of university services corresponds to the General Board, on its own initiative or at the proposal of the Academic Board. The creation agreement must include the structure, functions and organic dependence, as well as the appointment, if applicable, of the head or director of the service and the contractual regime.

3. The services may be organised, provided and managed by the eUniv or may be provided by other persons or bodies under agreements or concessions approved by the eUniv General Board.

Article 24 *Chiefdoms of the services*

The Chiefdoms of the university services depend on the Secretary General's Office or Vice-President's Office to which powers are delegated, and appoints and removes their holders, who have to be members of eUniv management or technical staff with a higher degree, for an indefinite mandate.

VII *University community*

Article 25 *Students*

1. Anyone enrolled on any course implemented at a University centre has the status of eUniv student.

2. Students have the following rights:

- a) Equality of opportunities and free from any discrimination.
- b) Receive adequate guidance and information in relation to courses and their skills and career opportunities.
- c) Receive quality teaching and the necessary assistance from teaching staff.
- d) To be assessed with transparent, rigorous and objective criteria.
- e) Enjoy representation in the Senate and the University's Student Council.
- f) Exercise freedom of expression, assembly and association in the university framework.
- g) Use university services in an appropriate and accessible way.

h) Any other right that emanates from the regulations of the University or from the agreements established with third parties.

3. The students assume the following duties:

- a) Study with the necessary workload.
- b) Comply with the standing rules and internal regulations of the University.
- c) Exercise representation in the university bodies, and elect their representatives to the Student Council, in accordance with the rules of the University.
- d) Participate in the quality management processes provided for by the University's Internal Quality Assurance System and by the Andorran Quality Agency.
- e) Contribute to the fulfilment of the aims and improvement of the running of the University.

Article 26 Representation

The eUniv students exercise their right to representation and participation through the Student Council. The members of this collegiate body are annually elected by universal suffrage of all students enrolled and one representative for each of the courses implemented is elected.

Article 27 Disciplinary regime

1. Students are subject to the Disciplinary Regime Regulations, which is public and classifies the offences subject to the corresponding sanction, as well as the procedure for the initiation and resolution of disciplinary proceedings, which in any case must safeguard the rights of the students involved.
2. The initiation of disciplinary proceedings against students is the responsibility of the Chancellor's Office, in the exercise of its functions of Ombudsman. The Praelector will act in all proceedings as secretary of the disciplinary proceedings.

Article 28 Alumni

Anyone holding eUniv qualifications has the right to be informed about and participate in university activities. The office of the *Alumni* section of the eUniv is responsible for attending to this group, informing them and dealing with their suggestions.

Article 29 Academic staff

1. The eUniv academic staff, in the exercise of their ordinary professional functions, carry out teaching, research and academic management activities.
2. The President's Office annually grants the *venia docendi*, which entails the exercise of teaching with full responsibility.
3. The eUniv academic staff is subject to the Andorran legislation in general and the disciplinary and sanctioning regime in particular.
4. The rights of the eUniv academic staff are:
 - a) Exercise academic freedom.
 - b) Contribute to the preparation of teaching plans and, where appropriate, research projects.
 - c) Have the appropriate means to carry out their teaching and research work, in accordance with the budgetary availability of the University.
 - d) Be part of research teams and receive grants that can contribute to their research activity.
 - e) Participate in ongoing education activities that enable them to update their knowledge.
 - f) Programme, develop and assess the theoretical and practical courses taught in the centres of the University, in the subjects of their area of knowledge, that appear in the curricula for obtaining academic qualifications, in keeping with the coordination which the University establishes in this respect.

- g) Be assessed in the fulfilment of their university obligations.
- h) Exercise freedom of expression, assembly and association.
- i) Use university facilities and services.
- j) Carry out activities to improve professional capacity and apply the knowledge acquired for the benefit of Andorran society.
- k) Have the recognition of the intellectual activity of their own works, in accordance with current regulations.

5. The duties of the eUniv academic staff are:

- a) Assume the responsibilities of the positions for which they have been appointed.
- b) Personally carry out their teaching and research obligations and others that derive from their relationship with the University in accordance with the Standing Rules and any other applicable regulations.
- c) Keep their scientific knowledge and teaching and research skills up to date.
- d) Consider the diversity of students.
- e) Inform students about their assessment criteria.
- f) Respect the other members of the university community and the tasks they carry out, as well as peaceful coexistence and academic freedom.
- g) Participate in the University internal quality assurance system processes and AQUA.
- h) Participate in the collegiate academic bodies of the University, as well as electing their representatives.
- i) Contribute to the fulfilment of the aims and improvement of the eUniv, and especially to collaborate in the establishment of the contents and methodologies of the teaching and the research programmes, in accordance with the advances of their discipline.
- j) Respect the Standing Rules and other rules of the University.

Article 30 *Full professor*

1. The category of Full Professor of the eUniv corresponds to doctoral teaching staff who normally work at the University, manage research projects and undertake full time teaching at all study levels.
2. Retired eUniv Full Professors who maintain their participation in research or doctoral projects receive emeritus recognition.
3. Full Professors of the eUniv who accredit the positive assessments of their scientific activity by an external quality agency, receive the recognition of Chair.
4. Full Professors of the eUniv who are exclusively dedicated to research receive recognition of Researcher.

Article 31 *Affiliated professor*

1. The category of Affiliated Professor of the eUniv corresponds to academic staff with master's degree or equivalent, responsible for fulltime teaching on bachelor's or master's degrees.
2. Affiliated Professors who participate in an eUniv doctoral research project receive the recognition of Doctoral Student Researcher.

Article 32 *Visiting professor*

1. The category of Visiting Professor of the eUniv corresponds to academic staff from other higher education institutions, responsible for determined periods of fulltime teaching on the courses provided, in accordance with their accredited qualification.

2. Visiting Professors of the eUniv who participate in research projects receive the recognition of Visiting Researcher.

Article 33 *Assistant professor*

1. The category of Assistant Professor of the eUniv corresponds to academic staff with a master's degree or equivalent responsible for support tasks of teaching, research and tutoring students.

2. Assistant Professors of the eUniv who carry out student tutorial functions receive the recognition of Tutor.

Article 34 *Non-academic staff*

1. The administrative and technical staff is the group of the general staff dedicated to the functions of management, implementation, support and assistance for the provision of the University's own services, allowing for possible collaborations in teaching and research by virtue of their level of qualification, ability and specialisation.

2. The administrative and technical staff is incorporated into the eUniv staff following the Andorran legal system applicable for this purpose.

3. The rights of non-academic staff are:

- a) Participate and exercise representation in all those collegiate university bodies set out.
- b) Exercise freedom of expression, assembly and association.
- c) Have adequate resources to carry out their functions.
- d) Participate in ongoing training activities that allow the extension and updating of their knowledge.
- e) Use the facilities and services.
- f) Intervene, through their representatives, in the negotiation of their working conditions.

4. The duties of non-academic staff are:

- a) Observe the founding Standing Rules and the other rules of organisation and operation of the University.
- b) Contribute to the fulfilment of the objectives and improvement of the eUniv.
- c) Assume the responsibilities of the positions to which they have been appointed.
- d) Keep their knowledge and skills up to date.
- e) Exercise the functions assigned to their position and the others that derive from their relationship with the University, in accordance with the Standing Rules and the regulations that derive from them.
- f) Participate in the activities of university life.
- g) Participate in the processes of the Internal Quality Assurance System of the University and AQUA.

5. The eUniv non-academic staff are subject to the application of the disciplinary and sanctioning regime provided for by Andorran labour law.

VIII *Courses*

Article 35 *State qualifications*

1. Andorran state university courses are created, regulated and issued by the ministry responsible for higher education.

2. The eUniv creates, regulates and issues its own qualifications, under the current legal system.
3. The eUniv may implement state or its own courses in conjunction with other higher education institutions, in accordance with the legal system established for this purpose.

Article 36 *University's own qualifications*

1. The eUniv's own qualifications are organised according to the academic level required for entry, and are arranged according to their workload.
2. The condition of non-state courses is stated in the document accrediting the qualification obtained.
3. The University's own degrees are issued by the centre responsible for teaching them.

Article 37 *Admission system*

1. Admission to state and the eUniv's own courses is made effective by applying the principles of equality and merit to applicants, and in no case may discretionary systems be applied that may lead to discrimination.
2. The eUniv may establish special admission systems to favour individuals and groups who require support and protection due to their circumstances.

Article 38 *Teaching quality*

All courses, state and the university's own, implemented in the University are obliged to fulfil the procedures set out by the Internal Quality Assurance System.

IX *Teaching*

Article 39 *Training activities*

All the ordinary subjects of state or the University's own curricula must include theoretical, practical, participatory and collaborative or individual research activities.

Article 40 *Teaching methodologies*

All training activities are carried out using the corresponding teaching methodologies, provided by the eUniv learning platform, which provide the necessary evidence to carry out the objective monitoring of students' training progress.

Article 41 *Assessment systems*

All training activities are assessed based on their specific system, incorporated into the eUniv learning platform, and students must be previously aware of the elements and parameters of the assessment, as well as their weighting in the final grade for each subject.

Article 42 *Workload*

1. All the ordinary subjects of the curricula, state and the University's own, implemented in the eUniv organise their workload in European ECTS that each involve 30 hours of study.
2. The eUniv learning platform monitors the effectiveness of this measure through the parameters incorporated in each of the teaching methodologies.

Article 43 *Tutoring and guidance*

1. New students to all the state and the University's own courses have a reception system in place to ensure that they are aware of the rules linked to their courses and that they have mastered the education technologies they are required to use.
2. Throughout their courses eUniv students have personal tutorial support and follow-up, which involves both educational guidance and academic or administrative management.

X Research

Article 44 Objectives

1. The research at the eUniv aims at:
 - a) Improvement and updating of teaching.
 - b) Development and transfer of knowledge.
 - c) Training of human capital in the scientific, technological and humanistic fields.
 - d) Cooperation and exchange with other scientific and social agents.
 - e) Competitiveness and innovation of the sectors in which the research is carried out.
2. To achieve these goals, the eUniv will establish cooperation agreements and conventions with public and private research organisations and institutions.

Article 45 Organisation

1. The IFIA is the centre responsible for organising the research activities of the eUniv.
2. The development of related lines of research is made effective through the creation, within the IFIA, of specialised research chairs.
3. The eUniv may set up its own specialised research centres, participate in interuniversity studies or associate with them by agreement or other forms of cooperation.
4. The creation, suppression or linking of research centres corresponds to the Academic Board, on its own initiative or at the proposal of the Academic Senate or the IFIA.

Article 46 Programming

1. The IFIA Committee is the body that programmes eUniv research activity.
2. The research programme will be estimated on a multiannual basis and the report of the Academic Senate and the Services Manager is mandatory and binding for its approval.
3. The IFIA Committee will study and resolve all research proposals submitted to it by the academic staff of the eUniv, as well as those of external agents submitted to it by the governing, advisory or academic bodies of the University.
4. The outcomes of the development of the general research programme will be the subject of a mandatory annual report that will be included in the University's activities report.

XI Quality Assurance

Article 47 System manual

The eUniv Quality Assurance System is set out in the Internal Quality Management System Manual (IQMSM), approved by the Academic Board and ratified by the General Board.

Article 48 Implementation

1. The implementation of what is provided for by the IQMSM is the responsibility of the Secretary General's Office, on which the Quality Assurance Service, in charge of document management of the system, depends.

2. The processes linked to the organisation and implementation of the Quality System are regulated in its specific rule.

Article 49 *Implementation*

2. The Management Offices of the courses convene the respective quality monitoring committees for each qualification and are responsible for drawing up the annual monitoring report, as well as the corresponding assessment.