

ESTABLISHMENT AND RULES OF OPERATION OF THE LABORATORY “CENTER FOR RESEARCH ON DEMOCRACY AND LAW”¹

No. 3970

Approval of the creation of a Laboratory entitled “Center for Research on Democracy and Law” of the Department of International and European Studies of the School of Social Sciences, Humanities and Arts of the University of Macedonia and of its Rules of Procedure.

THE RECTOR OF THE UNIVERSITY OF MACEDONIA

Taking under consideration:

1. The provisions of articles 28 and 29 of Law 4485/2017 (Issue 114, Volume A’ of the Official Government Gazette of the Hellenic Republic) “Organization and functioning of higher education, provisions for research and other provisions.”
2. The provisions of Presidential Decree 159/1984 “Prerequisites for the provision of services from University laboratories to individuals and all legal entities” (Issue 53, Volume A’ of the Official Government Gazette of the Hellenic Republic).
3. The decision of the number 4/7-11-2019 meeting of the Faculty of the Department of International and European Studies at the University of Macedonia.
4. The decision of the number 19/15-4-2020 meeting of the Senate of the University of Macedonia.
5. The fact that from this decision no burden is incurred on the Greek state budget and the budget of the University of Macedonia, we hereby decide:

The establishment of a Laboratory entitled “Center for Research on Democracy and Law” in the Department of International and European Studies of the University of Macedonia, and we approve its Rules of Operation as follows:

Article 1 Founding

The Laboratory entitled “Center for Research on Democracy and Law” is created in the Department of International and European Studies of the School of Social Sciences, Humanities and Arts of the University of Macedonia.

Article 2 Purpose

The Laboratory serves educational and research needs through basic and applied research, in matters relating, directly or indirectly, with democratic theory and democracy as a political system at the national or international level, with political thought and philosophy, with public and private law at the national or international level, with governance on a theoretical and practical level, with citizens’ rights at the national or international level, as well as with the institutions and policies of the European Union, except for those related to security, defense, foreign policy and international relations.

Article 3 Means

To achieve its goals, as described in Article 2 of these Rules of Operation, the Laboratory uses in particular the following means:

¹This English translation is for information purposes only. The original text of the relevant Rector’s Decision no. 3970/22.04.2020 in Greek has been published in [Issue 1784](#), Volume B’ of the Government Gazette of the Hellenic Republic (FEK) on 11 May 2020.

- a) Conducting interdisciplinary and multi-faceted basic and applied research, complementing the undergraduate and postgraduate teaching and research needs of the Department of International and European Studies and more generally of the University of Macedonia and other Departments of it, and developing teaching.
- b) Collaboration with other Institutes, Research Centers, Academic Institutions, scientific and other organizations as well as their staff, either domestic or foreign, under the condition that their scientific goals coincide with, are related to, or complement those of the Laboratory, in the spirit of reciprocal understanding, a conclusive scientific approach and collegiate work.
- c) Supporting the submission of research proposals and the implementation of research and development projects that are funded by national and international organizations.
- d) Organization or co-organization of seminars, symposia and conferences, with the participation of specialized scientists and personalities from Greece and abroad to promote the goals of, and to establish the Laboratory.
- e) Dissemination of the provided knowledge through the publication of scientific articles, books, monographs, working papers, memorandums, etc.
- f) Provision of services to private and public companies and organizations in the form of specialized and high quality work provided at the level of studies, consulting services, and synergies in research programs.
- g) Production of educational material to offer educational units that will help executives of the public and private sectors in understanding the policy implementation framework of the European Union at national and European level.

Article 4

Staff

The Laboratory is staffed by:

1. Professors/Lecturers of the Department of International and European Studies whose area of academic focus is related to the subject matter of the Laboratory, as defined in Article 2 hereof.
2. Members of the Laboratory Teaching Staff (EDIP), the Special Technical Laboratory Staff (ETEP), and members of the Special Educational Staff (EEP) of the University of Macedonia or other Greek Higher Education Institutions (AEI) whose area of focus is related to the subject matter of the Laboratory, as defined in Article 2 hereof.
3. Visiting Professors who belong to other domestic or foreign Higher Education Institutions and specialized scientists.
4. Professors, Lecturers, and researchers affiliated with other Higher Education Institutions or Research Centres and are collaborating on a case-by-case basis with the Laboratory.
5. Postdoctoral researchers, PhDs, PhD candidates, postgraduate and undergraduate students who participate in the execution of projects and the provision of services of the Laboratory.
6. Undergraduate or postgraduate students of Higher Education Institutions, domestic or foreign, can perform paid or voluntary traineeships in the Laboratory.
7. Finally, in order to meet its administrative support needs, the Laboratory may provide full or part-time employment to other administrative and scientific staff, in accordance with the provisions in force.

Article 5

Administration – Responsibilities

1. The Laboratory is directed by a Faculty member of the Department of International and European Studies who is appointed in accordance with existing legislation, and whose academic focus and research activity are relevant to the subject matter of the Laboratory. The Director of the Laboratory is elected for a three-year term and may be a full Professor, Associate Professor or Assistant Professor. In case of absence or legal impediment, the Director is substituted by the most senior

- faculty member of the Department of International and European Studies, starting from full Professors through to Assistant Professors.
2. The Director of the Laboratory exercises the responsibilities as defined in existing legislation and these Rules of Operation, including:
 - a) coordinating and approving of the work of the Laboratory,
 - b) drafting and submitting to the Faculty of the Department of International and European Studies of the annual plan and report of activities of the Laboratory,
 - c) ensuring staffing and financial management of the Laboratory,
 - d) appointing those responsible for the materials and mobile equipment,
 - e) signing the documents of the Laboratory, or authorizing a member of the staff of the Laboratory for signing,
 - f) being responsible for the proper operation of the Laboratory,
 - g) deciding, after granting a previous hearing of the individual concerned, and, in the case of the staff categories of paragraphs 1 and 2 of article 4 of these Rules of Operation, after the approval of the Faculty of the Department of International and European Studies, to place in suspension or to permanently expel a staff member of the Laboratory, pursuant to a violation of the present Rules of Operation or of decisions issued pursuant to its provisions,
 - h) issuing decisions on possible complaints or proposals of the staff of the Laboratory or of external persons.
 3. By a decision of the Faculty of the Department of International and European Studies, after a proposal of the Director of the Laboratory, a member of its staff, with a focus and research activity related to the subject matter of the Laboratory, may be appointed as Head of Operations and Research. The responsibilities of the Head of Operations and Research are primarily to support, organize and coordinate the scientific-research and administrative work and activities of the Laboratory, with the collection and analysis of data, the submission of proposals for activities and for research and educational programs and projects of the Laboratory, and the overall assistance of the staff and the Director towards materializing the purposes of the Laboratory.

Article 6

Establishment – Operation

1. The Laboratory operates in accordance with the regulations of the University of Macedonia, in areas of the Department of International and European Studies granted by the Department to it for the establishment of its material and technical infrastructure that is necessary for conducting its work. A sign with its title is placed in the area of the Laboratory's establishment.
2. The Director decides on the approval and prioritization of work and related use of the material and technical infrastructure of the Laboratory and is always informed before every activity of the Laboratory, unless there is a relevant decision.
3. The Director is responsible for the overall operation of the Laboratory, its staff, the possible Sections, Research Units, etc., in it, the use of instruments and materials that belong to it, the physical presence of its employees (staff, students, visitors) on its premises, as well as for the protection of the instruments and facilities of the Laboratory from damages.
4. The use of special instruments of the Laboratory is allowed only for its staff or other researchers, who have special training and authorization by the Laboratory's Director. Movable instruments, which are delivered for conducting work, are returned, after use, to the condition in which they were delivered.

Article 7

Revenue and resources

The revenue of the Laboratory, which it manages, comes from:

1. Carrying-out research and/or development programs, the funding of which can be by national and/or international organizations of the domestic or international private and/or public sector.

2. Providing research and scientific products in general.
3. Conducting special workshops, seminars, lectures, conferences, summer schools, and scientific publications.
4. Providing services to private and public companies and organizations, in accordance with existing legislation.
5. Special contributions and funding from international organizations, public or private companies, Legal Entities under Public and Private Law, and natural persons.
6. Credit that may be allocated by the Ministry responsible for Higher Education, the University of Macedonia, the Special Account for Funding and Research – Research Committee of the University, the Department of International and European Studies, or any other domestic or foreign organization.
7. Donations, sponsorships, inheritances and bequests left at the University of Macedonia for the purpose of the Laboratory, provided that there are no conditions that contradict the purpose of the Laboratory, the University of Macedonia, as well as the generally accepted principles of academic ethics and integrity.
8. Any other legal source.

Article 8 Records

For the needs of the Laboratory, the following records and data are kept, which can also be kept electronically:

1. Reference system of incoming and outgoing documents.
2. Infrastructure and other possible assets.
3. Details of the Laboratory's Staff.

By decision of the Director, any other record or data that is provided by special provisions or is deemed necessary for the proper operation of the Laboratory may be kept.

This decision is to be published in the Government Gazette.

Thessaloniki, April 22, 2020

The Rector
STYLIANOS KATRANIDIS