

# STATUTE OF THE INSTITUTE OF MATHEMATICS OF THE POLISH ACADEMY OF SCIENCES

## I. General provisions

### Section 1

The Institute of Mathematics (the “Institute”) is a scientific institute of the Polish Academy of Sciences.

### Section 2

The Institute operates under:

1. Act of 30th April, 2010 on the Polish Academy of Sciences (Journal of Laws No. 96, item 619);
2. Statute of the Polish Academy of Sciences, constituting an attachment to Resolution No. 8/2010 of the General Assembly of the Polish Academy of Sciences of 24th November, 2010;
3. Resolution of the Council of Ministers of 20th November, 1948 on establishing the National Institute of Mathematics (Journal of Laws No. 55, item 443);
4. Resolution No. 548 of the Council of Ministers of 9th July, 1952 on handing over some scientific units to the Polish Academy of Sciences (M.P. No. A – 63, item 953);
5. This Statute.

### Section 3

1. The Institute has its registered seat in the capital city of Warsaw.
2. The Institute may have organizational units throughout Poland.
3. The Institute has legal personality.

### Section 4

The Institute uses a round seal with the emblem of the Republic of Poland in the midst and the name of the Institute (Institute of Mathematics of the Polish Academy of Sciences) in the rim.

## II. Tasks of the Institute

### Section 5

The Institute’s aim is conducting and stimulating research in the field of mathematics and its applications, publishing the results of such research and promoting the knowledge of mathematics.

### Section 6

The Institute’s tasks include, without limitation:

1. organizing and conducting research in the field of mathematics and its applications;
2. supporting persons who commence research;
3. educating scientific employees and specialists with particular qualifications in the field of mathematics and its applications;
4. cooperating with higher education institutions, research institutes and learned societies;
5. developing international scientific cooperation and conducting research projects jointly with foreign partners;
6. promoting knowledge about the Institute’s activities;
7. carrying out other tasks resulting from applicable regulations, and tasks ordered by the authorities of the Polish Academy of Sciences.

## Section 7

The Institute carries out the tasks listed in Section 6 in particular through:

1. conducting research;
2. publishing research findings;
3. awarding academic degrees in accordance with its rights;
4. organizing PhD programmes, post-graduate studies, internships and other education activities;
5. publishing activities;
6. operating the Stefan Banach International Mathematical Center in Warsaw;
7. cooperating with domestic and international scientific bodies, participating in domestic and international research programmes;
8. drawing up expert opinions and assessments in the field of the Institute's scientific specialization;
9. organizing scientific meetings (conferences, congresses, symposiums, others);
10. operating the Research and Conference Centre (with its own hotel and restaurant facilities) in Będlewo by Poznań;
11. cooperating with institutions which promote knowledge in fields listed in Section 6;
12. supporting library needs and documentation and information needs in the field of mathematics and its applications, operating the Central Mathematical Library.

## III. The Institute's Organization

### Section 8

1. The Institute's bodies are: the Director and the Scientific Council.
2. The Institute's basic organizational units are: branches, research centres, departments and laboratories.
3. The Institute may establish other organizational, research, education or service units than those listed in item 2, acting in accordance with the Institute's tasks.

### Section 9

1. The President of the Polish Academy of Sciences shall appoint the Director of the Institute, selected through a competition, for a 4-year term.
2. The Director has the following Deputies:
  - two or three Deputies for Scientific Matters,
  - one Deputy for General Matters.
3. The Director shall appoint Deputy Directors after consultation with the Scientific Council.
4. Deputy Directors may be revoked by the Director after consultation with the Scientific Council.

### Section 10

1. The Director's activities include, without limitation:
  - 1) managing and representing the Institute;
  - 2) coordinating the Institute's current activities, also by appointing plenipotentiaries for the performance of particular tasks;
  - 3) performing employer's activities provided for in the labour law in relation to the Institute's employees;
  - 4) drawing up the Institute's scientific and economic development programmes;
  - 5) drawing up annual research plans, research plans, financial plans and annual reports on the Institute's activities;
  - 6) submitting to the Scientific Council draft programs, opinions and applications falling

- within the Council's scope of activities;
- 7) preparing the Institute's draft organizational structure charts;
  - 8) specifying the Institute's organizational regulations;
  - 9) developing work regulations;
  - 10) appointing and revoking heads of the Institute's internal organizational units and assigning employees to those units;
  - 11) appointing the members of editing committees for the Institute's publications;
  - 12) specifying, for managerial positions (Deputy Directors) and heads of the Institute's organizational units, the rights and responsibilities related to performing managerial functions, and their responsibility for financial management and asset management.
2. The Director shall manage the Institute's current activities, is responsible for asset management in accordance with applicable principles and is responsible for the Institute's financial result.

#### Section 11

The division of tasks between Deputy Directors is organized as follows:

1. First Deputy for Scientific Matters manages matters related to planning and conducting research, reporting, and development of scientific employees.
2. Second Deputy for Scientific Matters is responsible for organizing the cooperation with domestic and international institutions and the Institute's periodicals.
3. If necessary, a Third Deputy for Scientific Matters may be appointed who shall be responsible for matters related to the activities of the Stefan Banach International Mathematical Center.
4. Deputy Director for General Matters shall manage other current activities of the Institute related to administration and support of the Institute's activities.
5. The Institute's Director shall specify a detailed scope of tasks of the Deputy Directors in which they replace the Director.

#### Section 12

1. The Director may appoint advisory and consulting bodies.
2. The members, scope of activities and manner of operation of the bodies specified in item 1 shall be specified in the Director's decision on their appointment.

#### Section 13

1. The Scientific Council consists of 50 members.
2. The term of the Scientific Council is 4 years.

#### Section 14

The following persons shall be members of the Scientific Council with a right to vote:

1. representatives of persons with an academic title or academic degree of *doktor habilitowany*, employed at the Institute on a full time basis (18 persons),
2. members of the Polish Academy of Sciences, selected for participation in the Council's works by the Academy's Division Three: Mathematics, Physics, Chemistry and Earth Sciences (15 persons),
3. Director of the Institute and Deputy Directors for Scientific Matters,
4. persons with academic title or academic degree of *doktor habilitowany* or PhD, not employed at the Institute or employed on a part time basis, selected by persons listed in item 1 and 2 (10 persons),

5. a selected representative of other scientific employees employed at the Institute on a full time basis,
6. a representative of PhD students,
7. one non-Institute member, indicated by the president of the given centre of the Polish Academy of Sciences specified in Article 57 of the Act on the Polish Academy of Sciences, relevant due to its scientific specialization.

#### Section 15

The Scientific Council shall include at least 15 non-Institute members.

#### Section 16

1. The election of Scientific Council members specified in Section 14.1, 14.4, 14.5 and 14.6 hereof shall be organized by the Director.
2. The election shall have the form of secret ballot as specified in items 3–9 below.
3. The election shall be valid if attended by at least half of persons who have active voting right. A vote cast in the election shall be invalid if the voter votes for more candidates than the number of positions to be filled by a given vote.
4. In the election for members of the Scientific Council specified in Section 14.1, active voting right shall be held by all persons with an academic title or academic degree of *doktor habilitowany*, employed at the Institute on a full time basis. Passive voting right shall be held by those from among these persons who are employed at the Institute for a period of over two years and are not listed in Section 14.2 and 14.3.
5. In the election for members of the Scientific Council specified in Section 14.5, active and passive voting right shall be held by scientific employees employed at the Institute on a full time basis who do not have the academic title or academic degree of *doktor habilitowany*.
6. PhD students shall be represented in the Scientific Council by the Chairman of the PhD Student Union of the Institute of Mathematics of the Polish Academy of Sciences.
7. As a result of the election specified in items 4, 5 and 6, the Scientific Council shall consist of persons who receive the highest successive number of votes. In the case of an equal number of votes, an additional ballot shall be held. If this ballot is indecisive, the candidate shall be selected through draw of lots.
8. In case of employment termination of the members elected pursuant to Section 14.1, 14.4 and 14.5 taking place more than three months before the end of the Scientific Council's term, or in case of obtaining the *doktor habilitowany* degree by the members of the Council elected pursuant to Section 14.5 before the end of the Scientific Council's term, the membership of such members in the Council shall be revoked, and a by-election shall be held within three months.
9. Members of the Scientific Council specified in Section 14.4 shall be elected by voters specified in accordance with Section 14.4 on a meeting called by the Director after specifying the list of such voters. The meeting shall be presided by the Director or a person indicated by the Director. Participants of this meeting shall propose candidates from among the persons listed in Section 14.4, prepare a list of candidates and conduct the vote. The Scientific Council shall consist of the candidates who receive the highest successive number of votes, not lower, however, than absolute majority.

#### Section 17

The elected members of the Scientific Council shall be appointed by the Vice-President supervising Division Three: Mathematics, Physics, Chemistry and Earth Sciences of the Polish Academy of Sciences, or a person authorized by the Vice-President.

#### Section 18

1. The Scientific Council is responsible for the current supervision of the Institute's activities, ensuring a high level of its research and the development of persons who commence their academic career.
2. The Scientific Council shall, without limitation:
  - 1) specify the Institute's profile, taking into account the development directions of the global science;
  - 2) adopt programmes of research and cooperation with foreign research institutions, and publishing programmes;
  - 3) approve reports on the Institute's activities;
  - 4) conduct proceedings to qualify for a doctor's degree and doktor habilitowany degree, and present applications for awarding an academic title, in accordance with its rights;
  - 5) assess the Institute's scientific employees;
  - 6) adopt the Institute's statute and its amendments;
  - 7) decide on the manner of conducting competitions for particular academic positions;
  - 8) appoint the Institute's disciplinary commissioner;
  - 9) adopt resolutions in other matters falling within the competences of the Scientific Council in the Act on the Polish Academy of Sciences or the Academy's statute;
  - 10) decide on other matters resulting from applicable regulations, decisions of the Academy's authorities and matters submitted for discussion by members of the Council or the Institute's Director.

#### Section 19

In recognition of particular merit, the Scientific Council may award honorary membership of the Scientific Council of the Institute of Mathematics of the Polish Academy of Sciences to persons who are not members of the Scientific Council as defined in Section 14. Honorary members shall be invited to the Council meetings and shall have an advisory vote.

#### Section 20

The principles and manner of operation of the Scientific Council shall be specified in the rules adopted by the Scientific Council.

#### Section 20a

1. The Institute conducts PhD studies under rules adopted by the Scientific Council.
2. A person admitted to PhD studies shall acquire the rights of a PhD student upon making the following oath: „Ślubuję uroczyście, że będę wytrwale dążyć do zdobywania wiedzy i rozwoju własnej osobowości, szanować prawa i obyczaje akademickie oraz całym swoim postępowaniem dbać o godność i honor doktoranta Instytutu Matematycznego Polskiej Akademii Nauk.” (*I hereby solemnly declare that I will persistently strive to acquire knowledge and develop my personality, that I will respect academic rights and customs, and care about the dignity and honour of a PhD student of the Institute of Mathematics of the Polish Academy of Sciences in all of my actions*).

#### Section 21

1. A PhD Student Union of the Institute of Mathematics of the Polish Academy of Sciences shall operate at the Institute, consisting of participants of PhD studies conducted by the Institute.
2. The PhD Student Union shall act in accordance with legal regulations, based on the rules specifying the structure of the PhD Student Union and the principles of its functioning,

approved by the Institute's Director.

3. The PhD Student Union elects its Chairman on an annual basis.

#### Section 22

1. The Institute may conduct business activities of a research, service and production nature in the scope appropriate for the directions of its scientific activities.
2. A decision on commencing business activities of a specific type and specific organizational and legal form shall be made by the Institute's Director.

#### Section 23

1. An organizational structure chart forms an attachment hereto.
2. The Institute's internal structure shall be established in the organizational regulations specified by the Director.

#### Section 24

The Institute's financial management shall be governed by separate regulations.

### **IV. The manner of electing members of disciplinary committee which decides on disciplinary matters related to scientific employees and research and technical employees in the first instance.**

#### Section 25

1. A disciplinary committee shall operate at the Institute which shall decide on disciplinary matters related to scientific employees and research and technical employees.
2. The disciplinary committee shall consist of 4 members elected for a 4-year term by scientific employees and research and technical employees employed at the Institute.
3. Members of the disciplinary committee shall be selected from among scientific employees employed on the position of Professor on a full time basis.

#### Section 26

1. The election for members of the disciplinary committee shall be organized by the Institute's Director.
2. Votes shall be cast by putting ballot papers into the ballot box.
3. Election shall be valid if attended by at least half of the persons who have active voting right.
4. The disciplinary committee shall consist of persons who receive the highest successive number of votes.
5. The disciplinary committee shall select its chairman and deputy chairman from among its members.
6. The disciplinary committee shall issue decisions in the presence of 3 members. The committee's chairman shall specify which members shall decide on a particular matter.

### **V. Final provisions**

#### Section 27

The work organization and order and related rights and responsibilities of the employer and the employees shall be specified in work regulations.

#### Section 28

This statute was adopted by the Institute's Scientific Council on 17<sup>th</sup> October, 2017.

An opinion on the statute was issued by Division Three: Mathematics, Physics, Chemistry and Earth Sciences of the Polish Academy of Sciences on 6<sup>th</sup> December, 2017.

The statute becomes effective after receiving the approval of the President of the Polish Academy of Sciences

#### Section 29

The statute may be amended in the same manner as is provided for its approval.

#### Section 30

The statute approved by the President of the Polish Academy of Sciences on 18<sup>th</sup> April, 2013 is hereby repealed.