

APPROVED

By Resolution No. ((1.1) 150000-TP-17-2 of 28  
December 2020 of the Council of the Faculty of  
Medicine of Vilnius University

## **REGULATIONS OF THE STUDENT RESEARCH NETWORK OF THE FACULTY OF MEDICINE OF VILNIUS UNIVERSITY**

### **I GENERAL PROVISIONS**

1. The Student Research Network of the Faculty of Medicine of Vilnius University (hereinafter – VU MF), hereinafter – Network or SRN) is a free-membership VU MF body, which unites students and scientists in VU MF integrated, Bachelor’s and Master’s degree programmes, who are interested and participate in research.
2. The activities of the Network are based on the provisions of VU Statute, resolutions approved by VU Council, VU Internal Rules of Procedure and these Regulations of VU MF SRN.
3. In the formal documents, advertising campaigns or tools, the Network shall have the right to use the abbreviation VU MF SMVT or translation “Students’ Research Network (SRN)”.
4. Network address: Faculty of Medicine of Vilnius University, M. K. Čiurlionio g. 21, LT-03101 Vilnius, Lithuania.
5. Definitions:
  - 5.1. Supervisor – a VU MF academic employee or a researcher who supervises student research;
  - 5.2. Group – a structural and functional unit of the Network, which unites members of the Network interested in medical and health sciences and sharing the same academic aspirations;
  - 5.3. Coordinator of the Group – a SRN member who coordinates activities of the Group;
  - 5.4. Supervisor of the Group – an individual who manages the Group and coordinates the Group’s research activities;
  - 5.5. Research Committee – a group of competent individuals from VU MF formed in the Group or in a section before a SRN conference to assess student research papers;
  - 5.6. Section – a structural and functional unit of the Network, which unites Network members who share the same academic aspirations. A Section is formed where members of the Group submit 10 or less theses. A Section consists of at least 2 (two) Groups if one Group submits less than 10 theses. The management and operation of the Section shall be organized according to the same principles as those of the Group.
  - 5.7. Curator of the Network – a specialist from VU MF Research, Innovation and Doctoral Studies Department who curates and coordinates the organization of the Network’s activities.

### **II AIMS AND OBJECTIVES OF THE NETWORK**

6. Aims of the Network:
  - 6.1. to promote and activate VU MF student research activities by broadening and increasing their research knowledge and improving their competencies;
  - 6.2. to promote research communication by expanding the internationalisation of student research activities.
7. Objectives of the Network:
  - 7.1. to help students engage in research activities;
  - 7.2. in order to expand student research activities, to prepare and conduct research;
  - 7.3. to improve the quality of research activities;
  - 7.4. to familiarize the MF community with the Network activities and to provide information

about the Network;

7.5. to organize student research events (conferences, seminars, fairs, meetings, etc.).

### **III NETWORK STRUCTURE**

8. The Network consists of the following: research committees, student research groups (hereinafter – Groups), supervisors of the Groups, supervisors of research papers, and coordinators of the Groups.

9. The Network is curated by the VU MF SRN Curator.

### **IV ACTIVITIES AND RESPONSIBILITIES OF THE MEMBERS OF THE NETWORK**

10. The supervisor of the Group shall be elected on the recommendation of the head of the clinic or the department.

11. The supervisor of the student research Group shall:

11.1. be responsible for research activities of the Group and shall provide proposals regarding improvement of research activities;

11.2. participate in the Group's meetings;

11.3. coordinate the activities of the supervisors of the Group, and approve research topics;

11.4. control the quality of the research conducted in the Groups.

12. The supervisor of the Group may resign from his/her duties voluntarily by informing about it at the Group's meeting.

13. The supervisor shall:

13.1. provide methodological support to the student, advise and/or facilitate research intended for a research paper, and help develop research excellence;

13.2. be responsible that the research paper provided for publication does not breach the laws of academic ethics and personal data protection laws.

14. The Curator of the Network coordinates organizational activities of the Network. The Curator of the Network shall:

14.1. provide information and news to the supervisors of the Group, coordinators, and Network members;

14.2. advise supervisors of the Group and coordinators on SRN activities;

14.3. accept protocols, requests, complaints and other documents related to the activities of the Network;

14.4. be responsible for the implementation of the objectives of the Network.

15. The Coordinator of the Group shall be elected at the Group meeting by a simple majority of votes. The term of office of the Coordinator of the Group shall be one year and the number of terms of office shall not be limited. All members of the Group shall have the right to vote. The Coordinator of the Group shall hold office from the date of the first meeting of the Network Group held in the new academic year in which s/he was elected the Coordinator.

16. The Coordinator of the Group shall:

16.1. represent the Group in solving the issues related to the Network and Group activities with the Supervisor of the Group;

16.2. be responsible for notifying members of the Group on the Network issues, and for providing and disseminating information;

16.3. organize the work of the Group and meetings of the Group;

16.4. maintain the list of the members of the Group;

16.5. together with the Supervisor of the Group, decide regarding the admission of new members and the removal of members from the Network;

16.6. coordinate research events.

17. The Coordinator of the Group may resign from his/her duties voluntarily by informing about it at the Group's meeting.

## **V RIGHTS AND OBLIGATIONS OF THE MEMBERS OF THE NETWORK**

18. Rights of the members of the Network:
- 18.1. to participate in the activities of the Network and receive information about it;
  - 18.2. to exercise voting right at the meeting of the members of the Network;
  - 18.3. to submit proposals related to the activities of the Network;
  - 18.4. to use the support provided to the Network equally with other members of the Network and to defend their legitimate interests;
  - 18.5. all members of the Group shall have the right to apply for the role of the Coordinator of the Group. A member of the Group may be a candidate or suggest another member of the group as a candidate.
19. Responsibilities of the members of the Network:
- 19.1. to participate in research activities;
  - 19.2. to comply with the Network Regulations;
  - 19.3. to participate in the events organized by the Network (conferences, seminars, fairs, programmes, etc.);
  - 19.4. a Network member may submit not more than 2 theses per Group per academic year for a conference, if s/he is the only author of theses. If the research was conducted by several members of the Network, the number of theses submitted by one author cannot exceed 3 theses per Group per academic year.
  - 19.5. to represent and defend the interests of the Network within the scope of his/her competences.
20. If a Member of the Network deliberately fails to comply with these provisions, his membership of the Network shall be resolved at the meeting of the Group.
21. A Member of the Group shall have the right to leave the Network at any time by notifying the Coordinator of the Group thereof.

## **VI MEMBERSHIP OF THE NETWORK**

22. Each VU MF student studying and participating in research activities may be a member of the Network by submitting an application to the Coordinator of the Group of the Network.
23. Membership of the Network shall cease:
- 23.1. if a member of the Network terminates or completes his/her studies at VU MF;
  - 23.2. if the Group takes a decision to remove a member from the Network;
  - 23.3. if a member of the Network requests to remove him/her from the Network.
24. If a member of the Network temporarily suspends his/her studies, the member may remain in the Network, provided that s/he continues to comply with these provisions and other requirements related to the activities and membership of the Network.

## **VII FORMATION OF A GROUP**

25. A Group shall be established where:
- 25.1. interested members of VU MF community participate in the founding meeting of the Group;
  - 25.2. the Supervisor and the Coordinator of the Group are elected at the founding meeting of the Group;
26. minutes of the founding meeting of the Group are kept. The establishment of the Group is recorded in the minutes of the founding meeting of the Group. The minutes of the founding meeting of the Group shall establish the Group. The minutes of the founding meeting of the Group shall provided to VU MF Research, Innovation and Doctoral Studies Department.

### **VIII NETWORK MEETINGS**

27. The meetings of the Network shall be organized by the Coordinators of the Groups.
28. The Group meetings of the Network shall be convened as necessary.
29. Minutes of all meetings of the Group shall be taken. The Coordinator of the Group must provide minutes of the meetings to the Curator of the Network within 2 weeks of the meeting.
30. The decisions of the meetings (resolutions) shall be adopted by open vote, by a simple majority of the members of the Network present at the meeting.

### **IX FINAL PROVISIONS**

31. The Regulations shall be updated at least every five years.
32. The Regulations shall enter into force on the date set by MF Council.
33. The Network may be reorganized and/or restructured by the decision of VU MF Council upon the recommendation of the Dean.



**VILNIUS UNIVERSITY  
FACULTY OF MEDICINE**

Name of SRN Group  
MINUTES OF THE MEETING

Date, No.  
Vilnius

The meeting took place on:

Chairman:

Participants:

AGENDA:

1.            **CONSIDERED.**
2.            **RESOLVED.**

Chairman

Minutes were taken by