



КИЇВСЬКИЙ МЕДИЧНИЙ УНІВЕРСИТЕТ
KYIV MEDICAL UNIVERSITY
EST.1992

REGULATION
on about the Scientific union
PHEE “Kyiv medical university

Kyiv-2025

1. GENERAL REGULATION

1.1. The Regulations on the Scientific Union of the Private Higher Educational Establishment “Kyiv medical university” (hereinafter referred to as the Regulations) regulate the procedure for the creation and functioning of the association of education seekers, scientific and pedagogical employees of the university - young scientists (persons under 35 years of age).

1.2. The Scientific Union of Kyiv medical university (hereinafter referred to as the Scientific union) is part of the system of public self-government at the University, which should promote the development of science and encourage young people to engage in scientific work.

1.3. The activities of the Scientific union are carried out in accordance with the Constitution of Ukraine, the Laws of Ukraine “On Education”, “On Higher Education”, “On Scientific and Scientific-Technical Activities”, other acts of Ukrainian legislation, the Charter of the University and these Regulations.

1.4. The Scientific union operates on the principles of voluntariness, self-government, legality, transparency and other legal principles that do not contradict the legislation.

1.5. The Scientific union ensures the protection of the rights and interests of persons studying or working at the University, in particular regarding issues of scientific activity, support of promising scientific ideas, innovations and knowledge exchange, and promotes the implementation of the results of scientific work of young scientists of the University into the system of practical healthcare.

1.6. The Scientific Union acts independently, as well as in cooperation with the University management, student self-government bodies of the University, state bodies of Ukraine, local self-government bodies, public organizations of Ukraine and other countries of the world, whose activities do not contradict the principle of the Scientific Union's activities, the interests of the University and the legislation.

2. PURPOSE AND OBJECTIVES OF THE SCIENTIFIC ASSOCIATION

2.1. The purpose of the Scientific union is: to create conditions for the disclosure of the scientific and creative potential of individuals studying or working at the University; to develop scientific thinking and research skills; to popularize various branches of science at the University; to develop innovative activities; to assist the University management in optimizing the organization of scientific and educational

work, and to implement the results of scientific work into the system of practical healthcare.

2.2. Main tasks of the Scientific union:

2.2.1. Implementation, promotion of improving the quality and competitiveness of scientific research at the university, implementation of results into the practical healthcare system, implementation of scientific work by members of the Scientific union.

2.2.2. Exchange of information between young scientists regarding the search for and receipt of scientific grants, the performance of scientific research, and the promotion of scientific and academic mobility.

2.2.3. Monitoring compliance with the principles of academic integrity by young scientists when conducting scientific work.

2.2.4. Promoting the development of interuniversity and international cooperation in the field of science.

2.2.5. Promoting the publication of scientific works of persons studying and working at the University by posting them on the University's website.

2.2.6. Popularization of the results of the university's scientific activities in social networks, professional circles, the media, among the student community and public organizations, etc.

2.3 Main functions of the Scientific union:

2.3.1. Adopts acts regulating its organization and activities.

2.3.2. Organizes the work of persons studying and working in University in scientific clubs, encourages them to participate in the scientific work of the University.

2.3.3. Participates in the implementation of research work of the departments.

2.3.4. Organizes and conducts scientific conferences of young scientists, research seminars, forums, exhibitions, round tables, lectures, debates, intellectual games, meetings with famous scientists, presentations of scientific projects and other scientific and educational events.

2.3.5. Promotes scientific activities among students, promotes the involvement of students in scientific work and innovative activities.

2.3.6. Provides up-to-date information on opportunities to participate in grant programs and competitions, sources for searching for grant programs for young scientists, information resources and online courses for scientific work of young scientists, etc.

2.3.7. Participates in and promotes the development and implementation of scientific and educational projects that can be proposed by enterprises and organizations regardless of the form of ownership and form of business, including foreign ones.

2.3.8. Represents the interests of students and young scientists before the University administration and other organizations on issues of scientific work and academic career development.

2.3.9. Cooperates and coordinates its work with scientific societies of other higher education institutions.

2.3.10. Interacts with relevant public associations and advisory bodies of the Ministry of Education and Science of Ukraine, the Ministry of Health of Ukraine, the National Academy of Medical Sciences of Ukraine and other industry academies, scientific and research institutions, higher education and healthcare institutions.

2.3.11. Maintains a web page that contains up-to-date information regarding the activities of the Scientific union.

2.3.12. Carries out other activities that meet the purpose of the activity and do not contradict the legislation of Ukraine, the Charter of the University and these Regulations.

3. MEMBERSHIP IN THE SCIENTIFIC ASSOCIATION

3.1. Membership in the Scientific union is voluntary.

3.2. Students and young scientists under the age of 35 who study or work at the University and have expressed a desire to participate in the activities of the Scientific Union may become members of the Scientific Union.

3.3. Members of the Scientific union are all members of scientific clubs (circles) - hereinafter referred to as clubs at the departments of the University.

3.4. Termination of membership in the Scientific union occurs in the event of:

3.4.1. Completion of studies (termination of work) at the University.

3.4.2. Submitting to the head of the Scientific union an application for voluntary withdrawal from the Scientific Union or termination of membership in the club.

3.4.3. Achievements by a student of education as a scientist at the age of 35.

3.4.4. Failure to comply with the requirements of these Regulations.

3.4.5. Violation of the principles of academic integrity, the Code of Ethics of a scientist of Kyiv Medical University.

4. RIGHTS AND OBLIGATIONS OF MEMBERS OF THE SCIENTIFIC UNION

4.1. Members of the Scientific union are obliged to:

4.1.1. Comply with all requirements of these Regulations.

4.1.2. Take an active part in the work of the Scientific union and the scientific work of the University.

4.1.3. Adhere to the principles of academic integrity, the Code of Ethics of a scientist of Kyiv Medical University.

4.2. Members of the Scientific union have the right:

4.2.1. Participate in the discussion of issues related to the organizational activities of the Scientific union and the scientific work of the departments.

4.2.2. Present the results of the Scientific union's activities in print and electronic media.

4.2.3. Participate in regional, all-Ukrainian and international scientific events, attend and deliver reports at scientific seminars, conferences, other scientific events, be initiators and co-organizers of their holding.

4.2.4. Receive methodological and informational assistance from the leadership of the Scientific union, the University administration, faculties/educational and scientific institutes and departments on issues of organizing scientific work.

4.2.5. Submit proposals to the Vice-Rector for scientific Work regarding the recognition (encouragement) of the most active students and young scientists, as well as the best scientific supervisors.

4.3. Members of the Scientific union may also have additional rights established by the legislation of Ukraine, the University Charter and other acts of the University.

5. GENERAL MEETING OF THE SCIENTIFIC ASSOCIATION

5.1. The governing body of the Scientific union is the general meeting of the Scientific union.

5.2. Participants in the general meeting of the Scientific union are: the chairman of the Scientific union, the deputy chairman of the Scientific union, the secretary of the Scientific union and members of scientific clubs. All members of the Scientific union have the right to vote.

5.3. Honorary members of the Scientific union with the right to a consultative vote and representatives of the administration and departments of the University may attend meetings of the Scientific union.

5.4. A meeting of the Scientific union is considered valid if at least 2/3 of its members are present. Any decision is made by a simple majority of votes.

5.5. The meeting may convene for regular and extraordinary meetings. A regular meeting is convened by the Chairman of the Scientific union annually in October. Extraordinary meetings are convened by decision of the chairman of the Scientific union, the University administration, if necessary, or in the event of termination of the powers of the Chairman of the Scientific union.

5.6. The powers of the general meeting of the Scientific union include:

5.6.1. Development of the draft Regulations on the Scientific union, amendments and supplements to it.

5.6.2. Election of the chairman, deputy chairman and secretary of the Scientific union, as well as their dismissal from duty.

5.6.4. Approval of the work plan of the Scientific union.

5.6.5. Approval of the report of the Chairman of the Scientific union on the work of the Union.

5.6.6. Consideration of current, organizational issues of the Scientific union's activities and adoption of relevant organizational decisions.

6. MANAGEMENT OF THE SCIENTIFIC UNION (CHAIRMAN, VICE-CHAIRMAN AND SECRETARY OF THE SCIENTIFIC UNION)

6.1. The Head of the Scientific Union may be a person working or studying at the University, under the age of 35.

6.2. The Chairman of the Scientific union is elected at the general meeting of the Scientific union by a simple majority of votes by secret ballot. The term of office of the Chairman of the Scientific union is 3 (three) years, the Chairman may be elected for no more than 2 (two) consecutive terms.

6.3. Candidacies for the position of the Head of the Scientific Union are submitted by members of the Scientific union and the University management.

6.4. Head of the Scientific union:

6.4.1. Presides over meetings of the Scientific union.

6.4.2. Represents the interests of the Scientific union in all structural divisions of the University, as well as in public and state organizations and institutions.

6.4.3. Participates in organizing the work of scientific clubs of departments, organizes the activities of members of the scientific union, and provides information support on all issues of the scientific union's activities.

6.4.4. Within the limits of its powers, it issues orders that are mandatory for the members of the Scientific union.

6.4.5. Signs documents (protocols, official letters, orders, etc.) approved by the Scientific union.

6.4.6. On behalf of the Scientific Union, concludes cooperation agreements with other student organizations;

6.4.7. Reports on activities annually at the meeting of the Scientific union.

6.4.8. Is a member of the Academic Council of the University; reports on the work of the Scientific union to the Academic Council of the University.

6.5. The Deputy Chairman and the Secretary of the Scientific union are elected at the general meeting of the Scientific union by a simple majority of votes by secret ballot of the participants. The term of office of the Deputy Chairman of the Scientific union and the Secretary is 3 (three) years and may be elected for no more than 2 (two) consecutive terms. Nominations for the position of Deputy Chairman and Secretary of the Scientific union are submitted by the Chairman of the Scientific union.

6.6. Deputy Chairman of the Scientific union:

6.6.1. Carry out the instructions of the Head of the Scientific union.

6.6.2. Participates in organizing interaction with departments, scientific clubs and other self-governing bodies at the University, public organizations, etc.

6.6.3. Performs the duties of the Chairman of the Scientific union in his absence.

6.7. The Secretary of the Scientific union keeps minutes of the meetings of the Scientific Union, as well as keeps all necessary documentation related to its activities. Covers the activities of the Scientific union in print and electronic media.

6.8. The permanent personal composition of the leadership of the Scientific union and changes to it are approved by order of the University.

7. SCIENTIFIC UNION CLUBS

7.1. Scientific clubs are formed at the constituent meetings of the university department club on the initiative of students and scientific and pedagogical workers in agreement with the heads of departments.

The work plan of the department's scientific clubs for the academic year is approved by the head of the department by October 1 each year and published on the department's website.

The consolidated work plan of the scientific clubs of all departments of the university for the academic year is approved annually by the vice-rector for scientific work of the university and published on the university website by November 1.

7.2. The department's science club may consist of several science circles by subject area within the specialty in accordance with the department's profile.

7.3. Head of the Department:

7.3.1. Determines a responsible person(s) from among the university's scientific and pedagogical staff to organize the scientific work of higher education students - members of the scientific club;

7.3.2. Organizes the keeping of records of higher education applicants involved in the performance of scientific work, providing contact details of higher education applicants to the leadership of the scientific union and the university (upon request), approves the work plan of the scientific club. Issues of organizing the activities of scientific clubs, in particular the work plan and report, are considered at a meeting of the department once a semester.

7.3.3 Organizes informing higher education applicants about the work plan of scientific clubs in the academic year by posting relevant information on the department's website with contact details of persons responsible for organizing the scientific work of club members.

7.4. Leaders of scientific clubs ensure the organization of the scientific club, interaction with the department and the Scientific union. The leader is elected by secret ballot at the club meeting.

7.5 Club functions:

7.5.1. Conducting scientific work, in particular:

7.5.1.1. Analytical and review studies: preparation of review articles, abstracts, systematic reviews on current medical topics (analysis of scientific publications, databases PubMed, Scopus, Web of Science etc.).

Result : theses, reports at conferences, publications in student collections, a fragment of the department's research.

7.5.1.2. Retrospective clinical analyses (in collaboration with the clinical base, partner clinics where students undergo internship), using case histories or observational data (in agreement with the base) on the effectiveness of certain treatment methods, comparative analysis of therapy regimens, etc.

Result: theses, reports at conferences, publications in student collections, a fragment of the department's research.

7.5.1.3. Online research and surveys (**conducting** surveys among students, doctors, patients (in compliance with ethical requirements); analysis of attitudes towards vaccination, communication skills, stress levels, etc. using free tools (Google Forms, Excel, Jamovi, PSPP), etc.

Result: theses, reports at conferences, publications in student collections, a fragment of the department's research.

7.5.1.4. Experimental works of theoretical direction (in silico): modeling of physiological processes, pharmacokinetics, biomechanics using virtual laboratories, simulations, open databases (NCBI, Protein Data Bank), software: PhET, BioRender, SimVascular, GeoGebra, etc.

Result: theses, reports at conferences, publications in student collections, a fragment of the department's research.

7.5.1.5. Development scientific and educational projects (teaching methods and techniques, digital technologies, distance learning), educational materials, web resources, video lectures, medical simulations, etc.

Result: theses, reports at conferences, publications in student collections, a fragment of the department's research, development of syllabi, methodological recommendations, etc.

7.5.2. Other types of scientific activities in accordance with the legislation.

7.5.3. Scientific, public and popularization activities, in particular:

7.5.3.1. Organization of popular science events, science weeks, health days, etc. at the university.

7.5.3.2. Writing articles for the website, messages to the university's social networks.

7.5.3.3. Creating educational posters or videos about disease prevention.

7.5.3.4. Participation in interuniversity or international competitions (holding scientific paper competitions, student conferences, Olympiads, Erasmus+ grants, EU4Youth, etc.).

7.5.3.5. Other activities in accordance with the work plan of the Scientific Union .

7.5.4. Organization of the club's work plan.

7.5.5. Organization of the work of education seekers within the club, holding club meetings, round tables, open lectures, presentations of scientific work at the club level, etc.

7.5.6. Solving individual issues of organizing students' research work.

7.5.7. Providing proposals to heads of departments regarding the candidacies of research students for receiving named scholarships (awards), diplomas and other incentives.

7.5.8. Studying the issue of international student exchange for the purpose of conducting joint scientific research, participating in scientific forums and conferences.

7.5.9. Promoting the publication of scientific works by club members.

7.5.10. Carrying out other activities that do not contradict these Regulations.

7.6 Scientific clubs are regulated in their activities by the legislation of Ukraine, the Charter of the University, and these Regulations.

8. COOPERATION OF THE SCIENTIFIC UNION WITH THE UNIVERSITY ADMINISTRATION

8.1. The President and Rector of the University comprehensively contribute to the creation of appropriate conditions for the activities of the Scientific union (provide premises, furniture, office equipment, provide telephone communication, permanent access to the Internet, allocate places for the installation of information stands, etc.).

8.2. The Vice-Rector for scientific work coordinates the scientific and organizational work of the Scientific union with the structural divisions of the University.

8.3. The Scientific union, if necessary, submits information about its activities and reports on the main results of its activities to the Rector of the University, the Academic Council of the University, and the Vice-Rector for scientific work.

8.4. The University administration has no right to interfere in the activities of the Scientific union, except in cases where such activities contradict the legislation or the University Charter.

8.5. The Scientific union has its own letterhead with the university logo, a web page, the design of which is agreed with the university administration.

9. FINANCING OF THE ACTIVITIES OF THE SCIENTIFIC ASSOCIATION

9.1. The University provides financial support for the activities of the Scientific union as needed and when possible.

9.2. Financing of the activities of the Scientific union may also be carried out at the expense of: funds from projects and programs implemented by it; charitable funds from individuals and legal entities; from other sources not prohibited by the legislation of Ukraine.

9.3. Accounting and financial transactions are provided by the relevant departments of the University.

9.4. Funds are used exclusively to fulfill the goals and objectives provided for in these Regulations.

10. FINAL PROVISIONS

10.1. Amendments and supplements to these Regulations shall be made and approved in the same manner as the Regulations themselves.

10.2. These Regulations may become invalid upon the adoption of a relevant decision by the Academic Council of the University.

10.3. The Regulation shall enter into force on the date of its approval by the Academic Council of the University.

10.4. To declare the Regulations on the Scientific Union of the Higher Educational Establishment "Kyiv medical university", considered and approved at the meeting of the Academic Council of the University on February 23, 2023, put into effect by the University Order No. 61/1 dated February 24, 2023, to be invalid.