
Volume I.

**ORGANIZATIONAL AND
OPERATIONAL
REGULATIONS**

1. ORGANIZATIONAL AND OPERATIONAL REGULATIONS (OOR)¹

1. PRINCIPLES

1.1. THE COLLEGE, THE COLLEGE'S ORGANISATIONAL AND OPERATIONAL REGULATIONS

1.1.1. The founder of the Dharma Gate Buddhist College (hereinafter: the College) is the Dharma Gate Buddhist Church (hereinafter: the Church), which was entered in the court register of churches and church organisations by the Capital Court of Budapest on 1 August 1991 under serial number 42. These Regulations also set out the Church's rights concerning the organisation and operation of the College, which the Church exercises through its Higher Education Committee.

1.1.2. The College's founding charter is the Organizational and Operational Regulations (hereinafter: SzMSz), which are in conformity with Act CCIV of 2011 on National Higher Education (hereinafter: Nftv.), the Church's Basic and Doctrinal Regulations, and the provisions of the College's Mission Statement.

1.1.3. These Organizational and Operational Regulations govern the College's basic organisational and operational framework. This SzMSz constitutes Volume I of the College's Regulations; Volume II is the Student Requirements Framework (HKR), Volume III the Employment Requirements Framework (FKR), and Volume IV the Requirements Framework of Other Regulations(EKR) (hereinafter collectively: the Regulations). The provisions of the Regulations must be interpreted and applied in accordance with, and with due regard to, the provisions of this SzMSz.

1.2 THE COLLEGE'S CORE FUNCTIONS

The College is a church college integrated into the Hungarian system of higher education. The College's core objective is the teaching and research of Buddhist religious studies and theology, Oriental Studies, and philosophy. The programmes provide competence in the fundamentals and, in certain areas, in-depth knowledge. In these fields, through the research of its academic staff and high-achieving students, it participates in Hungarian and international academic life. It familiarises students with Buddhism's religious activities and with its traditional and contemporary religious practices. It offers opportunities for staff and students to join Buddhist communities in Hungary, primarily the Church's own communities.

1.3 THE RELATIONSHIP BETWEEN THE COLLEGE AND THE CHURCH

1.3.1 The founder and maintainer of the College is the Church.

1.3.2 The College cooperates with the Church.

1.3.3 The College ensures that the Church can represent its religious activities at the College through its teaching staff.

1.3.4 By establishing subjects and study programmes, the College ensures that students can become acquainted with the religious activities of the Church's communities.

1.3.5 The Church exercises its maintaining rights at the College directly through its Higher Education Committee, unless otherwise provided in the Church's Basic and Doctrinal Regulations.

1.3.6 The Church has exclusive authority to decide on the submission, through the minister to the Prime Minister, of the appointment or dismissal of the elected rector candidate.

1.3.7 The Church adopts the College's Mission Statement.

1.3.8 The Church approves the College's budget plan; its annual and multi-year commitment plan and its implementation schedule; and its asset management plan. If these financial management plans are not approved, the Church orders the drafting of a new plan.

1.3.9 The Church shall approve the College's institutional development concept. If it does not approve this concept, it shall order the preparation of a new institutional development concept, specifying the priorities.

1.3.10 The Church approves the rector's annual report, adopted by the Senate, on the implementation of the budget plan and on the College's activities. If the annual report is not approved, the Church requires the rector

¹ Adopted by the Senate by Resolution No. 10/2019. (04.04.) dated 4 April 2019. Supplemented with points 2.1.3.13–2.1.3.16 by Senate Resolution No. 17/2020. (06.25.). Supplemented with Chapters 1.4 and 2.5.2.B, as well as with the organisational chart forming an annex to the SzMSz (Organizational and Operational Regulations), by Senate Resolution No. 8/2021. (05.27.). Amended by Senate Resolutions No. 19/2024. (11.28.) adopted on 28 November 2024 and No. 12/2025 and 16/2025. (05.29.) adopted on 29 May 2025.05.29-én

to prepare a new report. If the Church does not approve the new report either, it initiates proceedings against the rector before the Employee Ethics Committee.

1.3.11 The Church approves the College's organisational and operational framework, its employment and student requirements frameworks, and other documents forming part of the Regulations. If these regulations are not approved, the Church orders the drafting of new regulations, setting out the priorities.

1.3.12 If the Church does not approve the above-mentioned plans, concept, report and regulations, or their amendments, and orders their redrafting, then until the approval of the redrafted plans, concept, report and regulations, or their amendments, the Church may, by its own resolution, temporarily determine the content of such plans, concept, report and regulations, or their amendments, within the framework of the applicable legislation.

1.3.13 The Church directs the retreat centres of the College and the Church. The organisation and operation of the retreat centres are regulated by the Church.

1.4 THE COLLEGE'S PLACE OF OPERATION²

1.4.1 The registered seat of the College: 1098 Budapest, District IX, Börzsöny u 11.

1.4.2 The site of the College: 7304 Mánfa, Fábián Béla u 87.

2. ORGANISATIONAL UNITS OF THE COLLEGE AND THEIR OPERATION

2.1 THE SENATE (SZAMITI)

2.1.1 The legal status and organisation of the Senate

2.1.1.1 The Senate is the College's supreme decision-making body; as such, it may deliberate and adopt decisions on any matter concerning the College.

2.1.1.2 Ordinary and honorary membership of the Senate

2.1.1.2.1 The president of the Church is a member of the Senate.

2.1.1.2.2 Members of the Senate are full-time and part-time instructors, researchers and teachers employed at the College, who have been elected as members after at least one year of teaching, research or academic work by the Senate's instructor, researcher and teacher members.

2.1.1.2.3 Members of the Senate also include those lecturers who, from among the last five semesters (including the semester of the given Senate session), have taught at the College in at least three semesters and who are elected to the Senate by its instructor, lecturer, researcher and teacher members.

2.1.1.2.4 Members of the Senate include employees in non-teaching, non-research and non-academic positions who have been employed for at least one year, elected to the Senate by its employee members.

2.1.1.2.5 Members of the Senate also include delegates of the Student Government's Student Representation, delegated for the duration of its mandate, up to 20 per cent of the total number of Senate members. If less than twenty-five per cent of the College's full-time students in the daytime programme have verifiably participated in the Student Government elections, the Student Representation is not entitled to delegate members to the Senate.

2.1.1.2.6 At least half of the members to be elected by the Senate's instructor, lecturer, researcher and teacher members, as well as of the employee members employed in non-teaching, non-research and non-academic positions, must be elected or nominated as members with the Church's approval. If the Church subsequently withdraws its approval, their ordinary membership terminates.

2.1.1.2.7 In the case of an instructor, researcher, teacher or other employee whose employment (or contract of engagement) at the College terminates, and who does not resign in writing from Senate membership, the Senate declares the termination of their ordinary membership; at the same time, such a person may be elected an honorary member with the right to participate in deliberations.

2.1.1.2.8 The termination of ordinary membership takes effect following the Senate meeting at which the decision is adopted.

2.1.1.2.9 Elected lecturers who are not teaching at the College in the semester of a given Senate meeting may participate in the Senate with the right to deliberate.

2.1.1.2.10 The mandate of elected members of the Senate is for four years.

2.1.1.2.11 Meetings of the Senate are public – without voting rights for non-members. Members and the Church must be invited to the given Senate meeting.

2.1.1.2.12 The legality of the delegation of Senate members is overseen by the Church. If a member has been delegated unlawfully, the Church establishes the invalidity of the delegation by a reasoned resolution,

² Amendment to the Organizational and Operational Regulations of the Dharma Gate Buddhist College for the purpose of establishing a site at 7304 Mánfa, 87 Fábián Béla Street, adopted by Senate Resolution No. 8/2021. (05.27.), was supplemented with Subchapter 1.4.

simultaneously ordering lawful delegation; until this occurs, the unlawfully delegated member's mandate is suspended. An appeal may be lodged against the Church's resolution with the president of the Church, without suspensive effect; no further appeal is available.

2.1.2 The functions and competences of the Senate

2.1.2.1 The Regulations of the College and the individual documents forming part of them are adopted and amended by the Senate.

2.1.2.2 The election of a rector candidate requires the votes of more than half of the members present. The initiation of the recall of the rector requires the votes of two-thirds of the members present.

2.1.2.3 The Senate elects:

- a) the instructor and staff members of the College Council [2.3];
- b) the members of the Scientific Council;
- c) the instructor member of the Quality Management Committee;
- d) the chair and members of the Employee Ethics Committee [2.5.8];
- e) the instructor members of the bodies dealing with student affairs [2.6].

2.1.2.4 The Senate participates, in the manner defined in these SzMSz, in the appointment and dismissal of senior executive employees.

2.1.2.5 Pursuant to Section 208 (1) of Act I of 2012 on the Labour Code, the rector qualifies as a senior executive employee, as do those employees working under their direct supervision and authorised — in part or in full — to act as their deputy, namely:

- a) the Vice-Rector for Education, Quality Enhancement and International Affairs;
- b)³ the Vice-Rector for Academic Affairs, IT and Operations;
- c) the Director of the Research Institute;
- c) the Chair of the Scientific Council;
- d) the Chair of the Quality Management Committee;
- e) the Director of Finance;
- f) the Director of Academic Affairs; and
- g) the Secretary-General.

2.1.2.6 The Senate annuls any College decision that violates legislation or College regulations, and calls upon the relevant organisational unit or senior executive employee of the College to remedy their unlawful measure.

2.1.2.7 The Senate hears and approves the rector's annual report on the implementation of the budget plan and on the College's activities. If it does not approve the annual report, it requires the rector to prepare a new one. If the Senate does not approve the new report either, it initiates proceedings against the rector before the Employee Ethics Committee.

2.1.2.8 The Senate may, on an ad hoc basis, assume the competences (functions) of any organisational unit of the College or of any senior executive employee.

2.1.2.9 Under the conditions laid down in the Nftv., the Senate may, by regulation or individual decision, delegate the adoption or implementation of its decisions to a specific organisational unit of the College, or to a specific staff or student body of an organisational unit.

2.1.2.10 The Senate decides on the proposals prepared by the College Council and submitted by the rector concerning:

- a) the budget plan, within the framework determined by the maintainer;
- b) the annual and multi-year commitment plan and its implementation schedule;
- c) the asset management plan;
- d) the institutional development concept and, as part of it, the research, development and innovation strategy;
- e) the annual report prepared under accounting provisions;
- f) documents forming part of the Regulations and their amendments;
- g) proposals on programme and outcome requirements;
- h) study programmes and their amendments;
- i) proposals – within the framework of the Charter of Foundation – for initiating or discontinuing fields of study, branches of study, levels of study, degree programmes, degree tracks and specialisations, and for starting or not starting them in a given academic year;
- j) the quality enhancement programme and its amendments;
- k) the system of student counselling and the system for student evaluation of teaching;
- l) proposals on the establishment, transformation or discontinuation of an organisational unit;
- m) proposals on defining the principles of inter-institutional and international relations;
- n) initiating the award of the National Higher Education Scholarship;
- o) the award of honorary titles;

³ Point 2.1.2.5(b) was amended by Senate Resolution No. 19/2024. (11.28.) adopted on 28 November 2024.11.28

p) other matters defined in the Regulations as falling within the Senate's decision-making competence.

2.1.3. The convening and operation of the Senate

2.1.3.1 The Senate is convened by the rector, through the Secretary-General, at least ten days prior to the meeting. The rector must convene the Senate if initiated, with a proposed agenda, by the College Council, the Maintainer, 50 per cent of the instructors, researchers and teachers, 50 per cent of employees in non-teaching, non-research and non-academic positions, the Student Representation of the Student Government, or at least 100 students with active student status registered for the given semester (hereinafter: initiator), for a date falling between 15 and 30 days from the receipt of the initiative. If the rector fails to convene the Senate within the deadline, the initiator is entitled to do so.

2.1.3.2 The College's budget plan for the current year remains the same as that of the preceding year until it is amended. By the end of the spring semester of each academic year at the latest, the rector must convene the Senate for its annual ordinary meeting, with a minimum agenda of the rector's annual report on the implementation of the budget plan and on the College's activities, and the decision on the amendment of the current year's budget plan.

2.1.3.3 When convening the Senate, its planned agenda must be published together with a short justification for each item. Any Senate member may, within five days from the publication of the planned agenda, propose an additional item with a brief justification, which must also be published. Any instructor, teacher, researcher, other employee or student of the College may publicly comment on the proposed agenda items.

2.1.3.4 At the opening of a Senate meeting, the eligibility of those present to vote is examined, decisions are made on granting or withdrawing the right to deliberate from those not entitled to vote, and decisions concerning membership status are adopted.

2.1.3.5 The Senate has a quorum if more than half of its members are present. The right of representation may only be exercised in person.

2.1.3.6. The Senate adopts resolutions by a simple majority of the members present. In the event of a tie, the vote of the presiding chair is decisive. The Senate votes by secret ballot on personal matters; it may also order a secret ballot in other matters. Senate meetings are public without deliberative rights; the Senate may grant the right to deliberate to anyone, and in the case of personal matters, it may declare the meeting closed. Senate resolutions are public to all. Public audio recordings are made of Senate meetings, which the College must preserve for five years.

2.1.3.7 The agenda of the Senate is proposed by the rector, including the items proposed by the initiator of the convening. All agenda items are prepared by the College Council, while items proposed by others are reviewed by the College Council. The final agenda and the person of the presiding chair are determined by the Senate by open vote, following the opinion of the College Council. The presiding chair may not be a person whose proposal has been placed on the Senate's agenda.

2.1.3.8. The Senate decides only on proposals submitted in writing and included on its agenda; if necessary, it returns a proposal for revision.

2.1.3.9 Within the scope and under the conditions laid down in the Act on National Higher Education, the Senate may also vote electronically. In such cases, members cast their votes by sending an e-mail from their own address provided by the College. Within eight days following the voting deadline, members must confirm their electronically cast vote with their signature on the vote-record sheet, which is attached to the minutes of the decision-making process.

2.1.3.10 A matter submitted to electronic voting is deemed simple if no questions arise from the Senate members that cannot be resolved by a one-time supplementation or amendment of the documentation.

2.1.3.11 When electing instructor, lecturer, researcher and teacher members of the Senate, the College Council establishes a nominating committee from among the instructors, lecturers, researchers and teachers (excluding members of the College Council). On the basis of the preliminary opinion of the Senate's instructor, lecturer, researcher and teacher members, the committee prepares the list of candidates and consults on the approval of the nominations by the Church.

2.1.3.12 For the election of the rector, the elected members of the College Council, and other officers or senior executive employees to be elected by secret ballot, the Senate establishes a vote-counting committee with the participation of its members present. No member of the committee may be a candidate in the election that necessitated the establishment of the committee.

2.1.3.13⁴ Senate meetings may also be held online

2.1.3.13.1 during the academic year:

- a) in the event of the introduction of a special legal order;
- b) in a public health emergency;
- c) when a state of danger due to disaster is declared;

⁴ Subchapter 2.1.3 was supplemented with points 2.1.3.13–2.1.3.16 by Senate Resolution No. 17/2020. (06.25.) adopted on 25 June 2020.

d) in any other case where, due to legal, administrative or physical obstacles, the Senate meeting cannot be held in person.

2.1.3.13.2 outside the academic year.

2.1.3.14 Unless otherwise provided by law, the general rules of Senate meetings apply to online meetings, with the following modifications:

- a) a recording may be made of the meeting using the electronic platform on which it is held;
- b) voting must be conducted electronically;
- c) secret ballots must be conducted via an online interface that ensures the secrecy of the vote.

2.1.3.15 The procedure for conducting an online meeting – in particular regarding the online platform, electronic voting, secret electronic voting, and the documentation of the online meeting – must be set out in the agenda proposal attached to the invitation to the Senate meeting.

2.1.3.16 The rules on holding Senate meetings online also apply to meetings of all other College bodies, with the modification that voting may also take place within the framework of communication during the online meeting of the body.

2.2 THE QUALITY MANAGEMENT COMMITTEE (MiB)

2.2.1 The Quality Management Committee (MiB) is the central governing body of the College's quality assurance and quality enhancement system. Its main task is, in line with the College's Mission Statement and the ESG 2015 standards, to develop competence-based religious education, to ensure its quality, and to coordinate the operation of the College's quality assurance system.

2.2.2⁵ The members of the Quality Management Committee are: the *rector*, the Vice-Rector for Quality Enhancement and International Affairs, two instructor employees and one non-teaching employee elected by the Senate, one representative delegated by the Church, and one student delegated by the Student Representation of the Student Government for the duration of its mandate.

2.2.3 The Quality Management Committee elects its chair from among its members and operates in accordance with its own rules of procedure. The resignation of a member or the chair of the Committee may be acknowledged only by the body that delegated or elected them; the mandate terminates on the day following such acknowledgement.

2.2.4 The Quality Management Committee:

- a) coordinates the processes and tasks aimed at establishing and developing the College's quality management system;
- b) makes recommendations on the College's quality management system and the College's Quality Assurance Policy, which define operational processes and the management, planning, control, measurement, evaluation, and consumer protection tasks to be performed;
- c) ensures the development of the College's quality policy and quality objectives;
- d) coordinates and supervises the implementation of the tasks set out in the College's Quality Assurance and Quality Enhancement Programme, and, after annual review, publishes its findings on the College's website.

2.2.5 In accordance with the higher education legislation in force, the Quality Management Committee performs its duties, as defined by the College's Regulations, in consultation with the College committees competent for the subject matter concerned.

2.2.6 Operational support for the activities of the Quality Management Committee is provided by the Rector's Office through the Quality Assurance Office.

2.3 THE COLLEGE COUNCIL

2.3.1 The legal status and organisation of the College Council

2.3.1.1 The College Council is the Senate's principal preparatory and implementing body for decisions of an economic nature. The College Council is entitled to decide within the powers that may be delegated to it by the Senate under the law.

2.3.1.2 The College Council has seven members; the rector of the College is an ex officio member and chair. The Vice-Rector for Education, the Director of Finance, and the Secretary-General are permanent invitees to the Council's meetings, with the right to deliberate. In matters affecting the Church and religious education, the Church has a right of consent, exercised primarily through its representatives participating in the meetings of the Council.

2.3.1.3 Two members of the College Council are delegated by the Church, and one member is delegated by the Student Representation of the Student Government. Two members are elected by the Senate from among the full-time instructors, and one member from among the administrative staff.

⁵ Subchapter 2.2.2 was amended by Senate Resolution No. 19/2024. (11.28.) adopted on 28 November 2024.11.28-án

2.3.1.4 From among the members of the Senate, a nominating committee is formed to prepare the list of candidates. Members of the College Council are elected by secret ballot.

2.3.1.5 The mandate of members is four years. The resignation of a member of the College Council may be acknowledged only by the body that delegated or elected them; the mandate terminates on the day following such acknowledgement.

2.3.1.6 The College Council keeps an attendance register of its meetings. An elected member who is absent from 25 per cent of the scheduled meetings in a semester may, on the rector's proposal, be recalled by the Senate with a simple majority of the members present. A delegated member who is absent from 25 per cent of the scheduled meetings in a semester may, on the rector's proposal, be recalled by the delegating body.

2.3.2 The functions and competences of the College Council

2.3.2.1 The College Council may deliberate on any matter concerning the College, adopt a position on any matter concerning the College, and make proposals. Its positions and proposals may be forwarded to the competent decision-making or executive body, which is obliged to respond substantively within thirty days, or, in the case of a body, at its first meeting following the submission of the position or proposal.

2.3.2.2 The College Council reviews and comments on all planned agenda items of the Senate before its meetings. It must prepare submissions on all matters that the Senate is required to deliberate. It may also prepare its own submissions for the Senate meeting.

2.3.2.3 The College Council gives its opinion on applications submitted for teaching positions.

2.3.2.4 The College Council makes a proposal to the Church for the announcement of the rector's call for applications.

2.3.2.5 Within the framework of the Admission Regulations, the College Council defines the College's admission system.

2.3.2.6 Within the framework of the budget plan, the College Council determines the principles for the use of the rector's available financial resources, which must be agreed in advance with the Church.

2.3.2.7 The College Council evaluates asset management at the College, with particular regard to the development of education and scientific research.

2.3.2.8 The College Council evaluates the College's professional activities and the implementation of its quality enhancement programme.

2.3.2.9 The College Council prepares and submits to the Senate, while simultaneously forwarding to the Church, its proposals on matters falling within the Senate's competences as defined in Section 2.1.2.10.

2.3.2.10 The College Council decides:

- a) on all competences delegated by the Senate, provided that the Senate is entitled to delegate them;
- b) on the establishment of standing and other committees – either for a fixed term or ad hoc, preparatory or with their own competences – and on the election of their members;
- c) on the selection of the person acting on behalf of the College Council.

2.3.2.11 The College Council monitors compliance with the requirements of professional efficiency and cost-effectiveness in the College's financial management. At least twice a year it reviews the College's operation, finances and the performance of the tasks set out in its Charter of Foundation, and in this context it requires reports from the Director of Finance.

2.3.3 The convening and operation of the College Council

2.3.3.1 The College Council shall hold at least one regular meeting every two months. It must be convened no later than eight days before the announced date of the Senate meeting.

2.3.3.2 The College Council is convened by the rector – or, if prevented, by the Vice-Rector for Education – through the general secretary on their own authority. The College Council must also be convened at the initiative of the Church Council, any organisational unit of the College, or any member of the College Council, provided the initiative includes a proposed agenda; in such cases it must be convened within eight days of the initiative being received. If the rector fails to convene the College Council within the time limit, the initiator has the right to do so.

2.3.3.3 The College Council has a quorum if at least four members are present.

2.3.3.4 The College Council adopts its resolutions by a simple majority of the members present. In the event of a tie, the Chair has the casting vote.

2.3.3.5 When convening the College Council, its proposed agenda must also be announced, with a brief justification for each agenda item. Any instructor, teacher, researcher, other staff member, or student of the College may propose an additional agenda item with a brief justification. Such justified proposals must also be announced. Any instructor, teacher, researcher, other staff member, or student of the College may publish a public opinion on the proposed agenda items. The final agenda is adopted by the College Council in an open vote.

2.3.3.6 The meetings of the College Council are public, without voting rights for non-members, but the College

Council may grant speaking rights to anyone or may declare certain meetings closed.

2.3.3.7 The resolutions of the College Council are public. A public audio recording is made of each meeting of the College Council, and it must be preserved for five years.

2.4 The Rector

2.4.1 Election of the Rector Candidate

2.4.1.1 The rector candidate is elected by the Senate, through an application procedure, for a maximum term of four years. The College Council ranks the rector applications, and the Senate elects the rector candidate by a simple majority vote.

2.4.1.2 The rector application is announced by the Church, which determines the conditions required to fill the post. The Church may deviate from the statutory conditions. The Church may also employ the rector in a position different from those defined in Section 13(5) of the National Higher Education Act (Nftv.). The rector's appointment may be extended several times through new application procedures. Rector applications must include the applicant's professional curriculum vitae, as well as the candidate's specific programme for managing the College and realising its Mission Statement during the term of office, and a comprehensive long-term strategy.

2.4.1.3 A rector candidate shall be considered elected if, in the secret ballot held in the order of ranking, the majority of the Senate members present support the rector application. The voting continues until one candidate receives the majority of votes from the Senate members present, or until the Senate decides to postpone the vote. No vote is required on the remaining rector applications in the ranking.

2.4.1.4 If the vote on the election of the rector candidate is invalid or unsuccessful at two consecutive Senate meetings, or if the Church rejects the submission of the elected rector candidate by a reasoned decision, the Church shall appoint an acting rector.

2.4.2 Duties and Powers of the Rector

2.4.2.1 The rector is the College's chief executive officer and legal representative, acting and deciding in all matters not delegated by law or regulation to another person or body.

2.4.2.2 The rector is responsible for directing, coordinating, and supervising the College's educational, scientific research, artistic, administrative, and financial activities; for ensuring the implementation of the principles laid down in the Church's Statutes of Foundation and Faith, as well as in its Mission Statement; and for maintaining and strengthening the community of the College's instructors, researchers, teachers, students, and other staff members.

2.4.2.3 The rector is responsible for directing personnel management and for exercising employer's rights and the power of issuance, unless these are vested in the Church.

2.4.2.4 The rector has the authority – in accordance with the relevant laws – to manage the College's budgetary appropriations, its assets, and other available resources.

2.4.2.5 The rector exercises publishing and distribution rights in accordance with the Church's guidelines.

2.4.2.6 The rector exercises the powers of appointment, assignment, and authorisation under the applicable laws and Regulations, unless those powers are vested in another body.

2.4.2.7 The rector (or, in case of absence, the Vice-Rector for Education) convenes, through the Secretary General, the meetings of the Senate and the College Council, as well as the inaugural meeting of any College body. The same rule applies if the person entitled to convene the given body is permanently prevented from doing so, or if the leadership position is vacant.

2.4.2.8 The rector may annul unlawful decisions, resolutions, or measures of the College and its organisational units; may remedy unlawful omissions within his or her own competence; may convene the meeting of the relevant body for this purpose; and has general authority to issue instructions, except that the rector may not issue instructions to the Church, the Senate, the Student Government, or the representative bodies operating at the College. If an infringement is detected, the rector is obliged to call upon the relevant body in writing to remedy it.

2.4.2.9 The rector is required, at least once a year, to report to the Senate on the previous year's budget, as well as on the rector's activities and the implementation of the rector's programme, and is further obliged to prepare and present the budget, educational, and research plan for the following year.

2.4.2.10 The rector may delegate part of their powers to the College Council or to any employee of the College.

2.4.2.11 The rector proposes the person of the Director of Finance, with the decision resting with the Church. If the Church rejects the rector's proposal on two consecutive occasions, it appoints the Director of Finance without further rectoral nomination.

2.4.2.12 In the event of suspected serious ethical misconduct, the rector may immediately and for a maximum

of ³⁰⁶ days relieve the employee of their work obligations.

2.4.3 Acting Rector

2.4.3.1 If the election of the rector candidate is repeatedly invalid or unsuccessful, or if the Church refuses to endorse the elected rector candidate, or in the case of the rector's prolonged incapacity, the Church shall appoint an acting rector. A vacancy in the rector's office shall also be considered as incapacity.

2.4.3.2 Decisions of the acting rector concerning financial and personnel matters are valid only with the approval of the Church; in all other respects, the acting rector holds all the rights and bears all the responsibilities of the rector.

2.4.3.3 The mandate of the acting rector lasts until the election and submission of a new rector candidate, but no longer than one year. The Church may recall the acting rector at any time and appoint a new acting rector in their place.

2.5 Organisational Units of the College

2.5.1 Principles of the Organisational Structure of the College

2.5.1.1 The College is a higher education institution not divided into faculties.

2.5.1.2 The organisational form for the provision of core higher education activities is the Institute in the case of educational tasks, and the Research Institute in the case of research tasks.

2.5.1.3 The Institute is the organisational unit responsible for departmental and language lectorate tasks.

2.5.1.4⁷ Within the organisational structure of the College:

2.5.1.4.1 as educational organisational units: the Dharma Gate Educational Institute at the seat, and the Mánfa Educational Institute at the branch site;

2.5.1.4.2 as a scientific research organisational unit: the East–West Research Institute;

2.5.1.4.3 as functional organisational units: the Rector's Office, which also performs administrative, financial, institutional maintenance, and internal audit tasks, and the Secretariat of the Mánfa Educational Institute;

2.5.1.4.4 as service organisational units: the Library at the seat and the Mánfa Textbook Library at the branch site.

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2.5.2 The Dharma Gate Educational Institute, the Vice-Rector for Education, the Faculty Meeting, the Educational Council, and the Programme Committee

2.5.2.1⁸ At the College's seat, the organisational framework for educational work is provided by the Dharma Gate Educational Institute.

2.5.2.2 The head of the Dharma Gate Educational Institute is the Vice-Rector for Education, appointed for a term corresponding to that of the rector's mandate, who must be employed by the College and have teaching experience. Dismissal may be initiated by the rector or by at least two-thirds of the Institute's instructors. Supervision is exercised by the rector.

2.5.2.3 The Vice-Rector for Education is appointed by the rector with the approval of the Church. The rector submits the appointment to the Senate for acknowledgement.

2.5.2.4⁹ The Vice-Rector for Education:

2.5.2.4.1 As Head of the Dharma Gate Educational Institute, has the following powers:

- a) making educational professional decisions, in particular:
 - aa) participating in professional decisions concerning the development of study programmes;
 - ab) deciding on the launch of courses [TVSZ. 2.1.4.2.1];
 - ac) deciding on changes of instructors [SZMSZ. 3.2.1.4];
- b) building and managing the teaching staff: maintaining continuous contact with instructors and teachers; supporting, monitoring, and evaluating their professional work;
- c) having the right to make proposals or give opinions to the rector concerning employer decisions affecting instructors.

The administrative activities of the Institute are directed by the *Vice-Rector for Education*, who prepares and implements decisions within this framework.

⁶ According to Section 55(2) of Act I of 2012 (Labour Code): "Where justified by the investigation of the circumstances of a breach of obligation committed by the employee, the employer may exempt the employee from his/her obligation of availability and to perform work for the period necessary to conduct the investigation, but for no more than thirty days."

⁷ Point 2.5.1.4 was amended by Section 2(1) of the "Amendment to the Organisational and Operational Regulations of Dharma Gate Buddhist College for the purpose of establishing a site at 7304 Mánfa, 87 Fábán Béla Street" adopted by Senate Resolution No. 8/2021. (05.27.).

⁸ Point 2.5.2.1 was amended by Section 2(2) of the "Amendment to the Organisational and Operational Regulations of Dharma Gate Buddhist College for the purpose of establishing a site at 7304 Mánfa, 87 Fábán Béla Street" adopted by Senate Resolution No. 8/2021. (05.27.).

⁹ Subsections 2.5.2.4.1 and 2.5.2.4.2 of point 2.5.2.4 were amended by Senate Resolution No. 19/2024. (11.28.) adopted on 28 November 2024.11.28-án

2.5.2.4.2 Serves as *Chair of the Faculty Meeting*, which is the general consultative and informal assembly of the College's instructors, teachers, and researchers [TVSZ. 2.1.2.8.1.2]. The Vice-Rector for Education convenes the Meeting and presides over it.

2.5.2.4.3 Is a permanent invitee to the sessions of the supreme decision-making bodies (the Senate and the College Council), with the right to speak and to initiate matters.

2.5.2.4.4 Is a permanent invitee to the Quality Management Committee, with the right to speak and to initiate matters.

2.5.2.4.5 Is a permanent invitee to the sessions of the College Scientific Student Council, with the right to speak and to initiate matters [TDSZ. 7.2.5].

2.5.2.5 The Vice-Rector for Education may be recalled by the Church, or by the Senate with a two-thirds majority of the members present.

2.5.2.6¹⁰ The *Vice-Rector for Education* is responsible for carrying out the Institute's administrative tasks related to education, as well as for preparing, administering, and implementing educational professional decisions.

2.5.2.7 In making educational professional decisions, the Vice-Rector for Education is assisted by the consultative body under their leadership, the Educational Council, whose members are the heads of the working groups organised along study programmes or specialisations, appointed by the rector to carry out this task.

2.5.2.8¹¹ In preparing professional decisions related to the development of study programmes, the Educational Council, together with the programme leaders, the rector, and the *Vice-Rector for Studies, IT, and Operations*, acts as the Programme Committee. The secretariat tasks of the Programme Committee are directed by the *Vice-Rector for Education*. The Vice-Rector for Education is obliged to take into account the recommendation of the Programme Committee when making decisions.

2.5.2.9 To the sessions of the Programme Committee – if they are not otherwise members of the body – the Chair of the Quality Management Committee, the Chair of the Scientific Council, and the person responsible for educational development must also be invited with the right to speak.

2.5.2.B¹² The Mánfa Educational Institute, the Institute Director, the Secretariat of the Mánfa Educational Institute, and the Mánfa Textbook Library

2.5.2.B.1 At the College's branch site, the organisational framework for educational work is provided by the Mánfa Educational Institute (short name: DGBC-MOI).

2.5.2.B.2 The head of the Mánfa Educational Institute is the Institute Director, whose appointment, dismissal, recall, and supervision are governed by the same rules as apply to the Vice-Rector for Education. The Institute Director qualifies as the head of an educational organisational unit [Act on Higher Education §37 (2) b), FKR 8.3.7.4 a)].

2.5.2.B.3 With regard to the Mánfa programmes, the Institute Director performs the full range of duties of the head of the organisational unit responsible for education, as defined in the Study and Examination Regulations. In matters concerning the programmes conducted at the Mánfa Educational Institute, the teaching activities of the College's instructors, researchers, and teachers there, and the students studying there, the Institute Director also exercises the powers of the Vice-Rector for Education as Institute Director [SZMSZ. 2.5.2.4.1], but must first consult the Vice-Rector for Education before making decisions.

2.5.2.B.4 The Institute Director chairs the general consultative, informal assembly of the instructors, teachers, and researchers of the programmes conducted at the branch site (Mánfa Faculty Meeting).

2.5.2.B.5¹³ The Institute Director directs the Secretariat of the Mánfa Educational Institute, which carries out the branch site's administrative, financial, student administration, IT, and institutional maintenance activities. Mánfa Educational Institute

- a) Its financial affairs are directed by the Director of Finance,
- b) Its student administration and IT support are directed by the *Vice-Rector for Studies, IT, and Operations*,
- c) Its rule-making and decision-preparation are directed by the Secretary-General.

If a matter also affects the seat, the right of issuance belongs exclusively to the rector, and for this purpose coordination with the Rector's Secretariat is required. The records management of the Mánfa Educational Institute must be carried out in continuous coordination with the Rector's Secretariat, ensuring that all records

¹⁰ Point 2.5.2.6 was amended by Senate Resolution No. 19/2024. (11.28.) adopted on 28 November 2024.11.28-án

¹¹ Point 2.5.2.8 was amended by Senate Resolution No. 19/2024. (11.28.) adopted on 28 November 2024.11.28-án

¹² Subsection 2.5.2.B was supplemented by Section 2(3) of the "Amendment to the Organisational and Operational Regulations of Dharma Gate Buddhist College for the purpose of establishing a site at 7304 Mánfa, 87 Fábán Béla Street" adopted by Senate Resolution No. 8/2021. (05.27.).

¹³ Point 2.5.2.B.5 was amended by Senate Resolution No. 19/2024. (11.28.) adopted on 28 November 2024.11.28-án

are continuously accessible in electronic form to the Rector's Secretariat. The central archiving and disposal of the branch site's records are carried out in the central archives of the College.

2.5.2.B.6 The Institute Director is a permanent invitee, with the right to speak and to initiate matters, to the sessions of the Senate, the College Council, the Quality Management Committee, the Educational Council, the Programme Committee, and the College Scientific Student Council, even if not a member of the given body.

2.5.2.B.7 In matters concerning the students of the Mánfa branch site, the College bodies competent for student affairs (Student Affairs Committee, special committees, Disciplinary Committee, Student Appeals Committee) have jurisdiction. In the case of students enrolled in Mánfa programmes, personal hearings must be conducted at the branch site – unless, with the student's consent, they are held online.

2.5.2.B.8 For students of the Mánfa programmes, the Mánfa Textbook Library provides free access to library infrastructure and services, as an integral part of the information system and services of the central Library located at the Budapest seat [SZMSZ. 2.5.5]. Its collection and professional supervision of its staff belong to the central Library.

2.5.2.B.9 At the Mánfa branch site, local Scientific Student Circles (TDK) operate as self-organised, self-educational groups, and their members – with papers of adequate standard – participate in the in-house conference organised by the College Scientific Student Council, as well as in national and international conferences and competitions.

2.5.2.B.10 The students of the Mánfa programmes are full members of the College's Student Government. Should the active students of the Mánfa programmes establish an independent branch site student government, it will become part of the College Student Government according to the faculty rules. In this case, the Student Representation is obliged to amend the Statutes accordingly.

2.5.3 The East-West Research Institute and the Scientific Council

2.5.3.1 To promote, organise, coordinate, and finance research at the College, a research institute functions at the level of a department under the name East-West Research Institute. The aim of the Institute is the scholarly study of the Buddhist tradition, research into the current applications of Buddhist religious practice, and the pursuit of interdisciplinary Buddhist studies. Its tasks also include participation in ensuring and enhancing the quality of the College's training, project monitoring and preparation, as well as organising the international relations of the College. The Institute also carries out service activities, primarily to finance research.

2.5.3.2¹⁴ The Research Institute is headed by the five-member Scientific Council, whose members are elected by the Senate for four years, with the Church's approval, from among the College's instructors, researchers, and teachers holding a scientific degree (especially the founders of the postgraduate programme). The resignation of a member of the Scientific Council may be acknowledged by the Senate; the mandate terminates on the day following the acknowledgement.

2.5.3.3 From among its members, the Scientific Council elects its Chair and the Head of the Research Institute. The two offices may be held by the same person. The Head of the Research Institute is its executive head, who is confirmed by the Senate on the recommendation of the College Council and appointed by the rector for four years. The resignation of the Chair of the Scientific Council may only be acknowledged if a new Chair who has accepted the mandate in advance has already been elected. In the event of the resignation of the Head of the Research Institute, the Scientific Council is obliged to elect a new Head, but only the Senate is entitled to acknowledge the resignation. In both cases, the mandate terminates on the day following the acknowledgement.

2.5.3.4 The representative of the Church and the rector may participate in the meetings of the Scientific Council with the right to speak.

2.5.3.5 The Scientific Council performs:

- a) the scientific functions of the Internal Qualification Committee (BMB) defined in the Habilitation Regulations [FKR 5], and
- b) – for the purpose of preparing the reorganisation of the postgraduate programme – the scientific functions of the Programme Council as defined in the Internal Regulations of the Postgraduate Programme [EKR 3]. All instructors of the College holding a doctoral degree shall be considered as founders of the postgraduate programme.

2.5.3.6¹⁵ The Scientific Council is the College's scientific decision-making body. The preparation, administration, and implementation of its decisions are carried out by the Chair of the *Scientific Council* and the Rector's Office; its decision-making is supported by the Secretary-General.

¹⁴ Point 2.5.3.2 was amended by Senate Resolution No. 16/2025. (05.29.) adopted on 29 May 2025.05.29-én

¹⁵ Point 2.5.3.6 was amended by Senate Resolution No. 19/2024. (11.28.) adopted on 28 November 2024.11.28-án

2.5.4¹⁶ The Rector's Office, the Secretary-General, the Finance Office, the Director of Finance, the Academic Affairs Office, the IT Group, the Vice-Rector for Studies, IT, and Operations, the Vice-Rector for Quality Development and International Affairs, the Quality Assurance Office, the International Office, and the Head of Communications

2.5.4.1 At the College, the Rector's Office functions as a centralised administrative, organisational, and financial functional centre, with:

- a) secretarial activities,
- b) financial and labour management,
- c) *academic, IT, and operations activities,*
- d) *quality enhancement and international affairs,*
- e) *communication-related tasks.*

The general administrator of the activities of the Rector's Office is the Head of the Office.

2.5.4.2 The Secretary General is the general director of the College's administrative governance. The Secretary General helps ensure the lawful operation of the College's organisational units, participates in their meetings with the right to attend and speak, takes part in initiating and preparing the College's individual (resolutions) and normative (regulations) decisions, consults with students, instructors, teachers and other employees on matters of course organisation and education law, gives opinions on submissions from students, instructors and other employees, on College proposals, and edits the College's official correspondence.

2.5.4.3 The Secretary General is appointed by the Rector with the Church's approval for *the* duration of the Rector's term of office. *The Rector submits the appointment to the Senate for acknowledgement.*

2.5.4.4 The Rector may revoke the Secretary General's appointment at any time; moreover, it must be revoked if the Church subsequently withdraws its approval of the appointment, or if the Senate initiates the recall by a two-thirds majority of members present.

2.5.4.5 *The conduct of the College's financial affairs is ensured by the Rector's Office, which operates a Finance Unit and contributes to the performance of the Director of Finance's professional duties.*

2.5.4.6 The College's Head of Finance *and the head of the Rector's Office Finance Unit* is the Director of Finance. The Director of Finance's task is the administrative and technical management of the College's financial management (payroll, human resources, finance, accounting, asset management and operations) with the cooperation of the Rector's Office. The Director of Finance is responsible for the College's cash management and for directing its financial administration."

2.5.4.6.1 By 30 April each year, the Director of Finance, in cooperation with the chief accountant, prepares and submits to the Rector in writing the accounting report on the previous year's financial management and the income statement.

2.5.4.6.2 By 30 November each year, the Director of Finance prepares and submits to the Rector in writing the draft budget for the following year.

2.5.4.6.3. Following the financial year, by the tenth working day before the deadline set by the ministry responsible for education, the Director of Finance—working with the Academic Affairs Office—prepares and sends to the Rector, in writing, the financial statement of revenues from state sources for the previous year compiled in accordance with the criteria set out in the supervising ministry's guidance. The Rector is obliged to send this to the Church, in the form required by the obligation undertaken in the agreement between the Church and the supervising ministry and supplemented with the professional report, at the latest by the fourth working day before the deadline.

2.5.4.7 The Director of Finance is appointed by the Church *on the Rector's initiative and for the duration of the Rector's term of office*, and the appointment may be withdrawn at any time.

2.5.4.8 The Academic Affairs Office is the College's central administrative organisational unit for academic administration. The Academic Affairs Office operates under the direction of the *Vice-Rector for Academic Affairs, IT and Operations*. The Academic Affairs Office is responsible for the institution's general academic, social, course-organisation, records management and administrative tasks.

2.5.4.9. The College's IT and communications system is operated, maintained and developed by the Rector's Office IT Group (IT Group). The IT Group performs the activities defined in the Regulations as the duties of the system administrator and of the IT Department. *Its head is the Vice-Rector for Academic Affairs, IT and Operations.*

2.5.4.10 The head of the College's academic administration is the *Vice-Rector for Academic Affairs, IT and Operations*. *Tasks:*

- a) *directs the College's academic administration;*
- b) *coordinates the curricula and their application for the given period;*
- c) *directs the work of the Academic Affairs Office, including:*

¹⁶ Point 2.5.4 and subpoints 2.5.4.1, 2.5.4.3, 2.5.4.5–18 were amended by Senate Resolution No. 19/2024. (11.28.) adopted on 28 November 2024.11.28-án

- ca) exercising organisational supervision over the Academic Affairs Office;
- cb) directing the case management of the Academic Affairs Office personally or through the senior academic officer authorised by them;
- cc) supervising the IT and IT-administrative tasks of the Academic Affairs Office;
- cd) supervising the performance of the general academic, social, course-organisation, records management and administrative tasks within the remit of the Academic Affairs Office.
- d) directs the IT Group;
- e) the maintenance of the College's websites, including content provision falling within their remit;
- e) jointly with the leader designated by the Church, directs the Facilities Management Unit;
- f) directs the work of the Student Affairs Committee;
- g) other matters defined in the Regulations.

2.5.4.11 The Vice-Rector for Academic Affairs, IT and Operations is appointed by the Rector with the Church's approval for the duration of the Rector's term of office. The Rector submits the appointment to the Senate for acknowledgement."

2.5.4.12 The Rector may revoke the appointment of the Vice-Rector for Academic Affairs, IT and Operations at any time; moreover, it must be revoked if the Church subsequently withdraws its approval of the Vice-Rector for Academic Affairs, IT and Operations' mandate, or if the Senate initiates the recall by a two-thirds majority of members present.

2.5.4.13 Operational support for the work of the Quality Management Committee is provided by the Quality Assurance Office functioning as an organisational unit *within* the Rector's Office, which performs the tasks assigned to it in the Quality Assurance and Quality Enhancement Regulations[EKR 1.]. {FT25}It is headed by the Vice-Rector for Quality Enhancement and International Affairs.

2.5.4.14 As an organisational unit of the Rector's Office, the *International Office, directed by the Vice-Rector for Quality Enhancement and International Affairs*, has the following tasks:

- a) assisting the Rector in relations with international higher education partner institutions; managing existing inter-institutional agreements and contributing to the conclusion of new agreements;
- b) under the College's Erasmus+ Regulations, ensuring the institutional conditions required to use the frameworks provided by the EU programme for education, training, youth and sport (Erasmus+), providing administrative support to the Erasmus Committee and administrative assistance to participants in the Erasmus Programme;
- c) providing administrative support to the East-West Research Institute in organising the College's international scholarly relations;
- d) carrying out the activities defined in the Regulations as falling within the remit of the International Office.

2.5.4.15 The head of the College's quality-enhancement and international activities is the Vice-Rector for Quality Enhancement and International Affairs. Tasks:

- a) heads the Quality Assurance Office operating in the Rector's Office;
- b) directs the International Office operating in the Rector's Office;
- c) participates in the work of the Quality Management Committee.

2.5.4.16 The Vice-Rector for Quality Enhancement and International Affairs is appointed by the Rector with the Church's approval for the duration of the Rector's term of office. The Rector submits the appointment to the Senate for acknowledgement.

2.5.4.17 The Rector may revoke the appointment of the Vice-Rector for Quality Enhancement and International Affairs at any time; moreover, it must be revoked if the Church subsequently withdraws its approval of the Vice-Rector's mandate, or if the Senate initiates the recall by a two-thirds majority of members present.

2.5.4.18 The development of the College's image, the organisation of marketing and PR activities, communications tasks, and leading the Rector's Office Media Group are the responsibility of the Head of Communications.

2.5.5 The Library

2.5.5.1 The Library is a specialist library jointly maintained by the Church and the College, operating under church governance as a church-run public collection. The Library's name is: Specialised Library of Dharma Gate Buddhist College.

2.5.5.2 The resources required for the Library's operation are provided by the Church and the College in the proportions set out in an inter-institutional agreement.

2.5.5.3 The Library also performs archival functions.

2.5.5.4 The Library is headed by a Director appointed jointly by the Church and the Rector, who also jointly exercise the employer's rights in relation to the Director.

2.5.5.5 The Library's founding charter and its amendments are drawn up and approved jointly by the Church and the Senate.

2.6 BODIES ACTING IN STUDENT AFFAIRS

2.6.1¹⁷ The Student Affairs Committee (HÜB)

2.6.1.1 The Student Affairs Committee exercises general first-instance administrative competence in students' academic and examination affairs.

2.6.1.2 The Student Affairs Committee performs the tasks of

- a) the body adjudicating student scholarship applications to be decided at institutional level, the College Student Social and Scholarship Committee [HTJSZ 3.4.1.2]; and
- b) the body responsible for credit recognition and transfer, the College Credit Transfer Committee [TVSZ 2.1.4.6.9.1].

2.6.1.3 The powers and responsibilities of the College Erasmus Committee as defined in the Erasmus Regulations [EKR 4.] are exercised by the Student Affairs Committee, augmented by the Rector and chaired by the Rector.

2.6.1.4 The Student Affairs Committee is led by the *Vice-Rector for Academic Affairs, IT and Operations*. Its members are one teaching member and one alternate teaching member elected by the Senate for three years, as well as one delegate and one alternate delegated for the duration of its mandate by the Student Government's Student Representation. The resignation of a member or alternate may be acknowledged by the delegating or electing body; the mandate terminates on the day following acknowledgement."

2.6.1.5 The Student Affairs Committee acts in accordance with the applicable laws and regulations and determines its own rules of procedure. Its case administration is carried out by the Academic Affairs Office under the direction of the *Vice-Rector for Academic Affairs, IT and Operations*."

2.6.2 The Student Disciplinary Committee (HFB)

2.6.2.1 The Student Disciplinary Committee is the first-instance body for students' disciplinary and COMPENSATION cases.

2.6.2.2 The first-instance disciplinary procedure is conducted by a college disciplinary council composed of the Chair of the Student Disciplinary Committee, one teaching member and one student member.

2.6.2.3 The teaching members of the Student Disciplinary Committee are elected by the Senate, which simultaneously decides on the election of the Chair, one member, the Deputy Chair and two alternates. The Student Government's Student Representation delegates one member—holding active student status—and two alternates. In the Chair's absence the Deputy Chair, and in the members' absence an alternate, participates in the work of the student disciplinary council.

2.6.2.4. The mandate of teaching members and alternates is 3 years; the mandate of student members and alternates is 1 year. The resignation of the Chair, Deputy Chair, a member or an alternate may be acknowledged by the delegating or electing body; the mandate terminates on the day following acknowledgement.

2.6.2.5 The detailed rules governing the operation of the Student Disciplinary Committee are set out in the Student Disciplinary and Compensation Regulations (HKR 3.).

2.6.3 The Student Appeals Committee (HJB)

2.6.3.1. The second-instance body in students' academic, as well as disciplinary and compensation matters is the Student Appeals Committee.

Members of the Committee

- a) the Rector, as Chair;
- b) two teaching members;
- c) two student members;
- d) two alternate teaching members and two alternate student members.

2.6.3.2 The teaching members and alternates of the Committee are elected by the Senate; its student members and alternates are delegated by the Student Government's Student Representation.

2.6.3.3 If there are grounds for the Rector's disqualification and they therefore may not take part in the procedure, the Chair of the Committee is the Vice-Rector for Academic Affairs.

An alternate teaching member or alternate student member may serve on the Committee if the teaching member or student member is disqualified and thus may not take part in the procedure, or is prevented from acting and such prevention would jeopardise compliance with the time limit for deciding the case.

2.6.3.4 The Rector proposes the persons of the teaching member and the alternate to the Senate.

2.6.3.5 The mandate of teaching members and alternates is 3 years; the mandate of student members and alternates is 1 year. The resignation of a member or an alternate may be acknowledged by the delegating or

¹⁷ Subsections 2.6.1.3–4 were amended by Senate Resolution No. 19/2024. (11.28.) adopted on 28 November 2024.11.28-án

electing body; the mandate terminates on the day following acknowledgement.

2.6.3.6 The Rector issues the letter of appointment for members and the decision on the termination of the mandate.

2.7 THE EMPLOYEE ETHICS COMMITTEE (AEB)

2.7.1 The task of the Employee Ethics Committee (hereinafter: the Committee) is assessing whether the conduct of any College employee or instructor is compatible with the moral standards upheld by the College. Its procedure may be initiated by the leaders of the College, any of its bodies, employees, instructors or students.

2.7.2 The Committee consists of three members (Chair, Deputy Chair, Member) and three alternates. Students may not serve as members or alternates of the Committee. The resignation of a member or an alternate may be acknowledged by the Senate; the mandate terminates on the day following acknowledgement.

2.7.3 The Committee determines its own rules of procedure, which are approved by the Church and form part of the Ethical Regulations—accepted by the Church and incorporated by the Senate into the body of Regulations. The Committee may initiate an employer measure. The Church may attend its meetings with the right to speak.

2.7.4 Where the situation permits and the parties concerned consent, the Committee primarily uses conciliation.

2.7.5 The ethos represented by the College is described in the Ethical Regulations.

2.7.6 In students' ethical matters, the Student Disciplinary Committee is competent.

2.8. THE COLLEGE'S INTEREST-REPRESENTATION BODIES

The interest-representation bodies of employees employed at the College may operate freely.

3. RIGHTS AND OBLIGATIONS OF STUDENTS

3.1 GENERAL RIGHTS AND OBLIGATIONS OF STUDENTS

The detailed rules for the creation, variation, amendment, termination and cessation of student status, as well as the content of student status and certain rights and obligations of students, are defined by the College's Student Requirements (HKR). The Student Requirements constitute Volume II of the body of Regulations.

3.2 SPECIAL RIGHTS OF STUDENTS

3.2.1 Special rights relating to education

3.2.1.1 Teaching and the work of instructors are evaluated, course by course, using questionnaires that allow aggregation. The aggregated results are public to all students and instructors.

3.2.1.2 The student evaluations for the last two semesters relating to an instructor must be presented

a) to the College Council when proposing the instructor for promotion to a higher rank,

b) to the Vice-Rector for Academic Affairs when changing the instructor of a course, where any party concerned does not agree.

3.2.1.3 The Student Government (HÖK) may also initiate a teaching assignment for a given instructor on a given course, which the Vice-Rector for Academic Affairs is obliged to consider.

3.2.1.4 The students of a course may request a change of instructor from the Vice-Rector for Academic Affairs with the opinion of the Student Government. If at least half of the students enrolled on the course declare in writing that otherwise they will discontinue attending, the Vice-Rector for Academic Affairs will decide on the change of instructor at their discretion.

3.2.1.5 The Student Government may also submit proposals for changes to subjects, curricula and timetables.

3.2.2 Special rights and obligations of foreign students

3.2.2.1 The College may admit foreign nationals as students.

3.2.2.2 A foreign national—unless otherwise provided by law or international treaty—is required to pay tuition and other applicable fees and charges.

3.2.3 Special student rights concerning ethical matters

3.2.3.1 In the event of a personal grievance against teachers, the student may initiate an ethics procedure with the Employee Ethics Committee.

3.2.3.2 In cases of suspected legally or professionally objectionable grading, the student concerned may request a multi-member examination board, which the Vice-Rector for Academic Affairs must provide. If the

legal or professional objection is well-founded, the Vice-Rector for Academic Affairs must initiate an ethics procedure and the application of employment-related consequences.

3.2.4 Student Government

3.2.4.1 The Statutes of the Student Government determine the order of operation of the Student Government. The College Council must decide on the proposal to approve the Statutes at its first meeting after the thirtieth day following submission at the latest.

The Statutes or any amendment to it, shall be deemed approved if the College Council has not decided within the specified deadline, until the Senate decides on the question of approval.

3.2.4.2 The Student Government's Student Representation (hereinafter: HK)

a) drafts the Statutes of the Student Government of Dharma Gate Buddhist College, which is approved by the Senate upon the College Council's recommendation;

b) participates, with a right of consent, in the adoption of the Study and Examination Regulations, the Student Tuition and Benefits Regulations and the procedure for student evaluation of teaching;

c) its delegates, as members of the Senate and the College Council, give their opinions on the other regulations. If, in the election of the Student Government, at least twenty-five percent of the College's full-time day students demonstrably did not participate, HK may exercise its rights of consent and opinion only with respect to the regulations specified by law.

3.2.4.3 From among its members, the Student Government elects a Chair and other officers in accordance with the Statutes' provisions on elections.

3.2.4.4 The Student Government decides all matters related to students' self-governance and student government.

3.2.4.5 The right of consent granted to the Student Government by law or by any of the College's Regulations is exercised by the elected Student Representation.

3.2.4.6 The President of the Student Government is a member of the Senate and the College Council; the delegates designated in advance by the HK, for the duration of its mandate, take part in the work of the Senate, the College Council, the bodies acting in student affairs (2.6), the Quality Management Committee, the admission examination committees, and in organising the Scientific Students' Association (TDK).

3.2.4.7 Scientific Students' Associations (TDK) at the College may operate as self-educational, self-initiated groups. Their rules of operation are set out in the Scientific Students' Association Regulations (HKR 6.).

3.2.5 EVENTS ORGANISED USING THE COLLEGE'S OFFICIAL NAME

3.2.5.1 An event organised using the College's name may be held, upon the application of the person responsible for the content of the event's programme (the organiser), with the Senate's permission.

3.2.5.2 If the event is authorised, the call for participation must be published in accordance with the Senate's permission, and the event must be conducted accordingly. The call for participation must include the organiser's name.

3.2.5.3 Where, during the organisation or conduct of the event, the provisions of the Senate's permission or of the Regulations are not observed, the Rector, the Senate or its authorised representative shall immediately suspend the organisation and holding of the event and shall proceed in accordance with the Regulations and the relevant legislation.

3.2.5.4 Events not requiring authorisation are those that form part of the institution's proper operation—educational, training, religious education or related events—or other events ordered by the Senate or the Church leadership.

4. IMPROVEMENT OF THE REGULATIONS

4.1 The Regulations are reviewed annually by the Quality Management Committee which, in agreement with the Secretary General and where justified, proposes to the Senate, via the Rector, the amendment of certain rules on grounds of legality or expediency, or the adoption of new rules.

4.2 Proposals submitted to the Senate are drafted under the direction of the Secretary General, who sends them for prior opinion to the leaders of the College, to the Church [1.3.11], and—regarding the regulations specified in point 3.2.4.8—to the Student Representation.

4.3 On the Rector's initiative, the Senate examines within a reasonable timeframe the proposal placed on its agenda and discussed by the College Council and, where justified, amends the relevant provisions of the Regulations accordingly or adopts a new regulation.

4.4 In urgent cases, with the prior consent of the Quality Management Committee, the Church, the Secretary General, and—regarding the regulations specified in point 3.2.4.8—the Student Representation, the Rector is entitled to initiate the drafting of a proposal directly and to submit it to the Senate.

5. CLOSING PROVISIONS

5.1 These Organisational and Operational Regulations enter into force on 5 April 2019 pursuant to Senate Resolution No. 10/2019. (04.04.) adopted at the Senate's meeting of 4 April 2019.

5.2 Upon entry into force, the following shall cease to be in force:

- a) the Organisational and Operational Regulations adopted by Senate Resolution No. 4/2016. (04.14.), effective from 15 April 2014, together with all its amendments, and any regulatory provision, normative or individual instruction that conflicts with these Regulations; and
- b) Senate Resolution No. 36/2017. (07.06.).

"The Organisational and Operational Regulations are supplemented with the organisational chart forming the appendix to this amendment."^{18,19}

Issued in Budapest on 29 May 2025.

Gábor Karsai
Rector

Appendix: DGBC organisational chart 2024.11.28.

¹⁸ Section 3(1) of the "Amendment to the Organisational and Operational Regulations of Dharma Gate Buddhist College for the purpose of establishing a site at 7304 Mánfa, 87 Fábán Béla Street" adopted by Senate Resolution No. 8/2021. (05.27.).

¹⁹ The organisational chart was amended by Senate Resolution No. 19/2024. (11.28.) adopted on 28 November 2024.11.28-án

TKBF – SzMSz (2024.11.28)

