

**REGULATIONS**  
**on the Organisational Structure of the School of Health Sciences at the University of Akureyri**

CHAPTER I

**Policy and objectives.**

Article 1

*Policy and main objectives.*

The main objective of the School of Health Sciences at the University of Akureyri is to offer academic education and to establish research in the health sciences, including nursing, occupational therapy and other branches of the health sciences. The School of Health Sciences operates according to policy which was developed for the years 2012-2017, and is in accordance with the main objectives of the School of Health Sciences, and the University of Akureyri's policy at any given time.

The School of Health Sciences operates on the basis of the Act on Higher Education Institutions No. 63/2006, Act on Public Higher Education Institutions No. 85/2008, and Regulations for the University of Akureyri No. 387/2009.

CHAPTER II

**Organisational units.**

Article 2

*Faculties and departments of the School.*

The School of Health Sciences is divided into three faculties; *Faculty of Nursing, Faculty of Occupational Therapy* and *Faculty of Graduate Studies in the Health Sciences*.

Each faculty is responsible for the planning and development of courses which the School of Health Sciences has approved for teaching in the faculty. Each faculty offers at least one study programme or department, by which is meant a specified combination of courses, which the student must complete in order to be awarded a specified degree.

The programme structure at the School of Health Sciences is based on the Health Care Practitioners Act No. 34/2012, Health Service Act No. 40/2007, Patients' Rights Act No. 74/1997 and Act on Health Insurance No. 112/2008.

The programme structure in Nursing is based on the Regulation on Education, Rights, and Obligations of Nurses and Requirements for Receiving a Licence and Specialist Licence No. 512/2013.

The programme structure in Occupational Therapy is based on the Regulation on Education, Rights, and Obligations of Occupational Therapists and Requirements for Receiving a Licence No. 1221/2012.

One of the criteria when structuring graduate programmes in the health sciences is that they lead to a specialist qualification, see e.g. Regulation on Education, Rights, and Obligations of Nurses and Requirements for Receiving a Licence and Specialist Licence No. 512/2013, Regulation on Education, Rights, and Obligations of Doctors and Requirements for Receiving a Licence and Specialist Licence No. 1222/2012, Regulation on Education, Rights, and Obligations

of Physiotherapists and Requirements for Receiving a Licence and Specialist Licence No. 1127/2012, and Regulation on Education, Rights, and Obligations of Social Workers and Requirements for Receiving a Licence and Specialist Licence No. 1088/2012.

### CHAPTER III

#### **Organisational structure.**

##### Article 3

##### *Definitions.*

*Temporary Lecturer:* An instructor who teaches a part of a course or a whole course, but who has not been hired for the position of Adjunct, Assistant Professor/Lecturer, Associate Professor/Senior Lecturer, or Professor at the University of Akureyri.

*Lecturer with a limited contract:* An Adjunct or a Assistant Professor/Lecturer who is hired for a limited length of time, e.g. for a one or two year period. This may entail a part time or a full time appointment.

*Permanent Lecturer:* An Adjunct, Assistant Professor/Lecturer, Associate Professor/Senior Lecturer or Professor who is hired indefinitely. This may entail a part time or a full time job.

*Specialist:* An employee who is hired for research and/or development projects, with or without academic freedom, on account of his/her expertise.

*Project Manager for practical courses:* An employee who is hired, among other things, to schedule practical training for nursing students, and be in charge of a practical seminar room, Þorbjargarstofa; see a more detailed job description in the "Handbók um klínískt nám í hjúkrunarfræði við heilbrigðisvísindasvið HA" (Practical Training Manual for the Faculty of Nursing in the UA School of Health Sciences).

##### Article 4

##### *School Assembly.*

The School Assembly of the School of Health Sciences is the highest authority in matters concerning the School. It addresses main issues regarding the operations of the School of Health Sciences and is, along with the Dean, responsible for its operation being in accordance with laws and regulations. The School Assembly makes suggestions for the hiring of the Dean of the School of Health Sciences for two years at a time, in accordance with Article 15 of the Regulations for the University of Akureyri No. 387/2009, subject to a prior election of candidates. The School Assembly shall also vote for the Dean's deputy for a two year term, and for the vice deputy. Please see further information on the tasks of the School Assembly in Article 16 of the Regulations for the University of Akureyri No. 387/2009.

School Assembly seats and voting rights are granted to: the Dean of School, Professors, Associate Professors/Senior Lecturers, Assistant Professors/Lecturers and Adjuncts, regardless of their appointments' percentage of full time equivalent, and other permanent staff members of the School of Health Sciences, staff members of the Institute of Health Sciences at the University of Akureyri, see regulations on the Institute of Health Sciences at the University of Akureyri No. 867/2003, one representative of Guest Lecturers/Guest Professors from each faculty and one representative of students from each faculty, in accordance with Article 16 of the Regulations for the University of Akureyri No. 387/ 2009.

Article 5  
*School Council.*

The School Council of the School of Health Sciences operates in accordance with Articles 13 and 17 of the Regulations for the University of Akureyri No. 387/2009. The Council also addresses issues concerning individual student cases and other issues concerning the School of Health Sciences. The School Assembly sets further rules on the power and working scope of the School Council.

Seated on the School Council, in addition to the Dean of School, are the Dean's Deputy, Heads of Faculty, two representatives of permanent School lecturers and two vice representatives, who are appointed by vote in a School Assembly for two years at a time, and one student representative, appointed by their student union for one year at a time.

Article 6  
*Dean of the School, Heads of Faculty and Faculty Meetings.*

The Dean of the School of Health Sciences is responsible for the operations of the School of Health Sciences and for teaching at the School, along with the Heads of Faculty.

Heads of Faculty and Faculty Meetings are responsible for the teaching, teaching structure, and academic development within each faculty of the School of Health Sciences. Faculty Meetings of each faculty make suggestions to the School Council for the advertising of academic posts, assess applications, subject to a Evaluation Committee Report, and make suggestions for hiring to the Dean of the School of Health Sciences.

Seat on a faculty - and thereby a right to attend, to make suggestions and to vote in Faculty Meetings - is granted to Adjuncts, Assistant Professors/Lecturers, Associate Professors/Senior Lecturers or Professors who meet at least 50% of their teaching requirement within a faculty, in addition to Project Managers. This provision does not apply to the *Faculty of Graduate Programmes in the Health Sciences*.

A Head of Faculty shall be appointed by the Faculty Meeting of each faculty for two years at a time, from among the permanent Assistant Professors/Lecturers, Associate Professors/Senior Lecturers and Professors at the faculty. The election of a Head of Faculty shall be carried out no later than in June for the next two academic years. The Faculty Meeting shall also appoint the Head of Faculty's deputy for the same length of time. Only the Faculty Meeting can allow exceptions to these provisions.

The Head of Faculty is responsible for the operations of the faculty, organisation, course preparation and management, development and communication, and also participates in the faculty management. S/he handles communication with students, plans the teaching load, makes suggestions for new hires, selects course tutors in consultation with the Dean of the School of Health Sciences, and is involved in class scheduling in consultation with the School Office. The Head of Faculty presides over Faculty Meetings and follows through on meeting agreements. The Head of Faculty's responsibilities and tasks shall be further specified in a special job description.

Article 7  
*Curriculum- and Credit-transfer Committees.*

Within the School of Health Sciences, Curriculum- and Credit-transfer Committees shall operate within each faculty.

A Curriculum Committee makes suggestions to the Faculty Meeting regarding changes to the curriculum and course catalog. Curriculum Committees shall at a minimum consist of three representatives of permanent lecturers who are appointed for two years at a time by the pertinent Faculty Meeting, and one student representative, who is appointed by their student union for one year at a time. The Head of Faculty generally heads the Curriculum Committee of the pertinent faculty, but otherwise the committee delegates its tasks among itself.

Credit-transfer Committees shall make suggestions for the assessment of previous education and of proposed exchange studies of students at the pertinent faculty. Credit-transfer Committees shall at a minimum consist of three representatives of permanent lecturers who are appointed for two years at a time by the pertinent Faculty Meeting, and one student representative, who is appointed by their student union for one year at a time.

#### CHAPTER IV

#### **Entry into force et al.**

#### Article 8

#### *Entry into force and revision.*

These regulations which were approved by the University Council on 24 June 2013 are based on Act No. 85/2008 on Public Higher Education Institutions and the Regulations for the University of Akureyri No. 387/2009 and enter into force as of 1 August 2013. Furthermore, Regulations No. 610/2009 on the Organisational Structure of the School of Health Sciences at the University of Akureyri become void.

These regulations shall be revised regularly, taking accumulated experience into account.

*The University of Akureyri, 23 August 2013.*

**Stefán B. Sigurðsson** Rector.

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*Sigurður Kristinsson,*  
Deputy Chair of the  
University Council