

APPROVED

Chancellor of the VMU Agriculture Academy
Decree No. ŽŪA-2022-05 of 10 February 2022
Decree No. ŽŪA-2023-11 of the Chancellor of
the VMU Agriculture Academy of 1 February
2023 (version)
Decree No. ŽŪA-2024-10 of the Chancellor of
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2024 (version)
Decree No. ŽŪA-2025 of the Chancellor of the
VMU Agriculture Academy of 30 January 2025
(version)

**REGULATIONS ON THE SUBMISSION OF NOMINATIONS AND DETERMINATION
OF WINNERS OF THE AGRICULTURE ACADEMY OF VYTAUTAS MAGNUS
UNIVERSITY**

I. GENERAL PROVISIONS

1. The Regulations on the Submission and Awarding of Nominations of the Vytautas Magnus University Agriculture Academy (hereinafter – the Regulations) govern the procedure for the submission, awarding and announcement of nominations (hereinafter – the Nominations) for the staff and students of the VMU Agriculture Academy: Scientific Recognition of the Year, Project of the Year, Starting Researcher of the Year, Employee of the Year, National Partnership of the Year, International Partnership of the Year, Teacher of the Year, and Student of the Year.
2. The Nominations are an incentive tool to encourage the involvement of the employees and students of the VMU Agriculture Academy in further development of the quality of studies, research and scientific services, creation of a motivating working environment, and fostering of culture and values.
3. The Nomination submission and awarding competition is organized annually by the VMU Agriculture Academy.
4. Nominations are open to employees (or a group of employees) and students of the VMU Agriculture Academy who have an impeccable reputation. The employee or student who has violated the VMU Code of Academic Ethics and/or work discipline shall not be eligible for the Nomination.

II. TYPES OF NOMINATIONS, THEIR SUBMISSION AND AWARD

5. Types of the VMU Agriculture Academy Nominations and the Nomination criteria:
 - 5.1. Nomination “Scientific Recognition of the Year” is awarded to a member or group of members of the community of the VMU Agriculture Academy for receiving significant national and/or international awards for research and experimental development (R&D) activities.
 - 5.2. Nomination “Project of the Year” is awarded to a member or group of members of the community of the VMU Agriculture Academy for a study/research/science dissemination project that was successfully implemented in the previous calendar year and a significant impact on the region, country, or society on a national and/or international scale.
 - 5.3. Nomination “Starting Researcher of the Year” is awarded to students and other members of the academic community at all levels of the VMU Agriculture Academy, except those holding a doctoral degree, for their active scientific research activities and results of scientific achievements. The Nomination may be awarded to the same member of the academic community once every three calendar years.
 - 5.4. Nomination “Employee of the Year” is awarded to an employee of the community of the VMU Agriculture Academy who is indirectly involved in activities related to studies and research, for significant initiatives for the development of the VMU Agriculture Academy,

outstanding diligence and loyalty to the VMU Agriculture Academy. The Nomination may be awarded to the same member of the community of the VMU Agriculture Academy once every three calendar years.

5.5. Nomination “National Partnership of the Year” is awarded to a member of the community of the VMU Agriculture Academy for the establishment, development, and expansion of close and significant national cooperation with social and business partners, taking into account the importance of the cooperation, the support provided by the partner, or any other significant achievements at the VMU Agriculture Academy. The Nomination may be awarded to the same member of the community of the VMU Agriculture Academy once every three calendar years.

5.6. Nomination “International Partnership of the Year” is awarded to a member of the community of the VMU Agriculture Academy for the establishment, development, and expansion of close and significant international cooperation with social and business partners, taking into account the importance of the cooperation, the support provided by the partner, or any other significant achievements at the VMU Agriculture Academy. The Nomination may be awarded to the same member of the community of the VMU Agriculture Academy once every three calendar years.

5.7. Nomination “Teacher of the Year” is awarded to a member of the academic community of the VMU Agriculture Academy whose main job functions are related to the VMU Agriculture Academy, for the following results: students' objective satisfaction with the taught subject, advanced pedagogical activity, work with the Erasmus+ students, resources used for the taught subjects, innovative approach in teaching, teacher's activity and partnership with other study and research institutions, promotion of study programmes at the VMU Agriculture Academy among pupils and the public, and supervision of students' research papers. The Nomination may be awarded to the same teacher once every three calendar years.

5.8. Nomination “Student of the Year” is awarded to a first-, second- or third-cycle student at the VMU Agriculture Academy for significant achievements in learning, research, organizational or social activities. The same student may be nominated once during the entire study period.

6. Nominations are awarded to members of the community of the VMU Agriculture Academy for their meritorious achievements in the last calendar year.
7. Candidates for nominations are submitted as follows:
 - 7.1. Academic and non-academic departments submit one candidate each for the Scientific Recognition of the Year, Project of the Year, and Starting Researcher of the Year nominations.
 - 7.2. The administration, academic, and non-academic departments of the VMU Agriculture Academy submit one candidate each for the Employee of the Year, National Partnership of the Year, and International Partnership of the Year nominations.
 - 7.3. Faculties submit one candidate each for the Teacher of the Year nomination.
 - 7.4. In view of the opinion of student representatives, the Faculties submit one candidate each for the Student of the Year nomination.
8. The number of winners of the Nominations is fixed: Scientific Recognition of the Year – one nomination, Project of the Year – one nomination, Starting Researcher of the Year – one nomination, Employee of the Year – one nomination, National Partnership of the Year – one nomination, International Partnership of the Year – one nomination, Teacher of the Year – four nominations, Student of the Year – four nominations.
9. Candidates for the Nominations shall be considered by the Nominations Assessment Commission (hereinafter referred to as the "Commission"), which consists of 10 members and is established by a decree of the Chancellor of the VMU Agriculture Academy. The Commission consists of the Deputy Chancellor of the VMU Agriculture Academy, a representative of the Administrative Group of the VMU Agriculture Academy, 5 representatives of academic departments, 2 representatives of non-academic departments, and a student representative. The Commission shall elect a Chairperson and a Secretary for the consideration of the Nominations at the meeting.

10. Following the publication of the Notice on the Submission of Nominations, the divisions shall submit their candidates to the Head of the Administrative Group of the VMU Agriculture Academy by 15 February.
11. The Commission shall decide on the winners of the Nominations by a secret vote of the majority of the members present at the meeting. If several candidates for a Nomination receive the same number of votes (are tied), the Chairperson of the Commission shall make the decision. The meetings of the Commission shall be minuted.
12. Having considered the candidates submitted by the divisions of the VMU Agriculture Academy for the Nominations, the Commission shall make proposals to the Chancellor of the VMU Agriculture Academy on the winners of the Nominations at least 5 working days before the announcement of the Nominations at the celebration event.
13. The winners of the Nominations are announced by the decree of the Chancellor of the VMU Agriculture Academy and are awarded at an event on 11 March celebrating the Re-establishment of the Independent State of Lithuania.
14. The winners of the Nominations are granted with the diplomas and awards from the Chancellor of the VMU Agriculture Academy, and the candidates – with letters of appreciation from the Chancellor of the VMU Agriculture Academy.
15. The winners of the Nominations are published on the website of the VMU Agriculture Academy and may also be published in the media.

III. PROCESSING OF PERSONAL DATA OF NOMINATION CANDIDATES AND WINNERS

16. Each candidate and Nomination winners' personal data (name, surname, email address, telephone number) shall be processed for the sole purpose of submission of candidates, awarding under the Nominations and publication of the information about the Nominations. The candidates and Nomination winners' personal data are processed by the VMU.
17. Pursuant to the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC ("General Data Protection Regulation") (hereinafter – the Regulation), the candidates and Nomination winners shall be entitled to have access to personal data concerning him or her, to request the rectification of their personal data that is inaccurate and/or incomplete, and to request to erase their personal data or to limit the processing thereof. The candidate may withdraw his/her consent to the processing of his/her personal data at any time, without prejudice to the lawfulness of processing based on consent carried out before the withdrawal of consent.
18. The candidates and Nomination winners' personal data will be kept for as long as is necessary for the purposes of submission of candidates for the Nominations, awarding of the prizes and promotion of the Nominations, but no longer than 3 years.
19. Candidates and Nomination winners may contact the VMU Data Protection Officer to exercise their rights or to find out more about the processing of their personal data on dap@vdu.lt.
20. Candidates and Nomination winners shall be entitled to lodge a complaint with the State Data Protection Inspectorate if they consider that their personal data are being processed in breach of the Regulation or of the legislation on the protection of personal data.

IV. FINAL PROVISIONS

21. The number of Nominations may be changed on the Commission's reasoned proposal to the Chancellor of the VMU Agriculture Academy to add new or remove the existing ones.
22. The incentive Nominations fund is approved each year by a decree of the Chancellor of the VMU Agriculture Academy.
23. These Regulations shall be amended or repealed by a decree of the Chancellor of the VMU Agriculture Academy.