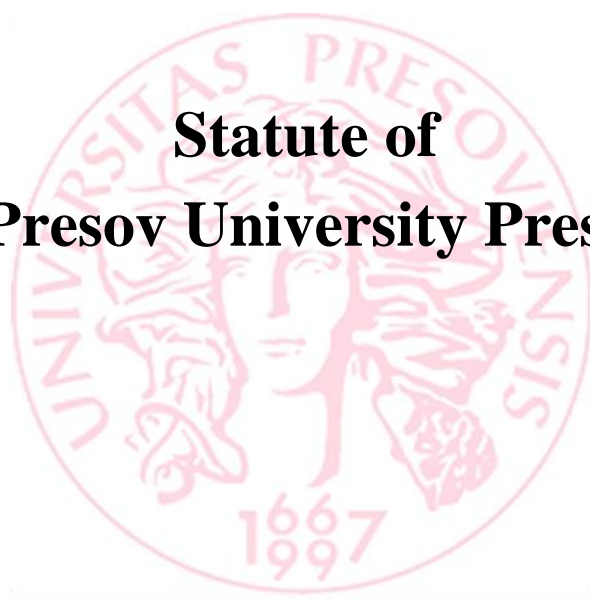


University of Presov

**Statute of
Presov University Press**



February 2022

Statute of Presov University Press

In accordance with the provision of § 21 Section 3 of Act No. 131/2002 Coll. on Higher Education and on Amendments and Supplements to Certain Acts, as amended, and pursuant to Article 19 Section 3 of the Statute of the University of Presov, I hereby issue the following

statute

Preamble

This internal regulation has been updated in accordance with the requirements of Act No. 131/2002 Coll. on Higher Education and on Amendments and Supplements to Certain Acts, as amended, of Act No. 269/2018 Coll. on Quality Assurance of Higher Education and on Amendments and Supplements to Act No. 343/2015 Coll. on Public Procurement and on Amendments and Supplements to Certain Acts, as amended, of the European Standards for Quality Assurance of Higher Education (ESG 2015), the Standards of the Slovak Accreditation Agency for Higher Education and the internal regulations of the University of Presov.

Art. 1

Introductory provisions

1. Presov University Press (hereinafter referred to as "Press" or "PUP"), as a part of the University of Presov (hereinafter referred to as "the university"), is, in accordance with the provision of § 21 Section 1 letter b) of Act No. 131/2002 Coll. on Higher Education and on Amendments and Supplements to Certain Acts, as amended, a workplace of the university with a university-wide scope of activity.
2. The Statute of the Presov University Press (hereinafter referred to as the "Statute") follows the Statute of the University of Presov and the Organisational Regulations of the University of Presov and regulates the status, main tasks, organisational structure, principles of management of the Press and the relationship of the Press to other parts of the university and to other legal entities and natural persons.
3. The name of the publishing house is Presov University Press. PU Press or PUP can be used as abbreviation. The publishing house may also use the English equivalent of its name: 'Presov University Press'.
4. The seat of the Press is the University of Presov, Street 17. novembra 15, 080 01 Presov.

Art. 2

Legal status

1. The Press was established by the rector of the university after the standpoint of the Academic Senate of the University of Presov.

2. The Press has no legal personality.

Art. 3

Mission and aim

1. The mission of the Press is to contribute to the improvement of the quality of scientific research, artistic and pedagogical activities of the creative staff of the university.
2. The aim of the Press is primarily to ensure the publication of the results of the scientific research activities of the university's creative staff and of periodical scientific publications from individual scientific disciplines.

Art. 4

Organizational structure

1. The activities of the Press are managed by the vice-rector for science, arts, sport and accreditation.
2. The Press cooperates closely with the Department for Science, Arts, Sport and Accreditation, the Department for Editorial Activity and the Board for Editorial Activity in the provision of its activities.
3. Editorial work and typesetting are provided by technical editors.
4. The Board for Editorial Activity (hereinafter referred to as "BEA") of the Presov University Press is an advisory body to the vice-rector for science, arts, sport and accreditation. The BEA is established by the rector on the proposal of the vice-rector for science, arts, sport and accreditation in such a way that it generally represents all the main groups of scientific disciplines represented at the university.
5. The activity of the Press is governed by the Principles of Editorial Activities of the PUP.
6. The specifications for the publications are determined by the Press in the methodological guidelines.

Art. 5

Main activities of the Press

1. For the purpose of publishing the results of the scientific research activities of the creative staff of the university, the Press ensures in particular the publishing of book publications and the publishing of periodical scientific publications.
2. The Press ensures the publishing of the publication from the receipt of the manuscript to the submission for printing.
3. The terms and conditions for publishing book publications are set out in a licence agreement concluded between the author of the work and the university, represented by the rector.
4. The editorial activity of the Press is governed by an editorial plan (hereinafter referred to as "EP"), which is drawn up for a calendar year.
5. The author/editor submits the request for inclusion of the title in the EP through the call of the Editorial Department sent to the university workplaces. The author/editor submits

the application for inclusion of the title in the EP by means of the assignment form included in the call for papers.

6. The Press publishes the following types of publications:
 - a) scientific monographs,
 - b) university textbooks,
 - c) professional book publications, dictionaries, survey works, compilation works, collective volumes, scripts (university teaching texts), artistic monographs, author's catalogues, etc.,
 - d) special-purpose publications (handbooks, manuals, methodological guides, study materials for courses, promotional brochures, reports, etc.),
 - e) periodicals.
7. All book publications published by the PUP, which will be intended for electronic publication on the internet, will be primarily published in the Digital Library of the University Library of the University of Presov. The conditions of publishing will be set by the library in the methodological guidelines.
8. The Press ensures the distribution of the obligatory copies in accordance with the law on its own account.

Art. 6

Financing of the activities of the Press

1. Financing of the Press and its activities is multi-sourced. To a limited extent, the activities of the Press are financed from the university budget, grant funds, sponsorship funds and other sources.
2. A separate part of the university's budget is established for the activities of the Press, from which, as a rule, only the publications listed in Art. 5 Section 6 letter a), b), e) are financed, or publications, whose funding is decided by the rector of the university on the proposal of the vice-rector for science, arts, sport and accreditation.

Art. 7

Graphic design of the Press's production label

1. The rector approves the logo of the Press, which is used for all its publications.
2. The logotype of the Press is presented in Annex No. 1 of this document.

Art. 8

Final provisions

1. Statute of the Presov University Press dated 4th May 2016 is repealed.
2. This Statute was discussed and approved by the Academic Senate of the University of Presov on 14th March 2022.
3. This Statute enters into force and effect on the date of signature by the rector of the university.

Presov 14th March 2022

Dr. h. c. prof. PhDr. Peter Kónya, PhD.
rector of UP

Logotyp, farebný

■ C:0 M:0 Y:0 K:100

□ ochranná zóna loga

■ C:0 M:100 Y:100 K:0

■ PANTONE P 48-8 C

3mm
3mm

**Logotyp, jednofarebný**

■ C:0 M:0 Y:0 K:100

■ C:0 M:0 Y:0 K:50

**Logotyp, negatívne prevedenie**

(Používa sa v prípade, ak podklad je čierny)

