Pannon Egyetem
University of Pannonia

Joint Directive No. 6/2023. (III.22.) of the Rector and the Chancellor

on the Principles of Funding Cross-Faculty Educational Activities at the University of Pannonia

(1) This Directive defines the framework for cross-faculty educational activities requested and completed among the Faculty of Business and Economics, the Faculty of Engineering, the Faculty of Modern Philology and Social Sciences, the Faculty of Information Technology, the University of Pannonia Nagykanizsa – University Centre for Circular Economy, the University Centre of the University of Pannonia at Zalaegerszeg, the Kőszeg Campus, the Pannon Language Examination and Language Teaching Centre and the Institute of Physical Education and Sports.

(2) When managing cross-faculty educational activities, the scope of this Directive shall extend to all compulsory courses and compulsory courses with elective modules included in the curricula of each degree programme (tertiary vocational training, bachelor's degree programmes, master's degree programmes, one-tier (undivided) educational programmes) taught by another faculty, university centre or campus, as well as to compulsory foreign language courses in the two semesters of the previous calendar year.

(3) When managing cross-faculty educational activities specifically between faculties, the scope of this Directive shall also include compulsory physical education and elective courses announced in the two semesters of the previous calendar year, with the proviso that only those courses which have been successfully completed shall be financed.

(4) This Directive shall not apply to the courses of Erasmus students and to courses taken with subject recognition (e.g. if the student is re-applying for admission or changing institution).

(5) The scope of this Directive shall not cover those one-tier (undivided) educational programmes and bachelor's and master's degree teacher training courses where the teacher responsible for the course does not belong to the Faculty of Modern Philology and Social Sciences. For such courses, the Faculty of Modern Philology and Social Sciences and the relevant faculty responsible for the course shall conclude a separate agreement on financing the educational activities.

(6) The scope of this Directive shall not extend to cross-faculty educational activities between the Faculty of Business Administration Zalaegerszeg and the University Centre of the University of Pannonia at Zalaegerszeg, as well as between the faculty organisational units operating at university centres and the university centres.

(7) The scope of this Directive shall not apply to the remuneration of lecturers participating in a cross-faculty educational programme in excess of the minimum number

of hours required, which shall be decided by the Rector on the basis of a proposal of the head of the faculty/university centre/campus providing and receiving the cross-faculty educational programme.

(8) The given financial support shall be calculated on the basis of the average wage rate (HUF/hour) per teaching position calculated for the jobs defined by the Cost Accounting Committee for the previous calendar year (hereinafter referred to as average hourly rate), based on the provisions of Chapter II (Calculation of Higher Education Activities) of the Cost Accounting Regulation of the University of Pannonia (effective date: 1st December 2021).

(9) Calculation of the costs of cross-faculty educational activities provided to a faculty, university centre or campus:

- The number of clases for each course is provided by the Neptun system.
- Number of classes per semester: number of hours per week * 14 (full-time); number of hours per semester (part-time)
- Cross-faculty teaching fee to be paid: number of classes in a course per semester * average hourly rate/total students enrolled in the course, divided by the number of students of the given faculty, university centre or campus involved in the courses conducted by the paying faculty, university centre or campus concerned by the cross-faculty educational activities.

(10) The data required for the settlement of cross-faculty educational activities for courses covered by this Directive shall be compiled by the Directorate of Academic Affairs, broken down by faculties, university centres, campuses and by degree programme, on the basis of the data of the Neptun system for the previous calendar year. The chart with support amounts shall be prepared by 1st May of the year in question at the latest and sent to all the parties concerned for agreement.

(11) The faculties, university centres, campuses shall check the data received according to their own records, send their comments in writing to the parties concerned and, if necessary, initiate further consultations, which shall be completed by 20th May at the latest.

(12) The Directorate of Academic Affairs shall make the settlement for the cross-faculty educational activities by 15th June of the year in question, and the faculties, university centres and campuses shall pay the fees for the cross-faculty educational activities.

(13) This Directive shall enter into force on 1st April 2023 and shall remain in force until revoked. Its principles shall apply also to the second semester of the academic year 2022/2023.

Dated at Veszprém, on 22nd March 2023

Dr. András Gelencsér m.p.
Rector

Zsolt Csillag m.p.
Chancellor

Person responsible for the maintenance of this Directive: Vice Rector for Educational Affairs