

THE KUNO COLLABORATION AGREEMENT

Preamble

KUNO is a Nordic-Baltic network for collaboration between higher educational institutions providing education in Fine Art. The aim of KUNO is to increase the quality of Nordic-Baltic art education through mutual exchange and the coordinated use of artistic, scientific and practical/financial resources.

1. Objectives

- 1.1 The objective of the member institutions is to strengthen their collaboration within teaching and artistic development/research.
- 1.2 KUNO also aims at collaboration with other European institutions and institutions in other parts of the world.

2. Cooperation between member institutions

- 2.2 The member institutions shall encourage and realise student and staff mobility, develop joint courses and other joint activities.
- 2.3 Student mobility normally means exchange periods from 3 to 10 months (1 semester = 5 months, 1 academic year = 10 months).
- 2.4 Student express mobility normally means exchange periods from 1 to 4 weeks.
- 2.5 Staff mobility normally means exchange periods from 1 day to 4 weeks (minimum requirement: 1 week or 8 hours of teaching).
- 2.6 Economic support for mobility is always applied for through the student's or teachers' home institution.
- 2.7 For students, exchange periods at a KUNO partner institution shall be fully accredited as part of their studies/programme at the home institution. The host institution is responsible for providing documentation of studies done during the exchange period.
- 2.8 Admission of exchange students is based on portfolio review, and also on the number of places available. All applications must be sent through the home institution.
- 2.9 During the exchange period a KUNO student shall - as far as possible - obtain the same rights as the students of the host institution. The member institutions shall mutually inform each other about particular regulations and routines that may apply.
- 2.10 Economic support for staff mobility is to be considered a contribution to travel costs, accommodation costs etc. If extra salary is required, it must be agreed between and provided by the institutions involved. The host institution should be responsible for providing assistance in finding affordable accommodation.
- 2.11 All institutions are responsible for providing relevant information material to the KUNO partner institutions.
- 2.12 In the Nordplus application process - as well as in relation to other financial sources - the development of joint courses and projects/seminars should be given priority.

3. Leadership

The organs of the KUNO network are:

Network meeting
Steering group
Chair
KUNO Secretariat

The KUNO funds (Nordplus funds and the network's own funds) are administered by the institution that hosts the KUNO Secretariat. The funds are accounted for at the annual network meeting and at the steering group meetings.

3.1. Network meeting

- 3.1.1 The network meeting has the highest authority in the network. The Network meeting consists of full members of KUNO network and each member has one vote, associate members can attend network meeting without voting rights.
- 3.1.2 The Network meeting is held annually, the agenda is to be published at KUNO web site and contributed via e-mail 10 days before the network meeting.
- 3.1.3 Proxies. Full members may be represented at the meeting by other full members. Proxies must be named before the network meeting to the Secretariat and to the Chair.
- 3.1.4 Quorum. The meeting can make decisions if 50% of the members are represented. Decisions are made upon simple majority of those present. In case of a tie, the Chair's vote is decisive.
- 3.1.5 Financial support from the Nordplus programme is applied for jointly, according to proposals made by the member institutions. Decisions on the annual Nordplus application are made at - or in relation to - the annual network meeting.

3.2. Steering group.

- 3.2.1 The Steering group is a policy-making, counselling, governing and supervising body of KUNO. The Steering group establishes priorities of KUNO activities and may initiate separate working groups within the network. The steering group plans and supervises the budget of KUNO in cooperation with the KUNO Secretariat.
- 3.2.2 The Steering group comprises of 4 members.
- 3.2.3 Each member institution of KUNO may nominate candidates for the election of the steering group.
- 3.2.4 A steering group member is elected at the network meeting for a period of 2 years and is eligible for re-election for one further period of 2 years.
- 3.2.5 The Steering group is in charge of naming a Chair.
- 3.2.6 Each institution can only nominate one person, either from their own institution or a person from another institution and the KUNO Secretariat will receive confirmation from the nominee that the person is willing to be a steering group member.
- 3.2.7 Steering group members may be rectors, deans, directors, heads of departments, or professors from KUNO member institutions. The candidates must have full support and authority from their home institution's leaders presented to the KUNO Secretariat in written form before the Steering group elections.
- 3.2.8 In case a Steering group member has to withdraw from the steering group due to change of position at his/her home institution, the seat will be filled through usual steering group elections procedure at the next annual Network meeting. Until the next Network meeting the home institution of the withdrawn steering group member can name a proxy from that institution according to p 3.2.7.

3.3 .Chair.

- 3.3.1. The Chair is one of the members in the steering group and is decided among steering group members by democratic dialogue.
- 3.3.2 Once Chair is chosen, he/she will act for a 2 year period and may be re-elected if he/she has been re-elected to the Steering group.

3.4 Secretariat

3.4.1 KUNO Secretariat functions according to a separate set of guidelines agreed by the network meeting 06.10.2006 in Stockholm.

This agreement is reviewed and accepted at the KUNO network meeting on October 19, 2012. The agreement is valid from this date until the network meeting in 2015 - unless any of the member institutions requests a revision at the 2013 or 2014 network meeting.

Vilnius, October 19, 2012