

COMMITTEE REPORT

Reporting period: Year 2021

Number of committee meetings:	1
Date of committee meetings:	11.02.2021
Main topics covered: (based on the agenda or by case types)	Only one case was discussed in 2021. The Dean of the Faculty initiated a disciplinary procedure (10.20.2021) against a first year student at the Conductor BA training of the András Pető Faculty in relation to the authenticity of a high school diploma.

Significant changes in the committee: (members, roles, structure etc.)	Our committee consists of 8 members who represent various areas of the András Pető Faculty, and its structure is thus to be considered as proportional: 1 member is an elected educator of the Institute of Human Sciences of the András Pető Faculty; 1 member is the educator of the András Pető Faculty, Centre for Conductive Pedagogy (who is also the chairman); the Student Government of András Pető Faculty has 2 delegates in the committee; and further 4 members are delegated by organizational units of the András Pető Faculty, Centre for Conductive Pedagogy (pedagogical professional service, kindergarten, school, András Pető Rehabilitation and Health Supply Department)
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Committee decisions: (can be provided as attachments)	In 2021 this was our only disciplinary procedure. I have informed the student in concern on the initiation of the procedure. In parallel, we instantly commenced collecting and processing the related documents.
number of cases discussed in the reporting period (the year preceding the current year): - differentiated by case types - number of appeals against Committee decisions, differentiated by case types - circumstances considered to be of major importance for the operation of the committee or for the practice of applying the rules	The meeting of the Ethical and Disciplinary Committee of the Faculty was held on 2 November 2021. Invitees participating in the meeting were our faculty's Vice-Dean in charge of education, the Head of Department of the András Pető Faculty's Student and Career Centre, the class coordinator of the first class and the student concerned.
Number of resolutions based on committee decisions: (can be provided as attachments)	Pursuant to the available documents and the confession of the student, as chairman of the committee it was my duty to initiate reporting of the case to the police. The reporting documentation was prepared in cooperation with the Directorate General of Legal and Administrative Affairs of the

<i>quantities, classified by topics</i>	<p>Semmelweis University (<i>due to reasonable suspicion of making use of a false private document</i>).</p> <p>The Budapest Police Headquarters, Crime Division of the 12th District Police Headquarters has informed me on the termination of the procedure. (<i>É-3899/2022 Fwd: Acknowledgement of receipt (Consignor: National Police Headquarters, document: RZS_DOKUMENTUM – 648905308202201141742331887 – Addressee: SEMEDUNIV – 2022.01.14 17:42:35).</i></p>
Exceptional event in the period: <i>(if any)</i> <i>e.g pandemics or other unexpected event</i>	None.
Applied indicators: <i>(evaluation, analysis, measuring, monitoring of roles and processes, regular supervision and further simplification of the regulatory structure, risk management, etc.)</i>	None.
Results of performance indicators: <i>(efficiency, effectiveness, simplification and coordination of processes, willingness to implement such measures, more agile operation, faster decision making in the operation of the committee,)</i>	<p>Based on the collected background documents I compiled a summary for the committee members in the course of preparing for the meeting, which was a great help in discussing this specific case. Hence they were well-prepared for the meeting.</p> <p>As a result of specific preparation, a colleague could make a „rough” word by word transcript of the sound recording of the meeting, which I could use for the preparation of a short version. This was the foundation for the reporting document. It was a time consuming task but it was the only way to summarize the main points of the several hours long meeting.</p>
Development proposals of the committee: <i>(quality and process based approach, efforts to decrease the administrative burden – efficiency, effectiveness, improvement of communication channels etc.)</i>	<p>In the preceding years the committee did not have to discuss any ethical or disciplinary case. This case was instructive in many aspects. On the one hand, it justified and confirmed our long-stated demand to have a permanent member in the committee with a legal degree. After my previous reports the Director General of the Legal and Administrative Affairs of the Semmelweis University confirmed in writing that we could consult their colleagues in case of necessity. In this case it was indeed necessary. The Director General provided assistance in all possible ways through cooperation of thier colleagues, and thus we could handle the case with due legal support.</p> <p>On the other hand, it highlighted that such cases could be detected sraight upon the enrolment procedure.</p>
Plan of the following Committee Period:	<p>The committee has not yet closed the case of the student concerned. This is because we had to wait for the decision concerning the remedy filed against the resolution.</p>

Place and Date: Budapest, 17 March 2022.

Pásztorné dr. Ildikó Tass

College Teacher

signature