



جامعة أبو بكر بلقايد

UNIVERSITÉ DE TLEMCEM

– Chapter V –

Rights and duties of University members

1. Students rights

- The student has rights that can be distributed across four basic categories, some of which concern the nature and quality of education, some contribute to the preservation of the student's dignity, some relate to freedom of expression, and others revolve around the pedagogical aspect.

**Education
quality**

**Preservation
of the
student's
dignity**

**Freedom of
expression**

Pedagogy

1. Students rights

Education quality

- The student aims, through their studies, to obtain a high-level university degree. It is therefore their right to benefit throughout their studies from high-quality university education and advanced research training. This can only be achieved by providing them with a qualitative framework.
- It is the student's right to benefit from technological development in the field of higher education, and in this context, it is their right to have a qualitative framework that utilizes all modern and appropriate pedagogical methods and means

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**Education
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**Freedom of
expression**

Pedagogy

1. Students rights

Preservation of the student's dignity

- The student, being an essential element of the university community, has the right to be respected by it and to preserve their dignity.
- The student has the right not to be subjected to any form of discrimination, whether related to gender or any other specificity.
- The student has the right to benefit from safety, cleanliness, and health protection, whether related to the university in which they study or in connection with the university residence where they reside.



1. Students rights

Freedom of expression



- Considering that the student resides in a vast university space filled with diverse opinions and different points of view, it is the right of the student to enjoy freedom of expression and opinion, provided that it occurs within the limits set by the regulations governing the operation of university institutions.
- The student has the right to create or join student associations, but these associations remain separate from the administrative management of university institutions and do not interfere with it.



1. Students rights

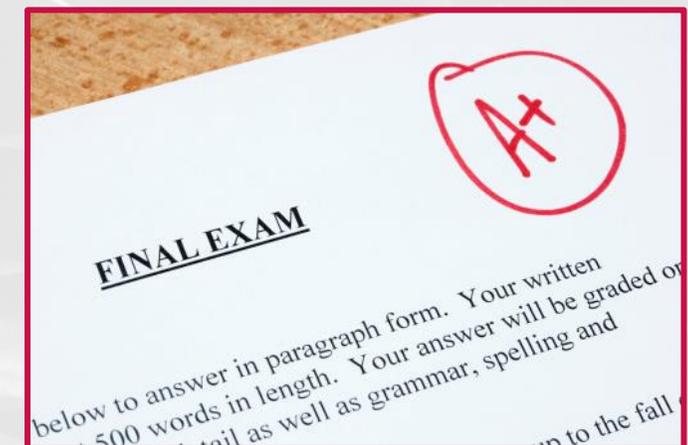
- At the beginning of each semester, the student has the right to receive the course schedule, and the necessary educational materials such as sources, references, publications, and others are made available to them.
- The purpose of the examination is to assess the student; hence, they have the right to receive a fair and impartial evaluation free from any form of bias. The student has the right to know and receive their evaluation grade, along with the exam correction model and grading scale.
- The student has the right to review the exam document, provided it is done within the specified timeframe announced by the academic committees. If the student feels prejudiced in their rights during the exam correction, they have the right to appeal.

Pedagogy

UNIVERSITY OF ABUBAKR BELKAID TLEMCEM
FACULTY OF TECHNOLOGY
DEPARTMENT OF MECHANICAL ENGINEERING

WEEKLY STUDY TIMETABLE
ACADEMIC YEAR 2023/2024

	GM	L1	S1	AS	G11
	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
08h30-10h00	MP113 Course CHIBOUB FELLAH ABDELGHANI B304	MP113 Course CHIBOUB FELLAH ABDELGHANI B304	MP111 Derrited Works MOKKEDEM FATIMA ZAHRA B304	MP143 Course BENSAID ISMAIL B304	
10h-11h30	MP111 Course MOKKEDEM FATIMA ZAHRA B304	MP111 Course MOKKEDEM FATIMA ZAHRA B304	MP113 Derrited Works CHIBOUB FELLAH ABDELGHANI B304	MP171 Course MANGOUCHI AHMED B304	
11h30-13h00	MP112 Course BENSAID ISMAIL B304	MP112 Course BENSAID ISMAIL B304	MP112 Derrited Works BENSAID ISMAIL B304	MP102 Course AZZOUC Adil B304	
14h00-15h30	MP141/MP142 (14h – 16h) Practical work SG A / SG B KOUDJATI Nabila Naima	MP143 Practical work SG A/SG B MEDJADINASSIMA LABINF17	MP144 Course MAMI ELIAS FOUAD MI02		
15h30-17h00	MP101 Course BENAMARA Amina LPHYS 2/LCHM12		MP101 Course BRAIRI Samir MI02		



2. Students duties

- In exchange for the rights they enjoy, the student also has duties to respect and fulfill, which may be limited to the following areas: respect for the university community, adherence to educational aspects, preservation of facilities and resources, discipline, and responsibility.

**Respect for
the
university
community**

**Academic
integrity**

**Preservation
of facilities
and
resources**

Responsibility

2. Students duties

Respect for the university community

- The student, being an essential element in the composition of the university community, must adhere to the applicable regulations.
- The student should respect the dignity and integrity of all members of the university community and acknowledge their right to freedom of expression.
- As an active member of the university community, the student must demonstrate civic responsibility, adhere to ethical standards, and exhibit good behavior.

2. Students duties

Academic integrity

- The student must demonstrate complete integrity and sincerity in the pursuit of knowledge, refraining from resorting to various methods and means of cheating and academic dishonesty.
- The student should provide accurate and precise information during the enrollment or re-enrollment processes and fulfill all administrative obligations towards the institution.
- The student must respect the decisions of the deliberation committees

2. Students duties

Preservation of facilities and resources

- The university student must maintain the public facilities allocated to them for optimal studying conditions, especially those related to designated study areas.
- The student is also responsible for preserving the various tools and equipment provided for their studies.
- Additionally, the student must adhere to established rules designed to maintain safety and security within the institution

2. Students duties

Responsibility

- The student bears full responsibility for any mistake made on campus, and as such, the concerned student is officially informed of the attributed error.
- The student who commits the mistake is referred to the disciplinary council, which summons them and follows the appropriate procedures. Appropriate sanctions are imposed on the student.
- The student is subject to dissuasive sanctions outlined in the applicable regulations and the internal rules of the higher education institution.
- Sanctions imposed by the disciplinary council escalate progressively based on the nature of the student's mistake and may culminate in the student's permanent expulsion from the institution.

3. Teachers rights

- The professor-researcher is the cornerstone of cultivating the elite and leadership in society. Serving as the foundational nucleus, the professor-researcher is crucial for establishing and advancing scientific research across all fields, contributing significantly to the renaissance, prosperity, and progress of nations. Scientific research stands as the benchmark for a country's advancement.
- To ensure that the professor-researcher fulfills their assigned responsibilities, certain rights correspond to obligations that must be adhered to in order to develop scientific research and foster an enlightened society

3. Teachers rights

- Higher education institutions are required to provide assurances based on which the professor-researcher can fully exercise all their functions, provided they adhere to the university's ethical charter and comply with the laws and regulations in force in this regard.
- The competence and experience of the researcher may be sought for and assigned to administrative tasks, and in such cases, the professor-researcher must adhere to all efficiency standards. The evaluation process, limited to the scientific work and research conducted by the professor-researcher as part of the development of the scientific research system, is an essential component of the scientific research system.
- Higher education institutions commit to providing all the requirements for academic life, including modern structures and resources, facilitating the work of the professor-researcher in carrying out all assigned tasks. Higher education institutions are obligated to provide all appropriate working conditions to allow the latter to dedicate themselves to scientific research, and they ensure that the professor-researcher benefits from various complementary training programs in their field, thus periodically updating their knowledge

4. Duties of a professor- researcher

- The professor-researcher must be a good example and a role model in terms of ethics and integrity, possessing all the requisite qualities. Unlike other members of the university community, the professor-researcher is the one who reflects the image of the university to both the internal and international community. Prudence, diligence, honesty, credibility, transparency, and efficiency are essential to ensure exemplary service for the greater good of the University.
- When a professor-researcher commits a professional error that necessitates their appearance before disciplinary bodies, these instances are based on the severity of the act committed and in accordance with all disciplinary procedures established in the applicable regulations for such cases. The sanctions for these errors can extend to the permanent revocation of the professor-researcher's status.

4. Duties of a professor- researcher

Responsibilities entrusted to the professor-researcher in the exercise of their academic and research functions primarily include:

- Exerting every effort to implement the highest standards ensuring the honest conduct of professional activities.
- Ensuring confidentiality of all meetings, deliberations, and discussions within university bodies of which the professor-researcher is a member.
- Upholding professional conscience as the primary watchdog to prevent the violation of duties, requiring strict adherence.
- Participating in the evaluation of the progress of all academic and business activities at various levels.
- Providing all information and decisions related to the work of the professor-researcher and making them available to stakeholders, adhering to the principle of the right to appeal.
- Avoiding the unlawful use of granted rights and powers for personal gain.

4. Duties of a professor- researcher

- Refraining from exploiting the university to achieve personal goals and objectives outside the university's mission.
- When entrusted with financial management of university funds or funding certain scientific research activities, the professor-researcher must be honest, fair, and judicious in their expenditure.
- Acting professionally and effectively in the field of education, demonstrating a commitment to updating information and developing research and scientific skills to ensure high-quality pedagogical training.
- Conducting a process of self-critique of skills and scientific knowledge.
- When engaged in the processes of education, indoctrination, and scientific research, refraining entirely from any form of propaganda or bias, whether religious or ideological. The primary mission is to present effective science and convey scientific messages within the material means provided by the higher education institution, fostering an atmosphere of clear, ethical, and sophisticated scientific exchange, allowing freedom of ideas among students, provided these ideas remain within their appropriate scientific framework as needed, with justice and fairness and without any exceptions or biases

5. Rights of administrative and technical staff

- Ensuring respectful and equitable treatment of administrative staff, promoting justice among them, in line with all members of the university community, in accordance with the provisions of the Basic Law on Public Service and other relevant laws.
- The processes of recruitment, promotion, evaluation, and appointment that administrative staff undergo throughout their careers must be transparent and objective.
- Ensuring that administrative staff are not subject to harassment or abuse in the performance of their duties, irrespective of their gender, race, religion, or political affiliation.
- Providing all appropriate conditions to support administrative staff in carrying out their assigned tasks.
- Ensuring that employees receive training and development opportunities to enhance their performance at work.

6. Duties of administrative and technical staff

- Commitment to integrity, sincerity, and loyalty to the leadership of the institution, respecting working hours, and maintaining material resources to ensure the smooth functioning of the university.
- Avoiding all acts that threaten the security of the university and adhering to all laws, ordinances, and decisions issued by the administrative authority of university institutions.
- Exhibiting good morality and honorable behavior both within and outside the university, refraining from any actions incompatible with the position held.
- Commitment to professional secrecy and not disclosing the secrets of documents or news that the employee possesses, except in cases of necessity required by service duties.

6. Duties of administrative and technical staff

- Performing various tasks and responsibilities to ensure the provision of all information and services to the university community.
- Providing public service with qualitative standards requiring the treatment of all stakeholders, including professors-researchers and students, in a manner characterized by courtesy, politeness, and respect, especially when it comes to tasks entrusted to them, without any delay and with efficiency.
- Providing professors-researchers and students with all legal information and documents they have the right to see and obtain