

REGULATIONS FOR COMMUNITY HARMONY AT THE UNIVERSIDAD CEU CARDENAL HERRERA

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Approved by the Governing Council on 22nd November 2023 and by the Board of Trustees on 15th December 2023.

PREAMBLE

Law 3/2022, of 24th February, on University Community Harmony (*Convivencia Universitaria*), definitively repeals and replaces the Decree of September 8, 1954, approving the Academic Discipline Regulations for the Ministry of National Education's Higher Education and Technical Education Institutions.

The new law aims to establish the appropriate framework within which members of the university community, including students, academic staff, and administrative and service staff, may exercise their rights and freedoms in an environment of community harmony (*convivencia* in Spanish), democratically established by the universities themselves.

This law requires all universities to establish their own rules for community harmony, within one year of the law's entry into force, that is, from February 26th, 2022.

In this regard, it should be noted that the Universidad CEU Cardenal Herrera (also known as the CEU Cardenal Herrera University in English) already has regulations with regard to matters this law concerns. These are:

- The Organizational and Operational Regulations of the Universidad CEU Cardenal Herrera, approved by Decree 204/2010, of 3rd December, of the Consell de la Generalitat Valenciana (the Valencian regional government), which includes the rights and duties of all members of the university community.
- The Code of Conduct of the Fundación Universitaria San Pablo-CEU, the non-profit Catholic educational foundation to which the Universidad Cardenal Herrera-CEU belongs, establishing the general guidelines for behaviour at the Fundación Universitaria San Pablo-CEU and the organizations that form part of it, and the principles and values of this foundation, such as honesty, integrity, respect for diversity, freedom, equal rights and non-discrimination, with a particular focus on safeguarding against harassment, on professional loyalty and cooperation, commitment to human and employment rights, protection of the environment, and promotion of sustainability.
- The Student Regulations of the Universidad CEU Cardenal Herrera, which include a series of duties that students must observe to ensure community harmony for all members of the university community.
- The Bullying Prevention and Intervention Protocol aims to protect and safeguard the physical and mental well-being of all our students, as well as their personal dignity within a framework of community harmony, tolerance and respect.

Law 3/2022, of 24th February, on University Community Harmony, stipulates that the rules for community harmony must be consistent with a series of basic principles, the rules on effective equality between men and women, and the comprehensive protection against gender violence.

In any case, this legislation considers that the promotion of community harmony in the university environment must go beyond merely disciplinary concerns, and so universities must also implement intensive measures and activities to promote active community harmony and co-responsibility among all members of the university community, and seek the use of alternative means of conflict resolution, such as mediation.

In this regard, Article 3.1 of the law requires all universities to create a Committee for Community Harmony (*Comisión de Convivencia*), made up equally of representatives from the student body, the academic staff, and the administrative and service staff. They must regulate the organization and operation of this Committee, the appointment of its members, the rules regarding incompatibility, and the grounds for abstention and recusal in the proceedings in which the Committee members participate.

Furthermore, the third additional provision of Law 3/2022, of 24th February, on University Community Harmony, stipulates that private universities and private affiliated colleges enjoy autonomy in the establishment of their own disciplinary system and the determination of the body responsible for exercising disciplinary powers.

Article 3.2 b) of Organic Law 2/2023, of 22nd March, on the University System, expressly recognizes that Spanish universities have the power to establish their own internal regulations. This capacity is part of university autonomy, a constitutional principle enshrined in Article 27, paragraph 10, of Spain's Constitution of 1978.

This is the context in which the Universidad CEU Cardenal Herrera University establishes these Rules for Community Harmony, with which it seeks to strengthen and promote the total commitment of the university community to these shared values, and comply with the provisions of Law 3/2022, of 24th February, on University Community Harmony. Likewise, its purpose is in accordance with Article 3.2 r) of Organic Law 2/2023, of 22nd March, on the University System, which establishes that the autonomy of universities includes and requires the establishment of rules for community harmony and mediation mechanisms as an alternative means of resolution of conflicts in the university environment.

PART ONE. REGARDING THE RULES FOR COMMUNITY HARMONY

CHAPTER I. Object and scope of application

Article 1. Purpose

The Rules for Community Harmony contained in these Regulations constitute a fundamental instrument for the promotion of understanding, peaceful coexistence and respect for fundamental rights and public freedoms within the University, and they establish a comprehensive system for the protection and guarantee of community harmony within the university environment, in a manner fully consonant with democratic values and principles.

Article 2. Scope

1. These Regulations shall apply to the university community, which consist of the students, the academic staff and the administrative and service staff of the Universidad CEU Cardenal Herrera, whichever the legal relationship of such staff to the University, without prejudice to the disciplinary system corresponding to them and the employment regulations governing their relationship with the University.
2. These Regulations shall not apply to those behaviours or conduct that may constitute a crime, without prejudice to any other internal regulations that may be applicable.
3. The disciplinary system is established in Part Three, Academic Discipline, of the Student Regulations of the Universidad CEU Cardenal Herrera.
4. The disciplinary system for the academic staff and for the administrative and service staff will be governed by specific regulations.

CHAPTER II Principles and guidelines for the Rules for Community Harmony

Article 3. Principles and guidelines

The Rules for Community Harmony at the Universidad CEU Cardenal Herrera are based on the following principles:

- a) The protection of human dignity.
- b) Respect for diversity and tolerance, equality, inclusion and the adoption of affirmative action measures in favour of vulnerable groups.
- c) Effective equality between men and women and comprehensive protection against all types of violence.
- d) Confidentiality, privacy, impartiality and fair treatment of all parties.
- e) Freedom of expression, the right of assembly and association, freedom of teaching, the right to education and the rights set out in article 20.1 of Spain's Constitution.
- f) The elimination of all forms of violence, discrimination, or harassment for any of the reasons indicated in article 3.2 c) of Law 3/2022, of 24th February, on University Community Harmony.
- g) Transparency in the performance of academic activity.
- h) The use and conservation of the University's property and resources, in accordance with its public service function.
- i) Respect for common areas and shared spaces, including those of a digital nature.
- j) The commitment to cooperate with the University.
- k) The use of the University's name and symbols in accordance with established protocols.

CHAPTER III. Rules for Community Harmony at the Universidad CEU Cardenal Herrera

Article 4. Mandatory compliance

Compliance with the Rules for Community Harmony detailed here will be mandatory for all members of the university community, with respect to both their individual and collective actions, in order to promote understanding, peaceful coexistence and full respect for democratic values, fundamental rights and public freedoms in the university environment.

Article 5. General rules for community harmony

1. All individuals who are members of the CEU Cardenal Herrera University community must:

- a) Maintain at all times an attitude of respect, both in their general behaviour and in the language and expressions used towards all other members of the university community (students, lecturers and administrative and service staff). This duty of respect will be observed in all educational and cultural activities organized by the University on or away from its facilities.
- b) Ensure that your personal appearance and attire at the University are appropriate to the dignity of the institution to which they belong, while always respecting individual freedom and the free expression of personality.
- c) Make appropriate use of social networks, which in no case may be used to publicly discredit members of the Universidad CEU Cardenal Herrera or the institution itself. All of this is without prejudice to the full respect for the freedom of expression of all persons who form part of the institution.

2. In order to guarantee community harmony at the university, the following actions will not be permitted:

- a) Any action that involves discrimination based on birth, racial or ethnic origin, sex, religion, belief, opinion, age, disability, nationality, illness, socioeconomic, linguistic or language status, political beliefs or trade union affiliation, or any other personal or social condition or circumstance of the members of the university community, or of the staff of partner organizations or those providing services to the Universidad CEU Cardenal Herrera.

- b) The performance of any act or the possession of objects that threatens health and safety and poses an unacceptable risk or cause harm to other members of the university community or which hinders community harmony. In particular, smoking is prohibited on all the University's premises.
- c) The performance of any serious or unjustified act or behaviour that prevents or hinders the normal provision of the University's activities, by affecting teaching, research, study, administrative management or the holding of academic events.
- d) Being in a state of intoxication or under the influence of narcotic or psychotropic substances, or possessing, distributing or consuming such substances, on the University's premises or in those other places which, while not strictly forming part of the University's campuses, are used for the delivery of its degrees and programmes.

Article 6. Rules for community harmony at academic and cultural events

- 1. All members of the Universidad CEU Cardenal Herrera have the right to participate in the University's academic and cultural events, whether or not they are held on its premises, as well as the duty to enable them to proceed without disruption and to respect their participants, without prejudice to their rights to free expression and demonstration.
- 2. In the case of formal academic events held at the University, participants must comply with the University's protocol requirements.

Article 7. Rules for the use of property and resources of the Universidad CEU Cardenal Herrera

- 1. All members of the university community have the duty to use the University's facilities, property and equipment carefully and appropriately, and to make rational use of water, energy, communications and other resources.
- 2. It is forbidden to appropriate University property, to retain such property once entitlement to do so has expired, to cause damage to it, and to fail to comply with regulations regarding its use.
- 3. Unauthorized entry into the University's computer systems, disruption of their operation, and fraudulent use of electronic files are prohibited.

Article 8. Rules for community harmony in common areas

1. All those present on the premises of the Universidad CEU Cardenal Herrera must identify themselves if required to do so by the academic authorities, the academic staff in the exercise of their teaching functions, the administrative and service staff of the different departments, or the security personnel.
2. In the corridors, courtyards, cloisters, study rooms or computer rooms, no events or activities may be carried out that prevent, hinder or disturb the normal functioning of teaching, research, study, administrative management, cultural or academic activities that are taking place at the University, unless such events or activities are organized by the University itself.
3. The consumption of food and drink is permitted in common areas of the University or in areas specifically designated for this purpose, provided that proper hygiene is observed and the necessary care is taken to avoid damage to these areas and their furniture. All food waste and packaging must be disposed of appropriately. No food or drink, except water, may be consumed in the classrooms or study rooms.
4. The consumption of any food or drink, including water, is prohibited in computer rooms or specific laboratories where it may be hazardous. Any and all specific rules of use established for such facilities must be respected.
5. In common areas, the taking of any photographs or audio or video recordings in the classroom outside of teaching activity must have the consent of the relevant data subjects, i.e., those who appear in them, without prejudice to such photographs or recordings being taken for institutional purposes, which are subject to their own consent process.

Article 9. Rules for community harmony in the classroom

1. Only students enrolled on a course will be entitled to attend teaching activities related to it, unless explicit authorization to the contrary is given by the University.
2. Students attending a teaching activity may be required to identify themselves by the lecturers responsible for the activity. For this reason, and in accordance with current regulations, students will be required to carry their Universidad CEU Cardenal Herrera student card at all times or, failing that, their Spanish national identity card (DNI), the foreign national identity card (NIE/TIE), or passport, without prejudice to the use of other documents which may be legally valid forms of identification.

3. Both students and lecturers must be punctual when entering and leaving the classroom.
4. During teaching activities, no food or drink may be consumed, except water.
5. When in the classroom, students must pay due attention to the lectures or other teaching activities and refrain from any act that prevents or hinders such activities from taking place as normal. In particular, silence must be maintained whenever appropriate and attention paid to the instructions of the person leading the activity.
6. During classroom activities, mobile phones must be switched off or silenced, and they must not be used to make calls, use messaging services, or engage in any other activity not related to classroom activities.
7. The use of electronic devices, such as computers, tablets, etc., during classroom activities must be authorized by the lecturer and will be limited exclusively to facilitating learning.
8. Taking photographs or making audio or video recordings during classroom activities is not permitted, except with the express consent of the lecturers leading the activities and of the relevant data subjects, i.e., those who appear in them.
9. The taking of any photographs or audio or video recordings in the classroom outside of teaching activity must have the consent of the relevant data subjects, without prejudice to such photographs or recordings being taken for institutional purposes, which are subject to their own consent process.

Article 10. Rules for community harmony during assessment activities

1. It is the duty of every student to refrain from cheating, and from cooperating with others who are engaged in cheating, in any test, examination, assignment or assessed work.
2. Plagiarism, in whole or in part, of other intellectual property of any kind, for the purpose of completing assignments, practical activities or any other activity subject to assessment, is prohibited.
3. During assessment activities, students must not use any electronic device that allows communication or data storage, unless the type of assessment requires such use and the lecturer has authorized it.
4. Taking photographs or making audio or video recordings during assessment activities or examination is not permitted, except with the express consent of the lecturer responsible and of the relevant data subjects, i.e., those who appear in them.

5. It is forbidden to obtain, by fraudulent means or abuse of trust, the content of tests, questionnaires, examinations, or assessment exercises for personal or third-party benefit prior to their administration.
6. The removal, alteration or destruction of completed tests, questionnaires, examinations or assessment exercises, as well as documents – regardless of format – containing marks or grades, for one's own benefit or that of others, is prohibited.

Article 11. Rules for community harmony in administrative offices

1. Users of the services of the CEU Cardenal Herrera University will respect the rules of access to the administrative offices and service facilities.
2. Any act that prevents, hinders or alters the normal operation of the administrative management activities carried out by these services is prohibited, whether such acts take place inside or outside of the University's premises.

Article 12. Rules for community harmony in the libraries

The use of the Universidad CEU Cardenal Herrera library, access to bibliographical resources, and possible disciplinary sanctions for breaches of the rules shall be regulated by the Regulations of the Universidad CEU Cardenal Herrera Library and the Student Regulations of the Universidad CEU Cardenal Herrera.

PART TWO. MEASURES FOR THE MAINTENANCE AND RESTORATION OF COMMUNITY HARMONY

Article 13. Principle of proportionality

In accordance with the principle of proportionality, sanctions may only be imposed on those who disrupt community harmony or threaten to do so when necessary and in order to preserve or restore such harmony, to protect the rights and freedoms of the university community, or to maintain fairness and equality in the assessment systems.

Article 14. Measures for the maintenance and restoration of community harmony in common areas

1. The academic authorities on campus and, in case of emergency, the administrative and service staff or the security service, shall adopt the necessary measures to prevent or put an end to any events or activities occurring in the University's common areas that endanger the health and safety of individuals or the integrity of property, or that seriously and unjustifiably prevent or interfere with the normal provision of services by affecting teaching, research, study, administrative management or the holding of academic events.
2. Without prejudice to any disciplinary responsibilities that may follow, such measures shall only be implemented for the time strictly necessary for the restoration of community harmony.
3. An explanation of the events and the provisional measures taken must be recorded in an incident report written by the relevant authorities and personnel referred to in paragraph 1 of this article.
4. These measures shall also be adopted if such events take place in the University's administrative offices or libraries.

Article 15. Measures for the maintenance and restoration of community harmony within the classroom

1. The academic staff responsible for a particular teaching activity may require persons present in the relevant classroom, laboratory, etc., to leave if they refuse to identify themselves, or if, having identified themselves, they are not enrolled on the corresponding course.
2. While teaching activities are taking place, the corresponding lecturers may implement whichever

measures are strictly necessary to ensure the activity can proceed as normal and that community harmony is maintained, in accordance with these Regulations and any rules applicable to the activity in question. In particular, he or she may provide the students with any orders and prohibitions that may be strictly necessary for the purposes indicated and even expel them from the classroom, laboratory, etc.

3. Without prejudice to any disciplinary responsibilities that may arise, such measures shall only be implemented for the time strictly necessary for the restoration of community harmony.

Article 16. Measures for the maintenance and restoration of community harmony during assessment activities

1. The academic staff responsible for an assessment activity or examination may require persons present in the relevant classroom to leave if they refuse to identify themselves, or if, having identified themselves, they are not enrolled on the course to which the activity or examination pertains.
2. During assessment activities and examinations, the academic staff may implement whichever measures are strictly necessary to ensure the activity or examination can proceed normally, fairly and lawfully. In particular, they must ensure that no means or actions are employed that constitute cheating or which undermine the individual nature of the activities.
3. Among other measures, lecturers may carry out any visual inspections that they deem necessary, and students must cooperate with such procedures.
4. If unauthorized communication devices or other means of cheating are discovered during the activities or examinations, the lecturer responsible may terminate the participation of the student concerned and require him or her to leave the classroom immediately, as well as surrendering any device used. The alleged offender shall wait until the examination concludes to accompany the lecturer to the dean's or director's office, where an incident report will be made. All of this is without prejudice to any disciplinary sanctions that may follow.
5. Disciplinary proceedings may be opened after such an incident, in accordance with the provisions of the Student Regulations of the Universidad CEU Cardenal Herrera.

Article 17. Prevention of and responses to violence, discrimination or harassment

1. In accordance with the protection of human rights, the University shall implement the appropriate measures to prevent and respond to incidents of violence, discrimination or harassment, as established in the University's Bullying Prevention and Intervention Protocol and the General Procedure for Workplace Harassment Prevention and Intervention of the Fundación Universitaria San Pablo-CEU.
2. Sexual harassment or sexual discrimination shall be interpreted in accordance with Article 7 of Organic Law 3/2007, of 22nd March, on the Effective Equality of Women and Men.
3. Discrimination based on racism, xenophobia and intolerance in the context of university sport shall be interpreted in accordance with Article 1 of Law 19/2007, of 11th July, on Violence, Racism, Xenophobia and Intolerance, and in relation to Article 22.1 a) of Law 39/2022, of 30th December, on Sport.
4. Discrimination on the grounds of disability in the university environment shall be interpreted in accordance with the provisions of Articles 2, 7, and 63ff. of the Consolidated Text of the General Law on the Rights of Persons with Disabilities and Their Social Inclusion, approved by Royal Legislative Decree 1/2013, of 29th November.
5. With regard to such situations, the University will implement primary prevention measures, including awareness-raising activities and training, to promote recognition and respect for equality and fairness in the university environment, and secondary prevention measures to act on the corresponding contexts, circumstances and risk factors, and so to prevent situations of violence, discrimination or harassment from occurring. In addition, an Ethics Communication Channel has been set up, which can be accessed via the University's website, to receive complaints or reports of situations of violence, discrimination or harassment.
6. If the Ethics Communication Channel receives a report of an incident of violence, discrimination, or harassment, the provisions of the Bullying Prevention and Intervention Protocol of the Universidad CEU Cardenal Herrera and the General Procedure for Workplace Harassment Prevention and Intervention of the Fundación Universitaria San Pablo-CEU will apply, including any precautionary measures deemed appropriate to prevent the situation from continuing and to ensure the effectiveness of subsequent decisions. If the alleged conduct constitutes an offence subject to staff disciplinary proceedings, the relevant regulations will be applied.
7. In addition to applying these protocols, the University will seek to provide the victims with

appropriate assistance, including information about their rights, and personalized support from the University's Guidance Service.

8. In the implementation of these measures, the University will ensure that any action taken regarding situations of violence, discrimination or harassment will adhere to the following principles:
 - a. Respect for the effective equality between men and women and protection of the rights of people with disabilities or suffering from any other social inequality.
 - b. Confidentiality, meaning that the staff involved in the proceedings must maintain strict confidentiality and secrecy and must not transmit or disclose information about the content of the complaints filed, resolved or under investigation which they are aware of.
 - c. Diligence and speed in the performance of the investigation and decisions regarding the reported conduct, acting with due professionalism and without undue delay, so that the proceedings can be completed in the shortest possible time, following due process.
 - d. Impartiality and the right to be heard, ensuring that the procedure guarantees an unbiased hearing and fair treatment for all parties involved. All individuals participating in the process shall act in good faith in the pursuit of truth and in clarifying the facts of the matter.
 - e. Prevention and prohibition of reprisals against persons who make a complaint, appear as witnesses, or participate in an investigation regarding violence or sexual harassment, discrimination or any other circumstance, both during and after the proceedings.

**PART THREE. GENERAL PROCEDURES FOR RESOLVING CONFLICTS
AFFECTING COMMUNITY HARMONY AND THE COMMITTEE FOR
COMMUNITY HARMONY**

CHAPTER I. General procedures for resolving conflicts affecting community harmony

Article 18. Disciplinary proceedings

1. Conflicts affecting community harmony involving students will be resolved according to the provisions of Part Three, Academic Discipline, of the Student Regulations of the Universidad CEU Cardenal Herrera.
2. Conflicts affecting community harmony the academic or administrative and service staff will be resolved according to the relevant disciplinary system with its own specific regulations.

Article 19. Mediation procedure

1. Under the provisions of these Rules for Community Harmony of the Universidad CEU Cardenal Herrera, alternative means of resolving conflicts affecting students, such as mediation, may be employed before any disciplinary proceedings begin, and such means may also be used to bring such proceedings to a close. The start of a mediation procedure shall entail the suspension of the prescriptive period and the accounting of time for the maximum duration of the disciplinary proceedings will be paused. This suspension shall remain in place for the duration of the mediation process.
2. The mediation procedure, which shall in any case be voluntary for the parties involved, cannot be used for cases of alleged cheating in assessment activities.
3. The mediation procedure shall adhere to the principles of voluntariness, confidentiality, fairness, impartiality, good faith and mutual respect, prevention and prohibition of reprisals, flexibility, clarity, and transparency.

Article 20. Mediator

Any independent third party with appropriate training belonging to the university community or proposed for this purpose by the University may be appointed as a mediator.

Article 21. Mediation procedure

1. When a conflict affecting community harmony exists, a mediation procedure may be initiated by the Committee for Community Harmony, either on its own initiative or at the request of an affected party, the University Guidance Service, or any academic officer.
2. The request must explicitly call for mediation to take place and state the nature of the conflict and the parties that may be involved. The Committee shall require the parties affected by the conflict to state, within 5 days, whether or not they agree to participate in the mediation procedure. If one of the affected parties rejects mediation, it will not take place, and the corresponding disciplinary procedure will be initiated or continued, if applicable, without prejudice to the University's prerogative to seek to restore community harmony through ordinary means.
3. Once the Committee has verified the appropriateness of mediation and, if all parties have given their consent within the aforementioned period, the Committee will appoint a mediator.
4. The mediator will begin the mediation procedure by calling an initial meeting to be attended by the parties and a designated member of the Committee for Community Harmony. In this meeting, the parties to the conflict and the mediator will identify themselves, the nature of the conflict will be defined, the express consent of the parties to participate in mediation will be ratified, and, if possible, an action plan will be drawn up and the when, where and nature of future meetings will be determined.
5. The mediator will keep minutes of all meetings, which must also be signed by the parties. The refusal of either party to sign the minutes shall be appropriately recorded and entail the termination of the mediation procedure.
6. The maximum duration of the mediation procedure shall be one month, calculated from the date of the initial meeting, with this being extended if necessary to the next working day. Due to the complexity of the conflict, the number of people involved, or difficulties encountered in the course of the proceedings, this period may, exceptionally, be extended periods of 15 calendar days, if the parties agree to this.
7. The mediation procedure may be terminated for any of the following reasons:



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- a) An agreement is reached between the parties, resolving the conflict.
 - b) One or all of the parties withdraws from the process, explicitly or tacitly.
 - c) Unforeseen circumstances leading to the withdrawal from the procedure by one of the parties, or that involve the resolution of the conflict in a manner separate from the procedure.
 - d) The expiration of the mediation period, unless an exceptional extension agreement is reached under the terms detailed above.
 - e) The mediator believes that the positions of the parties make agreement impossible, detailing the reasons for this in a report.
8. The final mediation document shall contain the terms of the agreement and shall be signed by all parties and the mediator; or, where applicable, the reason for the termination of the procedure. It shall be sent, together with all the meeting minutes, to the Committee for Community Harmony for its records.
 9. If the mediation concludes without an agreement or does not resolve all the issues raised and any corresponding disciplinary proceedings remain suspended, the Committee for Community Harmony shall instruct the investigating officer for the disciplinary proceedings to resume the case; this is without prejudice to the University's seeking the restoration of community harmony by ordinary means.
 10. Any agreement reached by the parties as a result of the mediation procedure shall be confidential, in writing and signed by the parties. A copy of it must be provided to each party and to the Committee for Community Harmony for its records.
 11. It is the responsibility of the Committee for Community Harmony to verify that the agreements reached do not contravene the University's regulations and to monitor their compliance by the parties. In the event of a sustained breach of the terms of the agreement by either party, the Committee shall declare the agreement terminated, and, where appropriate, the corresponding disciplinary proceedings shall be reopened, all without prejudice to the University also seeking to restore community harmony through ordinary means.

CHAPTER II. Committee for Community Harmony

Article 22. Constitution and functions of the Committee for Community Harmony

1. As part of these Rules for Community Harmony, the Universidad CEU Cardenal Herrera establishes the Committee for Community Harmony, which will be responsible for receiving and channelling initiatives and proposals to improve community harmony in the university environment.
2. The functions of the Committee for Community Harmony are:
 - a) To receive inquiries and initiatives from the university community for the improvement of community harmony and to formulate proposals in this area.
 - b) To promote the use of mediation to resolve conflicts where possible.
 - c) To implement the mediation procedure.
 - d) To verify that the mediation agreements reached do not contravene the University's regulations and to monitor their compliance by the parties.
 - e) To produce an annual report on matters considered relevant to community harmony, including, if appropriate, proposals for improvement.

Article 23. Composition of the Committee for Community Harmony

1. Pursuant to Article 6 of Law 3/2022, of 24th February, on University Community Harmony, the Committee for Community Harmony will be composed equally of representatives from the different groups that make up the university community: students, academic staff and administrative and service staff.
2. It shall have nine members, three from each of the University's campuses, in the corresponding proportion: three members from the academic staff, three members from the University Guidance Service, and three students, chosen in such a way that there shall be one member per group from each campus.
3. Members of the University's Governing Council may not be members of the Committee for Community Harmony.

4. The members of the Committee for Community Harmony shall be appointed and, if appropriate, renewed in their positions by the Rector, at the Governing Council's recommendation and with each member's consent. The Rector will appoint the member who will chair the Committee. The members of the Committee may resign from it at their own request or be removed by the Rector, at the Governing Council's recommendation, or due to unforeseen circumstances that make it impossible for them to continue.

Article 24. Conflicts of interest

1. Members of the Committee for Community Harmony cannot participate in any mediation or conciliation procedure that may be arranged as an alternative to disciplinary proceedings, if any of the following circumstances apply:
 - a) He or she has a personal interest in the matter in question or in another matter whose resolution could be influenced by the former.
 - b) He or she is the lecturer of the student involved in the procedure or there are unresolved legal matters between them.
 - c) To be related by blood (up to the fourth degree of consanguinity according to Spanish law) or marriage or similar sentimental relationship (up to the second degree of affinity according to Spanish law) with those involved in the procedure, or to have any working or professional relationship with them.
 - d) To have a close friendship or manifest enmity with the above-mentioned persons.
 - e) To have been a witness to the events in question or to have some relation to them.
2. The fact that there may be conflicts of interest for certain persons does not necessarily invalidate actions they may have taken.
3. There may be consequences for those who do not recuse themselves when conflicts of interest exist.

Article 25. Recusal

1. In the cases provided for in the previous article, any affected party may request the recusal (i.e., to object to the participation) of a Committee member at any point during the procedure.
2. The request must be made in a written document addressed to the Committee, in which the grounds for recusal must be stated. The Commission will give the person subject to the request for recusal a hearing and make a decision on the matter within 3 working days, accepting the request and implementing its effects, or rejecting it on insufficient grounds. The member concerned cannot

participate in the Committee's deliberations regarding the request.

3. This ruling will be final and no appeals against it can be made.

Article 26. Confidentiality

The Committee members and, where applicable, other participants in its meetings must maintain confidentiality regarding the matters discussed therein. The duty to maintain confidentiality shall remain after the expiration of their term of office and regardless of the office they may hold or their employment status.

Article 27. Operation

1. It is the responsibility of the chair of the Committee to convene and preside over its meetings.
2. It is the responsibility of the chair of the Committee to appoint, from among its members, a vice-chair, whom the chair may delegate to if appropriate, and a secretary.
3. The Committee's agreements will be adopted by a simple majority vote.

First concluding provision. Effective date

These Regulations shall enter into force on the day following their approval by the Board of Trustees of the Universidad CEU Cardenal Herrera.

Second concluding provision. Modification and derogation

Any change, modification or derogation of these Regulations, must be submitted to the Board of Trustees of the Universidad CEU Cardenal Herrera for approval.