

Election Regulations of the Academic Senate of the MU Faculty of Education

(effective from 10 October 2017)

Article 1

Introductory provisions

(1) The academic community of the Faculty of Education of Masaryk University (hereinafter referred to as "PdF MU") elects, in the sense of Sect. 26 of Act 111/1998, on Higher Education and on Amendments to Other Acts (Act on Higher Education), as amended (hereinafter referred to as the "Act"), and Articles 4 and 5 of the Statutes of PdF MU, from its center the Academic Senate of PdF MU (hereinafter referred to as the "AS PdF MU"), which is established at PdF MU as a self-governing representative academic body in accordance with the Act;

(2) The AS PdF MU consists of 23 elected members. The AS PdF MU is internally divided into the Academic Staff Chamber (which has 12 members) and the Student Chamber (which has 11 members). Chambers may sit independently, appoint their representatives, and adopt their own rules of procedure.

(3) These Election Regulations of the AS PdF MU (hereinafter referred to as the "Regulations") regulate the election of members of the AS PdF MU in accordance with the Act, the internal regulations of Masaryk University, and the PdF MU.

(4) Elections to the Academic Senate of Masaryk University are governed by the Election Regulations of the Academic Senate of Masaryk University.

Article 2

Elections to the Academic Senate of the Faculty of Education of Masaryk University

(1) Members of the academic community of the Faculty of Education, Masaryk University have the right to vote. Students can vote if they are duly enrolled to study in the relevant academic year at PdF MU.

(2) The election is announced and the schedule is set by the chair of the AS PdF MU until 30 September of the relevant year in which the election period of the AS PdF ends. If they do not announce the election, the Dean will do so in agreement with the vice-chair of the AS PdF MU. Elections can be held in the period from 1 to 30 November of the relevant year, when the election period of the AS PdF ends.

(3) The academic community of PdF MU is, for the purposes of elections to the AS of PdF MU, divided into a constituency

of academic staff and a constituency of students. The constituency of academic staff elects the Academic Staff Chamber and the constituency of students elects the Student Chamber.

(4) Each member of the academic community of PdF MU belongs for the purposes of exercising rights under these Regulations only to one constituency. Academic staff of PdF MU, who are concurrently a student of PdF MU, belong to the constituency of academic staff, unless they themselves decide on belonging to the constituency of students. They must notify their decision in writing to the election committee no later than 7 days before the start of voting.

(5) Members of the Academic Senate of the faculty are elected from among the members of the academic community of the faculty.

(6) A candidate for the AS PdF MU may be proposed by any member of the PdF MU academic community by notification to the election committee no later than 10 days before the beginning of the voting in the elections. The proposal of the candidate must include:

- a)** indication that it is a proposal to the AS PdF MU;
- b)** name, surname, possible academic title or scientific-pedagogical rank of the candidate, main unit (for an academic staff member) or degree programme (for a student);
- c)** the date and signature of the applicant;
- d)** the candidate's declaration of consent to the candidacy bearing their handwritten signature;
- e)** information for which chamber the candidate is running.

(7) If fewer candidates have been registered than are to be elected as the members of the Senate, the outgoing Senate may propose the remaining required number of candidates.

(8) The election committee shall publish the names of the candidates no later than 7 days before the beginning of the voting in the elections.

(9) The Academic Senate of the Faculty appoints a single constituency election committee for both constituencies, as soon as possible after its inaugural meeting. The constituency election committee consists of a chair and at least two other members from each of the constituencies. The mandate of the previous committee ends with the appointment of a new committee. The constituency election committee of the AS PdF MU is also a constituency election committee in the sense of Article 7 of the Election Regulations of the AS MU. Membership in the election committee is incompatible with candidacy in elections to the AS PdF MU.

(10) Elections are secret, direct, and take place electronically via the Information System of the Masaryk University E-election system (hereinafter referred to as the "Application"). Voters identify the candidate whom they support with their vote. The voter shall mark a maximum of as many candidates as can be elected in their constituency. 12 candidates are elected in the constituency of academic staff who received the highest number of votes, while from one unit there can be a maximum of one candidate elected. Unit means the departments and institutes designated by the organizational regulations of the PdF.

In the event that candidates from less than 12 units are nominated, the candidate from each unit with the highest number of votes is always elected and the remaining positions in the Academic Staff Chamber are subsequently filled by candidates from any PdF MU unit in the order of the number of votes they won in the election. In the constituency of students, 11 candidates with the highest number of votes are elected.

(11) The chair of the election committee shall communicate the results of the elections in writing to the chair of the outgoing senate no later than the next working day after their end and at the same time publish them on the website of the Faculty of Education, Masaryk University.

(12) If a position of a member of the AS PdF MU becomes vacant during the election period and none of the alternates takes up the vacancy pursuant to Art. 5, para. 12 of the Statutes of the PdF MU, the AS PdF MU will announce by-elections. However, they do not take place in the last six months of the AS PdF MU election period. The provisions on ordinary elections shall apply mutatis mutandis to by-elections.

Article 3

Election and term of office

(1) The term of office of the AS PdF MU is three years. It begins on 1 January of the year following the election year and ends on 31 December of the third year following the election year.

(2) The term of office of a member of the AS PdF MU coincides with the election period of the AS PdF MU. Membership in the AS PdF MU expires:

- a)** at the end of the term of office;
- b)** on the day on which the member of the Senate terminates their membership in the academic community of the Faculty of Education, Masaryk University;
- c)** on the day on which a member of the Senate assumes a position which is incompatible with the position of a member of the Senate;
- d)** on the day when they resign as a member of the Senate in writing into the hands of the chair of the AS PdF MU.

(3) Membership in the AS PdF MU does not expire in the case of a student who duly completes their studies in the degree programmes carried out at the PdF MU during their term of office but is admitted to another, immediately following degree programme at the PdF MU.

(4) If a student member of the AS PdF MU notifies the chair of the AS PdF MU no later than 7 days after the proper completion of the studies that they intend to study and be enrolled in a degree programme at the PdF MU, the exercise of rights and obligations associated with the mandate of an AS PdF MU member is restored to them on the day following the day of enrolment in the degree programme. The period between the end of studies and enrolment in another degree programme may not exceed 4 months, otherwise the mandate of a member of the AS PdF MU expires; the mandate also expires upon the expiry of the time limit set for enrolment. On the day of the termination of the studies of a member of the AS PdF MU, an alternate is called to temporarily perform the function of a member of the AS PdF MU. If there is no such alternate, by-elections shall be held only after the expiry of the four-month period, unless the rights and obligations associated with the mandate of a member of the AS PdF MU have been restored.

Article 4

Election of the board of the AS PdF MU

(1) The board of the AS PdF MU consists of a chair and two vice-chairs. The chair of the AS PdF MU is elected from among the members of the Academic Staff Chamber. The vice-chairs of the AS PdF MU are the chairs of the Student Chamber and the Academic Staff Chamber of the PdF MU.

(2) The elections of the board shall take place at the inaugural meeting of the senate, are secret, and are chaired by the oldest member of the AS PdF MU. At least three-fifths of all newly-elected members of the AS PdF MU must be present. When electing the chair of the AS PdF MU, an absolute majority of all members of the AS PdF MU is decisive. In the event of an unsuccessful election, the election is repeated, with the two candidates with the largest

number of votes advancing to the next round. In the case of repeated unsuccessful elections, the third round will take place, where a simple majority of votes will suffice. If both candidates receive the same number of votes in the third round, the election shall be repeated.

Article 5 Complaints

(1) A voter may file a complaint addressed to the election committee about violations of the Act, the Statutes, or these Regulations in the preparation of elections, the course of the election campaign, the organization and course of the elections, and the results of the elections.

(2) The complaint must be submitted in writing no later than five working days after the announcement of the preliminary results and must state the reasons for it.

(3) The election committee shall decide on the complaint within five working days after the deadline for their submission and shall notify the complainant of the result.

(4) The wording of the complaint and the manner of its settlement shall be attached to the minutes of the election.

(5) An appeal against the decision on the complaint shall be submitted in writing no later than five working days after the complainant has been notified by the election committee. However, this appeal shall not have a suspensory effect on the validity of the mandates arising from the elections. The election committee shall immediately forward the appeal to the AS PdF MU. AS PdF MU shall discuss the appeal at its next meeting, and shall inform the complainant of the result.

Article 6 Final provisions

- (1)** This internal regulation shall be valid on the day of its approval by the AS MU and shall take effect on the day of its publication on the PdF MU website.
- (2)** This internal regulation cancels the first part of the Election Regulations and Rules of Procedure of the AS PdF MU approved by the AS PdF MU on 20 May 2014 and AS MU on 13 October 2014.
- (3)** This internal regulation was approved by the Academic Senate of the Faculty of Education, Masaryk University on 6 June 2017.
- (4)** This internal regulation was approved by the Academic Senate of the Masaryk University on 9 October 2017.

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of the MU Faculty of Education