

Pursuant to section 36 (2) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Some Other Acts (Higher Education Act), the Ministry of Education, Youth and Sports registered the Election Regulation of the Academic Senate of the University of Veterinary and Pharmaceutical Sciences Brno on 19 May 2017, file reference MSMT-12507/2017.

Amendments to the Election Rules of the Academic Senate of the University of Veterinary and Pharmaceutical Sciences Brno were registered by the Ministry of Education, Youth and Sports pursuant to the provisions of Section 36 (2) and (5) of the Higher Education Act on 22 May 2020, file reference MŠMT-21090 / 2020-1, on 9 March 2021, file reference MSMT-6935/2021-2.

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Mgr. Karolína Gondková
Director of the Department of
Higher Education

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THE FULL TEXT OF

THE ELECTION REGULATION OF THE ACADEMIC

SENATE OF THE UNIVERSITY OF VETERINARY AND

PHARMACEUTICAL SCIENCES BRNO

Dated 9 March 2021

Article 1

Basic Provisions

- (1) The Election Regulation of the Academic Senate of the University of Veterinary and Pharmaceutical Sciences Brno (hereinafter only as the “Election Regulation of the UVPS Brno AS”) shall be issued pursuant to § 17, para. 1, letter b) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Some Other Acts (Higher Education Act), as amended (hereinafter only as the “Act”) and in accordance with the Statute of the University of Veterinary and Pharmaceutical Sciences Brno (hereinafter only as the “Statute of the UVPS Brno”).
- (2) The Election Regulation of the UVPS Brno AS shall regulate the manner of electing the members of the Academic Senate of the University of Veterinary and Pharmaceutical Sciences Brno (hereinafter only as the “UVPS Brno AS”) and the election of the Chairperson and Board members of the UVPS Brno AS.

Article 2

Appointment, Establishment and Exercise of a Mandate

- (1) The academic community of the University of Veterinary and Pharmaceutical Sciences Brno (hereinafter only as the “UVPS Brno”) shall consist of academic staff working at the UVPS Brno and students of the UVPS Brno. Academic staff members form the staff part of the academic community, and students form the student part of the academic community.
- (2) At each faculty, 6 representatives of the academic staff and 3 representatives from the students are elected to the UVPS Brno AS.
- (3) The members of UVPS Brno AS shall be elected by members of the academic community of the University of Veterinary and Pharmaceutical Sciences Brno. The members of the UVPS Brno AS from the academic staff shall be elected by the academic staff of the

respective faculty. The members of UVPS Brno AS from the students for the individual faculties shall be elected by the students of all the study programmes carried out by the faculty.

- (4) The term of office of all individual members of the UVPS Brno AS is three years, commencing on the date of the constituent session of the newly elected UVPS Brno AS.
- (5) The members of UVPS Brno AS shall exercise their mandate to the best of consciousness and conscience and shall not be bound by any instructions.

Article 3

Announcing and Organising Elections

- (1) The election of the members of the UVPS Brno AS shall be announced by the Chairperson of UVPS Brno AS no later than 30 days before the end of the term of office. The election may also be announced by the Rector pursuant to § 8, para. 3 of the Act.
- (2) The resolution on the announcement of elections shall be published on the official board of the UVPS Brno and also in the public section of the website of the UVPS Brno. Details of the date and place of the voting on the candidates shall be published in the public section of the website of the UVPS Brno and no later than 14 calendar days before the first day of the voting on the candidates.
- (3) The election to the UVPS Brno AS shall be managed by the Election Commission of the UVPS Brno AS (hereinafter only as the "Election Commission") to which the UVPS Brno AS shall elect two representatives of the academic staff for each faculty and one student representative from each faculty.
- (4) The Chairperson of the Election Commission shall be elected by the UVPS Brno AS.
- (5) In the event that the election of the members of the UVPS Brno AS has been announced by the Rector, he/she shall appoint the Chairperson and members of the Election Commission from the members of the academic community of the UVPS Brno so that the members of the Election Commission include two representatives of the academic staff for each faculty and one student representative from each faculty.
- (6) The Election Commission shall accept written proposals for candidates. The proposal shall include the written consent with the nomination. The eligibility of the candidate to be elected and the fulfilment of the eligibility condition shall be verified by the Election Commission. On the basis of these proposals, the Election Commission shall draw up lists of candidates proposed by the academic staff of individual faculties and lists of candidates proposed by students of individual faculties. The lists of candidates shall be published by the Election Commission in a manner allowing for remote access to members of the academic community of the UVPS Brno at least seven calendar days before the date of the election.
- (7) Elections of members of UVPS Brno AS are direct with a secret ballot. Members shall be elected from the lists of candidates in the proportions set out in Article 2, para. 2.
- (8) The Election Commission shall draw up lists of authorised voters. The decisive date for determining the right to vote and to be elected is the moment when the elections begin. Each member of the academic community may stand and vote for only one faculty, i.e. the faculty where they work or study; in the case of belonging to the staff and student part of academic community of the UVPS Brno, they shall be deemed as a member of the staff part of the academic community if their weekly working hours exceeds a half of the weekly working hours of the academic staff members of the UVPS Brno. In the event that an academic staff member works simultaneously for or if the student is enrolled at multiple faculties, they have the right to choose the relevant faculty for which they wish to vote and they shall communicate their decision to the Chairperson of the Election Commission no later than one day before compiling the list of voters, otherwise, their placement shall be determined by the Chairperson of the Election Commission.

- (9) The UVPS Brno AS may decide by resolution that the voting on candidates will take place by mail. The resolution must be adopted no later than 14 calendar days before the start of the voting on the candidates. The technical modality, security, organization and course of voting by mail shall be determined by the Electoral Commission. If the presence of a part of the academic community for teaching or research at UVPS Brno is limited by legal regulations, voting for this part of the academic community shall always take place by mail.

Article 4 Election Results

- (1) The mandate of a member of the UVPS Brno AS shall be obtained by the first six academic staff members from each faculty who have obtained the highest number of valid votes in the elections. In the event of equality of the valid votes obtained, their ranking shall be decided by lots conducted by the Election Commission. Academic staff members in the seventh and other places shall become substitutes. The condition for obtaining a mandate consists in receiving at least one valid vote.
- (2) The mandate of a member of the UVPS Brno AS representing faculty students shall be obtained by the first 2 candidates with the highest number of valid votes obtained from the students of the Master's study programme, the Bachelor's study programme or the Master's study programme following the Bachelor's study programme within the elections held at the corresponding faculty and 1 candidate with the highest number of valid votes obtained for students of the doctoral study programme of the corresponding faculty. In the event of equality of the valid votes obtained, their ranking shall be decided by lots conducted by the Election Commission. Students who do not obtain the mandate of a member of the UVPS Brno AS shall become substitutes according to the order of the number of votes obtained, provided that they have obtained at least one valid vote.
- (3) If the required number of members of the UVPS Brno AS is not elected, the Election Commission shall organise another round of elections.
- (4) Election results shall be published by the Electoral Commission in a manner allowing remote access to members of the UVPS Brno academic community within two working days from the last day of the election.

Article 5 Complaints

- (1) The voter may file a complaint to the Election Commission directed against a violation of the Act, the Statute of the UVPS Brno or this Election Regulation in the course of preparing or holding the election or organising the election. The complaint must be filed within five calendar days upon the announcement of the election results.
- (2) The complaint shall be made in writing, justified and signed by the complainant.
- (3) The Election Commission shall assess the complaint within five days upon its receipt. The decision on the complaint shall be attached to the record of the election.

Article 6 Repeating Elections

- (1) Elections of members of the UVPS Brno AS shall be repeated if there has been an error which could have influenced the election results with respect to the elected candidates. If there has been an error in the order of the substitutes, the substitutes with whom the error has occurred and the substitutes ranked behind them shall not be elected.
- (2) Repeating the elections for the reason specified in paragraph 1 shall take place at the whole UVPS Brno if the error could have affected the complete outcome of the election; repeating

the election at the faculty shall take place if the error could have affected the election outcome at the faculty.

- (3) The decision to repeat the elections shall be issued by the Election Commission. The decision shall be published in the same manner as the announcement of elections according to Article 3, para. 2.
- (4) The election provisions shall reasonably apply to the repeated elections.

Article 7

Election of the Chairperson, Board Members and Secretary

- (1) The mandate of the members of the newly elected UVPS Brno AS begins on the day following the day of termination of the mandate of the resigning UVPS Brno AS.
The members of the newly elected UVPS Brno AS shall meet at the first constituent session, which shall be convened and chaired by the Chairperson of the outgoing UVPS Brno AS until the election of the new Chairperson of the AS of the UVPS. If the Chairperson of the outgoing UVPS Brno AS cannot or refuses to convene a meeting, this role shall be taken by the Chairperson of the Election Commission, who shall chair the session until the election of the new Chairperson.
- (2) At the start of the constituent session, the Chair shall arrange for the election of the Proposal, Mandate and Election Commission out of the members of the UVPS Brno AS, which shall verify, according to the records of the Election Commission, the validity of the mandates of the newly elected members of the UVPS Brno AS. Furthermore, members of the UVPS Brno AS shall also be elected to serve as the minutes clerk, the verifier of the minutes and the Proposal Commission for this session of the UVPS Brno AS.
- (3) The election of the Chairperson, the members of the Board and the Secretary shall take place by secret ballot using ballot papers. The elections may include more rounds; all rounds shall be held in one session.
- (4) The five-member Board shall consist of the Chairperson, two representatives of faculty academic staff (one for each faculty) and a student representative (one for each faculty).
- (5) The term of office of the Chairperson and the members of the Board shall coincide with the term of office of the UVPS Brno AS.
- (6) Only the members of the UVPS Brno AS may nominate the Chairperson and the members of the Board. Each member of the UVPS Brno AS has the right to be elected the Chairperson or the member of the Board. In order to be included on the list of candidates for the post of the Chairperson, the candidate shall consent to the performance of the office.
- (7) In the case of multiple candidates for the Chairperson, every member of the UVPS Brno AS may vote for any number of the candidates.
- (8) The Chairperson shall be elected if he or she obtains the majority of the votes and at the same time an absolute majority of the votes of the present members of the UVPS Brno AS.
- (9) In the case of multiple candidates and if the Chairperson is not elected in the first round, the election shall continue with the second round. Two candidates with the highest number of votes shall proceed to the second round. In the case of an equal number of votes in the qualifying places, all of these candidates shall proceed to the second round.
- (10) In the second round, the candidate with the highest number of votes and obtaining an absolute majority of the votes of the present members of the UVPS Brno AS shall become the Chairperson. In the event that the Chairperson is not elected in the first round in the case of one candidate or in the second round in the case of multiple candidates, the election shall be repeated including the nomination of candidates.
- (11) The members of the UVPS Brno AS shall nominate candidates for two members of the Board representing the faculty staff and two members representing students.
- (12) The election of the members of the Board and of the Secretary shall take place *mutatis mutandis* in accordance with the rules set out in paragraphs 6 to 10.

- (13) The newly elected Board shall elect its Vice-Chairperson from among its members. The Vice-Chairperson shall represent the Chairperson in his or her absence and in procedural tasks delegated by the Chairperson in advance. The election of the Vice-Chairperson shall take place by secret ballot. The Vice-Chairperson shall be elected if he or she obtains an absolute majority of the votes of all the members of the Board.

Article 8

Dismissal of the Chairperson, Board Members and Secretary

- (1) Any member of the UVPS Brno AS may propose a vote on the dismissal of the Chairperson. The proposal shall be adopted by the absolute majority of all members of the UVPS Brno AS.
- (2) Any member of the UVPS Brno AS may propose a vote on the dismissal of the Board member or the Board as a whole or the Secretary. The proposal shall be adopted by the absolute majority of all members of the UVPS Brno AS.

Article 9

Termination of Membership, Substitutes, and By-elections

- (1) The function of a member in the UVPS Brno AS shall expire:
- a) Upon the expiry of the term of office of the UVPS Brno AS; or
 - b) Prior to the expiry of the term of office:
 1. On the date of appointment to a position incompatible with the membership;
 2. The termination of membership in the part of the academic community of the faculty for which they were elected;
 3. If the UVPS Brno AS fails to act for the period of six months pursuant to § 8, para. 3 of the Act;
 4. On the day of delivery of written resignation to the Chairperson of the UVPS Brno AS.
- (2) If the membership of a member of the UVPS Brno AS ceases to exist before the end of their term of office, a substitute from the part of the UVPS Brno academic community for which they were elected shall take their place. The substitute shall act as a member of the UVPS Brno AS only for the remainder of the respective term of office.
- (3) In the event there is no substitute, the UVPS Brno AS shall announce the by-election. The by-election shall be governed by the same rules as regular elections. Candidates who have not been elected in the by-election shall become substitutes for the remainder of their respective term of office.

Article 10

Final Provisions

- (1) The Election Regulation and the Rules of Procedure of the Academic Senate of the University of Veterinary and Pharmaceutical Sciences, registered by the Ministry of Education, Youth and Sports on 10 December 2007, file reference 28 807/2007-30, as amended, shall be set aside.
- (2) This Election Regulation of the UVPS Brno AS was adopted pursuant to § 9, para. 1, letter b), point 3 of the Act by the UVPS Brno AS on 27 April 2017.
- (3) Pursuant to § 36, para. 4 of the Act, this Election Regulation of the UVPS Brno AS shall come into effect on the date of registration by the Ministry of Education, Youth and Sports.
- (4) This Election Regulation of the UVPS Brno AS shall enter into effect on the date of entry into force.

Amendments to the Election Regulation of the Academic Senate of the University of Veterinary and Pharmaceutical Sciences Brno were approved pursuant to section 9 (1) b) (3) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments to Other Acts (Act on Higher Education Institutions), as amended, by the Academic Senate of the University of Veterinary and Pharmaceutical Sciences Brno on 8 April 2020 and 9 March 2021.

Amendments to the Election Regulation of the Academic Senate of the University of Veterinary and Pharmaceutical Sciences shall come into force pursuant to Section 36 (4) of the Act on Higher Education Institutions on the day of registration by the Ministry of Education, Youth and Sports.

Amendments to the Election Regulation Rules of the Academic Senate of the University of Veterinary and Pharmaceutical Sciences shall become effective on the date of its entry into force.

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