

*Pursuant to Section 36(2) of Act No.111/1998 Coll., on Higher Education Institutions and on Amendments and Additions to Other Acts (Act on Higher Education Institutions), as amended, the Ministry of Education, Youth and Sports registered Election Regulations of the Academic Senate of the University of Veterinary Sciences Brno under Ref. No. MSMT-3758/2024-2 on the date of signing the registration.*

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Director of the Department of Higher Education Institutions*

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## **ELECTION REGULATIONS OF THE ACADEMIC SENATE OF THE UNIVERSITY OF VETERINARY SCIENCES BRNO**

**Dated 22 February 2024**

### **Article 1**

#### **Basic provisions**

- (1) The Election Regulations of the Academic Senate of the University of Veterinary Sciences Brno (hereinafter referred to as the "Election Regulations of the AS UVS Brno") are issued pursuant to Section 17 (1) (b) of Act No. 111/1998 Coll., on Higher Education and on Amendments and Additions to Other Acts (Act on Higher Education), as amended (hereinafter referred to as the "Act"), and in accordance with the Statute of the University of Veterinary Sciences Brno (hereinafter referred to as the "UVS Brno Statute").
- (2) The Election Regulations of AS UVS Brno regulate the method of election of members of the Academic Senate of the University of Veterinary Sciences Brno (hereinafter referred to as "AS UVS Brno") and the election of the chairperson and members of the Board of AS UVS Brno.

### **Article 2**

#### **Filling, establishment and exercise of the mandate**

- (1) The academic community of the University of Veterinary Sciences Brno (hereinafter referred to as "UVS Brno") consists of academic staff working at UVS Brno and students of UVS Brno. Academic workers form the staff part of the academic community and students form the student part of the academic community.
- (2) The Academic Senate of UVS Brno is composed of 6 representatives from among academic workers and 3 representatives from among students of undergraduate and doctoral study programmes conducted in the Czech language of each faculty, 1 representative from among academic workers of other university-wide departments teaching undergraduate and, where appropriate, doctoral study programmes, 1 representative from a university-wide department representing lifelong learning and 1 representative from among students of undergraduate and doctoral study programmes conducted in the English language.
- (3) The members of the AS UVS Brno are elected from among the members of the academic community of the University of Veterinary Sciences Brno. Members of the AS UVS Brno from among the academic staff of the faculty are elected by the academic staff of the relevant faculty, a member from among the academic staff of other university-wide departments teaching in undergraduate and, where appropriate, doctoral study programmes is elected by the academic staff of these university-wide departments, a member from among the academic staff of other university-wide departments representing lifelong

learning is elected by the academic staff of these university-wide departments. Members of AS UVS Brno from among the students of study programmes conducted in the Czech language for individual faculties are elected by the students of all undergraduate and doctoral study programmes conducted in the Czech language by the faculty; a member from among the students of study programmes conducted in the English language is elected by the students of all undergraduate and doctoral study programmes conducted in the English language.

- (4) The term of office of all individual members of the AS UVS Brno shall be three years, beginning on the day following the end of the term of office of the outgoing AS UVS Brno.
- (5) Members of AS UVS Brno exercise their mandate to the best of their knowledge and conscience and are not bound by any instructions.
- (6) Membership in AS UVS Brno is incompatible with the position of Rector, Vice-Rector, Bursar, Dean, Vice-Dean and Registrar of the Faculty.

### **Article 3**

#### **Announcement and organisation of elections**

- (1) Elections of AS UVS Brno members shall be announced by the chairperson of AS UVS Brno no later than 30 days before the end of the term of office. Elections may also be called by the Rector pursuant to Section 8(3) of the Act.
- (2) The resolution announcing the elections shall be published on the official UVS Brno notice board and on the public section of the UVS Brno website. Information on the date and place of the voting on candidates shall be published on the public section of the UVS Brno website at least 14 calendar days before the first day of voting on candidates.
- (3) Elections to AS UVS Brno are administered by the AS UVS Brno Election Commission (hereinafter referred to as the "Election Commission"), to which AS UVS Brno elects two representatives from among academic staff from each faculty, one representative from university-wide other departments and one representative from among students of study programmes taught in the Czech language for each faculty and one representative from among students of study programmes conducted in the English language.
- (4) The chairperson of the Election Committee is elected by AS UVS Brno.
- (5) In the event that the elections of the members of the AS UVS Brno are announced by the Rector, the Rector shall appoint the chairperson and the members of the Election Committee from among the members of the academic community of UVS Brno so that the members of the Election Committee shall be two representatives from among the academic staff of each faculty and one representative from among the students of each faculty, one representative from among the students of the university-wide other departments, and one representative from among the students of study programmes conducted in the Czech language for each faculty and one representative from among the students of study programmes conducted in the English language.
- (6) The Election Committee accepts written proposals for candidates. The proposal shall be accompanied by the written consent of the proposed candidate to stand. The eligibility of the candidate to be elected and the fulfilment of the condition for consent to stand for election shall be verified by the Election Committee. On the basis of these proposals, the Election Committee shall draw up lists of candidates nominated from among the academic staff of individual faculties, and lists of candidates nominated from among the academic staff of other university-wide departments teaching in undergraduate and, where appropriate, doctoral degree programmes, a list of candidates nominated from among the academic staff of university-wide departments representing lifelong learning, a list of candidates nominated from among the students of study programmes conducted in the Czech language at individual faculties, and a list of candidates nominated from among the

students of study programmes conducted in the English language at undergraduate and doctoral level. The Election Committee shall publish the lists of candidates in a manner that allows remote access to members of the UVS Brno academic community at least seven calendar days before the election date.

- (7) The elections of AS UVS Brno members are direct with secret ballot. Members shall be elected from the lists of candidates in the proportions set out in Article 2(2).
- (8) The Election Commission shall draw up lists of eligible voters. The decisive date for determining the existence of the right to vote and to be elected shall be the moment of the commencement of the elections. Each member of the academic staff may stand as a candidate and vote only for one faculty or only for the university-wide other departments teaching in undergraduate and, where appropriate, doctoral programmes or only for the university-wide department representing lifelong learning, and always only for the faculty in which he or she is active or only for the university-wide other departments teaching in undergraduate and doctoral programmes in which he or she is active or only for the university-wide department representing lifelong learning in which he or she is active. Each member of the academic community of students on programmes of study taught in the Czech language may stand for election and be elected for one faculty only, and each member of the academic community of students on programmes of study conducted in the English language may stand for election and be elected for that part of the academic community of students conducted in the English language only. In the case of a member of the academic community belonging to both the staff and student parts of the UVS Brno academic community, he/she is a member of the staff part of the academic community if his/her specified weekly working hours are more than half of the specified weekly working hours of the UVS Brno academic staff. If an academic staff member is employed by more than one faculty at the same time, or by a faculty and university-wide other departments teaching in undergraduate and, where appropriate, doctoral degree programmes, or by a university-wide department representing lifelong learning, or by university-wide other departments teaching in undergraduate and, where appropriate, doctoral degree programmes and a university-wide department representing lifelong learning, has the right to choose the relevant faculty or university-wide other departments teaching in undergraduate and, where appropriate, doctoral programmes, or university-wide department representing lifelong learning, where he/she wishes to vote and be elected and to notify the chairperson of the Electoral Commission of his/her decision at least one day before the list of voters is drawn up, otherwise his/her classification will be determined by the chairperson of the Electoral Commission. If a student enrolled in study programmes conducted in the Czech language is simultaneously enrolled at more than one faculty or if a student enrolled in study programmes conducted in the Czech language is simultaneously enrolled in a study programme conducted in the English language, he/she has the right to choose only one relevant faculty or study programme conducted in the English language where he/she wishes to vote and be elected and to notify the chairperson of the Election Committee of his/her decision at least one day before the list of voters is drawn up, otherwise, his/her classification shall be determined by the chairperson of the Election Committee.
- (9) In the event that there are serious circumstances that prevent the proper conduct of voting on the candidates in the form of attendance, the AS UVS Brno may decide by resolution that the voting on the candidates will take place by correspondence. The resolution must be adopted at least 14 calendar days before the voting on the candidates. The technical arrangements, security, organisation and conduct of the postal ballot shall be determined by the Election Committee. If the presence of a part of the academic community in teaching or research at UVS Brno is restricted by law, voting for that part of the academic community shall always be by correspondence.

#### **Article 4**

##### **Election results**

- (1) The mandate of a member of the AS UVS Brno from among academic staff from the relevant faculty is awarded to the first six academic staff from the relevant faculty who received the highest number of valid votes cast in the election. The mandate of the academic staff member of the AS UVS Brno from among the academic staff from the university-wide other departments teaching in undergraduate and, where applicable, doctoral degree programmes shall be awarded to the academic staff member with the highest number of valid votes cast. The mandate of a member of the AS UVS Brno from among academic staff from the university-wide other departments representing lifelong learning is awarded to the academic staff member with the highest number of valid votes cast. In the event of a tie in the number of valid votes received, the Election Committee will decide the order by drawing lots among these candidates. Academic staff in the other places shall become alternates. The condition for obtaining a mandate is the receipt of at least one valid vote.
- (2) The mandate of a member of AS UVS Brno for students of study programmes conducted in the Czech language shall be awarded to the first 2 candidates from each faculty with the highest number of valid votes obtained from students of a master's study programme, a bachelor's study programme or a master's study programme which is a continuation of a bachelor's study programme from the elections held at the respective faculty and 1 candidate with the highest number of valid votes obtained from students of a doctoral study programme of the given faculty. The mandate of the AS UVS Brno member for students of study programmes conducted in English shall be awarded to the candidate with the highest number of valid votes obtained from students of the Master's degree programme, Bachelor's degree programme, Master's degree programme which is a continuation of the Bachelor's degree programme and/or doctoral degree programme conducted in English. In the event of a tie in the number of valid votes received, the Election Committee shall decide the order by drawing lots among these candidates. Students who do not win the mandate of a member of AS UVS Brno, become alternates in the order of the number of votes received with the condition of obtaining at least one valid vote
- (3) If the required number of AS UVS Brno members is not elected, the Election Committee shall organize another round of elections.
- (4) The results of the election shall be disclosed by the Election Committee in a manner that allows remote access to members of the UVS Brno academic community no later than two working days after the last day of the elections.

#### **Article 5**

##### **Complaints**

- (1) Against violations of the law, the Statute of UVS Brno or these Election Regulations of AS UVS Brno in the preparation of elections, the conduct of elections, and the organization of elections, the voter may file a complaint to the Election Committee. The complaint must be filed within five calendar days of the announcement of the election results.
- (2) The complaint shall be in writing, substantiated and signed by the complainant.
- (3) The Election Committee shall consider the complaint within five days of its receipt. The decision on the complaint shall be attached to the minutes of the election.

#### **Article 6**

##### **Rerun of the elections**

- (1) The election of members to the AS UVS Brno shall be repeated if there has been an error that may have affected the results of the election with respect to the elected candidates. If

there has been an error in the order of the alternates, the alternates for whom the error occurred and the alternates ranked next behind them shall not be elected.

- (2) A rerun of an election for a reason specified in paragraph (1) shall be held at the entire UVS Brno if the misconduct may have affected the outcome of the entire election; a rerun of an election at a faculty shall be held if the misconduct may have affected the outcome of the election for the faculty.
- (3) The decision to rerun an election is issued by the Election Committee. The decision shall be announced in the same manner as the announcement of the election under Article 3(2).
- (4) The provisions on elections shall apply *mutatis mutandis* to re-elections.

## **Article 7**

### **Election of the Chairperson, members of the Board and Secretary**

- (1) The mandate of the members of the newly elected AS UVS Brno begins on the day following the end of the mandate of the outgoing AS UVS Brno. The members of the newly elected AS UVS Brno shall meet for the first constituent meeting within two months from the date of commencement of the mandate, which shall be convened and chaired by the outgoing AS UVS Brno chairperson until a new AS UVS Brno chairperson is elected. If the chairperson of the outgoing AS UVS Brno is unable or refuses to convene the meeting, the chairperson of the Election Committee shall take over and shall chair the meeting until a new chairperson is elected.
- (2) At the beginning of the constituent session, the chairperson shall have the election of the Mandate and Election Committee from among the members of AS UVS Brno, which shall verify the validity of the mandates of the newly elected members of AS UVS Brno according to the minutes of the Election Committee. Furthermore, the election of a recorder, a verifier of the minutes and a drafting committee for this meeting of the AS UVS Brno will take place from among the members.
- (3) The election of the chairperson, the members of the Board and the Secretary shall be by secret ballot. Elections may be by multiple rounds; all rounds must be held at one meeting.
- (4) The seven-member Board shall consist of the chairperson, two representatives of the academic staff of the faculties (one for each faculty), one representative of university-wide other departments teaching in undergraduate and possibly doctoral study programmes or university-wide other departments representing lifelong learning, two representatives of students of study programmes conducted in the Czech language (one for each faculty) and one representative of students of study programmes conducted in the English language.
- (5) The term of office of the chairperson and the members of the Board is the same as the term for which the AS UVS Brno is elected.
- (6) Only members of the AS UVS Brno may submit proposals for candidates for the chairperson and members of the Board. Every member of the AS UVS Brno has the right to be elected as chairperson or member of the Board. A condition for inclusion in the list of candidates for the office of chairperson is that the candidate agrees to hold the office.
- (7) If there is more than one candidate for the chairmanship, each member of AS UVS Brno may cast his/her vote for any number of proposed candidates.
- (8) The chairperson is elected if he/she receives the highest number of votes and at the same time receives an absolute majority of the votes of the AS UVS Brno members present.
- (9) If there are more candidates and the chairperson is not decided in the first round, the election shall proceed to the second round. The two candidates with the highest number of votes shall proceed to the second round. In the event of a tie for the runner-up position, all the following candidates shall proceed to the second round.
- (10) In the second round, the candidate with the highest number of votes, who receives an absolute majority of votes of the present members of AS UVS Brno, becomes the

chairperson. If the chairperson is not elected in the case of one candidate in the first round, or in the case of more than one candidate in the second round, the election shall be repeated, including the nomination of candidates.

- (11) The election of the members of the Board and the Secretary shall be conducted in accordance with the rules set out in paragraphs 6 to 10.
- (12) The Board shall elect a vice-chairperson from among its members. The vice-chairperson shall deputise for the chairperson in his/her absence in procedural acts for which he/she has been previously authorised by the chairperson. The election of the vice-chairperson shall be by secret ballot. The vice-chairperson shall be elected if he obtains a majority of the votes of all the members of the Board.

### **Article 8**

#### **Dismissal of the President, members of the Bureau, Secretary**

- (1) Any member of AS UVS Brno may propose a vote on the removal of the chairperson. The motion is adopted if a supermajority of all members of the AS UVS Brno vote in favour of it.
- (2) Any member of AS UVS Brno may propose a vote on the removal of a member of the Board, or the entire Board, or the Secretary. The motion is adopted if a majority of all members of AS UVS Brno vote in favour of it.

### **Article 9**

#### **Termination and continuation of membership, alternates, by-elections**

- (1) The function of a member in AS UVS Brno ceases to exist:
  - a) on expiry of the term of office of the AS UVS Brno, or
  - b) before the expiry of the term of office:
    1. the date of appointment to an office incompatible with membership,
    2. termination of membership in the part of the academic community of the faculty or other part of the university for which he or she was elected,
    3. if AS UVS Brno does not act for a period of six months in accordance with Section 8(3) of the Act,
    4. on the date of delivery of the written resignation to the chairperson of AS UVS Brno.
- (2) If the membership of a member of the AS UVS Brno ceases before the expiration of his/her term of office, a replacement from the part of the academic community of UVS Brno by which he/she was elected shall take his/her place. The alternate shall serve as a member of the AS UVS Brno only for the remainder of the respective term of office.
- (3) If there is no substitute, the AS UVS Brno shall call a by-election. By-elections shall be governed by the same rules as regular elections. Candidates who are not elected in the by-election shall become alternates for the remainder of the respective term of office.
- (4) The function of a member in AS UVS Brno continues (does not cease) if a student elected to AS UVS Brno during his/her term of office is enrolled in another, immediately related, undergraduate study programme.

### **Article 10**

#### **Final Provisions**

- (1) The Election Regulations of the Academic Senate of the University of Veterinary Sciences Brno, registered by the Ministry of Education, Youth and Sports on 19 May 2021 under No. MSMT-12507/2017, as amended, are hereby repealed.
- (2) These AS UVS Brno Election Regulations were approved pursuant to Section 9(1)(b)(3) of the AS UVS Brno Act on 20 February 2024.

- (3) These Election Regulations of AS UVS Brno shall come into force pursuant to Section 36 (4) of the Act on the date of its registration by the Ministry of Education, Youth and Sports.
- (4) These Election Regulations of AS UVS Brno shall come into force on the date of validity.

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