



ELECTORAL RULES OF THE ACADEMIC SENATE

School of Management

Article 1

General provisions

- (1) Members of the academic community of the VŠM have the right to vote and to be elected to the Academic Senate (hereinafter referred to as "AS") of the School of Management (VŠM)
 - (a) teachers, researchers and other professional staff of higher education institutions (the staff who represent the academic community);
 - (b) and students of the School of Management (student section of the academic community).
- (2) The term of office of members of the AS is four years.
- (3) The members of the staff section of the AS are elected only by the members of the staff section of the academic community of the VŠM. They are selected from teachers, researchers and other professional staff of the VŠM.
- (4) The members of the student section of the AS are elected only by the members of the student section of the academic community of the VŠM. They are selected from the students of the VŠM.

Article 2

Composition of the Academic Senate of the VŠM

- (1) The Academic Senate is composed of elected representatives of the academic community of the VŠM. It has at least 15 members, at least one third of whom are students.
- (2) The Academic Senate is divided into a staff section and a student section. The members of the staff section are elected by secret ballot in elections by members of the staff section of the academic community. The members of the student section are elected by secret ballot in elections by members of the student section of the academic community. Only a member of the staff section of the academic community of the VŠM can become a member of the staff section of the Academic Senate. Only a member of the student section of the academic community of the VŠM can become a member of the student section of the Academic Senate.

Announcement of elections. The Electoral Commission

Article 3

Announcement of elections

- (1) Elections to the AS shall take place no later than thirty days before the expiry of the term of office of the incumbent AS.
- (2) The specific date of the elections, the place and time, shall be fixed and announced by the existing AS.

Article 4

Electoral Commission

- (1) The election of members of the AS is managed, organized and secured by at least 3 members of the Electoral Commission.
- (2) The members of the electoral commission are proposed and elected by the incumbent AS.
- (3) The activities of the Electoral Commission shall be led by its Chairman, who shall be elected by the members of the Electoral Commission at their first meeting.
- (4) Membership of the Electoral Commission is incompatible with the functions of rector and vice-rector.
- (5) Members of the Electoral Commission cannot be elected (cannot be candidates) to the AS.
- (5) No later than ten days before the election period, the Electoral Commission shall publish more detailed provisions on elections to the AS.

Candidates, nomination and registration

Article 5

Candidates

- (1) Only a member of the academic community of the VŠM can be nominated as a candidate for the AS.

Article 6

Nomination and registration

- (1) Every member of the VŠM academic community has the right to propose candidates for the AS member elections.
- (2) Members of the academic community submit proposals for candidates to AS individually.
- (3) Nominations for the AS must be submitted to the Electoral Commission no later than 10 days before the election day. After receiving the qualified nominations, the Electoral

Commission determines whether the nominated candidates are interested in running for the AS and, after expressing their written consent, officially registers the candidates in the AS in the form of minutes.

- (5) The name list of registered candidates for the AS (candidate) in alphabetical order separately for the staff and student parts of the academic community shall be published by the Electoral Commission no later than 5 days before the appointed election day.

Election process, election results, supplementary elections

Article 7

Election process

- (1) The members of the AS are elected by direct election by secret ballot.
- (2) The Electoral Commission organizes and manages elections separately for the staff and student sections of the academic community. It shall set up a separate, at least one, polling station for each part of the academic community. At polling stations, the Electoral Commission shall:
 - (a) organize the voting process;
 - (b) register the persons entitled to vote;
 - (c) issue a ballot paper to the voter against the signature;
 - (d) inform of the manner in which the ballot paper has been modified;
 - (e) count the votes cast.
- (3) The Electoral Commission shall ensure a sufficient number of ballot papers in advance. The ballot paper shall match the published list of registered candidates.
- (4) An eligible voter shall modify the ballot paper in one of two admissible ways:
 - (a) indicate with a circle the specified number of candidates for the AS to whom he/she casts their vote;
 - (b) if he/she wishes to abstain, he/she shall cross out the ballot paper and thereby invalidate it.

A ballot paper modified in any other way shall be considered invalid. The modified ballot paper shall be thrown into the ballot box by the voter. At the polling station, voters must be allowed and guaranteed the secrecy of voting.

Article 8

Election results

- (1) Those candidates who received the highest number of valid votes in the election or, according to the number of votes received, occupied the order to which, according to the number of seats, the acquisition of the mandate of a member of the AS is linked will be elected as members of the Academic Senate of the School of Management.
- (2) In the event of a tie in the votes of several candidates, the Commission shall determine the order of precedence by drawing lots.

- (3) The Electoral Commission shall draw up minutes of the process and results of the elections, which, together with the ballot papers used, shall be transmitted to the Chairman of the incumbent AS no later than two working days after the end of the elections. The minutes shall be valid if they have been signed by more than half of the members of the Electoral Commission. The minutes with annexes are archived by the Academic Senate of the VŠM.
- (4) The text of the minutes on the results of the elections to the AS (without annexes) shall be published by the Electoral Commission no later than two working days after the end of the elections on bulletin boards and notice boards.
- (5) In the minutes on the process and results of the elections to the AS, the Electoral Commission shall indicate the number of total ballot papers issued, the number of ballot papers cast, the number of invalid ballots cast, the number of votes received from the voters of each part of the academic community of the VŠM and given to the registered candidates listed. The Commission will indicate in particular the cases in which the ranking of candidates was determined by drawing lots and list the candidates elected to the AS for the staff section as well as for the student section of the academic community. The minutes shall be accompanied by the written consent of all candidates to their candidacy and the ballot papers cast.
- (6) The inaugural meeting of the newly elected Academic Senate of the VŠM shall be convened by the Chair of the outgoing Academic Senate no later than seven working days after the date on which the Electoral Commission provides the Minutes of the Election Results to the Chair.

Article 9

Election of the chairman, vice-chairman and secretary of the AS

- (1) At the constituent meeting of the newly elected Academic Senate of VŠM, members of the AS shall vote for the chairman, vice-chairman and secretary of the AS.
- (2) Elections of the chairman, vice-chairman and secretary of the AS according to Art. 9, par. (1) are valid if at least two-thirds of all AS members are present at the constituent meeting of the newly elected Academic Senate of VŠM.
- (3) The Chairman, Vice-Chairman and Secretary of the AS are elected if they receive more than half of the valid votes from the AS members present in accordance with Art. 9, par. (2). In the event of an equal number of votes, the decision is made by lot.
- (4) If it is not possible to validly elect the chairman, vice-chairman or secretary of the AS in accordance with Art. 9, par. (3), in the first round of elections at the founding meeting of the AS, the elections continue with the second round or are held until these AS officials are duly elected.
- (5) If the chairman, vice-chairman or secretary resigns or is removed from office, AS elects a new chairman, vice-chairman or secretary according to Art. 9, par. 1. of this electoral procedure.

Article 10
Supplementary elections

- (1) If a member of the Academic Senate has ceased to be a member of the Academic Senate before the end of his/her term of office within the meaning of Art. 8, par. 7 of Act No. 131/2002 Coll. (Higher Education Act) and Art. 9, par. 7, of the Statute of the VŠM, the relevant section of the academic community shall elect a new member of the Academic Senate for the vacant seat, whose term of office will last until the end of the term of office of the member whose membership has expired prematurely.
- (2) The Academic Senate shall call supplementary elections in the cases referred to in Article 10, paragraph (1) of the Electoral Regulations of the VŠM. The provisions of these Electoral Rules shall apply mutatis mutandis to supplementary elections.

Article 11
Final provisions

The Electoral Rules of the Academic Senate of the VŠM were discussed and approved by the Academic Senate of the VŠM on June 7, 2022, thus entered into force.

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