

 <b>CODE</b> <b>USVT – R109</b>	<b>University of Life Sciences "King Mihai I" from Timisoara</b>	<b>Issuing body</b> Department of Quality Management
	<b>REGULATIONS</b>  <b>REGARDING THE ELECTION OF STUDENT REPRESENTATIVES IN          THE COUNCILS OF THE FACULTIES AND THE UNIVERSITY          SENATE</b>	

**REGULATION REGARDING THE ELECTION OF STUDENT REPRESENTATIVES IN  
 THE FACULTY COUNCILS AND THE UNIVERSITY SENATE OF ULST**

	<b>Name and surname</b>	<b>Function</b>	<b>Date:</b>	<b>Signature</b>
<b>Elaborate</b>	Professor MERGHEȘ PETRU	Vice-rector of social and student activities	14.10.2022	
<b>Checked</b>	University Prof. dr. TULCAN CAMELIA	Interim director Quality Management Department	14.10.2022	
<b>Endorsed:</b>	Professor IANCU TIBERIU	CEAC coordinator	02.11.2022	
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	Professor ISIDORA RADULOV	President CMO	02.11.2022	
<b>Approved in the Board of Directors by Decision no. 7795 of 02.11.2022</b>				
<b>Approved in the University Senate by Decision no. 7838 of 02.11.2022</b>				
<b>RECTOR</b>		<b>Univ. Prof. Dr. Eng. POPESCU COSMIN ALIN</b>		

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## **CAP. I. FIELD OF APPLICATION**

**Art. 1.** (1) This regulation establishes the method of organization and election of student representatives in the management structures - *the Faculty Council and the University Senate* within the University of Life Sciences “King Mihai I” from Timisoara (ULST).

(2) The regulation applies to all students and administrative structures involved in the process of organizing and electing student representatives from the University of Life Sciences “King Mihai I” from Timișoara.

(3) Users of the regulation are responsible for applying and complying with the provisions of the documents in this regulation.

## **CAP. II. PURPOSE**

**Art. 2.** The purpose of the elaboration of this regulation is to establish unitary rules regarding the process of organization and election of student representatives in the management structures - the Faculty Council and the University Senate *within* the University of Life Sciences “King Mihai I” from Timisoara .

## **CAP. III. DEFINITIONS. ABBREVIATIONS**

**Art. 3 .** In this regulation, the following **abbreviations will be used:**

- **ULST** - University of Life Sciences "King Mihai I" from Timisoara.

## **CAP. IV. NORMATIVE REFERENCES**

**Art. 4. Primary legislation**

- National Education Law no. 1/2011, with subsequent amendments and additions;
- Emergency Government Ordinance no. 75/2005 on ensuring the quality of education, with subsequent amendments and additions;
- MECS order no. 3751/2015 regarding the process of establishing and choosing management structures and functions at the level of institutions in the national higher education system;
- The student's rights and obligations code, approved by Order of the Minister of Education, Research, Youth and Sports no. 3666 of March 30, 2012.

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## **Art. 5. Secondary legislation**

- ULST charter;
- Internal Regulations/Methodologies/Procedures;
- Regulation on the organization and conduct of the referendum and the elections in the management structures and positions in ULST - R0 51;
- Decisions of the University Senate and the Board of Administration.

## **CAP. V. DESCRIPTION OF THE REGULATION**

### **CAP. V.1. GENERAL DISPOSITIONS**

**Art. 6.** The right to representation of students, as well as the obligation to include them in all decision-making levels of the University and the state institutions in this sector, derive from the Principles of the Lisbon Declaration, being in accordance with the Principles of the Bologna Process and the Laws of the Romanian State , the National Education Law, the Charter and Regulations of the "King Mihai I" University of Life Sciences from Timișoara. Students, in management structures, must be decision-making partners at all levels in the educational segment and not just clients of educational services.

**Art. 7.** In the University of Life Sciences “King Mihai I” from Timișoara, student representation is structured at the level of the Faculty Council and the University Senate. Also, students are represented in all committees or mechanisms with a decision-making or advisory role at the level of the University or its Faculties.

**Art. 8.** (1) The positions of representation in the Faculty Council and the University Senate are elected by universal, direct and secret vote of the students within the ULST, as follows:

a) representative in the Faculty Council (minimum 25% of the total number of members of each such council, according to art. 207 paragraph 5 letter a) of the National Education Law no. 1/2011, with subsequent amendments and additions);

b) representative in the University Senate (25% of the total number of members of the Senate, according to art. 208 of the National Education Law no. 1/2011, with subsequent amendments and additions).

(2) Other student representation functions within ULST are:

a) representative in the Board of Directors ( a representative of the students, appointed by the representative student organization at the university level, according to the Regulation on the organization and operation of the Board of Directors of ULST - R077 ) ;

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b) representative in the specialized Committees of the University Senate (students who have the capacity of senator member, according to the Regulation on the organization and functioning of the ULST Senate – R069 );

c) representative in the University Ethics Commission of ULST ( a student representative who did not have disciplinary sanctions/university ethics, according to the Regulation on the organization and functioning of the university ethics commission – R021);

d) representative in the Commission for Evaluation and Quality Assurance at the ULST level (a representative of the students, appointed by the student organization, according to art. 11 paragraph 5 letter c of GEO no. 75/2005 on education quality assurance, approved with amendments and additions by Law No. 87/2006, with subsequent amendments and additions and the Regulation of the Commission for Evaluation and Quality Assurance – R044);

e) representative in the Commission for Evaluation and Quality Assurance at the faculty level (a student representative appointed by the student organization, according to the Regulation of the Commission for Evaluation and Quality Assurance – R044);

f) representative in the Commission for Student Affairs (a student representative, designated by the student organization, according to the Regulation of the Commission for Student Affairs - R003);

g) representative in the University and Faculty Scholarship Award Commission (representative of the university's student league, according to the Regulation on the award of scholarships and other forms of material support for students from ULST- R001);

h) representative in other decision-making or advisory commissions/structures established at the level of ULST or at the level of ULST faculties.

**Art. 9.** (1) Students elect their representatives in the management structures at the university/faculty level and in other decision-making or advisory commissions/structures in accordance with this regulation and the legislation in force.

(2) Elections for student representatives are organized by the Student Electoral Office consisting of 7 members (one representative of each faculty, a member of the Faculty Council and a representative of the University Senate). After establishing the composition of the Student Electoral Bureau, its members appoint a President.

(3) The elections are organized according to the calendar established at the university level in accordance with the Regulation on the organization and conduct of the referendum and the elections in the structures and management positions in ULST - R051.

(4) By way of exception to the provisions of para. (3), in case of vacancies in the management structures, partial elections will be organized within a maximum of 30 days from the vacancy (not taking into account session periods and vacations).

(5) The election procedure will be uniform throughout the University.

(6) The electoral process will be transparent at all stages.

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**Art. 10.** The term of office of student representatives in the Faculty Council and in the University Senate is identical to the term of office of teaching and research staff elected in the management structures of the university/faculty, respectively 4 years, provided that they hold the status of a student in the faculty where they was elected as a representative. A student cannot be a student representative in decision-making structures (Council, Senate and Board of Administration) of the university for more than 4 years, regardless of the period during which their mandates and interruptions took place.

**Art. 11.** (1) The right to choose representative students or to be chosen as a student representative belongs to all students attending the courses of the University of Life Sciences “King Mihai I” from Timișoara (bachelor's degree, master's degree), and cannot be limited from reason for age, religion, sex, nationality, year of study, study program, study financing regime, form of education, etc.

(2) All students have the right to one vote for each category of representatives, corresponding to the structure they belong to.

**Art. 12.** (1) It is recommended that students who apply for a position in the management structures of the university have good results in teaching, involvement in research and volunteering activities in the university.

(2) A person who is a student and has been sanctioned for violating regulations/methodologies/procedures and other internal regulations cannot run for the position of student representative.

**Art. 13.** The Student Electoral Office is obliged to make public to the students all the data regarding the conduct of the elections for the student representatives.

**Art. 14.** Teaching staff cannot get involved in the selection procedures of student representatives, regardless of the level of representation, with the exception of the process of drawing up this regulation and the participation with observer status on the part of the Faculty Council/University Senate.

**Art. 15.** All student representatives are obliged to comply with the provisions of the University Charter, these regulations as well as other regulations approved by the University Senate, insofar as they do not violate the fundamental right of access to representation.

**Art. 16 .** (1) Student representatives have the obligation to maintain contact with the students they represent.

(2) Student representatives have the obligation to make public and denounce any attempt to influence their decisions.

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**Art. 17.** Student representatives have the right to use the material base of the university in their representative activities. They also have the right to recover the exams, laboratories and seminars free of charge, if they are absent from them for reasons strictly related to the activity of representation (meetings of the structures of which they are a part, etc.).

**Art. 18.** It is forbidden to influence the academic activity of the student representatives following the decisions they take in the representation activity, at different levels.

## **CAP. V.2 . ELECTION PROCEDURE**

### **CAP. V.2.1. STATUTE AND ELECTION PROCEDURE OF STUDENTS REPRESENTED IN THE FACULTY COUNCIL**

#### **CAP. V.2.1 . 1. STATUTE OF STUDENTS REPRESENTED IN THE COUNCIL OF THE FACULTY**

**Art. 19.** Student representatives in the Faculties Councils (student advisors) are elected from among the students pursuing bachelor's and/or master's degree studies in a study program managed by the respective faculty.

**Art. 20.** Students are represented by at least 25% of the total members of the Faculty Council. The number of places reserved for students will be communicated by the Electoral Office of the University.

**Art. 21.** Student representatives in the Faculty Council have the following rights:

1. to vote in the Faculty Council;
2. to be informed, at least 24 hours before, about the meetings of the Faculty Council, except for extraordinary meetings;
3. to be part of the specialized Committees of the Faculty Council.

**Art. 22 .** Student representatives in the Faculty Council have the following obligations:

1. to participate in the meetings of the Faculty Council;
2. to act to promote the interests of the represented students and to communicate with them related to the representation activity they undertake;
3. to inform the represented students about the decisions of the Faculty Council.

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## **CAP. V. 2.1.2. ELECTION PROCEDURE OF STUDENT REPRESENTATIVES IN THE FACULTY COUNCIL**

**Art. 23.** (1) Any student, except for the situations provided for in art. 12 para. 2, has the right to apply for the position of student representative in the Council of the Faculty in which he is enrolled, regardless of the year or the study program.

(2) The election of student members in the Faculty Council is done in a democratic way, through the universal, secret and direct vote of the faculty's students, authenticated by the identity card and the up-to-date student card.

**Art. 24.** (1) The application form for the Faculty Council ( **Appendix 1** ) is registered at the Faculty Secretariat and submitted physically to the Student Electoral Office in accordance with the published calendar.

(2) The Student Electoral Office verifies the eligibility of candidates in accordance with the provisions of art. 12 para. 2 based on data provided by the Vice-Rectorate with social and student activities.

(2) Eligible candidacies are publicly announced by posting on the university's website.

**Art. 25.** The Student Electoral Office has the following attributions in the running of the election process:

a) displays the voting location and the time interval in which voting takes place, at least 48 hours before the voting day;

b) hands the participant the ballot, which includes the names of all the voting candidates;

c) watch carefully for the ballot to be deposited in the ballot box;

d) count and record the result of the vote in the minutes;

e) hand over an original copy of the process to the Electoral Office of the University minutes of the elections and ballots resulting from voting, on the same day.

**Art. 26.** (1) Students who vote are recorded on voting lists.

(2) Students vote based on a ballot that includes the names of all candidates, handed out by members of the Student Electoral Office. Ballots are placed in a sealed ballot box.

**Art. 27.** (1) The candidates who received the highest number of valid votes expressed in the descending order of the number of votes within the limit of representation places are declared winners. Student councilors become the candidates who receive the most votes, in descending order, until the number of seats reserved for students in the Council of the respective faculty is occupied.

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(2) In case of equality of votes for the last eligible place(s), the second round of voting is organized within a maximum of 48 hours, only with those candidates who obtained an equal number of votes in the first round . If even after this round it is not possible to divide the candidates, the vote will be repeated as many times as necessary.

(3) The results are recorded in a Minutes, drawn up in 2 copies, which will be handed over to the Electoral Office of the University. The election results will be displayed on the university website.

## **CAP. V.2.2. STATUTE AND ELECTION PROCEDURE OF STUDENTS REPRESENTED IN THE UNIVERSITY SENATE**

### **CAP. V.2.2.1. STATUTE OF STUDENT REPRESENTATIVES IN THE UNIVERSITY SENATE**

**Art. 28.** Students are represented by at least 25% of the total members of the Senate.

**Art. 29.** Student representatives in the University Senate have the following rights:

1. to vote in the University Senate in accordance with the law;
2. to be informed, at least 24 hours before, about the meetings of the University Senate, except for extraordinary meetings;
3. to be part of the specialized Committees of the University Senate.

**Art. 30 .** Student representatives in the University Senate have the following obligations:

1. to participate in the meetings of the University Senate;
2. act to promote the interests of the represented students and communicate with them regarding the representation activity they undertake;
3. to inform students about the decisions of the University Senate.

### **CAP. V.2.2.2. ELECTION PROCEDURE OF STUDENT REPRESENTATIVES IN THE UNIVERSITY SENATE**

**Art. 31.** (1) Any student, except for the situations provided for in art. 12 para. 2, has the right to apply for the position of student representative in the University Senate on the places allocated to the faculty in which he is enrolled, regardless of the year or the study program.

(2) The election of student members in the University Senate is done democratically, through the universal, secret and direct vote of students, authenticated by their identity card and their up-to-date student card.

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**Art. 32.** (1) The application form for the University Senate ( **Annex 1** ) is registered at the Faculty Secretariat and is physically submitted to the Student Electoral Office in accordance with the published calendar.

(2) The Student Electoral Office verifies the eligibility of candidates in accordance with the provisions of art. 12 para. 2 based on data provided by the Vice-Rectorate with social and student activities.

(2) Eligible candidacies are publicly announced by posting on the university's website.

**Art. 33.** The Student Electoral Office has the following attributions in the running of the election process:

a) displays the voting location and the time interval in which voting takes place, at least 48 hours before the voting day;

b) hands the participant the ballot, which includes the names of all the voting candidates;

c) watch carefully for the ballot to be deposited in the ballot box;

d) count and record the result of the vote in the minutes;

e) hand over an original copy of the process to the Electoral Office of the University minutes of the elections and ballots resulting from voting, on the same day.

**Art. 34.** (1) Students who vote are recorded on voting lists.

(2) Students vote based on a ballot that includes the names of all candidates, handed out by members of the Student Electoral Office. Ballots are placed in a sealed ballot box.

**Art. 35.** (1) The candidates who received the highest number of valid votes expressed in the descending order of the number of votes within the limit of representation places are declared winners. Student senators become the candidates who receive the most votes, in descending order, until the number of seats reserved for students of the respective faculty is filled.

(2) In case of equality of votes for the last eligible place(s), the second round of voting is organized within a maximum of 48 hours, only with those candidates who obtained an equal number of votes in the first round. If, even after this round, it is not possible to divide the candidates, the vote will be repeated as many times as necessary.

(3) The results are recorded in a Minutes, drawn up in 2 copies, which will be handed over to the Electoral Office of the University. The election results will be displayed on the university website.

### **CAP. V.3 . LOSS OF REPRESENTATIVE QUALITY**

**Art. 36.** The loss of representative quality occurs in the following situations:

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- a) with the loss of student status (graduation of an educational cycle, expulsion, etc.);
- b) interruption of university studies;
- c) if he is absent without reason at 3 consecutive meetings of the structure of which he is a part;
- d) in case the student member of the faculty council/university senate was sanctioned for deviations from the rules of university discipline/ethics;
- e) by resignation submitted to the management structure of which he is a part.

### **CAP VI FINAL PROVISIONS**

**Art. 37.** On the date of entry into force of this regulation, any other regulation regarding the representation of students in the Faculty Councils/University Senate is repealed, with the exception of the provisions of the University Charter.

### **CAP. ARE YOU COMING. ANNEXES**

**Art. 38 .** The records regarding the method of organization and election of student representatives within the ULST are made using the following appendix:

<b>Appendix</b>	Application form for the Faculty Council/ University Senate	<b>CODE ULST –R109-F01</b>
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