

DIRECTIVE FOR ELECTION REGULATIONS FOR THE STUDENT COUNCIL OF THE FACULTY OF MEDICINE

Appendix to the Directive for regulations of the participation body of the faculty of Medicine

Adopted by the executive board on 2 September 2014, following agreement by the university council on 17 October 2014 and the consent of the Minister of Education, Culture and Science on 18 December 2014, entering into force on 1 January 2015.

Amended by the Executive Board on 15 November and 20 December 2016 with the agreement of and partly on the proposal of the university council on 12 December 2016

Amended by the Executive Board on 3 November 2020 with the agreement of the university council on 7 December 2020.

From: the Higher Education and Research Act

Article 9.5. Guidelines for Deans

The executive board may set down guidelines with a view to the organisation and coordination of the exercise of the powers referred to in Articles 9.14, third paragraph and 9.15, first paragraph.

Article 9.14 General duties and powers of the Dean; faculty regulations

[...]

3. Without prejudice to Article 9.5, the Dean shall set down the faculty regulations pertaining to the arrangement of the administration and organisation of the faculty.

[...]

Article 9.38b Faculty regulations

The faculty regulations shall provide for, at least, the topics listed in Article 9.34, third paragraph, subsections [...] d [...].

Article 9.34 Regulations pertaining to university council

[...]

3. The regulations shall, at least, provide for:

d. the manner and organisation of the elections of the council members,

[...]

This is an informal translation of a Dutch legal document. In the event of any discrepancies between the Dutch legal document and the English translation, the wording of the Dutch legal document will prevail.

**FINAL VERSION
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ELECTION REGULATIONS FOR THE STUDENT COUNCIL OF THE FACULTY OF MEDICINE

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CHAPTER 1 - GENERAL

Article 1.1 Definitions

The terms below used in these regulations are defined as follows:

- Student: the person who
- (i) is registered as a student at Utrecht University for a bachelor's or master's degree programme as referred to in Article 7.3a(1) and is attending a course at the faculty according to the registration in the OSIRIS database; or
 - (ii) receives financial support from Utrecht University on the grounds of Art. 7.51e of the Higher Education and Research Act (*Wet op het Hoger Onderwijs en Wetenschappelijk Onderzoek, WHW*) (tuition-fee-free fulfilment of board function without registration) and immediately prior to this financial support met the condition under (i) above
- Council: the student council
- Reference date: the annual date set by the Central electoral office for registering voters
- Session: the annual meeting period of the council, which commences on 1 September and ends on 31 August

CHAPTER 2 – ELECTORAL COMMITTEE

Article 2 Duties

1. The Electoral Committee will prepare and hold the elections.
2. The Electoral Committee will take the decisions that are necessary for fulfilling its duties under its mandate on behalf of the dean.

Article 3 Composition

1. The Electoral Committee has three members, one of whom is the chairperson.
2. The members will be appointed and dismissed by the dean, having consulted the student council. The dean will appoint the chairperson from among the members.
3. One member will be appointed from among the students of the faculty.

CHAPTER 3 – VOTING RIGHTS

Article 4 Voting rights

1. Each student has active and passive voting rights for the election of the student members of the council. **<Option: The passive voting rights will be exercised in the electoral district within which the student is registered for the student's major. The following electoral districts have been formed for the elections, each with a certain number of seats on the council;**
 - a. Students [name(s)]: [] seat(s)
 - b. Students [name(s)]: [] seat(s)>

Article 5 Electoral registers

1. The Electoral Committee will establish an electoral register within five working days following the reference date of the year in which the election is to be held. The registers will state, with respect to the status on the reference date, at least (i) the surname and initials of each voter as registered in the university administrative systems and (ii) the unique user name assigned by the university to the voter.

2. As soon as they have been established, the electoral registers will be placed by the Electoral Committee at a location to be decided, where they can be inspected until the end of the period for candidate nominations.
3. The Electoral Committee will make the amendments to the registers, either in its official capacity or at the request of a voter, which it deems necessary for the correct implementation of the law and these regulations. A request may be submitted to the Electoral Committee only before the end of the period for candidate nominations.

CHAPTER 4 – NOMINATION OF CANDIDATES

Article 6 Period and location of candidate nominations

1. The period for and location of candidate nominations will be determined by the Electoral Committee and announced at least six weeks before the commencement of this period.
2. The candidate nominations will be placed on lists, a model of which will be decided on by the Electoral Committee. **<Option: Lists may be submitted for each electoral district referred to in Article 4>.**

Article 7 Form of candidate nominations

1. A candidate list is numbered and will contain no more than thirty candidates. The candidate list may be submitted under a name of no more than forty characters.
2. The candidate list will be submitted in writing and supported by at least twenty supporting voters, with their signatures. A voter may only sign one candidate list. A candidate list may not be signed by the candidates appearing on the list.
3. A voter may stand as a candidate for one seat only. Each candidate will submit an irrevocable written statement in which they agree with their candidature, which will be submitted at the same time as the nomination.
4. Each candidate and each supporting voter as referred to in paragraph 2 will state on the candidate list at least the information referred to in Article 5(1). **<Option: Each candidate will also state the district to which the candidate belongs.>**

Article 8 Establishing valid candidates

1. The Electoral Committee will check the candidate nominations for any omissions with respect to the requirements laid down in these regulations. It will notify the submitting parties of any omissions found as soon as possible.
2. Omissions with respect to the requirements referred to in Article 7 may be rectified. To this end, the missing documents for the candidate nominations may be submitted to the Electoral Committee up to three working days following the notice referred to in paragraph 1. Rectification of omissions may not lead to the nomination of a new candidate or the submission of a new candidate list.
3. Following the period for rectifying omissions referred to in paragraph 2, the Electoral Committee will decide in a public session on the validity of the candidates nominated.

CHAPTER 5 - ELECTION

Article 9 Form and time of election

1. The election will be held during an election period to be laid down by the Electoral Committee.
2. Votes will be cast electronically by means of a program in which the details of the seats and candidates are displayed to the voter.

Article 10 Election notice

The Electoral Committee will send in good time to each voter a notice of the election and an instruction on the manner of casting a vote. The Electoral Committee will make information about the candidate lists available in good time through the appropriate channels.

CHAPTER 6 – ESTABLISHING THE RESULT

Article 11 Establishing the valid votes

After the end of the election period the Electoral Committee will establish the number of valid votes cast for each candidate list and each candidate.

Article 12 Allocating seats to lists

1. The Electoral Committee will establish the electoral quota **<option: of each district>** by dividing the sum of the votes cast by the number of seats in the council **<option: or the district>**.
2. Each candidate list will receive so many seats as the number of times that the electoral quota is included in the number of votes cast on that list. No more seats will be allocated to a candidate list than the number of candidates on that list.
3. Seats which have not been allocated in the manner described in paragraph 2 (remaining seats) will then be assigned in succession to the list that has the largest average number of votes per allocated seat when allocating a remaining seat. If two or more lists have the same averages, lots will be drawn to decide which list will receive the remaining seat. A candidate list that has received less than two thirds of the electoral quota in votes will not receive a remaining seat.
<option in addition: Where there are remaining seats because there are fewer candidates for a particular district than there are seats available, the remaining seats concerned will be allocated to the list of another district that, following the allocation of a remaining seat, has the highest average number of votes per allocated seat. If two or more lists have the same averages, lots will be drawn to decide which list will receive a remaining seat.>
4. **<if the faculty has districts with just one seat: For districts which have only one seat, contrary to the provisions of the first three paragraphs of this article the seat will be allocated to the candidate list that has received the most votes. If two or more lists have an equal number of votes, lots will be drawn to decide which list will receive the seat.>**

Article 13 Declaring the candidates elected; ranking of candidates

1. The candidates on the list who have received the number of votes that is at least equal to two thirds of the electoral quota will be elected to the seats allocated to each list, in the order of the number of votes cast for them.
2. If not all the seats allocated to a list have been filled in the manner described in paragraph 1, the other seats will be allocated to the candidates in the order stated on the list.
3. The Electoral Committee will rank first the candidates on the list declared elected in accordance with the order as laid down in paragraphs 1 and 2 of this Article 13. The Electoral Committee will then rank the unelected candidates on the list in accordance with the order of the list submitted.
4. **<if the faculty has districts with just one seat: For districts which have only one seat available, contrary to the provisions of the first three paragraphs of this article, the candidate who has received the most votes will be elected to the seat allocated to the candidate list referred to in Article 12(4). The Electoral Committee will then rank the unelected candidates on the list in accordance with the number of votes cast for them. If two or more candidates have received an equal number of votes, their place on the list will determine the order of the candidates concerned.>**

Article 14 Session for announcing the result

The Electoral Committee will establish the result of the election within two working days following the election period, and will announce this result in a public session.

CHAPTER 7 – VACANCIES

Article 15 Filling an interim vacancy

1. In the event of an interim vacancy, the Electoral Committee will appoint as the successor to the member of the council the highest placed but unelected candidate on the candidate list from which the person to be succeeded was elected.
2. If the list referred to in paragraph 1 does not have an available candidate, the vacancy will be filled by the highest placed but unelected candidate from the list who received the highest average number of votes <option: in the relevant district>.
<if the faculty has districts with just one seat: or, if the vacancy is for a district that has only one seat, the unelected candidate who has received the most votes on the candidate list that has subsequently received the most votes>.

CHAPTER 8 – CONCLUDING AND TRANSITIONAL PROVISIONS

Article 16

In cases not provided for in these regulations, the Electoral Committee will decide.