



1st FULL TEXT
OF THE ELECTORAL CODE
OF THE ACADEMIC SENATE

OF THE CZECH TECHNICAL UNIVERSITY IN PRAGUE

Article 1
Electoral districts, calling an election

- (1) Members of the Academic Senate of the Czech Technical University in Prague (hereinafter referred to as “AS CTU”) are elected by the academic community of the Czech Technical University in Prague (hereinafter referred to as “CTU”).
- (2) The academic community at CTU is composed of academic workers of CTU and students of all study programmes (implemented at faculties and outside of faculties) implemented at CTU.
- (3) AS CTU has 45 members, of which 27 are academic workers elected in electoral districts pursuant to Para 4 (a) and (b), and 18 are students elected in electoral districts pursuant to Para 4 (c) and (d).
- (4) The election to AS CTU is held
 - a) In eight electoral districts, each of which is composed of academic workers of the individual faculties of CTU,
 - b) In one electoral district composed of academic workers of all other constituent parts of CTU,
 - c) In eight electoral districts, each of which is composed of students of the individual faculties of CTU,
 - d) In one electoral district composed of students of study programmes implemented outside of faculties.
- (5) The right to vote and to be elected to AS CTU can be exercised by every member of the academic community of CTU in any electoral district that corresponds to their membership to

the academic community in the particular electoral district; in case they are members of the academic community in more electoral districts, this right can be exercised only in one electoral district based on the voter's/candidate's choice.

- (6) In every electoral district under Para 4 (a) and (b) (hereinafter referred to as an "electoral district of academic workers"), three academic workers are elected; every three years three academic workers are elected in this electoral district in a regular election and their term in office is three years.
- (7) In every electoral district under Para 4 (c) and (d) (hereinafter referred to as an "electoral district of students"), two students are elected; every year one student is elected in this electoral district in a regular election and their term in office is two years and the term in office of one student elected in this electoral district ends.
- (8) The term in office of a member of AS ends on 31 December of the last year of their term in office. In good time before this date, AS CTU shall call a regular election to ASU CTU in the electoral district of the members of AS CTU whose term in office is coming to an end.
- (9) In case the term in office of all members of AS CTU ends pursuant to Para 12 or pursuant to Section 8, Para 3 of the Higher Education Act, in the next election three academic workers with the term in office lasting three years are elected in every electoral district of academic workers, and two students with the term in office lasting two years and one year, respectively, are elected in every electoral district of students. The decision on which candidate in the electoral district of students will be elected for the given term in office will be taken in accordance with Para 10.
- (10) In case more members of AC CTU are elected in one election and in one electoral district with different terms in office, the term in office of the elected candidates is decided by the number of votes the candidates have received in the election. The candidate with the most votes will have the longest term in office.
- (11) A member of AS CTU can run for office again only in case an election is called for a term in office that does not overlap with their term in office.
- (12) AS CTU can end the term in office of all its members early if more than half of the members of AS CTU declare for it provided at least three quarters of the members of AS CTU are present; the resolution on the early end of the term in office must include an election of the Election Commission and calling of an election.

Article 2 Election Commission

- (1) The election is managed by the Election Commission elected by AS CTU before the calling of the election. The main Election Commission manages the work of Election Commissions for the individual electoral districts. Members of Election Commissions for the individual electoral districts are elected by faculty Academic Senates in case of electoral districts pursuant to Article 1 Para 4, letters (a) and (c); in other cases they are elected by AS CTU. Membership in an Election Commission is inconsistent with running in the respective election to AS CTU.

- (2) In particular, the main Election Commission
- a) Makes sure the election is carried out in accordance with this AS CTU Electoral Code,
 - b) Based on materials received from the Election Commissions for the individual electoral districts, publishes information about candidates on the AS CTU website,
 - c) Sets out a 3-day period to hold a regular election and a 3-day period to hold a potential second round of the election, which will be planned within 7 days after the start of the regular election,
 - d) Announces the election results without unnecessary delay.

The main Election Commission regularly publishes its decisions on the AS CTU website. The decisions of the main Election Commission in connection with the course of the election to AS CTU are binding for the Election Commissions for the individual electoral districts.

- (3) The Election Commission for the individual electoral district will pass on the election results in the individual electoral districts to the main Election Commission without delay. The information about the course of the election is published exclusively by the main Election Commission.
- (4) If the election is carried out under Article 1, Para 9, the chair of the main Election Commission convenes a constituent meeting of AS CTU and presides over the meeting until AS CTU elects a chair.
- (5) Any member of the academic community can submit a written complaint regarding the course or the result of the election to the main Election Commission within 10 days after the election results have been announced. The main Election Commission will consider any such complaint and will issue a decision within one month after the results of the election have been announced.
- (6) The work of the Election Commissions is finished after the election results are announced and the tasks pursuant to Para 2, 3, 4 and 5 are completed.

Article 3 **Course and results of an election**

- (1) Any member of the academic community at CTU can run for AS CTU. They will do so in a manner and in accordance with the timeline set out, in compliance with the date of the election announced pursuant to Article 2, Para 2, letter c), by the Election Commission for the individual electoral district.
- (2) In the election, the voter marks the candidates on the ballot that they elect to AS CTU; they can mark as many candidates as is the number of the vacancies that are filled in the given electoral district plus one. The main Election Commission can stipulate that a ballot list must be submitted as part of running for AS CTU. If this is the case, the Election Commission for the individual electoral district will define the formal requirements on the ballot list.
- (3) The election to AS CTU is carried out electronically so that it is ensured that the vote is secret

and so that every eligible voter can cast only one vote and only in one electoral district. The ballot is in the form of an electronic form.

- (4) The vote is valid in an electoral district provided at least 15% of members of the academic community in the given electoral district have cast their vote. If this condition is not met, the Election Commissions for the individual electoral districts will call without unnecessary delay a second round of vote in the electoral district with the same candidates the results of which are valid for any turnout of the members of the academic community in the given electoral district.
- (5) The election results are counted for every electoral district separately. Candidates who have received less than 15% of votes out of the votes of voters that have cast their votes in the given electoral district and round are not elected nor become alternates. Other candidates are included on a list based on the number of received votes so that the candidate with fewer votes is listed lower. In case of a split vote, the place on the list is decided by lot drawn by the Election Commission for the individual electoral district. The relevant number of candidates under Article 1, Paras 6, 7 and 9 in the first places is elected as members of AS CTU, the rest become alternates in the given order.
- (6) In each electoral district alternates are registered pursuant to Para 5 based on the election results. These records are effective from the first day of the term in office for which the election was called and their effectiveness ends when new records of the nearest election in the same electoral district become effective.
- (7) If in any electoral district the required number of members of AS CTU is not elected, the chair of the main Election Commission shall ask AS CTU to call a by-election in the given electoral district.

Article 4

Termination of membership in AS CTU, appointment of alternates

- (1) The membership in AS CTU is terminated before the end of the term in office by
 - a) The loss of membership in the section of the academic community for which the member of AS CTU has been elected,
 - b) Resigning the membership in AS CTU,
 - c) Dismissal from office provided more than half of voters in the given electoral district declare for it in a secret vote,
 - d) Not restoring the membership pursuant to Article 19, Para 10 of the CTU Statute in the section of the academic community for which the member of AS CTU has been elected,

- e) An unexcused absence in three subsequent regular meetings of AS CTU, unless AS CTU decides on an exception on the third meeting. An excuse means information about absence has been sent before the date of the meeting as stated on the invitation.
- (2) If the membership in AS CTU of a member is terminated before the end of the term in office, they are replaced by the first alternate from the same electoral district. For this the records of alternates pursuant to Article 3, Para 5 effective on the day of the termination of membership will be used. The term in office of this new member of AS CTU ends on the same date it would have ended in case of the member they have replaced.
- (3) If a member of AS CTU pursuant to Para 2 must be replaced by an alternate, but no alternate is registered in the given electoral district, AS CTU shall call a by-election in this electoral district. The by-election is carried out following the same rules as a regular election, but only in selected electoral districts and in order to update the records of alternates, which in this case are effective on the day when the election is called. The first alternate elected in this election immediately becomes a member of AS CTU. If more members of AS CTU in the same electoral district need to be replaced by a by-election, the procedure is as described in Article 1, Para 10.
- (4) By-elections do not have to be announced if a regular election in the given district is scheduled for a near date. If this is the case and a vacancy that arose due to the termination of membership pursuant to Para 1 remains unfilled after 1 January after the regular election, the vacancies will be filled from the list of alternates pursuant to Article 3, Para 5 that was drawn after the regular election. A by-election does not have to be announced also in case a regular election has already been held and if the vacancy on the Senate can be filled pursuant to the second sentence.

Article 5 Temporary and final provisions

- (1) The term in office of members elected in accordance with the existing AS CTU Electoral Code in effect before this AS CTU Electoral Code comes into effect shall end in accordance with the provisions of the existing AS CTU Electoral Code.
- (2) The first regular election to AS CTU after this AS CTU Electoral Code comes into effect will be called in the last year of term in office of members of AS CTU and the procedure is as described in Article 1, Para 9.
- (3) The AS CTU Electoral Code registered by the Ministry of Education, Youth and Sports under reg. no. MSMT-21850/2017 on 1 September 2017 is cancelled.
- (4) This AS CTU Electoral Code was adopted by AS CTU pursuant to Section 9, Para 1 (b), point 3 of the Act on 17 June 2020.
- (5) Pursuant to Section 36, Para 4 of the Act, this Electoral Code comes into force on the day it is registered by the Ministry of Education, Youth and Sports.
- (6) This Electoral Code comes into effect on the day the Rules of Procedure of the Academic Senate of the Czech Technical University in Prague adopted on 17 June 2020 by the Academic Senate of the Czech Technical University in Prague come into effect.

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Rector

The changes to the Electoral Code were approved pursuant to Section 9, Para 1 (b), point 3 of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to some other Acts (The Higher Education Act), as amended, (hereinafter referred to as the "Act") by the Academic Senate of the Czech Technical University in Prague on 28 February 2024. The changes come into force and effect on 3 May 2024 (on the day they were registered by the Ministry of Education, Youth and Sports).