

## **19<sup>TH</sup> EUA GENERAL ASSEMBLY**

Thursday 6 April 2017  
9.00 – 11.30

University Aula  
University of Bergen, Norway

### **RULES OF PROCEDURE**

**Status:** For adoption

#### **Chapter I Verification of Voters' Credentials and publication of the list of voters**

The Credentials Committee appointed by the EUA Board will meet in Bergen on Tuesday 4 April 2017 at 19.00 in order to examine the credentials of participants. It shall draw up and publish a list of qualified voters at the General Assembly registration desk at 8.00 on Thursday 6 April 2017.

#### **Chapter II Qualified Voters**

##### *Article 1*

Entitled to vote are full members of EUA whose outstanding membership fees have been paid in full, including for 2017. Payments must have been transferred and received by EUA at latest by Monday 13 March 2017.

##### *Article 2*

Individual members shall be represented by the head of the institution and collective members by the chairperson of the Rectors' Conference, or their duly designated representatives.

##### *Article 3*

Each representative should be duly authorised to vote and thus have credentials signed by the head of their institution/chairperson of the Rectors' Conference.

##### *Article 4*

Each member of the General Assembly may hold one proxy (from another member). Also in this case credentials signed by the head of the member institution for which a proxy is held are required.

##### *Article 5*

Duly authorised representatives submitting credentials must ensure that these credentials are received by the EUA Secretariat (by e-mail or by fax) at the latest by Monday 13 March 2017. The EUA Secretariat shall confirm receipt of all credentials received.

## **Chapter III: Voting procedures**

### **A. General Voting Procedures**

#### *Article 1*

Ballots will be conducted by displaying the cards assigned to those eligible to vote at the registration desk, unless otherwise provided for in these Rules of Procedure or if there is a request for a secret ballot.

#### *Article 2*

A proposal is approved if it obtains a simple majority of the votes cast by persons qualified to vote at the meeting.

#### *Article 3*

At least 24 hours before the ballot, the President of the Assembly shall appoint two members attending the General Assembly (with such assistants as may be necessary) as returning officers.

#### *Article 4*

The returning officers shall conduct the ballot and be responsible for it.

#### *Article 5*

Voting papers shall be distributed to registered voters upon their registration for the General Assembly.

#### *Article 6*

The opening of the ballot-box and the counting of the votes at the close of the ballot is entrusted to the two returning officers who shall make a signed return of the result of the poll to the President of the Assembly.

#### *Article 7*

As stated in Article 21 of the EUA statutes, "detailed procedures governing the election of [...] Board members [...] are to be set out in Rules of Procedure to be adopted by the GA", as laid out in sections B below.

### **B. Election by secret ballot of three members to serve on the EUA Board for the period April 2017 to April 2021**

#### *Article 1*

The Council, on the basis of proposals made by the Nominations Committee, proposed five candidates for three vacant EUA Board positions to be filled for the period April 2017 to April 2021.

#### *Article 2*

The names and curriculum vitae of the five candidates were posted on the General Assembly Community on the EUA website following the Council meeting on 27 January 2017.

#### *Article 3*

Individual full members had the opportunity to make additional nominations, in writing and with the support of at least fifty full members having the right to vote. No further nominations were received by the published deadline of Monday 6 March 2017.

*Article 4*

Each of the candidates will be asked to present herself/himself to the General Assembly prior to the secret ballot. Each candidate will have 3 minutes for this presentation.

*Article 5*

The election will take place by secret ballot. The three candidates with the highest number of votes are elected, provided that the statutory provisions governing the required balance between current and former Rectors are respected.

*Article 6*

Each qualified voter has three votes. Only one vote per candidate may be cast. Only ballot sheets with three votes for three different candidates shall be considered valid.

*Article 7*

In the event of there being two or more candidates with an equal number of votes for the third available place in the Board, a further ballot will be held.

Brussels, 3 March 2017