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	PROCEDURE FOR CONDUCTING ONLINE ELECTIONS FOR STUDENTS' REPRESENTATIVES IN THE SENATE, BOARD OF TRUSTEES, FACULTY COUNCIL AND THE COMMISSION FOR EVALUATION AND QUALITY ASSURANCE (CEAC) WITHIN "MIHAI VITEAZUL" NATIONAL INTELLIGENCE ACADEMY	Pages: 3	
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PROCEDURE

For conducting online elections for students' representatives in the Senate, Board of Trustees, Faculty Council and the Commission for evaluation and quality assurance (CEAC) within "Mihai Viteazul" National Intelligence Academy

Code: ANIMV-ASTUD-02

(in force beginning with: 24.02.2022)

Edition	Last name, first name, position		Article and paragraph modified/supplemented	Endorsed	Legal endorsement from:	Approved by the Senate	TRevision
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1	Quality Assurance Office PS INV Diana Joița Anca Butcovan	Chairman of QAEC Assoc. prof. dr.Răzvan Grigoraș	Art. 1 Art. 7, paragraph (1), (2) Art.17	FI Council FIS Council	08.02.2022		1

LEGAL BASIS

- Law of National Education no. 1/2011, subsequently amended and completed;
- Order no. 3666/03.03.2012 on the approval of the Code for student's rights and obligations;
- Government Decision no. 206/1995 on the organization and functioning of "Mihai Viteazul" National Intelligence Academy;
- Government's Emergency Ordinance no. 75/2005 on education quality assurance, subsequently amended and completed;
- Government's Emergency Ordinance no. 41/2016 on the set up of simplified measures at the level of public institutions and the modifications and completion of some normative acts, subsequently amended and completed;
- Order no. 3751/2015 for the approval of Framework methodology for setting and choosing the management structures and positions at the level of institutions within the higher education national system;
- University Charter of "Mihai Viteazul" National Intelligence Academy;
- Methodology for the organization and deployment of the elections for students' representatives in the Senate, Board of Trustees, Faculty Council and Commission for Evaluation and Quality Assurance (CEAC) within "Mihai Viteazul" National Intelligence Academy
- Internal regulations of the Romanian Intelligence Service.

Chapter I GENERAL PROVISIONS

Art.1 This procedure regulates the *on-line* organization process of the elections for students' representatives within the governing bodies of "Mihai Viteazul" National Intelligence Academy, during the time of restrictive and social distancing measures, as well as during other exceptional situations evaluated and decided by ANIMV management.

Art.2 (1) The election of students' representatives within the governing bodies of ANIMV's management – Senate, ANIMV Board of Trustees, Faculty Council is carried out through direct, secret, universal vote, in a classical way by ballot or by electronic vote.

(2) The appointed students are, by right, the legal representatives of the students' interests at the level of each academic community.

Art.3 At the level of ANIMV management structures are elected the following students'

representatives:

- *Academic Senate*: 3 students;
- *ANIMV Board of Trustees*: 1 student;
- *Faculty Council*: 2 students;

Chapter II

DEPLOYMENT OF THE ELECTIONS FOR STUDENTS' REPRESENTATIVES

Art. 4 (1) At ANIMV level, the Election Commission consists of 3 members of whom one is the chairman. Moreover, the Election Commission's logistical support is provided by a non-voting secretary.

(2) The Election Commission membership is determined by the Academy's Election Office and is registered in the Order of the Day (O.D.).

(3) The Commission membership consists of 2 students, one for each faculty, each appointed by the dean of the faculty where they are enrolled.

(4) The Election Commission Chairman coordinates its entire activity.

Art. 5 The Commission sets the election date and sends the announcement to be posted by electronic communication channels for the students, at least 5 days before the date set for the elections.

Art. 6 Students may submit their candidacies no later than 4 working days before the date set for the elections.

Art. 7 The Commission validates the candidacies and publishes them on the electronic notice board/ sends the candidates' list by electronic communication channels, no later than 3 working days before the date set for the elections.

Art. 8 (1) The non-validated possible candidates will submit appeals no later than 2 working days before the date set for the elections.

(2) The Commission solves the possible appeals submitted by the non-validated candidates no later than 1 working day before the elections.

Art. 9 The elections are organized on the date that has been set and announced.

Art. 10 The Commission counts the votes and draws up the minutes regarding the organization and the results of the elections. The results are sent to the students no later than 2 working days since the vote.

Art. 11 The possible appeals regarding the organization and the results of the elections will be submitted by the students no later than 1 working day since the election results have been sent to them.

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Art. 12 The Commission solves the possible appeals regarding the organization and the results of the elections within a day since the appeals have been received.

Art. 13 The Election Commission sends the results of the elections and the minutes to the Academy's Election Office no later than 3 days from the date of its completion.

Art. 14 This procedure replaces the form of edition 1, revision 0 from 06.08.2021.

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