

These Election Regulations of the Academy of Fine Arts in Prague were registered with the Ministry of Education, Youth and Sports (reference number MSMT-22748/2025-2) in accordance with Section 36(2) of Act No. 111/1998 on institutions of higher education and amending and supplementing other acts (the Higher Education Act), effective as the date of signing of the registration.

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ELECTION REGULATIONS OF THE ACADEMIC SENATE

OF THE ACADEMY OF FINE ARTS, PRAGUE

18 September 2025



PART ONE
GENERAL PROVISIONS

Article 1

Opening provisions, subject and purpose of the regulations

1. The Election Regulations of the Academy of Fine Arts in Prague (hereinafter only “Election Regulations”) apply to the Academic Senate of the Academy of Fine Arts in Prague (hereinafter only “AS AVU”), which acts as an autonomous representative academic body at the Academy of Fine Arts in Prague (hereinafter only “AVU”) in accordance with Act No. 111/1998 on institutions of higher education and amending and supplementing other acts, the Higher Education Act, as amended (hereinafter only “Act”).
2. These Election Regulations regulate
 - a) the composition of and membership in the AS AVU
 - b) the organisational structure of the AS AVU
 - c) the conditions and methods for the election of members of the AS AVU in accordance with the Act and the AVU Statutes.

PART TWO
ORGANISATIONAL STRUCTURE OF THE AS AVU

Article 2

Structure and bodies of the AS AVU

1. The AS AVU has 17 members, elected for a period of three years.
2. The AS AVU is divided into an Academic Chamber, which has ten members, and a Student Chamber, which has seven members.
3. The bodies of the AS AVU are
 - a) chair of the AS AVU
 - b) vice-chair for the AS AVU Academic Chamber
 - c) vice-chair for the AS AVU Student Chamber
 - d) AS AVU committees (legislative, economic, study, and others as needed)
4. The AS AVU bodies answer to the AS AVU in the performance of their functions. Their responsibilities and areas of activity are described in the Rules of Order of the AS AVU.

Article 3

Members and alternates of the AS AVU

1. The members of the AS AVU are elected from among the AVU academic community.
2. Besides choosing the members of the AS AVU, elections also determine alternates for both chambers of the AS AVU.

3. If, for any reason, the mandate of a member of the AS AVU is terminated during his or her electoral term, he or she is replaced by the candidate who placed next in the elections and received at least one vote. This alternate holds office only for the remainder of the relevant term of the AS AVU [Section 8(1) of the Act]. In case of a tie vote, the member's appointment is decided by lot.
4. Alternates are appointed by the chair of the AS AVU. Appointees may refuse to take up the position.
5. Prior to the appointment of an alternate, a mandate may be terminated:
 - a) by resigning one's mandate, announced in writing to the head of the AS AVU
 - b) upon termination of membership in that part of the AVU academic community for which the person was elected,
 - c) by being appointed to a function, the performance of which is by law incompatible with membership in the AS AVU.
6. In the absence of such a candidate, the procedure outlined in Articles 12 to 16 applies as appropriate. Supplementary elections are held no later than 40 days after an AS AVU member's mandate is terminated. Membership in the AS AVU is conferred via election.

Article 4

AS AVU terms of office

1. The AS AVU's electoral term is three years. The term of office of members of the AS AVU is the same as the electoral term.
2. The term of office of members of the AS AVU begins with the constitutive meeting and ends on the day of the constitutive meeting of the newly elected AS AVU.
3. The term of office of all members of the AS AVU comes to an end if, for a period of six months, the AS AVU does not perform any of the activities described in Section 9 of the Act. The rector shall announce new elections no later than within 30 days.

4. During a term of office, membership in the AS AVU may be terminated:
- a) by resigning one's membership in the AS AVU; the membership is terminated via announcement of resignation to the chair of the AS AVU
 - b) via termination or interruption of the AS AVU member's affiliation with that part of AVU academic community for which he or she was elected (i.e., loss of status of AVU academic staff, loss of AVU student status, or interruption of studies)
 - c) by being appointed to a function, the performance of which is by law incompatible with membership in the academic senate
 - d) for reasons of inactivity, if the member has two unexcused absences from meetings of the AS AVU during the academic year, or if he or she has four excused absences during the academic year. Absences may be excused no later than one day prior to the meeting by informing the AS AVU secretary. Exceptions to this rule are scholarship exchanges or internships and exchanges associate with an AS AVU member's study activities lasting no more than one semester.
 - e) announcing one's candidacy for rector
 - f) death.

Article 5

Membership upon begin of further studies at AVU

1. If, during his or her term of office, a student elected to the AS AVU is re-registered in a different study programme at AVU no later than within four months after having completed the previous programme, his or her membership in the AS AVU is not terminated.
2. If a member of the AS AVU Student Chamber announces no later than 7 days after completing his or her studies that he or she intends to continue at AVU as per paragraph 1 of this article, and if he or she is subsequently registered in this study programme, the rights and responsibilities associated with the AS AVU mandate shall be returned on the day following registration. The period between the conclusion of studies and registration in the subsequent programme may not exceed 4 months; otherwise the mandate is terminated. A mandate is also terminated if the student does not register within the designated deadline.

3. On the day of completion of studies, an alternate is appointed from the AS AVU Student Chamber for the temporary performance of the mandate. If no such person exists, supplementary elections are held after the end of the four-month deadline, unless the member's mandate is returned as per paragraph 2 of this article.
4. The provisions of paragraphs 1 and 2 of this article similarly apply to the alternate's mandate.

Article 6

Membership in the AS AVU, incompatibility of office

1. Any academic staff of AVU may be elected to the AS AVU Academic Chamber.
2. Any AVU student may be elected to the AS AVU Student Chamber.
3. If a student is also an academic staff member, he or she may vote and be elected just once as follows:
 - a) if the total agreed-upon working hours at AVU are at least 20 hours a week – the Academic Chamber,
 - b) in other cases – the Student Chamber.
4. The rector is responsible for the accuracy of the lists of students and academic staff.
5. Membership in the AS AVU is incompatible with performance of the function of rector, vice-rector, bursar, and chancellor.

PART THREE

ELECTIONS TO THE AS AVU

Article 7

Basic principles

1. Elections to the AS AVU are direct, equal, and secret.
2. The right to vote for the AS AVU applies to all members of the AVU academic community.
3. The right to be elected to the AS AVU applies to all who meet the conditions for membership in the academic senate as per these Election Regulations and the Act.

Article 8

Elections to the AS AVU

1. The senate shall announce AS AVU elections, including the date, time, and place of the elections, no later than two months prior to election day. The election committee shall announce upcoming elections on the senate's information board in AVU's main building and on the publicly-accessible part of the AVU website.
2. Elections to the AS AVU are always held no later than 15 days prior to the end of the current AS AVU's term of office.
3. The right to vote for the AS AVU's Academic Chamber applies to all academic staff of AVU; the right to vote for the AS AVU's Student Chamber applies to all students of AVU.
4. If the AS AVU does not act as per paragraph 1 of this article, the elections shall be announced by AVU's rector.

Article 9

Election committee

1. AS AVU elections are organised and managed by a five-member election committee whose members are chosen by the AS AVU from among the academic community. The election committee consists of 3 academic staff

and 2 students. The election committee and its chair are elected by the AS AVU. If the elections are called by the rector as per Article 8, paragraph 4, then the rector also nominates the election committee and its chair.

2. The election committee is quorate when its chair and more than half of its members are in attendance. The election committee makes decisions by a majority vote of members in attendance. If the votes are even, then the vote of the chair is decisive.
3. Members shall observe confidentiality regarding circumstances that they learn about in relation to the performance of their office, unless they are required by law or the internal regulations of AVU to make such circumstances public; this confidentiality requirement may be lifted by an AS AVU resolution.
4. Personal data are processed in accordance with the rules for the protection of personal data contained in Article 17.
5. The activities of the election committee end with the election of the AS AVU's chair at the AS AVU's constitutive meeting.

Article 10

Elections timeline and organisational instructions

1. When announcing elections, the AS AVU shall publish a timeline containing the following in particular:
 - a) a link to an electronic version of the current Election Regulations
 - b) the composition of the election committee
 - c) important dates related to the organisation of the elections, in particular:
 - i. information on the manner of and deadlines for submitting candidate nominations
 - ii. deadlines for candidate lists and voter lists
 - iii. the date of the elections themselves
 - iv. the date on which election results etc. will be announced
 - d) the date of the AS AVU's constitutive meeting.
2. Detailed organisational instructions for the preparation and holding of the elections shall be published by the election committee one month prior to the

elections in such a manner as to ensure the timely and comprehensive provision of information to voters. The organisational instructions include:

- a) the date and place of the elections and the manner in which they will be held
- b) candidate lists and voter lists for both chambers of the AS AVU

Article 11

AS AVU candidates

1. A candidate is a person vying for the position of member in the AS AVU. A candidate is anyone who meets the conditions for membership in the AS AVU as per Article 6 of these Election Regulations.
2. Candidacies are submitted to the election committee. Candidacies may be submitted by the candidates themselves. A particular person's candidacy may also be submitted by a member of the academic community or a group of members of the academic community. Such a submission must contain a written proclamation by the candidate that he or she accepts the candidacy.
3. Candidacies are submitted in writing.
4. Candidacies for election to the AS AVU Academic Chamber shall contain the candidate's name, surname, affiliation with studio/workplace/department, academic title and function.
5. Candidacies for election to the AS AVU Student Chamber shall contain the candidate's name, surname, study programme and studio affiliation (for students of the doctorate degree program, the name of the student's advisor).
6. Candidacies may be submitted from the moment of the elections' announcement until seven days prior to the election date.
7. The submitted candidacies are inspected by the election committee. Anyone who has submitted an incomplete, unclear or incomprehensible candidacy will be asked to supplement and correct it.

8. Candidates may withdraw from the elections. Such withdrawal is submitted in writing to the election committee. The election committee publishes information about withdrawals in a manner similar to the publishing of candidate lists as well as in any other suitable manner. Procedural objections are decided on by the election committee without undue delay and with final validity.

Article 12

Candidate lists and voter lists

1. The election committee publishes the candidate lists on the AS AVU information board at least a month prior to the elections.
2. The rector presents the voter list (hereinafter only "List") to the election committee no later than one month prior to the elections. This List will be updated on the last day of the month prior to the elections.
3. The election committee shall publish the List concurrently with the candidate lists in the manner and deadlines contained in paragraph 1 of this Article. Objections against this List (especially inaccuracies in the published information) may be filed by a member of the academic community or an AVU employee within seven days prior to the elections. Procedural objections are decided on by the election committee with final validity.
4. If a candidacy is submitted or withdrawn after the candidate list has been published, the information about the candidate shall be published in a similar manner without undue delay, but no later than three days after the submission or withdrawal of the candidacy, or in such a manner that all candidates' candidacies were published in a similar manner no later than before the start of voting.

Article 13

Course of voting

1. Elections are direct, equal, and secret. All voters cast their votes independently and in person; proxy voting is not permitted.

2. Voting is done on the specified day at the specified time. The voting room must be fitted with ballot boxes for collecting the ballots and a place for marking the ballots, all in a manner to ensure secret voting.
3. Voters have the right to privacy while marking their ballots.
4. At least two members of the election committee must be present at voting.
5. Voters prove their identity to the present election committee and subsequently receive a ballot containing the names and surnames of all candidates for the relevant AS AVU chamber and indicating the number of people they may elect from the nominated candidates.
6. The election committee marks the List to record that a voter has received a ballot.
7. After receiving their ballot, voters mark the ballot in the place in the voting room set aside for this purpose.
8. The number of candidates that voters mark for their particular chamber shall not be more than there are members in that chamber.
9. After marking their ballot, voters place the marked ballot in the ballot box for the relevant AS AVU chamber.
10. Invalid ballots are those which were not issued by the election committee, on which a larger number of candidates has been marked than permitted, on which the name of another candidate has been added, or which are not clearly marked. The validity of votes and ballots is decided by the election committee with final validity.
11. If a voter makes a mistake while marking their ballot, they have the right to request a new ballot. This fact is recorded in the List. Invalid ballots are given to the election committee, which shreds them.

Article 14

Counting of votes

1. Once voting has concluded, the chair of the election committee places the remaining ballots in a special envelope, closes it with a seal, and orders the ballot box opened. The election committee counts all the ballots cast for the AS AVU Academic Chamber and determines the order on the basis of the number of votes received. The election committee counts all the ballots cast for the AS AVU Student Chamber and determines the order on the basis of the number of votes received. Those candidates are elected to the AS AVU who received the greatest number of votes.
2. In case of a tie vote among several candidates, the election committee draws lots to determine the final order of candidates.
3. All members of the election committee are entitled to participate in voting and in the counting of votes and may inspect the ballots. The chair of the election committee oversees the validity of the vote count.

Article 15

Announcement of election results

1. The election committee records the course and outcome of voting in minutes, of which it prepares two counterparts. These minutes are signed by all the members of the election committee. Any refusal to sign shall be accompanied by reasons.
2. The election committee's minutes regarding the course and outcome of voting shall contain:
 - a) The candidate lists as per Article 11 of these Election Regulations
 - b) the starting and ending times of voting, plus any interruptions,
 - c) the total number of voters for each AS AVU chamber,
 - d) the number of voters for each chamber who were issued a ballot,
 - e) the number of people voting for each chamber,
 - f) the number of valid votes cast for each candidate and the number of valid votes in total for the candidates in each chamber,
 - g) the candidate order with information on who was elected and who has become alternates.
 - h) a record indicating the number of invalid ballots and the reasons for their invalidity as per Article 8.

3. Within two working days after the end of voting at the latest, the chair of the election committee shall announce the outcome of the elections on the AS AVU's information board and in another suitable manner as per the decision of the election committee. The counterparts of the minutes shall be submitted to the rector and the current AS AVU chair without undue delay.
4. Within two working days after the end of voting at the latest, the election committee shall submit the sealed returned ballots along with other election documents to the rector for safe-keeping.

Article 16

Validity of elections; supplementary and repeat elections

1. Elections require a participation of at least 30 % of entitled voters to be valid.
2. If an insufficient number of members are elected to any of the chambers, the election committee shall announce supplementary elections. In such a case, the supplementary elections are held within seven days at the earliest and fifteen days at the latest.
3. Repeat elections are held in case of insufficient election participation as defined in paragraph 1 of this article or if the election committee determines, as part of its activities or on the basis of objections, that serious errors have occurred that may influence the outcome of the elections. Objections questioning the election outcome may be submitted in writing to the chair of the election committee no later than within 14 days following the announcement of the election results.
4. The election committee announces repeat elections within two days from the determination of the elections' invalidity, and they are held within 7 days at the earliest, 15 days at the latest.
5. Repeat elections include without further ado all the candidates who were participants in the original elections, unless they withdraw in accordance with Article 10, paragraph 8.

6. Supplementary and repeat elections shall follow the provisions of these Election Regulations. The deadlines established by these Election Regulations may be shortened.
7. Repeat elections require a participation of at least 15 % of entitled voters to be valid.

Article 17

Processing and protection of personal data

1. By agreeing with their candidacy, candidates simultaneously agree to the processing and publishing of their personal data to the extent defined in these regulations for the purposes of organising and evaluating the elections and storing this data for a period of 3 years afterwards. Legal title for the processing of personal data is considered a public interest as defined by the provisions of Section 8 of Act no. 111/1998 on institutions of higher education and amending and supplementing other acts (the Higher Education Act).
2. The members of the election committee shall always act in such a manner that any activities related to personal data will not result in the chance destruction of the personal data, the loss or uncontrolled alteration of the personal data, or their provision to or access by unauthorized persons.
3. All natural persons participating in the AS AVU elections may consult the processing of personal data with the Data Protection Officer and may also exercise the rights and freedoms related to the processing of their personal data. More information and contact information are available on the AVU website under "Information on GDPR."
4. In the event of objections relating to the exercise of the rights and freedoms of natural persons with regard to the processing of their personal data, the election committee shall proceed in accordance with Appendix 2 to Rector's Decree no. 5/2020 on the protection and processing of personal data.

Article 18

Final provisions

1. The Election Regulations of the Academic Senate of the Academy of Fine Arts in Prague registered with the Ministry of Education, Youth and sports on 19 July 2017 under reference number MSMT-9855/2017 are hereby repealed.
2. These Election Regulations were approved by the AS AVU on 15 September 2025 pursuant to Section 9(1)(b)(3) of the Act.
3. In line with Section 36(4) of the Act, these Election Regulations become valid and effective on the date of their registration at the Ministry of Education, Youth and Sports.

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Chair, AS AVU

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