Election Rules for the University Council 
of the Erasmus University Rotterdam 
2016

(appendix to the Regulations for the University Council of the EUR (‘URR’) 
as referred to in Section 2(2) in conjunction with Section 9.31(7) of the Higher Education and Research 
Act [Wet op het hoger onderwijs en wetenschappelijk onderzoek (WHW)])
SECTION 1 – GENERAL PROVISIONS

DEFINITIONS

Article 1
The terms used in these Election Rules have the same meanings as ascribed to them in Section 1.1. of the WHW, Article 1 of the Management and Administrative Regulations (BBR) and Article 1 of the URR.

Article 2
The following definitions are used in these Election Rules. The abbreviations in brackets are of the Dutch terms used by EUR. These terms are understood to mean:

AHR: Academic Hospital Rotterdam;
Announce: to make public via the appropriate channels;
Management and Administrative Regulations: EUR Management and Administrative Regulations (BBR);
Executive Board: the EUR’s Executive Board;
Central Electoral Committee: the Central Electoral Committee (CSB);
Erasmus MC: the Erasmus University Medical Centre Rotterdam, that is to say the collaborative arrangement between the Faculty of Medicine and Health Sciences of the EUR and the AHR;
EUR: Erasmus University Rotterdam;
Section(s): the sections of EUR personnel and students, including the Erasmus MC members of staff mentioned in Article 24(3) of these Election Rules;
Institute of Health Policy and Management: the EUR’s institute of Health Policy and Management (iBMG);
Members of the Council: the elected members of the University Council;
Constituency or Constituencies: classification of the university community as described in Article 24 of these Election Rules;
Voter(s): the person(s) who are registered in the electoral register from the time that it is adopted by the CSB in accordance with the provisions in Article 11.3 of these Election Rules;
Electoral Register: register of voters comprising the voters and others in the community who are eligible to vote in accordance with Article 3.3 of these Election Rules;
Election Rules: these election rules for the University Council;
Electoral System: the computerised electoral programme, linked to the EUR election website;
Voters community or community: the university community, including the Erasmus MC members of staff mentioned in Article 24(3) of these Election Rules;
THE VOTERS COMMUNITY AND THE RIGHT TO VOTE

Article 3
1. Taking into account or pursuant to the relevant provisions of the WHW, the Management and Administrative Regulations (BBR) and these Election Rules, all members of the Voters Community have an active or passive right to vote in the election for the Members of the Council.
2. A member of the Voters Community loses the active and passive right to vote in this Community and/or Constituency at the time that he/she leaves this Community and/or Constituency.
3. In accordance with Article 4(1) of the Regulations for the University Council of EUR and Section 9.34(3)(e) of the WHW, the term of office for members of the Staff Section is two years; that of the members of the Students Section is one year.

Article 4
1. A member from the Voters Community only has the right to vote in one Section of this Community.
2. A member of staff who is registered as a Student has the right to vote in the Staff Section, unless he/she has informed the Central Electoral Committee (CSB) in writing prior to the first day of voting that he/she would like to have the right to vote in the Students Section, in which case the right to vote will be transferred to the Students Section.
3. For the election for the Members of the Council, the transferral as referred to in the second paragraph of this article will remain in force in the following year if an election is only held in the Students Section in that year.
4. Students who are also student assistants have a right to vote in the Students Section.

THE ELECTORAL SYSTEM

Article 5
The Members of the Council are elected directly according to an individual candidate system by and from among the Voters in the respective Sections.
THE CENTRAL ELECTORAL COMMITTEE (CSB)

Article 6
1. There is a Central Electoral Committee comprising three members and an alternate member for each member. One of the three members and one of the three alternate members is always a Student. An alternate member is appointed for each member. The members and the alternate members are heard and appointed by the Executive Board and the Council for a period of two years. The appointment can be extended each time for a two-year period.
2. The Executive Board appoints a president and an alternate president from the members.
3. If a member or an alternate member puts themselves forward as a candidate for the election of the members of the Council, a service committee or a faculty council, his/her membership of the CSB lapses by operation of law.
4. The activities of the CSB will be carried out by an official secretary appointed by the Executive Board.

Article 7
1. The CSB is tasked with the preparation and implementation of the election of the Members of the Council, and establishing and announcing the outcome of these elections.
2. The CSB determines its own rules of procedure. It is entitled to draw up its own internal rules for this.

SECTION 2 – THE RULES RELATED TO THE ELECTION PROCESS

THE TIMING OF THE ELECTIONS

Article 8
1. Except in special circumstances the elections for the Members of the Council are held not earlier than five (5) months before the (new) term of office of the Members of the Council commences. This means that under normal conditions the elections will be held in April or May. The election results will be announced not later than four months before the (new) term of office of the Members of the Council begins.
2. The Executive Board will stipulate on which days the voting will take place, taking into account a period of at least twelve (12) weeks before the last date of the elections which are to be held.
3. The CSB will announce the time schedule of the elections to the Voters as soon as possible.

THE ELECTORAL REGISTERS

Article 9
1. Based on the registers of members of staff and Students for which the Executive Board is providing information, the CSB will ensure that the Electoral Registers for each Section and for each Constituency will be drawn up in good time before each election.
2. The Electoral Registers will be available for inspection, at places determined and announced by the CSB, at least eight (8) weeks before the first day of voting.

Article 10
1. Up until four (4) weeks prior to the first day of voting, every Voter is entitled to submit a Written request to the CSB to correct the Electoral Register if he/she is of the opinion that he/she or another person has been entered incorrectly or erroneously in the Electoral Register.
2. The CSB will decide on the submitted application as soon as possible, correct the Electoral Register in question if necessary, and notify the Voter who has requested the correction of its decision In Writing.

Article 11
1. The CSB is authorised to officially correct the Electoral Registers until up to and including the last day of voting. The CSB will notify those involved in the official correction In Writing as soon as possible.
2. The CSB will officially delete the details of a member of a Voters Community that leaves the Community in question after the Electoral Registers have been drawn up, in accordance with Article 3.2 of these Election Rules.
3. Three (3) weeks before the first day of voting, the CSB will lay down the Electoral Registers; this is without prejudice to the provisions of Article 11.1.

NOMINATION OF CANDIDATES

Article 12
1. The CSB will announce the time before which the nomination of candidates must be submitted to the CSB eight (8) weeks at the latest before the first day of voting.
2. Under special circumstances (force majeure), the CSB is entitled to extend the term for the nomination of candidates by five (5) working days at most. The extension then applies to both Sections. The extension of the term for nominating candidates will not have any consequences for the election calendar as a whole. The CSB will announce this extension to the Community as soon as possible.
3. Every member of the Community is entitled to put themselves forward as a candidate for the elections of the Members of the Council until seven (7) weeks before the first day of the elections.
4. Nomination of candidates takes place using a form which is available online and from the CSB secretarial department. This form includes in any event the candidate’s name, initials and work address or Study/Examination Number, and must be completed in block letters. The nomination of candidates takes place personally. The CSB will provide the submitter with a signed proof of receipt on which the date and time of the submission will be stated.
5. The name of one and the same candidate may not appear on more than one (1) candidate nomination and the candidate must belong to the Section and the Constituency for which the candidate nomination is being submitted.
6. A candidate nomination form submitted by the candidate within the period stipulated in these Election Rules constitutes a declaration that he/she agrees to the candidacy. This agreement can only be withdrawn if the candidate has acted contrary to the provisions of Article 12.5 of these Election Rules.
7. Any member of staff from the Community is entitled to put themselves forward as a candidate for the staff Section. Any Student from the Community is entitled to put themselves forward as a candidate for the Students Section.
8. A candidate nomination for the staff Section in Constituency 2, as referred to in Article 24.3 of these Election Rules, can be made by the Permanent Committee for Teaching and Research in the Works Council of the Erasmus MC.

Article 13
1. The candidate nomination must be supported In Writing by no more and no less than ten (10) Voters in the Section and Constituency in question. In addition to the supporters’ signatures, the names and initials of the supporters must be also stated in block letters on the candidate nomination form. For Students, the Study/Examination Numbers must also be stated.
2. The supporters as referred to in Article 13.1 are not allowed to support more than one (1) candidate.
3. Candidates are not allowed to support other candidates.
4. Support can only be withdrawn if the person concerned has acted contrary to the provisions of Article 13.2. The supporter will be given the opportunity to indicate which support has been withdrawn.
5. The name and initials of the candidate and supporters must be placed on one (1) page. For Students, the Study/Examination Numbers must also be stated on that page.

Article 14
1. As soon as possible after the expiry of the term for the nomination of candidates, and taking into account Article 12.2 of these Election Rules, the CSB will investigate whether the submitted candidate nominations comply with the provisions of these Election Rules.
2. Provided the CSB does not find any shortcomings associated with a candidate nomination, this candidate nomination will be declared valid.
3. If the CSB finds a shortcoming or omission associated with a candidate nomination, then the candidate will be informed In Writing about how the shortcoming or omission can be remedied. The candidate must rectify the omission or shortcoming within one (1) week after the candidate has been informed of this.
4. If the CSB discovers that a candidate nomination has not been submitted on time, this candidate nomination will be declared invalid.
5. The CSB will decide on the validity of the candidate nomination as soon as possible after the investigation referred to in Article 14.1 of these Election Rules, the rectification of the discovered shortcomings or the expiry of the term within which the omission should have been rectified. The CSB will inform the candidates of this in writing.

**NO ELECTIONS**
Article 15
Notwithstanding the provisions of Article 25 of these Election Rules, no voting will take place and the candidates will be considered to have been chosen if the number of valid candidate nominations is zero, or equal to or less than the number of seats to be filled in a Section of a respective Constituency of the Council.

**THE ELECTORAL SYSTEM**
Article 16
1. As soon as the nomination of candidates has been irrevocably established, and there are more candidate nominations than the available seats for the Section and the Constituency in question, the CSB will open a page for each Section in the EUR Electoral System.
2. The candidates will be mentioned on this page in the Electoral System in alphabetical order according to their name and initials. Candidates will be given the opportunity to submit to the CSB additional personal information for this page of the Electoral System, such as a nickname, a short text and/or a photograph.
3. The candidates must comply with the Code of Conduct for EUR Elections during the elections.

**THE VOTING**
Article 17
1. The CSB will ensure that the voters are summoned to cast their vote at least one (1) week before the first day of voting. The Election Notice will include instructions on how to use the Electoral System.
2. The voter casts his/her vote electronically. He/she indicates his/her choice by selecting the candidate on the relevant page in the Electoral System. The voter will cast his/her vote by confirming his/her choice using the Password.

**COUNTING THE VOTES**
Article 18
As soon as possible after the last day of voting, the CSB will give instructions for the votes to be counted (per Electoral Register) for each candidate by means of functions in the Electoral System that can only be accessed by the CSB. Any blank votes will be counted at the same time.

**DECLARING THE BALLOT INVALID**
Article 19
1. The CSB will declare the ballot within a Section of a respective Constituency invalid if it is discovered that irregularities have occurred in the voting in that Section of that Constituency such that the outcome has been substantially affected.
2. If the CSB thus declares the ballot invalid, it will call for a new ballot for that Section of the Constituency and it may make arrangements for this ballot.
3. The CSB will announce in writing to the Voters Community, the Executive Board and the president of the Council the decision upon which the ballot was declared invalid, the grounds upon which this rests and any other arrangements as soon as possible.

**DETERMINING AND ANNOUNCING THE OUTCOME**
Article 20
After the CSB has determined the number of seats for each Constituency per Section in accordance with Article 25, it will determine the outcome of the election as follows:

a. The number of valid votes that are not blank for each Constituency per Section will be determined.
b. The seats are divided as follows: the candidate with the most votes is declared elected and is allocated one of the seats.
c. As long as seats are available in a Section of a Constituency, establishing the outcome will continue in accordance with Section b; those candidates already declared elected are not taken into consideration in this.
d. In the event of a tie of votes, the candidate that is declared elected is decided by drawing lots.

**Article 21**

1. The CSB will draw up an official report of the establishing of the outcome, will make it available for inspection to everyone as soon as possible, and will publish the official report on the Election Website.
2. The CSB will send a transcript of this official report to the candidates declared elected, those not declared elected, the Executive Board and the president of the Council.

**OBJECTIONS**

**Article 22**

1. Any member of the Voters community is entitled to submit a letter of objection In Writing and supported by reasons to the Executive Board against a decision of the CSB within seven (7) working days after the contested decision has been announced, and provided he/she is an interested party to the decision in question.
2. Such a decision not taken within a reasonable time is the same as a decision as referred to in the first paragraph of this article.
3. The submitter of the letter of objection will be given the opportunity to be heard on the subject of the letter of objection by the Advisory Committee for Appeals and Objection Letters (ACB) as referred to in Article 51 of the Management and Administrative Regulations (BBR).
4. The ACB will write an opinion and send it within fourteen (14) working days after submission of the objection letter to the Executive Board.
5. The Committee will make a decision about the submitted letter of objection within seven (7) working days after receipt of the ACB’s opinion and will announce its decision.

**FILLING VACANCIES**

**Article 23**

1. A candidate declared elected represents the relevant Section of the Constituency. If a member of the Council is no longer in the Section and/or the Constituency that he/she represents, then his/her membership of the Council lapses.
2. The CSB will fill a vacancy in the Council by determining the outcome of the relevant Constituency and Section once again. Candidates who are no longer willing to accept membership of the Council at the time that the vacancy occurs will not be taken into consideration.
3. The candidate who, at the time the outcome is established once more, would have been chosen first from those candidates not chosen will be declared elected for the vacancy.
4. The outcome thus determined will be announced in accordance with the provisions of Article 21 of these Election Rules.
5. If a member of the Council cannot fulfill his/her membership for more than one (1) month due to pressing circumstances, the highest-ranking candidate not holding a seat who wishes to agree to this temporary membership can be appointed, through a request In Writing for this by the CSB, as interim council member during the absence of the member who is thus prevented from holding his/her seat.
6. An interim election may be held if a vacancy cannot be filled through an appointment of a candidate; the outcome of the election has been established more than two (2) months previously; and the remaining term of office is more than six (6) months.
7. The CSB will determine further arrangements for this election and will announce these as soon as possible.

**SECTION 3 - SPECIAL CONDITIONS**

**THE DIVISION OF CONSTITUENCIES**

**Article 24**

1. For the election of Members of the Council, the Community is divided into nine (9) Constituencies, as described in paragraphs 2 to 10 of this article.
2. Constituency 1 consists of (i) the members of staff working at the Erasmus School of Economics (ESE), as well as the Students who are registered at this faculty.
3. Constituency 2 comprises:
   (i) the following staff categories working at the Erasmus MC:
a. members of staff who were employed at the EUR Faculty of Medicine and Health Sciences on 31 December 2002;
b. members of staff who were appointed as of 31 December 2002 at the AHR and who have indicated that they wish to be considered as Voters, and whose requests have been granted by the Executive Board of EUR on the recommendation of the dean of the Faculty of Medicine and Health Sciences;
c. members of staff of the Erasmus MC who have been appointed by the Erasmus MC from 1 January 2003 onwards in the following positions: assistant professor, associate professor, academic researcher, academic lecturer, analyst and research analyst;
d. other members of staff at the Erasmus MC who were appointed from 1 January 2003 onwards in a position other than those referred to in paragraph 2(c) of this article, and who are serving in a teaching or research position, all of which at the discretion of the Executive Board following the recommendation of the dean of the Faculty of Medicine and Health Sciences;
e. those appointed by EUR as honorary professors at the Erasmus MC as well as AIOs.

(ii) Students who are registered for programmes provided within the Erasmus MC.

4. Constituency 3 consists of the members of staff working at Erasmus School of Law (ESL), as well as the Students who are registered at this faculty.

5. Constituency 4 consists of the members of staff working at Rotterdam School of Management, Erasmus University (RSM), as well as the Students who are registered at this faculty.

6. Constituency 5 consists of the members of staff working at Faculty of Social Sciences (FSW), as well as the Students who are registered at this faculty.

7. Constituency 6 consists of the members of staff working at Faculty of Philosophy (FW), as well as the Students who are registered at this faculty.

8. Constituency 7 consists of the members of staff working at Erasmus School of History, Culture and Communication (ESHCC), as well as the Students who are registered at this faculty.

9. Constituency 8 consists of the members of staff working at General Management Directorate (ABD), management units, University Support Centre (USC), Teaching, Research and Student Affairs (OQ&S) shared service centre and University Library (UB).

10. Constituency 9 consists of the members of staff working at Institute of Social Studies (ISS).

THE COMPOSITION OF THE COUNCIL

Article 25

1. The Council has twenty-four (24) Members (Section 9.31(2) of the WHW), half of whom are chosen by staff and half of whom are chosen by the Students (Section 9.31(3) of the WHW).

2. The Constituencies as referred to in Article 24 of these Election Rules comprise the following numbers of seats per Section:
   a. Constituency 1: 3 seats, of which 1 for the staff Section and 2 for the Student Section.
   b. Constituency 2: 3 seats, of which 1 for the staff Section and 2 for the Student Section.
   c. Constituency 3: 3 seats, of which 1 for the staff Section and 2 for the Student Section.
   d. Constituency 4: 3 seats, of which 1 for the staff Section and 2 for the Student Section.
   e. Constituency 5: 3 seats, of which 1 for the staff Section and 2 for the Student Section.
   f. Constituency 6: 2 seats, of which 1 for the staff Section and 1 for the Student Section.
   g. Constituency 7: 2 seats, of which 1 for the staff Section and 1 for the Student Section.
   h. Constituency 8: 1 seat for the staff Section.
   i. Constituency 9: 1 seat for the staff Section.

3. The remaining 3 seats for the staff Section are distributed in accordance with the provisions of paragraphs 4 to 7 of this article.

4. The Constituencies with the most Voters are allocated at most one seat for the staff Section of the seats referred to in paragraph 3 of this article. The CSB decides and announces this decision in the December prior to the election year which Constituencies it concerns on the basis of the most up-to-date lists of Voters from this Section.

5. The allocation as referred to in paragraph 4 of this article takes place on the understanding that one Constituency can never comprise more than 2 seats in total for the staff Section. If one or more of the remaining seats for the staff Section, as referred to in paragraph 3 of this article are left because of this, these are assigned to the Constituencies with the most voters who have not yet been assigned an extra seat.

6. If Constituency 2 is assigned an extra seat for the staff Section in accordance with the provisions of paragraph 4 of this article, this seat is assigned to iBMG, unless there are no candidates from iBMG. In that case, the seat is given to the highest-ranking candidate not declared elected in the
election outcome from those on the Erasmus MC candidate list. If there are no more candidates at all, the CSB will call an interim election for the as yet unfilled seat.

SECTION 4 - FINAL PROVISIONS

Article 26
If a term in these Election Rules ends on a Saturday, Sunday or a day on which the university buildings are closed, the term will be considered to be extended until the next working day at 12 noon.

Article 27
In cases for which these Election Rules do not provide, the CSB will make an arrangement that conforms with the contents and purport of the WHW, whereby the regulations of the Elections Act [Kieswet] will be followed as much as possible.

Article 28
Amendments to these Election Rules by the Executive Board require the endorsement of two thirds of the members of the Council.

Article 29
1. These Election Rules come into effect on 1 January 2016, with the exception of the loss of the passive right to vote on leaving a Constituency, as referred to in Article 3(2), that will come into effect later, at a time to be determined by the Executive Board.
2. Earlier versions of these Election Rules are repealed with the entry into force of these Election Rules.

Article 30
1. These Election Rules will be cited as: Election Rules for the EUR University Council
2. The abbreviated title is: KRUR.
3. These Election Rules will be published on the EUR website.
4. These Election Rules will be translated into English. In the event of conflict, the Dutch text will prevail.