

Pavia, date of registration

Subject: Notice of extraordinary elections for the renewal of student representative offices - 2020-2022 two-year term.

THE RECTOR

HAVING REGARD to Law No. 240 dated 30 December 2010;

HAVING REGARD to the University of Pavia By-laws, with special reference to Articles 10, 11, 14, 19, 22, 30, 74 and 75;

HAVING REGARD to the General Regulations of the University and, in particular, Title I - Chapter III;

HAVING MADE REFERENCE to (i) Rector's Decree No. 23340 dated 24 August 2020, whereby elections were scheduled to take place on 24 and 25 November 2020 for the renewal of student representatives within the academic bodies for the 2020-2022 two-year academic year, and (ii) the relevant Proclamation of those elected (Ref. No. 145643 of 2 December 2020);

HAVING CONSIDERED the resolutions passed by the Board of Directors and the Academic Senate, respectively, at their meetings held on 23 February 2021 and 22 March 2021;

HAVING ACKNOWLEDGED that it is not possible to predict the outlook, in the next months, of the epidemiological situation arisen from Covid-19;

HAVING CONSIDERED that it is nevertheless necessary to guarantee the conduct of the election process in order to restore the smooth running of the academic bodies concerned;

HAVING CONSIDERED that the right to vote must be exercised in conditions of safety and, above all, in compliance with the ban on gathering;

HEREBY DECREES AS FOLLOWS

Article 1 - Announcement

1. Extraordinary elections for the renewal of student representative offices for the 2020-2022 academic year in the following academic bodies are scheduled to take place on **13 July 2021**:

For students enrolled in PhD programmes:

- Academic Senate: Single constituency of PhD students

For students enrolled in 1st and 2nd level courses:

- "Lazzaro Spallanzani" Biology and Biotechnology Department Board
- Civil Engineering and Architecture Department Board
- Industrial and Information Engineering Department Board
- "Felice Casorati" Mathematics Department Board
- Musicology and Cultural Heritage Department Board
- Biological Sciences Teaching Board
- Biotechnological Sciences Teaching Board
- Information Engineering Teaching Board
- Industrial Engineering Teaching Board
- Civil and Environmental Engineering Teaching Board

- Construction Engineering & Architecture Teaching Board
- Civil Engineering for Mitigation of Risk from Natural Hazards Teaching Board
- Mathematics Teaching Board
- Teaching Board of Master's Degree in Cultural Heritage Conservation and Restoration
- Teaching Board of the degree course in Healthcare and Prevention Professions
- Teaching Board of Psychology, Neuroscience and Human Sciences

Article 2 - Election System and Number of Eligible Representatives

1. Representatives shall be elected according to the proportional representation system based on competing lists.
2. Each list may contain no more than twice the number of candidates eligible for election.
3. The following table shows the number of representatives to be elected and the maximum number of candidates for each electoral list:

BOARDS	Representatives to be elected	Maximum number of candidates
Academic Senate Representative of students enrolled in PhD programmes: (single constituency)	1	2
Department Boards		
"Lazzaro Spallanzani" Biology and Biotechnology Department	12	24
Civil Engineering and Architecture Department	10	20
Industrial and Information Engineering Department	16	32
"Felice Casorati" Mathematics Department	10	20
Musicology and Cultural Heritage Department	8	16
Biotechnological Sciences Teaching Board <ul style="list-style-type: none"> • Degree Course in Biotechnology, Class L-2 • Master's Degree Course in Biotechnology, Class LM-8 	15	30
Biological Sciences Teaching Board <ul style="list-style-type: none"> • Degree Course in Biological Science, Class L-13 • Master's Degree Course in Experimental and Applied Biology, class LM-6 • Master's Degree Course in Molecular Biology and Genetics, class LM-6 • Master's Degree Course in Neurobiology, Class LM-6 	18	36

<p>Construction Engineering & Architecture Teaching Board</p> <ul style="list-style-type: none"> <i>Degree Course in Construction Engineering-Architecture, Class LM-4</i> 	6	12
<p>Teaching Board of Civil Engineering for Mitigation of risk from Natural Hazards</p> <ul style="list-style-type: none"> <i>Master's Degree Course in Civil Engineering for Mitigation of Risk from Natural Hazards, Class LM-23</i> 	4	8
<p>Civil and Environmental Engineering Teaching Board</p> <ul style="list-style-type: none"> <i>Degree Course in Civil and Environmental Engineering, Class L-7</i> <i>Master's Degree Course in Civil Engineering, Class LM-23</i> <i>Master's Degree Course in Engineering for the Environment and Territory, Class LM-35</i> 	11	22
<p>Information Engineering Teaching Board</p> <ul style="list-style-type: none"> <i>Degree Course in Bioengineering, Class L-8</i> <i>Degree Course in Electronic and Computer Engineering, Class L-8</i> <i>Master's Degree Course in Bioengineering, Class LM-21</i> <i>Master's Degree Course in Electronic Engineering, Class LM-29</i> <i>Master's Degree Course in Computer Engineering, Class LM-32</i> 	19	38
<p>Industrial Engineering Teaching Board</p> <ul style="list-style-type: none"> <i>Degree Course in Industrial Engineering, Class L-9</i> <i>Master's Degree Course in Industrial Automation Engineering, Class LM-25</i> <i>Master's Degree Course in Electrical Engineering, Class LM-28</i> 	10	20
<p>Mathematics Teaching Board</p> <ul style="list-style-type: none"> <i>Degree Course in Mathematics, Class L-35</i> <i>Master's Degree Course in Mathematics, Class LM-40</i> 	8	16
<p>Teaching Board for the single-cycle degree course in Cultural Heritage Conservation and Restoration</p> <ul style="list-style-type: none"> <i>Single-cycle Master's Degree Course in Cultural Heritage Conservation and Restoration, Class LMR/02</i> 	5	10
<p>Teaching Board for the degree course in Healthcare and Prevention Professions</p> <ul style="list-style-type: none"> <i>Degree Course in Environmental and Workplace Prevention Techniques, Class L/SNT4</i> 	6	12

Teaching Board for Psychology, Neuroscience and Human Sciences		
• <i>Master's Degree Course in Psychology, Neuroscience and Human Sciences, Class LM-51</i>	5	10

4. The table for the reconciliation of the courses with the Departments (Annex #1) and the list of PhD Courses (Annex #2) shall form an integral part of this decree.

Article 3 - Right to Vote

- With reference to the 2020/2021 academic year, the following shall have the right to vote:
 - For the election of 1 representative of students enrolled in PhD courses in the Academic Senate: all those enrolled in PhD courses.
 - For the election of representatives in the Department Boards: all the students enrolled in the 1st and 2nd level courses related to them.
 - For the election of representatives in the Teaching Boards: all the students enrolled in the 1st and 2nd level courses related to them.
- Students who have completed their enrolment for the academic year 2020/2021 at least 25 days before the date of the elections shall have the right to vote. Students who have paid the first instalment of their fee shall be considered as duly enrolled.
- At least 15 days before the date of the elections, the lists of students entitled to vote shall be filed with the Boards and Commissions and Department Units Function for perusal by the individuals concerned. Any complaints regarding the voter list must be promptly submitted to the Central Electoral Office.

Article 4 - Right to Stand as a Candidate

- The right to stand as a candidate may be exercised by students who are regularly enrolled in the academic year 2020/2021 with a maximum number of enrolments, at the time candidacies are submitted, equal to the legal duration of the course plus one. Students who have paid the first instalment of their fee at least 25 days before the date of the elections shall be considered as duly enrolled.
- Students who have served two consecutive terms on the Board shall not be immediately re-eligible for a third term.

Article 5 - The Central Electoral Office

- A Central Electoral Office shall be established by Rectoral Decree. It shall be tasked with supervising the smooth running of the electoral procedure and voting operations and with the proclamation of those who have been elected.
- It shall consist of:
 - 2 professors working at the University, one of whom shall act as President;
 - 2 members and a Secretary to be chosen from among the technical and administrative personnel working at the University.
- Two university employees from the relevant Functions may participate in the proceedings of the Central Electoral Office to provide the necessary support. One representative from each list, to be appointed in accordance with Article 8 hereof, may also participate in such proceedings.

Article 6 - Submissions of Lists and Confirmation of Candidacies

1. Each list must be marked with a symbol/motto in electronic format to be entered in the appropriate "Student Elections" section of the reserved area.
2. In order to request an electoral list eligibility for electoral competition, the individual submitting the list – a student who has the right to vote – must enter the name and logo of the electoral list and the list of candidates for each academic board, by accessing his or her reserved area in the specific section as under 1 above.
Each electoral list may also be submitted by a single individual for all the boards for which each list is running.
The individual submitting the electoral list shall act as the representative thereof in dealings within and outside the University.
3. A list number shall be assigned on a progressive basis upon confirmation of the list for the first constituency.
4. In order to be admitted to the electoral competition, each candidate must confirm his/her candidacy by accessing the reserved area in the dedicated section as under 1 above.
5. After all candidates on the list have confirmed their candidacy, the individual submitting the list shall close it to make it final and ready for subscription.
6. The deadline for submission of lists and confirmation of candidacies by individual candidates shall start **at 09:00 a.m. on 29 April 2021 and shall expire at 12:00 p.m. on 26 May 2021.**

Article 7 - List Subscription

1. **From 12:00 p.m. on 27 May 2021 to 12:00 p.m. on 3 June 2021**, those entitled to vote may subscribe to one list for each board from among those submitted through the "Student Elections" section of the reserved area.
2. Each list must have a minimum number of subscribers as outlined below:
 - a) For the representative of students enrolled in PhD courses in the Academic Senate, at least **10 signatures** of those entitled to vote shall be required;
 - b) For Department Boards, at least **10 signatures** of those entitled to vote shall be required;
 - c) For Teaching Boards, at least **10 signatures** of those entitled to vote shall be required.
3. Candidates may not be list subscribers.

Article 8 - List Representatives

1. From **12:00 a.m. on 29 April 2021 to 12:00 p.m. on 3 June 2021**, each list submitter may designate a student entitled to vote – who may be a signatory of a list but not a candidate – who will attend the proceedings of the Central Electoral Office.
2. Such designation must be submitted using the form available on the dedicated page at <https://web.unipv.it/ateneo/elezioni-studentesche-scorcio-biennio-2020-2022/>. The form must be sent, duly signed, by email to elezioni2021@unipv.it.

Article 9 - Electioneering

1. For the purposes of electioneering, students shall be allowed to post printed matter, posters or other electoral advertising material solely in the following areas made available by the University Administration, where appropriate displays/billboards shall be installed:
 - Main Building: Entrance portico of the main porter's lodge located at Strada Nuova n. 65;
 - Department of Economic and Corporate Sciences: Portico of the pedestrian entrance located at via San Felice n. 5;
 - San Tommaso Educational Complex: Cloister;
 - Faculty of Engineering: Faculty entrance hall and corridor on the ground floor of the New Educational Complex (burgundy building);
 - Faculty of Medicine and Surgery: Hygiene (Via Forlanini n. 2) and Biochemistry (Via Taramelli n. 3/B) entrances;
 - Department of Pharmaceutical Sciences: Department entrance;
 - Palazzo Botta II - Via Ferrata n. 1: Entrance next to the porter's lodge;
 - Department of Musicology and Cultural Heritage (Cremona): Corridor in front of the student secretariat office, notice boards on the first floor and atrium.
2. Electoral advertising in the areas indicated above shall possible only after the lists for electoral competition have been admitted by the Central Electoral Office.
3. Additional areas may be subsequently authorised by the Rector and will be notified at <https://web.unipv.it/ateneo/elezioni-studentesche-scorcio-biennio-2020-2022/>.
4. On the day before and on the day of the vote, meetings, direct or indirect electioneering, the posting of new printed matter, posters, wall newspapers or other propaganda means shall be forbidden inside the University.
5. Infringers shall be referred to the appropriate academic authority for possible disciplinary sanctions as set out in the regulations.

Article 10 - Election Manifesto

1. At least 10 days before the date of the elections, the election manifesto containing the lists and the candidacies, submitted according to the procedures set forth in Articles 6 and 7 hereof and acknowledged as compliant by the Central Electoral Office, shall be published on the University Official Registry and shall be disclosed exclusively through the University website at <https://web.unipv.it/ateneo/elezioni-studentesche-scorcio-biennio-2020-2022/>.
2. For each Board, the election manifesto will show the lists, in the order in which they were submitted, together with the related symbol or motto, with each list showing the first name and last name of the relevant candidates, who shall be attributed a progressive number according to the order in which they were included in the list.

Article 11 - Voting Operations

1. Voting shall take place **from 09:00 a.m. to 07:00 p.m. on 13 July 2021**.
2. Voting shall take place through the online form of the U-VOTE application; each voter shall cast his/her vote using his/her own PC, tablet or smartphone by connecting to the voting platform. Instructions and the link for connecting to the voting platform shall be provided close to the election date.

Article 12 - Proclamation of Elected Individuals

1. Vote counting operations shall begin at **08:30 a.m. on 14 July 2021** and shall be conducted in accordance with the provisions of Article 26 of the General Regulations of the University.
2. On the basis of the results of the vote counting process, the Central Electoral Office shall proclaim those who have been elected and shall notify their names within six working days of closure of voting operations by publishing them on the University Official Registry at <https://web.unipv.it/ateneo/elezioni-studentesche-scorcio-biennio-2020-2022/>
3. Any appeals against the results of the voting must be filed with the Central Electoral Office by 04:00 p.m. on the first working day following disclosure of the elected individuals as posted on the University Official Registry.
4. Appeals must be filed exclusively by certified email (PEC) (amministrazione-centrale@certunipv.it) or regular email (elezioni2021@unipv.it).
5. The Central Electoral Office shall decide on appeals within the following two working days, disclosing the decisions taken as set out under 2 above.

Article 13 - Provisions on Representation

1. The representation term shall run from **1 September 2021 to 31 May 2022**.
2. Pursuant to Article 75 of the University By-laws, student representatives sitting on the governing bodies must enrol within the prescribed deadline and, in any case, no later than 1st March of the following year. Failure to do so shall cause them to fall from office.
3. Student representatives who obtain a first-level degree during their term of office may continue to hold office until the scheduled expiration thereof, provided that they continue their studies at the University by enrolling in a second-level course no later than 1st March of the following year. The course of study must be related to the same board in which the student has been elected as a representative.
4. Upon completion of the first-level degree, representatives must provide a statement to the Chairman of the Board whereby they confirm their willingness to enrol in another second-level degree course – expressly specifying the name of such course – and to maintain their office. This statement must also be sent to the relevant University Administration Offices for actions lying within their province.
5. In the event of early termination of office for any reason whatsoever or in the event of loss of the eligibility requirements of one of the elected individuals, they shall be replaced automatically by appointing the first of the non-elected individuals of the same list who meets the prescribed requirements, until no more candidates are available on such list.

Article 14 – Processing of Personal Data

1. Pursuant to the legislation on the protection of personal data, as under Legislative Decree No. 196 dated 30 June 2003 – as amended by Legislative Decree No. 101 dated 10 August 2018 – as well as Regulation EU 679/2016 (GDPR), the University of Pavia, in its capacity as Data Controller, undertakes to comply with the requirements of confidentiality of the personal information provided. All data shall be processed in accordance with the principles of fairness, lawfulness, transparency and protection of confidentiality and the rights of the data subjects exclusively for purposes connected with and incidental to the management of the electoral and appointment procedure and shall not be disseminated in the absence of a legal provision. The data may be disclosed to Law Enforcement Agencies and to the Municipal Police for requirements related to their institutional activities.

2. The provision of personal data shall be mandatory in order to ensure the successful completion of the procedure.
3. The full data processing policy of the University of Pavia is available and may be viewed at <http://privacy.unipv.it>.
4. The Data Controller is the University of Pavia - Strada Nuova 65 - 27100 Pavia, while the Data Processor is Ms Emma Varasio, Director General of the University.

Article 15 - Final Provisions and Applicable Law

1. Records and notices relating to this electoral procedure shall be construed as constituting formal service for all intents and purposes when published on the University Official Registry or on the web page at <https://web.unipv.it/ateneo/elezioni-studentesche-scorcio-biennio-2020-2022/>, as well as when sent by regular email.
2. With regard to any matter not expressly covered hereunder, reference shall be made to by-law and regulatory provisions as applicable.

Article 16 - Entry into Force

1. This decree is published on the University Official Registry and on the web page at <https://web.unipv.it/ateneo/elezioni-studentesche-scorcio-biennio-2020-2022/>
2. The provisions set out in this decree shall become effective on the day following its publication on the University Official Registry.

THE RECTOR
Professor Francesco Svelto
(*digitally signed document*)

Process Owner: Ms Ilaria Bardoni – Boards and Commissions and Department Units Function (phone +39 0382/98 4636-4005-4231-4206 – email: elezioni2021@unipv.it).

DG/IB

Allegato 1

Corsi di studio	Consigli didattici	Consiglio Dipartimenti
Biotechnologie L-2	Consiglio didattico di Scienze Biotechnologiche	Biologia e biotecnologie
Biotechnologie avanzate LM-8		
Scienze biologiche L-13	Consiglio didattico di Scienze Biologiche	
Molecular biology and genetics LM-6		
Neurobiologia LM-6		
Biologia sperimentale e applicata LM-6		
Matematica L-35	Consiglio didattico di Matematica	Matematica
Matematica LM-40		
Ingegneria civile e ambientale L-7	Consiglio didattico Ingegneria civile e ambientale	Ingegneria Civile e Architettura
Ingegneria civile LM-23		
Ingegneria per l'ambiente e il territorio LM-35		
Civil engineering for mitigation of risk from natural hazards LM-23	Consiglio didattico Civil Engineering for Mitigation of risk from Natural Hazards	
Ingegneria Edile - Architettura LM-4	Consiglio didattico Ingegneria Edile-Architettura	
Bioingegneria L-8	Consiglio didattico Ingegneria dell'Informazione	Ingegneria Industriale e dell'Informazione
Ingegneria Elettronica e Informatica L-8		
Bioingegneria LM-21		
Electronic Engineering LM-29		
Computer Engineering LM-32		
Ingegneria Industriale L-9	Consiglio didattico Ingegneria Industriale	
Industrial Automation Engineering LM-25		
Ingegneria Elettrica LM-28		
Tecniche della prevenzione nell'ambiente e nei luoghi di lavoro (abilitante alla professione sanitaria di Tecnico della prevenzione nell'ambiente e nei luoghi di lavoro) L/SNT4	Consiglio Didattico del Corso di Laurea della Classe delle Professioni Sanitarie della Prevenzione	Sanità pubblica, medicina sperimentale e forense
Psychology, Neuroscience and Human Sciences LM-51	Consiglio didattico di Psychology, Neuroscience and Human Sciences	Scienze del sistema nervoso e del comportamento
Scienze letterarie e dei beni culturali L-1 e L-10	Consiglio didattico non costituito	Musicologia e beni culturali
Musicologia L-1		
Musicologia LM-45		
Conservazione e restauro dei beni culturali LMR/02	Consiglio didattico per il corso di laurea magistrale a ciclo unico in "Conservazione e restauro dei beni culturali"	

Allegato 2

DOTTORATO DI RICERCA
BIOINGEGNERIA, BIOINFORMATICA E TECNOLOGIE PER LA SALUTE
COMPUTATIONAL MATHEMATICS AND DECISION SCIENCES
FISICA
SCIENZE CHIMICHE E FARMACEUTICHE E INNOVAZIONE INDUSTRIALE
SCIENZE DELLA TERRA E DELL'AMBIENTE
DESIGN, MODELING, AND SIMULATION IN ENGINEERING
INGEGNERIA ELETTRONICA, INFORMATICA E ELETTRICA
MICROELETTRONICA
GENETICA, BIOLOGIA MOLECOLARE E CELLULARE
MEDICINA SPERIMENTALE
PSYCHOLOGY, NEUROSCIENCE AND DATA SCIENCE
SCIENZE BIOMEDICHE
TRANSLATIONAL MEDICINE
APPLIED ECONOMICS AND MANAGEMENT -AEM
DIRITTO PRIVATO, DIRITTO ROMANO E CULTURA GIURIDICA EUROPEA
DIRITTO PUBBLICO, GIUSTIZIA PENALE E INTERNAZIONALE
ECONOMICS
SCIENZE DEL TESTO LETTERARIO E MUSICALE
STORIA