



ACCADEMIA  
DELLE ARTI  
E NUOVE  
TECNOLOGIE

## **STUDENTS' COMMITTEE REGULATIONS**

AANT - ACCADEMIA DELLE ARTI  
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### **TITLE I - PURPOSES AND PRINCIPLES**

#### **ART. 1 FUNCTIONS AND ACTIVITIES**

1. The Students' Committee is the students' representative body. It performs its functions in complete autonomy and free from any political, economic, religious or social conditioning.
2. The functions of the Students' Committee are set out in Presidential Decree no. 132 of 28 February, 2003 and in the Statute of the Institute.
3. The Students' Committee designates the student representatives in the collegial bodies of management and government. The student representatives bring the orientation and the requests of the Students' Committee to the collegial bodies of management and government.

#### **ART. 2 COMPOSITION OF THE COMMITTEE**

1. The composition of the Students' Committee is regulated according to the provisions of Presidential Decree no. 132 of 28 February, 2003 and in the Statute of the Institute.

### **TITLE II - ELECTIONS OF THE COMMITTEE**

#### **ART. 1 CONVOCAZIONE OF ELECTORAL BODY**

1. New elections are called upon by the outgoing Committee Coordinator, after consultation with the same Committee and the Director of the Institute and within fifteen days of the expiry of the mandate.
2. The Director of the Institute in agreement with the outgoing Coordinator of the Committee, thirty days before election day, convenes the electoral body. The notice of convening, duly signed by the Director and the Coordinator of the Committee, must state the date, time and place of the meeting and requirements to exercise the right to vote. It is promptly posted on the students' bulletin board.

#### **ART. 2 ACTIVE AND PASSIVE ELECTORATE**

1. Active and passive electorate is automatically granted to all regularly enrolled adult students.
2. Elections of all the members of the Students' Committee take place every 3 years and, should the need for more people arise, new integrative elections are called in November of each year.

#### **ART. 3 CANDIDATURES**

1. All registered students of full age can apply.
2. The lists with the candidacies must be delivered to the Management and to the Outgoing Committee Coordinator by 10 am on the twentieth day preceding election day.
3. An electoral program may be associated with the electoral list.

#### **ART. 4 ELECTORAL CAMPAIGN**

1. Candidates may conduct an electoral campaign. This can take place in the time window between candidature posting on the bulletin board and the day preceding election day.
2. The members of the outgoing Committee who intend to reapply can not use again the Committee resources.
3. Once all candidates have submitted their programs the outgoing Committee shall convene a student assembly for them to present their programs.



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### **ART. 5 ELECTORAL SYSTEM AND VOTING**

1. Votes are casted via secret ballot. Ballot access is granted for 3 working days.
2. Only one preference can be expressed in the same list.
3. Elections are conducted on the basis of lists of competing candidates, with a proportional system. Each list must have a name. Lists containing names that are identical or can be confused with previous lists are not allowed. Candidates lists must be presented to the Management no later than 20 days day prior to election day. A progressive number will be assigned to each list according to the order of presentation. Only regular lists and candidates will be made public by the Management through posters at least eight days before election day.

### **ART. 6 INSTALLATION OF THE COMMITTEE**

1. The elected students proceed to designate the representative member to the Board of Directors and the two representative members to the Academic Board.
2. The Students' Committee is established after the elected students have been designated.

### **ART. 7 CESSATION OF OFFICE**

1. In the event of an early termination of the office of one or more members of the Committee, the unelected students ranking first in the list will take over. They must confirm their availability to take office within three days after notification. If the unelected candidates are not available, the elections will be held again pursuant to article 2, paragraph 2, Title II.
2. In the event that all the Committee members terminate their office early, the Director shall call for a new election.

### **ART. 8 TERM OF OFFICE**

1. The Committee remains in office for three years.

## **TITLE III - INTERNAL ELECTORAL PROCEDURES**

### **ART 1. GENERAL INFORMATION**

1. The appointed members of the Students' Committee shall elect the Coordinator and the two Vice-Coordinators by an absolute majority.<sup>4</sup>

### **ART. 2 ELECTORAL SYSTEM**

1. The Students' Committee implements the open ballot system for internal voting. If the election ends in a tie, the student who enrolled for first wins. If they enrolled at the same time, the youngest student wins. A secret ballot may be requested.

## **TITLE IV - COMMITTEE INTERNAL PROCEDURES**

### **ART. 1 CONVOCAZIONE**

1. The Coordinator shall convene all Committee members at least three days before the meeting date; the convocation document must state date, time and place of the meeting as well as the Agenda.



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If the Coordinator of the Committee is missing, one of the two Vice-coordinators, namely the 2/3 of the members in office, are allowed to convocate the Committee, under the above-mentioned conditions.

### **ART. 2 GUIDELINES FOR MEETINGS**

1. Legally, the meetings can only be conducted if the absolute majority of the Committee designated members in charge are attending.
2. Committee meetings are chaired by the Coordinator of the Committee. If the Coordinator is missing or unavailable, one of the Vice-coordinators, or one of the members who enrolled first, must take over.
3. At the beginning of the meetings the Coordinator shall appoint a Secretary for the minutes and shall read the minutes from the previous session for approval. The report must be signed by all the attendees.

### **ART. 3 COMMITTEE ACTS**

1. All Committee acts and measures must be in written form and they are valid only if approved by the absolute majority of the members of the Committee.
2. In exceptional cases which require (upon approval of the absolute majority of Committee members in charge and of the Coordinator or one of the Vice-coordinators) absent members may be phoned to discuss the Agenda and collect their vote.

## **TITLE V - PROCEDURES AND DESIGNATIONS**

### **ART 1. GENERAL INFORMATION**

1. The Students' Committee shall designate a representative in the Board of Directors and two representatives in the Academic Board.

### **ART. 2 BOARD OF DIRECTORS**

1. The Academic Board shall designate the representative in the Board of Directors by casting a secret ballot. Voters can only express their preference for one of the candidates.
2. The Student who receives the most votes in the first ballot will be designated.
3. If no student receives the most votes in the first ballot, a second ballot must be held immediately afterwards, during the same meeting.
4. If, once again, none of the candidates receives the most votes, a ballot must immediately be held again between the two candidates who have received the highest number of votes. The student who receives the highest number of votes will be designated; in the event of a tie, the student who enrolled for first will be designated; if the students enrolled at the same time, the youngest wins.

### **ART. 3 FUNCTIONS AND ACTIVITIES OF THE REPRESENTATIVE OF THE BOARD OF DIRECTORS**

1. The representative of the Board of Directors must cooperate with the Committee and must consider its orientation.
2. The representative of the Board of Directors is responsible for:
  - a) reporting to the Board of Directors the requests of all the Students, considering the orientation of the Committee concerning the institution's economic management;



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- b) monitoring and checking the above-mentioned activities;
- c) providing the Committee with a periodic detailed report about the activities that are carried out by the Board of Directors. d'Amministrazione.

### **ART. 4 ACADEMIC BOARD**

1. The Committee shall designate the two representatives in the Academic Board by casting a secret ballot. Voters can only express their preference for one of the candidates. The two students who receive the most votes will be appointed. In the event of a tie, the student who enrolled for first will be designated; if they enrolled at the same time, the youngest wins.
2. The Committee must always be composed in accordance with Presidential Decree no. 132 dated February 28, 2003, therefore the first two unelected students must be convened. They must give their availability for the appointment within three days of the communication.

### **ART. 5 FUNCTIONS AND ACTIVITIES OF THE REPRESENTATIVES OF THE ACADEMIC BOARD**

1. Representatives of the Academic Board must cooperate with the Committee and must consider its orientation.
2. The representatives of the Academic Board are responsible for:
  - a) reporting the requests of the Committee and of all the Students considering the orientation of the Academy and considering the educational, scientific, artistic and research activities carries out.
  - b) monitoring and checking the above-mentioned activities;
  - c) contributing to the definition of the areas of actions and development of teaching, research and production.

### **ART. 6 TERMINATION OF APPOINTMENT**

1. In the event of early termination of the appointment by one or more students designated for the Academic Board and / or the Board of Directors, the members of the Committee must be called to meet after three days from the moment of termination of the appointment.
2. The Coordinator of the Committee or one of the Vice-coordinators (if the Coordinator is missing or unavailable) is responsible for convening the meeting; the notice of the meeting must state date, time and place of the meeting as well as the Agenda. It is posted on the bulletin board.
3. The new appointment shall take place according to the methods described above. In the period between the termination of the appointment and the new appointment, the Coordinator of the Committee or one of the two Vice-coordinators (if the Coordinator is missing or unavailable) will temporarily assume the functions of the missing representative.

## **TITLE VI - ASSEMBLIES**

### **ART 1. GENERAL INFORMATION**

1. Students assemblies are convened no more than twice a year, after consulting the Director who must verify the availability of the needed room(s) with the Representatives of the Committee. no.

### **ART. 2 CONVOCAZIONE**

1. The Coordinator of the Committee or a Vice-coordinator, if the Coordinator is missing or unavailable, is responsible for convening student assemblies.



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2. The meeting must be convened fifteen days before the fixed date; the notice of convening must state date, time and place of the meeting as well as the Agenda. It is posted on the bulletin board.  
The Committee is responsible for publicizing the above-mentioned meeting by all available means in order to ensure as many attendees as possible.
3. Lessons can be suspended for a maximum of two hours during for everybody to attend the meeting.

### **TITLE VII - GENERAL RULES FOR AMENDMENT**

#### **ART 1. GENERAL INFORMATION**

1. This Regulation can be amended by an absolute majority of the members of the Committee in charge or of 1/3 of the Electorate.
2. The Board of Directors may also amend the Regulation on a proposal from the Academic Board after consulting with the Students' Committee.