

Regulations for Rīga Stradiņš University

International Students' Association's

Elections

The Regulations shall prescribe the procedure for undertaking the elections of the Rīga Stradiņš University (hereinafter - RSU) International Students' Association (hereinafter – ISA). It shall present the eligibility criteria for candidates, procedures for normal and special circumstances, and removal of board members.

1. Eligibility Criteria

- 1.1. The members of the RSU Student Union Executive Board (hereinafter – RSU SU) executive board members cannot be a part of the RSU ISA Executive Board.
- 1.2. RSU SU Council members cannot be part of the RSU ISA executive board.
- 1.3. The RSU ISA executive board can only consist of students under the responsibility of the International Student Department and exchange students under the responsibility of the Erasmus office, with an active student status during the term of office.
- 1.4. Candidates applying for the positions of President or Vice President must have previously served as a member of the ISA Board for a minimum duration of one academic year. Applications need be submitted within the first week of elections.
- 1.4.1. If no applications are received for the positions of President or Vice President, the roles will remain open and become available for any international RSU student to apply.

2. Procedure

- 2.1. Each position in the executive board is elected annually in between the 2nd and 4th week of October.
- 2.2. The elections are open to attendance by all RSU students, with necessary publications starting no later than 2 weeks before the date of the elections.
- 2.3. Interested individuals must submit a motivation letter and a CV through the relevant forms of communication for the election.
- 2.4. All candidates must arrange a meeting with the current ISA Board member in charge of the position they are applying for, no later than two weeks before the deadline for submission of candidacy to gain a comprehensive understanding of the duties, responsibilities, and functioning of the ISA Board and the society as a whole.
- 2.5. Candidates are strongly advised to attend a minimum of two events or meetings organized by the department relevant to the position they are applying for, to ensure familiarity with its operations.
- 2.6. During the annual elections, the officers shall be elected in the following order: the President, the Vice President, the Head of Academic Affairs, the Head of Integration and Sports, the Treasurer, the Medical Science Director, the Liaison Officer, the Public Relations Officer, the Internal Collaborations & Human Resources Officer, the Assistant to the Head of Academic Affairs, The Assistant of Head of Medical Science and Assistant to the Head of Integration and Sports.
- 2.7. Voting shall be conducted via secret ballot, with the votes being counted by an independent election committee.
 - 2.7.1. The appointed committee shall consist of at least 3 RSU students who are not candidates for any electable position on that day.
 - 2.7.2. The options present for voting are abstain, against, or vote for.

2.7.3. Voting shall be conducted in an online format.

2.8. The officers are elected by majority vote.

2.8.1. If no candidate receives a majority vote, a runoff election shall be held without the candidate(s) that received the lowest number of votes.

2.9. In the event of inability to recruit members to fill the positions of the organisation, the President may appoint interim officers from outside the international student community at RSU.

2.10. If the organisation fails to recruit a President, the Vice President of the ISA, or the Chairperson of the RSU SU Board must assume office as an interim officer to fill the vacant position.

3. Re-elections

3.1. Re-elections must be held in the event that any officer of the board, aside from the President, withdraws or is removed from the board.

3.2. In the event of the President being removed or withdrawing from the board, the Vice President shall assume the office in an interim capacity.

3.3. The procedure for elections will be conducted as stated above, with Section 2.4 being applicable to the relevant positions that are unfilled.

4. Recalling of Officers

4.1. A recall election will be held in the event that any board member acts in distrust or against the objectives of the university, RSU SU, and RSU ISA.

4.2. A recall election is initiated on a petition signed by one-third of the executive board which is submitted during a regular meeting.

4.3. The officer subject to recall shall be given written notice of the recall at least 72 hours prior to the meeting at which the elections will be held and where they

will be allowed to provide a defence.

4.4. The officer must receive more than one-third of the votes to remain in office.

President of the RSU ISA Board

Mazeen Mazhar

Vice President of the RSU ISA Board

Muskan Khan Shakur Khan Pathan