



## **Regulation on Student Representation of the UCAM Catholic University of Murcia**



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## JUSTIFICATION

In the university sphere, the Organic Law 4/2007, of 12 April, which modifies the Organic Law 6/2001, of 21 December, on Universities (*Ley Orgánica de Modificación de la Ley Orgánica de Universidades*, LOMLOU), which establishes as one of the principles of the university policy the development of student participation through the Student Statute and the creation of a University Student Council.

On the other hand, the scenario outlined by the European Higher Education Area calls for a new figure of the student as the active subject of his/her training process, with an assessment of the work inside and outside the classroom, and the support of teaching activity and tutorial systems. Since the beginning of this process, with the signing of the Magna Charta Universitatum in Bologna on 18 September 1988, the participation of the students, the need for knowledge of the general principles of university autonomy, of academic freedom and of social responsibility in the accountability of universities, have been continuously underlined in the Declarations that have been shaping this European Higher Education Area; and the role of students in the public management of higher education was expressly recognised at the Ministerial Conference in Berlin in 2003.

In application of the principles described in the previous paragraph, Royal Decree 1791/2010 of 30 December, which approves the University Student Statute, is approved and published, with the aim of developing the rights included in Organic Law 6/2001 of 21 December, and also including the peculiarities derived from each of the training stages within the university environment. This norm established the articulation of the binomial protection of rights-exercise of responsibility by the university students, gathering mechanisms to increase the involvement of students in the university life, recognise their rights, value cultural, sports and solidarity activities. In the same previous line, Royal Decree 822/2021, of September 28, establishing the organization of university education and the procedure for quality assurance, regulated the academic and curricular recognition of the exercise of student representation functions.

Having presented the previous regulatory framework, and to develop it, the UCAM *Universidad Católica San Antonio de Murcia* has adopted this Regulation on

Student Representation, the basis of which is the regulation of the activity of our student representatives, as well as the achievement of a common legal framework in the different UCAM seats, with the aim of defining it, its functioning, and also the relationships between the different seats, the student representatives and the governing bodies of the UCAM.

## **TITLE I. UCAM STUDENT REPRESENTATION**

### **Article 1. Definition.**

For the purpose of this regulation, the student representative is considered to be the UCAM student who, by democratic election, holds a position in which he/she represents and defends the interests of the group that elected him/her.

### **Article 2. Classes.**

Student representatives are considered to be:

- Course representatives.
- Course sub-representatives.
- Degree Representatives
- Faculty Representatives
- UCAM Representative

### **Article 3. Rights and Duties.**

3.1. Student representatives have the following duties:

- a) To attend the meetings to which they are summoned.
- b) To channel the proposals and initiatives before the appropriate bodies, as well as the claims of the group they represent.
- c) To inform the group they represent of the activities and resolutions of the bodies before which the initiatives, proposals or claims have been channelled.
- d) To protect and respect the institution and its ideology.
- e) To make good use of the information received by reason of their position.

f) To notify and obtain authorisation from the Vice-Rector's Office responsible for student representation to participate in all those events to which they attend as student representatives of UCAM.

3.2. Student representatives have the following rights:

- a) To express themselves freely with no other limitations than those established in section d) of article 3.1.
- b) The work of representation must not diminish their academic performance.
- c) To have physical spaces to be able to carry out the tasks of student representation.
- d) The credit consideration established according to the position held.
- e) Receive accurate and specific information on matters affecting students.

**Article 4. Student Representation Bodies at the UCAM.**

**4.1. Collegial:**

4.1.1. Student Council: It shall be composed of:

- UCAM Representative.
- Campus Representative.
- Faculty Representatives.
- Student representative of any other university group when so agreed by the Student Council.

The Student Council will hold two annual meetings, approximately coinciding with the end of the term, in which the action objectives shall be designed, the participation of all students in social and cultural projects shall be encouraged and complaints and suggestions from the students shall be collected.

4.1.2. Student Board: It shall be composed of:

- Members of the Student Council.
- Vice Rector of Quality and Academic Organization.
- General Secretary.

The Student Board shall hold an annual meeting in July, where students and members of the government team of the university will exchange information relating to the academic year.

4.1.3 Title Delegations. It shall be made up of:

- Course Representatives.
- Course Sub-representatives.
- Degree Representatives
- Faculty Representative

The Degree Delegations will hold two meetings a year, convened by those responsible for Quality in the management of each degree to design the objectives for the academic year and to gather the suggestions of the student representatives.

#### **4.2. Individual:**

*4.2.1. Course representative.*

*4.2.2 Faculty Representative.*

*4.2.3 Seat Representative.*

*4.2.4 Campus Representative.*

*4.2.5 UCAM Representative.*

### **Article 5. Cessation.**

5.1 The mandate established will ran out in the following cases:

- a) Voluntary resignation.
- b) Motion of censure proposed by at least half of the members of the group that elected him/her. Within a maximum period of 15 days the motion of censure will be carried out and it will need the vote of at least 3/5 of the present members to succeed.
- c) Repeated breach of duties.
- d) Circumstance that prevents him/her from carrying out his/her work as a student representative.
- e) Death or legal incapacity.

- f) To cease to be enrolled in an official teaching of the UCAM.
- g) Non-payment of tuition fees.

5.2 In the case referred to in letter c) of the previous section, the appropriate informative file will be opened, suspending, as a precautionary measure, the functions of the student representatives until this is resolved.

In the informative file, information shall be gathered from all parties. The student representative shall be notified of the opening of the informative file and shall have 7 calendar days from the date of notification to present any arguments he/she deems appropriate. Once the 7 calendar days have elapsed, the Vice-Rector's Office shall issue a decision within 5 calendar days, which may be appealed within 5 calendar days of notification. If no appeal is lodged, the decision will become final.

#### **Article 6. Provisional Proclamation.**

After each vote count, in each process the provisional proclamation of the student representative will be made, who will be the student who obtains the highest number of votes or, in the case of Campus Delegate and UCAM Delegate, those who, after applying by means of a letter addressed to the Delegates Section, are selected.

#### **Article 7. Definitive proclamation.**

After each process, a challenges period will be opened for 15 days. These challenges must be made effective before the convening body, which will decide on the matter within a maximum period of 7 days. Once the term for the challenges has elapsed or after having decided on the ones that have been presented, the definitive proclamation of the representatives will take place.

## **TITLE II. ELECTIONS OF STUDENT REPRESENTATIVES**

### **CHAPTER I. REPRESENTATIVES**

#### **Article 8. Course Representatives and Course Sub-representatives**

Each degree shall have a representative by academic year, modality and seat. Every student is entitled to vote and to stand as a candidate.

#### **Article 9. Call for elections.**

Elections for Representatives and Substitute Representatives will be called by order of the management teams of the degrees at the request of the UCAM Representatives Section, within the Vice-Chancellorship of Quality and Academic Organisation (*Vicerrectorado de Calidad y Ordenación Académica*, VCOA), which shall send to Directors and Technical Secretaries, 7 days after the beginning of classes, all the information to carry out the electoral process. Elections must be held within 15 days of the call.

#### **Article 10. Candidatures.**

Candidatures for the positions of Course Representative and Course Sub-Representative shall be submitted on the same day of the election.

#### **Article 11. Provisional proclamation.**

After the counting of votes, the president of the polling station shall make the provisional proclamation of the Representative, who shall be the student with the highest number of votes. In the event of a tied vote, it shall be resolved by drawing lot.

#### **Article 12. Lack of representative.**

In the period of time from the beginning of the academic year until the elections are held, the positions of Representative and Substitute Representative elected in the previous academic year are in force. If for any of the reasons established in article 5, an academic year remains without representation, elections shall be called without delay.

#### **Article 13. Length of mandate.**

The length of the position shall be one academic year, being the re-election permitted without limitation of mandates.

#### **Article 14. Credits.**



The Course Representativess and Course Sub-Representative shall obtain 0,5 credits per academic year, which may be accumulated with the credits obtained for representing another group.

#### **Article 15. Communication.**

After the end of the elections, the result shall be communicated by the Degree Administration / Technical Secretariat to the Representatives Section, within the VCOA, which shall publish the definitive proclamation.

### **CHAPTER II. TITLE REPRESENTATIVES**

#### **Article 16. Title Representatives.**

Each faculty shall have one student representative per degree. All course delegates of each degree shall be electors and eligible.

#### **Article 17. Call for elections.**

Elections for Degree Delegates will be called, at the request of the UCAM Delegates Section, within 15 days following the definitive resolution of the course delegates.

#### **Article 18. Nominations.**

The candidacies to fill the positions of Title Delegate shall be presented on the same day of the election, each candidate shall have 5 minutes to present himself/herself before the Assembly and express his/her project. If no candidacies are presented, all the course representatives present, belonging to the Title whose candidacies have been left vacant shall be eligible candidates.

#### **Article 19. Provisional proclamation.**

After the votes have been counted, the president of the table shall successively carry out the provisional proclamation of the Title Delegates to the students who have obtained the highest number of votes. In the event of a tie, this shall be resolved by drawing lots.

#### **Article 20. Courses without a candidate.**

From the beginning of the course until the elections are held, the positions elected in the previous course shall remain in effect. If, for any of the reasons established in article 5, a course is left without representation, elections shall be called as soon as possible.

**Article 21. Length of mandate.**

The length of mandate shall be two academic years, and re-election shall be permitted without limitation of the term of office.

**Article 22. Credits.**

The Title Delegates shall obtain 1 credit that may be accumulated with the credits obtained for representing another group.

**CHAPTER III. FACULTY REPRESENTATIVES**

**Article 23. Faculty Representatives.**

Each faculty shall have a student representative elected from among the degree delegates assigned to each of the faculties.

**Article 24. Call.**

The representative section will launch the call for elections, which will be addressed to all the degree representatives of each Faculty, who will be electors and eligible to vote. The elections shall be held within 15 days from the date of the call.

**Article 25. Candidatures.**

Nominations to fill the positions of Faculty Representative shall be submitted on the same day of the election. If no nominations are submitted, all Title Representatives present, belonging to the Faculty whose nominations are vacant, shall be eligible candidates.

**Article 16. Provisional proclamation.**

After the counting of votes, the president of the polling station shall successively make the provisional proclamation of the Faculty Representatives to

the students with the highest number of votes. In the event of a tied vote, it shall be resolved by drawing lot.

**Article 27. Academic years without candidates.**

From the beginning of the academic year until the elections are held, the positions elected in the previous academic year are in force. If for any of the reasons established in article 5 an academic year remains without representation, elections shall be called without delay.

**Article 28. Length.**

The length of the mandate shall be two academic years, with re-election permitted without limitation of mandates.

**Article 29. Credits.** The Faculty Representatives shall obtain 1 credit which may be accumulated with the credits obtained for representing another group.

## **CHAPTER IV. CAMPUS REPRESENTATIVE**

**Article 30. Definition of Campus Representative.**

In the sites other than those of Murcia, the Course Delegates may nominate themselves as Campus Delegates by submitting their candidacy by e-mail to the Delegates' Section, within 15 days following their provisional proclamation as Course Delegates. The Delegates Section will proceed to their designation, evaluating merits and capacity within 30 days from the definitive proclamation of the course delegates.

**Article 31. Term of office.**

The term of office shall be two academic years, and re-election shall be permitted without limitation of the term of office.

**Article 32. Credits.**

The Campus Representative shall obtain 1 credit per academic year, which may be accumulated with the credits obtained by representing another group.

## **CHAPTER IV. UCAM REPRESENTATIVE**

**Article 33. UCAM Representative Definition.**

Faculty Representatives may apply as UCAM Representatives by submitting their candidature via e-mail to the Representatives Section within 7 days of their provisional proclamation. The Representatives Section shall proceed to their appointment, by evaluating their merits and skills within 30 days from the definitive proclamation of the Degree and Faculty Representatives.

**Article 34. Length.**

The length of the mandate shall be two academic years, with re-election permitted without limitation of mandates.

**Article 35. Credits.**

The UCAM representative shall obtain 1.5 credits per academic year, which may be accumulated with the credits obtained for representing another group.

**Final provisions.****First final provision.**

With regard to the rights and duties of the student representatives, as regards what is not contained in this Regulation, the Statute of the University student shall govern as supplementary.

**Second final provision.**

This regulation shall enter into force in the academic year following its publication.