

Distribution list

Provisions for the elections to the faculty boards for the 2025–2027 period

Decision

The vice-chancellor has decided that

- the provisions for the elections to the faculty boards annexed to this decision will apply for the 2025–2027 period;
- the 2024 election to the faculty boards will be held between 21 and 29 October 2024;
- election supervisors will be appointed in accordance with the annex;
- deputies to the election supervisors will be appointed in accordance with the annex;
- the chief operating officer is instructed to ensure that:
 - AV support have access to the necessary resources for the implementation of online candidate introductions and hearings during the election period.
 - the Division of IT have access to resources for ensuring the electronic election system works before and during the election period.
 - the Division of Human Resources have access to resources necessary for responding to any questions relating to electoral procedures before the election period.
- the chief operating officer is instructed to notify the election supervisors of the names of the appointed staff.

Actions following the decision

The nomination committees at each faculty will propose candidates as per the SLU Board's delegation of authority and these provisions. The chief operating officer will ensure that university administration allocates resources to support the election process.

Summary

The SLU Board's delegation of authority¹ contains the basic provisions for election to the faculty boards. Chapter 6, Point 4 of the delegation of authority states that the vice-chancellor, following consultation with the chair of the nomination committee, is to approve a schedule and detailed regulations for the faculty board election processes. The same document also stipulates that the election should be held using electronic ballots. Thus, the *Elektroniska val* system will be used to conduct the election.

Grounds

The decision provides the faculties' nomination committees with a common starting point for their decisions on the schedule and other provisions relating to how the election is to be conducted. The election period is the same for all faculties, as is the template for the electronic ballot papers. To ensure a smooth election process, staff from the university administration must be available and election supervisors must be able to contact these resources when necessary.

Content and likely consequences

The decision enables SLU to guarantee transparency and efficiency in the procedures for the election to the faculty boards for the 2025–2027 period.

Follow-up

Continual follow-ups of this decision will take place through meetings and decisions during the election process. After the election, the Vice-Chancellor's Office will organise a follow-up meeting to be attended by the chair and deputy chairs of the nomination committees and the election supervisors.

¹ Latest wording as per the SLU Board decision of 18 December 2023 § 107/23 (SLU.ua.2023.1.1.1-4240), amended 20 February 2024 § 13/24 (SLU.ua.2024.1.1.1-276).

This decision has been taken by Vice-Chancellor Maria Knutson Wedel after a presentation by Archivist Patrik Spånning Westerlund and in the presence of Chief Operating Officer Martin Melkersson. On 20 May 2024, the vice-chancellor consulted with the chair and deputy chair of the nomination committees, together with staff from the faculty offices relating to this decision.

Maria Knutson Wedel

Patrik Spånning Westerlund

Distribution list

Faculty election committees
Chief operating officer
Director of IT
Director of human resources
Election supervisors
Election observer deputies

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Heads of faculty administration

Annex to the vice-chancellor's decision of 28 May 2024 with provisions for the elections to the faculty boards for the 2025–2027 period, SLU ID: SLU.ua.2024.1.1.1-1695

Provisions for the elections to the faculty boards for the 2025–2027 period

These provisions are based on and supplement the basic provisions approved by the SLU Board for the elections of members and deputies to the faculty boards.

1. Ballot paper design

The ballot paper is to contain three categories, (a)–(c). Once the nomination committees' proposals have been presented to those entitled to vote and any additional candidates (free nominations) have accepted their nomination, the candidates are to be listed on the same single ballot in the following order:

- a) Candidate(s) for the assignment of member of the faculty board as well as chair (dean)
- b) Candidate(s) for the assignment of member of the faculty board as well as deputy chair (deputy dean)
- c) Candidates for the assignment of other members/deputies.

Chapter 6, Point 3 of the SLU Board's delegation of authority states that the vice-chancellor must approve the nomination committee's proposed candidates for the roles of chair and deputy chair of the faculty boards (categories a and b).

The nomination committee must notify the vice-chancellor of any candidates other than those proposed by the committee. The vice-chancellor must also approve any free nominations to the positions of chair and deputy chair of the faculty boards (categories (a) and (b)) for them to be entered onto the ballot paper.

Candidates proposed by the nomination committee are to be marked with an asterisk. Freely nominated candidates may only be entered on the ballot paper if they have the research or artistic competence referred to in Chapter 2, Section 6 of the Higher Education Act (1992:1434).

The ballot paper must also include the option of a blank vote, which is a way for the voter to reject all candidates. The ballot paper must not contain any additional options.

The ballot paper must be available in both Swedish and English.

2. The election procedure

The chair of the nomination committee will authorise the practical instructions, including timetable, required to hold the election. The ballot paper must be available to those entitled to vote via the electronic system on 21 October 2024. The vice-chancellor's provisions for the elections to the faculty boards, candidate introductions, and other necessary documentation will be published on the election portal on the staff web.

The time during which the election is in progress, the *election period*, runs from Monday 21 October to Tuesday 29 October 2024. From 22 to 24 October 2024, the chair of the nomination committee will provide the candidates with the opportunity to introduce themselves to those eligible to vote, who will also have the opportunity to pose questions to the candidates during a hearing. The introductions are to be held online so those eligible to vote can participate equally. If the oral presentations are given in English, it must be possible for them to be interpreted into Swedish upon request. It must be possible to ask the candidates questions in Swedish, and for them to be interpreted into English.

When the election is held, all those eligible to vote will have as many votes as the number of candidates in each category. A voter does not have to use all of their votes.

3. Voting secrecy and election supervisors

The election supervisors are Kristina Jungnelius VH Faculty, Linda Gruffman S Faculty, Marie Forsberg NJ Faculty and Torleif Ljung LTV Faculty.

Their deputies are Marnie Hancke VH Faculty, Per Olofsson S Faculty, Pär Aronsson NJ Faculty and Håkan Sandgren LTV Faculty.

The faculty election supervisors and their deputies appointed by the vice-chancellor are employees of the university administration. They are well versed in all provisions and regulations governing elections to faculty boards and the function of the electronic election system. Election supervisors will assist the nomination committee with the design of the ballot paper and monitor whether there are any technical or administrative problems. Should this be the case, they will take action to resolve these problems.

The chief operating officer must ensure that a well-functioning electronic voting system is in place that guarantees voter secrecy during both standard and by-elections, *and* access to AV support for conducting candidate introductions and hearings.

The nomination committee must inform all candidates that the vice-chancellor intends to invite them to the introduction for the newly elected faculty boards on **2 and 3 December 2024 at Krusenbergs Herrgård** approximately a 15-minute drive south of Ultuna.

4. Counting the votes

Once the election period is over, the election observer will create a record of the outcome. The record will be approved by the chair and deputy chair of the nomination committee. It will state the names of the candidates and vote distribution as well as the names of those who should be appointed dean and deputy dean based on the election results. If the votes between two candidates in categories (a) and (b) are tied, the vice-chancellor will determine who will be appointed to the position after consultation with the nomination committee.

For the category (c) vote, those with the most votes will be elected as full members; subsequent candidates closest to those with the most votes will then be elected as deputies in the order determined by the number of votes. The record must state who has been elected as primary and secondary deputies

respectively. Once it has been approved, a copy of the records will be sent to the vice-chancellor and the secretary to the SLU Board.

Should the votes be tied in category (c), the winner will be decided by random selection. The procedure is in place to differentiate between those who have been elected as full members and those who have been elected as deputies, as well as those who are first and second deputy.

5. If the majority of votes are blank

If the vote count reveals that over half of the votes are blank, none of the candidates will be elected and a re-election will be held. If such a situation should arise, the vice-chancellor must be informed immediately.