



SAARLAND UNIVERSITY

ANNOUNCEMENT regarding the 2024 election of group representatives

Information on the forthcoming election of group representatives to the University Senate, the Advisory Committee on Women's Issues, the faculty councils of the faculties Human and Business Sciences (HW), Mathematics and Computer Science (MI), Natural Sciences and Technology (NT), Humanities (P) and Law (R), the Section Council for Theoretical Medicine and Biosciences and the Section Council for Clinical Medicine

In-person voting dates:

- **Tuesday, 18 June 2024, from 10 a.m. to 4 p.m.**
Polling station on the Homburg campus (foyer of lecture theatre complex (building 35))
- **Wednesday and Thursday, 19–20 June 2024, from 10 a.m. to 4 p.m.**
Polling stations on the Saarbrücken campus ('Aula' assembly hall (building A3 3) and at the Meerwiesertalweg site (Block 8, Level 0, Room 0.12))

Online voting dates:

- **Tuesday, 18 June 2024, 10 a.m. to Thursday, 20 June 2024, 4 p.m.**

Postal voting dates:

- **Applications for a postal vote may be submitted from 10 May until 11 June 2024.**
- **Postal ballot papers will be sent out from 1 June 2024**
- **Completed postal ballot papers must have been received no later than 2 p.m. on 20 June 2024**

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The following information regarding the 2024 election of group representatives to the committees and councils of Saarland University is provided by the electoral management team pursuant to Section 5 of the Regulations Governing the Election of Group Representatives to the University Senate, the Advisory Committee on Women's Issues, the Faculty Councils, the Section Council for Theoretical Medicine and Biosciences and the Section Council for Clinical Medicine (*Ordnung der Gruppen-Urwahlen*, hereinafter: 'EGR Regulations'):

1 Ways to cast your vote

1.1 Polling dates and polling stations

Voting to elect the group representatives shall take place at the following times: Please note that you have the option of casting your vote in any one of the polling stations specified for your voter group. Polling stations are now located on both the Saarbrücken and Homburg campuses and at the Meerwiesertalweg site:

Tuesday, 18 June 2024, from 10 a.m. to 4 p.m.

Polling station on the Homburg campus (foyer of lecture theatre complex (building 35))

Wednesday and Thursday, 19–20 June 2024, from 10 a.m. to 4 p.m.

Polling stations on the Saarbrücken campus ('Aula' assembly hall (building A3 3) and at the Meerwiesertalweg site (Block 8, Level 0, Room 0.12)

1.2 Online voting¹

Votes may be cast electronically (online voting) on **Tuesday, 18 June 2024, 10 a.m. until Thursday, 20 June 2024, 4 p.m.** Voters can use their personal digital device (PC, laptop, tablet, smartphone, etc.) to access the online voting platform via a web link. Alternatively, electronic votes can be cast using one of the dedicated terminals at the polling stations on the Saarbrücken or Homburg campuses.

Voter authentication is conducted by entering the relevant login data for the online voting platform on a web page specially configured for this purpose. The electronic ballot paper must be completed and submitted in accordance with instructions provided in the electoral information and on the online voting platform.

Voters will be notified electronically no later than **31 May 2024** with further information on the online voting process and the login details for the e-voting platform.

¹ Whether online voting is possible in this election will depend on whether appropriate software can be procured in time.

1.3 Postal vote

Eligible voters who wish to vote by post should submit their application for postal ballot papers by no later than **11 June 2024**. The polling card sent to all eligible voters shortly before the election contains a postal vote application form for requesting postal ballot papers. You may also submit your application electronically via the online application form provided on the Saarland University website (<https://www.uni-saarland.de/en/administration/elections.html>).

A postal vote will only be counted if it has been received by the Electoral Office **no later than 2 p.m. on 20 June 2024**.

2 Voting system

The election will be conducted pursuant to the EGR Regulations in the form of separate polls in which each voter is free to decide who to vote for, every vote is cast in secret and each vote carries the same weight. As a rule, the polls are conducted in accordance with the principles of mixed-member proportional representation. A poll is defined as the election of a group of members of the university designated in Section 16(1), items 1 to 4 of the Saarland Higher Education Institutions Act (SHSG) or the election of divisional representatives to the organs specified in Section 1(1) of the EGR Regulations and to the Advisory Committee on Women's Issues.

The number of members in each elected body and in the Advisory Committee on Women's Issues is determined by the provisions of the Fundamental Principles and Rules Governing Saarland University (*Grundordnung der Universität des Saarlandes*) and the Regulations Regarding the Organization of the Faculty of Medicine (*Verordnung zur Organisation der Medizinischen Fakultät*) (see Section 1(3) of the EGR Regulations). The number of substitute members in an elected body shall correspond to the number of members to be elected. If only one member is to be elected, the number of substitute members shall be two (Sec. 1(4) of the EGR Regulations).

The elections to the University Senate and to the Advisory Committee on Women's Issues are conducted at university level.

For the election of professorial representatives to the Saarland University Senate, the senate has, in accordance with Section 2, Paragraph 3, Sentence 2 of the EGR Regulations (*Wahlordnung*), created six constituencies that reflect the size of the six university faculties. The faculties HW, MI and R shall each be represented with one seat in the Senate, while the faculties M, NT and P shall each have two seats.

The legislative provisions governing the conduct of elections – the Saarland Higher Education Institutions Act (SHSG) and the Fundamental Principles and Rules Governing Saarland University and the EGR Regulations – can be consulted on the Saarland University website.

3 Right to vote and eligibility for office

The right to vote in a poll and the eligibility to stand as a candidate for election are restricted to those persons included in the electoral register for that poll. The deadline for inclusion in the electoral register is 2 April 2020.

No later than one day before the electoral registers are made available for inspection, the electoral management team shall issue polling cards notifying voters of their inclusion in the respective electoral register. Polling cards shall be sent by post, by internal mail or electronically or shall be delivered by persons designated for this purpose. The polling card contains an application form for requesting postal ballot papers and information on the application deadline.

The polling cards will be delivered personally to voters or will be sent by post to the home address or electronically to the email address currently stored by the university. If the details held by the university are incorrect, no attempt will be made to determine the right home or email address.

The rules governing voter eligibility are set out in Section 7 of the EGR Regulations (*Wahlordnung*):

- (1) The right to vote in a poll and the eligibility to stand as a candidate for election are restricted to those persons included in the electoral register for that poll.
- (2) The members of the university entitled to vote in the senate and faculty council elections are as specified in Section 1(1), items 3 to 9 and in Section 1(2) of the Fundamental Principles and Rules Governing Saarland University (*Grundordnung der Universität des Saarlandes*). Only female students or female employees of Saarland University are entitled to elect representatives to the Advisory Committee on Women's Issues.
- (3) Members of the university who have been elected to a staff representative council cannot also be elected to a faculty council or a section council (see Section 15, Paragraph 1, Sentence 3 SHSG).
- (4) A person employed in a faculty's administrative office (dean's office) cannot also be a member of a faculty council or a section council.

Furthermore, a voter can only belong to one single voter group.

Students who are considered to be full-time members of the university's academic staff or the administrative and technical-staff (i.e. those employed for 19.75 or more hours per week or for 19.25 or more hours per week in the case of disabled employees) belong to the voter groups 'academic employees' and 'administrative-technical employees' respectively.

According to Section 16(2) SHSG, full-time members of university staff with medical or dental duties are assigned to the voter group 'academic employees' if they also carry out teaching duties in

the field of medicine, otherwise they are assigned to the voter group 'administrative-technical employees'.

4 Public display of the electoral registers

The electoral registers shall be available for inspection during normal office hours on or before 22 April 2024 in the Electoral Office, in the administrative offices of the faculty deans, and in the administrative offices of the General Student Committee (AStA) and of the Gender Equality Officer. The definitive electoral registers are those displayed in the Electoral Office.

Persons who are eligible to vote may contact the **electoral management team** by **phone or email** to verify that they have been included in the relevant electoral register.

How to contact the electoral management team:

Email: wahlbuero@univw.uni-saarland.de

Tel. +49 681 302-2599 (Caren Kremser)

Tel. +49 681 302-2130 (Christian Humm)

Objections to the electoral registers may be filed with the electoral management team (Building A2 3, University President's Office, Room 1.18) within a two-week period beginning on the date on which the electoral registers are made available for inspection, or may be submitted by email to wahlbuero@univw.uni-saarland.de. Objections must be made in writing and must state the reasons for the objection. The electoral management team shall decide on whether to uphold the objection following consultation with the Electoral Committee. If the objection is upheld, the relevant electoral register shall be amended accordingly. The final versions of the electoral registers will be announced no later than one week after the deadline for objections has passed.

5 Information contained in the lists of nominated candidates

Voters may submit their candidate nominations (original documents only) either in person or by post to the electoral management team (Building A2 3, University President's Office, Room 1.18) by no later than **4 p.m.** on Friday, **26 April 2024**.

A list of candidates may be assigned a special title. Offensive or misleading titles are not permitted.

A list of candidates must contain at least as many names as the number of representatives to be elected, or the names of at least one tenth of the relevant electorate. If this calculation yields a fraction, the number of candidates on the list shall be the number that results when the fraction is rounded down to the nearest whole number. If only one representative is to be elected, the list of candidates must contain the names of at least two candidates.

When compiling lists of candidates adequate consideration must be given to all genders.

Every candidate who is nominated for inclusion on a list of candidates must give their signed written consent (in exceptional cases and where reasonable grounds exist, the candidate's written consent may be submitted by email in which case it would not need to be signed).

The lists of candidates for each poll will be labelled alphabetically in the order in which they are received.

Candidates may only stand for election in a poll if they have been nominated. If a candidate consents to their name being included in several lists of candidates, the candidate will be removed from all lists.

If only one list of candidates has been nominated for a poll, a voter may at the time of voting add the names of other electable members of his/her voter group, whereby any names added must be clearly and unambiguously designated.

If no candidate has been nominated for a poll and if the voter group comprises up to one hundred electable persons, the list of candidates shall be this list of persons arranged in alphabetical order. If no candidate has been nominated for a poll and if the voter group comprises more than one hundred electable persons, the poll shall be rerun in accordance with the provisions of the EGR Regulations. If no candidate is nominated for the poll rerun, the seats allocated to that voter group shall remain vacant.

The approved lists of candidates shall be available for inspection on 29 May 2024 in the Electoral Office and on the [dedicated web page](#).

Overview of the number of members and substitute members to be elected (classified by voter group and poll)		Number of		
		polls	members	substitute members ²
1.	Election of representatives to the University Senate			
	Professorial staff (six 'constituencies' corresponding to the six faculties = 9 seats)	6	HW = 1 M = 2 MI = 1 NT = 2 P = 2 R = 1	HW = 2 M = 2 MI = 2 NT = 2 P = 2 R = 2
	Academic employees	1	3	3
	Students	1	3	3
	Administrative and technical staff	1	2	2
	<i>Total</i>	9	17	22
2.	Election of representatives to the Advisory Committee on Women's Issues			
	Professorial staff	1	3	3
	Academic employees	1	3	3
	Students	1	3	3
	Administrative and technical staff	1	3	3
	<i>Total</i>	4	12	12
3	Elections to the faculty councils			
3.1	Election of representatives to the Faculty Council HW (Human and Business Sciences)			
	Professorial staff	1	12	12

² The number of substitute members of an elected body shall correspond to the number of members to be elected. However, if only one member is to be elected, the number of substitute members shall be two (Sec. 1(4) of the EGR Regulations).

Overview of the number of members and substitute members to be elected (classified by voter group and poll)		Number of		
		polls	members	substitute members ²
	Academic employees	1	4	4
	Students	1	4	4
	Administrative and technical staff	1	3	3
	<i>Total</i>	4	23	23
3.2	Election of representatives to the Faculty Council MI (Mathematics and Computer Science)			
	Professorial staff	1	6	6
	Academic employees	1	2	2
	Students	1	2	2
	Administrative and technical staff	1	1	2
	<i>Total</i>	4	11	12
3.3	Election of representatives to the Faculty Council NT (Natural Sciences and Technology)			
	Professorial staff	1	9	9
	Academic employees	1	3	3
	Students	1	3	3
	Administrative and technical staff	1	2	2
	<i>Total</i>	4	17	17
3.4	Election of representatives to the Faculty Council P (Humanities)			
	Professorial staff	1	9	9
	Academic employees	1	3	3
	Students	1	3	3
	Administrative and technical staff	1	2	2
	<i>Total</i>	4	17	17

Overview of the number of members and substitute members to be elected (classified by voter group and poll)		Number of		
		polls	members	substitute members ²
3.5	Election of representatives to the Faculty Council R (Law)			
	Professorial staff	1	6	6
	Academic employees	1	2	2
	Students	1	2	2
	Administrative and technical staff	1	1	2
	<i>Total</i>	4	11	12
4	Elections to the Section Councils of the Faculty of Medicine			
4.1	Elections to the Section Council for Theoretical Medicine and Biosciences			
	Professorial staff	1	5	5
	Academic employees	1	2	2
	Students	1	2	2
	Administrative and technical staff	1	1	2
	<i>Total</i>	4	10	11
4.2	Elections to the Section Council for Clinical Medicine			
	Professorial staff	1	10	10
	Academic employees	1	4	4
	Students	1	4	4
	Administrative and technical staff	1	2	2
	<i>Total</i>	4	20	20

6 Notifications regarding the election of group representatives

All notifications regarding the election of group representatives to the various committees and councils are published on the Saarland University website www.uni-saarland.de/wahlen.

7 Vote counting

The votes cast in each of the separate polls will be counted in an open and transparent manner in the Senate Assembly Room on Friday, 21 June 2024 from 9 a.m. Members of the university may observe the counting process.

8 Determining the election results

Based on the votes counted in the individual polls, the Electoral Committee shall declare the final result at a meeting open to all university members to be held at 2 p.m. on 24 June 2024.

9 Terms of office

The members and substitute members of an elected body shall serve a two-year term commencing 1 October 2024.

10 Members of the Electoral Committee

Members	Faculty / Dept.	Substitute members	Faculty / Dept.
Prof. Dr. Michael Roland Beckmann (Chair) Bldg. C3 1, Saarbrücken campus	R (Law)	Prof. Dr. Marc Bungenberg (Deputy Chair) B2 1, Saarbrücken campus	R (Law)
Jutta Krekeler SULB, Saarbrücken Campus	Academic Staff Council	Dr. Josef Zapp Pharmaceutical Biology C2 2, Saarbrücken campus	NT (Natural Science and Technology)
Sandra Schweiger Administrative and Technical Staff Council B6 1, Saarbrücken campus	Admin.+Tech Staff Council	Jörg Bautz Administrative and Technical Staff Council B6 1, Saarbrücken campus	Admin.+Tech- nical Staff Coun- cil

David Bach	Student	Paul Benjamin Schrickel	Student
Alexandra Hemprich (advisory member) Legal Department, Meerwiesertal- weg 15, 66123 Saarbrücken, Block 8 Level 0 Room 020-022	Legal De- partment	Michael Sausen (advisory member) Legal Department, Meer- wiesertalweg 15, 66123 Saarbrücken, Block 8 Level 0 Room 020-022	Legal Depart- ment
Dr. Sybille Jung (Gender Equality Officer; advisory member) C3 1, Saarbrücken campus	Gender Equality Office	Svenja Burmann (Deputy Gender Equality Officer; advisory member) C3 1, Saarbrücken campus	Gender Equality Office
Caren Kremser (Electoral Management Team; advi- sory member) A2 3, Saarbrücken campus, Level 1, Room 1.15	Office of the Uni- versity President	Christian Humm (Electoral Management Team; advisory member) A2 3, Saarbrücken campus, Level 1, Room 1.12	Office of the University Presi- dent

11 Electoral officers

Faculty/Institution	Title (aca- demic)	First name	Surname
Faculty of Law (R)	Prof. Dr.	Dimitrios	Linardatos
Faculty of Law (R)	Akad. Rat Dr.	Philipp	Reinhold
Faculty of Medicine (M)		Jörg	Pütz
Faculty of Medicine (M)	Prof. Dr.	Steffi	Urbschat
Faculty of Mathematics and Computer Science (MI)	Prof. Dr.	Michael	Bildhauer

Faculty of Mathematics and Computer Science (MI)		Erich	Reindel
Faculty of Natural Sciences and Technology (NT)		Cornelia	Gehm
Faculty of Natural Sciences and Technology (NT)		Frank	Paulus-Rieth
Faculty of Humanities	Dr.	Jürgen	Trouvain
Faculty of Human and Business Sciences (HW)	Jun.-Prof. Dr.	Benedikt	Schnellbacher
Faculty of Human and Business Sciences (HW)		Thomas	Puhl
Central Administration		Ralph	Lehmann
Central Administration		Tanja	Fell
Central Administration		Nora	Brünken-Adorf

Additional electoral officers may be nominated after this election announcement has been issued.

Saarbrücken, 02 April 2024

Electoral management team

Caren Kremser and Christian Humm

Electoral office: Building A2 3, University President's Office, Room 1.18

Web: <https://www.uni-saarland.de/en/administration/elections.html>

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