

ELECTIONS OF UNISCAPE ORGANS

10 July 2024

On the occasion of the **2024 meeting of UNISCAPE General Assembly**, the following organs will be elected: the President, two vice-Presidents, the eight members of the Executive Board and the Director.

VOTING PROCEDURE

The voting procedures will take place during the GA meeting, which will start on **10 July at 4pm** and they will be carried out using the Zoom voting tool.

Only the representatives of the members of UNISCAPE regularly inscribed have the right to vote, each member corresponding to one vote. Each member representative with the right to vote will have to use Zoom to cast their vote, whether physically present at the meeting venue or connected remotely. Members may send their proxies by email to the attention of UNISCAPE Head Office (info@uniscape.eu) before the beginning of the meeting.

The votes will be counted subsequently and the results communicated by the office manager.

ELECTION OF THE PRESIDENT AND VICE_PRESIDENTS

All the members representatives of the General Assembly can apply for being elected as President and vice-President of UNISCAPE for the next 4 years term (2024-2028).

Candidacies must be submitted to the attention of UNISCAPE Head Office (info@uniscape.eu) by June 23, accompanied by a motivation letter.

The candidature letters received will be sent to the General Assembly members by July 7.

ROLE OF THE PRESIDENT

The President shall assume the following functions, in consultation with the Vice-Presidents and the Management Committee:

- a. legally represent the association;
- b. assume financial responsibility of the association;
- c. propose and delegate specific tasks to the Management Committee of the Executive Board;
- d. propose overall objectives and strategies for each year of his/her presidency in the General Assembly, reporting on the results in the next General Assembly;
- e. promote the pro-active commitment of the delegates of the Member Universities as delegated by the legal representative of their University or Department, in the activities and functioning of the UNISCAPE network.



ELECTION OF THE EXECUTIVE BOARD AND DIRECTOR

All the members representatives of the General Assembly can apply for being elected as a members of the Executive Board for the next 3 years term (2024-2027). The new elected Executive Board shall then appoint a new Director from the list of eligible candidates.

Candidacies for Executive Board or the position of Director of UNISCAPE must be submitted to the attention of UNISCAPE Head Office (info@uniscape.eu) by June 30, accompanied by a motivation letter.

The candidature letters received will be sent to the General Assembly members by July 7.

ROLE OF THE EXECUTIVE BOARD

The Executive Board shall provide to run UNISCAPE. It is composed of the President, the Vice-Presidents and the Director (the Management Committee) and eight representatives appointed every three years by the General Assembly among its own components.

Members of the Executive Board should preferably be pro-active in taking and promoting new initiatives, and show readiness to take responsibility for one or more lines of work as defined in the action plan.

Members of UNISCAPE Executive Board are not remunerated. They serve a term of three years, after which they may be re-appointed for one further term.

According to the Statutes the Executive Board of UNISCAPE shall:

- a) deliberate on matters concerning parties who have requested to entry as Members or Observers
- b) prepare the Annual Programme of Activities;
- c) formulate proposals for the approval of internal regulations, budget documents and for eventual modifications to the Statute
- d) appoint the Director of UNISCAPE every three years.

1. the Executive Board members should promote a greater coverage and participation of the network members (true heart of UNISCAPE), offering a network of disciplines of each University that actively participates in academic events and research projects with the aim to establish new contacts "between and with" other Universities. The need to offer a permanent map of the disciplines composing the network and the desire to promote interdisciplinary cooperation, even between different universities, require an effort and responsibility from all, especially from the representatives of UNISCAPE, and for this reason I believe that it is necessary to coordinate these initiatives from the Executive Board;

2. nominate or delegate members of the Executive Board to search, promote and coordinate new collaborations with public or private institutions able to implement UNISCAPE and the ELC. This would require the generation of synergies between these institutions and UNISCAPE, and with this to offer the resources that the Universities, Departments and Centres of our Network can offer to the society, establishing for them specific collaboration agreements. This would allow the ability for obtaining new funds that could contribute to the consolidation of UNISCAPE.

(from 2021 GA letter of UNISCAPE President (25.06.21))



ROLE OF THE DIRECTOR

According to article 8 (clause 6 and 7) of the Statute, the Director of UNISCAPE shall:

- a) be appointed amongst the members of the Executive Board or, externally, amongst parties demonstrating specific and proven competences, also of linguistic nature, in the field of UNISCAPE's activities;
- b) participate, with the right to vote, in meetings of the General Assembly and the Executive Board;
- c) assure the co-ordination of UNISCAPE's activities, conduct the administrative activities and, in accordance with the President, he/she shall make sure that this Statute is respected and shall also guarantee to the Members access to information about the meetings and the resolutions of the Executive Board.

The UNISCAPE Director is not remunerated. Currently UNISCAPE has one staff member, the Office Manager, with whom the Director will closely collaborate.

For more reference on UNISCAPE Organs please see the Statute:

https://www.uniscape.eu/wp-content/uploads/2020/02/UNISCAPE-Statute_eng.pdf

