



Decree Announcing the Election of the Dean of the Faculty of Mechanical Engineering at the University of Žilina in Žilina

Following Section 13d of the Statute of the University of Žilina (hereinafter referred to as "Statute of UNIZA") and Section 9, paragraph 10 of the Statute of the Faculty of Mechanical Engineering (hereinafter referred to as "SjF") of the University of Žilina in Žilina (hereinafter referred to as "UNIZA"), and under the approval of the electoral assembly, the Chairman of the Academic Senate of SjF

announces the Election of the Dean for the Faculty of Mechanical Engineering.

Following Section 22, paragraph 2 of Act No. 131/2002 Coll. on Higher Education Institutions and Amendments to Certain Acts, as amended, along with Section 13d of the Statute of UNIZA, and Section 9, paragraph 6 of the Statute of the SjF, the dean is elected by the electoral assembly, comprised of a) representatives of the faculty's academia and b) members appointed by the rector, in a number equivalent to $\frac{1}{4}$ of the total number of the electoral assembly. For the purpose of the electoral assembly, the representatives of the faculty's academia are the members of the Academic Senate of the faculty. Following Section 9, paragraph 7 of the Statute of the SjF, the electoral assembly is convened and governed by the Chairman of the SjF Academic Senate. The entire process of the dean's election is governed by Section 13d of the UNIZA Statute and Section 9 of the SjF Statute.

The right to nominate a candidate for the position of SjF dean is reserved for the members of SjF and UNIZA academia (either as an individual or a group) within the timeframe specified in the election schedule. The nomination may put forward only one candidate for the position of dean.

Candidates for the position of the dean shall be included in the candidate list after submitting the written nomination to the members of the electoral commission in a sealed envelope labelled:

„Candidate's nomination for the position of dean of the SjF. “

The nomination must include the name, surname, and title of the candidate for the position of dean, as well as the name/s, surname/s, title/s, date, and signature/s of the proponent/s. **Nominations of candidates for the position of dean may be submitted to the members of the electoral commission in person, through the UNIZA mail room, or via mail.** For nominations delivered in person or submitted at the mail room, the decisive factor is the date of receipt. Nominations sent via mail must be delivered to the university by the deadline for their submission. A member of the electoral commission is obliged to inform the chairman of the electoral commission electronically about the acceptance of each nomination. Nominations submitted after the deadline shall not be accepted.



ELECTION SCHEDULE

Date	Activity	Responsible person	Note
29.01.2024	Announcing the election of the dean for the SjF	Chairman of the Electoral Assembly	During the meeting of the electoral assembly.
30.01.2024	Publication of the announcement	Secretary General of SjF Academic Senate	On the websites of both UNIZA and SjF in both the Slovak and English language.
30.01.2024 – 05.04.2024	Submission of candidates' nominations	Electoral Commission	To the members of the electoral commission. The members of the electoral commission inform the chairman of the electoral commission about the acceptance of each nomination.
05.04.2024 (until 12:00)	Deadline for the submission of candidates' nominations	Electoral Commission	Validation of the submitted nominations concerning overall compliance and affirmation of the list of candidates applying for the position of dean.
09.04.2024 (until 12:00)	Written consent of the nominated candidates to be included on the list of candidates. Submission of a brief biographical and professional summarisation.	Electoral Commission	To the members of the electoral commission. Brief biographical and professional summarization in an electronic form.
10.04.2024	Publication of the candidate list	Electoral Commission	Available on the SjF website.
15.05.2024	Meeting of the electoral assembly and public interview of candidates applying for the position of dean. Election of a candidate for the position of dean.	Chairman of the SjF Academic Senate Committee responsible for the counting of votes General Secretary of the SjF Academic Senate	Datalan Lecture Hall 13:00
20.05.2024	Preparation of minutes concerning the course and results of the dean's election.	Secretary General of SjF Academic Senate	Minutes signed by the members of the electoral commission.
24.05.2024	The electoral assembly's proposal for the appointment of the SjF dean is accompanied by the election results.	Chairman of the SjF Academic Senate	To the Rector of UNIZA