

UNIVERSITY OF OSTRAVA  
FACULTY OF MEDICINE

PROCEDURE REGULATIONS  
of the Academic Senate FM UO

Approved by the Academic Senate, Faculty of Medicine, University of Ostrava: 6<sup>th</sup> December 2017

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Pursuant to Section 27 Subsection 1 Act No. 111/1998 Coll. the Academic Senate of the University of Ostrava approved the Procedure Regulations of the Academic Senate of the Faculty of Medicine of the University of Ostrava on 18<sup>th</sup> December 2017 under ref. No. OU-91356/11-2017.

## **Part One GENERAL PROVISIONS**

### **Article 1 Introductory provisions**

1. The procedure regulations of the Academic Senate of the Faculty of Medicine of the University of Ostrava (hereinafter "Procedure Regulations") provide for the rules of meeting, proceedings and decision-making of the Academic Senate of the Faculty of Medicine of the University of Ostrava (hereinafter "AS FM UO") at the Faculty of Medicine of the University of Ostrava (hereinafter "FM UO") pursuant to Act No. 111/1998 Coll., on universities and amendment and supplementation of other laws (Universities Act), as amended (hereinafter "Act") and the FM UO Statute (hereinafter "Statute").
2. The powers and scope of activities of the AS FM UO are set out in Section 27 of the Act.
3. The AS FM UO shall enforce the observance of academic rights and academic freedoms of the members of the academic community of the FM UO and application of democratic principles in managing the FM UO.
4. The AS FM UO shall be accountable to the Academic Community of the FM UO for its activities.

### **Article 2 Rights and duties of the AS FM UO and its members**

1. The rights and duties of the AS FM UO are set by law, the FM UO Statute, the FM UO Electoral Regulations and these Procedure Regulations.
2. The AS FM UO is an autonomous representative academic authority of the FM UO. The AS shall contribute by its decision-making to the development of the FM UO and care for its goodwill.
3. Members of the AS FM UO shall be entitled to participate in the meeting of the AS FM UO. If members cannot participate at such a meeting for serious reasons, they are obliged to apologize to the chairman of the AS FM UO citing the reason.
4. Members of the AS FM UO shall be entitled to submit to the AS FM UO proposals and suggestions for discussion.
5. The chairman of the AS FM UO, or member of the AS FM UO authorized by the chairman, is a member of the Dean's board.
6. The AS FM UO shall be obliged to discuss proposals submitted to it by any member of the AS FM UO or the Dean (or Vide-dean), Rector (or Vide-rector) and chairman of the Academic Senate of the University of Ostrava (hereinafter "AS UO") or a member of the AS UO authorized by the chairman of the AS UO.
7. The AS FM UO shall publish minutes of the meeting, within 14 days from the date of the meeting, in the public section of the FM UO website and hand over same to the Dean.

8. The final report from the whole term of office shall be published by the AS FM UO at the meeting of the academic community of the FM UO or by other suitable means (e.g. in the public section of the FM UO website) at the latest by the last day of the term of office.

9. The chairman of the AS FM UO shall be entitled to convene a meeting of the academic community of the FM UO. The meeting of the academic community of the FM UO shall be convened by the chairman of the AS FM UO at the request of:

- a) Dean;
- b) Rector;
- c) at least one half of all the members of the AS FM UO.

## **Part Two STRUCTURE OF THE AS FM UO**

### **Article 3 Chambers**

- 1. The AS FM UO is divided into the chamber of academic staff and chamber of students.
- 2. Each chamber has a chairman who is elected and recalled pursuant to the Electoral Regulations of the AS FM UO.

### **Article 4 Chairman and vice-chairman**

- 1. The AS FM UO is headed by the chairman elected pursuant to the Electoral Regulations of the AS FM UO. The chairman of the AS FM UO is accountable for his/her activities to the AS FM UO, which can recall the chairman pursuant to the Electoral Regulations of the AS FM UO.
- 2. The first vice-chairman is the chairman of the chamber of academic staff. The second vice-chairman is the chairman of the chamber of students. The vice-chairmen, together with the chairman, are member of the presidium of the AS FM UO.
- 3. The chairman shall represent the AS FM UO externally, control the activities and proceedings of the AS FM UO and perform other duties subject to the law, these Procedure Regulations and other internal regulations of the UO and the FM UO. During the absence of the chairman he/she is substituted by the vice-chairmen in the order subject to paragraph 2, or by a member of the AS FM UO authorized by the chairman (hereinafter "Chairperson").

### **Article 5 Minute taker of the AS FM UO**

- 1. The chairman of the AS FM UO shall appoint a minute taker for discussion in the AS FM UO.

2. With the approval of the Dean the minute taker can be an authorized employee of the FM UO.
3. The minute taker shall keep and archive the written agenda of the AS FM UO, and draft the minutes of the meeting of the AS FM UO, together with the appointed chairperson, whereas the chairperson shall verify the minutes.

## **Article 6 Committees**

1. By resolution the AS FM UO can establish committees as its advisory bodies, determine their composition and define their tasks. The members of the committee shall appoint a chairman from their ranks.
2. Only a member of the AS FM UO can be a member of the committee.
3. These Procedure Regulations shall be reasonably applied to the proceedings of the committees, particularly provisions arranging the making of resolutions and voting.

## **Part Three PROCEEDINGS OF THE AS FM UO**

### **Article 7 Regular meeting**

1. The regular meeting of the AS FM UO is held as needed, however, at least four times per year.
2. The time schedule of regular meetings shall be approved by the AS FM UO at the proposal of the Chairman of the AS FM UO. The time schedule shall be published in the public section of the FM UO website.
3. Meetings shall be convened at least 7 business days prior to the meeting date.
4. Invitations to the meeting of the AS FM UO shall be sent to its members and guests by the Chairman or vice-chairman authorized by the Chairman in writing, or by other means in extraordinary cases.

### **Article 8 Extraordinary meeting**

1. Extraordinary meetings of the AS FM UO shall be convened without any undue delay by the chairman at the request of:
  - a) Dean of the FM UO;
  - b) Rector;
  - c) at least one quarter of all the members of the AS FM UO.
2. A request for convening an extraordinary meeting, including respective documents, shall be submitted to the Chairman of the AS FM UO in writing, including the proposed meeting agenda. The

date of the extraordinary meeting shall be determined by the Chairman of the AS FM UO, so that the meeting is held no earlier than 3 days and no later than 10 days from the date of submission of the request, unless a longer term is set out in the proposal.

3. The date and place of the extraordinary meeting shall be announced at least 3 days in advance to all members of the AS FM UO, the Dean or vice-dean in his/her absence, the Rector or vice-rector in his/her absence, the Chairman of the AS UO and other persons according to the nature of the discussed proposal. At the same time the date and place of the extraordinary meeting shall be published at least 3 days in advance in the public section of the FM UO website.

## **Article 9**

### **Meeting agenda**

1. Proposals for the meeting agenda, including backing documents, may be submitted by a member of the AS FM UO, the Dean or vice-dean in his/her absence, the Rector or vice-rector in his/her absence and the AS UO through its Chairman or a member of the AS UO authorized by the Chairman (hereinafter "Proposal Submitter").

2. Proposals for the meeting agenda, including backing documents, shall be submitted in writing at the latest 7 days prior to the meeting date to the Chairman of the AS FM UO, who shall immediately forward same to the members of the AS FM UO. This term shall not apply to extraordinary meetings.

3. The Chairman of the AS FM UO, together with the vice-chairman, shall prepare the agenda of the meeting of the AS FM UO.

4. The AS FM UO may also discuss a proposal submitted later than is set out in paragraph 2 above. However, the AS FM UO shall discuss a submitted proposal only if a majority of the attending members of the AS FM UO shall agree with it.

## **Article 10**

### **Opening and control of the meeting**

1. The Chairman of the AS FM UO, or vice-chairman in his/her absence in the order set out in Art. 4 par. 2, chairperson set out in Art. 4 par. 3, shall convene and control the meeting. At the beginning of the meeting the AS FM UO shall approve the proposed agenda.

2. The AS FM UO shall constitute a quorum if the majority of its members are present and if both its chambers are represented, with the exceptions set out in Appendix No. 1 Article 5 par. 1 and Article 7 par. 5. A resolution shall be adopted if it is voted for by the majority of attending members of the AS FM UO, with exceptions set out in Article 5 par. 3 to 6 and Article 7 par. 6.

3. The AS FM UO shall be entitled to invite a guest to the meeting, whereas such guest shall be entitled to speak at the meeting of the AS FM UO whenever the guest shall request so, however the guest shall not be entitled to vote. A member of the AS FM UO may propose the invitation of a guest. The AS FM UO shall decide on the invitation of a guest at its meeting by vote. If approved, the Chairman of the AS FM UO shall invite the guest to the meeting.

4. The meeting can be opened if the AS FM UO constitutes a quorum. If, during the meeting, the number of attending members drops below this limit, the meeting shall be adjourned after 10 minutes of such a situation.

5. If the approved agenda is not concluded even after 3 hours, the AS FM UO can decide to adjourn the meeting.

The AS FM UO can also decide to adjourn the meeting in the case of serious interruption of its proceedings.

6. The meeting can be adjourned for a maximum of 14 days. The date and place of the adjourned meeting shall be announced by the Chairman of AS FM UO without any undue delay.

7. Meetings of the AS FM UO shall be publicly accessible; however, the public shall not be allowed to wilfully intervene in the proceedings or interrupt same, or to vote. The number of persons shall be limited by the capacity of the room to ensure fulfilment of the security requirements and fire standards. Any request by the public to speak at the meeting shall be decided on by voting of the AS FM UO; whereas this shall not apply to guests duly invited by the Chairman of the AS FM UO.

## **Article 11 Discussion**

1. A discussion is held for each item on the meeting agenda. The foreword shall be taken by the submitter of the proposal or person authorized by the submitter (usually the author of the proposal).

2. The following persons may also speak during the discussion whenever they request to do so:

- a) members of the AS FM UO;
- b) Dean or vice-dean in his/her absence;
- c) Rector or vice-rector in his/her absence;
- d) Chairman of the AS UO or a member of the AS UO authorized by the Chairman in his/her absence;
- e) guests invited by the Chairman of the AS FM UO;
- f) submitter of the proposal or author of the proposal in his/her absence.

3. The Chairman of the AS FM UO shall commence the discussion and give word to the submitters of proposals according to the order in the meeting agenda. A person may enter the discussion as shall be decided by the AS FM UO, otherwise by raising of the hand. The Chairman shall give word to the participants in the order of the showing of hands, except in cases of a factual comment, where the person making such comment, in reaction to the course of the discussion, shall receive word immediately after the conclusion of speech by the person currently speaking.

4. The submitter of the proposal may modify or supplement the proposal based on the discussion.

5. The Chairman shall decide on the conclusion of the discussion when it is evident that any further continuation thereof would not contribute to the clarification of the discussed proposal. Any member of the AS FM UO or the submitter of the proposal can object to this procedure. The AS FM UO shall decide on further procedure in this matter.

6. During the discussion nobody shall be interrupted, except for warning by the Chairman in the case of ruling out of a speaker. The Chairman shall be entitled to rule out a speaker under the following conditions:

- a) the speaker does not refer to the topic, even after being advised to do so;
- b) the speaker misuses factual references.

7. A question put by a member of the AS FM UO to the Dean or vice-dean in his/her absence, the Rector or vice-rector in his/her absence, the Chairman of the AS UO or person authorized by the Chairman in his/her absence, submitter of the proposal or author of the proposal in his/her absence, can be answered directly or in writing within 15 days if the answer requires preparation or if the AS UO decides. The written answer shall be sent to the questioner and members of the AS FM UO.

## **Article 12**

### **Acceptance of a resolution**

1. The AS FM UO expresses its will by resolution. Resolutions shall be accepted by voting.
2. A resolution shall be accepted if voted for by the absolute majority of the attending members of the AS FM UO, unless stipulated otherwise by the Act, these Procedure Regulations or other internal regulations of the UO or the FM UO.

## **Article 13**

### **Voting**

1. The AS FM UO may vote on a resolution publicly, secretly or by voting outside the meeting after publicly discussing the proposal (hereinafter "per rollam vote").
2. Public voting is done by raising of hands.
3. Secret voting of the AS FM UO is applied in matters stipulated by the Act or other internal regulations of the FM UO. Further, the following matters are always voted on secretly at the AS FM UO:
  - a) proposal for nomination of the Dean;
  - b) proposal for the recalling of the Dean;
  - c) giving prior approval to the appointment or recalling of the members of the Academic Council of the FM UO;

d) giving prior approval to the appointment or recalling of the members of the Disciplinary Committee of the FM UO.

4. Further, secret voting can be applied upon the proposal of any member of the AS FM UO.

5. Secret voting is carried out by placing a ballot in the ballot box, whereas voting must not be interrupted. The result of the secret vote is determined by a three-member committee, which is made up of two representatives from the academic staff chamber, where one representative of the respective section is included, and one member from the student chamber from any arbitrary section.

6. After conclusion of voting and determination of the result the chairperson shall announce the result by stating the number of votes in favour of the proposal, against the proposal and the number of members of the AS FM UO who abstained from voting. If a member of the AS FM UO was present but did not participate in a vote, it shall be deemed as abstention from voting. If a ballot is in any way devalued or not filled in (if the ballots have pre-printed words FOR – AGAINST – ABSTAIN and the member is only to mark the required choice), such a ballot shall be invalid.

7. Upon the proposal of the Chairman of the AS FM UO the vote on a proposal can be carried out per rollam. For this method of voting the Chairman of the AS FM UO shall send to all members of the AS FM UO, to their contact addresses, the proposed resolution, necessary documents and shall determine the deadline for end of voting, which shall not be less than 7 days from the sending of materials. If, during the term of voting per rollam, at least one fifth of the members of the AS FM UO with the per rollam method of voting, the Chairman of the AS FM UO shall include the resolution in the agenda of the nearest meeting of the AS FM UO.

8. A resolution to be voted on by per rollam shall be accepted if voting is participated in by all the members of the AS FM UO and an absolute majority of the members shall vote for the resolution.

## **Part Four**

### **DOCUMENTATION AND ARCHIVING OF ACTIVITIES OF THE AS FM UO**

#### **Article 14**

#### **Minutes from the meeting of the AS FM UO**

1. Minutes are prepared from each meeting of the AS FM UO. The minute taker may make audio or video recordings from the meeting for the needs of the minutes of the meeting.

2. The minutes of the meeting shall always contain:

a) date of meeting;

b) name list of those attending, excused in advance and absent members of the AS FM UO;

c) name list of guests entitled to participate in discussions;



- d) proposed and approved agenda of the meeting of the AS FM UO;
- e) brief summary of the proceedings of discussions including speakers;
- f) exact wording of proposed and approved resolutions, including the method and result of voting;
- g) name and surname of the minute taker(s) and chairperson.

3. The minute taker shall send the draft of the minutes from the meeting of the AS FM UO to all members of the AS FM UO and speakers in discussions within 7 days from the meeting date. Members of the AS FM UO and speakers in discussions shall be entitled to comment and propose amendments of the minutes of the meeting within three days from the date of sending of the draft minutes of the meeting. The minute taker shall process comments and amendments if they correspond to the audio or video records made. The resultant minutes of the meeting verified by the Chairman of the AS FM UO shall be published within 14 days from the date of the meeting in the public section of the FM UO website.

4. The Chairman of the AS FM UO is responsible for the publishing of the verified minutes of the meeting.

## **Article 15**

### **Archiving and recording of documents**

1. The Chairman of the AS FM UO and vice-chairman authorized by the Chairman shall be responsible for the archiving of all documents of the AS FM UO pursuant to the provisions of the Rector which provides for the rules of archiving and destruction of documents.

2. The filing service of the UO shall be used for the recording and archiving of documents of the AS FM UO (minutes of meetings of the AS FM UO, minutes of meetings of the committees of the AS FM UO, protocols from ballots and recalling of the Dean, etc.).

## **Part Five**

### **JOINT AND FINAL CONCLUDING PROVISIONS**

## **Article 16**

### **Joint provisions**

- 1. For the purposes of these Procedure Regulations “in writing” shall mean electronically.
- 2. For the purposes of a quorum and acceptance of resolutions “all members of the AS FM UO” shall mean the total number of mandates of the AS FM UO set out in the Electoral Regulations of the AS FM UO, i.e. occupied and unoccupied.

## **Article 17**

### **Concluding provisions**

1. The so far valid Electoral and Procedure Regulations of the AS FM UO approved by AS UO on 16<sup>th</sup> September 2013, are cancelled.
2. These Procedure Regulations of the AS FM UO were approved on 6<sup>th</sup> December 2017 pursuant to Section 27 Subsection 1 clause b) of the Act.
3. These Procedure Regulations of the AS FM UO were approved on 18<sup>th</sup> December 2017 by the AS UO pursuant to Section 9 Subsection 1 clause b) par. 2 of the Act and become valid on this date.
4. These Procedure Regulations of the AS FM UO shall become effective on the date of validity.

doc. MUDr. Arnošt Martínek, CSc.  
Dean of the Faculty of Medicine of the University of Ostrava

**Appendix No. 1 of Procedure Regulations AS FM UO: Election and recalling of the dean of the FM UO**

**Election and recalling of the dean of the FM UO**

**Part One  
GENERAL PROVISIONS**

**Article 1  
Introductory provisions**

The AS FM UO shall approve the resolution on the proposal for appointment of the dean at its meeting by means of a secret ballot (hereinafter "Election of the Dean").

**Article 2  
Election committee**

1. For the Election of the Dean the AS FM UO shall establish a three-member committee of the AS FM UO comprising: Chairman of the AS FM UO (or vice-chairman or chairperson in the order set out in Art. 4 par. 3 Procedure Regulations), who shall be the chairman of the election committee, and one member from each chamber of the AS FM UO (hereinafter "Election Committee"). The candidate cannot be a member of the Election Committee. The Election Committee shall organize the elections, be responsible for their correct procedure and draft an election protocol.

**Article 3  
Announcement of the election of the dean**

1. The AS FM UO shall announce the election of the dean at least 4 months before the end of the term of office of the current Dean. The announcement of elections shall contain the time schedule of the elections and formalities of the candidate's application. The announcement of Election of the Dean shall be published in the public section of the FM UO website at the latest 5 business days from the date of establishment of the Election Committee.

2. The first meeting with Election of the Dean must take place at least 3 months prior to the conclusion of the term of office of the current Dean.

3. The provisions of par. 3 and 4 do not apply to a repeated or extraordinary Election of the Dean, which is held as needed. The AS FM UO shall determine the date of a repeated or extraordinary election.

4. Proposals of candidates can be submitted by any member of the Academic Community of the FM UO. Proposals of candidates shall be submitted in writing in document form, at the latest by the deadline set out in the election time schedule, to the members of the Election Committee of the AS FM UO. The proposal of a candidate must contain all the formalities set out by the AS FM UO in the election announcement. A compulsory part of the proposal of candidate is always a negative screening certificate and affidavit in original or certified copy submitted pursuant to Act No. 451/1991 Coll., as amended (excluding candidates born after 1<sup>st</sup> December 1971). The proposal must contain a written agreement of the candidate in document form, contact details of the candidate and his/her brief professional CV.

5. Based on the submitted applications the Election Committee shall draft and publish a list of candidates in the public section of the UO website by the date set out in the election time schedule.

6. At the latest two weeks prior to the election date the proposed candidates shall submit to the chairman of the Election Committee their CVs and election programmes. These documents shall be published at least ten days prior to the Election of the Dean.

## **Article 4**

### **Meeting of the academic community**

1. The chairman of the Election Committee shall, at least one week prior to the Election of the Dean, convene a meeting of the Academic Community of the FM UO, at which the candidates on the candidate list shall acquaint the Academic Community of the FM UO with their election programmes.

2. The pre-election meeting of the Academic Community of the FM UO shall be chaired by the chairman of the Election Committee, or a member of the Election Committee from the ranks of the Chamber of academic staff authorized by the chairman in his/her absence.

## **Article 5**

### **Voting on the resolution on the proposal of the appointment of the dean**

1. The Election of the Dean can proceed if at least 1 candidate is proposed. The Election of the Dean shall be secret and the AS FM UO shall vote as a whole. The Election of the Dean requires the participation of a majority of all the members of the AS FM UO. If the election cannot be performed according to the provision, a substitute election date must be announced within one week.

2. The ballot shall be a list of the names of proposed candidates. The ballot shall be valid only if a maximum of one candidate shall be marked on it in the appropriate manner.

3. The resolution on the proposal of the appointment of the dean shall be accepted in the first round if the candidate receives the majority of votes from all the members of the AS FM UO.

4. If only one candidate is proposed in the first round and this candidate does not receive the majority of votes of all members of the AS FM UO, a second round of voting shall take place on that same day. If even

in the second round the proposed candidate does not receive the majority of votes from all the members of the AS FM UO:

- a) the AS FM UO shall announce a repeated election within one week;
- b) a new candidate list shall be set up for the repeated election and the election shall be conducted pursuant to Article 3 par. 4 to 6 and Article 5 par. 1 to 6. A meeting of the Academic Community of the FM UO shall be convened only if at least one new candidate is proposed.

5. If in the first round two candidates are proposed and neither receive a majority of votes from all the members of the AS FM UO:

- a) a second vote shall be held on the same day into which the candidate with the higher number of votes shall proceed. The candidate shall be elected if an absolute majority from all the members of the AS FM UO vote for the candidate in the second round. If even in the second round the candidate does not receive an absolute majority from all the members of the AS FM UO, the AS FM UO shall announce new elections within one week. A new candidate list shall be set up for the repeated election and the election shall be conducted pursuant to Article 3 par. 4 to 6 and Article 5 par. 1 to 6. A meeting of the Academic Community of the FM UO shall be convened only if at least one new candidate is proposed
- b) in the case of an equal number of votes for both candidates the AS FM UO shall, within one week, announce a repeated election; a new candidate list shall prepared for the repeated election and the election shall be conducted pursuant to Article 3 par. 4 to 6 and Article 5 par. 1 to 6. A meeting of the Academic Community of FM UO shall be convened only if at least one new candidate is proposed.

6. If three or more candidates are proposed in the first round and none of them receives an absolute majority from all the members of the AS FM UO:

- a) a second vote shall be held on the same day into which the candidate with the highest number of votes shall proceed. If more than one candidate receives an equal number of votes in the first place, all such candidates shall proceed to the second round of elections.
- b) A candidate shall be elected in the second round if he/she receives an absolute majority from all the members of the AS FM UO. If even in the second round the candidate does not receive an absolute majority from all the members of the AS FM UO, the AS FM UO shall announce new elections within two weeks. A new candidate list shall be prepared for the repeated election and the election shall be conducted pursuant to Article 3 par. 4 to 6 and Article 5 par. 1 to 6. A meeting of the Academic Community of the FM UO shall be convened only if at least one new candidate is proposed.

## **Article 6**

### **Repeated election and extraordinary election**

1. If no candidate is elected in the second round the AS FM UO shall announce, within two weeks, a new repeated election. In these new Elections of the Dean the candidate list can contain those candidates

who participated in the previous unsuccessful elections.

2. During Elections of the Dean any candidate can withdraw their candidature, always prior to the commencement of the respective round of elections.
3. If the proposal for the appointment of dean is accepted, it is forwarded to the Rector by the Chairman of the AS FM UO.
4. The meeting of the AS FM UO for a repeated election shall be held at the earliest after 14 days and at the latest 30 days from the date of the previous unsuccessful elections.
5. The AS FM UO shall announce an extraordinary Election of the Dean if the dean is recalled or resigns from office prior to the expiration of the due term of office.
6. The AS FM UO shall announce an extraordinary Election of the Dean within 1 month from recalling of the dean from office or from notification of the dean about resignation from office. Voting in extraordinary elections is subject to the procedure set out in this Appendix.

## **Part Two**

### **PROPOSAL FOR THE RECALLING OF THE DEAN**

#### **Article 7**

#### **Proposal for the recalling of the Dean of the FM UO**

1. Any member of the AS FM UO can submit a proposal for the recalling of the dean. The proposal for the recalling of the Dean must be submitted in writing in document form together with reasons for the recalling.
2. The Chairman of the AS FM UO, together with both vice-chairmen, shall assess the correctness of the proposal for recalling of the Dean. The proposal is formally correct if it complies with the requirements set out in par. 1 of this Article. If the proposal is unacceptable, it shall not be discussed further.
3. At the subsequent, typically extraordinary meeting of the AS FM UO, the proposal for recalling of the Dean shall be discussed. The Dean shall be guaranteed a period of at least 15 days to prepare for the meeting. In the discussion the Dean shall make a statement on the reasons set out in the proposal and shall be entitled to ask questions of persons who submitted the proposal about such reasons.
4. Immediately after the conclusion of the discussion the proposal for recalling of the Dean shall be voted on. Voting shall be secret and the AS FM UO shall vote as a whole.
5. The vote shall require the participation of at least 3/5 of all members of the AS FM UO. If the vote cannot be performed according to this provision, a substitute date of the extraordinary meeting of the AS FM UO must be announced within 5 business days, and the proposal for recalling of the Dean shall be voted on then. If the AS FM UO does not constitute a quorum even in the substitute meeting, the proposal shall be considered rejected.

6. The proposal for recalling of the Dean shall be accepted if three-fifths of all members of the AS FM UO vote for it.
7. The Chairman of the AS FM UO shall hand over to the Rector the proposal for recalling of the Dean, including due reasons and result of the vote.