



REGULATION OF THE STUDENTS' COUNCIL AND OF STUDENTS' REPRESENTATION

Art.1 – Content of the Regulations

This document describes the functions and meetings of the Students' Council based on the General Regulations of the School, the organization of the students' representatives, the procedures and the limitations for the exercise of the SISSA Students' Council's powers.

Art. 2 – Approving and modifying the Regulations

1. This regulations is approved by the Students' Council. A two-thirds majority vote of those voting in Council shall be required to modify it.
2. This regulations can be amended upon the proposal of each Councillor and by the two-thirds majority of the Students' Council.

Art. 3 – Repository and advertising of the Regulations

One copy of this regulation is transmitted and registered at the Support for Governing Organs office. Moreover it shall be published on the Students' Representative web page.

Section I The Students' Council

Art. 4 – Content of the section

The following section regulates the organisation and the operations of the Students' Council; it shall be regarded as an internal regulation of a body of the School, in agreement with the common rules on the operations of collegial bodies (art. 47, 48, and 49 of the General Regulation)

Art. 5 – Objects of the Students' Council

1. According to art. 12 of the Statute, the Students' Council shall be the advisory body for the decisions about the activities of the students of the School, in particular about the teaching. The Students' Council shall present to the School Council a yearly report about the teaching and the students' life.
2. The Students' Council shall gather the requests and the needs of the Students. It shall coordinate the activities of the students' representatives in all the committees and the collegial bodies where students' representation is required by law and by the internal regulations.
3. The Students' Council shall name the students in the permanent committees and boards required by the internal or external regulations, save that the law or the Statute dictate different procedures. Should the regulations require it, the Council itself shall appoint such representatives.
4. The Students' Council shall promote the informed and democratic participation of all the students to the School life and to the decision-making process, in the form that the law, the



Statute and the regulations prescribe.

Art. 6 – Bodies of the Students' Council

1. The bodies of the Students' Council (hereinafter referred to as the Council) shall be
 - a) The President of the Council (hereinafter, the President);
 - b) The Vice-President of the Council (hereinafter, the Vice-President);
 - c) The Students' Board (hereinafter, the Board).
2. The term of the Council and of its bodies shall last two years, coinciding with the term of the School Council. Any substitution and supplementary election that may modify the members of the Council shall not affect the ordinary term.

Art. 7 – Members

1. According to art. 12 par. 2 of the Statute, the members of the Council shall be the students' representatives within the School Council and the Area Councils; specifically, the members shall be:
 - a) The two representatives within the Academic Senate;
 - b) The two representatives within the Board of Directors;
 - c) The representative within the Evaluation Unit;
 - d) The two representatives of each area within the School Council
 - e) The representatives within each Area Council. They shall be elected in proportion of one representative for each PhD course instituted by the Area, with the addition of possible supplementary representatives elected in such a way that the number of the students' representatives within the Area Council should be at least the 18% of the remaining members.
2. The representatives of the research personnel within the Academic Senate and the Area Councils are invited to all the meetings of the Council.
3. According to art. 47 par. 2 of the General Regulation, the Council shall be constituted as required even if some of its members have not been elected or appointed yet. In the course of the election or appointment of the missing members, the Council shall be composed only by the incumbent members. For no reason shall be validly constituted the Council with less than 2/3 of its constituents in office.

Art. 8 – Inauguration meeting

1. The inauguration meeting shall be chaired by the Senior Councillor (hereinafter referred to as the Doyen), who assumes *ad interim* the same prerogatives as the President. The Doyen is the Councillor elected with the highest number of personal votes. In case of tied vote, the Doyen shall be the Councillor of feminine gender or, as a further alternative, the oldest one.
2. The Doyen shall summon the Council no later than two weeks after the beginning of the term and shall be the chairperson of the meeting.
3. Any Councillor willing to present his or her candidacy for the Presidency may do so, also proposing his or her program. The candidature may be expressed before the meeting, according to what the Doyen has prescribed in the summoning. The polling station for the election of the President shall be presided over by the Doyen and it shall be composed by at least two people. The ballot shall be secret.
4. At the first call shall be elected as the President the candidate who has got the absolute



majority of the valid votes. Should all the candidates have not reached the quorum, a run-off shall be immediately held. In case of tied vote, the younger candidate shall be elected.

5. Any Councillor willing to present his or her candidacy as Vice-President may do so, also proposing his or her program. The ballot shall be secret. It shall be elected as Vice-President the candidate who has got the highest number of votes. In case of tied vote, the younger candidate shall be elected.
6. After the conclusion of the inauguration meeting, the Doyen and the reporting secretary shall submit to the Support for Governing Organs office the excerpt of the minutes of the meeting about the election of the President and the decree of appointment by the Council. The President shall start his office at the moment of the registration of the decree.

Art. 9 – The President

1. The President shall represent the Council as a whole in all the activities both within the School or with external authorities.
2. The President shall chair the Council meetings. In particular, he or she shall:
 1. summon the meetings, settle the agenda, and chair the meetings themselves;
 2. sign and confirm, together with the reporting secretary, the minutes of the meetings.
3. The President shall submit the yearly Students' report and make a presentation of it to the School Council.
4. The President shall summon and chair the PhD Students' Plenum, according to the following art. 20 of this regulation.
5. The President, with the help of the Vice-President, shall be the administrator of the Students' Council mailing list.

Art. 10 – The Vice-President

1. Should the President be temporarily absent or unavailable, the Vice-President shall conduct the tasks of the President stated in art. 9, par. 1 and 2.
2. Should the President conclude his or her office before the end of the term, the Vice-President shall undertake all his or her tasks until the next meeting of the Council, when a supplementary election for the President shall be held. The term of the new President shall be the same of the Council.

Art. 11 – The Board

1. The Board is constituted of the President and the Students' representatives elected in the Academic Senate, the Board of Directors, and the Evaluation Unit.
2. The Board shall prepare the meetings of the Council and enact its resolutions.
3. The Board can sanction counsels and proposals to be submitted to the Director, the Academic Senate, and to the Board of Directors. Moreover, the Board shall interact with the Director, the Secretary General and the Administration in general.
4. The Board, according to the Statute and the internal regulations, shall appoint the students' representative in the Committee for the well-being (CUG).
5. The Board shall name the students' representatives in the temporary or ad hoc committees of the School.
6. The Board shall manage the students' representatives' email address studentreps@sisssa.it and it has the network privileges to send messages to the students' mailing list.



Art. 12 – Meeting summoning and agenda

1. The ordinary meetings are summoned by the President once a month, in the week preceding the meeting of the Academic Senate. The President conducts a survey to ascertain the availability of Councillors and communicates through e-mail the summoning at least four days before the scheduled date.
2. The Council may be summoned to an extraordinary session, in circumstances of exceptional gravity and urgency, by e-mail, telephone or verbal communication; the notice shall be 48 hours before the start of the session.
3. The President will also summon the Council upon request by 30% of the Councillors or by the Director.
4. The notice of summoning, in addition to the date, time and place where the meeting will take place, shall contain a list of the topics under discussion.
5. Each Councillor may request the inclusion of an item on the agenda. Such requests must be submitted to the Council within the time limits set for the summoning of the next regular session.
6. The available documentation related to items on the agenda should be sent to the Councillors by 48 hours before the start of the session.

Art. 13 - Validity of meetings

1. Meetings of the Council are valid if the majority of the councillors participate. The absence of a councillor will be considered to be validly justified if it has been notified to the President before the scheduled start of the session.

Art. 14 - Participation of non-members

1. Save what laid down in art. 7 par. 2, any Councillor has the faculty to invite anyone who is able to present or provide clarification on certain topics, after the admission of the President and inclusion in the agenda of the session.
2. The Director, the General Secretary, the President of the SISSA Club or his delegate, the Workers' Representatives for Safety elected by the students, as well as student representatives appointed in committees, collegial bodies and committees who are not members of the Student's Council according to art. 7 can independently address the President to request an audience. The President inserts their intervention in the next meeting of the Council.

Art. 15 - Conduction of Meetings

1. The President arranges the execution of the roll call of the councillors.
2. The meeting is opened as soon as the quorum stated on the preceding art. 13 is reached.
3. In case of lack of a quorum, the session is deferred to 30 minutes later. If at the new time of summoning the quorum is not reached, the meeting is summoned again by the President within 48 hours.
4. The President is entitled to all the powers relating to the discipline of the sessions and discussion.
5. Discussion takes place in the order of entry of the objects, save the possibility of voting at any time of the session, on the proposal of the President or of any Councillor, the rearrangement of the arguments to discuss.



6. The President may determine, at the beginning of the discussion, the time limit for each speech.
7. Each Councillor has the right to conclude his speech without being interrupted, except in cases in which the President may interrupt to allow the continuation of the session, to suspend or to ensure the quiet progress of the work.
8. Discussion ends with the vote on the proposed resolutions summarized at the end of the debate by the President.
9. In case of excessive length of work, the President may update the meeting to a later date or propose the inclusion of the missing points on the agenda of the next ordinary session.

Art. 16 - Standing committees

1. In order to make the work of the Council easier, appropriate committees may be delegated to preliminarily examining or preparing the topics to be discussed in the meetings. The Council may appoint standing committees or working groups on specific topics and themes.
2. Such committees shall be composed of at least three members, among which the Councillors elect a spokesperson.
3. The Council shall establish the following three permanent Commissions:
 1. Didactics
 2. Services
 3. CommunicationAt least one member of the Board and the Students' Representatives in the School Committees of analogous subjects shall be members of each permanent Commissions.
4. Officials or experts from outside the Council may also be included among the members of the committees.

Art. 17 - Voting and Resolutions

1. Save what laid down in these Rules, all votes are decided by the majority of those present. In the event of a tie, the vote of the President prevails.
2. Each member shall cast only one vote regardless of the number of charges held.
3. Voting shall be recorded and carried out by raising of hands or by verbal call.
4. Apart from the cases provided for in this Regulation, voting will be by secret ballot on indication of the President, or at the suggestion of a Councilor approved in manifest form.
5. Resolutions of the Council are normally executive at the approval of the minutes of the meeting at which they are taken, with the exception of the cases provided by these Rules and the resolutions whose immediate execution is proposed and voted on by the Council by absolute majority.

Art. 18 – The meetings' minutes

1. When opening the meeting, the President shall designate a reporting secretary among the Councillors, to redact the meeting minutes. The final minutes shall be signed by the President and the secretary, and they shall be published on the designated area on the representative's web page.
2. The minutes shall contain the list of participants and a short summary of the discussion, granting each Councillor the right to request his or her speech to be fully reported. In this case the Councillor shall provide the secretary with a written account of his or her speech,



also after the end of the meeting.

3. The minutes shall be approved online within two weeks from the meeting. Corrections pointed out by the Councillors that do not raise any objection shall automatically be included in the minutes.

Art. 19 – Online meetings

1. One or more Councillors can ask to participate to the Council meetings online, provided that the chosen medium allows to participate actively to the meeting activities. The President shall be responsible for providing all necessary technological means.
2. In cases of exceptional urgency, or to approve limited topics, the Council can resolve online as laid down in art. 49 in the General Regulation. In particular, the President shall send the proposal to be approved to the mailing list students-council and he or she shall set the period of time in which the Councillors can vote. The Councillors shall vote through the function Reply To All of the e-mail client. The votes sent just to the President shall not be considered valid.
3. Upon request of at least 4 Councillors, the online meeting shall be suspended and the issues under discussion shall be inserted in the agenda of the next ordinary or extraordinary meeting. Any vote that has been cast before the suspension of the meeting shall not be noted.

Section II

Students' participation, communication and outreach

Art. 20 – The PhD Students' Plenum

1. The students have the right to convene autonomously in an Assembly every time they feel it is necessary, while respecting the organizational needs of the School, according to art. 12 par. 5 of the Statute.
2. The Plenum shall be summoned by the President, on his or her own initiative, upon request of at least 1/3 of the Councillors, or upon request of at least 40 students of the PhD courses.
3. The Plenum shall be summoned in ordinary form at least two times per year by the President, giving notice at least one week before, and it shall be given the maximum publicity.
4. In case of matters of exceptional seriousness and urgency, the Plenum can be summoned in extraordinary form with at least a 48 hours notice.
5. The Plenum is the main moment of discussion between students and representatives. The results of the debate shall be included in the agenda of the next ordinary meeting of the Council.

Art. 21 – Area, PhD course and Year assemblies

1. The students enrolled in a particular year, from one or more PhD courses, as well as from one of the scientific Areas of the School, can convene in an assembly in the School premises to debate issues pertaining their year, course, or area.
2. Such assemblies shall be summoned by the Area representatives or by the PhD course representatives, on their own initiative, on the initiative of the Board or of the students themselves.



3. The summoning shall be noticed in any case to the Council through the mailing list.

Art. 22 – Other assemblies and democratic participation

1. The Council supports and facilitates all the forms of the students' participation to the life of the School and to the internal debate. In particular, it shall protect the students' freedom of assembly, including when autonomously summoned, under the prescription they occur with forms and aims compatible with the School's ones.
2. The councillors shall cooperate among themselves and with the involved students to pursue a constant and reciprocal communication, keeping the Council informed about the topics of its concern or in any case when requested.

Art. 23 – Polls and referenda

1. The Council can ask the opinion of the whole students' body on specific topics by means of an online poll, carried out through the School platform.
2. The result of the poll shall be binding for the Council if more than 1/3 of the students participate to the vote.

Art. 24 – Representatives' web page

1. The students' representatives shall manage a dedicated web page, on a web space made available by the School.
2. On the web page, all activities conducted by the Council and related documentation shall be made public, in particular the summoning notes and the minutes of all the meetings.
3. The web page shall also include all the documentation and the pieces of information the representatives are providing to the students of the School, including indications about the procedures, the regulations and the possibilities offered by the School.
4. The web page shall be managed by the Third Committee(Communication) of the Council.