

## ELECTION ANNOUNCEMENT FOR THE ELECTION TO THE SENATE WS 2024/2025

The representatives in the Senate for the following member groups at Hochschule Geisenheim University (HGU) are to be elected in accordance with § 37 HessHG: (HessHG = Hessian Higher Education Act).

The member groups are:

- professors,
- students and doctoral candidates according to § 29 para. 4 HessHG, insofar as they are not employees of the HGU,
- academic and scientific staff, according to § 82 para. 2 HessHG (scientific members),
- The administrative and technical staff, including members of the library service and non-physician health care professionals (administrative-technical members)

According to § 42 HessHG the Senate consists of **17 members** and is composed as follows:

- professors: **nine members**,
- students: **three members**,
- academic and scientific staff: **three members**,
- administrative and technical staff: **two members**.

### Election Committee

In its session on **July 2, 2024** the Senate elected an **Election Committee** made up of the following members:

#### 1. Professors members:

Mr. Prof. Dr. Andreas Kurth  
Mr. Prof. Dr. Mark Strobl

#### substitute members:

Mr. Prof. Dr. Kai Velten  
Mr. Prof. Dr. Thomas Muschkullus

#### 2. Academic and Scientific Staff member:

Mr. Dr. Maximilian Freund

#### substitute member:

Ms. Lucia Garstka

#### 3. Administrative and Technical Staff member:

Mr. Thorsten Schomann

#### substitute member:

Mr. Dr. Karsten Rose

#### 4. Students member:

Ms. Lilli Feisthauer

#### substitute member:

Ms. Sarah Schäfer

The contact persons for the Election Committee are the Chairman Thorsten **Schomann** ([thorsten.schomann@hs-gm.de](mailto:thorsten.schomann@hs-gm.de)) and the Deputy Chairman Dr. Maximilian **Freund** ([maximilian.freund@hs-gm.de](mailto:maximilian.freund@hs-gm.de)). Election Officer is the **Chancellor**, Ms. Marion **Waldeck**, MBA.

In coordination with the Election Officer, the Election Committee is responsible for the proper preparation and conduct of the elections and for the technical preparation of the elections.

Election Committee meetings are open to the public. The dates and locations of the meetings as well as the resolutions of the Election Committee are announced on the Hochschule Geisenheim University website <https://www.hs-geisenheim.de/elections/en> as well as via the notice boards.

## **General information**

Election regulations: For the conduct of the Hochschule Geisenheim University Senate elections in winter semester 2023/2024 the HGU election regulations of January 23, 2013, last amended on December 15, 2020 (Official Notice 07/2020), based on the HessHG, apply.

### Election principles:

The representatives of the member groups in the Senate shall be elected in free, equal, secret and direct elections by the respective **member group according to the principles of proportional representation (list election)**. The form of election shall be determined by whether one or more nominations are submitted per group of members.

Proportional representation: If there are several approved nominations for election in a group (i.e. more than one list), the election is conducted according to the rules of proportional representation. Each person entitled to vote has one vote. He or she can assign this vote to one list of nominations.

Direct election: If only one nomination for election or one list of candidates has been accepted in a group, it will be elected according to the rules of direct election. Each eligible voter has as many votes as there are seats in the Senate to be filled by the respective group.

If, in addition to a nomination for election that has already been submitted to the election office, at least one further list proposal is submitted within the same group of members, the election shall be conducted according to the principles of proportional representation. In this case, the order of the candidates indicated is decisive.

Substitute members: In the elections to the Senate substitutes for the Senate members are also determined, who in turn form the Extended Senate together with the Senate members.

Proportional representation: Substitutes shall be the list members listed in the order of the list of candidates after the members of the Senate according to the number of mandates allocated to the list.

Direct election: If only one nomination is submitted for a group, the candidates who have not been allocated a seat on the basis of the election results and who have the next highest number of votes are substitutes.

If a list of candidates contains fewer candidates than the maximum number of seats it would be entitled to, the remaining seats shall remain vacant.

Term of office: The term of office of Senate members **begins** on the first day of the semester following the election,

**on April 1, 2025.**

The term of office of the representatives from the group of students is one year. The representatives from the other groups are each in office for two years.

## Who can vote and be elected?

According to the election regulations, every member of the Hochschule Geisenheim University has the right to vote and to be elected for her/his group according to § 37 HessHG.

Eligible to vote for these elections to the Senate are

- professors,
- students and doctoral candidates according to § 29 para. 4 HessHG, insofar as they are not employees of the HGU,
- academic and scientific staff, according to § 82 para. 2 HessHG (scientific members),
- administrative and technical staff,

who are entered in the electoral register.

## Electoral register

All eligible voters are listed in the electoral register. It is available for inspection

For students: In the Admissions Office, Müller-Thurgau-Haus;

For employees: In the Election Office, Administration Building, room 116, 1<sup>st</sup> floor.

from

**December 9 to 12, 2024, daily from 9:00 am to 12:00 (noon).**

**Objections** to the electoral register can be made in writing until **December 13, 2024, 12:00 (noon)**. A decision about the objection will be made by the Election Committee.

## Submission of candidate nominations

Nominations should be submitted to the **Election Office, Administration Building, room 116, 1st floor**, by

**December 16, 2024, 12:00 (noon),**

using the form provided: <https://www.hs-geisenheim.de/elections/en> "Information & form templates for election".

Nominations should contain the names of all eligible candidates, in the correct order. Ideally, there should be an appropriate female / male representation in proportion to the group.

The lists of candidates should contain a sufficient number of candidates to enable sufficient **substitute members** to be appointed to the extended Senate. Each applicant may only be named on one list of nomination.

The approved nominations will be made public after examination by the Election Committee.

## Presentation of the candidates

On **January 14, 2025, 5:15 pm - 7:15 pm**, the candidates will briefly introduce themselves following the Senate meeting. The moderated short presentation will take place in the auditorium and will **also be livestreamed**.

## **Election days**

Voting takes place via **online election** on

**January 21 to January 27, 2025 via the Online-Tool POLYAS**

University members **without personal access** to the internet can use a **PC voting booth** in the entrance area of the **library** on weekdays during this period (opening hours Mon - Thu: 9:00 am - 7:00 pm, Fri: 9:00 am – 4:00 pm).

## **Postal vote**

There is the possibility of mail-in ballot. An application for receiving the documents related to the mail-in ballot must be submitted in writing to the election office by **January 7, 2025, 12:00 (noon)**. You will then receive your mail-in ballot.

Mail-in ballots must be returned to the election office by **January 20, 2025, 12:00 (noon)**. Details of the voting procedure can be found in the election regulations.

## **Determining and declaring the provisional and final election results**

The provisional election results shall be made public by the Election Committee to all members of the University in a suitable way after the results have been determined and released by the Election Officer on **January 28, 2025**.

The relevant period for election review begins with the announcement.

Upon expiry of this time period (**February 6, 2025, 12:00 (noon)**), after the decision resulting from the scrutiny procedure has become binding or after the end of the repeat election, the final result shall be made public to all University members by the Election Committee upon approval by the Election Officer.

The elected members and substitutes shall be informed of the election result in writing by the Election Officer.

## **Objections to the election results**

Any person entitled to vote may contest the results of the elections by means of an appeal. This requires a written application with reasons, which must be submitted to the Election Committee within seven working days of the determination of the preliminary election result.

**For further details and provisions regarding the elections, please refer to the information provided on our dedicated website using this QR-code:**

