



OBUDA UNIVERSITY
STATUTES OF THE DOCTORAL STUDENT ASSOCIATION

BUDAPEST, 2019.
(Effective from December 20, 2019)

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PREAMBLE

The Doctoral Student Association of Obuda University (hereinafter: the University) is established pursuant to Section 63 (1) of Act CCIV of 2011 on National Higher Education (hereinafter: Nftv.)—which stipulates that the institutional representation of doctoral students shall be provided by a doctoral student council operating as part of the higher education institution—the Doctoral Student Association of Obuda University hereby adopts its Statutes as follows for the purpose of effectively protecting the interests of doctoral students as guaranteed by law.

PART I

GENERAL PROVISIONS

Scope of the Statutes

Section 1

(1) The Obuda University Doctoral Student Association (hereinafter: ÓE DÖK) is the university-level organization representing the interests of the University's doctoral students.

(2) The name of the ÓE DÖK in Hungarian is: Óbudai Egyetem Doktorandusz Önkormányzat.

Abbreviated name: ÓE DÖK.

English name: Doctoral Student Association of Obuda University.

(3) The temporary headquarters of the ÓE DÖK: 1084 Budapest, Tavaszmező street 14-18, Building G, Basement – DJB Office.

Legal Status of the ÓE DÖK

Section 2

(1) Based on the rights guaranteed in the Nftv. and the University's regulations, the ÓE DÖK represents and protects the interests of doctoral students (and doctoral candidates) as a separate and independent entity from the University Student Self-Government of Obuda University (hereinafter: ÓE EHÖK).

(2) Every active doctoral student (and doctoral candidate) with student status at the University is a member of the ÓE DÖK.

(3) The ÓE DÖK is not a separate legal entity.

(4) The ÓE DÖK performs its duties independently within the framework of applicable laws, university regulations and faculty regulations, and manages its finances independently using the financial resources made available by the University in accordance with the University's financial management regulations.

(5) The ÓE DÖK is ideologically neutral and does not engage in party political activities; its organization is independent of political parties.

Duties and Rights of the ÓE DÖK

Section 3

(1) The ÓE DÖK

a) establishes its own policies;

- b) elects its officers;
- c) makes comments and suggestions regarding the operation of the University;
- d) ensures the proper use and preservation of the premises and equipment made available to it;
- e) promotes the realization of academic freedom for faculty and students and acts to protect the interests of doctoral students;
- f) in order to effectively protect the interests of doctoral students, continuously coordinates its position and strives for consensus-based decisions with all organizational units of the University;
- g) advocates for compliance with university regulations affecting doctoral students (and doctoral candidates) and ensures that such regulations conform to legal standards;
- h) represents the interests of the University's doctoral students (and doctoral candidates);
- i) works closely with the National Association of Doctoral Students (hereinafter: DOSZ) to effectively protect the interests of doctoral students (and doctoral candidates).
- j) keeps the University's doctoral students (and doctoral candidates) continuously informed, through its information channels, about legislative changes affecting them, calls for applications, scholarship opportunities, issues related to the University's operations, and the activities of the ÓE DÖK;
- k) supports and organizes the professional and other community activities of doctoral students (and doctoral candidates);
- l) participates in the organization of academic public life and the creation of academic forums and workshops; cooperates with the University's doctoral schools to maintain existing international relationships and initiates the establishment of new ones, supporting student international mobility with the resources at its disposal;
- m) organizes social, cultural, sports, and other recreational programs for the University's doctoral students (and doctoral candidates);
- n) maintains contact with domestic and foreign doctoral schools, domestic and international PhD/DLA organizations, research institutes, and academic bodies;
- o) participates in building domestic and international educational, cultural, and scientific training connections for doctoral students (and doctoral candidates);
- p) awards prizes to doctoral students engaged in outstanding public service activities;
- q) exercises the powers granted to it by law and university regulations;
- r) decides on matters referred to its jurisdiction by laws and university regulations.

(2) The ÓE DÖK exercises the right of consent in matters affecting doctoral students (and doctoral candidates)

- a) when adopting or amending the academic and examination regulations;
- b) when adopting or amending the regulations on fees and benefits;
- c) when adopting or amending the university doctoral regulations;
- d) regarding the procedure for student evaluation of teaching;
- e) in the use of funds allocated for youth policy and doctoral student purposes.

(3) The ÓE DÖK exercises the right to provide input on the adoption and amendment of additional

appendices to the University's Organizational and Operational Regulations regarding all other matters affecting doctoral students (and doctoral candidates).

(4) The ÓE DÖK may make proposals regarding the establishment and modification of the structure of the doctoral program, as well as proposals for the introduction of elective courses and seminars in the doctoral program and for inviting external instructors (lecturers).

PART II

Organization and Operation of the ÓE DÖK

The Organization of the ÓE DÖK

Section 4

(1) The decision-making bodies of the ÓE DÖK are:

- a) the Delegates' Assembly;
- b) the Presidency.

(2) The officers of the ÓE DÖK are:

- a) the President;

(3) The ÓE DÖK's acting officers:

- a) the vice president;
- b) the elected representatives of the University's doctoral schools (hereinafter: delegates);
- c) the president's delegate(s);
- d) the case officer(s);
- e) the members of the specialized committees;
- f) the members of the working groups;
- g) the office manager and
- h) the office manager's assistants.

The Delegates' Assembly of the ÓE DÖK

Section 5

(1) The ÓE DÖK Delegates' Assembly (hereinafter: Delegates' Assembly) is the supreme decision-making body of the ÓE DÖK, consisting of 7 members.

Section 6

(1) The voting members of the Delegate Assembly are:

- a) the President (1 person);
- b) the Vice-presidents (2 members);
- c) delegates (3 persons);
- d) the delegate from the ÓE EHÖK.

(2) The Assembly of Delegates has the following permanent guests with the right to participate in its deliberations:

- a) the Rector of the University;
- b) the Chair of the University's Doctoral Council.

(3) The Chair of the Assembly of Delegates is the Chair of the Student Union. If the Chair is unable to attend, the meeting is chaired by the Vice Chair.

Section 7

- (1) The Assembly of Delegates meets at least twice per semester.
- (2) The Assembly of Delegates is convened by the Chair.
- (3) In addition to the regular semiannual meetings, extraordinary meetings may also be convened on an ad hoc basis.
- (4) The President is required to convene the Assembly of Delegates:
 - a) upon a written motion by the rector;
 - b) upon a written request from 50% of the voting members of the Assembly of Delegates;
 - c) in any case where the Presidency deems it necessary.
- (5) The President shall send the invitation to the Delegates' Assembly, the proposed agenda, and the written proposals related to the agenda items to the members and invitees of the Delegates' Assembly in writing or electronically (via email) at least five working days prior to the scheduled date of the Delegates' Assembly.
- (6) Any officer of the ÓE DÖK may propose an item for the agenda. If at least half of the Assembly members present and eligible to vote agree with the proposal, it shall be added to the agenda.
- (7) The Delegates' Assembly shall adopt the agenda by open vote at the beginning of the meeting.
- (8) If the Chair fails to provide the materials related to any agenda item of the Delegates' Assembly to the members and invitees of the Delegates' Assembly by the deadlines specified above, that agenda item may only be discussed with the approval of a simple majority of the Delegates' Assembly.
- (9) In the case of an extraordinary meeting, the Delegates' Assembly may be convened by brief notice, verbally, or via teleconference. In the case of an extraordinary Delegates' Assembly, procedures differing from those set forth in paragraphs (5), (8), and (9) may also be applied.

Section 8

- (1) Meetings of the Assembly of Delegates are public
- (2) A closed session shall be ordered if
 - a) a person with voting rights proposes it and at least 50% of the members of the Assembly of Delegates with voting rights support the proposal;
 - b) the public meeting would violate personal rights;
 - c) a public meeting would violate trade secrets.
- (3) Only members with voting rights, permanent invitees, and, if necessary, those involved in the proceedings may participate in a closed session.

Section 9

- (1) The Delegates' Assembly has a quorum if more than half of its members with voting rights are present.
- (2) The secretary shall verify the quorum at the beginning of the Delegates' Assembly and during the meeting.
- (3) In the event of a lack of quorum, a new Delegates' Assembly with the same agenda must be convened within 3 days at the latest, which shall have a quorum regardless of the number of attendees.

Section 10

(1) Rights and Duties of the Delegates' Assembly

- a) adopts the ÓE DÖK Statutes and amendments thereto;
- b) approves the call for applications for the position of President of the ÓE DÖK;
- c) elects the President of the ÓE DÖK based on the application;
- d) -elects the Vice President of the ÓE DÖK based on the President's proposal;
- e) elects the members of the standing and ad hoc committees;
- f) elects its representatives to the Faculty Councils and faculty committees;
- g) decides on the adoption of the ÓE DÖK's annual budget and amendments thereto, as well as its final accounts;
- h) approves the Presidency's annual report;
- i) decides on the removal of the President and Vice President;
- j) decides on the recall of members of standing and ad hoc committees;
- k) decides, based on a proposal from the Presidency, on the recall of the ÓE DÖK's faculty and university committee representatives;
- l) decides on the establishment of scholarships administered by the ÓE DÖK;
- m) approves the application form for institutional professional and academic scholarships for doctoral students;
- n) decides on joining or cooperating with any other cultural, sports, artistic, scientific, professional, or other bodies or organizations;
- o) elects a member from among its own members to serve on the Presidency;
- p) decides on other matters within its jurisdiction.

(2) The Delegates' Assembly exercises the right of consent regarding commitments exceeding one million forints that affect the ÓE DÖK.

(3) The Delegates' Assembly shall exercise the powers set forth in paragraph (1)(g) and (m) in accordance with the procedures established by the ÓE DÖK Financial and Benefits Regulations.

Section 11

(1) The Delegates' Assembly shall adopt its decisions by open vote, with the votes of more than half of the members present.

(2) Each member of the Delegates' Assembly with voting rights shall have one vote.

(3) Any officer may request a secret ballot, on which the Delegates' Assembly shall decide immediately and without debate.

(4) A secret ballot must be held for personnel matters.

(5) In the event of a secret ballot, the Delegates' Assembly shall, upon the proposal of the Chair, elect a ballot-counting committee consisting of at least three members from among the officers of the ÓE DÖK. If the secret ballot is held due to a personnel matter, the person concerned may not be a member of the ballot-counting committee.

(6) The Delegates' Assembly shall decide by a two-thirds majority of the members present:

- a) on the approval of the budget and the final accounts, as well as
- b) on the adoption and amendment of the Statutes.

(7) The Delegates' Assembly decides by a two-thirds majority of the members on the recall of the President and Vice President.

(8) A member of the Delegates' Assembly who has a personal or direct interest in the proceedings of the Delegates' Assembly, or from whom an impartial, objective, and unbiased decision cannot be expected for any other reason, may not participate in the proceedings

Section 12

(1) Minutes shall be taken of the meetings of the Delegates' Assembly, which shall include the names and signatures of those present at the Delegates' Assembly, the date and location of the meeting, and the resolutions with the voting ratios.

(2) The minutes shall be certified by the chairperson and one delegate elected at the beginning of the Delegates' Assembly.

(3) The detailed minutes shall be kept in the archives of the ÓE DÖK for at least 5 years.

(4) In the case of a closed session, the Assembly of Delegates may classify the portions of the minutes pertaining to privacy rights as confidential for a maximum of 5 years.

The ÓE DÖK Presidency

Section 13

(1) The ÓE DÖK Presidency is a body consisting of 4 members.

(2) The voting members of the ÓE DÖK Presidency (hereinafter: Presidency) are:

- a) the President;
- b) vice-presidents (2 members);
- c) a member delegated from among the members of the Delegates' Assembly (1 person).

(3) Permanent guests with the right to participate in the Presidency's meetings:

- a) the president's representative(s)
- b) the secretaries.

(4) Persons invited by the President may attend the Presidency meeting.

Section 14

(1) The rights and duties of the Presidency:

- a) to formulate the ÓE DÖK's position on advocacy issues;
- b) organizes and directs the work of the ÓE DÖK;
- c) makes recommendations to the Delegates' Assembly regarding the members of the ÓE DÖK's standing committees;
- d) makes proposals for amendments to the regulations of the University's doctoral schools;
- e) makes proposals regarding the annual agenda of the ÓE DÖK;
- f) makes proposals regarding the annual budget of the ÓE DÖK;
- g) implements the ÓE DÖK's annual budget;
- h) manages the finances of the ÓE DÖK;
- i) elects and dismisses the representatives of the ÓE DÖK;
- j) submits a proposal to the Delegates' Assembly to recall a permanent committee member of

the ÓE DÖK;

- k) prepares the Delegates' Assembly for its decision-making activities;
- l) decides on other matters within its jurisdiction.

(2) The Presidency reports annually to the Delegates' Assembly on its activities.

Section 15

(1) The Presidency meets as needed, but at least once a month.

(2) The President shall convene a meeting of the Presidency at least 3 business days prior to the meeting via email or telephone.

(3) The agenda for the Presidency meeting shall be set by the Chair.

(4) Any member of the Presidency may propose an item for the agenda. If at least half of the Presidency members present and eligible to vote agree with the proposal, it shall be added to the agenda.

(5) The Presidency shall adopt the agenda by open vote at the beginning of the meeting.

(6) The meetings of the Presidency shall be chaired by the President.

Section 16

(1) The Presidency shall have a quorum if at least three members of the Presidency, including the Chair, are present.

(2) The Presidency shall adopt its resolutions by a simple majority.

(3) A member of the Presidency who has a personal or direct interest in the proceedings of the Presidency, or from whom an impartial, objective, and unbiased decision cannot be expected for any other reason, may not participate in the proceedings.

Section 17

(1) Meetings of the Presidency shall be public.

(2) A closed session shall be ordered if

- a) a member of the Presidency with voting rights proposes it and 50% of the members of the Presidency with voting rights support the proposal;
- b) the public meeting would violate personal rights;
- c) a public meeting would violate trade secrets.

(3) Only members with voting rights, permanent invitees, and, if necessary, those involved in the proceedings may participate in a closed session.

Section 18

(1) Minutes shall be taken of the meetings of the Presidency.

(2) The minutes shall list the names of the Presidency members present and the minute-taker, as well as the place and time of the meeting, and shall include the resolutions adopted at the meeting and the voting results.

(3) The minutes shall be signed by the Chair and certified by another member of the Presidency elected at the beginning of the meeting.

(4) The minutes of the Presidency's meetings shall be kept in the ÓE DÖK archives for 5 years.

(5) In the case of a closed meeting, the Presidency may classify the portion of the minutes pertaining to privacy rights for a maximum of 5 years.

The President of the ÓE DÖK

Section 19

- (1) The President is the representative of the ÓE DÖK, the Delegates' Assembly, and the Presidency.
- (2) The President
 - a) represents the ÓE DÖK in the DOSZ Delegates' Assembly;
 - b) represents the students of the ÓE DÖK in domestic and international forums;
 - c) represents the ÓE DÖK in any other forum in a personal capacity.

Section 20

- (1) The President
 - a) convenes and presides over the Delegates' Assembly and the Presidency meetings, and sets their agendas;
 - b) directs the activities of the ÓE DÖK;
 - c) coordinates the work of the Presidency and the Delegates' Assembly;
 - d) announces delegate elections in the doctoral schools;
 - e) determines the general principles and direction of the ÓE DÖK's financial management;
 - f) appoints and dismisses the President's representatives;
 - g) appoints and dismisses the Office Manager and assistants of the ÓE DÖK;
 - h) oversees the operations of the ÓE DÖK office;
 - i) ensures the implementation of the decisions of the Delegates' Assembly and the Presidency;
 - j) is required to report on the work carried out during the previous period at every Delegates' Assembly;
 - k) is responsible for the management and operation of the ÓE DÖK;
 - l) is responsible for the financial management of the ÓE DÖK;
 - m) reports annually to the Delegates' Assembly on the ÓE DÖK's financial management and the lawful use of funds.
- (2) The president is authorized to
 - a) make statements on matters concerning the ÓE DÖK;
 - b) to propose a candidate for the position of Vice President;
 - c) to propose the removal of the Vice President;
 - d) participate in the meetings of the ÓE DÖK's committees and working groups with the right to consult.
- (3) The President is authorized to act independently in matters specified in the Statutes and in matters referred to his or her authority by the Delegates' Assembly.
- (4) The President may issue implementing instructions to clarify or interpret the provisions of the Statutes, which are binding on the addressees.
- (5) The President's authority to issue instructions does not extend to the Election Committee.

The Acting President of the ÓE DÖK

Section 21

- (1) Until the Delegates' Assembly is lawfully constituted, the Rector shall appoint an Acting President of the ÓE DÖK to prevent the ÓE DÖK from being unable to represent its interests and to avoid violating applicable laws.
- (2) The acting president of the ÓE DÖK shall perform the duties of the ÓE DÖK president and exercise his or her powers; furthermore, he or she shall represent the ÓE DÖK in the Senate during the period

until the election of the ÓE DÖK's Senate member.

(3) His or her term of office shall last until the Delegates' Assembly elects the DÖK President, but shall not exceed six months, taking into account that—when the terms of all doctoral student government offices are combined—the total term may not exceed four years.

(4) The Rector may extend the term of office of the acting DÖK President once, for an additional 6 months if the Delegates' Assembly has not elected a president during the interim period or if the presidential election was unsuccessful, taking into account that—when the terms of all doctoral student government positions are combined—the total term may not exceed four years.

Rules Governing the Election of the President of the ÓE DÖK

Section 22

(1) The president shall be elected by the Delegates' Assembly for a term of two years following a public call for nominations. The president may be re-elected once. The president's term of office—taking into account the combined duration of all doctoral student government positions—may not exceed four years.

(2) The Delegates' Assembly shall announce the call for applications for the election of the President no later than 30 days before the expiration of the previous President's term

(3) Any doctoral student or doctoral candidate who is actively enrolled in a doctoral school of the University, or any doctoral student or doctoral candidate with a legal status at the University, who has submitted a valid application by the application deadline, may be elected as president.

(4) The application must include:

- a) an application form;
- b) proof of active doctoral student or doctoral candidate status;
- c) a resume;
- d) a letter of motivation;

e) an election platform.

(5) If an application does not include the documents specified in paragraph (4), it shall be rejected without the opportunity to remedy the deficiency. Applications received shall be reviewed by the Election Committee established for this purpose.

(6) The election of the president requires the votes of more than half of the members of the Delegates' Assembly.

(7) If no candidate obtains the number of votes required for election within one hour, a second round shall be held.

(8) Only the two candidates who received the most votes in the first round may run in the second round.

(9) From among the candidates running in the second round, the Delegate Assembly shall elect as president the candidate who receives the most votes.

(10) By electing the president, the Delegates' Assembly also elects the ÓE DÖK's member of the Senate.

Section 23

The president's term of office shall expire:

- a) upon the expiration of his or her term;
- b) upon his or her death;

- c) upon resignation;
- d) upon recall;
- e) due to a conflict of interest;
- f) upon the loss of legal capacity;
- g) termination of his or her status as an active doctoral student or doctoral candidate;
- h) if the court, by a final and binding decision, bars the person from holding public office;

Section 24

(1) The recall of the President may be initiated by one-third of the members of the Assembly of Delegates.

(2) The Assembly of Delegates shall decide on the recall of the President by a two-thirds majority of its members, by secret ballot, in an extraordinary session.

Section 25

(1) In the event of the termination of the President's term of office prior to the expiration of the term, a special election shall be called.

(2) In the event of the termination of the President's term of office, the Vice President shall perform the duties of the President as acting President until the election of the next President.

(3) The provisions governing the election of the President shall apply mutatis mutandis to the by-election.

The Vice President of the ÓE DÖK

Section 26

The Delegates' Assembly shall elect a Vice President for a term of two years upon the President's recommendation.

Section 27

The ÓE DÖK distinguishes between two types of vice-presidential positions:

- a) General Vice President;
- b) Vice President responsible for representing the interests of international students.

Section 28

In the absence of the President or if the President is unable to perform his or her duties, the General Vice President of the ÓE DÖK shall replace the President with full authority.

Section 29

In the absence or incapacity of the President and the General Vice President of the ÓE DÖK, the Vice President responsible for representing the interests of international students shall replace the President with full authority.

Section 30

(1) Any doctoral student or doctoral candidate who is actively enrolled in a doctoral school of the University and holds a legal status as a doctoral student or doctoral candidate may be elected as a Vice President.

(2) The Vice President may be re-elected once.

Section 31

(1) The Assembly of Delegates shall elect the Vice President based on the President's nomination. The election of the Vice President requires the votes of more than half of the members of the Assembly of Delegates.

(2) If the candidate for Vice President nominated by the President does not receive the required number of votes, the President shall convene an extraordinary Delegates' Assembly within one hour to elect the Vice President and shall nominate the candidates.

(3) During the extraordinary Delegates' Assembly, the President may re-nominate the candidate originally proposed.

(4) If the Delegates' Assembly fails to secure the number of votes required for the election of the candidate proposed by the President even during the extraordinary Delegates' Assembly, the President shall convene an extraordinary Delegates' Assembly within 8 days.

(5) At the extraordinary Delegates' Assembly convened for the second time, the chairperson may not again nominate the candidate proposed on the first two occasions.

Section 32

The term of office of the Vice President shall expire:

- a) upon the expiration of the term;
- b) upon the termination of the President's term of office;
- c) upon resignation;
- d) upon his or her death;
- e) upon recall;
- f) due to a conflict of interest;
- g) loss of legal capacity;
- h) upon the termination of his or her status as an active doctoral student or doctoral candidate;
- i) if a court issues a final decision barring him or her from holding public office;

Section 33

(1) The recall of the Vice President may be initiated by the President or by one-third of the members of the Assembly of Delegates.

(2) The Assembly of Delegates shall decide on the recall of the Vice President by a two-thirds majority of its members, by secret ballot, in an extraordinary session.

Section 34

(1) In the event of the termination of the Vice President's term of office, the President shall convene an extraordinary Delegates' Assembly within 15 days, at which the President shall nominate a candidate.

(2) The term of office of the Vice President elected in the by-election shall last until the next regular election.

(3) The provisions governing the election of the Vice President shall apply mutatis mutandis to the election of the new Vice President.

The President's Representative

Section 35

(1) For the purpose of performing a specific task, the President may appoint a Presidential Representative from among the University's doctoral students or doctoral candidates who hold active student status, with notification to the Assembly of Delegates, for a term of up to one year. Upon the

expiration of the presidential delegate's term of office, he or she shall report to the Assembly of Delegates.

The Case Officer

Section 36

- (1) For the purpose of performing specific tasks, the Presidency may elect a case officer(s) from among the University's students with active student status or the University's doctoral candidates for a term of up to one year.
- (2) The case officer shall report to the Presidency every semester and upon the expiration of their term.
- (3) The case officers's term of office shall terminate:
 - a) upon the expiration of the term;
 - b) upon the termination of the Presidency's mandate;
 - c) upon resignation;
 - d) upon death;
 - e) upon recall;
 - f) upon the loss of legal capacity;
 - g) upon the termination of his or her status as an active undergraduate, graduate, or doctoral student.

The office manager and the assistant office manager

Section 37

- (1) The President may appoint an office manager or office manager assistant(s) from among the University's active students or doctoral candidates.
- (2) The office manager's duties include, in particular,
 - a) coordinate the performance of the organization's administrative tasks,
 - b) manage the ÓE DÖK office and its day-to-day operations,
 - c) assist the ÓE DÖK in its committee work,
 - d) perform administrative duties during ÓE DÖK events,
 - e) manage the ÓE DÖK's digital platforms, and
 - f) supervise the work of the office manager's assistant(s).
- (3) The office manager assistant is specifically responsible for
 - a) perform the administrative duties of the ÓE DÖK,
 - b) assist the ÓE DÖK in its committee work, and
 - c) perform administrative duties during ÓE DÖK events.

The ÓE DÖK committees and working groups

Section 38

- (1) To perform tasks requiring special expertise or extraordinary duties that necessitate the work of bodies other than the ÓE DÖK Delegates' Assembly and Presidency, the Delegates' Assembly may establish a committee and the Presidency may establish a working group. The Presidency must immediately inform the Delegates' Assembly of the establishment of a working group.
- (2) A committee may be either a standing or an ad hoc committee. The term of a committee is either

fixed or indefinite, while the term of a working group may not exceed one year.

(6) The chair of the ad hoc committee is elected by the committee itself from among the executive members of the ÓE DÖK at its inaugural meeting, while the leader of the working group is appointed by the president. In addition to the executive members of the ÓE DÖK, other individuals may also be included in the ad hoc committee and the working group.

(7) The ad hoc committees and working groups of the ÓE DÖK have advisory, propositional, and preparatory powers; they may not be vested with independent decision-making authority. The committee and the working group shall report on their activities to the Delegates' Assembly every semester.

(8) The resolution establishing an ad hoc committee must specify, in particular:

- a) the committee's tasks;
- b) whether the committee is established for a fixed or indefinite term, and in the case of a fixed term, the date or conditions for the termination of the mandate;
- c) the members of the committee.

(9) The rights and duties of all committee members shall include, in particular:

- a) to attend committee meetings;
- b) to exercise their right to deliberate and vote at committee meetings;
- c) to make proposals and motions at committee meetings.

(10) The provisions set forth in paragraphs (8) and (9) shall apply mutatis mutandis to the working group.

Chapter III

Doctoral School Delegates

Section 39

A doctoral student who is actively enrolled in a given doctoral school of the University, or a doctoral candidate who holds the status of a doctoral candidate, may serve as a delegate to the University's doctoral school.

Section 40

(1) A delegate is entitled to:

- a) participate in the meetings of the Delegates' Assembly with the right to vote;
- b) to speak at meetings of the Assembly of Delegates and to submit proposals for resolutions;
- c) request information from the Presidency, officers, committees, working groups, and delegates entrusted with specific tasks regarding their operations, in connection with which the parties concerned are obligated to provide the requested information;
- d) to make proposals for the agenda of the Delegates' Assembly.

(2) A delegate is required to:

- a) participate in the work of the ÓE DÖK;
- b) conduct themselves in a manner befitting their office;
- c) comply with applicable laws and university regulations.

Section 41

The delegate's term of office shall terminate:

- a) upon resignation;
- b) upon death;
- c) upon recall;
- d) due to a conflict of interest;

- e) upon loss of legal capacity;
- f) upon the termination of his or her status as an active doctoral student or doctoral candidate;
- g) if a court, by a final judgment, bars him or her from holding public office;
- h) if a court finds him or her guilty in a final judgment in criminal proceedings.

Provisions Regarding the Election of Doctoral School Representatives

Section 42

- (1) Every active doctoral student and doctoral candidate at the University has the right to vote and to be elected in the election of doctoral school delegates.
- (2) The delegate of the University's doctoral school shall be elected directly by the active doctoral students and doctoral candidates of the respective doctoral school through a secret ballot for a term of one year.
- (3) Each doctoral school shall elect one delegate.
- (4) Elections are called each year by the president of the ÓE DÖK.

Section 43

- (1) The elections shall be conducted by the Election Committee of the ÓE DÖK, consisting of at least three members.
- (2) Any doctoral student or doctoral candidate who is actively enrolled in a doctoral program at the University may serve as a member of the Election Committee.
- (3) The members of the Election Committee shall be elected by the Assembly of Delegates upon the recommendation of the Chair at the Assembly of Delegates meeting preceding the announcement of the election. The Election Committee shall elect its Chair from among its members at its inaugural meeting.
- (4) The term of office of the members of the Election Committee shall last until the election of the next Election Committee.
- (5) The Election Committee shall decide by a simple majority on all matters arising in connection with the elections and may simultaneously decide to suspend the election.
- (6) The party concerned may file an objection to the Election Committee's decision with the General Assembly within 5 working days of the announcement.
- (7) The Rector of the University shall oversee the legality of the elections and may delegate this authority to any designated person.

Section 44

- (1) A prerequisite for standing in the election is the submission of a nomination in accordance with the call for nominations.
- (2) The application must include
 - a) the application form;
 - b) the candidate's resume;
 - c) the candidate's letter of motivation;
 - d) proof of active doctoral student or doctoral candidate status.
- (3) In the election, a doctoral student (doctoral candidate) becomes a candidate if they have the recommendation of 3% of the persons eligible to vote in the given doctoral school, but at least three persons, in the form determined by the Election Committee.
- (4) The nomination process shall last for a minimum of three and a maximum of five working days. The

Election Committee shall determine the start and end dates of the nomination period by resolution.

(5) If, following the conclusion of the nomination period, there are no candidates in a doctoral school, the Election Committee may announce a new nomination procedure for that doctoral school.

Section 45

(1) Campaign activities may be conducted exclusively during the campaign period designated by the Election Committee.

(2) Candidates shall agree upon the activities permitted during the campaign and the rules for posting campaign posters in a code of ethics. In the event of a violation of the code of ethics, sanctions applicable to violations of the campaign silence period shall apply.

Section 46

(1) In proceedings initiated by the Election Commission for a violation of the campaign silence period, the Election Commission shall establish the fact of the violation.

(2) In determining the severity of the sanction, the Commission must take into account the impact of the act on the outcome of the election and, depending on this, may decide

- a) to initiate disciplinary proceedings;
- b) terminating the election process, annulling the results obtained thus far, and calling for a new election;
- c) terminating the election process, annulling its results to date, and calling for a new process, while excluding the candidate in question from the new process.

(3) The Election Commission may apply the measures specified in paragraph (2) in combination.

Section 47

(1) Voting shall be secret and shall take place using a ballot paper prepared specifically for this purpose and verified and certified by the Election Committee and the doctoral school (certified ballot paper).

(2) The ballot shall contain:

- a) the words "Ballot Paper,"
- b) the name of the doctoral school,
- c) the voting period,
- d) the candidate's name,
- e) a blank box next to the candidate's name,
- f) the official seal of the doctoral school or, in its absence, the official seal of the Faculty's Academic Affairs Office or Dean's Office, and
- g) information for voters regarding the voting procedure.

(3) Only doctoral students (doctoral candidates) who appear on the list certified by the Academic Affairs Office and who can verify their identity in an appropriate manner may vote.

(4) A valid vote may only be cast for a candidate listed on the official ballot.

(5) Voting shall last for at least three days. Thereafter—provided that it can be clearly established based on the certified student list that the number of validly cast votes reaches the number required for the election to be valid—the Election Committee may decide to close the voting.

Section 48

(1) Following the voting on a given day, the Election Committee shall place the sealed ballot box in an official room of the University.

(2) No later than 3 business days after the close of voting, the members of the Election Committee shall count the votes—including invalid votes—and determine the result of the vote .

- (3) The minutes of the election shall include
- a) the total number of votes cast, and its percentage relative to the number of eligible voters;
 - b) the total number of valid votes and their percentage relative to the number of eligible voters;
 - c) the number of votes cast for each candidate and their percentage;
 - d) a statement confirming that at least twenty-five percent of the institution's full-time day students participated in the election
 - e) the signatures of at least two members of the Election Committee present, including the chair of the Election Committee;
 - f) the date.

Section 49

- (1) An interim election must be held if the mandate of the elected doctoral school delegate terminates before its term expires.
- (2) The term of office of the newly elected delegate shall last until the next regular election.
- (3) The provisions of this chapter shall apply to the interim election.

Section 50

The party concerned may file an objection to the Election Commission's decision establishing the election results with the body exercising legal supervision within 5 days.

Section 51

- (1) The election is invalid if
- a) fewer than 25% of the doctoral school's full-time students voted;
 - b) the ballot box was opened or tampered with during the voting period.
- (2) If the election is invalid, a new election must be called and the provisions of this chapter shall apply to its conduct.

Chapter IV

Provisions Regarding Representation on Faculty and University Committees

Section 52

- (1) In university committees, the ÓE DÖK shall be represented by the president or by a vice president or vice president for specific tasks elected by the Presidency. If the committee member delegated by the ÓE DÖK is unable to attend, the ÓE DÖK shall be represented by a substitute member designated by the president.
- (2) At those faculties of the University where a doctoral school operates, the ÓE DÖK shall be represented in the Faculty Council and faculty committees by doctoral students and/or doctoral candidates elected by the Delegates' Assembly upon the recommendation of the Presidency from among the doctoral students or doctoral candidates with active enrollment status at the doctoral schools of the given faculty.
- (3) The Presidency shall seek the opinion of the delegate of the relevant doctoral school and the dean of the relevant faculty regarding the selection of the delegated members of the Faculty Council and faculty committees. The opinion of the delegate of the relevant doctoral school and the dean of the relevant faculty shall not bind the decision of the Delegates' Assembly.

Chapter V

Conflict of Interest

Section 53

- (1) The following persons may not serve as doctoral school delegates:
- a) a member of the Presidency;
 - b) an officer, committee member or case officer of the University Student Union (ÓE EHÖK) or a faculty student council;
 - c) a senior or higher-ranking public employee of the University;
 - d) may not hold executive positions in an institutional association, may not be a member of the supervisory board, and may not perform auditing duties for an institution of higher education that the University has established or in which it holds a stake.
 - e) a full-time assistant professor, college associate professor, university associate professor, college professor or university professor employed by the University;
 - f) an officer of the student government or doctoral student government of another higher education institution.
- (2) The following may not be members of the Presidency:
- a) a doctoral school delegate;
 - b) an officer, committee member or case officer of the University Student Union (ÓE EHÖK) or a faculty student council;
 - c) a senior or higher-ranking public servant of the University;
 - d) may not hold executive positions in an institutional corporation, may not be a member of the supervisory board, and may not perform auditing duties for an higher education institution that the University has established or in which it holds a stake.
 - e) a full-time assistant professor, college associate professor, university associate professor, college professor, or university professor employed by the University;
 - f) an officer of the student government or doctoral student government of another higher education institution.

Section 54

- (1) In the event of a conflict of interest, an official may not exercise the rights arising from their office.
- (2) An official is required to eliminate any grounds for conflict of interest within 8 days of election or the determination of the conflict of interest.
- (3) If the officer fails to resolve the grounds for conflict of interest within the time limit specified in paragraph (2), their term of office shall expire on the day following the expiration of the time limit.
- (4) In the case of the election of officers, the Delegates' Assembly shall examine the conflict of interest ex officio.

Chapter VI

Interpretative Provisions

Section 55

- (1) The starting day shall not be included in a deadline specified in days.
- (2) A deadline expires at the end of the last day.
- (3) A deadline set in months or years expires on the day corresponding to the starting day; if that day does not exist in the month of expiration, it expires on the last day of the month.
- (4) If the last day of the deadline falls on a non-working day, the deadline shall expire on the next working

day following it.

Chapter VII
Transitional and Implementing Provisions

Section 56

(1) Until the newly elected Delegate Assembly convenes, the acting president shall appoint the members of the Election Committee, whose task is to elect the delegates.

(2) Based on these DÖK statutes, the lawful operation of the DÖK may be organized and ensured until the election of the Delegate Assembly. At its first meeting, the new Delegate Assembly shall adopt the final statutes of the DÖK, upon the approval of which by the Senate, these—temporary—statutes shall cease to be in effect.

(3) These Statutes were approved by the University's Senate at its meeting held on December 20, 2019 with Resolution N. SZ-CLXIV/174/2019.

(4) These Statutes shall enter into force on the day following their approval by the University Senate.

Budapest, December 20, 2019.

Prof. Dr. Levente Kovács
Rector

Gabriella Ormándi
Chancellor