

Student Union Constitution of the Central European University

PREAMBLE

“We, the students of Central European University seated in New York (hereinafter: “CEU NY”) and Central European University Private University seated in Vienna (hereinafter: “CEU PU”), and Közép-európai Egyetem seated in Budapest (hereinafter: “KEE”) (hereinafter the three entities jointly referred to as CEU or the University) aspire to further academic excellence, independently support student initiatives and promote values of an open society, service, leadership, and democracy. We endeavor to prevent discrimination on any basis and enable fruitful collaboration within the University and outside of it, and to prepare ourselves for a successful and inspiring future. To achieve these goals, we establish the Student Union Constitution (hereinafter the Constitution) as the guidebook of student self-governance at CEU.”

The CEU Student Union, seen as an umbrella structure of the Statutory Student Union and the Hungarian Student Union consists of all full members and associate members of the respective educational institutions, in accordance with § 12. Sec. 2 of HSG 2014.

As per § 4. Sec.1 of Hochschulinnen- und Hochschülerschaftsgesetzes 2014 (HSG 2014), The Student Union (hereinafter: the “SU” or the “Student Union”) holds the following to be true in accordance with its purpose:

A. As per § 12. Sec. 2 of HSG 2014, the Statutory Student Union shall be responsible for the representation of its members' general and study-related interests, towards government authorities and institutions as well as towards university bodies and bodies of the educational institutions as far as they do not concern solely to an individual educational institution.

B. The elected officers of the Student Union represent the entire Student Body of CEU-accredited programs and shall advocate for the interests of its constituents. The collective needs and concerns of the Student Body supersede all other functions and operations of the Student Union.

C. The SU and its constituent entities do not tolerate discrimination against any student or employee of CEU on account of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation, disability, gender identity, political membership, or other trait(s). The SU promotes equal

opportunity for access to CEU and its units for all students and employees and ensures the protection of the privacy of its members and their personal data.

D. The Student Union holds zero tolerance for all forms of sexual harassment in accordance with the CEU Harassment Policy, and is dedicated to advocating for safety and equal opportunity for all students and other members of the CEU community, including victimized parties, and shall direct victimized parties to the Ombudspersons Network.

E. The Student Union Assembly shall endeavor to maintain its public and vocal presence within the CEU community and as a decision-making body. In turn, the SU shall conduct itself to be available for students if and when they should have need of it.

F. The Statutory Student Union shall be mindful of its role as a member of the larger academic communities of Austria and a member of the urban communities Budapest and Vienna and shall act accordingly.

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CHAPTER I. GENERAL PROVISIONS

SECTION I. Scope and purpose

The CEU Student Union serves as an umbrella structure for the Statutory Student Union and the Hungarian Student Union.

The CEU Student Union Constitution is created in accordance with § 16 Sec. 2 of the *Hochschülerinnen- und Hochschülerschaftsgesetzes 2014 (HSG 2014)*.

The Constitution serves as the common foundation and umbrella structure for student governance at CEU, with specific rules applicable to both Austrian-accredited Bachelor's, Master's and Doctoral Programs of CEU PU and the Hungarian-accredited Master's and PhD Programs of KEE determined in Appendices 1 and 2, respectively.

The CEU Student Union is granted the authority to maintain the Constitution and its procedures in order to represent best the needs, interests, and concerns of the Student Body.

SU decisions shall be executed in accordance with the power granted by the Austrian Act *Hochschülerinnen- und Hochschülerschaftsgesetz* of 2014 (hereinafter: "HSG 2014"), the Charter By-Laws of CEU NY, the Founding Charter of KEE, the Organizational and Operational Regulations of KEE, the present Constitution and other internal regulations of the University.

The various CEU Governance bodies and structures shall be recognized by the SU. In turn, the various CEU Governance bodies and structures at large shall act on decisions taken by the Statutory Student Union in accordance with the rules and regulations of CEU, the HSG 2014 (See Appendix III), and the Hungarian Student Union in accordance with NHEA (see Appendices I & II).

SECTION II. Nature and role of the SU

A. In accordance with § 17 Sec.2 of the HSG 2014, the SU is the representative self-governance structure of students enrolled at CEU regardless of the length of their program. Both full and part-time students enrolled at CEU's higher education programs (including postgraduate specialization program) are members of the SU. In addition, students enrolled in non-accredited U.S. programs are also eligible for SU membership.

B. The SU is organized to perform its assigned rights in HSG 2014, NHEA, the Charter ByLaws of CEU NY and the Founding Charter of KEE, the Organizational and Operational Regulations of KEE, the Statutes of CEU PU, and the present Constitution and other internal regulations of the University.

CHAPTER II. STRUCTURE OF CEU STUDENT UNION

SECTION I. SU Entities

CEU Student Union, as an umbrella structure, is comprised of CEU Statutory Student Union, as per HSG 2014, and the Hungarian SU, as per NHEA 2011.

A. The Statutory Student Union is comprised of the following entities:

1. The SU Assembly constituted as per § 21 Sec. 2 of HSG 2014
2. The SU Executive Board
3. The SU Supervisory Board

4. SU Standing and Ad Hoc Committees established by the SU Assembly or SU Executive Board as necessary
5. All other bodies created under the authority of the Student Union Constitution

Section II . THE SU ASSEMBLY

I. Scope and composition

- A. The SU Assembly is the highest decision-making body of the SU and is formed as per § 21 Sec. 2 of HSG 2014.
- B. The SU Assembly makes decisions to determine actions of the SU, which are binding. The SU Assembly takes decisions by simple majority of the votes of the members present if not otherwise stated in the Constitution.
- C. The SU Assembly is formed of the Study Representatives elected via the biennial Austrian National Student Union Elections according to the Austrian Student Union act, the internally elected Departmental Representatives (see Chapter VII, Section 2(D), the Executive Board, and the Student Senate Representatives. All voting members of the SU Assembly have equal voting rights, each having one vote in voting matters of the SU Assembly.
- D. The SU Assembly is considered in session starting from the conclusion of the election process for Departmental I Representatives and ending on the last meeting of the Assembly of the Academic Year. When the SU Assembly is not in session the SU Executive Board is the highest decision-making body of the SU.
- E. Members of the Student Body may add issues/items to the agenda as well through their respective program representatives within the SU Assembly. The SU Assembly must hear, discuss, and vote on issues brought before it by any member of the Student Body.
- F. Any member of the Student Body may observe the meetings of the SU Assembly and may speak in front of the SU Assembly if necessary.
- G. The Student Union Assembly shall endeavor to maintain its public and vocal presence within the CEU community and as a decision-making body. In turn, the SU shall conduct itself to be available for students if and when they should have need of it.

II. Meetings of the SU Assembly

- A. The SU Assembly meets a minimum of once per month during the Academic Year, beginning in October on the first week following University-wide elections. Student Representatives must ensure that the SU Assembly meeting is attended by at least one representative of their program.
 1. The dates of regularly scheduled monthly meetings for the SU Assembly must be made available to the Student Body at least one week before its first meeting of the Academic Year via an official SU communication channel.
 2. All members of the Student Body have the right to attend any assembly meeting after notifying the communication officer one week prior to the meeting.
- B. All SU Assembly meetings are chaired by the SU President. In the absence of the SU President, the SU first Vice-President will assume the role of Acting President. In the absence of both the SU President

and SU Vice-President, the In the absence of both the SU President and SU Vice-President, the second SU Vice-President will assume the role of Acting President

C. The quorum for a meeting of the SU Assembly is one-third (1/3) of all voting SU Assembly members. Should this condition not be met, no decisions may be taken. In this instance, provisional decisions may be proposed, to be voted on during the next SU Assembly meeting.

D. The SU Assembly adopts Resolutions, Position Papers, Terms of Reference and other documents. Resolutions and other documents shall be prepared by SU Standing or Ad Hoc Committees specialized by issue. Resolutions and other documents accepted by the SU Assembly and the SU Executive Board must be recorded by the SU Communication Officer, with implementation tracked by the SU President and SU Vice-Presidents.

Section III. THE SU EXECUTIVE BOARD

SECTION I. Scope and organization

- A. According to § 16 , Sec.2 of HSG 2014, **The SU Executive Board is the administrative and agenda-setting branch of the SU Assembly.** The SU Executive Board is elected through biennial elections organised at the CEU PU Campus from Tuesday to Thursday within one week during mid-April to mid-June by the Austrian National Students Union (OeH), as required by Article 43 of the Austrian HSG-2014 Federal Act.
- B. Its members facilitate Student Union operations, as outlined in HSG 2014, to guide the development of the Student Body agenda and collaborate with University partners in faculty and administration on behalf of student interests.
- C. The SU Executive Board is responsible for the implementation of the SU Budget and Annual Plans in accordance with University regulations and legal requirements and will regularly consult with the Student Liaison Office to ensure timely delivery, compliance with regulations, and quality assurance.
- D. The SU Executive Board takes decisions by a simple majority vote of the members
- E. The agenda for the SU Executive Board meetings is proposed by the SU President and adopted by the SU Executive Board. They should be made public and accessible to members of the Student Body at least seventy-two (72) hours before the meeting. The minutes of the SU Executive Board meetings are taken by the SU Communication Officer and must be approved by the SU President. All documents presented during a meeting of the SU Executive Board including the names of the members who attended the meeting must be attached to the respective minutes. The SU Executive Board shall send the minutes to the Supervisory Board within seventy-two (72) hours after the meeting.
- F. The SU Executive Board meets with the CEU President and Rector, the CEU Pro-Rectors, and the CEU Dean of Students a minimum of once per term to discuss shared issues. Extraordinary meetings may be called by the parties when deemed necessary.

II. Positions and their roles

In order to fulfill the role of the Executive board the following offices the executive board consists of the following offices.

- Student Union President/Chair
- 2 Student Union Vice-President/Vice-Chair
- Student Union Communications officer

- Student Union Treasurer
- 5 General Executive board members

A. SU President

- The President of the Student Union is the primary official representative of the Student Union and the Student Body. The role of the SU President is defined as per Art. 35, Sec. 2 of HSG 2014.
- The SU President is responsible for surveying and meeting the needs of the Student Body in accordance with the Constitution, the Charter By-Laws of CEU NY, the Founding Charter of KEE, the Organizational and Operational Regulations of KEE, , and the relevant Hungarian, Austrian and US Legislation (see Appendix I, II).
- The SU President is the Chair of the SU Executive Board and the SU Assembly.
- The SU President shares responsibility for managing, tracking, and reporting SU finances along with the SU Treasurer.
- The SU President coordinates the development of the SU Annual Report.

B. SU Vice-President

- The SU Vice-President assists the SU President. The role of the SU Vice-President is defined as per Art.35, Sec.2 of HSG 2014.
- The SU Vice-President assumes all duties of the SU President in the event of the absence of the latter, or if the latter is no longer capable of fulfilling the duties of the office.
- The Second SU Vice-President assumes all duties of the SU President in the event of the absence of both the President and First Vice-President, or if both are no longer capable of fulfilling the duties of the office.
- The SU Vice-President assumes the duties of managing the Communication Channels along with the SU Communication Officer unless otherwise decided by the SU Executive Board.
- All other responsibilities of the Vice Chairs in accordance with HSG-2014 apply *mutatis mutandis*.

C. SU Communication Officer

- The SU Communication Officer is the official spokesperson and record-keeper of the Student Union. The role of the SU Communication Officer is defined as per Terms of Reference.
- The SU Communication Officer, along with the SU Vice-President, is responsible for maintaining and updating the email and other official Communication Channels of the Student Union.
- The SU Communication Officer is responsible for recording, preparing, maintaining, publishing and archiving the minutes of all SU Executive Board and SU Assembly meetings on the relevant official Communication Channel(s) of the Student Union.
- The SU Communication Officer is responsible for maintaining, updating, and publishing all relevant Student Union governing documents, including the Constitution, on the relevant official Communication Channel(s) of the Student Union.

- v. The SU shall provide any support necessary to give publicity to student club/group events or campaigns. The SU Executive Board facilitates communication through SU Communication Channels to help clubs/groups to reach a large number of students.

D. SU Treasurer

- i. The SU Treasurer is responsible for the financial management of the Student Union. The role of the Treasurer is defined as per §36, Sec. 3 of HSG 2014
- ii. The SU Treasurer is responsible for creating, maintaining, and sharing both the Monthly Financial Reports and the Annual Financial Report of the Student Union to the Student Body on the relevant official Communication Channel(s) of the Student Union.
- iii. The SU Treasurer facilitates the execution of funding proposals from members of the Student Body. Funding proposals may only be approved by simple majority within the SU Executive Board.
- iv. The SU Treasurer meets weekly with the Student Liaison Office.
 - v. All other responsibilities of the HV Finance Officer in accordance with HSG-2014 apply *mutatis mutandis*.

E. (5) General SU Executive Board members

- i. Outside of the already mentioned positions inside the SU Executive Board, the remaining members are hereby called General SU Executive Board members.
- ii. General SU Executive Board members have the responsibility of liaising the work of the Ad-Hoc committees, among other responsibilities decided by the SU Executive Board, their responsibilities under HSG-2014 if any, and as adopted by their respective Terms of Reference.
- iii. The general SU Executive Board members assume responsibility for the coordination of varying needs, sections, and tasks of the Student Union as necessary.

. Others

- i. any other positions deemed necessary either by the SU Board, pursuant to the Board's standing rules, or as required by the HSG-2014 legislation or other [Austrian National Students Union](#) (OeH) regulations.

Section III. THE SU SUPERVISORY BOARD

- A. The SU Supervisory Board monitors and evaluates the operations of the Student Union, ensuring compliance with the Student Union Constitution and the implementation of passed directives. The SU Supervisory Board monitors the activity of the SU Executive Board and of the SU Assembly, ensuring SU Executive Board members and Student Representatives conduct themselves within the terms of their roles and functions as set out in this Constitution.
- B. The SU Supervisory Board acts as an observer over proper handling of the finances of the Student Union and reserves the right to request written reports from the SU Executive Board concerning the budget.
- C. The SU Supervisory Board mediates and decides on disputes between members of the Student Union and aims to find common ground between the parties of dispute.
- D. The SU Supervisory Board may call for a meeting of the SU Assembly, which can take place a minimum of five (5) days after its announcement, if it assumes that existing SU Assembly decisions, the

Student Constitution, University by-laws and regulations, and/or Hungarian/Austrian/US legislation have been breached.

E. The SU Supervisory Board consists of three members of the SU Assembly, elected at the first SU Assembly meeting.

i. No two members of the SU Supervisory Board can be enrolled in the same academic program.

ii. Members of the SU Supervisory Board are ineligible for any other elected or appointed positions in the Student Union.

iii. Members of the Supervisory Board are non-voting members of the SU Assembly.

CHAPTER VI. SU COMMITTEES

SECTION I. Scope and composition

A. SU Committees are student groups empowered with a specific mandate to facilitate the operation of the Student Union.

B. These are ‘Standing Committees,’ whose mandate to exist and facilitate the operation of the Student Union is maintained year-on-year unless modified or removed by Constitutional Amendment, and ‘AdHoc Committees,’ whose mandate to exist and facilitate the operation of the Student Union commence and terminate at the discretion of the SU Assembly.

D. Minutes of all CEU Committee meetings must be transmitted to the appointed SU Assembly Representative and the SU Communications Officer within twenty-four (24) hours after the meeting’s conclusion. The SU Communications Officer must then publish all CEU Committee meeting minutes on the relevant SU Communication Channels.

E. SU Committees not set forth in this Constitution nor solicited by the current Student Liaison Office may be proposed by any member of the SU Assembly. These committees shall be referred to as ‘Ad-Hoc Committees.’ The establishment of the Ad-Hoc Committee requires a two-thirds (2/3) majority of the voting members of the Assembly. The SU Executive Board will prepare and make public the draft Terms of Reference prior to the SU Assembly meeting at which the vote on the establishment of the Ad-Hoc Committee takes place.

F. Unless otherwise mentioned, SU Standing and Ad-Hoc Committees shall comprise at least three (3) members. Committee members shall be elected by simple majority from self-nominated candidates during the first meeting of the SU Assembly. Further appointments are voted upon during the year, as necessary.

G. SU Committee members are responsible for ensuring that their Committee is represented at meetings of the SU Assembly.

H. The Standing Committees of the Student Union are:

1. SU Electoral Committee – Composed of five (5) returning students and charged with facilitating election procedures at the beginning of the following Academic Year. The Committee is established, and members are elected between the final SU Assembly meeting of the Winter term and the final SU Assembly meeting of the Academic Year.

2. The SU Representation Committee – Works with the SU Executive Board’s Communication Officer to handle communication and public presence of the SU Assembly and its decisions within the University.
3. The SU Academic and Research Issues Committee – This Committee deals with any issues pertaining to academics and research within CEU.
4. The SU Student Issues and Student Rights Committee – The Committee considers issues concerning students’ rights and issues. The Committee can bring position papers to the SU Assembly regarding such issues.
5. The SU Career Services Committee – This Committee is a liaison between the SU and the Alumni Relations and Career Services office and the Student Life Office. The Committee facilitates the communication between all parties.
6. SU Community Engagement Committee – Facilitates civic engagement projects by and for the Student Body.
7. SU Student Finances Committee – This Committee deliberates on issues pertaining to students’ financial situations including but not limited to: financial aid, transport cost, travel grants, and University fees.
8. SU Committee on Sexual Harassment – Maintains and enforces the SU no tolerance stance towards sexual harassment. Works as an informed resource for the Student Body. Coordinates with department representatives and the SU Vice-President to ensure student have a venue to be able to report incidents. Organizes a session regarding consent, sexual harassment, and the existing recourse during the first month of its operations each academic year to spread awareness about this committee in the SU, its purpose and reachability, and to give this issue high priority and the notion of zero tolerance at CEU.
9. SU Transition Committee – Serves to address the needs of the Student Body during transitions, such as, campus moves, structural reforms of CEU, or any other significant changes that may require addressing the needs of the Student Body.
10. SU Gender Equality Hub - All Student Representatives in the SU Assembly who are neither members of the SU Executive Board nor members of the SU Supervisory Board are eligible to run as representatives for the Gender Equality HUB, a horizontal body at CEU coordinated by the Gender Equality Officer that participates in the design and implementation of the University’s Gender Equality Plan.
11. SU Committee for PhD Students - Composed of five (5) doctoral student representatives and tasked with addressing issues faced by doctoral students. The Committee works on issues specific to, or with a disproportionate impact on PhD students. In exceptional circumstances, the Committee may consider other wider issues, with agreement from the SU Board - in such cases MAs may be co-opted to join the Committee as temporary observers (nonvoting members) to assist with these issues. The Committee meets at least twice a semester, additional meetings can be convened as needed by the Chair / its members. The Committee is composed of five (5) PhD students, with no single department fielding more than one (1) member to sit on the Committee¹. The Committee may include alternate member(s), but the maximum voting membership is fixed at five (5). The Committee endeavors to include junior (years 1 - 3) and

¹ For the purposes of the Committee, the Doctoral School of Political Science, International Relations and Public Policy is counted as a single department and may only field 1 rep to the SU PhD Committee.

senior (years 4 - 6) doctoral students where possible. The Committee aims for a gender balance among its members. Committee membership is re-elected annually and membership will circulate regularly. The Committee will choose a Chair from amongst its members at the start of each academic year. Doctoral students in other representative roles, such as the PhD Senate representative and the PhD student representative on the University Doctoral Committee, may either join the Committee as full members or may attend meetings as observers (non-voting members). The Committee may also invite relevant faculty / staff members to join the Committee on a short- or long-term basis as observers (nonvoting members).

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- I. All Committees shall periodically assess the functioning of the CEU system in their respective fields and contribute actively to the improvement of the CEU environment. When action is to be taken, the

Committees shall submit draft Position Papers to the SU Assembly for adoption. The Committees may also instruct the SU Executive Board to act on issues of concern to the Student Body.

- J. The SU Committees must produce written reports for the SU Assembly every term. These reports are attached to the minutes of the SU Assembly. The SU Committees draft position papers are to be voted by the SU Assembly on the issues related to their field of work.
- K. SU Committee meeting minutes must be finalized and shared with the SU Communications Officer within twenty-four (24) hours of the meeting's conclusion.
- L. SU Committees take decisions by simple majority, unless otherwise stated in the Terms of Reference.

CHAPTER III. ELECTIONS

SECTION I. ELECTIONS FOR SENATE REPRESENTATIVES

- A. The Student Union shall organise elections for three (3) students as representatives to the University Senate. The Senate Representatives will be elected by the student body in university-wide elections.
- B. Student Representation to the Senate shall comprise a Bachelor's, Master's, and Doctoral student, each selected pursuant to the procedures described under Section 32, Paragraph 1 of the Austrian Federal 'HSG 2014' Act, and Section 25, Paragraph 4.4 of the Austrian Federal 'UG 2002' Act.
- C. The SU Executive Board shall communicate the names of Senate Representatives to the Rector's Office within eight (8) working days after their appointment.
- D. Candidates for Senate Representatives are deemed ineligible, if are on a list supported/endorsed by any political party that also runs in federal or country-wide elections.

SECTION I. Electing the SU Electoral Committee

- A. The SU Electoral Committee is a group of five (5) members of the Student Union tasked with overseeing and facilitating the SU departmental representatives' elections and with organizing Universitywide Elections for the SU Executive Board representatives at the beginning of the Academic

Year. The SU Electoral Committee also organizes the election for the SU Supervisory Board during the first meeting of the SU Assembly.

B. The SU Electoral Committee is elected by the incumbent SU Assembly on or before the final incumbent SU Assembly meeting. The SU Executive Board prompts members of the SU Assembly who wish to be a member of the SU Electoral Committee to self-nominate during the SU Assembly meeting. The incumbent SU Assembly elects the members of the SU Electoral Committee by simple majority.

C. Members of the SU Electoral Committee shall not stand for elections themselves, nor serve the Student Union in any capacity beyond their role in the SU Electoral Committee.

D. If the SU Electoral Committee is not operating by the first week of the Academic Year, the Student Liaison Office is responsible for facilitating the departmental elections and requesting volunteers from the Student Body to run the University-wide Elections.

E. The SU Electoral Committee requests at least one (1) timeslot for Zero Week to host an information session on the role and function of the Student Union for incoming students.

F. The SU Electoral Committee is tasked with ensuring that the departmental elections for representatives are run correctly.

G. In no case shall the SU Electoral Committee members disclose any information on the vote count before the final vote count is to be made public to the Student Body.

SECTION II SU Assembly Internal Elections – Representatives to Standing Committees

A. All Student Representatives in the SU Assembly who are not members of the SU Executive Board are eligible to run as SU Assembly Representatives to CEU Committees.

B. The SU Executive Board provides the SU Assembly with brief descriptions of the powers and responsibilities afforded to SU Assembly Representatives to CEU Committees, as set out in the Terms of Reference, seventy-two (72) hours prior to the first SU Assembly meeting.

C. The SU Executive Board prompts eligible members of the SU Assembly who wish to represent the Student Body in a CEU Committee to self-nominate during the SU Assembly meeting. Each eligible SU Assembly member may represent the Student Body in no more than one (1) CEU Committee.

D. The SU Executive Board facilitates speeches for candidates to each CEU Committee, in alphabetical order. Each candidate may speak for a maximum of three (3) minutes.

E. Upon the conclusion of speeches for all candidates, the SU Executive Board facilitates the voting process for Representatives to each CEU Committee.

F. Election results for SU Assembly Representatives to CEU Committees are shared with the SU Assembly, Student Liaison Office, and the Student Body via an official communication channel of the Student Union.

G. The Standing Committees of the Student Union are:

- i SU Electoral Committee – Composed of five (5) returning students and charged with facilitating election procedures at the beginning of the following Academic Year. The Committee is established, and members are elected between the final SU Assembly meeting of the Winter term and the final SU Assembly meeting of the Academic Year.

- ii The SU Representation Committee – Works with the SU Executive Board’s Communication Officer to handle communication and public presence of the SU Assembly and its decisions within the University.
- iii The SU Academic and Research Issues Committee – This Committee deals with any issues pertaining to academics and research within CEU.
- iv The SU Student Issues and Student Rights Committee – The Committee considers issues concerning students’ rights and issues. The Committee can bring position papers to the SU Assembly regarding such issues.
- v The SU Career Services Committee – This Committee is a liaison between the SU and the Alumni Relations and Career Services office and the Student Life Office. The Committee facilitates communication between all parties.
- vi SU Community Engagement Committee – Facilitates civic engagement projects by and for the Student Body.
- vii SU Student Finances Committee – This Committee deliberates on issues pertaining to students’ financial situations including but not limited to financial aid, transport cost, travel grants, and University fees.
- viii SU Committee on Sexual Harassment – Maintains and enforces the SU’s no-tolerance stance towards sexual harassment. Works as an informed resource for the Student Body. Coordinates with department representatives and the SU Vice-President to ensure students have an venue to be able to report incidents. Organizes a session regarding consent, sexual harassment, and the existing recourse during the first month of its operations each academic year to spread awareness about this committee in the SU, its purpose and reachability, and to give this issue high priority and the notion of zero tolerance at CEU.
- ix SU Transition Committee – Serves to address the needs of the Student Body during transitions, such as, campus moves, structural reforms of CEU, or any other significant changes that may require addressing the needs of the Student Body.
- x SU Gender Equality Hub - All Student Representatives in the SU Assembly who are neither members of the SU Executive Board nor members of the SU Supervisory Board are eligible to run as representatives for the Gender Equality HUB, a horizontal body at CEU coordinated by the Gender Equality Officer that participates in the design and implementation of the University’s Gender Equality Plan.
- xi SU Committee for PhD Students - Composed of five (5) doctoral student representatives and tasked with addressing issues faced by doctoral students. The Committee works on issues specific to, or with a disproportionate impact on PhD students. In exceptional circumstances, the Committee may consider other wider issues, with agreement from the SU Board - in such cases MAs may be co-opted to join the Committee as temporary observers (nonvoting members) to assist with these issues. The Committee meets at least twice a semester, additional meetings can be convened as needed by the Chair / its members. The Committee is composed of five (5) PhD students, with no single department fielding more than one (1) member to sit on the Committee. The Committee may include alternate member(s), but the maximum voting membership is fixed at five (5). The Committee endeavors to include junior (years 1 - 3) and senior (years 4 - 6) doctoral students where possible. The Committee aims for a gender balance among its members. Committee membership is re-elected annually and membership will circulate regularly. The Committee will choose a Chair from amongst its members at the start of each academic year. Doctoral students in other representative roles, such as the PhD Senate representative and the PhD student representative on the University Doctoral Committee, may either join the Committee as full members or may attend meetings as observers (non-voting

members). The Committee may also invite relevant faculty / staff members to join the Committee on a short- or long-term basis as observers (nonvoting members).

- H. All Committees shall periodically assess the functioning of the CEU system in their respective fields and contribute actively to the improvement of the CEU environment. When action is to be taken, the
- I. Committees shall submit draft Position Papers to the SU Assembly for adoption. The Committees may also instruct the SU Executive Board to act on issues of concern to the Student Body.
- J. The SU Committees must produce written reports for the SU Assembly every term. These reports are attached to the minutes of the SU Assembly. The SU Committees draft position papers are to be voted by the SU Assembly on the issues related to their field of work.
- K. SU Committee meeting minutes must be finalized and shared with the SU Communications Officer within twenty-four (24) hours of the meeting's conclusion.
- L. SU Committees take decisions by simple majority, unless otherwise stated in the Terms of Reference.

SECTION III Election for University-wide Committees

- A. In addition to the Standing Committees set forth in this Constitution, the current Student Liaison Office may request Student Representatives to University-wide Committees on behalf of the University.
- B. A comprehensive list of CEU Committees will be procured and provided by the Student Liaison Office in time for the first meeting of the SU Assembly.

CHAPTER IV IMPEACHMENT PROCEDURES.

SECTION I. IMPEACHMENT INSIDE THE SU EXECUTIVE BOARD

- A. As per § 33 (4), Sec. 2 of HSG 2014, A voting out of a chairperson or deputy chairperson shall be held with at least half of the voting members of the Executive Board present and shall require a two-thirds majority of the valid votes cast.

Section II. Impeachment of SU Assembly members

- A. Any Student Representative of the SU Assembly may motion for the discharge of an individual holding an internally elected or appointed position within the Student Union. The motion must be sent to all three (3) members of the SU Supervisory Board along with a reasoned justification for the motion.
- B. Any member of the Student Body may motion for the impeachment of the Student Representative(s) elected to represent their specific program via internally-organized elections. The motion must be sent to all three (3) members of the SU Supervisory Board along with a reasoned justification for the motion.
- C. The SU Supervisory Committee is to refer the issue to the University Disciplinary Committee in case the motion includes an accusation of a violation of CEU's Code of Ethics. In that case the investigation within the SU Assembly is postponed until the end of the investigations of the Disciplinary Committee.

CHAPTER V. Amendment Procedures

SECTION I. Regulations

- A. Amendments to the Constitution can be adopted by a two-thirds (2/3) of the SU Assembly's voting members and subsequently approved by the CEU Senate.
- B. The Amendment procedure shall be initiated by the SU President or by the SU Supervisory Board, two thirds (2/3) of the SU Executive Board members or one-third (1/3) of the SU Assembly members.
- C. All proposed amendments must be transmitted to the CEU Senate at least two weeks prior to meetings.
- D. The SU Constitution can be supplemented at a later date by a document that outlines the existing functions and roles of the existing SU bodies but cannot propose new bodies or functions or extend the powers of existing SU bodies.

CHAPTER VI. FINANCIAL MEANS OF THE SU

SECTION I. The SU Budget

- A. The University-allocated component of the SU Budget is approved by the Rector of the University.
- B. The SU additionally receives funding from the Austrian National Students Union (OeH), the discharge of which is to the discretion of the Student Union in accordance with relevant guidelines under the SU Constitution, US, Austrian, and Hungarian legislation, and CEU policies.
- C. The SU Assembly creates and approves an annual budget plan based on the aforementioned financial allocations at the beginning of the Academic Year.

CHAPTER VII. ESTABLISHMENT

SECTION I. Adoption

The Student Constitution was adopted by the SU Assembly on and approved by the CEU Senate on June 3, 2022.

SECTION II. Entry into force

The Student Constitution shall enter into force on July 22, 2022, replacing any previous versions.

Signed by *CEU President and Rector Shalini Randeria*.

The original document is filed at the Office of the Academic Secretary.

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