

REGULATIONS GOVERNING THE STUDENT COUNCIL OF THE UNIVERSITAT ROVIRA I VIRGILI

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Article 1. Definition and functions

The Student Council of the Universitat Rovira i Virgili (SCURV) is the highest body for representation, consultation, deliberation and coordination of students at the URV. It ensures that student rights and duties are respected and fulfilled, promotes their participation in all areas of academic, university and extra-mural life, and promotes quality academic and human training for students.

Article 2. Composition of the Student Council

1. The Student Council of the URV is made up of:
 - a) Student representatives at the Senate of the URV.
 - b) Student representatives on the faculty/school boards.
 - c) Student delegates from each year of the bachelor's and master's degree courses.
 - d) A representative of each of the associations and student groups of the URV.
2. The Student Council must ensure gender balance in its composition.

Article 3. Competences of the Student Council

The competences and objectives of the Student Council are to:

- a) Represent all URV students before the governing bodies of the University and any general external bodies that are fully or partially made up of students, such as the Student Council of the Catalan Universities (CEUCAT), the Student Council of the Spanish Universities (CEUNE) or the General Conference of the Inter-University Council of Catalonia (CIC). The student representation bodies of each faculty or school are responsible for representing students in the sectorial external bodies of the University that are fully or partially made up of students, within their area.
- b) Defend the rights and obligations of students of the Universitat Rovira i Virgili.
- c) Be informed about all matters and issues that directly affect students and to inform students about these matters and issues.
- d) Serve as a conduit for students to express their aspirations, petitions and proposals, and to promote, coordinate and defend their concerns, rights and interests
- e) Provide a suitable framework for drawing up, debating and fixing the positions of the URV's students.
- f) Support and disseminate student initiatives.
- g) Manage the resources assigned to it.
- h) Participate in the committee that decides the distribution of grants for cultural activities organised by the Office of the Vice-Rector for Student Affairs
- i) Advise students, look after their interests and coordinate their representatives.
- j) Draw up the proposal for the Regulations governing the functioning of this body. It must inform the corresponding delegated committee of them and these must be approved by the Governing Council. It can also propose modifications.
- k) Participate effectively in the governing bodies of the University.

- l) Encourage student participation and give them support.
- m) Declare the cessation of academic activity.
- n) Undertake any other function that the governing bodies of the University and the University Student Statute may assign to it.

Article 4. Rights of the members of the URV Student Council

The members of the URV Student Council have the right to:

- a) Freely exercise their right to act as representatives.
- b) Express themselves freely, with no limitation other than respect for people and the institution, in accordance with the URV's code of ethics
- c) Receive information on the issues that affect students.
- d) Participate responsibly in strategic policies and the decision making process.
- e) Combine their activities as representatives with their studies, without detriment to the latter.
- f) Have their own physical space and material and financial resources to be able to carry out their representative functions.

Article 5. Obligations of the members of the URV Student Council

The members of the URV Student Council have the obligation to:

- a) Attend meetings and put the proposals, initiatives and opinions of the group they represent before the governing bodies of the University, notwithstanding the right of any individual student to present these directly.
- b) Make good use of the information they receive as a result of their position and respect the confidentiality of any confidential information that is passed to them.
- c) Raise awareness of the rights and duties of students and ensure that these are complied with.
- d) Protect the assets of the URV.
- e) Inform students about the agreements of the governing bodies, and about actions that affect them.
- f) Encourage students to get involved with and to join the Student Council.

Article 6. Functioning

The functioning of the Student Council is based on the majority will of its representatives, as well as on the general interest of the student body. The maximum consensus of all members must be sought. In the event of a vote being required, agreements must be reached by a simple majority of the votes cast, except in cases where a qualified majority is required. The Bureau for Communications and Marketing of the URV must help to disseminate the information put forward at the plenary session.

Article 7. Loss of membership

A student loses their status as a member of the Student Council of the URV if:

- a) They cease to belong to the group that they were elected to represent.
- b) They expressly renounce their position.

- c) The period for which they were elected expires.
- d) They cease to be a URV student.
- e) It is approved by a simple majority of the General Assembly, at the request of at least one third of the entire General Assembly or the Chair.
- f) They do not attend, without justified cause, two consecutive General Assembly meetings, or four non-consecutive sessions during an academic year, whether ordinary or extraordinary. The Chair will determine whether the reasons given are justified and will submit their decision to revoke the student's membership of the Student Council to the General Assembly for ratification. The body that the student represents must be informed so it can elect another member, except in the case of representatives elected to the Senate and the faculties and schools.

Justified reasons for not attending the Student Council are:

If the student has to attend the teaching and assessment activities relating to their course of study or other official exams.

If the student has to attend a medical appointment for an illness or accident, either their own or of a family member.

If a member of the student's family (up to second degree of consanguinity) dies or is seriously ill.

If the student has to attend conferences or inter-university visits, approved by the secretary of the Student Council of the URV.

If attendance is incompatible with work.

- 2. Members who lose their status must be replaced by substitutes until the next complete renewal of the Student Council, provided this is possible.

Article 8. Renewal

The Student Council of the URV is renewed every two years, coinciding with elections to the University Senate.

Article 9. Structure of the Student Council

- 1. The Student Council of the URV consists of:
 - a) The General Assembly
 - b) The Chair
 - c) The Standing Committee
- 2. In the event that there are several candidates to fill individual positions, (Chair and members of the standing committee) it is mandatory to take into account the principle of parity in the appointment of positions, so that there is an equal distribution between men and women, especially in the standing committee.
- 3. In the event that there are several candidates to fill individual positions (Chair and members of the standing committee), it is mandatory to distribute the positions among students from different campuses.

Article 10. The General Assembly

1. The General Assembly is the highest representative body of the Student Council of the URV.
2. The General Assembly is made up of all the representatives provided for in article 3 of these regulations. However, any student of the University may attend the meetings of the General Assembly, provided that they demonstrate their status as student and duly notify the Chair of their intention to participate before the corresponding session or meeting. During the meeting they may speak but not vote.
3. The General Assembly of the Student Council must be constituted, if possible, one month after the elections of student representatives to the University Senate and to the boards of the faculties/schools. The responsibility for convening the meeting to constitute the General Assembly lies with the Chair who is completing their term of office, and will involve the collaboration and supervision of the Office of the Vice-Rector for Students and Employability and the Office of the General Secretary.
4. The duties of the General Assembly are to:
 - a) Draw up and put forward the Regulations of the Student Council (and any modifications to these regulations) for approval by the Governing Council of the URV.
 - b) Choose the two co-chairs from among the members.
 - c) Ratify, if necessary, the agreements reached by the Chair
 - d) Approve the annual budget and the closure of the previous financial year.
 - e) Propose initiatives and aspirations, and express its opinion on problems affecting the university community
 - f) Appoint the members of the Student Council who will represent it in extra-university student representative bodies at the university, in accordance with the regulations established for these bodies.
 - g) Supervise the representations that the members of the Student Council make before internal and external URV bodies
 - h) Create, modify and dissolve working committees within the remit of the Student Council, define their specific competences and appoint a person responsible for the committee to coordinate the work and report to the General Assembly on the decisions taken and actions carried out
 - i) Take the corresponding decisions within the scope of their competences, in accordance with the applicable regulations.
 - j) Coordinate the work of the University's student representatives in the governing and management bodies of which they form part
 - k) Undertake the necessary actions to promote student participation in the governing bodies of the University.
 - l) Convene the cessation of academic activity.
 - m) Undertake any other duty derived from these regulations, the URV Statute and the University Student's Statute.
5. The General Assembly of the Student Council may be convened by:
 - a) The Chair in an ordinary meeting, at least once every three months. Every attempt should

- be made to hold a General Assembly meeting before each University Senate meeting, once the date is known.
- b) In an extraordinary meeting, the Chair, at the initiative of 20% of the members or when it deems appropriate. The meeting must take place within fifteen days of being requested and the request must be signed by all the persons who have asked for it to take place.
6. All sessions must be convened via the University's institutional email, at least five working days in advance. The notice must include the date, time and place of the meeting (in person or, preferably, remotely via the Internet), the items on the agenda and any necessary documentation.
 7. The agenda must state the items proposed by the persons calling the meeting and the order in which attendees will be able to intervene. Items may be added up to two working days before the date of the meeting, provided that the proposal has the support of 20% of the members of the Council, even if only a simple majority vote is required.
 8. The Chair presides over the meetings and, at the beginning, states who has been invited and the reason for their invitation.
 9. It is the duty of all members of the Student Council to attend the face-to-face or virtual meeting to which they have been convened or, if they cannot, to justify their absence to the Chair.
 10. All decisions must be taken by a simple majority of the votes cast, in accordance with the provisions of articles 15.2 and 18.3 of these regulations. A minimum of 10% of the quorum shall be required for any decision to be taken.
 11. Any ballot where more than 50% of the votes are blank is invalid.
 12. Voting shall be by show of hands or in the manner provided for in the case of remote meetings. Voting is secret only in cases where the vote affects individuals or if the General Assembly so determines.
 13. The members of the Council have the right to a single vote, which they may exercise in person or by proxy, but never by delegation.
 14. Votes may be cast electronically, provided that this medium guarantees the legitimacy and validity of the votes cast.

Article 11. The Chair

1. The Chair is the permanent representative body of the Student Council. It is also the collegiate body that carries out the management and political decision-making tasks of the Student Council at the Universitat Rovira i Virgili. In addition, it maintains dialogue with the management team and the vice-rectors' offices responsible for student affairs.
2. The Chair is one person
3. The General Assembly of the Student Council elects the Chair through an electoral process:
 - a) Each time a new General Assembly is constituted, the Chair must be elected for a term of two years.
 - b) To be able to present themselves to the Chair, they must be a full member of the Student Council.

- d) The choice can be made in person or virtually.
 - e) The vote is secret and cannot be delegated.
 - d) Candidates must formalise their candidacy 15 days before the day of the elections, so that the outgoing co-presidents can send their candidacies to the members of the General Assembly.
 - g) Persons aspiring to be elected Chair must make a brief presentation on the day of the vote.
 - h) The candidate with the most votes will be elected Chair
4. The duties of the Chair are to
- a) Represent the Student Council before University bodies and other external bodies.
 - b) Ensure that the Regulations of the Student Council are complied with.
 - c) Convene and chair the sessions of the General Assembly, moderate the debates and suspend them if there is good cause.
 - d) Coordinate the functioning of the Student Council and promote relations with student committees or delegations.
 - e) Elevate to the Governing Council, the delegated committees, the Senate and the Social Council the proposals and agreements of the General Assembly, the student committees, the student delegations of the URV's Faculties and schools, the student associations and the student groups.
 - f) Ensure that the General Assembly receives information from the Governing Council, the delegated committees, the management team and the Social Council.
 - g) Put forward an annual work plan to be approved by the General Assembly.
 - h) Draw up and manage the budgets to be approved by the General Assembly.
 - i) Ensure the execution of the agreements passed by the General Assembly of the Student Council.
 - j) Administer the internal work platform of the Student Council via the URV's virtual campus.
 - k) Carry out all those functions delegated by the General Assembly or derived from these regulations, the URV Statute and the University Student Statute.
5. The Chair must meet with the student representatives on the Governing Council at least once every academic month. The meeting may be called by the Chair or, if requested, by at least two of the representatives on the Governing Council through the Student Office. A statement of the agreements reached must be published after each meeting.
6. Once the period of the legislature has expired, the Chair must remain in office until the new General Assembly is constituted. Outgoing Chairs may put themselves forward to be elected for a second term of office.
7. In the event of the resignation of the Chair, all functions will fall on the standing committee led by the Vice Chair until the election in due time and form of a new president.

Article 12. Permanent Committee

1. The Permanent Committee is the consultative, deliberative and support body for the tasks

pertaining to the Chair, it helps to carry out the activities proposed by the Student Council and it promotes the participation, activity and smooth running of the Council.

2. The Permanent Committee consists of:

- a) The Chair
- b) The Vice-Chair
- c) The Organising Secretary
- d) The Treasurer
- e) The Communications and Press Officer
- f) The Legal Advisor
- g) A person representing the General Assembly (CEUCAT, CEUNE, etc.)
- h) A person responsible for commissions (Governing Council, CECU, etc.)

3. The duties of the Permanent Committee are to:

- a) Actively collaborate in maintaining the census of representatives of the Faculty/School Board, Senate and the persons delegated by the faculties and schools.
- b) Establish and develop policies for informing students and fostering their participation.
- c) Ensure that the General Assembly receives any information derived from the faculty/school councils and from the activity of the faculties and schools.
- d) Those delegated to it by the General Assembly and the Chair.

4. The duties of the Vice-Chair are to:

- b) Supervise the plenaries, ensure the proper functioning of the Permanent Committee, and manage and maintain constant contact with the faculty councils.
- c) Carry out the functions of the Chair if the Chair is unavailable.

The Vice-Chair may be a member of the Standing Committee or an external member.

5. The duties of the Organising Secretary are to:

- a) Write, organise and keep the minutes and documentation of the Student Council.
- b) Certify the agreements taken by the General Assembly of the Student Council of the Universitat Rovira i Virgili.
- c) Receive and channel communications, requests and notifications sent by and addressed to the members of the Board.
- d) Write up the minutes of the General Assembly.
- e) In general, undertake all other functions inherent to the position of secretary that may be assigned to him/her by the Council.

3. The duties of the Treasurer are to:

- a) Administer the finances and manage the accounts of the Student Council. The Student Office must supervise all expenses and economic operations.

- b) Authorise the payment of expenses generated by the activities of the Student Council.
- c) Advise the Chair in the preparation of the budget and the liquidation of the previous years.
- d) Monitor the execution of the budget, present the financial report and report to the Plenary and the Chair.
- e) In general, undertake all other functions inherent to the position of secretary that may be assigned to them by the Council.

7. The duties of the Communications and Press Officer are to:

- a) Administer the social networks (Instagram and X, formerly Twitter) of the Student Council.
- b) Be responsible for communication between the Student Office and the Chair.
- c) In general, undertake all other functions inherent to the position of communications and press officer that may be assigned to them by the Council.

8. The duties of the Legal Advisor are to:

- a) Review the reports, agreements and annexes of the Chair and the Student Council of the URV.
- b) Advise the Chair on legal matters.

9. Members of the Standing Committee may be chosen from among students who are not members of the Student Council. In this case, they will become part of the Student Council with a voice but without a vote.

Article 13. Funding

1. The URV Student Council has a financial endowment assigned to it in the annual budget of the URV.
2. This financial endowment is administered by the Student Council through the Student Office, always in accordance with the indications of the Student Council's General Assembly and/or the Chair, and with the technical supervision of the Student Office and the Office of the Vice-Rector for Students and Employability.

Article 14. Motion of no confidence

1. A motion of no confidence to replace the Chair can be submitted if three student representatives or 30% of the members of the Plenary make this request to the Governing Council.
2. A motion of no confidence must be made in writing and requires a candidate to put themselves forward to replace the member who is the object of the motion of no confidence.
4. The vote on the motion of no confidence will be held in an extraordinary meeting of the General Assembly, which must take place between ten and fifteen working days following the date on which the motion of no confidence was submitted.

4. Voting by mail or proxy is not allowed.
6. Once the meeting is open, the first signatory of the motion has a maximum of 30 minutes to explain their reasons for submitting the motion. After this, the members who are the object of the motion must be given the same amount of time to reply. This is followed by a debate of a maximum of one and a half hours, to be allocated by the Chair. When the debate has finished, the attendees of the extraordinary meeting vote individually and in secret on the motion of no confidence.
7. For the motion of no confidence to pass, it requires the support of an absolute majority of the current full members of the Council.
8. If the motion of no confidence fails, no further motion of confidence may be presented against the individual concerned until the following academic year and, in all circumstances, not before six months have passed.

Article 15. The student councils of the faculties and schools

1. The student councils of the faculties and schools are the highest representative body of the students at each of the URV's faculties and schools, notwithstanding the functions attributed to the URV Student Council.
2. A student council may be constituted at each of the URV's faculties and schools.
3. The student councils of the faculties and schools have full autonomy within the scope of their competences and functions, and act in full compliance with the principles of collaboration between the different faculty/school student councils and the URV Student Council, with which it can establish joint plans and programmes of action, although the URV Student Council will be pre-eminent in the event of conflicts of competence or interests.
4. The faculty/school's student council will consist of representatives of the courses taught by the faculty/school with representation on the following bodies:
 - a) The University Senate.
 - b) The board of the respective faculty/school.
 - c) The departmental councils that are responsible for teaching on some of the courses affiliated to the faculty/school. In these cases, each representative can only form part of the student council of one faculty or school.
 - d) The group delegates. The number of group delegates on the faculty/school student council cannot exceed 50% of the total number of members. In the event that the number of group delegates exceeds the aforementioned 50%, the delegates must appoint representatives to the student council from among their number, in proportion to the number of students registered for each of the courses assigned to the school.
5. The term of office of representatives on the Senate, the /school boards and the departmental councils is governed by the provisions of the URV Statute. The term of office of the other representatives lasts for one academic year.
6. The duties of the faculty/school student councils of the URV are to:
 - a) Draw up and put forward the Regulations of the faculty/school student council (and any modifications to these regulations) for approval by the Student Council of the URV and faculty/school board.

- b) Choose their chair.
 - c) Ratify, if necessary, the decisions of the chair.
 - d) Propose initiatives and state opinions regarding problems that affect the university community and, in particular, the faculty/school and the courses that they are responsible for.
 - e) Set up delegated committees and other advisory bodies, and to establish their composition and functions.
7. Once constituted, each faculty/school student council must draw up its internal operating regulations, in accordance with the model attached to these regulations as annex 1 (annex of faculty/school student council regulations). Under no circumstances may the content of the internal operating regulations contradict the provisions of the present regulations.

Article 16. Cessation of academic activity

1. Cessation of academic activity is when the students cease their academic activities voluntarily and in a previously agreed manner with the aim of defending their rights, interests and demands in the terms established in these regulations.
2. Cessation of academic activity may be general or partial and it may cover the entire URV or only some faculties/schools or degree courses.
3. A proposal for a cessation of academic activity must be included on the agenda of the meeting of the General Assembly of the Student Council and an extraordinary meeting may also be called to deal with this point. Any decision to call for the cessation of academic activity requires a vote in favour by one quarter of the full members of the Student Council of the URV.
4. The decision taken by the Student Council must be communicated in writing to the Office of the Vice-Rector responsible for student affairs, either by email or by submitting it to the URV's General Registry. As a general rule, this communication must be made at least 10 calendar days before the date set for the cessation of academic activity, but this can be reduced to 2 working days if the proposed cessation is in response to unforeseen and unforeseeable events. The communication must include the start and end dates of the cessation, the students' reasons and demands, if applicable, the area affected (whether it is total or partial and which faculty/school or degree programme is affected) and the result of the vote.
5. The URV Student Council (represented by a member of the Permanent Committee) must meet, if necessary, with the Vice-Rector responsible for student affairs to confirm that the requirements are met.

Once it has confirmed that the requirements have been met, the office of the vice-rector must communicate by email the Student Council's decision to cease academic activity and the resolution confirming compliance with the requirements of the office of the vice-rector to the entire university community or to the faculty/school concerned.

Article 17. Modification of the Regulations

1. The present regulations may be modified at the initiative of the Chair, the Standing Committee or a third of the members of the Plenary.

2. Any project to modify these regulations must be approved by an absolute majority of the members present at the meeting of the General Assembly convened for this purpose.
3. The regulations proposed by the General Assembly of the Student Council must be approved by the Governing Council of the URV.

REVOCATION PROVISION

1. From the moment that the present regulations enter into force, any regulation of the same or lower rank that opposes the content of this document is hereby annulled.
2. The provisions of the Regulations of the Student Council of the URV approved by the Governing Council on 22 December 2011 are hereby expressly repealed.

FINAL PROVISION. ENTRY INTO FORCE

These regulations enter into force on the day that they are approved by the Governing Council.

ANNEX**REGULATIONS GOVERNING THE INTERNAL FUNCTIONING OF THE STUDENT COUNCIL OF THE (name of the faculty/school) OF THE UNIVERSITAT ROVIRA I VIRGILI (TEMPLATE DOCUMENT)**

SECTION I. DISPOSICIONES GENERALES*Article 1. Purpose of the Regulations*

These regulations establish the provisions that make up the internal operating regime of the Student Council of the (name of the faculty/school) of the Universitat Rovira i Virgili, constituted in accordance with the provisions of the Statute of the Universitat Rovira i Virgili (hereinafter URV).

Article 2. Nature

The Student Council of the (name of the faculty/school) is the highest representative body of the students of the (name of the faculty/school) of the URV, notwithstanding the functions attributed to the Student Council of the University.

The composition and functions of the school student council, as well as the duration of the term of office, are established by the Regulations of the URV Student Council (hereinafter CEURV).

Article 3. Loss of membership of the Student Council of the (name of faculty/school)

1. A member of the Student Council of (name of the faculty/school) loses their membership if:
 - a) they cease to belong to the group that they were elected to represent,
 - b) they resign,
 - c) their term of office expires,
 - d) they cease to be a student of the Universitat Rovira i Virgili.
2. The existing members of the Student Council will remain in office until the new members have been elected.
3. The group delegate loses their membership status at the end of the academic year in which they were elected, notwithstanding the aforementioned cases.

SECTION II. GOVERNING BODIES**CHAPTER 1. THE GENERAL ASSEMBLY***Article 4. Definition and members of the General Assembly*

1. The General Assembly is the highest representative body of the Student Council of (name of the faculty/school).
2. The General Assembly is made up of all the representatives specified in article 3 of these regulations. However, any student of the courses affiliated to (name of the faculty/school) may attend the meetings of the Plenary Session. They may speak but not vote, and they must prove their status and duly inform the president of their intention to attend before the start of the session.

Article 5. Functions of the General Assembly

Notwithstanding those that may be added by the corresponding Regulations, the functions of the General Assembly are to:

- a) Draft and put forward the Regulations of the Student Council of the (name of the faculty/school), along with any possible modifications, so that they can be submitted for approval by the Student Council of the University and for approval by the board of the (name of the faculty/school).
- b) Elect the president.
- c) Ratify, where appropriate, the decisions of the president.
- d) Propose initiatives and express its opinion regarding problems that affect the university community and, in particular, the faculty/school and the courses that it teaches.
- e) Create delegated committees and other advisory bodies, and establish their composition and functions.
- f) Propose the cessation of academic activity at the faculty/school in accordance with the conditions determined by the Regulations of the Student Council of the URV.
- g) Undertake any other duty deriving from these regulations, the Regulations of the University Student Council, the URV Statute and the University Student Statute.

Article 6. Convening the General Assembly

1. The General Assembly of the (name of the faculty/school) must meet, on an ordinary basis, at least three times per year (the Regulations may provide for further meetings). Whenever possible, it should meet before the regular meetings of the General Assembly of the Student Council of the University.

2. The secretary, at the request of the chair, must draft the call for the meeting of the General Assembly. All meetings must be convened by via the University's institutional email, at least five working days in advance. The notice must include the date, time and place of the meeting (in person or, preferably, remotely via the Internet), the items on the agenda and any necessary documentation.

3. In cases of urgency, the deadlines for convening a meeting of the General Assembly can be reduced to 48 hours, which will then make it an extraordinary meeting. The Chair must expressly justify the urgency, which must be subsequently ratified by the General Assembly. Sessions of the General Assembly must necessarily be convened during the teaching periods.

4. The persons called to the meeting must be informed of the rights and duties they have as student representatives.

Article 7. Attendance at meetings

The members of the Student Council of the (name of the faculty/school) must attend the meetings of the General Assembly to which they are convened or justify their absence to the Chair. However, in the event of absence, members may be represented by another member of the Student Council (if provided for in the Regulations).

Article 8. Exercising the right to vote

1. The members of the Student Council of the (name of the faculty/school) must exercise their right to vote in person. However, they may exercise their right to vote through a representative (if provided for in the Regulations), but not by delegation. Each of the members of the Student Council may exercise only one vote per representation.

2. Voting shall be by show of hands or in the manner provided for in the case of remote meetings. Voting is secret only in cases where the vote affects individuals or if the General Assembly so determines. In the event that a secret ballot is established, the General Assembly must establish the procedure for this prior to the ballot.

Article 9. Publicity, quorum and agreements

1. The Chair must use electronic means to communicate the calls, the agenda and the agreements reached to all students who are not members of the General Assembly of the Student Council of the (name of the faculty/school).
2. The General Assembly is validly constituted for the purposes of holding sessions, deliberations and reaching agreements when an absolute majority of the members is present. If there is no such quorum for the first call, a second call must be held half an hour after the first call, where the presence of a third of the members will be sufficient.
3. Any item put to vote must have been debated, except for when electing candidates to positions.
4. Agreements are reached by a simple majority of the votes cast, except under the circumstances established in Article 20 of these regulations.
5. In the event of a tie in the show of hands, the coordinator will have the deciding vote.

Article 10. President

1. The General Assembly of the Student Council of the (name of the faculty/school) elects the coordinator or chair.
2. In the event of absence, impediment or vacancy of the coordinator, a member of the Student Council of the (name of the faculty/school) is chosen by the full members attending the General Assembly to take over the role.
3. The functions of the coordinator or chair are to:
 - a) Coordinate the actions of the members of the Student Council of the (name of the faculty/school).
 - b) Act as interlocutor between the students of the (name of the faculty/school) and the management.
 - c) Convene and preside over both the ordinary and extraordinary sessions of the General Assembly of the Student Council of the (name of the faculty/school).
 - d) Receive from the Student Council of the University all the information of interest related to the (name of the faculty/school) and send this information on to the (name of the faculty/school).
 - e) Present an annual report of the activities of the student council of the faculty/school to the Student Council of the University.
 - f) Carry out all the functions of a student representative.
 - g) Carry out all the other functions attributed to it by the URV Statute, the Governing Council and current regulations.

Article 11. Secretary

The secretary is chosen by and from among the full members of the General Assembly, and is responsible for drafting and keeping the minutes of the General Assembly, issuing the certificates of the agreements adopted and carrying out the functions of the secretariat of a collegiate body.

Article 12. Cessation of academic activity at the faculty/school

1. Academic cessation at the faculty/school is when the students of that faculty/school cease their academic activities voluntarily and in a previously agreed manner with the aim of defending their rights, interests and demands provided that they mainly affect the students of the faculty/school and are not applicable to all the students.
2. When the object of the students' demands affects all students, the proposal must be submitted to the CEURV and must be processed according to the mechanisms established in the regulations.
3. The decision on whether the nature of the demands is applicable mainly to the school or if it is applicable to the entire student body must be taken in conjunction between the dean of the faculty/school and the Office of the Vice-Rector responsible for student affairs.
4. The proposal to cease academic activity at the faculty/school must be included on the agenda of the Ordinary or Extraordinary General Assembly of the Student Council of the (name of the faculty/school) of the URV. The agreement to call for the cessation of academic activity requires an absolute majority of the Student Council of the (name of the faculty/school).
5. The agreement by the Student Council of the (name of the faculty/school) must be communicated in writing to the Dean of the school, with a copy to the Vice-Rector responsible for student affairs. As a general rule, this communication must be made at least 10 calendar days before the date set for the cessation of academic activity, but this can be reduced to 2 working days if the proposed cessation is in response to unforeseen and unforeseeable events. The communication must include the start and end dates of the cessation, the reasons and demands that prompt it, if applicable, and the result of the vote.
6. The Student Council of the (name of the faculty/school) of the URV (represented by the coordinator) must meet, if necessary, with the Dean to verify that the requirements are met. Once the requirements have been verified, the dean must send by email the decision of the Student Council of the (name of the faculty/school) to cease academic activity and the resolution verifying the dean's requirements to the school, to the CEURV and to the vice-rector responsible for student affairs.

SECTION III. MODIFICATION OF THE REGULATION

Article 13. Modification of the Regulations

The coordinator or chair, on their own initiative or on the initiative of a third of the full members of the General Assembly, may propose the modification of these Regulations, which requires the agreement of the absolute majority of the full members present at the General Assembly and the subsequent approval, where appropriate, of the Board of the (name of the faculty/school).

FIRST FINAL PROVISION

The provisions in the Regulations of the Student Council of the University and the rules of common administrative procedure must be applied to any cases that are not provided for in these internal operating regulations.

SECOND FINAL PROVISION

These regulations enter into force the day after they are published in the Official Gazette of the URV.