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As of: January 28, 2014

Information: D-HEST Department Coordination

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By-laws of the Association of Academic Staff of D-HEST

The members of the academic staff of the Department of Health Sciences and Technology decree the following by-laws according to Art. 47 Abs. 2 of the Organizational Regulations of ETH Zurich resp. Art.8 Abs. 2 of the D-HEST by-laws:

1. General

1.1. Name

The name of this organization is HEST Association of Scientific Staff, abbreviated as HAS. The abbreviation will be used throughout this document.

1.2. Members

All scientific staff employed in D-HEST are members of HAS as long as they do not belong to another association of the Department.

1.3. Bodies

The Association of Academic Staff comprises the following bodies:

- a) General Meeting
- b) The board

2. The General meeting: Function and Organization

The General Meeting serves the sharing and exchange of opinions and the representation of the members' interests within the Department. It is the highest body of the association.

The General Meeting decides on applications and elections by a simple majority of the members present. A deputation is not admissible and there is no quorum. In the case of voting parity the chairperson has the casting vote.

Every member of HAS has one vote in the General Meeting and the right to contribute to the agenda.

The General Meeting votes the board members, the president, and representatives in all department committees in which HAS has representatives.

The General Meeting is led by the President, or a board member.

A General Meeting is organized by the board at least once a year or on written demand of at least 10 members within 4 weeks of receiving this demand.

The General Meeting is to be announced at least 2 weeks before hand to all members. The agenda shall be compiled at least 1 week before hand.

Minutes at the General Meeting must be taken by a member elected by the general Meeting at start. Minutes should be signed by the President and the minute-taker and should be distributed within 2 weeks after the General Meeting.

3. The board

The board consists of at least the president and the representatives in the department conference. The General Meeting can decide to extend the board if needed.

The board represents the HAS on daily issues.

The board is elected for one year by the general Meeting. Reelection is permitted. The General Meeting can dismiss the board or a board member at any time.

Board members can only be elected if they are member of HAS.

4. Final Remarks

Voting and elections can be carried out by means of a circulatory correspondence. This is decided by the board.

The President informs the Department Head of the elected representative of the HAS.

HAS is a member of AVETH and receives means from AVETH.

If there is a case in which the by-laws are not clear, the decision of the board will be valid.

Accepted at the General Meeting of January 28, 2014.