

## Rules of Procedure

General Assembly

Adopted by the General Assembly on 8 April 2014,  
Amended by the General Assembly on 25 November 2016.

Ref. GA/05.1  
Ver. 2.0  
Date 2016-11-25  
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### Preamble

Pursuant to Article 10 I. of the Statutes, the General Assembly adopted the followings Rules of Procedure.

These Rules of Procedure make provisions in addition to or in order to specify the Statutes where necessary. The provisions of the Statutes always have precedence.

### I. Members

#### Suspension of membership

- I.1 If a member has not paid its membership fee (as required by Art. 22 of the Statutes) for any of the financial years preceding the General Assembly, the General Assembly may decide to temporarily suspend all rights of the member concerned.
- I.2 The decision shall be based on a proposal by the Executive Board and shall be taken with a Double 2/3 Majority.

### III. General Assembly

#### Strategic planning

- III.1 As the highest decision-making body of the Association, the General Assembly is in charge of strategic planning.
- III.2 It should develop and adopt a Strategic Plan for EQAR, and review and update it at least every five years.
- III.3 It should update annually the rolling two-year Work Plan, based on the Strategic Plan.

#### IIIbis President

##### Election

- IIIbis.1 The Selection Committee (SC) for the election of the President includes:
  - a) 2 Executive Board members other than the current President, appointed by the Executive Board

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- b) 2 Register Committee members, appointed by the Register Committee
- c) 7 General Assembly representatives, thereof:
  - 4 appointed by the group of Governmental Members;
  - 2 appointed by the group of Founding Members;
  - 1 appointed by the group of Social Partner Members.
- IIIbis.2 The Director serves as secretary to the SC and invites the bodies concerned to appoint their members. S/he convenes the SC as soon as all members are appointed. The SC decides on its own chair.
- IIIbis.3 The SC launches a public call for expressions of interest by suitable individuals. The SC may decide not to (re-)open a public call if the current President is available for a second term, or if its previous proposal has been vetoed or rejected (§§ 5 or 6 below), and further qualified individuals had already been proposed earlier.
- IIIbis.4 The SC proposes up to two candidates who:
  - a) fulfil the independence requirement per Art. 11 bis (2);
  - b) possess senior leadership experience in higher education;
  - c) have good knowledge of quality assurance and major general policy developments in higher education at the European level;
  - d) are able to work with governments, quality assurance agencies, higher education institutions and stakeholder organisations;
  - e) possess excellent command of English.
- IIIbis.5 The EB and RC take note of the SC's proposal before it is submitted to the GA. Either body has the right to veto the proposal, thus referring it back to the SC.
- IIIbis.6 The General Assembly elects the President by secret ballot. Members can vote for one of the proposed candidates, or for referring the proposal back to the SC. If neither option receives an absolute majority, a run-off vote is held.

#### IV. Executive Board

##### Temporary replacement

- IV.1 If a member of the Executive Board is temporarily unable to exercise her/his role the Executive Board may co-opt a replacement member, upon a proposal by the same Founding Member.
- IV.2 The General Assembly shall be informed of the temporary replacement.

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## VI. Appeals Committee

### Profile

- VI.1 Members of the Appeals Committee should be individuals with experience and expertise in quality assurance of higher education.
- VI.2 Members of the Appeals Committee may not hold any functions in a quality assurance agency or in any member of EQAR.

### Term

- VI.3 The Appeals Committee shall be elected for a term of four years.
- VI.4 Members may serve for up to three consecutive terms.

### General Assembly

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