

ELECTIONS 2020 INFORMATION NOTE - PART 1 OF 3

TOPIC: Call for candidates for the election of first President and Directors
DATE: 28 October 2020
TO: Founding Members, provisional Members and provisional Observers of the EOSC Association
FROM: Non-statutory Board of Directors

CONTEXT

A call for candidates is hereby launched for the elections 2020 of first President and Directors which will take place during the first (constitutional) General Assembly of the EOSC Association as an online event on 17 December 2020. This information note was unanimously adopted by the non-statutory Board of Directors at its meeting on 28 October 2020.

At the beginning of the first (constitutional) General Assembly, notably before the elections 2020, provisional Members and Observers will be admitted (i.e. get the status of Member and Observer). All Members can then take full part during elections 2020, including standing for elections and voting. The first General Assembly will further take note of the organisations that have been nominated as a 'mandated organisation' by the competent national authorities of their countries.

Organisations who have received confirmation of their provisional Member status (following the meeting of non-statutory Board of Directors on 28 October 2020) are invited to consider their respective representatives for candidacy for the elections of first President and Directors.

VACANCIES ELECTION 2020

One (1) President and eight (8) Directors will be elected during elections 2020 in the following order and with the following terms:

1. One (1) President with a 2-year term;
2. Three (3) Directors, each with a 3-year term;
3. Two (2) Directors, each with a 2-year term;
4. Three (3) Directors, each with a 1-year term.

The [Statutes](#) specify that the standard terms for President and Directors are three (3) years, and the Statutes additionally state that the first President and first Directors may be appointed for a shorter term. This enables the terms to be staggered, which facilitates continuity in governance.

KEY INFORMATION FOR ELECTIONS 2020

- The [Statutes](#) and in particular ARTICLE 3. GENERAL ASSEMBLY and ARTICLE 4. BOARD are of extra interest.
- The function profiles for President and for Directors (see Part 2 below) may serve as a guiding document when deciding upon candidature.

- Pending the adoption of the Bylaws during the first (inaugural) General Assembly, which will take place after elections 2020, please take note of the adopted procedures for the elections 2020 (see Part 3 below) of the first President and Directors.

ADDITIONAL INFORMATION

Below is some additional information which may be of interest to provide additional context.

- Blog post 30 July 2020 "[A major milestone: the EOSC Association is born!](#)"
- Blog post 21 September 2020 "[The next steps of the EOSC Association](#)"
- Blog post 20 October 2020 "[The EOSC Association in Numbers](#)"
- Collection of [EOSC Executive Board Outputs](#) dated 18 October 2020

ANNOUNCING CANDIDACY

All candidates for the elections 2020 are invited to submit the following three (3) parts of the required documentation to eoscassociation@eoscsecretariat.eu by no later than 23:59 local Brussels time on 20 November 2020:

1. A curriculum vitae (max two A4 pages);
2. A motivation letter from the candidate which also states the [vacancy\(-ies\)](#) where they wish to be a candidate (max two A4 pages);
3. A letter from a suitable authority of the Member organisation of the candidate stating their support for the candidate's candidacy (max two A4 pages). In this letter, the organisation must explicitly state that they waive their right to use the offered extraordinary 'grace period' to cancel their membership in the EOSC Association between the first (constitutional) General Assembly and 28 February 2021.

Please note that there will not be time for speeches by candidates during the first (constitutional) General Assembly, so please include all information into the three documents listed above that you deem necessary for member Delegates to cast an informed vote. The page limitations described above are strictly enforced, but candidates are invited to include links to additional information/webpages/videos and similar in their documents.

QUESTIONS

Questions can be directed to the EOSC Association start-up group using the email eoscassociation@eoscsecretariat.eu which will reply as soon as possible.

To facilitate transparency, questions received and replies communicated may also be published on the public webpage: eoscsecretariat.eu

TIMELINE AND DEADLINES

- The non-statutory Board of Directors unanimously adopted this information note during its meeting on 28 October 2020.
- The EOSC Association start-up group together with the EOSC Secretariat communicates this information note by: (i) emailing all provisional Members, and (ii) publishing the information on eoscsecretariat.eu as soon as possible after 28 October 2020.

- To be included as a candidate during elections 2020, all candidates are invited to submit the required documentation (see section '[Announcing Candidacy](#)' above) by email to eoscassociation@eoscsecretariat.eu no later than 23:59 local Brussels time on 20 November 2020.
- The EOSC Association start-up group and the EOSC Secretariat will conduct a eligibility check of each candidate in line with the [Statutes](#), and will contact any affected candidates individually if there are any questions or concerns.
- The documentation submitted by each candidate for elections 2020 will be included in the information package sent to each Delegate no later than 27 November 2020, which is 20 days before the first (constitutional) General Assembly on 17 December 2020.

ELECTIONS 2020 INFORMATION NOTE - PART 2 OF 3

TOPIC: Function profiles for President and for Directors
DATE: 28 October 2020
TO: Founding Members, provisional Members and provisional Observers of the EOSC Association
FROM: Non-statutory Board of Directors

CONTEXT

The aim of these function profiles are to provide clear profiles for the functions to be elected during elections 2020 which will take place as an online meeting during the first (constitutional) General Assembly on 17 December 2020. This information note was unanimously adopted by the non-statutory Board of Directors at its meeting on 28 October 2020.

QUESTIONS

Questions can be directed to the EOSC Association start-up group using the email eoscassociation@eoscsecretariat.eu which will reply as soon as possible.

To facilitate transparency, questions received and replies communicated may also be published on the public webpage: eoscsecretariat.eu

FUNCTION PROFILES

PRESIDENT

The General Assembly elects the first President for a term of two years. The President presides over the EOSC Association and leads its strategic direction. The President is expected to be a determined and inspirational leader who is committed to the mission, aims and values of the association. The candidate should be available to serve for one term. The [Statutes](#) foresee the possibility of a second consecutive term.

RESPONSIBILITIES

The President:

- leads and represents the association;
- convenes meetings of the General Assembly and the Board;
- chairs meetings of these bodies;
- enhances relationships and fosters cooperation with strategic partners and other institutions in order to raise the association's impact;
- co-decides on necessary *ad hoc* measures between meetings of the bodies;
- is responsible for the ongoing affairs of the association and the preparation and implementation of the decisions by the General Assembly and the Board;
- proposes the Vice President and Treasurer from amongst the Directors for appointment by the Board of Directors;

- supervises the Secretary General.

PROFILE

The President should be in a leadership and/or executive position of a Member for the duration of the term of office as President. There will be a need for inclusiveness, integrity, neutrality and impartiality - all qualities necessary for the successful strategic leadership of the EOSC Association.

REQUIREMENTS

The President will:

- support and promote our association's mission, aims and values including as encompassed by the [EOSC Declaration](#) and as implemented in the [proposal for a European Partnership under Horizon Europe](#) and the [Strategic Research and Innovation Agenda](#);
- demonstrate commitment to the EOSC Association's strategic objectives and be able and willing to communicate these;
- act as a representative for the whole EOSC Association;
- act as an advocate for open science;
- demonstrate commitment to diversity and inclusiveness;
- chair the meetings of the the Board and the General Assembly;
- chair a monthly update call of up to one hour with the Secretariat;
- represent the EOSC Association at global and European levels (workload depends on interest and agreements);
- seek input from others, consider multiple viewpoints and facilitate consensus;
- provide for excellent oral and written communication skills in English;
- possess networking skills on both a formal and informal level.

OPTIONAL

The following characteristics add to the profile of the President:

- knowledge of and professional networks in European research, innovation and higher education and in open science;
- knowledge of and experience of the goals, activities and functioning of our association;
- scientific background.

DIRECTOR

The General Assembly elects the Directors, who are appointed in their individual capacity, from amongst the Delegates of the General Assembly. Three Directors are appointed for a term of three years; two Directors are appointed for a term of two years; and three Directors are appointed for a term of one year. A Director shall continue to act until re-election or until new Directors take office, as specified in the [Statutes](#). For the good order, we recall article 4.1 of the Statutes which states that 'the Board appoints the Vice-President and Treasurer from amongst its Directors'.

RESPONSIBILITIES

The Directors act as a collective within the Board:

- steer the activities of the association in accordance with the strategy;
- adopt positions on behalf of the association and issue mandates for its representation taking the Members' and Observers' views into account;
- propose new Members and Observers to the General Assembly;
- can suspend a Member and Observer;
- seek nominations for elections and appointments when appropriate;
- appoint and dismiss the Secretary General;
- submit the fees, the budget, the accounts and the annual report to the General Assembly;
- enforce the Bylaws and corresponding annexes and secure that they are followed;
- attend meetings of the Board;
- propose operational bodies to the General Assembly;
- establish and maintain a risk register, including mitigation activities.

PROFILE

A Director should be in a leadership and/or executive position of a Member for the duration of the term of office as Director.

REQUIREMENTS

A Director will:

- support and promote our association's mission, aims and values including as encompassed by the [EOSC Declaration](#) and as implemented in the [proposal for a European Partnership under Horizon Europe](#) and the [Strategic Research and Innovation Agenda](#);
- demonstrate commitment to our strategic objectives;
- act as an advocate for open science;
- demonstrate commitment to diversity and inclusiveness;
- attend meetings of the Board and General Assembly;
- be able to listen, analyse, think and act strategically;
- be proactive in stakeholder engagement and in representing the views of the EOSC Association.

OPTIONAL

The following characteristics add to the profile of a Director:

- knowledge of and professional networks in European research, innovation and higher education and in open science;
- knowledge of and experience of the goals, activities and functioning of our association;
- willingness to act as a liaison or contact point for an operational body or advisory body of the EOSC Association;
- scientific background.

ELECTIONS 2020 INFORMATION NOTE - PART 3 OF 3

TOPIC:	Procedures for the elections of the first President and Directors
DATE:	28 October 2020
TO:	Founding Members, provisional Members and provisional Observers of the EOSC Association
FROM:	Non-statutory Board of Directors

CONTEXT

This information note describes the voting procedures for the elections 2020 of the first President and of eight Directors which will take place as an online meeting during the first (constitutional) General Assembly on 17 December 2020. This information note was unanimously adopted by the non-statutory Board of Directors at its meeting on 28 October 2020.

At the beginning of the first (constitutional) General Assembly, notably before the elections 2020, all provisional Members will be admitted. All provisional Members will then be admitted, full Members and can take full part during elections 2020, including standing for elections and voting during the elections.

The elections 2020 will take place in two steps, the first President will be elected first followed by the election of eight Directors.

For the good order, we recall article 3.4 of the [Statutes](#) which states “To enable anonymous voting, the Members’ votes may not be disclosed to the other Members by the choice of systems used.”

Each member has one vote and there is no ‘weighting’ of votes. For the good order, we recall article 3.3 of the Statutes which describes the quorum to be fulfilled before the General Assembly may validly deliberate.

PROCEDURE ELECTION OF FIRST PRESIDENT

For the good order, we recall article 3.1 of the [Statutes](#) which states “The General Assembly elects the President for a term of three (3) years, who may be re-elected for one more term. The first President may be elected for a shorter term.” Following a decision by the non-statutory Board of Directors at its meeting on 28 October 2020, the first President is elected for a term of 2 (two) years.

For the good order, we also recall article 3.4 of the [Statutes](#) which states that for the election of Directors of the Board and for ‘matters related to the high-level strategy’, including the President, a ‘double majority’ is required with both:

- Two-third ($\frac{2}{3}$) majority of votes of Members present or represented, and;
- Two-third ($\frac{2}{3}$) majority of votes of Mandated Organisations present or represented.

To fulfil this requirement and following a decision by the non-statutory Board of Directors at its meeting on 28 October 2020, the election of the President during elections 2020 will take place using at least two (2) rounds in this order:

1. Selection of the President

2. Election of the President

For the selection round, the electronic election ballot will contain all who have duly announced their candidacy for the vacancy (both their name and the name of the corresponding Member). Each Delegate will have one (1) vote.

The candidate with the most votes is selected to the vacant position. In the case of a tie, a separate round is inserted to select between the tied candidates.

Following the selection round(s) selecting the President, a confirmatory election will take place to fulfil the 'double majority' requirement. All Delegates will have one (1) vote and will be invited to cast their vote for either of the two options:

1. Endorse the selected President;
2. Not endorse the selected President.

If the number of Delegates endorsing the selected President does not pass the double majority requirement, then the selected President will be un-selected, and the selection procedure for the President restarts from the beginning. If the number of Delegates endorsing the selected President pass the double majority requirement, then the President is elected.

If the individual elected President had also announced their candidacy for election as Director, then they are automatically removed from consideration for the election of the Directors. Any unsuccessful candidate for President who had also announced their candidacy for election as Director, is retained for the election of Directors.

For the good order, we recall article 4.1 in the [Statutes](#) which clarifies that the President does not have voting rights in the General Assembly. All Members who have a candidate for President are invited to ensure they have designated and announced (prior to the General Assembly) to the Chair and Secretary of the General Assembly an 'alternate Delegate' attending the General Assembly as an Observer who can take over the role as Delegate in case their candidate is successfully elected.

PROCEDURE ELECTION OF EIGHT DIRECTORS

For the good order, we recall article 3.4 of the [Statutes](#) which states that for the election of Directors of the Board a 'double majority' is required with both:

- Two-third ($\frac{2}{3}$) majority of votes of Members present or represented, and;
- Two-third ($\frac{2}{3}$) majority of votes of Mandated Organisations present or represented.

To fulfil this requirement and following a decision by the non-statutory Board of Directors, the election of the Board of Directors during elections 2020 will take place using at least four (4) rounds in this order:

1. Selection of three (3) Directors, each with a 3-year term;
2. Selection of two (2) Directors, each with a 2-year term;
3. Selection of three (3) Directors, each with a 1-year term;
4. Election of the selected Board of Directors.

For each selection round, the electronic election ballot will contain all who have duly announced their candidacy for the vacancy (both their name and the name of the

corresponding Member), and the number of votes for each Delegate will correspond to the number of vacancies to be filled in the round. For example, in round 1 each Delegate will have three (3) votes as three (3) Directors will be selected.

In each round, Delegates may vote only once for each candidate. The candidates with the most votes are selected to the vacant positions. In the case of a tie, a separate round is inserted to select between the tied candidates.

If a candidate is selected then they are automatically removed from subsequent rounds. The candidates who were not selected may go forward to the next round (-s).

When the round is completed with three (3) Directors selected with 3-year terms, the next round starts and follows the same procedure but for two (2) Directors, each with a 2-year term and with each Delegate having two (2) votes.

When the round is completed with two (2) Directors selected on 2-year terms, the next round starts and follows the same procedure but for three (3) Directors, each with a 1-year term and with each Delegate having three (3) votes.

If a candidate has duly announced their candidacy for only one of the vacancies (e.g. Director with a 1-year term), then they will not be considered for the other selection rounds but they will be considered during their indicated selection round.

Following the successive rounds selecting the eight Directors, a confirmatory election will take place to fulfil the 'double majority' requirement. All Delegates will have one (1) vote and will be invited to cast their vote for either of the two options:

1. Endorse the selected Board of Directors;
2. Not endorse the selected Board of Directors.

If the number of Delegates endorsing the selected Board of Directors does not pass the double majority requirement, then all selected Directors are un-selected, and the selection procedure for Directors restarts from the beginning. If the number of Delegates endorsing the selected Board of Directors pass the double majority requirement, then the Board of Directors is elected.

For the good order, we recall article 4.1 of the [Statutes](#) which states "The Board is composed of Directors, who are appointed in their individual capacity, from amongst the Delegates of the General Assembly. Individuals can no longer be a Delegate of the General Assembly once appointed to the Board". All Members who have a candidate for Director are invited to ensure they have designated and announced (prior to the General Assembly) to the Chair and Secretary of the General Assembly an 'alternate Delegate' attending the General Assembly as an Observer who can take over the role as Delegate in case their candidate is successfully elected.

QUESTIONS

Questions can be directed to the EOSC Association start-up group using the email eoscassociation@eoscsecretariat.eu which will reply as soon as possible.

To facilitate transparency, questions received and replies communicated may also be published on the public webpage: eoscsecretariat.eu

TECHNICAL IMPLEMENTATION

The first (constitutional) General Assembly will take place fully online and the exact technical details for the implementation of the procedures described in this document will be communicated to all Delegates prior to the first (constitutional) General Assembly. In the unlikely event that the procedure described in this information note needs to be amended (e.g. for technical reasons), then this will be communicated by email to all founding Members, provisional Members and provisional Observers prior to the first (constitutional) General Assembly.

The non-statutory Board of Directors on 28 October 2020 decided to explore using the Zeus elections e-voting system: <https://zeus.grnet.gr/zeus/>. The information below is provided following discussions with the supplier of this e-voting system.

The voting system that will be used will be web-based. The e-voting platform will be able to conduct verifiable elections in which votes remain confidential and anonymous.

All election-related operations, from election setup and configuration by the election organizers to vote submission by voters, will be performed remotely over a network connection to the internet.

Voters will be able to access the e-voting platform using a web-browser through a user friendly procedure. Complete documentation for the platform will be available and shared with the voters. There will also be in place an operational helpdesk support for questions and guidance through the procedure.

The exchange of information will be well protected and voters will be able to submit their votes within the specified time-period and receive a digital vote receipt. The integrity of the election results will be mathematically verifiable through cryptographic methods, without breaching vote confidentiality.

The e-voting platform that will be used for the needs of the EOSC Association will be open source based and its reliability has been demonstrated through the successful completion of previous election procedures with similar requirements.