Policy subject: University Governance Representation Policy	Policy number: 66/P.D/2024	Date of last revision: 2024/11/15
Implementing body: Administrative Affairs Department	Implementing start date: 2024/11/20	Policy reference: Planning and Development Department

Overview: Palestine Ahliya University (PAU) is committed to fostering inclusive governance by ensuring that all components of the university community have a structured and effective role in the highest decision-making bodies. This policy aims to strengthen democratic participation, ensuring that students, faculty, and staff have a voice in shaping the university's direction and policies, and fostering a transparent, responsive, and representative governance framework.

Objectives:

➢ **Strengthen Democratic Representation**:

Foster a governance system that includes diverse voices from the university community, ensuring balanced and inclusive representation in decision-making processes.

➢ **Ensure Effective Participation**:

Facilitate active involvement of students, faculty members, and staff in the election process, ensuring fair and transparent elections for all university governance bodies.

➢ **Achieve Gender Balance**:

Ensure gender equity in the selection of representatives for the university's governing bodies, promoting equal opportunities for all university community members.

Scope:

This policy applies to all university community members, including students, faculty, and administrative staff. It covers:

1. The election of representatives to PAU's highest governing bodies.
2. Mechanisms for ensuring fair and transparent elections.
3. Gender balance and inclusivity in governance representation.

Statements:

PAU is committed to enhancing its governance model through inclusive, transparent, and democratic processes. This policy ensures that all university community members—students, faculty, and staff—are appropriately represented within the highest administrative bodies, fostering a collaborative and inclusive decision-making environment.

Procedures:

1. Announcement of Nominations

- Publish an official announcement on PAU's platforms (website, social media) outlining the eligibility criteria and categories (students, faculty, local community).
- Provide clear instructions on how to submit nominations through the university's designated channels.

2. Submission of Applications

- Collect nominations via online forms or at designated university offices.
- Verify that all submitted applications meet the criteria, offering assistance to candidates if necessary.

3. Preliminary Evaluation of Candidates

- Review applications for eligibility and qualifications based on predefined criteria.
- Shortlist the candidates and publish the list for transparency and fairness.

4. Conducting Elections

- Organize accessible and transparent elections for the identified categories (students, faculty, local community).
- Ensure voting methods (electronic or paper) are inclusive and secure, overseen by a neutral committee.

5. Announcement of Results

- Announce election results promptly and publish a report detailing voting percentages and transparency measures.
- Organize a ceremony to formally hand over responsibilities to the elected representatives.

6. Training for Representatives

- Provide training programs to elected representatives on their roles, responsibilities, leadership, and decision-making skills.

7. Continuous Monitoring and Support

- Offer ongoing support and regular check-ins with elected representatives.
- Hold periodic meetings to address challenges and assess their performance throughout their tenure.

KPIs:

- ➢ Number of elected representatives from students, faculty, and staff on the governing body.
- ➢ Percentage of student participation in university governance elections.
- ➢ Percentage of female participation in governance elections.