

Process for appointing Section Directors

Reference texts

Ordinance on the Organisation of the Ecole Polytechnique fédérale de Lausanne (LEX 1.1.1) – Art. 4(1)(i): *“it [the Direction] appoints the Vice-Deans, **Section** and Institute **Directors** on proposal of the Dean of the School concerned;”*

Rules and Regulations Concerning the Organisation of EPFL Schools (LEX 1.2.9) – Art. 7(5):

School Deans¹ *“propose to the EPFL Direction, after approval by the School Council, the appointment of Section Directors for a renewable period of 2 to 4 years. ”*

Directive on School Councils (LEX 1.2.1) – Art. 4(2):

“It [the School Council] expresses its opinion on strategic proposals regarding the School's Bachelor and Master education, PhD studies, research and planning:

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- approval of appointments put forward according to Rules and Regulations Concerning the Organisation of EPFL Schools. ”

Process

The following process details the bodies and persons to be consulted regarding the appointment and re-appointment of Section Directors. It is, of course, supplemented by phases of consultation between the persons involved.

No later than six months before the end of the term of office of the current Section Director (no later than the beginning of the last Spring semester),

1. The School Dean will contact in writing the PA, PO and PT professors of the Section concerned, including the current Section Director, for the purpose of soliciting applications for the position of Section Director.
2. Based on the replies received, the School Dean will meet individually with all candidates who have announced their candidacy.
3. The School Dean will consult with the professors (PATT, PA, PO, PT) of the Section regarding the applications received.
4. The School Dean will propose a candidate's application to the School Council for approval. The School Council may request from the School Dean a list of the applications it has received.
5. If the candidate proposed by the School Dean is not approved by the School Council, which must justify its decision in writing, the process will be repeated by the School Dean.
6. The School Dean will propose to the EPFL Direction, for approval, the application agreed with the School Council.
7. The EPFL Direction will appoint the Section Director. It may request from the School Dean the details of the process (names of the candidates and the position statement of the School Council) until the application in question is submitted.
8. If the professor appointed by the EPFL Direction as a Section Director does not match the application proposed by the School Dean in agreement with the School Council, the EPFL Direction must explain its decision in writing to the School Council and the School Dean.

¹ The wording "School Dean" also covers "College Directors".