

Constitution

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Preamble

We provide quality formal higher education to learners while offering experienced professionals the opportunity to formalize their experience through academic qualifications. All this is in line with the European life-long learning strategy, in accordance with Maltese regulations and the European Standards and Guidelines. We believe in creating an inclusive and diverse learning environment that fosters creativity, critical thinking, and civic responsibility. In order to achieve these goals, we hereby establish this constitution.

The main objective of Triagon is to provide a high-quality education to its students, promote intellectual and personal growth, and contribute to the advancement of knowledge and society while placing high values on ethical requirements and considerations.

Triagon's key objective is to optimally prepare learners for current and future challenges in the job market and to strengthen their professional and personal development. The faculty and the support staff strive at transferring the necessary skills and competences to students by employing innovative didactic models and study formats that provide ideal practical relevance. All learning activities at Triagon are based upon a body of scientific knowledge acquired through research which is then translated into professional practice and cross-profession key qualifications.

As an educational provider, Triagon attaches particular importance to the individual support of and advice to learners while offering sufficient time for personal feedback on the learners' academic progress.

Finally, the innovative educational formats pursued by Triagon are optimal for learners who wish to combine their studies with professional employment or family obligations. This is possible through a technology-enhanced learning environment based on self-determination, unlocking novel opportunities for the acquisition of knowledge, with the goal of obtaining consistent competence in education.

I. Legal position, basic tasks and principles

§1 Legal position

The supporting company of Triagon is a privately owned Higher Education Institution registered and incorporated under the laws of Malta and operating under business registration number C88995 and educational license (MFHEA) 2018-021.

§2 Purpose

- (1) Triagon develops, provides access to and disseminates scientific knowledge by providing academic services which include but are not limited to teaching and learning as well as research carried out by its staff and students. It carries out these tasks in a spirit of academic freedom and responsibility and it stimulates critical research and teaching, reflection and debate on scientific, social, philosophical and ethical questions. Triagon offers internationally accredited academic teaching based on scientific research. It aims at the development and integration of knowledge, skills and attitudes that will prepare its students for assuming social responsibility. In this regard Triagon offers high-quality, innovative qualification programs in a wide range of disciplines and in various formats while being committed to lifelong learning.
- (2) Triagon also serves the needs of the educational community by involving its academic staff in international academic activities such as conference, symposia and workshops.

§3 Principles

- (1) Triagon independently exercises the right of self-governance.
- (2) Triagon has proprietary quality management procedures in place. To this end, Triagon has set up a quality management system for its teaching and service with the aim of institutionalizing the verification, assurance, and improvement of quality in these fields. For the ongoing systematic development of teaching and continuing education, Triagon stays in constant exchange with higher education institutions and with other institutions in Europe and worldwide.
- (3) Triagon is aware of its responsibility to promote equality in general and equal opportunities, in accordance with the legal requirements set forth in the Laws of equal rights of Malta. Thus, Triagon fosters gender equality and takes the interests of every student in special living situations into consideration by following Maltese legislation which regulates the matter, particularly Article 13 of the

Gender Identity, Gender Expression and Sex Characteristics Act (ACT XI of 2015) which includes anti-discrimination and promotion of equality provisions – regardless of nationality, gender orientation, or situation. Therefore, gender equality and equal opportunities are at the heart of the institution's guiding principle and should be promoted according to the principles of gender-sensitive perceptions across the entire academic policy as well as in all normative and administrative measures.

- (4) Triagon promotes the professional development and pedagogical continuing education of its staff.

II. Structure and organization

§4 Central bodies, members and groups

- (1) The main bodies of the Triagon are:
 - Board of Trustees
 - The President
 - The Senate
 - The Executive Dean
 - The Director of Administration
 - Scientific Advisory Board
- (2) The members of Triagon are full-time and part-time academic and administrative staff, as well as affiliate members and enrolled students.

§5 The Board of Trustees

- (1) The Board of Trustees is appointed by the supporting company. Members of this board must be composed of individuals who have extensive experience in the higher education business as well as a sound understanding of the higher education sector. The board shall be composed of three (3) to five (5) members one of whom shall be elected as chairperson of the Board of Trustees. The chair shall have the casting vote right. The term of office for all members is 3 years; reappointment is possible. The appointment of the board members may be terminated by the supporting company for a justifiable cause (e.g. unethical behavior non-adherence to Triagon's policies or underperformance). Prior to any dismissal, the members shall be given the opportunity to issue a statement in their defense within ten working days from the letter of dismissal.
- (2) Tasks of the Board of Trustees:
 - Represent the interests of Triagon and its stakeholders.
 - Serve as an advocate for the institution.
 - Oversee the strategic direction of Triagon.
 - Oversee long-term plans for Triagon's growth and success.

- Monitor Triagon's progress and performance.
 - Appoint the President.
 - Monitor the performance of the President, the Senate and other senior staff.
 - Provide advice and support to the President, the Senate and other senior staff.
 - Ensure Triagon's compliance with applicable laws and regulations.
 - Monitor the budget.
- (3) Members of the Board of Trustees shall have the right to attend any meeting of all the committees and boards of the institution in an observational capacity. The board members can request information about the work of these bodies at any time.

§6 The President

- (1) The President is appointed by the Board of Trustees. The term of office is 3 years; reappointment is possible. The President must have a background in education management, a minimum of 5 years of experience in the management of higher education institutions and holds an EQF level 8 full qualification. The appointment of the President may be terminated by the Board of Trustees for a justifiable cause (e.g. unethical behavior non-adherence to Triagon's policies or underperformance). Prior to any dismissal, the President shall be given the opportunity to issue a statement in their defense within ten working days from the letter of dismissal.
- (2) The President:
- Is responsible for the strategic orientation and positioning of Triagon.
 - Establishes principles for the development of the institution.
 - Ensures that the long-term development planning of the institution is to be jointly designed and supported in a participatory process integrating all the necessary stakeholders within the framework of the self-governance.
 - Provides general guidelines on the organization of the institution.
 - Identifies which of Triagon's facilities and business units should be established, modified, amended, supplemented, or removed to ensure self-sustainability of the institution.
 - Decides on the appointment and dismissal of directors of facilities and business units in consultation with the Director of Administration and the Executive Dean.

- Cooperates with other national and international academies and cooperation partners.
 - Establishes guiding principles for evaluation and quality management and ensures the compliance with these principles.
 - Appoints the Chairperson of the Examination Board after consultation with the Executive Dean.
 - Directs Triagon as the supreme arbitrator in all matters of the institution's self-governance.
 - Represents Triagon, convenes meetings of the Senate, presides over it.
 - Implements the decisions of the Senate and the other central bodies of the institution.
 - The President provides initiatives for the development of the institution and organizes the implementation of policy objectives resulting from the participatory process of all the bodies and organizational units within Triagon.
- (3) The President shall have the right to participate in the meetings of all the committees and boards of the institution in an advisory capacity. The President can request information about the work of these bodies at any time. The President may convene or create permanent or ad-hoc bodies and other committees to join meetings and lead these meetings.
- (4) In case of institutional expansion, the President shall be responsible to propose and define the designation, number, and the precise areas of responsibility of the School Directors/Directors of Institutes/Faculty Deans.
- (5) The President shall have the institution's domiciliary rights (domestic authority).

§7 The Executive Dean

- (1) The Executive Dean is appointed by the Senate with the advice and consent of the President. The appointment requires a completed university education as well as a proven aptitude based on a leadership experience, especially in the field of education. The period of office is 3 years; reappointment is possible. The appointment of the Executive Dean may be terminated by the President in consultation and with the approval of the supporting company for a justifiable cause (e.g. unethical behavior, non-adherence to Triagon's policies or underperformance.). Prior to any dismissal, the Executive Dean shall be given the opportunity to issue a statement in their defense within ten working days from the letter of dismissal.
- (2) An open recruitment procedure may be carried out for the new appointment of the Executive Dean.
- (3) The Executive Dean:

- Is responsible for the academic content, curricula, development of pedagogical educational programs as well as the research & development strategy.
 - Is responsible for the monitoring and approval of any research performed in direct or indirect affiliation with Triagon and any related research publications.
 - Is responsible for the implementation of modern, innovative teaching and learning methods.
 - Ensures the integrity and ongoing development of quality in teaching and research.
 - Nominates the Chairperson of the Examination Board and appoints all other members of the Examination Board after consultation with the Chairperson.
 - Establishes the principles for evaluation and quality management in agreement with the President and quality management section and takes the necessary actions if the quality fails short of the objectives set by the institutions in line with the European Standards and Guidelines.
 - Manages the staff development plans for the academic personal working at Triagon and provides personnel development plans for the institution in general.
- (4) The Executive Dean shall be the general supervisor of the teaching staff working at Triagon. In cooperation with all hierarchical academic structures, the Executive Dean must ensure that the academic staff properly performs their teaching and examination obligations in a proper fashion. The Executive Dean has supervisory rights as well as discretionary power over all academic members of staff irrespective of their hierarchical position.

§8 Director of Administration

- (1) The Director of Administration is appointed by the Board of Trustees in consultation with the President. The appointment to the Director of Administration requires a completed university education as well as a proven aptitude based on professional leadership experience, especially in administration or business. The appointment of the Director of Administration may be terminated by the supporting company for a justifiable cause (e.g. unethical behavior, non-adherence to Triagon's policies or underperformance). Prior to any dismissal, the Director of Administration shall be given the opportunity to issue a statement in their defense within ten working days from the letter of dismissal.
- (2) The Director of Administration shall manage the general administration of Triagon and is responsible for the proper operation of the institution. In addition, the Director of Administration shall maintain the technical conditions, accounting and controlling, business management and operations in its area of responsibility, and is responsible for the operation and maintenance of Triagon's infrastructure.

- (3) The Director of Administration shall manage all administrative staff working at Triagon and be responsible for staff development plans.

§9 The Senate

- (1) The members of the Senate are:
- The President, (as Chairperson and member with the casting vote)
 - The Executive Dean (voting member)
 - the Director of Administration (voting member)
 - The representative of the academic staff (voting member)
 - The representative of the student body (voting member)
 - The Chief Executive Office (observer status)
- (2) As the relevant body for the development of the strategic orientation of Triagon, the Senate:
- Approves policies, by-laws, rules and regulations as well as procedures (e.g. study regulations etc.).
 - Approves academic programs and courses.
 - Approves and oversees Triagon's long-term development and strategic plan.
 - Approves and monitors the proposed principles for the development of the institution and is responsible for overseeing the strategic orientation and positioning of Triagon.
 - Provides general guidelines for the development of standards in teaching and administration of the institution.
 - Appoints full professors through a formal process. The Senate appoints an Academic Appointments Committee to act on its behalf in matters of academic appointment; the appointment of full professors requires the final endorsement of the Senate.
 - Identifies research focus areas as well as research areas to establish.
 - Has the right to propose and approve the restructuring and/or division of Triagon into departments and schools.
 - Assists the President in furthering the stated goals of the institution.
 - Appoints the Equal Opportunity Officer.

- Establishes and updates Triagon's development plan while taking the strategic orientation and development plans of the schools into account.
- (3) The Senate shall establish its own rules of procedure. The chairperson of the Senate must be the President unless the rules of procedure provide for a different regulation. The chairman must convene the Senate meetings.
- (4) The President of Triagon shall automatically be the Chair of the Senate and shall preside over all meetings of the Senate. The Chairperson:
- must convene the Senate meetings.
 - shall have the authority to call special meetings of the Senate at their discretion and shall be responsible for setting the agenda for each meeting.
 - shall have the authority to act on behalf of the Senate in matters concerning the institution and shall serve as the primary spokesperson for the Senate and shall represent Triagon in all external dealings.
 - shall be responsible for all disciplinary action taken against members of the Senate, including but not limited to suspension, expulsion and censure.
 - shall have the authority to veto any motion or resolution passed by the Senate and shall have the authority to submit amendments to any motion or resolution.
 - shall have the authority to appoint a proxy to chair the Senate in their absence.
 - shall be responsible for ensuring that the Senate is compliant with all relevant laws and regulations, both internal and external.
- (5) In meetings of the Senate, the Equal Opportunities Officer must be consulted on issues relating to equality.
- (6) The Senate is responsible for establishing permanent or ad-hoc committees as it deems necessary for the adequate academic and administrative operations of Triagon. The President shall ensure that the appointment as members of these committees happens in a transparent manner and in consultation with the Executive Dean and the Director of Operations.
- (7) The Senate may introduce regulations related to the conferment of honoris casua degrees.

§10 Schools

- (1) The different schools constitute the basic organizational unit of Triagon. The establishment of new schools shall be decided based on the size and expansion need of the institution. Each school shall ensure that the educational programs it offers comply with the Study and Examination Regulations of Triagon. The schools are committed to collaborating across the entire institution in the interest of the interdisciplinary teaching and for securing the provision of courses.
- (2) Once established, each School shall:
 - Develop the concepts for new degree programs, and continuing education and training courses,
 - Be responsible for the accreditation process for the academic programs,
 - Design and ongoing development of teaching materials and teaching events,
 - Be responsible for the supervision of students, including but not limited to their academic and personal growth,
 - Be responsible for the analysis and evaluation of curricula, teaching events and learning materials in terms of quality and learning efficiency in accordance with the principles of evaluation and quality management as set forth in Triagon's policy documents and quality manual.
- (3) The members of a school include every teaching employee of that school, affiliate members, and the students who are enrolled in a degree program offered by that school.
- (4) The school's curriculum shall be adhered to by the school's employed academic staff and other casual teaching staff.
- (5) A school may offer more than one degree program. For each degree program, the School Director may appoint a Program Manager selected from the teaching staff who shall be in charge of the degree program. The Program Manager shall be responsible for the organizational implementation as well as for the ongoing development of the degree program in terms of academic and educational content and represents the degree program within the school and to the outside. The Program Manager must ensure that the program is delivered in line with the quality assurance procedures in terms of both: a content point of view and a pedagogical approach.

§11 School Director

- (1) Each school shall have a Director who is responsible for coordinating the work of the school,

- (2) Each School Director shall be appointed by the Executive Dean with the approval of the President. In order to fill the position of the School Director, the vacant position shall be made public for a period of at least four consecutive weeks.
- (3) The School Director shall:
 - Represent the school within the institution and manage the school's day-to-day business,
 - Propose strategic changes to the Senate with regards to the school and the programs offered to further develop the school.
 - Draw up proposals for the school's personnel development plan,
 - Be responsible for the implementation of the school's development plan, and take this as a basis for setting target agreements with the Executive Dean as well as with the school's employed teaching personnel,
 - Ensure compliance of possible agreements and cooperation with third parties,
 - Be responsible for the organizational implementation of the academic plans (curriculum and calendar),
 - Be responsible for the verification that applicants for teaching assignments possess the required qualification,
 - Be responsible for staff recruitment and employment in consultation with the Executive Dean,
 - Oversee the school fiscal budgets, and
 - Be responsible for the technical facilities at the school.
- (4) The School Director ensures that the every school employee fulfills their obligations. The School Director ensures that all members of academic personnel duly comply with their teaching and examination obligations and tasks relating to the supervision of students and guest students; the School Director has the right to supervise and give instructions.
- (5) If the need arises and no conflict with statutory provisions exists, the School Director may at their sole discretion confer powers on employed members of the school.
- (6) The School Director must immediately notify the Executive Dean and/or the Director of Administration about any unlawful decisions and measures taken by any member of the academic or administrative staff of the school.

§12 Examination Board

- (1) The purpose of the Examination Board is to ensure the fair and consistent assessment of student performance in academic courses, programs or qualifications. The Examination Board is responsible for overseeing and managing the examination process.
- (2) The Examination Board shall consist of 3 to 5 members. The chairperson is appointed by the President after consultation with the Executive Dean. The other members shall be appointed by the Executive Dean in consultation with the chairperson.
- (3) The Examination Board may establish sub-committees as it deems necessary. The Examination Board shall determine the purpose, members, and duration of each sub-committee. The chair and the members of each sub-committee shall be appointed by the Examination Board. The sub-committee shall report its activities and recommendations to the Examination Board.
- (4) Detailed regulations regarding examinations and assessments shall be found in the Assessment Regulations.

§13 Doctoral Examination Committee

- (1) The purpose of the Doctoral Examination Committee is to ensure the fair and consistent assessment of the performance of doctoral students. The Doctoral Examination Committee is responsible for overseeing and managing the doctoral examination process.
- (2) The Doctoral Examination Committee ensures the quality and standards of doctoral programs by monitoring student performance and providing feedback and guidance to academic staff on supervision and assessment practices. The Doctoral Examination Committee provides feedback and support to supervisors and examiners and manages appeals and complaints related to exam results of doctoral students. It implements policies and procedures related to examination administration and management.
- (3) The Doctoral Examination Committee shall consist of three to five members. The chairperson and the other members are appointed by the President after consultation with the Executive Dean.
- (4) Detailed regulations about examinations and assessments shall be found in the Study and Examination Regulations for Doctoral Studies.

§14 Academic Appointments Committee

- (1) The Academic Appointments Committee is appointed by the Senate to act on its behalf with regard to academic appointments.
- (2) The Academic Appointments Committee decides on the appointment of Assistant Lecturers, Lecturers, Assistant Professors, Associate Professors and Full Professors. The appointment of a Full Professor requires the final endorsement of the Senate.

§15 Scientific Advisory Board

- (1) The purpose of the Scientific Advisory Board is to advise Triagon on issues of teaching and curriculum development. It shall promote the institution's collaboration with other teachers and higher education institutions by representing Triagon externally to foster further development. The Scientific Advisory Board affords a necessary external perspective in consideration of the evolving needs of students and society. To further Triagon's quality management goals, the Scientific Advisory Board shall regularly engage in curriculum evaluation meeting in terms of both learning materials and teaching quality, and suggest improvements.
- (2) The members of the Scientific Advisory Board shall be experienced experts of the scientific community, appointed by the President for a term of three years. The members shall receive a certificate of appointment entitled "Member of the Scientific Advisory Board". Any appointment of the Scientific Advisory Board may be terminated by the President for a justifiable cause (e.g. unethical behavior, non-adherence to Triagon's policies or underperformance). Prior to any dismissal, the member of the Scientific Advisory Board shall be given the opportunity to issue a statement in their defense within ten working days from the letter of dismissal.
- (3) The Scientific Advisory Board must elect a chairperson from its members. The President is invited to the meetings which take place at least once a year. The president can delegate this commitment to the Executive Dean. The Scientific Advisory Board must adopt its own rules of procedure.

§16 Research Project Ethics Board

- (1) The Research Project Ethics Board is responsible for the ethical review and clearance of research projects undertaken by staff and students of Triagon. Its remit and procedures are set out in the Research Projects Ethics Policy and Procedure.

§17 Complaints and Arbitration Board

- (1) The Complaints and Arbitration Board hears complaints that remain unresolved after the earlier stages of the complaints procedure. Its composition, the stages of the procedure and the applicable time limits are set out in the Complaints and Arbitration Policy and Procedure.

§18 Equal Opportunities Officer

- (1) The Equal Opportunities Officer's role is to support Triagon's mission of promoting equality and eliminating any form of discrimination. To that end, the Equal Opportunity Officer shall guarantee the avoidance of gender based discrimination against Triagon administrative and academic employees and students.
- (2) The Director of Administration shall promptly inform the Equal Opportunity Officer about any situation or occurrence relevant to the fulfillment of his or her duties. The Equal Opportunity Officer then has the opportunity to investigate all facts or data surrounding the institutional or extra-institutional discrimination and to submit a report which will subsequently be submitted to the Director of Administration who will eventually raise the case with the senate.
- (3) The Equality Opportunities Officer shall be selected from the administrative and academic members of staff who applied after an internal job advertisement. The applications will be reviewed by the Director of Administration who shall eventually seek approval for appointment by the Senate. The term of appointment is four years with the opportunity of reappointment. The Equal Opportunities Officer may be terminated by the Director of Administration in consultation with the President for a justifiable cause (e.g. unethical behavior, non-adherence to Triagon's policies or underperformance). Prior to any dismissal, the Equality Opportunities Officer shall be given the opportunity to issue a statement in their defense within ten working days from the letter of dismissal.

§19 Quality Management

- (1) Quality management and quality enhancement are of fundamental importance for Triagon. Therefore, the institution has developed a comprehensive quality management concept covering the areas of teaching and service, as well as all major academic processes.
- (2) The President in consultation with the Executive Dean and Director of Administration and with the approval of the Senate shall appoint a Quality Assurance Officer to support the implementation of the evaluation and quality management principles in teaching, as well as the preparation of all quality relevant documentation such as self-assessment reports (SAR).

- (3) The Quality Assurance Officer supports the Executive Dean and the Director of Administration in the implementation of the evaluation and quality management principles in the fields of teaching and learning, in the implementation of administration and student services, and in the preparation of all quality relevant documentation.
- (4) The Quality Assurance Officer must ensure that Triagon programs are reviewed regularly as follows:
 - Biennial by the Program Manager
 - Every five years through formal program accreditation through a accreditation agency and/or licensing authority. This includes making sure that feedback from the Senate as well as from relevant stakeholders is taken into consideration.
- (5) During the recurring accreditation of the institution, every policy shall be reviewed and amended as necessary. Additionally, Triagon has annual goal setting meetings with:
 - each individual,
 - each organizational unit/department and
 - members of the top management in the context a strategic retreat as deemed necessary by the President and the Senate

The purpose of these meetings is to discuss the policies and strategies of Triagon. These goal setting meetings shall provide an effective setting for an ongoing discussion of policies and procedures.

§20 Internal Quality Assurance Board

- (1) Triagon has established an Internal Quality Assurance Board to support the independent oversight of the quality management system. The Board contributes an internal and external perspective on the operation of quality assurance across teaching, research and services, and reports to the Senate.

§21 Committee Work

Depending on the need or occasion, committee work at Triagon allows sectoral meetings to take place entirely or in part through the use of electronic or digital communication media, provided that every committee member has the necessary rights for attending such virtual meetings.

III. Employees

§22 General rules

Triagon management shall only recruit staff with sufficient relevant education credentials and experience. In addition, new staff members shall receive a compulsory induction training. Each employee shall, in consultation with the superior, agree on a progression plan during the annual goal setting and feedback meetings. All employees shall receive regular feedback and coaching both from their superiors as well as their peers.

§23 Academic staff

- (1) The recruitment for academic staff (up to Associate Professors rank) at Triagon shall be managed by the Executive Dean; however, the appointment of full professors must follow a pre-defined procedure which ensures fairness and transparency. The details for staff recruitment are regulated in the Staff Recruitment Policy. Decisions on the appointment of Assistant Lecturers, Lecturers, Assistant Professors, Associate Professors and Full Professors are taken by the Academic Appointments Committee, subject to the final endorsement of the Senate in the case of Full Professors.
- (2) Triagon uses an academic scorecard that defines objectives for the professors and lecturers. Teaching and research are equally important. The academic scorecard is continuously reviewed and developed.
- (3) Each employee is required to participate in an annual professional appraisal conversation where academic staff can receive and give personal feedback and where the annual goal setting takes place and is documented on the employee's scorecard. The results of these meetings are included in action plans for individuals, organizational units and the institution.
- (4) Academic staff is expected to participate in monthly meetings for Quality Assurance. In these meetings, all current challenges can be discussed, and concrete action plans are developed. The meetings are focused on the continuous enhancement of all of the institution's activities (teaching, research, student services ...).

§24 Administrative staff

- (1) The recruitment process for administrative staff of Triagon shall be fair and transparent. The Director of Administration shall be responsible for the recruitment of administrative staff.

- (2) Triagon uses a system of annual employee appraisal that defines goal setting for the members of the administrative staff. The outcomes of these meetings include the action plans for the individuals, organizational units and the institution.
- (3) Each employee is required to participate in an annual professional appraisal conversation where administrative staff can receive and give personal feedback and where the annual goal setting takes place and documented on the employee's scorecard. The results of these meetings are included in action plans for individuals, organizational units and the institution.

IV. Election procedure

§25 Scope of the election process

The rules governing the election process must apply to all electoral procedures as stated in this Constitution.

§26 Election Administrator

- (1) Elections must be prepared, conducted and directed by the Election Administrator. The role of the Election Administrator is assumed by the Director of Administration or a person appointed by the Director of Administration.
- (2) Election Administrator duties do not affect active and passive voting rights of the Election Administrator.
- (3) The Election Administration shall prepare any ballots necessary for any election to be held unless the election is carried out by digital means.

§27 Conducting the Election

- (1) Elections are held for the following positions:
 - Academic representative on the Senate
 - Student Representative
- (2) Every person who is entitled to vote has only one vote. The transferal of voting rights is excluded.

§28 Election process

The process for internal elections involves the following steps:

- Announcement: The Election Administrator announces the date and details of the election.
- Nomination: Eligible and willing candidates are nominated by faculty, staff, or students, depending on the position being elected.
- Campaigning: Candidates may campaign for the position by communicating their platform and qualifications to the eligible voters.
- Voting: The eligible voters cast their votes, either through a paper ballot or an online voting system.

- Vote counting: The votes are counted by the Election Administrator, and the candidate with the highest number of votes is declared the winner. The first runner-up elected as deputy and successor for the rest of the election period in case the elected candidate leaves the institution or steps down.
- Certification: The Election Administrator certifies the election results and the winner takes office.

§29 Validity of ballots

- (1) The election is completed as once as the Election Administrator declares the end of the voting period. This triggers the counting of votes. All ballots are presumed to be valid, but may be found invalid if:
 - The ballot is blank,
 - The ballot is not deemed official,
 - The mark on the ballot does not clearly reflect the voter's intent
 - The ballot contains the name of a person who has not been nominated for election
 - The ballot contains unqualified additions, apart from the name of the elected person
 - The Election Administrator determines the ballot invalid or improper for a justifiable reason.
- (2) In case of doubt, the Election Administrator decides on the validity of ballot papers.

§30 Election results

- (1) The candidate who receives a simple majority of all submitted votes is elected.
- (2) Every election result shall be announced by the Election Administrator, and must be initially communicated to the person elected, the runner up in the elections shall act as deputy (i.e. Deputy Student Representative or Deputy Academic representative of the Senate)
- (3) The Election Administrator must send the election results to the President so that the results can be officially announced.

§31 Electoral protocol, election review

- (1) All elections must keep a detailed record of any election related meetings, including the electoral process itself. Documentation regarding the election process shall be transparent and open to all interested parties, including any candidates.

- (2) Voters and candidates can dispute the election results within one week from the date of the election. For doing so, a written statement detailing the reasons shall be submitted directly to the Election Administrator.
- (3) Disputing the election is only justified when essential provisions concerning the electoral procedure have been violated and this violation has led or could have led to a different election result.
- (4) If an election is disputed the whole process will be reviewed by the President. The final decision on the matter will be made by the Senate based on the findings of the President. In case of irregularities within the election, the Senate can decide a rerun of the election.

V. Financing

§32 Tuition Fees

- (1) Triagon finances its regular business operations predominantly from the ongoing tuition fees of enrolled students. In addition, the institution charges a one-time fees for the correction of final degree thesis papers (Bachelor thesis, Master thesis and Doctoral thesis). Other revenues come from application fees, acceptance/recognition fees, and entrance examinations.
- (2) The amount and method of fee payment must be decided by the CEO in agreement with the President.

§33 Budgeting

- (1) Based on the development and strategic plan approved by the President and the Senate, the Director of Administration shall create a budget plan in consultation with the Executive Director. All organizational units shall prepare a draft version of their annual budget plan covering all relevant costs. These budget plans are consolidated at one of the monthly management meetings hosted by the Director of Administration. If no consensus is reached the final decision on the allocation of resources is made by the President in agreement with the Chief Executive Officer. This plan must be prepared with commercial diligence and caution in order to enable the institution to achieve the objectives defined in the Constitution and adopted by the committees, and to fulfill all legal obligations.
- (2) The President works with the Senate to ensure that each point outlined in the approved budget plan are strictly adhered to. The CEO must be regularly informed about deviations from the approved plan. If deviations cannot be offset in the foreseeable future, the estimated budget deviation until year-end must be submitted to the CEO; this estimation must be continuously updated.
- (3) All accounts shall be audited annually. All accounting systems must be up to date and follow all regulations of the Malta Financial Services Authority and the relevant law.

VI. Final provisions

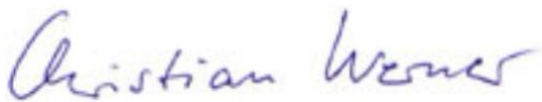
§34 Amendments

The President may, at his/her/their discretion propose amendments to the constitution. For such amendments to be implemented, the Senate must approve the changes with two thirds of the votes being in favor of the amendments.

§35 Implementation of Constitution

This Constitution shall be considered valid and in force one day after its publication.

Marsa, December 13th, 2022 (with updates effected on August 2026)



Prof. Dr. Dr. Christian Werner

President