

LEX 1.9.1

Regulations concerning the EPFL Section Directors' Conference

1st January 2005, status as at 14th September 2022

The Direction of the Ecole polytechnique fédérale de Lausanne, based on the Ordinance of 1st March 2004 on the organisation of the EPFL¹, hereby adopts the following:

Article 1 Missions

¹ The Section Directors' Conference (CDS) shall draw up proposals on improving teaching for the attention of the Vice Presidency for Academic Affairs and the Direction of the EPFL.

² It shall comment on teaching issues and strategies at EPFL, in particular on curricula, knowledge assessment, evaluation of teaching, internships and student exchange programmes. It shall propose any measures necessary to ensure the coordination of the activities of the Sections.

Article 2 Composition of the CDS

¹ The following members of the CDS are entitled to vote:

- the Associate Vice President for Education (CDS President)
- the section directors
- the heads of the
 - o Preparatory mathematics courses (CMS)
 - o Propaedeutic Centre (CePro)
- the president of the Teaching Conference (CCE)
- two bachelor or master degree students, appointed by AGEPOLY.

² The following persons shall be invited to the CDS on a permanent basis, without the right to vote:

- the deputy to the Associate Vice President for Education (deputy President of the CDS, where applicable with a proxy to vote)
- the Associate Vice President for Student Affairs and Outreach
- the deputy to the Associate Vice President for Student Affairs and Outreach
- the Associate Deans for Education of the Schools
- the heads of the:
 - o Registrar's Office
 - o Teaching Support Centre
 - o Education Outreach Department
 - o Center for Digital Education
- the Legal Counsel of the Vice Presidency for Academic Affairs

³ Other persons shall be invited to participate in the CDS without the right to vote, depending on the topics discussed.

Article 3 Meetings

¹ The CDS meets six to ten times a year in accordance with a schedule communicated at the start of the academic year.

² The President of the CDS may organise extraordinary meetings.

³ The agenda of the meeting shall be sent to the members and persons invited to attend at least five days in advance.

¹ [LEX 1.1.1](#)

⁴ Minutes of the meeting shall be drawn up and submitted to the CDS for approval at the next meeting.

⁵ The Associate Vice President for Education provides secretarial services.

Article 4 CDS Office: Role

¹ The CDS has an Office which proposes the agenda to its President and prepares the meetings of the CDS.

² The CDS or its President shall instruct the Office to draw up and submit drafts relating to its tasks.

Article 5 Composition of the Office

¹ The members of the Office are as follows:

- the deputy to the Associate Vice President for Education (Office President)
- the Associate Vice President for Education
- one head of section per School
- a student who is a member of the CDS
- one deputy of Section representing the other Deputy of Section
- the head of the Registrar's office.

² Minutes shall be kept of the meeting.

Article 6 Appointments

The representatives of the entities referenced in art. 2 and 5, apart from those who belong to them by virtue of their position, are appointed by their entity. Their term of office at the CDS or at the Office is two years, and reappointments are permitted.

Article 7 Resolutions

¹ The resolutions of the CDS are adopted by a simple majority of the votes represented at a meeting.

² The President of the CDS may decide to put an item to a vote by e-mail.

Article 8 Entry into force

¹ These Regulations, which were adopted on 24 November 2004, entered into force on 1st January 2005, and were revised on 25th January 2021 (Version 2.4) and on 14th September 2022 (Version 2.5).

² The Regulations of 17th May 2000 have been repealed.

On behalf of the EPFL Direction:

President:
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