

Student Parliament 1 2017



Student Parliament is open for everyone,
welcome!

Monday February 13th 2017
Kl.17.15 – kl.21.00
TF 102, Wing III

Case documents are available:
<http://www.nmbu.no/student/studenttinget>

AGENDA

STUDENT PARLIAMENT 1 - 2017, MONDAY 13th OF FEBRUARY AT 5:15PM, TF102, wing III.
COMPLETE CASE DOCUMENTS ARE ONLY SENT TO PERMANENT STUDENT REPRESENTATIVES.
THE DOCUMENTS ARE ALSO PUBLISHED AT CLASSFRONTER AND THE STUDENT BOARD WEBSITE:

<http://www.nmbu.no/student/studenttinget>

Registration begins at 17:00!

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1 1711 Constitution

2 1711.1 Approval of todays agenda and summoning

3 1711.2 Approval of the previous meeting report

4

5 Reports are uploaded to our homepage (<http://www.nmbu.no/student/studenttinget>) as well
6 as the Student Democracy room on ClassFronter a week after each Student Parliament
7 Meeting. If you need a paper copy of the report please get in touch with the Student Board
8 at their office (next to the student post-boxes)

9

10 1711.3 Appointment of a Counting Committee

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12 1.

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18 1712 Orientation cases

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20 1712.1 Minutes

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22 The minutes shall be put directly into the Student Democracy room at Fronter (Class
23 Fronter) within 12.00 the Wednesday before Student Parliament.

24 This is done to get the most updated minutes, and minimize paper usage. Copies of each
25 minutes will be printed out and kept at the Student Democracy office, together with the case
26 papers from the current Student Parliament.

27 Those who report to the Student Parliament through minutes are:

- 28 - The Student Board (AU)
- 29 - The University Board (US)
- 30 - The Education Board (SU)
- 31 - Student Welfare Organization in Ås (SiÅs)
- 32 - Student and Academics international helping fund (SAIH)
- 33 - International Student Union (ISU)
- 34 - The Research Board (FU)
- 35 - The Learning Environment Committee (LMU)

36

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41 1713 Decision Cases

42 1713.1 Authority to approve the accounting for applications for welfare 43 funds based on last year's rules.

44
45 *Case responsible: Tord Hauge*

47 **Purpose:**

48 Give welfare officer authority to approve the accounting based on last year's rules.

50 **Background:**

51 At Student Parliament 6 new rules and regulations for allocation of welfare funds were
52 voted in. These require more strict requirements for the accounting keeping. For the teams
53 and associations to get approve applications for welfare funds in 2017, they will have to
54 submit accounting for the activities they got welfare funds for 2016. Teams and
55 associations, which were granted applications in 2016, were based on previous regulations,
56 and it will not be right to require that teams and associations must submit accounting based
57 on the new regulations.

58
59 An example is that in the former regulations, the receipt requirement was only on any single
60 amount over 1000kr whereas now it is receipt requirements on all over amounts over 500kr.
61 This will only apply now in the transition phase, and Welfare Officer will work to ensure that
62 the transition to the new rules should go quickest and the best possible way.

64 **Proposed resolution:**

65 Student Parliament approves that the welfare officer is authorized to approve the
66 accounting of applications for welfare funds in 2017 based on the regulations for 2016.

68 1713.2 Extension of the mandate for "Committee for amendment of 69 Statues for Student Parliament"

70
71 *Case responsible: Committee for amendment of Statues for Student Parliament.*

73 **Purpose:**

74 The purpose of the case is to formally extend the committee's mandate to include proposed
75 amendments to the "Rules of Procedure and Agenda for the Student Parliament at NMBU".

77 **Background:**

78 The Constituent Student Parliament appointed the "Committee for amendment of Statues
79 for Student Parliament" on the 28/11/16. During the case processing, there was submitted
80 additional proposals that the committee should also look at the Rules of Procedure and
81 Agenda. The Committee has considered the proposal and concluded that it has the
82 capacity and desire to see the two together. The Committee therefore wishes that this is
83 also formally included in the mandate.

85 **Proposed resolution:**

86 Student Parliament approves the following additional mandate: "Committee for amendment
87 of Statues for Student Parliament" is given the mandate to consider and propose
88 amendments to "Rules of Procedure and Agenda for the Student Parliament at NMBU" and
89 promote this as a separate resolution case to Student Parliament 2.

90

91 The Student Board recommends the proposed resolution.

92 1714 Discussion Cases

93 1714.1 Proposed amendments of the Student Democracies Statues at 94 NMBU

95

96 *Case responsible: Committee for amendments of Statues for Student Parliament*

97

98 **Attachments:**

99 Attachment 1; Statues for the Student Democracy at NMBU

100

101 **Purpose:**

102 The purpose of this case is to facilitate a constructive discussion around the Statutes. The
103 case is intended to provide the Committee with useful contributions from students in the
104 further work towards a resolution case that is scheduled to be presented at the Student
105 Parliament 2 in line with the mandate given by the Constituent Student Parliament on the
106 28/11/16.

107

108 **Background:**

109 The Committee has so far held four meetings and worked through the means of internet
110 after the Constituent Student Parliament chose the committee. The Committee has
111 concluded that it is appropriate to look at Statutes and "Rules for Procedures and Agenda"
112 in context with each other, and therefore wishes to suggest changes also to those in line
113 with questions and additional suggestions raised during the consideration of the mandate at
114 the Student Parliament.

115 To a certain degree the cases are hanging together, and it is important to bear in mind that
116 changes in one may cause changes in the other. Nevertheless, the Committee believes that
117 it is most appropriate to treat this two as separate cases, as they are fundamentally
118 different. There are stricter requirements for amendments to the Statutes, than to the Rules
119 for Procedures and Agenda. In addition, in accordance with the mandate has been asked to
120 primarily focus at the Statues.

121

122 Committee had a relatively broad approach to the topic and discussed many aspects of the
123 Statute.

124

125 **These can be divided into the following categories:**

126

127 - Formalities and changes as a result of reorganization.

128

129 - Items that are currently left out/ not included in the Statutes: Control Committee, Election
130 Committee, electronic decisions, impartiality etc.

131

132 - Policy changes: the use of a simple majority, the right to change the regulations, Student
133 Board as recommended body, temporary place resignation etc.

134

135 - The relationship between the Statutes and Rules of procedure -and Agenda, as well as
136 other instructions.

137

138 - All categories have their own challenges, and the committee is open to input in all areas,
139 but primarily wishes discussion concentrated around, what here is called for, "policy

changes" as well as some things that are left out or not specified in the Statutes, as these are expected to create most of the debate.

• Moments for the discussion:

Below are few point with relevant reference to the paragraphs from the. In addition, a few points that are currently not covered by the statutes.

• Access to hold a position:

This factor is about whether you want to require that the person is registered as a student throughout positions period, or whether it is sufficient to be registered as a student at the time of the election. In the § 1.2 it says "All students with valid semester registration at NMBU can hold positions in the Student Democracy".

This can be interpreted so that one must be a student throughout the whole period. This will exclude some students from running for the positions, especially in cases where the choice extends over a calendar year and thus is not synchronized with the academic year. On the other hand, it is usually an advantage if the person is part of the University.

• Scope:

Chapter 1 of the Statute currently concerns the purposes and intentions, but not the scope. The Committee considers it appropriate that the scope is defined in general and referred to in the Statues. The Committee also seeks input from the Student Parliament onto which organs the scope should apply. Today the Statues that Student Parliament approves, apply to the whole student democracy. One moment for the discussion can be the power separation between the Student Parliament and the other student bodies. As such, should Student Parliament adopt instructions for Student Councils, as the practice is today?

• Majority Regulations:

This point touches on a number of paragraphs. Generally Committee wishes a discussion about the use of "simple majority" (A simple majority we say that the proposal that gets the most votes is adopted) of the Statute. This can often seem to be at odds with the practice of Student Parliament, where the reality is that one often operates with "simple majority" (Simple majority will say that the proposal that receives more than 50% of the votes castes is adopted). The committee wants a debate on this and other paragraphs requiring different forms of majority.

• Translation and use of English:

This point goes to whether the Student Parliament wants to vote in a paragraph into the Statutes that the case papers are translated into English and submitted at the same time as the Norwegian case papers (cf. § 3-4). It has already been adopted and incorporated in the "Rules for Procedure and Agenda" that all the case papers are to be translated. An amendment will further enhance this requirement.

The Committee would also like Student Parliament to discuss on how the language policy should be practiced in the Student Democracy. Should English be equated with the Norwegian? How should English and Norwegian be treated as spoken language / work language? What should be translated and how?

• The recommending body:

Currently it is the Student Board is the recommending body in all matters except for electoral matters. The Committee would like input from the Student Parliament on whether this is appropriate (see § 4-1).

• Minutes Duty and orientation duty:

Today, a number of members elected by the Student Parliament to central committees and councils have a reporting duty to the Student Parliament. From who and what does the Student Parliament want a written report and/or oral briefing from? (Cf. § 5-3, last paragraph and Agenda item 2).

• Access to amendments of the Statues:

Committee sees the need to change the chapter 9 of the Statute. The Committee therefore wants input from the Student Parliament whether paragraph 2.9 is appropriate. Committee wants input on both the majority regulations and whether it should be possible to promote amendments effective immediately. Related to the discussion of amendments, the Committee wishes that there be a discussion about the opportunity to overrule its own statutes during the meeting.

• Impartiality and (temporary) place resignation:

Currently the questions of impartiality or place resignation is not part of the statutes.

"At en person er "inhabil" eller "ugild" innebærer at det foreligger omstendigheter som er egnet til å svekke tilliten til hans eller hennes upartiskhet. Hvis slike forhold foreligger, forutsetter reglene om habilitet at vedkommende ikke skal delta i behandlingen og i avgjørelsen av den konkrete saken. "Habil" vil si at vedkommende ikke er i en slik situasjon." Regler for habilitet er beskrevet i forvaltningsloven kapittel II. (Kilde: https://lovdata.no/artikkel/regler_om_habilitet/55)

"That a person is" incompetent "or "unfit" means that there are circumstances that are likely to undermine trust in his or her impartiality. If such circumstances exist, the regulations of impartially suggest that the subject cannot participate in the consideration and decision of the particular case. "Habil" means that the person is not in that situation". "Rules for impartiality are described in the Administration chapter II. (Source: https://lovdata.no/artikkel/regler_om_habilitet/55)

The Committee considers it appropriate that impartiality is taken in and is asking for input on how this can be resolved. As part of this questions about place resignation and temporary place resignation during consideration of specific cases would be a natural discussion.

• Selection Committee:

The committee wants a discussion on whether the members of the Election Committee may hold other positions in the Student Democracy. Currently, the only restriction is that members of the Election Committee may not run for the election in their active period. The Committee therefore wants that impartiality is taken into consideration when this point is discussed. In particular, the Committee wishes a debate on to which extent the Student parliament wishes that one sits both as the Student Parliament representative and as a member of the Elections Committee when it is the Election Committee that propose choices they should vote on.

• Other points:

Other points for discussion that were not previously specified by the case.

1714.2 Proposed amendments to Rules of Procedure and Agenda for the Student Parliament at NMBU.

Case responsible: Committee for amendments of Statues for Student Parliament

Attachments:

Attachment 2; Rules of Procedure and Agenda for the Student Parliament.

Purpose:

The purpose behind the case is to generate debate and input around amendments to the Rules of Procedure and Agenda. The Committee considers it is appropriate that this is processed simultaneously with Statue Amendments to ensure consistency between the documents.

Background:

The Committee has considered the addition proposal raised during the Constituent Student Parliament, and found that the committee has the capacity and wants to introduce this as a separate case. The Committee therefore also means that it is natural to introduce this is a discussion case for the Student Parliament with the intention of introducing a resolution case for Student Parliament 2.

Statute defines regulations for student democracy at a superior level, while "Rules of procedure and agenda" increasingly focuses on the more specific rules surrounding the implementation of the Student Parliament. Treating two such comprehensive issues requires both the Committee and the Student Parliament. Nevertheless, committee means it is appropriate that these two cases are reviewed and processed simultaneously. This also implies that the cases should be read together.

There are a number of possible discussion points in such a case. We have chosen to make a selection, but of course are open to suggestions on other elements than those mentioned. A part of the points for discussion may seem relatively open. This is done intentionally in order to not lead the discussion too much at this stage.

Discussion points:

• Access to submitting cases

Practice around submitting cases does not come forward in a good way means the committee. This case must be seen in the context with the discussion point "recommending body" in the case of the proposed amendments.

• Practice around case procedures at Student Parliament

The Committee sees a need to change practice around case procedures under the Student Parliament. We therefore want input from student parliament representatives how this desired to be practiced. Point that deal with the current practice are 2.5, 2.6, 2.7, 2.8 and 2.12. The Committee recommends that you read these points especially as a background for this discussion and to which extent those reflect the current practice and what the Student Parliament means is appropriate in the future.

• Submitting an application to leave the meeting before the normal time.

The Committee considers it appropriate to create better procedures for exiting the meeting so that it can be recorded properly and the threshold to leave the meeting before the normal time will be higher. The Committee would therefore like input around the practice round for leaving the meeting.

297 • **Language in accordance with 2:13 in Rules of Procedure**

298 Given the earlier discussion considering the language in the Statutes, committee also wants
299 input on point 2.13 in the Rules of Procedure. This point deals with the linguistic
300 requirements for student parliament representatives and how translation should be done in
301 practice at the Student Parliament.

302
303 • **Place Resignation**

304 Per today there is nothing about the place resignation in neither Rules of Procedure nor in
305 Agenda. The Committee therefore wants input on a possible practical implementation of
306 this. The discussion must be seen in context with previous discussion regarding place
307 resignation in the discussion for amendments point "impartiality and (temporary) place
308 resignation".

309
310 • **Number of Type cases**

311 Discuss to which extent the type cases that are today are appropriate in terms of both:
312 number and function. Agenda currently operates with seven different types of cases.
313 Committee wants input on what Student Parliaments sees as appropriate types of cases,
314 their definition, constraints and challenges in today's agenda.

315
316 • **Other points**
317
318

319 **1715 Administrative Cases**

320 **1715.1 Election of Control Committee**

321
322 *Case responsible: Election Committee*
323

324 **Attachments:**

325 Attachment 3; Work instructions for the Control Committee.
326

327 **Purpose:**

328 Choosing three representatives to the Control Committee, 1 leader and 2 members.
329

330 **Background:**

331 The work instructions for the Control Committee was voted in at the Student Parliament 7,
332 autumn 2016. Members of the committee are to be elected now. The work instructions says
333 that the leader will be elected at Student Parliament 6, and the other members will be
334 elected at Student Parliament 3. For the committee to get started with the work as soon as
335 possible we see it, as appropriate to select all three members at Student Parliament 1. The
336 leader will be elected, and will sit for one year. That is, until Student Parliament 6. The other
337 members will sit until the end of spring semesters, which will say until the Student
338 Parliament 3. At the Student Parliament 3 we will elect the two new members who will sit for
339 1 year.

340
341 Work instructions for the committee is up for revision at Student Parliament 6 in 2017, and
342 the Committee shall submit an evaluation of the trial period for 2017.
343

344 **Candidates:**

- 345
346 • Hans-Kristian Hartvig
347

348 1715.2 Elections Committee for the Best Lecturer of the Semester

349

350 *Case preparation: Election Committee*

351

352 **Purpose:**

353 Elect candidates to select best lecturers of the semester as part of the committee

354

355 **Background:**

356 Every semester students will be voting for best lecturer. The purpose of this award is to
357 encourage lecturers to give outstanding lectures therefore providing an opportunity to
358 reward excellence in teaching. This award is an example of how NMBU works toward
359 fostering an environment of academic excellence. Voting is open to all students from both
360 campuses.

361

362 The Committee of the Best Lecturer of Semester consist of four students who will hold the
363 position for a year. The candidates are elected on ST 1 Feb 13 2017. A gender-balanced
364 committee would be preferred in accordance with the Gender Equality Act section 21. The
365 Committee members are responsible for promoting and encouraging students to vote
366 or/and nominate lecturers. Committee members will also review submissions of lecturer
367 candidates, attend lectures of potential candidates and then finally decide on a winner. It is
368 up to the members of the committee to meet and work at their own convenience. The
369 committee will also be assisted by the Vice-President of the Student Board.

370

371

372 1715.3 Election Replacement of representative in the welfare funds
373 committee

374

375 *Case responsible: Election committee*

376

377 **Intention:**

378 To replace Tord Hauge in the welfare funds committee.

379

380 **Background:**

381 At the constituting student parliament in 2016, Tord Hauge was elected welfare officer in
382 the Student Board. He is already a member of the committee for distribution of welfare
383 funds and as such will hold two seats in this committee. To rectify this, the position is up for
384 re-election. The position is effective immediately upon election, and lasts until Student
385 Parliament 4, 2017.

386

387 **Presentation of position from Student Parliament 4, 2016:**

388 The Welfare Funds Committee handles applications regarding welfare funds from student
389 unions and makes a proposal for Student Parliament. The Committee meets in autumn to
390 approve the first share of Welfare Funds (8%) and in spring to approve the rest (92%). The

391 Committee meets 1-2 times before Student Parliament 5 and 1-2 times before Student
392 Parliament 2. The meetings usually last for 8 hours. The welfare funds contribute to the
393 student environment and culture at Ås. It is exciting to gain some insight to the coming year
394 by reviewing student union activities, and contribute to a fantastic year! The Committee
395 consist of 7 people in total; the Welfare Officer at the Student Board, the International
396 Officer at the Student Board, the Economic responsible from the Community Board, 1
397 student representative from SiÅs-Board, 1 earlier member of the Committee and 2 new
398 representatives elected at Student Parliament.

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401 1716 Other Cases

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403 1717 Meeting Evaluation

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Attachment 1 Statutes for the Student Democracy at NMBU

Proposal approved at Student Parliament 7, November 28 2016

Chapter 1: Purpose and Intentions

§ 1-1 Purpose

The Student Democracy at NMBU has the purpose of safeguarding the interests of the students, and to present students' opinions to the institution and welfare organization.

§ 1-2 Eligibility for Student Democracy

All students with valid semester registration at NMBU can hold positions in the Student Democracy

§ 1-3 Membership to the National Student Organization

The Student Democracy at NMBU is a member of the Norwegian Student Organization (NSO). Withdrawal must follow the statutes of NSO.

Chapter 2: Structure of the Student Democracy at NMBU

§ 2-1 At the Central Level

The highest democratic organ of the Student Democracy at NMBU is the Student Parliament. The daily work of the Student Parliament is carried out by the Student Parliament's Student Board.

The Structure of the Student Democracy at NMBU at the central level is described in chapters 3 – 7 of these statutes.

§ 2-2 At the Faculty Level

The Student Democracy at the faculty level consists of the Student Councils. They consist of the committees and boards that come out of the Faculty Council Model approved by the Student Parliament at Student Parliament meeting 6 on the 14.11.2016.

The highest student politics organ at the faculty level is the faculty's general assembly. Between general assemblies, the Faculty's Student Councils carry out daily tasks and represent the faculty's student democracy according to the working instructions that are submitted and approved of in the faculty general assembly in fall 2016.

In these statutes, faculties are defined through the structure that is approved of by the University Board on 16.06.2016.

The Student Council at Campus Adamstuen is delegated the authority to communication and representation over the Welfare Parliament in Oslo and Akershus.

Chapter 3: The Student Parliament

§ 3-1 Powers and Functions

The Student Parliament represents the students at NMBU, and decisions at the Student Parliament are made on behalf of all students.

The Student Parliament has the responsibility to inform about decisions made.

§ 3-2 Composition

The Faculties at NMBU are constituents of the Student Parliament. The Student Parliament consists of 25 representatives. These representatives are allocated based on the democracy model that was approved by the Student Parliament 6 in 2016. An updated number of students can be retrieved from the Database for Statistics on Higher Education (DBH) every fall. The average of the number of students between the spring and fall semesters are the basis for the following year's representative allocation in the Student Parliament.

§ 3-3 Constituting

The Student Parliament is elected for a calendar year. This occurs at the constituent meeting in the period between the fall's institute meetings and the new year.

493 **§ 3-4 Meetings and Summoning**
 494 The Student Parliament must hold at least 3 meetings every semester.
 495 The Student Board is responsible for the summoning of the Student Parliament. The summon and case papers should be
 496 available for all students at least 7 days before the meeting.
 497
 498 All students have the right to submit cases to the Student Parliament. This must be done at least 14 days before the
 499 meeting that the case is wished to be brought up in.
 500 Special Student Parliaments must have at least 3 members of the Student Board in attendance, and at least 13
 501 representatives from the Student Parliament, or there must be at least 25 students requesting the special meeting. Special
 502 Student Parliaments must be announced to all students at least 7 days before the meeting takes place, and it should only
 503 handle the topic(s) that was the reason for the summon.
 504
 505 **§ 3-5 Decision Ability**
 506 The Student Parliament is allowed to make decisions when at least 50% of the representatives are present.
 507
 508 **§ 3-6 Voting Rights and Voting**
 509 The Student Parliament's representatives have voting rights. If a permanent representative reports their absence, their
 510 appointed deputies assume their voting rights by attending.
 511 Decisions in Student Parliament are made with simple majority ruling. Decisions are normally made by raising hands,
 512 unless at least one representative requires a written vote.
 513 With a draw, the Student Parliament will revote. If the draw continues after a revote, another revote will occur after the
 514 case's implementation.
 515
 516 **§ 3-7 Speaking and Proposal Rights**
 517 Everybody has the right to speak at Student Parliament meetings.
 518 All students at NMBU have the right to make proposals at Student Parliament meetings. The meeting can, with a simple
 519 majority, grant other persons the right to submit proposals on individual cases.
 520
 521 **§ 3-8 Representation at the Student Parliament**
 522 The following people have the requirement to attend the Student Parliament, and must report any absence in writing form
 523 before the meeting:
 524 - The Student Parliament Representatives
 525 - The Student Parliament's Student Board
 526 - The Student Parliament's Organization Secretary
 527
 528 At least one representative from the following organs must attend the Student Parliament:
 529 - The Student Representatives from the University Board
 530 - The Student Representatives from the SiÅs Board
 531 - International Student Union (ISU)
 532
 533 The following people are strongly encouraged to attend the Student Parliament
 534 - The Student Representative from the Faculty Board
 535 - Leaders of the Student Councils
 536
 537 All students at NMBU have the right to attend and speak at the Student Parliament.
 538
 539 **§ 3-9 Closed Meetings**
 540 The Student Parliament meetings are open. The Student Parliament can decide to close a meeting with a 2/3 majority
 541 amongst the present representatives. Closed meetings will have their own separate "minutes" that are exempt from public
 542 disclosure.
 543
 544 **§ 3-10 Position Resignation**
 545 The Student Parliament Representatives automatically resign from their place in the Student Parliament when they are
 546 elected to any of the following positions:
 547 - The Student Parliament's Student Board

- 548 - The University board
- 549 - SiÅs Board
- 550 - The Student Board of the Norwegian Student Organization.
- 551 With resignation, the person's deputy is automatically promoted to take over their role as a permanent representative.
- 552
- 553

554 **Chapter 4: The Student Parliament's Student Board**

555

556 **§ 4-1 Powers and Functions**

557 The Student Board (AU) carries out the daily tasks of the Student Parliament, and represents the Student Parliament
558 between meetings. AU can make decisions in urgent cases, decisions delegated to them through previous decisions of the
559 Student Parliament, and cases that do not require to be handled by the entire Student Parliament. AU is involved in all
560 cases handled by the Student Parliament, with the exception of electoral cases.

561

562 **§ 4-2 Structure**

563 The Student Board shall consist of the following members:

- 564 - President
- 565 - Vice President
- 566 - Welfare Officer
- 567 - International Officer
- 568 - Marketing Officer
- 569 - Committee Member

570 The working time and election period are regulated by the statute § 5-1.

571

572 **§ 4-3 Decision Ability and Tied Vote**

573 The Student Board is able to make decisions when at least four members are present.

574 With a draw, the president of the Student Board has a double vote.

575

576 **§ 4-4 Observers**

577 The following are permanent observers in the Student Board with the right to speak and make proposals:

- 578 - Student Representatives of the University Board
- 579 - The Student Parliament's Organization Secretary
- 580 - The President of the Student Council at Campus Adamstuen during the transition period with two campuses.

581 The Student Board has the authority to call in other observers as needed.

582

583

584 **Chapter 5: Elections**

585

586 **§ 5-1 Elections for the Student Board**

587 The president and vice president of the Student Parliament's Student Board are elected through an electronic vote, where
588 all students with a valid semester registration have the right to vote. The process takes place in April every year. The
589 positions last for one year, between 1.7, and 30.06.

590 The members of the Student Board besides the President and Vice President, are elected by the Student Parliament. The
591 election happens at the constituent Student parliament. The position lasts for one year, between 1.1 and 31.12. The
592 election is conducted with written ballots, and is decided with an absolute majority. If no candidates gain an absolute
593 majority, then there will be a new election with the two candidates who received the most votes in the first round.

594

595 **§ 5-2 Elections for the University Board**

596 The two student representatives in the University Board (US) are elected through an electronic vote, where all students
597 with a valid semester registration have the right to vote. The process takes place in April every year. The positions last
598 for one year, between 1.7, and 30.06. In the transition period with two campuses, there must be one elected from the
599 Adamstuen Campus, and one from the Ås Campus.

600

601 **§ 5-3 Other Elections in the Student Parliament**

602 The student Parliament elects student representatives to central boards and positions at NMBU, so separate committees,
603 and to the welfare board. The election is conducted with written ballots, and is decided with a simple majority. With a

draw between two candidates, there will be a new round of voting. If there is still a draw after a new round, the decision will be made by drawing lots.

Students with a connection to the Welfare Organization of Oslo (SiO) do not have voting rights for representatives of the SiÅs Board. Those chosen have reporting requirements to the Student Parliament.

§ 5-4 Elections to the Faculty Board

Student Representatives for the Faculty Board are elected through an electronic vote, where all students with a valid semester registration in that faculty have the right to vote. The electronic ballot takes place between October and January every year. The position lasts for 1 year, between 01.01 and 31.12.

Chapter 6: Issues of Mistrust

§ 6-1 Proposing an Issue of Mistrust

The proposal of an issue of mistrust can be raised by student parliament representatives or organs within the student democracy, and should be given in a written form to the Student Parliament's organizational secretary. To handle issues of mistrust, those which it applies to have the opportunity to present their case.

§ 6-2 Mistrust with Members of the Student Parliament

The Student Parliament can approve of the mistrust claims against representatives with a 2/3 majority according to the statutes §§ 5-1 second paragraph, and 5-3. Those that mistrust decisions are made against must resign immediately from their position in the Student Parliament.

§ 6-3 Mistrust with Members Elected through Electronic Vote

According to statutes §§ 5-1 first paragraph and 5-2, Issues of mistrust claims against student representatives elected through electronic vote are handled first by the Student Parliament. If the mistrust proposal is approved with a 2/3 majority amongst present representatives, the situation will be handled with a vote where all students with valid semester registration have the right to vote. Confirmation of the mistrust requires at least a 50% majority amongst the answers submitted in the election. Those who have accusations of mistrust against them confirmed must resign immediately from their position in the Student Parliament.

Chapter 7: Instructions

§ 7-1 Instructions for the Student Parliament

The following instructions are to be approved of by the Student Parliament

- Instructions for the rules of procedure and agenda
- Instructions for the elections of the Student Board and other boards

§ 7-2 Instructions for the Student Parliament's Student Board

The following instructions are to be approved on by the Student Parliament

- Job descriptions for the Student Board.

§ 7-3 Instruction for the Faculty Level

Student Parliament approves of the structure and composition of the Student Councils at the faculty level

§ 7-4 Instructions for the Student Councils

The Student Parliament approves of a standardized instruction for the different Student Councils at NMBU. The Student Councils have the opportunity to create their own additional instructions, but cannot disregard or change the previous instructions without approval of the Student Parliament

§ 7-5 Other Instructions

The Student Parliament can approve of other instructions as needed.

Chapter 8: Dissolution of the Student Democracy at NMBU

§ 8-1 Dissolution

The Dissolution of the Student Democracy at NMBU must be approved with a 2/3 majority vote amongst present representatives at the two following meetings. The decision goes into effect after the second meeting is finished. Proposals of resolution should be made known at least 4 weeks before it is to be addressed the first time, and the Student Parliament meeting that addresses it the first time must be kept open and all students at NMBU called in.

§ 8-2 Merging with Other Student Democracies

The merging of the Student Democracy at NMBU with one or more other student democracies must be approved with a 2/3 majority vote amongst present representatives at the two following meetings. Proposals to merge must specify when the decision would be realized.

Chapter 9: Amending the Statutes

§ 9-1 Submitting Amendment Proposals

Proposals to amend these statutes must be in the hands of the Student Parliament's Student Board at least 14 days before the amendments are to be handled, and should be made available to all students at least 7 days before the meeting takes place.

§ 9-2 Resolution, and when amendments take effect

Amendments to this constitution must be enacted by the Student Parliament with a 2/3 majority vote among the present representatives. The amendments take effect immediately after the meeting where they are treated comes to an end. The Student Parliament can with a 3/4 majority vote among the present representatives enact that the amendments take effect immediately after they are enacted.

The Student Board has authorization to make editorial changes to this constitution. Such changes shall be made known for the Student Parliament on the first meeting after they are made.

Chapter 10: Definitions

§ 10-1 Majority Regulations

A simple majority: The proposal that the present voting gets the most votes.

Simple majority: More than 1/2 of the present voting votes for.

A qualified majority: More than 2/3 of the present voting votes for.

Absolute majority: More than half of the total electorate votes for.

Attachment 2 Rules of procedure and agenda for the Student Parliament (ST) at NMBU

Enacted Student Parliament 1, 2016

Rules of procedure

1) In general

1.1 Everyone present with the right to vote have to be registered at the beginning of the meeting.

1.2 If someone leaves before the meeting is adjourned, name and during which case number the person left must be registered.

1.3 The chair of the meeting consists of 2 chairmen

1.4 The Student Parliament secretary is responsible for the minutes. It should contain:

- 711 ○ Who was chair of the meeting;
- 712 ○ Representatives with compulsory attendance present
- 713 ○ Outline of the debate
- 714 ○ Entries in the minutes
- 715 ○ Result when voting over alternative solutions.
- 716 ○ Results from elections
- 717
- 718 1.5 The meeting papers have to be translated into English.
- 719 1.6 The case documents and the minutes will be sent to the Student Parliament
- 720 representatives, the University Board student representatives, Study committee and the
- 721 research committee, Tuntreet, Samfunnet Board, International Students Union (ISU), SiÅs
- 722 student representatives, candidates running for elections, Norwegian student organisation
- 723 (NSO) and the leaders of NMBU.
- 724 1.7 The case documents and minutes have to be published on the Student Parliament webpage,
- 725 fronter and available at the Student Board office.
- 726 1.8 Majority rules follow the statutes

727 **2) Implementation of the meeting**

- 728
- 729 2.1 ST have to be chaired in accordance to these rules of procedure and normal meeting
- 730 practices. In situations of doubt, the chair of the meeting will interpret the rules of procedure
- 731 and the practice. The chairs evaluation can be overruled by a simple majority.
- 732
- 733 2.2 Cases will be processed in accordance to the agenda.
- 734
- 735 2.3 All proposals of change or solutions have to be written down and presented to the chair of
- 736 the meeting.
- 737
- 738 2.4 All statute- and discussion cases will begin with an opinion round among the institutes,
- 739 preferably by the SR-leader (Student counsel leader), if appropriate. Speaking time: 2 minutes
- 740 per institute.
- 741
- 742 2.5 The following rules applies for entries and comments.
- 743 ○ Entries should be no longer than 2 minutes
- 744 ○ Two comments and one answering comment per entry is allowed. Speaking time:
- 745 maximum 30 seconds.
- 746 ○ The chairmen of the meeting can make changes to the two elements above if
- 747 necessary.
- 748 ○ Registration of case information/rules of procedure will be given speaking time of
- 749 30 seconds immediately after the on-going exchange of comments are finished.
- 750

751 2.6 Allowed during the meeting:

752 ○ Maximum two entries per case per ST representative

753 ○ Maximum two entries from the case presenter for the relevant case.

754 ○ Maximum one entry from other participants of the meeting.

755 ○ Introductory opinion round and case presentation is not regarded as entries.

756 2.7 With a qualified majority, the Student Parliament can open for extra entries if the case take

757 an unexpected and important turn. A written proposal have to be submitted from a

758 different person than the person concerned. A proposal of extended speaking time for

759 everyone at the meeting can only be proposed by a representative with the right to vote.

760 2.8 Signs:

761 ○ Entries are one finger in the air

762 ○ Comments are two fingers formed as a "V". Should be used to comment on entries and

763 have to be registered during the entry. A reply comment have to be registered while a

764 comment is stated.

765 ○ Case information about the agenda or rules of procedure is two hands formed as a "T".

766 The sign should only be used for case information or a proposal of changing the agenda

767 or rules of procedure.

768 2.9 When registering for the speaking list, the speaker should receive a sign of confirmation

769 from the chairmen that the speaker is registered. The sign can be a nod. If the chairmen

770 shakes his/her head it means that one cannot register for the speaking list.

771 2.10 The chairmen will inform the meeting when speaking time approaches the end.

772 2.11 The chairmen should:

773 ○ Inform each speaker if he/she has an entry, comment or case information.

774 ○ At regular intervals, refer to the speaking list and after every entry inform of any

775 comments to the entry.

776 ○ When they see it necessary, prioritize speakers who haven't spoken during the

777 relevant case or meeting.

778 2.12 The chairmen can decide to set a speaking line. The chairmen will inform the meeting that

779 it is possible to register for the speaking list before and during the next entry. The speaking

780 line can be revoked by 2/3 majority.

781 2.13 At least one representative from each institute have to master the Norwegian language.

782 Entries, comments or case information presented in English should be answered in English.

783 The chairmen are responsible to translate to Norwegian if necessary.

784 3 Elections and voting

785 3.1 All ST-representatives with the right to vote will be given a voting card to use when voting.

786
787 3.2 The chairman will inform about how the elections and voting will be performed.
788

789 3.3 When there are elections and voting the chairmen will present a suggestion to ST about
790 speaking time and number of questions. The counting committee is responsible for the voting
791 and the voting paper.
792

793 3.4 If there are several options to vote for, the chairmen will find an appropriate way to vote.
794 ST can by simple majority decide on a different way to vote. As a general rule two opposite
795 suggestions will be set up against each other.
796

797 3.5 After elections, every candidate can request to see her/his own voting number.
798

799 3.6 The meeting cannot be adjourned before all results are announced.
800

801 **Agenda**

802

803 Different cases can be presented for the agenda:

- 804 • Constitution

805 Cases regarding game rules, approving and appointing. Cases for miscellaneous have to
806 be registered before or during the constitution.

- 807 • Informative cases

808 - Cases that only inform. If a debate is wanted the cases have to be presented as a
809 discussion or statute case at the next ST.

810 - Report from the University Board (US), The Student Board (AU), The Committee of
811 Study Issues, The Committee of Student Welfare in Ås (SiÅs), The Student and
812 Academic's, International Help Fund (SAIH), The International Student Union (ISU), The
813 Committee of Research Issues , The Learning Environment Committee (LMU). It is
814 opened for questions to the reports. If a debate is wanted about the elements of a report
815 it have to be presented.

- 816 • Statute cases

817 - Cases demanding binding decisions. It regards amendments of statutes and other
818 steering documents, new of clarification of politics, economical cases and other cases
819 were voting is relevant.

820 - If necessary, an electronic statute can be used between ST meetings. An electronic
821 statute cannot be used if the case is of significant importance, unless ST has approved
822 this in advance in accordance to the instruction for electronic statutes.

- 823 • Discussion cases

824 Will not be voted over, but is fundamental for the Student Board's further work with the
825 relevant case.

- 826 • Administrative cases
- 827 Elections and appointments. Will be ended after elections or voting.
- 828 • Miscellaneous
- 829 All participants of the meeting can present cases outside the agenda as long as these
- 830 cases are registered before or during the constitution. The cases cannot result in any
- 831 decision.
- 832 • Evaluation of the meeting
- 833 All participants can state their opinion about the meeting and award ceremonies.

834

835 Attachment 3 Working Instructions for the Student Parliament's Control 836 Committee

837 *Proposal approved at Student Parliament 7, 28th of November 2016.*

838

839 **Authority**

840 The Control Committee is an advisory board that is responsible for reporting to the Student
841 Parliament about regulations and protocol.

842 The Control Committee, by request or self-initiation, investigates if protocol is being followed.

843

844 **Composition and Duration**

845 The Committee will consist of 3 members, one of which being the leader. The leader does not
846 have a double vote. The Committee will be chosen by the Student Parliament. The Leader will
847 be chosen at Student Parliament 6, and other members will be chosen at Student Parliament 3.
848 Representatives in the Control Committee sit for one year.

849

850 **Duties**

851 The control committee is required to attend Student Parliament. At least two members of the
852 committee must be in attendance. The tasks for the Control Committee at Student Parliament
853 are:

- 854 • The Control Committee oversees that statutes, guidelines and protocol are followed.
- 855 • At Student Parliament, at least one/1 of the members of the Control Committee in
- 856 attendance will be a part of the counting committee.
- 857 • Kontrollkomiteen skal avlegge en skriftlig årsrapport til Studentting. Den skal
- 858 presenteres som en orienteringssak på Studentting 6.
- 859 • To assist the Student Parliament and Student Board when necessary.

860

861 **Cases of Mistrust**

862 With cases of mistrust, the Control Committee must be neutral. The Committee should just
863 oversee that protocol and regulations are being followed.

864

865 **Overlap**

866 The current control committee is responsible for adequate overlap with new members of the
867 committee. Overlap consists of two meetings before the next Student Parliament. This means

that for the members chosen at Student Parliament 3, the overlap should be completed before Student Parliament 4. For the new leader, the overlap should happen before Student Parliament 1. The first meeting will be about the practice of the control committee together with the Student Parliament. The second meeting will be about cases from the past year that the outgoing members have handled.

Other Guidelines

The members of the control committee may not be a part of other committees in the student democracy during their time in the committee. Members of the Control Committee cannot, during their time in the committee, sit in committees chosen by the Student Parliament as well as the following:

- Student Board
- Student Parliament
- Faculty Board
- President or Vice President of their Student Council
- University Board

Changes to the Working Instructions

The Student Parliament must approve the working instructions for the control committee with a 2/3 vote from all representatives at parliament. Proposals to change the working instructions will be taken up by the control committee, and must be approved of by the Student Parliament.

These working instructions shall be up for revision one year after they are approved of for the first time.

Candidate presentations

Committee for Best lecturer of the semester

Hi!

My name is Hanne Marie Richenberg, I'm 24 years old and come from Halden. I am currently in my third year of studying renewable energy, and I'm very pleased with NMBU and everything it has to offer, both schoolwise and socially. I like to get involved, and I think being a part of electing the best lecturer of the semester could be both interesting and enjoyable. It is important to have high quality education, and at the same time, it's nice to give some extra attention to those who are good at providing it.

910 **Substitute in the welfare committee**

911

912 Hi,

913 my name is Ida Marie Munthe Sakseide, and I begin my fourth semester in the Bachelor's degree in
914 Biology at NMBU. I wish to enter as substitute for Tord Hauge in the welfare committee. This is my
915 first position in the student democracy at Ås, and I am therefore able to fill the gap after Hauge with
916 great enthusiasm in addition to having a more objective view on the cases submitted to the
917 committee. I have a background as an assistant teacher in the MATH100 course by the university
918 from the previous semester, which implies that I can evaluate economic issues from a mathematical
919 view. I'm looking forward to take on the challenges of reading case papers and applications, and also
920 discuss and make choices along with the committee.

921

922 Best Regards

923 Ida Marie

924