

# Student Parliament 1 2018



Monday 19th February 2018

Gjesteserveringen, Campus Adamstuen  
17.15-21.00

Student Parliament is open for everyone,  
welcome!

*The bus for Campus Adamstuen leaves at 16.00 from the students'  
Post Office at Campus Ås.*



# **AGENDA**

STUDENT PARLIAMENT 1 - 2018, MONDAY 19<sup>th</sup> OF FEBRUARY AT 5:15 PM, GJESTESERVERINGEN AT CAMPUS ÅS.  
COMPLETE CASE DOCUMENTS ARE ONLY SENT TO PERMANENT STUDENT REPRESENTATIVES.  
THE DOCUMENTS ARE ALSO PUBLISHED AT THE STUDENT BOARD WEBSITE AND ON CANVAS:

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

***Registration begins at 17:00***

<b>1811</b>	<b>CONSTITUTION .....</b>	<b>4</b>
1811.1	APPROVAL OF TODAY'S AGENDA AND SUMMONING.....	4
1811.2	APPROVAL OF THE PREVIOUS MEETING REPORT .....	4
1811.3	APPOINTMENT OF A COUNTING COMMITTEE .....	4
<b>1812</b>	<b>ORIENTATION CASES.....</b>	<b>4</b>
1812.1	MINUTES.....	4
1812.2	SHoT-SURVEY 2018.....	5
1812.3	ORIENTATION BY SAIH .....	5
<b>1813</b>	<b>DECISION CASES.....</b>	<b>6</b>
1813.1	REVISION OF THE INSTRUCTIONS FOR THE STUDENT BOARD .....	6
1813.2	GRILLFEST ACCOUNT .....	6
<b>1814</b>	<b>DISCUSSION CASES .....</b>	<b>7</b>
1814.1	LONG-TERM STRATEGY .....	7
1814.2	WORKING INSTRUCTIONS FOR THE STUDENT BOARD .....	8
<b>1815</b>	<b>ELECTIONS AND APPOINTMENTS .....</b>	<b>9</b>
1815.1	ELECTION OF THE CHAIRMAN .....	9
1815.2	ELECTIONS COMMITTEE FOR THE BEST EDUCATOR OF THE SEMESTER.....	9
<b>1816</b>	<b>OTHER CASES .....</b>	<b>10</b>
<b>1817</b>	<b>MEETING EVALUATION.....</b>	<b>10</b>
<b>ATTACHMENTS .....</b>		<b>10</b>
ATTACHMENT 1	STRATEGY DRAFT FOR 2019 – 2023 .....	10
ATTACHMENT 2	STRATEGY 2014-2018 FOR THE NORWEGIAN UNIVERSITY OF LIFE SCIENCES .....	13
ATTACHMENT 3	"INSTRUCTIONS FOR THE STUDENT PARLIAMENT'S STUDENT BOARD" .....	17
ATTACHMENT 4	PROPOSAL FOR NEW WORKING INSTRUCTIONS FOR THE STUDENT PARLIAMENT'S STUDENT BOARD	22

## 1811 Constitution

### 1811.1 Approval of today's agenda and summoning

### 1811.2 Approval of the previous meeting report

Reports are uploaded to our homepage (<http://www.nmbu.no/student/studenttinget>) a week after each Student Parliament Meeting. If you need a paper copy of the report please get in touch with the Student Board at their office (The Clock building)

### 1811.3 Appointment of a Counting Committee

1.

2.

3.

## 1812 Orientation cases

### 1812.1 Minutes

The minutes shall be made known to the public within 12.00 the Wednesday before Student Parliament. The minutes will be sent to the Student Parliaments representatives by mail.

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

Meeting notes will also be posted on the Student Democracy's Canvas Page

Those who report to the Student Parliament through minutes are:

- The Student Board (AU)
- The University Board (US)
- The Education Board (SU)
- Student Welfare Organization in Ås (SiÅs)
- Student and Academics international helping fund (SAIH)
- International Student Union (ISU)
- The Research Board (FU)
- The Learning Environment Committee (LMU)

## 34 1812.2 SHoT-survey 2018

35 *Case responsible: Henriette Vågen Aase*

36

### 37 **Purpose:**

38 To inform the Student Parliament about the Student Health and Welfare Survey 2018.

39

### 40 **Background:**

41 Every four years, the Student Health and Welfare Survey (popularly called SHoT survey) is  
42 conducted. The survey is an important tool for the student democracy to (both locally and  
43 nationally) argue for political measures, such as the availability of psychologists for students.  
44 Therefore, it is in the interest of all students that there is a high response rate, and the  
45 marketing officer would like to inform the Student Parliament about the survey, and possible  
46 ways to increase the response rate.

47

48 The Student Health and Welfare survey is a survey that maps out students' health and  
49 wellbeing in a broad sense, with a focus on mental wellbeing. This is a national survey, and is  
50 conducted by the Folkehelseinstituttet (the institute for general health). The target group for  
51 the survey is all full-time students under 35 years old in Norway. Norwegian students abroad  
52 are also included.

53 Unfortunately, international students are not included in this year's survey. This is because a  
54 Norwegian ID-number is needed to answer the survey. If desired, the Student Parliament can  
55 work on creating a survey for international students at another point in time.

56

57 This year, the goal is to reach a 69% response rate. There needs to be a lot of advertisement  
58 and promotion of the campaign for this to happen. The Marketing Officer would like for the  
59 Student Parliament to contact their classmates and encourage them to answer.

60 Locally at NMBU, Siås has the main responsibility for promoting the survey. They are also in  
61 contact with the administration and university leadership. They are working on getting  
62 teachers to set aside time in class for their students to answer the survey. They are also  
63 working on advertising the survey through social media. Samfunnet is also involved.

64

65 The survey is open between February 6 and March 20 2018. More information can be found at  
66 [studenthelse.no](http://studenthelse.no).

67 The results of the survey will be published in September 2018.

68

69

## 70 1812.3 Orientation by SAIH

71 *Case preparation: Ixchel Leon*

72

### 73 **Background:**

74 Every semester students choose to give 40 kroner extra when paying their semester fee to  
75 SAIH. We are very thankful for this. The extra money students all over Norway choose to give  
76 us, contributes to the continuity of our solidary work over 8 countries across different  
77 continents. A continuity that is long tradition of solidarity among students, which has excited  
78 since 1961.

79

### 80 **Purpose:**

81 SAIH stands for Norwegian Students' and Academics' International Assistance Fund. We  
82 believe that education is a powerful tool for liberation and for change in societies. Therefore,  
83 we work and advocate strongly for the right to academic freedom.

84  
85 When students choose to give 40 kroner more when they pay their semester fee, they are  
86 contributing to strengthening the struggles for higher education, research and training in Latin  
87 America, Southern Africa and Asia. The SAIH tenners also support political arrested and  
88 expelled students, leadership training for young women, information and training regarding  
89 sexual and reproductive rights as well as postgraduate education for teachers.

90  
91 We thank You at NMBU for your solidarity and support.  
92

## 93 1813 Decision cases

94

### 95 1813.1 Revision of the Instructions for the Student Board

96 *Case responsible: Jonas Wettre Thorsen*  
97  
98

#### 99 **Purpose:**

100 To adopt new instructions for the Student Board.  
101

#### 102 **Background:**

103 The Student Board bases this in the same background information as in discussion case 1814.2.  
104

#### 105 **Proposed decision:**

106 The Student Parliament approves of the revised Instructions for the Student Board with a  
107 position distribution as follows:  
108

- 109 - 100% President
  - 110 - 100% Vice President
  - 111 - 30% International Officer
  - 112 - 30% Welfare Officer
  - 113 - 20% Marketing Officer
  - 114 - 20% Environment and Research Officer
- 115

### 116 1813.2 Grillfest Account

117 *Case responsible: Jonas Wettre Thorsen*  
118

#### 119 **Purpose:**

120 Create a "Grillfestfond" (Barbeque fund).  
121

#### 122 **Background:**

123 Every year, the Student Board, Samfunnet, UKA, NU and the Faddergeneral host a barbeque for  
124 new students in August. This is done in collaboration with SiÅs and NMBU. Until now it has  
125 been solely dependent on sponsorship. Sponsorship was given in the form of food, gift cards or  
126 money. Fortunately this year the "Grillfestkomite" (The Barbeque Committee) received more  
127 sponsorship then we could spend. It was therefore decided to make the "Grillfestfond"  
128 (Barbeque fund) to ensure the "Grillfestkomite" will always have a certain amount of money to  
129 host a barbeque in August every year for new students.

The committee decided that the fund would be expanded over the years with a limit of 20 000 kroner, if the committee would have any leftover funds after a barbeque. It was also decided that all members of the committee would have to approve the usage of the funds if needed.

**Proposed decision:**

The Student Parliament approves the creation of the “Grillfestfond” within its own budget. The money used to fill this fund would be allocated from leftover funds of the “Grillfestkomitee”. Only a unanimous vote by the committee can authorize the use of this fund.

## 1814 Discussion Cases

### 1814.1 Long-term Strategy

*Case responsible: Jonas Wettre Thorsen*

**Attachments:**

1. Draft of new strategy
2. Current strategy

**Purpose:**

Discuss any opinions or wishes that the Student Parliament has for NMBU’s Long-term strategy for 2019-2023.

**Background:**

NMBU’s current long-term strategy covers the period from 2014-2018. This means that we will need a new long-term strategy for the 2019-2023 period. The long-term strategy is a document that maps the way forward for our University. Therefore, the Student Board feels it is important to have a good process of feedback to construct this plan. They would like to have input from the Student Parliament as early as possible, so that they can incorporate it into the process.

The rector has received indicators that the current plan has received positive feedback. Therefore, they would like for the new strategy to have good overlap with the current strategy rather than taking on an entirely new direction. The current vision and mission will also continue to be carried out. Respective “Knowledge for life” and Respectful, ambitious, Independent and Cooperative (RAUS). The Student Board agrees with the rector on this wish for overlap and continuity of both the vision and the mission.

The Education Department and previous government have also send feedback that this is the right course of action. Amongst other things, a digitalization strategy for higher education has been proposed, as well as a message from the Parliament about quality higher education, with a focus on knowledge based economics and innovation, and a clear expectation of a shift towards a more sustainable society.

This discussion will become the base for a hearing call that will come up at later Student Parliament for approval.

**Discussion points:**

- What target areas should the long-term strategy focus on?
- Are there any points in the draft that need to be elaborated on more?

## 179 1814.2 Working Instructions for the Student Board

180 *Case responsible: Jonas Wettre Thorsen*

181

### 182 **Attachments:**

183

184 3. Current "Instructions for the Student Board" with proposed changes marked

185

186 *Markings: Yellow = formulation/sentence editing*

187 *Blue = removed points*

188 *Green = new points*

189

190 4. Proposed new "Instructions for the Student Board"

191

### 192 **Purpose:**

193 Discuss the work instructions and necessary position distributions

194

### 195 **Background:**

196 A number of organizational changes have been made this past year for the Student Democracy  
197 at NMBU. One of the documents that have been edited is the "Instructions for the Student  
198 Board." The changes were made at Student Parliament 6, on 14.11.2016. The reason for the  
199 changes was that the instructions were last updated in 2013, and were therefore out of date.  
200 This was the reasoning to test out the new instructions with the corresponding position  
201 distributions of 100%, 100%, 37%, 33%, 20% and 10% for the positions of president, vice  
202 president, international officer, welfare officer, marketing officer and board member,  
203 respectively.

204

205 The Student Board has undergone a long process of discussing whether to continue with the  
206 current instructions with these position distributions, or to change them. Based on the  
207 indications the Student Parliament have given in the feedback for the Plan of Action and the  
208 Long-term strategy, the Student Board sees the need to change them. To reach the goals that  
209 the Student Parliament has outlined in these documents requires greater workload  
210 distributions, and therefore new position distributions for the Student Board. The Student  
211 Board currently has one year's worth of work expectation to divide between the 4 positions of  
212 international officer, welfare officer, marketing officer, and committee member.

213

214 The reasoning for these changes is to set a bigger focus on research and broaden student  
215 representation in many arenas. Therefore, the proposal suggests that the board member  
216 become a more prominent position than before. The Student Board wishes to change the  
217 position of board member to "environment and research officer" which is a new position. The  
218 reasoning behind this is to build up representation and knowledge of research and  
219 environment in the Student Board. This will make training and following up with the entire  
220 central administration a lot easier. It will also take the workload off of other positions so they  
221 can use their time for other points in the Plan of Action and the long-term strategy.

222

223 Changes in the wording and practical guidelines have also been made in the instructions. This  
224 will give the Student Board some more room to find good and effective solutions to better  
225 answer the indications and desires from the Student Parliament in a more timely manner. This  
226 is important to be able to come up with a permanent solution for this, and not change the  
227 working instructions every year, in order to ensure a good and effective leadership.

228 The requested change for the position distributions is from 2 x 100%, and 37%, 33%, 20% and  
229 10%, to 2 x 100% for the president and vice president, 2 x 30% for the international officer and



230 welfare officer, and 2 x 20% for the marketing officer and the environment and research  
231 officer.

232  
233 This position distribution is the most optimal set up in regards to the new instructions that are  
234 proposed. These numbers are more about the responsibility of the position than the actual  
235 amount of time used when working.

236  
237 **Discussion Points:**

- 238 - Are the proposed new working instructions for the Student Board appropriately  
239 divided?
- 240 - Does the Student Parliament support the Student Board's proposal to change the  
241 committee member to the environment and research officer?
- 242 - Are there further points that should be removed, or that are missing from the  
243 instructions?

## 244 1815 Elections and appointments

### 245 1815.1 Election of the Chairman

246 *Case responsible: The Election Committee*

#### 247 **Purpose:**

248 To elect 1 deputy. Effective immediately upon election, the position lasts until the constituting  
249 student parliament on November 26th, 2018.

#### 251 **Background:**

252 The Facilitators, also known as the Chairmen of the Student Parliament, are elected once a year  
253 and sit from New Year to New Year. The main responsibility of the Chairmen is simply to  
254 ensure that the Student Parliament goes through the planned agenda in an orderly fashion, and  
255 within a reasonable amount of time.

256 The Chairmen needs to have experience in leading meetings and should preferably have been a  
257 part of bigger meetings or many previous Student Parliaments. Normally the Chairmen have a  
258 meeting with the president and vice president of the Student Board where they go over the  
259 agenda and make a time management plan. To work as a Chairman is interesting and enriching.  
260 The position gives both experience with structured meeting leadership and a good insight into  
261 the Student Democracy's work here at NMBU.

263

### 264 1815.2 Elections Committee for the Best Educator of the Semester

265 *Case preparation: The Election Committee*

266

#### 267 **Purpose:**

268 Elect candidates to select best educator of the semester as part of the committee.

269

#### 270 **Background:**

271 Every semester students will be voting for best educator. The purpose of this award is to  
272 encourage educator to give outstanding education therefore providing an opportunity to  
273 reward excellence in teaching. This award is an example of how NMBU works toward fostering  
274 an environment of academic excellence. Voting is open to all students from both campuses.

275

276 The Committee of the Best Educator of Semester consist of four students who will hold the  
277 position for a year. A gender-balanced committee would be preferred in accordance with the

278 Gender Equality Act section. The Committee members are responsible for promoting and  
279 encouraging students to vote or/and nominate educators. Committee members will also  
280 review submissions of educator candidates, attend lectures of potential candidates and then  
281 finally decide on a winner. It is up to the members of the committee to meet and work at their  
282 own convenience. The Vice-President of the Student Board will also assist the committee.  
283

284 **Pre-notified candidates:**

285 Frøydís Steinset  
286  
287  
288

289 **1816 Other cases**  
290

291 **1817 Meeting evaluation**  
292  
293

294 **Attachments**

295 **Attachment 1 Strategy Draft for 2019 – 2023**  
296

297 This is the draft of the vision, strategic focus areas, tools and mission for NMBU for the period  
298 2019 – 2023. The focus areas proposed here have been decided through a strategy process  
299 consisting of trend analysis, SWOT-analysis, and strategy seminars. The purpose of this process  
300 has been to be visionaries in regards to NMBU and the roll it plays in society and in the future  
301 of academia. At the same time, the leadership has requested to continue with the values that  
302 we have named for NMBU in the current strategy: based in history, tradition, and uniqueness.  
303 The purpose is to be able to move forward into the future in the best way possible, in a quickly  
304 changing society.  
305

306 The strategy for 2014 – 2018 had the phrase “knowledge for life” as its heading. This phrase  
307 included the focus NMBU has on environment and science, as well as giving NMBU a forward-  
308 thinking slogan, that represents the vision of securing a livelihood for all living beings on earth  
309 through education, innovation, and practical measures. NMBU was already on board with this  
310 when the UN announced the sustainable development goals in 2015. The course of action we  
311 have included in the current strategy is therefore an important one, and it is necessary to  
312 continue pursuing this vision.  
313

314 NMBU has a unique academic viewpoint, and many of the problems that the UN wants to find  
315 solutions for through the sustainable development goals can be found at the intersection of our  
316 different subjects. We will therefore be proud in our role as deliverers of knowledge in this  
317 arena, and it is extremely important to find the potential that lies in our unique academic  
318 viewpoint through inter-disciplinary interactions, and closely integrating research, education  
319 and innovation  
320

321 Further, NMBU will finalize the merge project between NVH and NMBU during this strategic  
322 period. This will include reporting of results that the Department of Education has requested  
323 from NMBU when the merge is finished. Because of this, the completion of this merge will be an  
324 important and central goal for NMBU during this strategic period.

With these priorities, we here present a sketch of a vision and strategic focus areas for NMBU for 2019 – 2023. The focus areas with corresponding practical goals will both help map out the way forward, and hold course to the path during this period. The goals will also correspond largely to a development agreement that NMBU is working out with the Department of Education for the period 2019 – 2022.

### **NMBUs vision: «Knowledge for Life»**

Our overarching vision will be continued, with a special weight on the sustainable development goals, and NMBU will ensure wellbeing in the future by outstanding research, education, innovation, and action.

### **Proposed strategic focus areas, goals, and tools**

#### *Research, education and innovation for a sustainable future*

Through outstanding research, education and innovation, NMBU will utilize its unique academic profile to contribute to solving complex problems in regards to the environment, sustainable development, human and animal welfare, climate change, renewable energy resources, sustainable food production, and land and resource management.

NMBU is to be a trendsetter for decisions and processes in society, and a preferred source of knowledge in regards to questions of sustainable development.

#### Methods:

- Develop methods to stimulate inter-disciplinary interaction to solve complex problems from a 360 perspective<sup>1</sup>.
- Establish physical and virtual meeting spaces to stimulate cooperation across subject areas.
- Create greater integration between research, education and innovation through establishing idea workshops, preferably in cooperation with the business sector, professional fields, and the public.
- Administration
- Educate candidates and focus on academic depth, general competency, and international perspectives.
- Strengthen supporting events for innovation and commercialization at Campus Ås.

<sup>1</sup> By «360 perspective» we mean that any given problem is addressed from all sides in a broad, inter-disciplinary cooperation.

- Establish more outstanding central and prestigious projects to increase the level and quality of international cooperation.
- Create strategic, institutional cooperation with good universities within our discipline to increase international cooperation, researcher mobility and student exchange.
- Stimulate the increase of research funds for high quality research within our discipline.
- Increase effort within reputation building, strengthen the exposure of NMBU's role as a society builder and strengthen alumni work.

#### *Digitalization*

- NMBU will utilize the possibilities that lie in digital resources and new technology to address sustainability and to increase the quality of research, education, innovation, action and administration.

- Through future-oriented study programs and research projects, NMBU will contribute to increasing the digital competency level amongst students and in society.

#### Methods:

- Develop and implement a digital plan of action for NMBU.
- Ensure necessary digital competency and strategic actions to develop, acquire, and implement effective digital infrastructures.
- Increase digital support of quality education and digital competency through a strengthening of the learning center at NMBU.
- Implement necessary digital resources in education that contribute to a more effective learning environment, better learning and better evaluation of the learning outcomes.
- Increase attention to digital skills in study programs.
- Make sure that digital resources make new, high-quality research and innovation that is relevant to society possible.
- Utilize common digital solutions that will contribute to cooperation for digital development in the university sector.

#### *Lifelong Learning.*

NMBU will present possibilities for lifelong learning for all.

#### Methods:

- Develop and implement a plan of action for online teaching.
- Strengthen the educational offers for general competencies, to make students more prepared to a career in a changing society.
- Increase after/further education offers at NMBU.
- Strengthen the possibilities for and offer of competency development for employees of NMBU.

#### *Life at University*

NMBU will give students and employees a clear association with and pride for the university, and have a good and stimulating working and learning environment where each employee and student can reach their full potential.

#### Methods:

- Competent and clearly structured academic and administrative leadership at all levels
- Joining of the working and studying arenas through measures that promote insight, respect, trust, and engagement, that build on NMBU's values.
- Students belonging to an academic entity that has the responsibility for their study program.
- Goal oriented recruiting of new employees.
- Respectful maintenance and upkeep of facilities.
- Systematic work on health, environment and safety.
- Employees and students participating in the decision making processes of the development of their own working/studying spaces.

- Employee policies that safeguard all groups of employees and ensure professional and academic development.
- An ambitious equality and inclusion plan
- Cooperation with Siås, Ås commune, and Akershus County for student welfare and good housing options for students and employees.

## **Values**

NMBU is a **RAUS (RAIC in English)** organization

### **Respectful**

The academic life is dependent on being open and showing respect for each other's background, experience, work and academic perspective. Employees and students are responsible citizens and, and coworkers in the academic community.

### **Ambitious**

We set high goals for ourselves and abide by high standards of quality and ethics in all that we do. We ensure that everyone has the opportunity to fulfill their academic potential. We support the ambitions of our employees and students.

### **Independent**

Academic freedom is a fundamental principle in the university's operations.

### **Cooperative**

Our operations will be influenced by cooperation, both internally within the university, and externally. We will build an inclusive culture, working environment, and academic community grounded in openness, tolerance, and teamwork.

## **Attachment 2      Strategy 2014-2018 for the Norwegian University of Life Sciences**

## **NMBU's societal mission**

### **NMBU will:**

- Be a constructive, future-oriented and critical education and research institution that cooperates with universities and other research institutions all over the world to develop new knowledge.
- Educate graduates who are competent and reflective, who have an international outlook and who will be attractive participants in domestic and international society.
- Have responsibility for research at a high international level, and have research groups that are among the best in the world in selected areas.

**NMBU has very special prerequisites because:**

- The research institutions at Campus Ås and NMBU together constitute an internationally competitive research and educational community within bioscience, because these research communities create new academic synergies and new cross-disciplinary approaches.
- The students participate in a creative learning and study environment with long traditions.
- NMBU is an international university with students and employees from almost 100 different countries and with a long tradition of international cooperation.

**NMBU must have a particular responsibility for:**

- Research that can face the major global issues of environment, sustainable development, better human and animal health, climate challenges, renewable energy sources, food production “from land and fjord to the table” and land and resource management.
- Education of graduates in the environmental sciences and biosciences, veterinarian medicine and new crossdisciplinary programmes that provide society with new opportunities to create sustainable development to the benefit of current and future generations.
- Innovation and value creation, dissemination of knowledge and participation in the global efforts for sustainable development in the areas where NMBU is at the forefront.

## **NMBU’s vision is knowledge for life**

NMBU’s vision of Knowledge for Life expresses the University’s overarching goal of contributing to securing the basis for life in the future through outstanding research, education, dissemination of knowledge and innovation.

## **Knowledge as a common goal**

- NMBU’s graduates have expertise at a high academic level, are in demand and contribute to sustainable value creation to secure the basis for life in the future.
- NMBU’s graduates have academic depth, interdisciplinary comprehension and international perspectives.
- NMBU has free and independent research at a high level internationally, which yields new knowledge for sustainable development.

**NMBU will particularly work towards raising the quality of:**

- Teaching expertise, pedagogical development and forms of work involving students.
- National and international cooperation in education.
- Binding cooperation with business and industry, public administration and society in general.
- Research production
- Research infrastructure
- Innovation and value creation

**NMBU will therefore place particular emphasis on:**

- Offensive student recruitment, which highlights the opportunities in NMBU’s education programs.
- High quality and good progression through the education programs.
- Evaluation and accreditation of the education programs.
- Opportunities for synergy among the academic communities resulting from the merger.
- Educating researchers.
- Opportunities of the academic communities to establish and further develop outstanding research communities and networks.

- Uninterrupted time for research, combined with requirements for research activities and publication
- Financing from various national and international sources
- New arenas for research cooperation at Campus Ås
- Common support functions for innovation and commercialization at Campus Ås
- Role of the academic communities in further and continuing education

## Life at the university

### Goals

- NMBU is Norway's leading environmental university.
- NMBU integrates academic communities and technical-administrative support functions in a common organization that gives staff and students a clear sense of belonging and pride in the new university.
- NMBU has good physical facilities and research and study infrastructure, and it reinforces the HSE efforts.
- NMBU will participate in the execution of major building projects and has proficient management of the relocation process.

NMBU will therefore place particular emphasis on:

- Competent and clear academic and administrative management at all levels
- Flexible and result-oriented distribution of responsibilities and tasks between the various levels of the organization
- A common sense of belonging to a place of work and study through measures that promote insight, respect, trust and commitment, which build on NMBU's core values
- Students having a sense of belonging to an academic entity that is responsible for their education program
- Good internal culture where clarity, communication and involvement are central
- Focused recruitment of new staff
- Value-preserving maintenance of the physical facilities
- Systematic work with health, safety and the environment.
- Staff and student participation and co-determination in the development of their own workplace
- Personnel policy that safeguards all groups of employees and ensures professional and academic development
- An ambitious gender equality and inclusiveness plan
- The environmental university should have a presence throughout all the activities
- Cooperation with the University Foundation for Student Life in Ås, Ås Municipality, and Akershus County Council regarding student welfare and increased availability of housing for students and staff.
- A stimulating working and learning environment in which the potential of each staff member and student is realized and provides

*KNOWLEDGE FOR LIFE.*

## Knowledge shall be shared

### Goals

- Along with its strategic partners, NMBU has an internationally leading role in future-oriented areas of environmental sciences and biosciences, and creates new academic synergies together with the research clusters at Adamstuen and Ås.
- Together with the research institutes at Ås and Adamstuen, NMBU is the foremost national research cluster that contributes to innovation and value creation in environmental sciences and biosciences.
- NMBU is the best institution in Norway for the dissemination of research results.
- NMBU provides relevant further and continuing education.

## NMBU'S academic organization

The academic departments are organized into seven faculties, which give NMBU new opportunities to create academic synergies and interdisciplinary activity:

- Faculty of Science and Technology
- Faculty of Veterinary Medicine
- Faculty of Landscape and Society
- Faculty of Environmental Sciences and Natural Resource Management
- Faculty of Chemistry, Biotechnology and Food Science
- Faculty of Biosciences
- School of Economics and Business

## Core values

- NMBU shall be an organization that has:

### Respect

Academic life is characterized by openness and mutual respect for each other's background, experiences, work and professional viewpoints. Staff and students are responsible citizens and fellow humans in the academic community.

### Ambition

We set high goals and require quality and ethical standards in everything we do. We shall make it possible for every individual to be able to fulfil his/her academic potential. We shall encourage ambition among our staff and students.

### Independence

Academic freedom is a fundamental principle of the university's activities.

### Interaction

Our activities shall be characterized by interaction, internally within the university and with the world at large. We shall create an inclusive culture, working environment and academic community founded on openness, tolerance and interaction.



### Attachment 3 “Instructions for the Student Parliament’s Student Board”

*The attachment contains proposed changes in color-coded markings.*

*Markings: Yellow = formulation/sentence editing*

*Blue = removed points*

*Green = new points*

*Approved at Student Parliament 6, 14.11.2016*

#### For the entire Student Board (AU)

- AU is the Student Democracy’s highest organ at every Student Parliament.
- AU handles the daily operations of the student democracy and follows up on plans of action, decisions and the preamble of the student democracy.
- AU follows up on all decisions made by the Student Parliament.
- AU facilitates the connection between the Student Parliament, Student Council, University Board, SiÅs, and NMBU.
- AU is a preparatory and advisory organ to the Student Parliament. AU has the ability to introduce cases to the Student Parliament.
- AU shall work to protect student representation at NMBU.
- AU shall be available to clarify and answer questions about the Student Parliament case papers before each Student Parliament.
- AU has the responsibility of putting on the Student Council’s Dinner before Student Parliament.
- AU has the responsibility of arranging the Student Parliament’s kickoff conference, as well as the Student Democracy’s fall and spring seminar to ensure continuity in the student democracy.
- There should be a member at the office every workday between 12:00 and 14:00 to be the contact person for that day.
- At the beginning of each committee’s period, AU must host at least one committee seminar. They should also arrange an overlap period between the outgoing and incoming committee members to ensure continuity.
- Everyone in AU is responsible for ensuring a good working environment and good cooperation.

- All members of AU stand on equal footing and are responsible for ensuring the committee's work is the best possible. In the case of a tied vote, the president of AU has a double vote.
- AU can nominate students to committees that do not handle decision-making, as necessary.
- AU can nominate students to positions and committees that lie outside of the "wheel of the year."
- AU should remain updated on all members' work.
- Outgoing representatives in the committee are responsible for writing an yearly report about their period of work as well as for thoroughly training incoming representatives.

#### The President's Main Responsibilities:

- To Lead the Student Parliament
- The President represents NMBU students and the student democracy both to the highest management and externally.
- The President has the administrative personal responsibility for the other members of the committee and conducts a performance review at least once a year.
- The President takes responsibility in unexpected situations.
- The President gives feedback on internal AU work.
- The President works with both short and long term strategies for the student democracy.
- The President stands up to bigger actors, such as the commune or the county, whenever it is necessary for the students at NMBU.
- The President should ensure cooperation between the student representatives in the University Board, SiÅs, The Samfunnet Board, the UKEboard, VSR and VSF (as long as NMBU has 2 campuses.)
- The leadership should work towards cooperation between AU and Samfunnet.
- The President makes sure that there is a call to summit at least 3 times a semester.
- The President is responsible for the budget of the Student Democracy.
- The president represents the students in the Rector's Leader Group (RLG)
- The President is responsible for Student Board meetings.

#### The Vice President's Main Responsibilities:

- The Vice President is responsible to make sure that the minutes from committees required to report are made available for the Student Parliament.

- The Vice President is responsible for communicating and giving information to the Student Councils.
- The Vice President is responsible for the practical and organizational work of the Student Board, the Student Parliament, and events organized by the Student Board in cooperation with the organizations' secretary.
- The Vice President is responsible for the daily operations at the AU office. They have oversight to what goes on internally in AU along with the president.
- The Vice President follows up on the student councils and elected officials of the student democracy as well as representatives in the student Parliament.
- The Vice President should make sure that updated contact information of newly elected student representatives is given to the administration after every Student Parliament.
- The Vice President shall act as a deputy for the President.
- The Vice President should follow up with the committee for deciding the semester's best lecturer.
- The Vice President is responsible for arranging a seminar each semester for the student representatives in the Faculties' Study Board (FAK-SU).
- The Vice President represents students in the University's Study Board (U-SU), the Learning Environment Committee (LMU) and makes sure that decisions are followed up on.
- The Vice President should have an oversight of objectives and deadlines set by the committee or the President and should make sure objectives are completed on time.
- The Vice President should be AU's contact person for the Buddy General.

#### The Welfare Officer's Main Responsibilities:

- The Welfare Officer is responsible to set a proposal of distribution for available welfare funds on behalf of the committee to distribute welfare funds to the Student Parliament.
- The Welfare Officer works to safeguard the students' welfare (mental, physical and social) at NMBU with the relevant actors.
- The Welfare Officer works for good communication and cooperation between students and SiÅs.
- The Welfare Officer works to ensure a wide range of activities are available to students that reflect the interests of the student body.

- The Welfare Officer, along with the sponsor officer in The Business Committee (NU), has the responsibility to gain sponsors for the grill party for new students during buddy week.
- The Welfare Officer represents the students in the following committees and make sure that decisions are followed up on: The Learning Environment Committee, the committee for the distribution of welfare funds, and the cooperation committee for social advisory services.
- The Welfare Officer is responsible for these elections: The Living Environment committee, and the committee for the distribution of welfare funds.
- Must be involved in buddy week as an advisor and intermediary to ensure the welfare of participating students.
- The Welfare Officer should assist AU on matters of welfare and welfare policy.

#### The International Officer's Main Responsibilities:

- The International Officer works to ensure that the interests and rights of international students are safeguarded at NMBU.
- The International Officer is an active player in the central committees that deal with international students and internationalization policies.
- The International Officer should remain updated on the activities of organizations that focus on international students.
- The International Officer supports events aimed at international students at NMBU along with the Student Information Center (SIT), SiÅs and Studentsamfunnet.
- The International Officer should help make sure that students at NMBU have the opportunity to be integrated into the student community.
- The International Officer should participate in buddy week as an advisor and intermediary to ensure the welfare of the participating students.
- The International Officer should work to ensure that all significant information is understandable for all students at NMBU.
- The International Officer is responsible for the committee that distributes inclusion funds.
- The International Officer represents students in the following committees: the committee for the distribution of welfare funds, the Living Environment Committee (BMU) and the Events Committee at Samfunnet.
- The International Officer cooperates with the NOVA student contact and the NOVA coordinator at NMBU.

- The International Officer assists AU in matters concerning internationalization and integration policies.

#### The Marketing Officer's Main Responsibilities:

- The Marketing Officer works continuously with the visibility and advertisement of the Student Democracy at NMBU.
- The Marketing Officer ensures continuous updating of the website and of social media.
- The Marketing Officer is responsible for creative and active marketing and public relations with students.
- The Marketing Officer is responsible for the effects of marketing.
- The Marketing Officer should have continuous contact with Tuntreet and give them information about the Student Democracy.
- The Marketing Officer should maintain good contact with the communications department at NMBU.
- The Marketing Officer should be in contact with the student councils at NMBU to ensure marketing outreach at a local level.
- The Marketing Responsible should remain updated on AU's work and topics taking place at NMBU.

#### The Board Member's Main Responsibilities:

- The Board Member is to assist AU as needed.
- The Board Member is responsible for the Student Parliament's Twitter account.
- The Board Member should take initiative and start relevant work when it is wished for.
- The Board Member sits in the equality committee.
- Environment and research officer should work with issues about environment and research.
- Environment and research officer represents students in: the equality and diversity committee, the living environment committee and environmental council.
- Environment and research officer (U-FU) should represent student in the research committee (U-FU).
- Environment and research officer is responsible for arranging seminars for student representatives in the faculty's research committee (FAK-FU).

## Attachment 4      Proposal for new working instructions for the Student Parliament's Student Board

### Instructions for the Student Parliament's Student Board

*Proposal adapted at Student Parliament 1, 19.02.2018.*

#### **For the Entire Student Board (AU):**

- Student Board is the Student Democracy's highest organ between every Student Parliament.
- The Student Board carries out the daily operations of the Student Democracy and follows up on the plan of action and decisions made by the Student Parliament.
- The Student Board follows up on all of the decisions made by the Student Parliament.
- The Student Board is the bridge between the Student Parliament, Student Councils, University Board, Siås, and NMBU.
- The Student Board is an advisory organ for the Student Parliament. The Student Board will give input on cases at the Student Parliament.
- The Student Board will work to strengthen student representation at NMBU.
- The Student Board will be available to answer questions on clarification, especially in regards to the case papers for every Student Parliament.
- The Student Board has the responsibility to conduct Student Council dinners before Student Parliaments.
- The Student Board has the responsibility of arranging the Student Parliament's kickoff conference, as well as the student democracy's fall and spring seminars to ensure continuity within the student democracy.
- Every day there should be an available officer at the Student Board office.
- At the beginning of each election period, the Student Board should hold at least one academic seminar. A kickoff trip with elected members should also be arranged to ensure continuity.
- The Student Board is responsible for creating a good working environment and good teamwork.
- All members of the Student Board have the same authority when it comes to voting rights. With voting ties, the president of the board can have a double vote.
- The Student Board can appoint students to non-decision making committees as necessary.
- The Student Board can appoint students to positions and elections that are outside the framework for the working year.
- board members are responsible for writing a yearly report from their period in the position, as well as training the incoming board members.

#### **The President's Main Responsibilities:**

- The President shall open and conclude Student Parliament meetings.
- The President shall represent NMBU students and the Student Democracy up to the highest leadership, and externally.
- The President has the administrative employee responsibility for the other members of the board, and shall conduct performance reviews at least once a semester.
- The President is to take responsibility in unexpected and unforeseen situations.
- The President shall work with the strategic outlook of the student democracy – both short and long term.
- The President shall speak up to bigger actors, for example the commune and county, if necessary for the students at NMBU.
- The President shall pave the way for good cooperation with the University Board and Siås.

- 836 - The President shall work for good cooperation between the Student Board and Samfunnet.
- 837 - The President has responsibility for the accounting of the Student Parliament.
- 838 - The President shall represent the students Rectors leadership group.
- 839 - The President is responsible for Student Board meetings.

840

841 **The Vice President's Main Responsibilities:**

- 842 - The Vice President is responsible for making sure that the reports from the committees
- 843 required to submit reports are made available for the Student Parliament
- 844 - The Vice President is responsible for communicating and giving information to the Student
- 845 Councils.
- 846 - The vice president is responsible for the practical and organizational work of the Student
- 847 Board, Student Parliament, and events conducted by the Student Board in cooperation with
- 848 the organizational secretary.
- 849 - The Vice president has responsibility for the daily operations of the Student Board office.
- 850 - The Vice President shall follow up with the Student Councils and the committees of the
- 851 Student Democracy, as well as the representatives of the Student Parliament.
- 852 - The Vice President shall ensure that updated lists of newly elected student representatives is
- 853 given to the administration after every Student Parliament.
- 854 - The Vice President is the substitute for the President, except for in the Rector's Leadership
- 855 Group.
- 856 - The Vice President follows up with the committee for choosing the semester's best lecturer.
- 857 - The Vice President is responsible for arranging a seminar for the student representatives in
- 858 the Faculty's class representative committee and the program council.
- 859 - The Vice President shall represent the students in the University's Education Committee (U-
- 860 SU), Learning environment committee (LMU) and the committee group, as well as ensuring
- 861 that decisions there are followed up on.
- 862 - The Vice President is to be the Student Board's contact person for the Buddy General.

863

864 **The Welfare Officer's Main Responsibilities:**

- 865 - The welfare officer is responsible for coming up with a proposal to the Student Parliament for
- 866 the allocation of welfare funds on behalf of the committee for the allocation of welfare funds.
- 867 - The welfare officer will work to ensure student welfare (mental, physical and social) in
- 868 cooperation with other relevant actors.
- 869 - The welfare officer (along with the sponsor responsible in the Næringslivsutvalget) is
- 870 responsible for recruiting sponsors for Grillfest for the new students during buddy week.
- 871 - The welfare officer represents student in the Learning Environment Committee (LMU), the
- 872 Committee for the allocation of welfare funds, the cooperative committee for social advisory
- 873 services, and the Career fund, and follows up on decisions made in these committees.
- 874 - The welfare officer is responsible for the Living Environment Committee and the committee
- 875 for the allocation of welfare funds.
- 876 - The welfare officer participates in buddy week as one of the organizers.

877 **The International Officer's Main Responsibilities:**

- 878 - The international officer works to ensure that the interests and rights of international students
- 879 are respected and honored at NMBU.
- 880 - The international officer will remain updated on the operations of organizations with
- 881 international students/policies as a focal point, and assist them if needed.
- 882 - The international officer shall support events geared towards international organizations at
- 883 NMBU, together with SiT and Studentsamfunnet.

- The International officer will ensure that students at NMBU have the opportunity to become integrated into the student community.
- The international officer shall participate in buddy week as an advisor for the organizers.
- The international officer is responsible for the committee for the allocation of inclusion funds.
- The international officer represents students in the committee for the allocation of welfare funds and the event committee at Samfunnet.

#### **The Marketing Officer's Main Responsibilities:**

- The marketing officer works continuously with marketing and publicizing the Student Democracy at NMBU, as well as relevant national student cases.
- The marketing officer shall make sure that the website and social media of the Student Democracy is continuously updated, both in Norwegian and in English.
- The marketing officer is responsible for the effects of marketing.
- The marketing officer should have contact with students through the media and give tips and facts about the Student Democracy.
- The marketing officer shall stay in contact with the Vice Presidents of the Student Councils at NMBU, to ensure marketing measures are conducted at a local level.

#### **The Environment and Research Officer:**

- Environment and research officer should work with issues about environment and research.
- Environment and research officer represents students in: the equality and diversity committee, the living environment committee and environmental council.
- Environment and research officer (U-FU) should represent student in the research committee (U-FU).
- Environment and research officer is responsible for arranging seminars for student representatives in the faculty's research committee (FAK-FU).