Student Parliament 1
2019

Monday 11th February 2019

Gjesteserveringen, Campus Adamstuen
17.15-21.00

Student Parliament is open for everyone, welcome!

NB!!! New departure site: The bus for Campus Adamstuen leaves at 16.00 from the large parking lot in front of Eika Sport Center, Ås.

The Student Board encourages all participants to bring their own cutlery, plate, water bottle and coffee cup.

Case documents is available at:
http://www.nmbu.no/student/studenttinget
AGENDA
STUDENT PARLIAMENT 1 - 2019, MONDAY 11TH OF FEBRUARY AT 5:15 PM, GJESTESERVERINGEN AT CAMPUS ADAMSTUEN.
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

1911 CONSTITUTION .............................................................................................................................................. 4
  1911.1 APPROVAL OF TODAY’S AGENDA AND SUMMONING ............................................................................. 4
  1911.2 APPROVAL OF THE PREVIOUS MEETING REPORT .................................................................................. 4
  1911.3 APPOINTMENT OF A COUNTING COMMITTEE ..................................................................................... 4
1912 ORIENTATION CASES ...................................................................................................................................... 4
  1912.1 Minutes .......................................................................................................................................................... 4
1913 DECISION CASES ............................................................................................................................................. 5
  1913.1 CHANGE OF MISCELLANEOUS DOCUMENTS TIED TO ELECTIONS ......................................................... 5
  1913.2 INCREASE BUDGET FOR WELFARE FUNDS ......................................................................................... 5
  1913.3 CHANGE RULES AND REGULATIONS FOR ALLOCATION OF WELFARE FUNDS .......................... 6
1915 ELECTIONS AND APPOINTMENTS .................................................................................................................. 6
  1915.1 ELECTIONS COMMITTEE FOR THE BEST EDUCATOR OF THE SEMESTER ............................................. 6
1916 OTHER CASES .................................................................................................................................................... 7
1917 MEETING EVALUATION ................................................................................................................................... 7
ATTACHMENTS .......................................................................................................................................................... 8
  ATTACHMENT 1 CURRENT FRAMEWORK FOR THE WORKING YEAR OF THE STUDENT PARLIAMENT ............. 8
  ATTACHMENT 2 CURRENT INSTRUCTIONS FOR ELECTIONS TO THE STUDENT DEMOCRACY ..................... 11
  ATTACHMENT 3 CURRENT STATUTES FOR THE STUDENT DEMOCRACY AT THE NORWEGIAN UNIVERSITY OF LIFE SCIENCES 14
  ATTACHMENT 4 PROPOSED FRAMEWORK FOR THE WORKING YEAR OF THE STUDENT PARLIAMENT .......... 22
  ATTACHMENT 5 PROPOSED INSTRUCTIONS FOR ELECTIONS TO THE STUDENT DEMOCRACY .................... 25
  ATTACHMENT 6 PROPOSED STATUTES FOR THE STUDENT DEMOCRACY AT THE NORWEGIAN UNIVERSITY OF LIFE SCIENCES 28
  ATTACHMENT 7 BUDGET 2019 .......................................................................................................................... 35
  ATTACHMENT 8 RULES AND REGULATIONS FOR THE ALLOCATION OF WELFARE FUNDS .......................... 36
1911 Constitution

1911.1 Approval of today’s agenda and summoning

1911.2 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).

1911.3 Appointment of a Counting Committee

1. 
2. 
3.

1912 Orientation cases

1912.1 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)
1913  Decision cases

1913.1  Change of miscellaneous documents tied to elections

Case responsible: The Student Board

Attachments:
Attachment 1 Current Framework for the Working Year of the Student Parliament
Attachment 2 Current Instructions for Elections to the Student Democracy
Attachment 3 Current Statutes for the Student Democracy at the Norwegian University of Life Sciences
Attachment 4 Proposed Framework for the Working Year of the Student Parliament
Attachment 5 Proposed Instructions for Elections to the Student Democracy
Attachment 6 Proposed Statutes for the Student Democracy at the Norwegian University of Life Sciences

Purpose
To update and change documents relating to elections.

Background
Due to changes in the election process, several documents were outdated, and when setting out to make editorial changes we found the need to make other changes as well. The Student Board has the authorization to make editorial changes, but seeing as every document would have to be approved by Student Parliament due to other changes, we have elected to include every change in this case.

Text marked with yellow are editorial changes based on today's practice and decisions made in higher organs, while text marked with fuchsia are suggested changes. Text in turquoise in the old documents is just to make it easier to see where the changes are being made.

The background for the change in election of chairmen is a suggestion that came up at constituent Student Parliament about how it could be beneficial for chairmen to have overlap as well.

1913.2  Increase budget for Welfare funds

Case responsible: Tord Hauge

Attachment 7 Budget

Purpose:
Move funds from personnel insurance to welfare funds in the budget for 2019.

Background:
It has proven that personnel insurances are not that expensive as first assumed and decided in the budget. Therefore AU wants to move these funds to welfare funds.

**Proposed decision:**
The Student Parliament decides the amendments that are stated in attachment 7

### 1913.3 Change Rules and regulations for allocation of welfare funds

*Case responsible The Student Board*

Attachment 8 Rules and regulations for the allocation of welfare funds

**Purpose:**
Remove invalid text about the Welfare fund in the Rules and regulations for the allocation of the Welfare funds.

**Background:**
In Student Parliament 6, in 2018, the Student Parliament revised the Rules and regulations for allocation of welfare funds. A section about the use of the Welfare Fund was added. During the meeting the parliament was informed that this new section was not compared with the instructions for the welfare fund, and it was said that if it was found to be in violation with the instructions it would be a case for Student Parliament 1. The proposal is therefore to remove the text marked in yellow so that the regulation is not in violation with other documents.

**Proposed Decision**
The Student Parliament decides the amendments that are shown in attachment 8

### 1915 Elections and appointments

#### 1915.1 Elections Committee for the Best Educator of the Semester

*Case preparation: The Election Committee*

**Purpose:**
Elect candidates to select best educator of the semester as part of the committee.

**Background:**
Every semester students will be voting for best educator. The purpose of this award is to encourage educator to give outstanding education therefore providing an opportunity to reward excellence in teaching. This award is an example of how NMBU works toward fostering an environment of academic excellence. Voting is open to all students from both campuses.
The Committee of the Best Educator of Semester consist of four students who will hold the position for a year. A gender-balanced committee would be preferred in accordance with the Gender Equality Act section. The Committee members are responsible for promoting and encouraging students to vote or/nominate educators. Committee members will also review submissions of educator candidates, attend lectures of potential candidates and then finally decide on a winner. It is up to the members of the committee to meet and work at their own convenience. The Vice-President of the Student Board will also assist the committee.

Pre-notified candidates:

- 1916 Other cases
- 1917 Meeting evaluation
SPRING – for elections that happen in the spring period (January 1st – June 30th) the elected student representatives being their positions on July 1st of the same year, unless otherwise specified. The positions last 1 year, with the exception of the SiÅs Board.

At the change of the month January/February: The Student Parliament’s kickoff conference. Held for the entire student parliament. (Representatives, moderator, election committee) + president and vice president of the student councils.

February:

- Startup meeting with the Student Councils
- Seminar for the student representatives in the program councils and the faculties’ education boards.

Student Parliament 1 –To be held at Adamstuen until the localization project is complete. Candidates for the following positions are to be selected:

- The Committee for the semester’s best lecturer, 4 members. 1-year long position that goes into effect immediately.

Student Parliament 2

The following cases are to be handled/approved of:

- Distribution of Welfare Funds
- Presentation of the president and vice president roles of the Student Parliament’s Student Board, as well as 2 main student representatives and two deputy representatives of the University Board.

Candidates for the following positions are to be selected:

- Central Admissions Committee, 2 main and 2 deputies.
- The Board of Complaints, 2 main and 2 deputies.

Student Parliament 3

The following cases are to be handled/approved of:

- The Schedule for the Student Parliament for the following year
The Yearly report from SiÅs and University Board representatives. The case should be included in the case papers, but the report itself can be sent out on electronic platforms.

Informing on the budget since January of this year

Presentation of the candidates for president and vice president of the Student Parliament’s Student Board, as well as the candidates for the University Board.

Candidates for the following positions are to be selected:

- The Control Committee, 2 representatives.
- The SiÅs Board, 2 main (2-year positions) and 2 deputies (1-year positions). These candidates must be from campus Ås while there are still 2 campuses.
- An external representative to the SiÅs Board. This election is held every other year (odd numbered years).
- The University’s Research Board, 1 main representative and 2 deputies.

April/May

Electronic ballot voting for the president and vice president of the Student Parliament’s Student Board (AU), as well as 2 main and 2 deputy representatives to the University Board.

FALL – for elections that take place in the fall period (August 1st – December 31st) the elected student representatives begin their positions on January 1st of the following year, unless otherwise specified. The positions last for 1 year, with the exception of the SiÅs Board.

September

- Startup meeting with the Student Councils
- Seminar for student representatives in the program councils and the faculties’ education boards.

Student Parliament 4

The following cases are to be handled/approved of:

- The Student Parliament brings forth suggestions for measures for the Learning Environment Committee to take in the following year.

Candidates for the following positions are to be selected:

1. Ethics Committee, 2 main and 2 deputy representatives. 1-year position that begins immediately upon election.
2. Committee for the distribution of welfare funds, 2 members. 1-year position that begins immediately upon election.

Student Parliament 5

The following cases are to be handled/approved of:
• Initial processing of the Student Democracy's budget.
• Distribution of welfare funds
• Information about the positions that are to be elected at the Constituent Student Parliament

Candidates for the following positions are to be selected:

• Participants for the Norwegian Student Organization’s (NSO’s) national meeting, 4 main representatives and 4 deputies.
• The University’s Education Board (USU), 2 main and 3 deputy representatives, the position being immediately upon election.

November

Electronic ballot voting for the student representatives in the faculty board of each faculty, 2 main and 2 deputies.

Student Parliament 6 –To be held at Adamstuen until the localization project is finished.
The following cases are to be handled/approved of:

• Plan of action for the Student democracy is adopted for the next calendar year
• Lon-term strategy for the next 3 years. The long-term strategy has to be reviewed every third year, last adopted in 2017.
• The Budget for the Student Democracy is to be adressed for the second time and approved of.
• The Yearly report from the Student Parliament’s Student Board (AU), the University’s Research Board, (UFU), and the University’s Education Board (USU). The case is to be included in the case papers, but the report itself can be sent out on electronic platforms.

Candidates for the following positions are to be selected:

• The Control Committee, the president of the committee.
• The Buddy General

Constituent Student Parliament- held for new student parliament representatives.

Candidates for the following positions are to be selected:

• Election of the welfare officer, marketing officer, international officer, and the sustainability and research officer for the Student Parliament’s Student Board.
• **Election of the meeting leaders, 2 main and 2 deputies.**
• Election of the election committee, 4 members.
These instructions are to be read as a supplementary document to the “Statutes for the Student Democracy at NMBU” and “Election Regulations at NMBU”.

**General**

- Election Committee is responsible for conducting elections, along with the organizational secretary, as well as being responsible for finding candidates to run for positions.
- Student Parliament meetings in which candidates for the Student Parliament’s Student Board (AU), the University Board (US), and the Faculty Board (FS) are to present themselves should be specially promoted to the student body.
- Students elected are obligated to fulfill their position until the end, unless special personal reasons prevent them from doing so.
- It is only allowed to run for a main or deputy representative position, but a representative can hold several positions as long as it is in accordance with other instructions within the organization. The faculty board and University Board are not included in this provision. (cf. § 12.3 in the Election Regulations at NMBU.)
- Equal representation in the Student Democracy at NMBU from both genders and different lines of study should be strived after.
- Candidates cannot take on more than one position in the Student Parliament’s Student Board.

**Specifics on presentations for elections at Student Parliament:**

- Candidates are to present themselves at the Student Parliament before the voting.
- If a candidate is unable to meet, they can have their presentation red by a representative from the election committee, or they can choose to make a video presentation.
- Only the candidate can answer questions about their candidacy.
- The amount of time allowed for question rounds can be decided by the moderator in each case.
- The candidates are to be presented alphabetically.
- Candidates for the Student Parliament’s Student Board, University Board and Faculty Board have three minutes of speaking time to present themselves.
• The length of presentation time for other positions, the number of questions allowed and other guidelines for presentations can be decided by the meeting leadership of the student parliament.

Elections to the Student Parliament’s Student Board (AU)

The President and Vice President are elected via electronic ballot voting during the spring. Candidate presentations are to be sent to the election committee or directly to the organizational secretary, as they are responsible for these elections. Candidates, if they are elected, cannot hold the following positions:

• Faculty Board
• Student Parliament Representative
• Student Council
• Moderator
• Control Committee

It is highly recommended that the candidates, if they are chosen, do not hold the following positions:

• The University Board
• The Student Welfare Association of Ås Board (SiÅs)

See the statutes for more complete information.

The international officer, welfare officer, marketing officer, and board member are elected at the constituent Student Parliament meeting in the fall. Candidate presentations are to be sent to the election committee or directly to the organizational secretary, as they are responsible for these elections. Candidates, if they are elected, cannot hold the following positions:

• President or Vice President of their Student Council
• Moderator
• Control Committee
• Student Parliament representative

It is highly recommended that the candidates, if they are chosen, do not hold the following positions:

• The University Board
• The Student Welfare Association of Ås Board (SiÅs)

See the statutes for more complete information.
Elections for the University Board and Faculty Board

Elections for the University Board happen via electronic ballot voting during the spring. There are 2 main and 2 deputy representatives. The representatives shall be evenly split by gender. See the statutes for more complete information.

Elections for the Faculty Board happen via electronic ballot voting in the fall. There are 2 main and 2 deputy representatives. See the statutes for more complete information.

For elections of members for the University Board and Faculty Board, the election regulations at NMBU must be considered in conjunction with these instructions.

Elections at the Student Parliament

Elections for the nomination committee for the election of University Dean, vice-dean, faculty deans etc. are taken up by the Student Parliament’s Student Board in each case.

Elections for the following positions follow the «framework of the working year» for the Student Democracy:

- 1 president and 2 other members of the Control Committee
- 2 representatives with deputies to the University’s Research Committee (UFU).
- 2 representatives and 3 deputy representatives to the University’s Education Committee (USU).
- 1 representative and 1 deputy to the Ethics Committee.
- 2 representatives to the committee for the distribution of welfare funds.
- 4 representatives to the committee for the semester’s best lecturer.
- Buddy general.
- 2 main and 2 deputies to the Central Admissions Committee.
- 2 main and 2 deputies to the Board of Complaints.
- 2 representatives (2-lear long positions) and 2 deputy representatives (1-year long positions) to the Student Welfare Association of Ås (SiÅs) Board. These must be from campus Ås while there are still two campuses.
Attachment 3 Current Statutes for the Student Democracy at the Norwegian University of Life Sciences

Approved at the foundational meeting: 27.11.2013. Revised: 13.03.2017 (Student Parliament 2).

Chapter Overview:
1. Purpose and Scope
2. Structure of the Student Democracy at NMBU
3. The Student Parliament
4. The Student Parliament’s Student Board
5. Elections and Appointments
6. Impartiality
7. Mistrust
8. Instructions
9. Dissolution of the Student Democracy at NMBU
10. Membership in the Norwegian Student Organization (NSO)
11. Amendments to the Statutes
12. Definitions

Chapter 1: Purpose and Scope

§ 1-1 Purpose
The Student Democracy at NMBU has the purpose of protecting the students’ interests and bringing forward their inputs.

§ 1-2 Scope
These statutes apply to all organs of the Student Democracy at NMBU and are constructed in accordance with national laws and regulations. Instructions taken up in chapter 8 cannot go against these statues.

Chapter 2: Structure of the Student Democracy at NMBU

§ 2-1 At a Central Level
The highest democratic organ in the Student Democracy at NMBU is the Student Parliament. The daily operations of the Student Parliament are carried out by the Student Parliament’s Student Board.

§ 2-2 At a Faculty Level
At the Faculty level, the Student Democracy consists of Student Councils. Student Councils are constructed of the committees and positions that come from the model for Student Councils approved of at Student Parliament 6 on 14.11.2016.

The Faculty general assembly is the highest student democracy organ at a faculty level. Between faculty general assemblies the student councils stand for the daily operations and representations of the faculty’s student democracy.

The Student Council at Campus Adamstuen is delegated the power of communication and representation over the Welfare Committee in Oslo and Akershus.

Chapter 3: The Student Parliament
§ 3-1 Powers and Functions
The Student Parliament represents all students at NMBU, and decisions made in the Student Parliament are made on the behalf of all students. The Student Parliament has the responsibility to inform about decisions made. Closing of the meeting must follow the provisions in §3-6.

§ 3-2 Construction
The Faculties at NMBU are constituents of the Student Parliament. The Student Parliament consists of 25 representatives. These representatives are distributed according to the democracy model approved of at Student Parliament 6 in 2016.

The division method for the mandatory seat allocation follows this formula:

\[ \frac{V}{2^{s+1}} \]

V = Number of students at the faculty
S = Number of student representatives the faculty is allocated

Updated number of students can be found in the Database for Statistics on Higher Education (DBH) every fall. The average of the number of students for the spring semester and fall semester make up the basis for the following year’s representative distribution in the Student Parliament.

This calculation basis is presented for orientation before the fall faculty general assemblies.

§ 3-3 Constituting
The Student Parliament is elected for one calendar year. A constituent Student Parliament is held every fall between the faculty general assemblies and new year.

§ 3-4 Meetings and Summoning
The Student Parliament must hold at least 3 meetings per semester. The Student Board is responsible for summoning the Student Parliament. Summoning and case papers should be made available to all students at least 7 days before the meeting. Electronic decisions are the exclusion of this statute cf. §3-10.

The provision that the summoning and case papers need to be made available for all students in the first paragraph entails that they need to be translated to English. If there is uncertainty about the translation, the Norwegian version will be the basis for understanding. Further specification is outlined in the instructions for the Student Parliament.

All students with a valid semester registration have the right to send in cases to the Student Parliament. This must be done at the latest 14 days before the meeting if the case is to be handled. This provision does not count for cases to be handled under “other.” Further specification is outlined in the instructions for the Student Parliament. Extraordinary Student Parliaments is held if at least 3 members of the Student Board, at least 13 representatives from the Student Parliament, or at least 25 students desire it. Extraordinary Student Parliament is to be made known to the public at least 7 days before taking place, and should only handle the case(s) that were the reason for its summoning.

§ 3-5 Representation at the
Representation at the Student Parliament
The following people are required to attend Student Parliament, and are required to give a written notification before the meeting if they cannot attend:

- The Student Parliament’s Representatives
- The Student Parliament’s Student Board
- The Student Parliament’s organizational secretary
- The Student Parliament’s chairmen

At least one representative from the following organs must attend the meeting:

- The Student Representative in the University Board
- The Student Representative in the SiÅs board
- The International Student Union (ISU)
- The Control Committee

All students at NMBU have the right to attend the Student Parliament.

§ 3-6 Closing of a Meeting.
The Student Parliament’s meetings are open. The Student Parliament can decide to close a meeting with a qualified majority from the representatives in attendance. With the closing of a meeting, separate minutes will be recorded that are withheld from public disclosure.

§ 3-7 Decision Validity
The Student Parliament can make valid decisions when at least 50% of the representatives are in attendance.

§ 3-8 Voting rights and Voting
The Student Parliament’s representatives have a voting right. If a main representative notifies of an absence, their appointed substitute has a voting right when in attendance. Decisions in the Student Parliament are normally made with a 50% majority. Decisions are made with hand raising, unless one representative asks for a written voting. With a voting tie, the Student Parliament can take a new vote. With a continued tie after a second voting, the case can be handled according to the proposed resolution.

§3-9 Speaking and Proposal Rights
Everybody has a right to speak at Student parliament meetings. All students at NMBU has the right to propose cases at Student parliament meetings.

§ 3-10 Electronic Voting
Electronic voting can be used to make decisions about single cases. Electronic voting is carried out in the method described in the instructions for electronic voting. The deadline to vote electronically is within 7 days.

Electronic voting cannot be used to vote on matters concerning the following:
- Elections
- Cases of mistrust
- Changing to the Student Parliament’s committee documents and instructions
- Appointment of the student representatives to councils and committees
- Other matters of considerable nature

Main Student Parliament Representatives have voting rights with electronic voting.

Electronic voting cannot take place if one or some student parliament representatives wish to handle the case at a normal student parliament before the deadline. The desire must be justified.
§ 3-11 Position Resignation
The Student Parliament representatives automatically resign from their position in the Student Parliament when they are elected to the following organs:
- The Student Parliament’s Student Board
- The University Board
- The SiÅs Board
- The Student Board of the Norwegian Student Organization
- The Control Committee

With position resignation, the position holder’s deputy representative automatically inherits the position as a main representative.

Position resignation, a supplementary election will be conducted in accordance with § 5-5

§3-12 Temporary Position Resignation
In the case of partiality, there will be a temporary place resignation. This means that the representative withdraws from their position in cases where it applies. In the case of temporary place resignation the deputy will take over cf. § 6-1

Chapter 4: The Student Parliament's Student Board

§ 4-1 Powers and Functions
The Student Board (AU) carries out the Student Parliament’s daily operations and represents the Student Parliament between meetings. AU can make decisions in urgent cases, cases that are delegated due to earlier decisions in the Student Parliament, and appoint people to non-decision making committees. AU makes proposals in all cases handled by the Student Parliament, with the exception of Elections.

§ 4-2 Composition
The Student Parliament’s Student Board shall consist of the following members:
- President
- Vice President
- Welfare Officer
- International Officer
- Marketing Officer
- Committee Member

Working time and election periods are regulated according to functions § 5-1.

§ 4-3 Decision Ability and Voting Ties
The Student Board can make valid decisions when at least four members are in attendance. With a voting tie in the Student Board, the president has a double vote.

Chapter 5: Elections and Appointments

§ 5-1 Eligibility for the Student Democracy
The overarching rule is that all Students at NMBU with a valid semester registration can run for positions in the Student Democracy. This applies unless otherwise specified.

§ 5-2 Electronic Ballot Elections
a) Election of the President and Vice President
The President and Vice President in the Student Parliament’s Student Board are elected through Electronic Ballot Voting, where all students with a valid semester registration have the right to vote. The elections take place in April every year. They hold their position for 1 year, between 1.7. until 30.6.

b) Election to the University Board
Two student representatives are to be elected, one of each gender, with a deputy. They are chosen with an electronic ballot vote, where all students with a valid semester registration have the right to vote. They hold the position for one year, from 01.01-31.12.

c) Elections to the Faculty Board
Student Representatives are chosen through electronic ballot voting, where all students with a valid semester registration have the right to vote. They hold the position for one year, from 01.01-31.12.

§ 5-3 Members of the Student Board
Members of the Student Parliament’s Student Board, other than the president and vice president, are elected by the Student Parliament. The elections take place at the constituent student parliament. They hold the position for one year, between 1.1. until 31.12. The elections are carried out through written ballot voting, and decided with an absolute majority. If none of the candidates receive an absolute majority, a new voting round will be conducted with the two candidates who received the most votes in the first round.

§ 5-4 Other elections and appointments conducted in the Student Parliament
The Student Parliament elects student representatives to central positions and committees at NMBU, to individual committees and to the board for student welfare organization. All elections are done by writing. In the case that only one candidate is running, they can be elected by acclamation, unless at least one representative wishes to have a written voting process.

With a tie in voting between two candidates, a new voting round will be held. With a continued tie after a new voting round, the decision will be made according to the proposed resolution. If there is no suggestion made the decision will be made by drawing lots. Those chosen in this paragraph have minute requirements to the Student Parliament.

Student Representatives that are not connected to the Student Welfare Organziation in Ås (SiÅs) do not have voting rights for the representatives of The SiÅs Board.

§ 5-5 Supplementary Elections
Normally, a supplementary election will be held in the case of place resignation. Supplementary elections follow the same election rules as normal elections. This can be adjusted in cases of urgent votes, or other reasons in which it is appropriate.

Chapter 6: Impartiality

§ 6-1 Impartiality
For someone to be “partial” entails that there are circumstances that are likely to cause bias in the person’s judgment. This can happen when a person is a part of a case or has strong personal consequences from the results of a case, or has close family with the previously mentioned.
In order to have good administrative practices, questions of partiality must be strict. This means that a lot must happen to name a representative partial. Those that are named partial must temporarily resign from the case, cf. § 3-12.

Cases of partiality are handled with a 50% majority voting from the relevant organ, and the person in question cannot vote. If more than one person in a case is questioned about partiality, none of the involved can partake in voting about their own or others' partiality, unless the organ is no longer a decision making organ in the case. In this case, all meeting members can participate.

Chapter 7: Mistrust

§ 7-1 Mistrust
Issues of mistrust can be brought up by Student Parliament representatives or other organs of the Student Democracy, and should be delivered to the Student Parliament's organizational secretary. When handling these issues at the student parliament, the one that the case is brought up against has the opportunity to present their own case.

§ 7-2 Ability to ask for a statement from the control committee
If cases where mistrust are brought forward, both parties can ask for a statement from the control committee in sufficient time before the case is handled.

§ 7-3 Issues of mistrust against the representatives chosen by the student parliament
With a 2/3 majority vote amongst representatives in attendance, the student parliament can decide that an officer is mistrusted, following statutes §§ 5-1 second paragraph, and 5-3. Those who are deemed distrusted must immediately resign as an appointee from the student parliament.

§ 7-4 Issues of mistrust against the representatives chosen by Electronic Ballot Voting
With issues of mistrust against representatives chosen through electronic ballot voting after statutes §§ 5-2 a and b, it is handled first by the Student Parliament. If it is proposed by a qualified majority amongst representatives in attendance, it will be handled through an electronic ballot vote where all students with a valid semester registration have the right to vote. The approval of the mistrust requires at least a 50% majority of votes. Those who have cases of mistrust approved against them must resign immediately from their position.

Cases of mistrust cannot be taken against student representatives in the University Board, as it goes against *Lov om universiteter og høyskoler* § 9-8. (The laws for Universities and Higher schools)

Chapter 8: Instructions

§ 8-1 Instructions for the Student Parliament
The following Instructions are taken up by the Student Parliament:
- Instructions for the Rules of Procedure and Agenda.
- Instructions for Elections of the Student Board and Other elections.

§ 8-2 Instructions for the Student Parliament's Student Board
The following Instructions are taken up by the Student Parliament:
- Working Instructions for the Student Board.
§ 8-3 Instructions for the Student Councils
The Student Parliament adopts a standardized instruction for the composition of student councils at NMBU. The Student parliament decides the structure and composition of Student Councils. The Student Councils have the power to make their own local instructions, but not remove or change the composition without approval from the Student Parliament.

§ 8-4 Other Instructions
The Student Parliament can approve of other instructions as needed.

Chapter 9: Dissolution of the Student Democracy at NMBU
§ 9-1 Dissolution
Dissolution of the Student Democracy at NMBU must be approved of with a qualified majority amongst present representatives for two consecutive student parliaments. The decision goes into effect after the second meeting is adjourned. Proposals for dissolution must be made at least 4 weeks before it is handled for the first time, and the first student parliament meeting that handles the case is to be an open meeting where all students at NMBU are called in.

§ 9-2 Merging with Other Student Democracies
Merging of the Student Democracy at NMBU with other student democracies must be approved of with a qualified majority amongst representatives in attendance for two consecutive meetings. Proposals for merging must specify the point in time at which the merge will take place.

Chapter 10: Membership in the Norwegian Student Organization
§ 10-1 Membership in the Norwegian Student Organization
The Student Democracy at NMBU is a member of the Norwegian student organization (NSO). Withdrawal must follow the protocol of NSOs statutes.

Chapter 11: Amendments to the Statues
§ 11-1 Submitting of Amendment Proposals
Proposals for amendments of these statutes should be taken to the Student Parliament’s Student Board at least 14 days before the meeting in which they will be addressed, and needs to be made public to all students at least 7 days before the meeting.

§ 11-2 Decisions and Effectiveness
With a qualified majority vote amongst representatives in attendance, the Student Parliament can decide that changes go into effect immediately after they are adopted. With a qualified majority, the Student Parliament can bring changed into effect. The Student Parliament’s Student Board has the power to make editorial changes in these Statutes. Such changes must be presented for orientation during the first meeting after they are made.

Chapter 12: Definitions
§ 12-1 Majority Voting

Simple Majority: This means that a proposal receives the most votes
50% majority: This means that a proposal receives more than ½ of the votes from participating voters
Qualified Majority: This means that a proposal receives 2/3 or more of the votes from the participating voters
Absolute Majority: A proposal receives more than ½ of the total number of votes
Absolute Qualified Majority: A proposal receives 2/3 or more of the total number of votes
Attachment 4 Proposed Framework for the Working Year of the Student Parliament

**Adopted at Student Parliament xx.xx.20xx**

SPRING – for elections that happen in the spring period (January 1st – June 30th) the elected student representatives being their positions on July 1st of the same year, unless otherwise specified. The positions last 1 year, with the exception of the SiÅs Board.

At the change of the month January/February: The Student Parliament’s kickoff conference. Held for the entire student parliament. (Representatives, moderator, election committee) + president and vice president of the student councils.

February:

- Startup meeting with the Student Councils
- Seminar for the student representatives in the program councils and the faculties’ education boards.

**Student Parliament 1** – To be held at Adamstuen until the localization project is complete.

Candidates for the following positions are to be selected:

- The Committee for the semester’s best lecturer, 4 members. 1-year long position that goes into effect immediately.

**Student Parliament 2**

The following cases are to be handled/approved of:

- Distribution of Welfare Funds
- Presentation of the president and vice president roles of the Student Parliament’s Student Board, as well as female student representatives (main and deputy) of the University Board.

Candidates for the following positions are to be selected:

- Central Admissions Committee, 2 main and 2 deputies.
- The Board of Complaints, 2 main and 2 deputies.

**Student Parliament 3**

The following cases are to be handled/approved of:

- The Schedule for the Student Parliament for the following year
- The Yearly report from SiÅs and University Board representatives. The case should be included in the case papers, but the report itself can be sent out on electronic platforms.
- Informing on the budget since January of this year
- Presentation of the candidates for president and vice president of the Student Parliament’s Student Board, as well as the candidates for the University Board and the Faculty Board.
Candidates for the following positions are to be selected:

- The Control Committee, 2 representatives.
- The SiÅs Board, 2 main (2-year positions) and 2 deputies (1-year positions). These candidates must be from campus Ås while there are still 2 campuses.
- An external representative to the SiÅs Board. This election is held every other year (odd numbered years).
- The University’s Research Board, 1 main representative and 2 deputies.
- Chairmen, 1 main + deputy

**April/May**

Electronic ballot voting for the president and vice president of the Student Parliament’s Student Board (AU), as well as female main and deputy representatives for the University Board and Faculty Boards.

**FALL** – for elections that take place in the fall period (August 1st – December 31st) the elected student representatives begin their positions on January 1st of the following year, unless otherwise specified. The positions last for 1 year, with the exception of the SiÅs Board.

**September**

- Startup meeting with the Student Councils
- Seminar for student representatives in the program councils and the faculties’ education boards.

**Student Parliament 4**

The following cases are to be handled/approved of:

- The Student Parliament brings forth suggestions for measures for the Learning Environment Committee to take in the following year.

Candidates for the following positions are to be selected:

3. Ethics Committee, 2 main and 2 deputy representatives. 1-year position that begins immediately upon election.
4. Committee for the distribution of welfare funds, 2 members. 1-year position that begins immediately upon election.

**Student Parliament 5**

The following cases are to be handled/approved of:

- Initial processing of the Student Democracy’s budget.
- Distribution of welfare funds
- Information about the positions that are to be elected at the Constituent Student Parliament
Candidates for the following positions are to be selected:

- Participants for the Norwegian Student Organization’s (NSO’s) national meeting, 4 main representatives and 4 deputies.
- The University’s Education Board (USU), 2 main and 3 deputy representatives, the position being immediately upon election.

**November**

Electronic ballot voting for the male student representatives for the Faculty Boards of each faculty (1 main and 1 deputy per faculty), as well as male representatives for the University Board (1 main and 1 deputy).

**Student Parliament 6 – To be held at Adamstuen until the localization project is finished.**

The following cases are to be handled/approved of:

- Plan of action for the Student democracy is adopted for the next calendar year
- Long-term strategy for the next 3 years. The long-term strategy has to be reviewed every third year, last adopted in 2017.
- The Budget for the Student Democracy is to be addressed for the second time and approved of.
- The Yearly report from the Student Parliament’s Student Board (AU), the University’s Research Board (UFU), and the University’s Education Board (USU). The case is to be included in the case papers, but the report itself can be sent out on electronic platforms.

Candidates for the following positions are to be selected:

- The Control Committee, the president of the committee.
- The Buddy General

**Constituent Student Parliament** - held for new student parliament representatives. Candidates for the following positions are to be selected:

- Election of the welfare officer, marketing officer, international officer, and the sustainability and research officer for the Student Parliament’s Student Board.
- Election of the chairmen, 1 main and 1 deputy.
- Election of the election committee, 4 members.
These instructions are to be read as a supplementary document to the “Statues for the Student Democracy at NMBU” and “Election Regulations at NMBU”.

**General**

- Election Committee is responsible for conducting elections, along with the organizational secretary, as well as being responsible for finding candidates to run for positions.
- Student Parliament meetings in which candidates for the Student Parliament’s Student Board (AU), the University Board (US), and the Faculty Board (FS) are to present themselves should be specially promoted to the student body.
- Students elected are obligated to fulfill their position until the end, unless special personal reasons prevent them from doing so.
- It is only allowed to run for a main or deputy representative position, but a representative can hold several positions as long as it is in accordance with other instructions within the organization. The faculty board and University Board are not included in this provision. (cf. § 12.3 in the Election Regulations at NMBU.)
- Equal representation in the Student Democracy at NMBU from both genders and different lines of study should be strived after.
- Candidates cannot take on more than one position in the Student Parliament’s Student Board.

**Specifics on presentations for elections at Student Parliament:**

- Candidates are to present themselves at the Student Parliament before the voting.
- If a candidate is unable to meet, they can have their presentation red by a representative from the election committee, or they can choose to make a video presentation.
- Only the candidate can answer questions about their candidacy.
- The amount of time allowed for question rounds can be decided by the moderator in each case.
- The candidates are to be presented alphabetically.
- Candidates for the Student Parliament’s Student Board, University Board and Faculty Board have three minutes of speaking time to present themselves.
- The length of presentation time for other positions, the number of questions allowed and other guidelines for presentations can be decided by the meeting leadership of the student parliament.
Elections to the Student Parliament’s Student Board (AU)

The President and Vice President are elected via electronic ballot voting during the spring. Candidate presentations are to be sent to the election committee or directly to the organizational secretary, as they are responsible for these elections.

Candidates, if they are elected, cannot hold the following positions:

- Faculty Board
- Student Parliament Representative
- Student Council
- Moderator
- Control Committee

It is highly recommended that the candidates, if they are chosen, do not hold the following positions:

- The University Board
- The Student Welfare Association of Ås Board (SiÅs)

See the statutes for more complete information.

The international officer, welfare officer, marketing officer, and board member are elected at the constituent Student Parliament meeting in the fall. Candidate presentations are to be sent to the election committee or directly to the organizational secretary, as they are responsible for these elections.

Candidates, if they are elected, cannot hold the following positions:

- President or Vice President of their Student Council
- Moderator
- Control Committee
- Student Parliament representative

It is highly recommended that the candidates, if they are chosen, do not hold the following positions:

- The University Board
- The Student Welfare Association of Ås Board (SiÅs)

See the statutes for more complete information.

Elections for the University Board and Faculty Board

Elections for the University Board and the Faculty Board happen via electronic ballot voting in April/May in the spring, and in November in the fall. In each election the goal is to elect 1 main and
I deputy for each board, the representatives shall be evenly split by gender. See the statutes for more complete information.

For elections of members for the University Board and Faculty Board, the election regulations at NMBU must be considered in conjunction with these instructions.

**Elections at the Student Parliament**

Elections for the nomination committee for the election of University Dean, vice-dean, faculty deans etc. are taken up by the Student Parliament’s Student Board in each case.

Elections for the following positions follow the «framework of the working year» for the Student Democracy:

- 1 president and 2 other members of the Control Committee
- 1 representative and 2 deputies to the University’s Research Committee (UFU).
- 2 representatives and 3 deputy representatives to the University’s Education Committee (USU).
- 2 representative and 2 deputy for the Research Ethics Committee.
- 2 representatives to the committee for the distribution of welfare funds.
- 4 representatives to the committee for the semester’s best lecturer.
- Buddy general.
- 2 main and 2 deputies to the Central Admissions Committee.
- 2 main and 2 deputies to the Board of Complaints.
- 2 main and 2 deputy chairmen
- 2 representatives (2-lear long positions) and 2 deputy representatives (1-year long positions) to the Student Welfare Association of Ås (SiÅs) Board. These must be from campus Ås while there are still two campuses.
Chapter Overview:

1. Purpose and Scope
2. Structure of the Student Democracy at NMBU
3. The Student Parliament
4. The Student Parliament’s Student Board
5. Elections and Appointments
6. Impartiality
7. Mistrust
8. Instructions
9. Dissolution of the Student Democracy at NMBU
10. Membership in the Norwegian Student Organization (NSO)
11. Amendments to the Statutes
12. Definitions

Chapter 1: Purpose and Scope

§ 1-1 Purpose
The Student Democracy at NMBU has the purpose of protecting the students’ interests and bringing forward their inputs.

§ 1-2 Scope
These statutes apply to all organs of the Student Democracy at NMBU and are constructed in accordance with national laws and regulations. Instructions taken up in chapter 8 cannot go against these statues.

Chapter 2: Structure of the Student Democracy at NMBU

§ 2-1 At a Central Level
The highest democratic organ in the Student Democracy at NMBU is the Student Parliament. The daily operations of the Student Parliament are carried out by the Student Parliament’s Student Board.

§ 2-2 At a Faculty Level
At the Faculty level, the Student Democracy consists of Student Councils. Student Councils are constructed of the committees and positions that come from the model for Student Councils approved of at Student Parliament 6 on 14.11.2016.

The Faculty general assembly is the highest student democracy organ at a faculty level. Between faculty general assemblies the student councils stand for the daily operations and representations of the faculty’s student democracy.

The Student Council at Campus Adamstuen is delegated the power of communication and representation over the Welfare Committee in Oslo and Akershus.

Chapter 3: The Student Parliament

§ 3-1 Powers and Functions
The Student Parliament represents all students at NMBU, and decisions made in the Student Parliament are made on the behalf of all students. The Student Parliament has the responsibility to inform about decisions made. Closing of the meeting must follow the provisions in §3-6.

§ 3-2 Construction

The Faculties at NMBU are constituents of the Student Parliament. The Student Parliament consists of 25 representatives. These representatives are distributed according to the democracy model approved at Student Parliament 6 in 2016.

The division method for the mandatory seat allocation follows this formula:

\[ V = \frac{2^{s+1}}{S} \]

V = Number of students at the faculty
S = Number of student representatives the faculty is allocated

Updated number of students can be found in the Database for Statistics on Higher Education (DBH) every fall. The average of the number of students for the spring semester and fall semester make up the basis for the following year’s representative distribution in the Student Parliament.

This calculation basis is presented for orientation before the fall faculty general assemblies.

§ 3-3 Constituting

The Student Parliament representatives are elected for one year at the time. One should aim for the constituent Student Parliament to be held between the fall faculty general assemblies and the new year.

§ 3-4 Meetings and Summoning

The Student Parliament must hold at least 3 meetings per semester. The Student Board is responsible for summoning the Student Parliament. Summoning and case papers should be made available to all students at least 7 days before the meeting. Electronic decisions are the exclusion of this statute cf. §3-10.

The provision that the summoning and case papers need to be made available for all students in the first paragraph entails that they need to be translated to English. If there is uncertainty about the translation, the Norwegian version will be the basis for understanding. Further specification is outlined in the instructions for the Student Parliament.

All students with a valid semester registration have the right to send in cases to the Student Parliament. This must be done at the latest 14 days before the meeting if the case is to be handled. This provision does not count for cases to be handled under “other.” Further specification is outlined in the instructions for the Student Parliament. Extraordinary Student Parliaments is held if at least 3 members of the Student Board, at least 13 representatives from the Student Parliament, or at least 25 students desire it. Extraordinary Student Parliament is to be made known to the public at least 7 days before taking place, and should only handle the case(s) that were the reason for its summoning.

§ 3-5 Representation at the

Representation at the Student Parliament

The following people are required to attend Student Parliament, and are required to give a written notification before the meeting if they cannot attend:

- The Student Parliament’s Representatives
- The Student Parliament’s Student Board
At least one representative from the following organs must attend the meeting:
- The Student Representative in the University Board
- The Student Representative in the SiÅs board
- The International Student Union (ISU)
- The Control Committee
- All students at NMBU have the right to attend the Student Parliament.

§ 3-6 Closing of a Meeting.
The Student Parliament’s meetings are open. The Student Parliament can decide to close a meeting with a qualified majority from the representatives in attendance. With the closing of a meeting, separate minutes will be recorded that are withheld from public disclosure.

§ 3-7 Decision Validity
The Student Parliament can make valid decisions when at least 50% of the representatives are in attendance.

§ 3-8 Voting Rights and Voting
The Student Parliament’s representatives have a voting right. If a main representative notifies of an absence, their appointed substitute has a voting right when in attendance. Decisions in the Student Parliament are normally made with a 50% majority. Decisions are made with hand raising, unless one representative asks for a written voting. With a voting tie, the Student Parliament can take a new vote. With a continued tie after a second voting, the case can be handled according to the proposed resolution.

§ 3-9 Speaking and Proposal Rights
Everybody has a right to speak at Student parliament meetings. All students at NMBU has the right to propose cases at Student parliament meetings.

§ 3-10 Electronic Voting
Electronic voting can be used to make decisions about single cases. Electronic voting is carried out in the method described in the instructions for electronic voting. The deadline to vote electronically is within 7 days.
Electronic voting cannot be used to vote on matters concerning the following:
- Elections
- Cases of mistrust
- Changing to the Student Parliament’s committee documents and instructions
- Appointment of the student representatives to councils and committees
- Other matters of considerable nature

Main Student Parliament Representatives have voting rights with electronic voting.
Electronic voting cannot take place if one or some student parliament representatives wish to handle the case at a normal student parliament before the deadline. The desire must be justified.

§ 3-11 Position Resignation
The Student Parliament representatives automatically resign from their position in the Student Parliament when they are elected to the following organs:
- The Student Parliament’s Student Board
With position resignation, the position holder’s deputy representative automatically inherits the position as a main representative.

Position resignation, a supplementary election will be conducted in accordance with § 5-5

§3-12 Temporary Position Resignation
In the case of partiality, there will be a temporary place resignation. This means that the representative withdraws from their position in cases where it applies. In the case of temporary place resignation the deputy will take over cf. § 6-1

Chapter 4: The Student Parliament’s Student Board

§ 4-1 Powers and Functions
The Student Board (AU) carries out the Student Parliament’s daily operations and represents the Student Parliament between meetings. AU can make decisions in urgent cases, cases that are delegated due to earlier decisions in the Student Parliament, and appoint people to non-decision making committees. AU makes proposals in all cases handled by the Student Parliament, with the exception of Elections.

§ 4-2 Composition
The Student Parliament’s Student Board shall consist of the following members:
- President
- Vice President
- Welfare Officer
- International Officer
- Marketing Officer
- Committee Member

Working time and election periods are regulated according to functions § 5-1.

§ 4-3 Decision Ability and Voting Ties
The Student Board can make valid decisions when at least four members are in attendance. With a voting tie in the Student Board, the president has a double vote.

Chapter 5: Elections and Appointments

§ 5-1 Eligibility for the Student Democracy
The overarching rule is that all Students at NMBU with a valid semester registration can run for positions in the Student Democracy. This applies unless otherwise specified.

§ 5-2 Electronic Ballot Elections
a) Election of the President and Vice President
The President and Vice President in the Student Parliament’s Student Board are elected through Electronic Ballot Voting, where all students with a valid semester registration have the right to vote. The elections take place in April every year. They hold their position for 1 year, between 1.7. until 30.6.
b) Election to the University Board
Two student representatives are elected, one of each gender, with a deputy. They are chosen through an electronic ballot vote, where all students with a valid semester registration have the right to vote. The election takes place every year in April/May for female representatives, and in November for male representatives. They hold the position for one year, from 01.07 to 30.06 for the spring election, and 01.01-31.12 for the fall election.

c) Elections to the Faculty Board
Student Representatives are chosen through electronic ballot voting, where all students with a valid semester registration have the right to vote within their respective faculties. They hold the position for one year, from 01.01-31.12 for male representatives (elected in November) and 01.07-30.06 for female representatives (elected in April/May).

§ 5-3 Members of the Student Board
Members of the Student Parliament’s Student Board, other than the president and vice president, are elected by the Student Parliament. The elections take place at the constituent student parliament. They hold the position for one year, between 1.1. until 31.12. The elections are carried out through written ballot voting, and decided with an absolute majority. If none of the candidates receive an absolute majority, a new voting round will be conducted with the two candidates who received the most votes in the first round.

§ 5-4 Other elections and appointments conducted in the Student Parliament
The Student Parliament elects student representatives to central positions and committees at NMBU, to individual committees and to the board for student welfare organization. All elections are done by writing. In the case that only one candidate is running, they can be elected by acclamation, unless at least one representative wishes to have a written voting process.

With a tie in voting between two candidates, a new voting round will be held. With a continued tie after a new voting round, the decision will be made according to the proposed resolution. If there is no suggestion made the decision will be made by drawing lots. Those chosen in this paragraph have minute requirements to the Student Parliament.

Student Representatives that are not connected to the Student Welfare Organization in Ås (SiÅs) do not have voting rights for the representatives of The SiÅs Board.

§ 5-5 Supplementary Elections
Normally, a supplementary election will be held in the case of place resignation. Supplementary elections follow the same election rules as normal elections. This can be adjusted in cases of urgent votes, or other reasons in which it is appropriate.

Chapter 6: Impartiality

§ 6-1 Impartiality
For someone to be “partial” entails that there are circumstances that are likely to cause bias in the person’s judgment. This can happen when a person is a part of a case or has strong personal consequences from the results of a case, or has close family with the previously mentioned.

In order to have good administrative practices, questions of partiality must be strict. This means that a lot must happen to name a representative partial. Those that are named partial must temporarily resign from the case, cf.§ 3-12.

Cases of partiality are handled with a 50% majority voting from the relevant organ, and the person in
question cannot vote. If more than one person in a case is questioned about partiality, none of the involved can partake in voting about their own or others’ partiality, unless the organ is no longer a decision making organ in the case. In this case, all meeting members can participate.

Chapter 7: Mistrust

§ 7-1 Mistrust
Issues of mistrust can be brought up by Student Parliament representatives or other organs of the Student Democracy, and should be delivered to the Student Parliament’s organizational secretary. When handling these issues at the student parliament, the one that the case is brought up against has the opportunity to present their own case.

§ 7-2 Ability to ask for a statement from the control committee
If cases where mistrust are brought forward, both parties can ask for a statement from the control committee in sufficient time before the case is handled.

§ 7-3 Issues of mistrust against the representatives chosen by the student parliament
With a 2/3 majority vote amongst representatives in attendance, the student parliament can decide that an officer is mistrusted, following statutes §§ 5-1 second paragraph, and 5-3. Those who are deemed distrusted must immediately resign as an appointee from the student parliament.

§ 7-4 Issues of mistrust against the representatives chosen by Electronic Ballot Voting
With issues of mistrust against representatives chosen through electronic ballot voting after statutes §§ 5-2 a and b, it is handled first by the Student Parliament. If it is proposed by a qualified majority amongst representatives in attendance, it will be handled through an electronic ballot vote where all students with a valid semester registration have the right to vote. The approval of the mistrust requires at least a 50% majority of votes. Those who have cases of mistrust approved against them must resign immediately from their position.

Cases of mistrust cannot be taken against student representatives in the University Board, as it goes against Lov om universiteter og høyskoler § 9-8. (The laws for Universities and Higher schools)

Chapter 8: Instructions

§ 8-1 Instructions for the Student Parliament
The following Instructions are taken up by the Student Parliament:
- Instructions for the Rules of Procedure and Agenda.
- Instructions for Elections of the Student Board and Other elections.

§ 8-2 Instructions for the Student Parliament’s Student Board
The following Instructions are taken up by the Student Parliament:
- Working Instructions for the Student Board.

§ 8-3 Instructions for the Student Councils
The Student Parliament adopts a standardized instruction for the composition of student councils at NMBU. The Student parliament decides the structure and composition of Student Councils. The Student Councils have the power to make their own local instructions, but not remove or change the composition without approval from the Student Parliament.

§ 8-4 Other Instructions
The Student Parliament can approve of other instructions as needed.

Chapter 9: Dissolution of the Student Democracy at NMBU
§ 9-1 Dissolution

Dissolution of the Student Democracy at NMBU must be approved of with a qualified majority amongst present representatives for two consecutive student parliaments. The decision goes into effect after the second meeting is adjourned. Proposals for dissolution must be made at least 4 weeks before it is handled for the first time, and the first student parliament meeting that handles the case is to be an open meeting where all students at NMBU are called in.

§ 9-2 Merging with Other Student Democracies

Merging of the Student Democracy at NMBU with other student democracies must be approved of with a qualified majority amongst representatives in attendance for two consecutive meetings. Proposals for merging must specify the point in time at which the merge will take place.

Chapter 10: Membership in the Norwegian Student Organization

§ 10-1 Membership in the Norwegian Student Organization

The Student Democracy at NMBU is a member of the Norwegian student organization (NSO). Withdrawal must follow the protocol of NSOs statutes.

Chapter 11: Amendments to the Statutes

§ 11-1 Submitting of Amendment Proposals

Proposals for amendments of these statutes should be taken to the Student Parliament’s Student Board at least 14 days before the meeting in which they will be addressed, and needs to be made public to all students at least 7 days before the meeting.

§ 11-2 Decisions and Effectiveness

With a qualified majority vote amongst representatives in attendance, the Student Parliament can decide that changes go into effect immediately after they are adopted. With a qualified majority, the Student Parliament can bring changes into effect. The Student Parliament’s Student Board has the power to make editorial changes in these Statutes. Such changes must be presented for orientation during the first meeting after they are made.

Chapter 12: Definitions

§ 12-1 Majority Voting

Simple Majority: This means that a proposal receives the most votes

50% majority: This means that a proposal receives more than ½ of the votes from participating voters

Qualified Majority: This means that a proposal receives 2/3 or more of the votes from the participating voters

Absolute Majority: A proposal receives more than ½ of the total number of votes

Absolute Qualified Majority: A proposal receives 2/3 or more of the total number of votes
## Budget Proposal 2019

**Student Parliament**  
B-2019

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Refunds</td>
<td></td>
</tr>
<tr>
<td>Free fund NSO</td>
<td>50 000</td>
</tr>
<tr>
<td>Grants NMBU</td>
<td>1 370 000</td>
</tr>
<tr>
<td>Inclusion funds</td>
<td>250 000</td>
</tr>
<tr>
<td>Semester fee</td>
<td>920 000</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>2 590 000</td>
</tr>
<tr>
<td>Salary</td>
<td>1 105 000</td>
</tr>
<tr>
<td>Payroll taxes</td>
<td>158 000</td>
</tr>
<tr>
<td>Employee insurance</td>
<td>14 000</td>
</tr>
<tr>
<td><strong>Total Cost Employees</strong></td>
<td>1 277 000</td>
</tr>
<tr>
<td>Course, training and education, 6710</td>
<td>140 000</td>
</tr>
<tr>
<td>Remuneration + Translation, 5330</td>
<td>27 000</td>
</tr>
<tr>
<td>Office, 6801</td>
<td>6 000</td>
</tr>
<tr>
<td>Operating expenses, 7700</td>
<td>5 000</td>
</tr>
<tr>
<td>Phone/post, 6901/6940</td>
<td>1 000</td>
</tr>
<tr>
<td>Marketing etc, 7300</td>
<td>35 000</td>
</tr>
<tr>
<td>Meeting, travel, repr., 7350</td>
<td>44 000</td>
</tr>
<tr>
<td>NSO fee, Campus Ås</td>
<td>290 000</td>
</tr>
<tr>
<td>Student Parliament meetings, 7530</td>
<td>27 000</td>
</tr>
<tr>
<td>Travel NMBU</td>
<td>24 000</td>
</tr>
<tr>
<td>Organisational expenses, 6821</td>
<td>10 000</td>
</tr>
<tr>
<td><strong>Total Other Operational Expenses</strong></td>
<td>609 000</td>
</tr>
<tr>
<td>Welfare funds, Campus Ås</td>
<td>469 000</td>
</tr>
<tr>
<td>Inclusion Funds, NMBU</td>
<td>195 000</td>
</tr>
<tr>
<td>Joint Campus initiatives</td>
<td></td>
</tr>
<tr>
<td>ESN NMBU</td>
<td>15 000</td>
</tr>
<tr>
<td>ISU NMBU</td>
<td>25 000</td>
</tr>
<tr>
<td><strong>Total Cultural/Social Measures</strong></td>
<td>704 000</td>
</tr>
<tr>
<td><strong>Total Operational Expenses</strong></td>
<td>2 590 000</td>
</tr>
</tbody>
</table>

### Annual Result

**Annual Result**  
-  

### Reserved funds
1 The Welfare Funds

1.1 Purpose
The Welfare Funds are given to student groups and organisations at Campus Ås who contribute to a vibrant, diverse and including student life. The welfare funds mainly support activities at campus ÅS. All groups and organisations at Campus Ås can apply for welfare funds.

The Welfare Funds consist of basic support, activity funds and student meeting funds. 92 % of the welfare funds are given out at Student Parliament meeting 2, and the remaining 8 % are given out at Student Parliament meeting 5. The remaining 8 % are earmarked new groups and organizations and unforeseen activities.

1.2 Basic support
The basic support covers basic working expenses, such as office supplies, printing, Internet domain etc. Groups and organizations may only receive basic support once a year at a maximum of 1200 NOK, as well as maximum 2000 NOK in extra basic support. All groups and organizations may apply for basic support. The basic support is calculated on the basis of the number of members who are students at Campus Ås, according to the following model:

<table>
<thead>
<tr>
<th>Members</th>
<th>Basic support</th>
</tr>
</thead>
<tbody>
<tr>
<td>10-39</td>
<td>800 kr</td>
</tr>
<tr>
<td>40-99</td>
<td>1000 kr</td>
</tr>
<tr>
<td>100&lt;</td>
<td>1200 kr</td>
</tr>
</tbody>
</table>

If the team/fraternity does not require membership, the number of active participants at various activities arranged by the group/organization is used as the basis of calculation. A list of members/estimated amount of members must be enclosed with the application (attachment 1).

Teams/fraternities who have higher basic operating expenses than normal, such as new organizations, may apply for extra basic support.

Teams/fraternities at Adamstua cannot apply for basic support.

1.3 Activity funds
Activity funds stimulates an active and including student life and are assigned to activities in need of extra financial support. The activity funds are only for activities at/nearby Campus Ås. All teams and fraternities at Campus Ås can apply for activity funds.
Teams and fraternities at Campus Adamstua may apply for activity funds for activities at Campus Ås. Activities open for many/all students will be prioritized by the Welfare Funds committee. The committee aims to conserve traditions and diversity at Campus Ås and will support this. Visible and active teams/fraternities will be rewarded for their commitment.

To receive Activity funds, the application must contain information about the activities (attachment 2). The use of the Welfare Funds must be documented for each activity in the budget. Applications without budget will not be handled by the committee.

Teams/fraternities may transfer funds from one activity to another within the same Teams/fraternities; however, the transfer must be approved by the welfare officer of the Student Board. The transmission must be specified and justified in the Annual Report and be enclosed with next year’s application.

If the team/fraternity have Activity funds spare at the end of the year, they have to transfer the money to the students Welfare fund before the next application deadline. Teams/fraternities may apply to use the remaining welfare funds between the end of the year and the application deadline. This have to be approved by the Welfare Officer. If the spare funds are not repaid within the deadline, the applicant will not receive any welfare funds.

The applicants are divided into thematic groups in order to ensure equal treatment of applicants from fairly similar organizations and to simplify allocation routines. The allocation committee should strive for an even distribution between the thematic groups, in relation to the number of applicants in each thematic group, the thematic group's financial needs and the quality of the applications.

**Academic organizations**
Academic organizations organize students from one of Campus Ås’ faculties, institutes of study programs. Academic organizations promote students’ academic interests through business presentations and evenings with academic content, creating cohesion through social events.

**Music and culture**
Organizations promoting culture among the Campus Ås’ students belong in this group; choirs, instrumental groups, and music groups, dancing groups, theatre groups, film club, the photography club and fraternities/sororities.

**Politics, society and religion**
Politics, society and religion are political organizations, organizations promoting general social commitment or specific social interest, and religious organizations.

**Internationally focused organizations**
These are organizations that focus on international student relations; either by working to achieve greater contact between the students of Campus Ås and the international society, by spreading knowledge to the students of Campus Ås concerning the international affairs, or by ensuring the flow of knowledge between the students of Campus Ås and those of other countries and cultures.

**Other organizations**
This category includes clubs and organizations whose purpose are primarily social. Teams/fraternities whose purpose does not belong in the other categories.
1.4 Student meeting funds

Student meeting funds are Welfare Funds aimed for Student meetings, academically and political events at Samfunnet, such as debates and presentations. It is required that the supported event is open to all Campus Ås students. The allocated amount is determined by the Student Parliament at the Student Parliament meeting no. 2. All Teams/fraternities, including the Student Society/samfunnet Board, may apply for student meeting funds until the funds are empty.

Applications for student meeting funds should be handed in to the Student Board Welfare Officer at least one month before the event. The applicant have to give a report from the event to the Welfare Officer two weeks after the event took place. Activities receiving support from student meeting funds will not be supported by activity funds. If there are spare student meeting funds at the time of the following allocation of ordinary welfare funds, the student meeting funds shall be transferred to the Student Welfare fund.

1.5 Not eligible

The welfare funds do not support

- Internal activities within the teams/fraternities. The exception is the academic student associations.
- Activities outside Ås. Except for groups with a focus on outdoor activities.
- Shows or activities supported by Studentsamfunnet I Ås /UKA
- Travelling expenses
- Teams/fraternities or activities who belongs to a mother organization who receives welfare funds
- Teams/fraternities that are supported by the semester fee, such as NMBUI-teams.
- Alcohol, nicotine, narcotics and other drugs.
- Activities aimed to make money for the group/organization, such as cake sale.
- Support to other organisations
- Associations that fall under corporate law
- Group/organization outfit.

1.6 Lose the right to receive welfare funds

Teams/fraternities with incomplete applications do not receive welfare funds for the allocation applied for. Teams/fraternities who abuse the welfare funds will not be supported at the next allocation. Teams/fraternities who do not return unused activity funds within the next welfare fund application deadline will not be supported by the next allocation of welfare funds.

Teams and fraternities that express differential treatment or discrimination regarding gender, ethnicity, religion, spirituality, impairments, sexual orientation, gender identity or gender expression in their actions or statements, will after an approved complaint not receive any funds by next year’s allocation.

Exceptions from this is when the differential treatment has a sensible purpose, such as admission to gender divided fraternities/choirs or geographical fraternities.

1.7 Complaint treatment

If a party should wish to form a complaint, this shall be done in writing to the Student Board (AU). AU will then review the case and inform the fraternity that has received the complaint.
This will at latest happen one day before the case papers for the upcoming Student Parliament are due.

When the case is up for treatment at the Student Parliament it will be presented in a neutral fashion by AU. Impartiality for the parliament representatives will be treated according to the impartiality clause in the Student Parliament's statutes. Individuals, teams or fraternities that have either formed or received a complaint will be allowed to express their side of the story either in writing or orally at Student Parliament.

The Student Parliament will decide whether the team's/fraternity's behavior is in violation of the rules. If the complaint is approved, the team/fraternity will lose the opportunity to receive welfare funds at the two next allocations.

2 The Students Welfare Fund

The Student Welfare Fund is used for bigger welfare initiatives. All Welfare funds that are unused shall be transferred to The Students Welfare Fund. There is money left over from the welfare funds because the amount applied for is smaller than the Welfare fund, if the activities applied for does not correspond with the Welfare funds purpose, or because applications are incomplete. The president of the Student Board, SiÅs Board and Student Society/Samfunnet Board may give suggestions to the use of The Student Welfare Fund to the Student Parliament. The Student Parliament decides whether they support the proposal or not.

Student Parliament can, if they deem it necessary, allocate 20 000 NOK from Studentenes Velferdsfond to the Welfare fund, but only if the original size of the Welfare Fund is too small to fully fund all events which Committee for allocation of Welfare Funds deem worthy. This kind of exemption can be forwarded by the committee, in cases deemed absolutely necessary, and will demand a 2/3 majority vote to pass.

3 Applications

All Teams/fraternities who apply for welfare funds have to use the stated application form. Appendices can be written on a template determined by the Welfare Officer.

Those Teams/fraternities who only apply for basic support (appendix 1) encloses a list of members with the application (appendix 2). Teams/fraternities who apply for activity funds have to, in addition of attachment 1, enclose information and budget for the activities applied for (appendix 3).

Teams/fraternities that received activity funds and/or received basic support for the first time at the last allocation of welfare funds have to enclose an annual report including accounting (appendix 4).

New groups/organizations and Teams/fraternities who only received basic support at last allocation of welfare funds do not have to enclose an annual report.

Please contact the Welfare Officer of the Student board by phone or email in advance if there is any questions (velferd.au@nmbu.no). Incomplete applications will not be handled by the committee!

Application for welfare funds may be delivered to The Student Parliaments post box 1202.

4 Committee of allocation of the welfare funds
4.1 Mandate
The allocation committee of Welfare Funds evaluates all the applications received, and give the Student Parliament a proposal of a fair allocation of the Welfare funds. The committee considers the content of the application against the purpose of the welfare funds. The committee evaluates the allocation process and suggests necessary changes in the rules and regulations for allocation of the Welfare funds and application form see paragraph 7, Revision.

4.2 Composition
The committee of allocating of welfare funds consists of:
- Welfare Officer of the Student board (chair).
- International Officer of the Student board.
- Finance manager of the Samfunnsst Board.
- One student representative from the SiÅs board.
- One person who has previously been a part of the committee.
- Two representatives elected by the Student Parliament. The representatives are elected at the Student Parliament meeting 4 in the spring and will participate in the committee the following academic year.

4.3 Quorum
The committee has a quorum for allocation of Welfare funds when at least four of the representatives are present and voting. A member of the committee is not allowed to vote and not be present when the committee discuss teams/fraternities he/she is or has been a member of. Whether this applies to the Welfare officer, she/he presents the application and leaves the room. The welfare representative may only be retrieved for direct clarifying questions regarding the application.

4.4 Working method
The Welfare officer reads through all applications and set up a list of applications and a preliminary proposal of allocation. The allocation committee meets 1-2 times before Student Parliament meeting 2, and 1-2 times prior Student Parliament meeting 5. The committee goes through all the applications and adjust the proposal given by the welfare officer. The welfare officer presents the committees setting at the Student Parliament meeting. Teams/fraternities may have a meeting with the welfare representative to discuss the assignment and any unclear part.

Questions and comments should be addressed to the welfare officer and not to any of the committee’s members.

5 Allocations
The Student Parliament approves the allocation of welfare funds. The Student Parliament may make changes to the allocation committees’ proposal. The Welfare funds are allocated at Student Parliament meeting 2 in the spring and Student Parliament meeting 5 in the autumn.

6 Deadlines

6.1 Announcement deadlines
The allocation rules and regulations, and the application form, should be made available for all students in the beginning January during the spring semester and in the beginning of August during the fall semester of each year. The allocation rules and regulations, and the application form are available at studentstyret.umb.no and in paper form at the entrance to the Student Board office. The application form, and the rules and regulations for allocation of Welfare funds are available online throughout the year. The marketing officer of the Student Board has the main responsibility of announcing the upcoming allocation of Welfare funds and application deadline in due time before the application deadline.

6.2 Application deadline
The application deadline is set by the welfare officer. In spring, the application deadline is in the middle of February, application deadline in the autumn is around middle of September. Applications for student meeting funds are to be delivered to the Student Society Board, PO box 1210, at least 14 days prior to the event. Late applications will not be considered.

6.3 Deadline for treatment of applications
The allocation of welfare funds is announced at studentstyret.umb.no and in the minutes from the Student Parliament meeting. The final results of the allocation will be delivered to all applicants by mail no longer than two weeks after the approval.

6.4 Deadline of complaints
Complaints on the treatment of applications must be put forward to the Student Board no more than 7 days after the letter of reply is received. All groups/organizations have the right to have their complaint thoroughly treated and to receive a written answer within a week.

7 Revision
The application form and the rules and regulation of the allocation of Welfare funds shall be revised by the Student Parliament each even numbered year. Revision of the application form and the rules and regulation of Welfare funds are a matter for discussion at Student Parliament meeting 4 and a statutory matter at Student Parliament meeting 6. Revised version is valid when passed by the Student Parliament. Suggested percentage rates for allocation to the various categories are determined on the last Student Parliament meeting each year on request from the allocation committee.