

Student Parliament 1 2019



Minutes

Monday 11th February 2019
Gjesteserveringen, Campus Adamstuen
17.15-21.00

Chairmen: Even August Bremnes Stokke and
Ida Børve Smith

Referent: Elisabeth Breiland

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

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1911 Constitution

1911.1 Approval of today's agenda and summoning

The summoning and agenda was approved by the Student Parliament.,

1911.2 Approval of the previous meeting report

1 Reports are uploaded to our homepage (<http://www.nmbu.no/student/studenttinget>) a week
2 after each Student Parliament Meeting. If you need a paper copy of the report please get in
3 touch with the Student Board at their office (The Clock building)
4

5 The minutes of the previous Student Parliament meeting was approved of without objection by
6 the Student Parliament.
7

8 1911.3 Appointment of a Counting Committee

- 9
- 10 1. Ole Golten
 - 11 2. Hanne Berggreen
 - 12
 - 13 3. Rolf Einar Kordal

14 15 1912 Orientation cases

16 1912.1 Minutes

17

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

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

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

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

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

33

34 SiÅs have had some mail correspondence with SiO regarding the Vet students on their 5. Or 6.
35 Year being allowed to continue to live in SiO housing after the Faculty moves to Ås. It was a
36 task given to them from the last meeting.

37
38 Biovit: Hope SiÅs work to get more students to become registered Ås citizens, in order to
39 continue the health care offer also mentioned in the minutes.

40 SiÅs: SiÅs is a third party in the collaborations between the Municipality, SiÅs, and NMBU. The
41 Municipality are demanded by law to have a healthcare services for youth. The Municipality
42 are responsible for the offices and to administer the services. SiÅs supports the services with
43 financial funding. It is important to point out that the more students become registered citizens
44 in Ås, the bigger the need for this service, and this will result in a higher grant to health care
45 within the Municipality. This is why SiÅs is a part of the “move to Ås” campaign.

46
47 The minutes presented to Student Parliament was approved with comments.

48
49

50 1913 Decision cases

51 1913.1 Change of miscellaneous documents tied to elections

52 *Case responsible: The Student Board*

53

54 Attachments:

55 Attachment 1 Current Framework for the Working Year of the Student Parliament

56 Attachment 2 Current Instructions for [Elections to the Student Democracy](#)

57 Attachment 3 Current Statutes for the Student Democracy at the Norwegian University of Life
58 Sciences

59 Attachment 4 Proposed Framework for the Working Year of the Student Parliament

60 Attachment 5 Proposed Instructions for Elections to the Student Democracy

61 Attachment 6 Proposed Statutes for the Student Democracy at the Norwegian University of Life
62 Sciences

63

64 **Purpose**

65 To update and change documents relating to elections.

66

67 **Background**

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

73

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

77

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

81
82 A short explanation regarding the amendments presented in this case:

83 The chair is elected twice a year. 1 on SP 3, and 1 on Const SP. This will result the chair
84 representatives are elected during both spring and fall, and this achieve an overlap between
85 old and new representatives.

86
87
88 Const SP: It will be facilitated so Const SP will be held between Faculty General Assemblies and
89 the new year.

90
91
92 SP representatives will function from the fall/spring General Assembly until the next
93 fall/spring General Assembly.

94
95 Change from 2 to 1 representative to be elected to the Research Ethics Committee. The name
96 will change form the Ethics Committee to the Research Ethics Committee.

97
98 It was opened for a potential debate, but it was not deemed necessary by SP.

99
100 Vote:
101 Attachment 4 – approved unanimously.
102 Attachment 5 – approved unanimously.

103
104
105 Attachment 6 –
106 Comments: US are among they who are affected by gender quotas.
107 Biovit: Is it thought to increase voter participation with this organization?
108 AU: The decision comes from a higher body of decision making, and is not something we
109 proposed to change ourselves.
110 HH: This is done to achieve a more even distribution with the election.

111
112
113 Faculty Hearing regarding Attachment 6:
114 KBM: Had no comments – did agree.
115 Landsam: Had not discussed this prior to the meeting.
116 Biovit: Is this done by the highest decision-making body? Is this done to ensure we are better
117 represented – how does SP view this?
118 MINA: No objections
119 Vet: No objections
120 Realtek: Stands behind the proposal.
121 HH: Do agree and stands behind the proposal. It has been proposed by the members of the
122 boards, it is them who wish for this.
123 AU: It has been 2 elections this year, which spreads it a bit more even with the sheer number of
124 elections. This is not something we wanted, but something he Election Board at NMBU wanted.

125
126 Vote:
127 Attachment 6 is unanimously approved.

128

129

130 1913.2 Increase budget for Welfare funds

131 *Case responsible: Tord Hauge*

132

133 Attachment 7 Budget

134

135 **Purpose:**

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

137

138 **Background:**

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

141

142 **Proposed decision:**

143 The Student Parliament decides the amendments that are stated in attachment 7

144

145 Attachment 7 in the case papers is the one proposed approved, and the budget approved
146 before Christmas has been handed out to all.

147

148 KBM: What does it mean by earmarked funds?

149 US: Why have the Welfare Funds received such a big sum?

150 Realtek: Why have the insurances gotten so cheap now?

151 AU: Agreement binding funds. The Welfare Funds has been chosen due to results presented by
152 SHoT, and it is a wish to give societies connected to campus more money. It has simply been
153 estimated wrongly how much the insurances costs. They have not been more expensive.

154

155 Vote:

156 Attachment 7 – unanimously approved.

157

158

159 1913.3 Change Rules and regulations for allocation of welfare funds

160 *Case responsible The Student Board*

161

162 Attachment 8 Rules and regulations for the allocation of welfare funds

163

164 **Purpose:**

165 Remove invalid text about the Welfare fund in the Rules and regulations for the allocation of the
166 Welfare funds.

167

168 **Background:**

169 In Student Parliament 6, in 2018, the Student Parliament revised the Rules and regulations for
170 allocation of welfare funds. A section about the use of the Welfare Fund was added.

171 During the meeting the parliament was informed that this new section was not compared with the
172 instructions for the welfare fund, and t it was said hat if it was found to be in violation with the

173 instructions it would be a case for Student Parliament 1. The proposal is therefor to remove the text
174 marked in yellow so that the regulation is not in violation with other documents.

175

176 **Proposed Decision**

177 The Student Parliament decides the amendments that are shown in attachment 8

178

179 AU: SP was oriented about an instruction at the last SP before Christmas. It was therefore put
180 forward a reservation in the paper of a possible change. The Paragraph on page 36, which is
181 marked yellow, is proposed removed. This will make it more reality oriented.

182 Biovit: These changes does not violate the statues. Biovit put forward the following
183 amendment: Change line 1297 (Norwegian version) in the printed paper to “funds within the
184 next 2 allocations.” Where it says, “By the next allocation” today. It states differently two places
185 in the document, and the change in 1.6 will therefore be equal to 1.7.

186 Landsam: Does it not already state that when you apply? Is this necessary? It is already stated
187 in 1.7.

188 HH: Is it the next 2 allocations after they receive a complaint?

189 Control Committee: Cases regarding complaints is for last years allocation, so it will therefore
190 only take effect the year after.

191 AU: The intention is to hinder an allocation, not get an allocated amount back. AU perceive it as
192 something to express more clearly. It is not perceived to be problematic to ensure this.

193

194 **Vote:**

195 The amendment presented from Biovit – regarding line 1297 in the printed (Norwegian)
196 papers is to be changed to the next 2 allocations. I was approved unanimously.

197

198

199 Attachment 8 including the amendments, where it was proposed to remove line 1326 on page
200 36 (Norwegian version) was approved unanimously.

201

202 The entire document, including all amendments, was approved unanimously.

203

204

205 **1915 Elections and appointments**

206 **1915.1 Elections Committee for the Best Educator of the Semester**

207

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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

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

225

226 **Pre-notified candidates:**

227

228 The Election Committee presented the position.

229 There were no questions of a clarifying nature. A former member of the Committee
230 recommended the position. The following candidates was ask by the Election Committee, and
231 was presented at SP. Ruth Dyngeland, Matt Chernin, Åsmund Breie.

232 A proposed candidate from the meeting: Jørgen Waagen, which he said himself willing to.

233 The candidates who was present at the meeting presented themselves.

234

235 The candidates was elected through acclimation.

236

237

238 **1916 Other cases**

239 AU presented a case for discussion:

240

241 **1916.1 Exchange:**

242

243 **Purpose:**

244 To discuss how NMBU and the government could better facilitate for students who wants to go
245 on exchange, and which barriers do now exist that we wish to remove. Possibly what kind of
246 incentives are needed to increase the number of students who go on exchange.

247

248

249 **Background:**

250 By 2019/2020 the governemnt will present a white paper on international student mobility.

251 The ambition with the paper is to create a change in culture at the universities- and college
252 sector, so mobility is a part of all Norwegian study programs. Research and higher education
253 minister Iselin Nybø have told to a meeting of student leaders and in different arenas how she
254 would like to visit all institutions in Norway to debate this topic. Therefore we must discuss
255 which barriers do currently exist, and why more people report a wish to travel than they who
256 actually end up traveling. NMBU have a wish to better facilitate for exchange, and we must
257 therefore figure out what we should report back on, and how it could be facilitated better.

258

259 In the Student Parliaments Program of Principles it says: "It shall be facilitated for internships
260 and exchange in all study programs at NMBU." It could therefore be important to discuss a bit
261 more thorough how we think this is achievable.

262 On the background of the discussion will AU make an assessment on how to proceed forward
263 with the case.

264

265

266 Elements to discuss:

267 Financial aid

268 Room in the study program

269 Approval beforehand

270 Practicalities (what has to be done to get approval, documents ++)
271 Attitude toward exchange (especially from educators)
272 Possibilities for shorter exchanges (shorter than 3 months)
273 How can NMBU increase information and motivation to go on exchange.
274 Other elements that might be relevant
275
276 A task to SP representatives from AU: Explore this within you own faculty before the next
277 Student Parliament meeting.
278
279
280 A clarifying question: Does this also apply to the VET Faculty?
281 AU: Yes it does.
282
283
284 Comments from the faculties:
285 HH: We haven't asked the average student, but we could discuss it at the next Student Council
286 meeting. They think that exchange is exciting in the beginning of the studies, but after a while
287 the students are settled in and therefore don't feel the need to travel abroad. A possible
288 suggestion is that former exchange students could work as ambassadors for exchange, in order
289 to create attention towards the opportunities of exchange. Wider possibilities regarding travel
290 locations, and more language training. Internships within law studies – doesn't really need an
291 exchange trip, since they have to learn about Norwegian law.
292
293 Realtek: It is difficult to know which courses/subjects would be approved and not beforehand.
294 It is also difficult to do shorter periods of exchange due to a conflict with blocks and the rest of
295 the semester. They want better support services for exchange in countries outside of Europe.
296 They also wish it was better informed about exchange early in the studies.
297
298
299 VET: The current representatives are first year students and are therefore not familiar with the
300 routines regarding exchange. But it seems to be a lot of responsibilities placed on the students,
301 and not a lot of information presented from the University. It is most common to go on
302 exchange in the 4.-6. Year of study, when the students have rotation of clinics. This
303 arrangement makes many students nervous to go. It is not a lot of places which is approved
304 where you could go. Another barrier is a difference of species treated at the clinics. For the
305 animal care workers there are no offers at all. They have to fix everything themselves, which
306 does not seem like a simple task.
307
308
309 MINA: It was a mix of opinions whether or not it was difficult to travel on exchange.
310 Uncertainty with a pre-approval of subjects, and if it isn't approved you would have to take the
311 entire subject anew. A wish from the former students was to write a list over formerly
312 approved subjects. This could make it easier for new students.
313
314
315 Biovit: There are not a lot of exchange happening at Biovit. It is difficult with subjects, it is
316 supposed to be a semester where exchange is facilitated, but that is not really the case. The
317 three-year studies are worse prepared than the five-year studies. Many others have animals
318 which makes it difficult for them to travel. It is not well enough prepared when they arrive to
319 the new place. Ås is a very social place, which could be difficult to leave when you have
320 established a network.
321

322

323 Landsam: It is a hindrance that NMBU doesn't have language courses where you get points, this
324 could help to support exchange. In some studies it is difficult to come in contact with the study
325 advisor, and it is therefore difficult to get any guarantees for a potential exchange in the study
326 plan.

327 Noragric is especially well organized for exchange in their last year, where the study plans
328 have clear openings, and a good collaboration. Students is pushed to go on exchange early in
329 their studies. Maybe more faculties could look to Noragric as a possible example.

330

331

332 KBM: Many find it difficult to find information about exchange. Wants more information from
333 the beginning, whereas now you must be very interested to find the information yourself. Nice
334 to have information meeting for each individual study program, since some have more
335 mandatory classes than others. Make it clearer when the best time to go on exchange is, and
336 potentially where there is best suited in the study plan.

337

338

339 Discussion:

340 Biovit: Important to make a point that it isn't necessarily NMBU which is at fault for a lack of
341 people traveling on exchange, but there is a lot of good lecturers, and a good study
342 environment which many thinks are excellent and therefore don't want to travel. Maybe we
343 shouldn't try to force people on exchange if they don't want to. Maybe more subjects could be
344 made electives, and thus give students more freedom to follow their own path. It isn't many
345 exchange students to Spanish talking countries, or other countries where English is not native
346 language. If you go on exchange at the bachelor's level, the courses are usually in the official
347 language. Exchange on the master's level is usually in English. Within the EU there is an
348 agreement which states that for an exchange it will not demand any other language
349 requirements than English. If you have enough knowledge within a field of study, you could do
350 master level courses while being a bachelor student. It could be difficult to finish during the
351 normal timeframe if you go on exchange. This is probably easier for a five-year study plan, than
352 a three plus two plan. We have to find a way to make exchange semesters easier if we are to
353 agree that this is something we will work for. It sounds like a language focus is wanted by
354 many, and we ask that AU follow this up with the University, and ask them to examine the
355 possibilities. NMBU have sat a goal of 50% of all study programs shall have a semester abroad
356 at some point in the near future.

357

358 KBM: Some think it is risky to go on exchange, because you might not get the courses approved.
359 The course description isn't always well written at foreign universities, and it isn't always easy
360 to find something that suits the study plan. Should be a guarantee from the student advisors
361 that the courses will be approved when the students return from exchange. There are some
362 that thinks it is an overwhelming amount of options, which makes the process of choosing
363 difficult. All the study options at KBM is mandatory, and it is not easy to find any matching
364 courses abroad. Wants language courses at NMBU, and that they offer courses in English for
365 master students.

366

367

368 Realtek: One idea is to receive information regarding exchange in the information courses at
369 the beginning of the study and have exchange as its own lecture. Make designated web tabs for
370 exchange at the NMBU webpage, where different courses that have been approved at other
371 universities could be listed. At NTNU most courses during the third year of study are electives,
372 this would make it easier to go on exchange. Better information and financial support for
373 student who go on exchange. To learn foreign languages abroad – favorable support from

374 Lånekassen. Teacher students have a fixed study plan. The wish is for the same arrangements
375 for the natural science courses as for other courses.

376

377

378 Landsam: Biology does also have a lot of mandatory courses. There is a program called
379 Erasmus Plus which is practically free, it is mostly located in Europa and Northern Africa. It is
380 mostly Eurocentric offers of exchange at NMBU, but they should open up for more countries.
381 Maybe NMBU could have a collaboration with UiO regarding language courses/program to
382 increase the diversity. Get more courses. They have received feedback regarding a lack of
383 courses given to exchange students coming to NMBU. Maybe smart to give a Norwegian course
384 which gives study credits. Important to remember that the more students arrive leave on
385 exchange, will lead to more students traveling to NMBU for exchange. It is nice to make NMBU
386 attractive.

387

388 VET: Wishes to receive information early during the studies to make it easier to find and
389 explore the option of exchange.

390 HH: Many of the study programs within economics are dependent on internships in Norway,
391 since they have to learn Norwegian law. There are other rules and regulations abroad, and this
392 is therefore not relevant to them. All the courses are mandatory and put an emphasize on
393 Norwegian law and regulations. We are currently working on getting more English courses.
394 Exchange must be viewed in relation to the different academic disciplines and what is needed
395 in relations to the specific study programs.

396

397 MINA: The same could be said at MINA, within forestry are there mandatory courses which
398 focus on Norwegian forestry. They don't recommend exchange due to a different practice than
399 in Norway. When they take their masters it is a requirement to receive teaching in English.

400

401

402 AU: They receive information/offers of language courses in Spanish and a refreshment course
403 for English. Within the Program of Principles, it states that we shall work for exchange in all
404 disciplines. Picked up signals from the room and will use this in the further work on exchange.
405 The Chair: Talk to your faculties and bring it forward to the next Student Parliament Meeting.

406

407

408 1917 Meeting evaluation

409

410 AU: A good meeting, the third last time to be at Adamstuen, a good meeting to be the first for many.
411 Hope all thought it was a good meeting. Well formulated questions.

412 Biovit: Has been a good meeting, hope people continue the good trend from the Kick off and
413 continue to write resolutions and are willing to debate. Wants to see power points at future
414 meetings. Where you could manage the different speakers.

415 The Chair: We will bring that feedback to the next meeting, the power point was brought and ready,
416 but not used today unfortunately.

417 KBM: Good cake – the cake received applause.

418 The President of Student Parliament ended the meeting.

419

420

421

422

423 Attachments

424 Attachment 1 Current Framework for the Working Year of the Student 425 Parliament

426

427 *Adopted at Student Parliament 2, March 19, 2018*

428

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

432

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

436

437 **February:**

- 438 • Startup meeting with the Student Councils
- 439 • Seminar for the student representatives in the program councils and the faculties'
440 education boards.

441

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

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

446

447 **Student Parliament 2**

448 The following cases are to be handled/approved of:

- 449 • Distribution of Welfare Funds
- 450 • Presentation of the president and vice president roles of the Student Parliament's
451 Student Board, as well as 2 main student representatives and two deputy
452 representatives of the University Board.

453

454 Candidates for the following positions are to be selected:

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

457

458 **Student Parliament 3**

459 The following cases are to be handled/approved of:

- 460 • The Schedule for the Student Parliament for the following year

- 461 • The Yearly report from SiÅs and University Board representatives. The case should be
462 included in the case papers, but the report itself can be sent out on electronic platforms.
463 • Informing on the budget since January of this year
464 • Presentation of the candidates for president and vice president of the Student
465 Parliament's Student Board, as well as the candidates for the University Board.
466

467 Candidates for the following positions are to be selected:

468

- 469 • The Control Committee, 2 representatives.
470 • The SiÅs Board, 2 main (2-year positions) and 2 deputies (1-year positions). These
471 candidates must be from campus Ås while there are still 2 campuses.
472 • An external representative to the SiÅs Board. This election is held every other year (odd
473 numbered years).
474 • The University's Research Board, 1 main representative and 2 deputies.
475

476 **April/May**

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

479

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

483

484 **September**

- 485 • Startup meeting with the Student Councils
486 • Seminar for student representatives in the program councils and the faculties'
487 education boards.
488

489 **Student Parliament 4**

490 The following cases are to be handled/approved of:

- 491 • The Student Parliament brings forth suggestions for measures for the Learning
492 Environment Committee to take in the following year.
493

494 Candidates for the following positions are to be selected:

- 495 1. Ethics Committee, 2 main and 2 deputy representatives. 1-year position that begins
496 immediately upon election.
497 2. Committee for the distribution of welfare funds, 2 members. 1-year position that begins
498 immediately upon election.
499

500 **Student Parliament 5**

501 The following cases are to be handled/approved of:

- 502 • Initial processing of the Student Democracy's budget.
503 • Distribution of welfare funds
504 • Information about the positions that are to be elected at the Constituent Student
505 Parliament
506

507

508 Candidates for the following positions are to be selected:

- 509 • Participants for the Norwegian Student Organization's (NSO's) national meeting, 4 main
510 representatives and 4 deputies.
511 • The University's Education Board (USU), 2 main and 3 deputy representatives, the
512 position being immediately upon election.
513

513

514 **November**

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

517

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

519 The following cases are to be handled/approved of:

520

- 521 • Plan of action for the Student democracy is adopted for the next calendar year
522 • Long-term strategy for the next 3 years. The long-term strategy has to be reviewed every
523 third year, last adopted in 2017.
524 • The Budget for the Student Democracy is to be addressed for the second time and
525 approved of.
526 • The Yearly report from the Student Parliament's Student Board (AU), the University's
527 Research Board, (UFU), and the University's Education Board (USU). The case is to be
528 included in the case papers, but the report itself can be sent out on electronic platforms.
529

530 Candidates for the following positions are to be selected:

- 531 • The Control Committee, the president of the committee.
532 • The Buddy General
533

534 **Constituent Student Parliament-** held for new student parliament representatives.

535 Candidates for the following positions are to be selected:

- 536 • Election of the welfare officer, marketing officer, international officer, and the
537 sustainability and research officer for the Student Parliament's Student Board.
538 • **Election of the meeting leaders, 2 main and 2 deputies.**
539 • Election of the election committee, 4 members.
540

540

541

542 Attachment 2 Current Instructions for Elections to the Student Democracy

543 *Adapted at Student Parliament 3, April 25th 2017*

544

545 These instructions are to be read as a supplementary document to the “Statues for the Student
546 Democracy at NMBU” and “Election Regulations at NMBU”.

547

548 **General**

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

565

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

- 567 • Candidates are to present themselves at the Student Parliament before the voting.
- 568 • If a candidate is unable to meet, they can have their presentation read by a
569 representative from the election committee, or they can choose to make a video
570 presentation.
- 571 • Only the candidate can answer questions about their candidacy.
- 572 • The amount of time allowed for question rounds can be decided by the moderator in
573 each case.
- 574 • The candidates are to be presented alphabetically.
- 575 • Candidates for the Student Parliament’s Student Board, University Board and Faculty
576 Board have three minutes of speaking time to present themselves.

- 577 • The length of presentation time for other positions, the number of questions allowed
578 and other guidelines for presentations can be decided by the meeting leadership of the
579 student parliament.

580
581 **Elections to the Student Parliament's Student Board (AU)**

582 The President and Vice President are elected via electronic ballot voting during the spring.

583 Candidate presentations are to be sent to the election committee or directly to the
584 organizational secretary, as they are responsible for these elections.

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

- 586 • Faculty Board
- 587 • Student Parliament Representative
- 588 • Student Council
- 589 • Moderator
- 590 • Control Committee

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

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

595 See the statutes for more complete information.

596

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

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

602

- 603 • President or Vice President of their Student Council
- 604 • Moderator
- 605 • Control Committee
- 606 • Student Parliament representative

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

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

611 See the statutes for more complete information.

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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-year 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.

648 Attachment 3 Current Statutes for the Student Democracy at the Norwegian
649 University of Life Sciences

650
651 Approved at the foundational meeting: 27.11.2013. Revised:13.03.2017 (Student
652 Parliament 2).
653

654 **Chapter Overview:**

- 655 1. Purpose and Scope
- 656 2. Structure of the Student Democracy at NMBU
- 657 3. The Student Parliament
- 658 4. The Student Parliament's Student Board
- 659 5. Elections and Appointments
- 660 6. Impartiality
- 661 7. Mistrust
- 662 8. Instructions
- 663 9. Dissolution of the Student Democracy at NMBU
- 664 10. Membership in the Norwegian Student Organization (NSO)
- 665 11. Amendments to the Statutes
- 666 12. Definitions
667

668 **Chapter 1: Purpose and Scope**

669
670 **§ 1-1 Purpose**

671 The Student Democracy at NMBU has the purpose of protecting the students' interests and
672 bringing forward their inputs.
673

674 **§ 1-2 Scope**

675 These statutes apply to all organs of the Student Democracy at NMBU and are constructed
676 in accordance with national laws and regulations. Instructions taken up in chapter 8 cannot
677 go against these statutes.
678

679 **Chapter 2: Structure of the Student Democracy at NMBU**

680
681 **§ 2-1 At a Central Level**

682 The highest democratic organ in the Student Democracy at NMBU is the Student
683 Parliament. The daily operations of the Student Parliament are carried out by the Student
684 Parliament's Student Board.
685

686 **§ 2-2 At a Faculty Level**

687 At the Faculty level, the Student Democracy consists of Student Councils. Student Councils
688 are constructed of the committees and positions that come from the model for Student
689 Councils approved of at Student Parliament 6 on 14.11.2016.
690

691 The Faculty general assembly is the highest student democracy organ at a faculty level.
692 Between faculty general assemblies the student councils stand for the daily operations and
693 representations of the faculty's student democracy.
694

695 The Student Council at Campus Adamstuen is delegated the power of communication and
696 representation over the Welfare Committee in Oslo and Akershus.
697

698 **Chapter 3: The Student Parliament**
699

700 **§ 3-1 Powers and Functions**

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

705
706 **§ 3-2 Construction**

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

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

711
712
$$\frac{V}{2^{S+1}}$$

713
714
715 V= Number of students at the faculty
716 S= Number of student representatives the faculty is allocated

717
718 Updated number of students can be found in the Database for Statistics on Higher
719 Education (DBH) every fall. The average of the number of students for the spring semester
720 and fall semester make up the basis for the following year's representative distribution in
721 the Student Parliament.

722
723 This calculation basis is presented for orientation before the fall faculty general assemblies.

724
725 **§ 3-3 Constituting**

726 The Student Parliament is elected for one calendar year. A constituent Student Parliament
727 is held every fall between the faculty general assemblies and new year.

728
729 **§ 3-4 Meetings and Summoning**

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

734
735 The provision that the summoning and case papers need to be made available for all
736 students in the first paragraph entails that they need to be translated to English. If there is
737 uncertainty about the translation, the Norwegian version will be the basis for understanding.
738 Further specification is outlined in the instructions for the Student Parliament.

739
740 All students with a valid semester registration have the right to send in cases to the Student
741 Parliament. This must be done at the latest 14 days before the meeting if the case is to be
742 handled. This provision does not count for cases to be handled under "other." Further
743 specification is outlined in the instructions for the Student Parliament. Extraordinary Student
744 Parliaments is held if at least 3 members of the Student Board, at least 13 representatives
745 from the Student Parliament, or at least 25 students desire it. Extraordinary Student
746 Parliament is to be made known to the public at least 7 days before taking place, and
747 should only handle the case(s) that were the reason for its summoning.

748
749 **§ 3-5 Representation at the**
750 Representation at the Student Parliament

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

- 753 - The Student Parliament's Representatives
- 754 - The Student Parliament's Student Board
- 755 - The Student Parliament's organizational secretary
- 756 - The Student Parliament's chairmen

757
758 At least one representative from the following organs must attend the meeting:

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

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

764

765 **§ 3-6 Closing of a Meeting.**

766 The Student Parliament's meetings are open. The Student Parliament can decide to close a
767 meeting with a qualified majority from the representatives in attendance

768 With the closing of a meeting, separate minutes will be recorded that are withheld from
769 public disclosure.

770

771 **§ 3-7 Decision Validity**

772 The Student Parliament can make valid decisions when at least 50% of the representatives
773 are in attendance.

774

775 **§ 3-8 Voting rights and Voting**

776 The Student Parliament's representatives have a voting right. If a main representative
777 notifies of an absence, their appointed substitute has a voting right when in attendance.

778 Decisions in the Student Parliament are normally made with a 50% majority. Decisions are
779 made with hand raising, unless one representative asks for a written voting. With a voting
780 tie, the Student Parliament can take a new vote. With a continued tie after a second voting,
781 the case can be handled according to the proposed resolution.

782

783 **§3-9 Speaking and Proposal Rights**

784 Everybody has a right to speak at Student parliament meetings. All students at NMBU has
785 the right to propose cases at Student parliament meetings.

786

787 **§ 3-10 Electronic Voting**

788 Electronic voting can be used to make decisions about single cases. Electronic voting is
789 carried out in the method described in the instructions for electronic voting. The deadline to
790 vote electronically is within 7 days.

791

792 Electronic voting cannot be used to vote on matters concerning the following:

- 793 - Elections
- 794 - Cases of mistrust
- 795 - Changing to the Student Parliament's committee documents and instructions
- 796 - Appointment of the student representatives to councils and committees
- 797 - Other matters of considerable nature

798

799 Main Student Parliament Representatives have voting rights with electronic voting.

800

801 Electronic voting cannot take place if one or some student parliament representatives wish
802 to handle the case at a normal student parliament before the deadline. The desire must be
803 justified.

804

805 **§ 3-11 Position Resignation**

806 The Student Parliament representatives automatically resign from their position in the
807 Student Parliament when they are elected to the following organs:

- 808 - The Student Parliament's Student Board
- 809 - The University Board
- 810 - The SiÅs Board
- 811 - The Student Board of the Norwegian Student Organization
- 812 - The Control Committee

813

814 With position resignation, the position holder's deputy representative automatically inherits
815 the position as a main representative.

816

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

818

819 **§3-12 Temporary Position Resignation**

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

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

824

825 **§ 4-1 Powers and Functions**

826 The Student Board (AU) carries out the Student Parliament's daily operations and
827 represents the Student Parliament between meetings. AU can make decisions in urgent
828 cases, cases that are delegated due to earlier decisions in the Student Parliament, and
829 appoint people to non-decision making committees. AU makes proposals in all cases
830 handled by the Student Parliament, with the exception of Elections.

831

832 **§ 4-2 Composition**

833 The Student Parliament's Student Board shall consist of the following members:

- 834 - President
- 835 - Vice President
- 836 - Welfare Officer
- 837 - International Officer
- 838 - Marketing Officer
- 839 - Committee Member

840

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

842

843 **§ 4-3 Decision Ability and Voting Ties**

844 The Student Board can make valid decisions when at least four members are in
845 attendance. With a voting tie in the Student Board, the president has a double vote.

846

847 **Chapter 5: Elections and Appointments**

848

849 **§ 5-1 Eligibility for the Student Democracy**

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

852

853 **§ 5-2 Electronic Ballot Elections**

854

855 a) Election of the President and Vice President

856 The President and Vice President in the Student Parliament's Student Board are elected
857 through Electronic Ballot Voting, where all students with a valid semester registration have
858 the right to vote. The elections take place in April every year. They hold their position for 1
859 year, between 1.7. until 30.6.

860

861 **b) Election to the University Board**

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

865

866 **c) Elections to the Faculty Board**

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

870

871 **§ 5-3 Members of the Student Board**

872 Members of the Student Parliament's Student Board, other than the president and vice
873 president, are elected by the Student Parliament. The elections take place at the
874 constituent student parliament. They hold the position for one year, between 1.1. until
875 31.12. The elections are carried out through written ballot voting, and decided with an
876 absolute majority. If none of the candidates receive an absolute majority, a new voting
877 round will be conducted with the two candidates who received the most votes in the first
878 round.

879

880 **§ 5-4 Other elections and appointments conducted in the Student Parliament**

881 The Student Parliament elects student representatives to central positions and committees
882 at NMBU, to individual committees and to the board for student welfare organization. All
883 elections are done by writing. In the case that only one candidate is running, they can be
884 elected by acclamation, unless at least one representative wishes to have a written voting
885 process.

886

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

891

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

894

895 **§ 5-5 Supplementary Elections**

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

899

900 **Chapter 6: Impartiality**

901

902 **§ 6-1 Impartiality**

903 For someone to be "partial" entails that there are circumstances that are likely to cause bias
904 in the person's judgment. This can happen when a person is a part of a case or has strong
905 personal consequences from the results of a case, or has close family with the previously
906 mentioned.

907

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

911
912 Cases of partiality are handled with a 50% majority voting from the relevant organ, and the
913 person in question cannot vote. If more than one person in a case is questioned about
914 partiality, none of the involved can partake in voting about their own or others' partiality,
915 unless the organ is no longer a decision making organ in the case. In this case, all meeting
916 members can participate.

917 918 **Chapter 7: Mistrust**

919 920 **§ 7-1 Mistrust**

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

925 926 **§ 7-2 Ability to ask for a statement from the control committee**

927 If cases where mistrust are brought forward, both parties can ask for a statement from the
928 control committee in sufficient time before the case is handled.

929 930 **§ 7-3 Issues of mistrust against the representatives chosen by the student parliament**

931 With a 2/3 majority vote amongst representatives in attendance, the student parliament can
932 decide that an officer is mistrusted, following statutes §§ 5-1 second paragraph, and 5-3.
933 Those who are deemed distrusted must immediately resign as an appointee from the
934 student parliament

935 936 **§ 7-4 Issues of mistrust against the representatives chosen by Electronic Ballot** 937 **Voting**

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

944
945 Cases of mistrust cannot be taken against student representatives in the University Board,
946 as it goes against *Lov om universiteter og høyskoler* § 9-8. (The laws for Universities and
947 Higher schools)

948 949 **Chapter 8: Instructions**

950 951 **§ 8-1 Instructions for the Student Parliament**

952 The following Instructions are taken up by the Student Parliament:
953 - Instructions for the Rules of Procedure and Agenda.
954 - Instructions for Elections of the Student Board and Other elections.

955 956 **§ 8-2 Instructions for the Student Parliament's Student Board**

957 The following Instructions are taken up by the Student Parliament:
958 - Working Instructions for the Student Board.

959

960 **§ 8-3 Instructions for the Student Councils**
961 The Student Parliament adopts a standardized instruction for the composition of student
962 councils at NMBU. The Student parliament decides the structure and composition of
963 Student Councils. The Student Councils have the power to make their own local
964 instructions, but not remove or change the composition without approval from the Student
965 Parliament.

966
967 **§ 8-4 Other Instructions**
968 The Student Parliament can approve of other instructions as needed.

969 **Chapter 9: Dissolution of the Student Democracy at NMBU**

970
971 **§ 9-1 Dissolution**
972 Dissolution of the Student Democracy at NMBU must be approved of with a qualified
973 majority amongst present representatives for two consecutive student parliaments. The
974 decision goes into effect after the second meeting is adjourned. Proposals for dissolution
975 must be made at least 4 weeks before it is handled for the first time, and the first student
976 parliament meeting that handles the case is to be an open meeting where all students at
977 NMBU are called in.
978

979
980 **§ 9-2 Merging with Other Student Democracies**
981 Merging of the Student Democracy at NMBU with other student democracies must be
982 approved of with a qualified majority amongst representatives in attendance for two
983 consecutive meetings. Proposals for merging must specify the point in time at which the
984 merge will take place.
985

986 **Chapter 10: Membership in the Norwegian Student Organization**

987
988 **§ 10-1 Membership in the Norwegian Student Organization**
989 The Student Democracy at NMBU is a member of the Norwegian student organization
990 (NSO). Withdrawal must follow the protocol of NSOs statutes.
991

992 **Chapter 11: Amendments to the Statues**

993 **§ 11-1 Submitting of Amendment Proposals**

994
995
996 Proposals for amendments of these statutes should be taken to the Student Parliament's
997 Student Board at least 14 days before the meeting in which they will be addressed, and
998 needs to be made public to all students at least 7 days before the meeting.
999

1000 **§ 11-2 Decisions and Effectiveness**

1001
1002 With a qualified majority vote amongst representatives in attendance, the Student
1003 Parliament can decide that changes go into effect immediately after they are adopted
1004

1005 With a qualified majority, the Student Parliament can bring changed into effect. The Student
1006 Parliament's Student Board has the power to make editorial changes in these Statutes.
1007 Such changes must be presented for orientation during the first meeting after they are
1008 made.
1009

1010 **Chapter 12: Definitions**

1011

1012 **§ 12-1 Majority Voting**

1013

1014 Simple Majority: This means that a proposal receives the most votes

1015 50% majority: This means that a proposal receives more than $\frac{1}{2}$ of the votes from
1016 participating voters

1017 Qualified Majority: This means that a proposal receives $\frac{2}{3}$ or more of the votes from the
1018 participating voters

1019 Absolute Majority: A proposal receives more than $\frac{1}{2}$ of the total number of votes

1020 Absolute Qualified Majority: A proposal receives $\frac{2}{3}$ or more of the total number of votes

1021

1022 Attachment 4 Proposed Framework for the Working Year of the Student
1023 Parliament

1024

1025 *Adopted at Student Parliament xx.xx.20xx*

1026

1027 *SPRING – for elections that happen in the spring period (January 1st – June 30th) the elected student*
1028 *representatives being their positions on July 1st of the same year, unless otherwise specified. The*
1029 *positions last 1 year, with the exception of the SiÅs Board.*

1030

1031 **At the change of the month January/February:** The Student Parliament’s kickoff conference.

1032 Held for the entire student parliament. (Representatives, moderator, election committee) + president
1033 and vice president of the student councils.

1034

1035 **February:**

- 1036 • Startup meeting with the Student Councils
1037 • Seminar for the student representatives in the program councils and the faculties’ education
1038 boards.
1039

1040 **Student Parliament 1 –To be held at Adamstuen until the localization project is complete.**

1041 Candidates for the following positions are to be selected:

- 1042 • The Committee for the semester’s best lecturer, 4 members. 1-year long position that goes
1043 into effect immediately.
1044

1045 **Student Parliament 2**

1046 The following cases are to be handled/approved of:

- 1047 • Distribution of Welfare Funds
1048 • Presentation of the president and vice president roles of the Student Parliament’s Student
1049 Board, as well as female student representatives (main and deputy) of the University Board.
1050

1051 Candidates for the following positions are to be selected:

- 1052 • Central Admissions Committee, 2 main and 2 deputies.
1053 • The Board of Complaints, 2 main and 2 deputies.
1054

1055 **Student Parliament 3**

1056 The following cases are to be handled/approved of:

- 1057 • The Schedule for the Student Parliament for the following year
1058 • The Yearly report from SiÅs and University Board representatives. The case should be
1059 included in the case papers, but the report itself can be sent out on electronic platforms.
1060 • Informing on the budget since January of this year
1061 • Presentation of the candidates for president and vice president of the Student Parliament’s
1062 Student Board, as well as the candidates for the University Board and the Faculty Board.

1063

1064 Candidates for the following positions are to be selected:

1065

- 1066 • The Control Committee, 2 representatives.
- 1067 • The SiÅs Board, 2 main (2-year positions) and 2 deputies (1-year positions). These
- 1068 candidates must be from campus Ås while there are still 2 campuses.
- 1069 • An external representative to the SiÅs Board. This election is held every other year (odd
- 1070 numbered years).
- 1071 • The University's Research Board, 1 main representative and 2 deputies.
- 1072 • Chairmen, 1 main + deputy

1073

1074 **April/May**

1075 Electronic ballot voting for the president and vice president of the Student Parliament's Student
1076 Board (AU), as well as female main and deputy representatives for the University Board and Faculty
1077 Boards.

1078

1079 *FALL – for elections that take place in the fall period (August 1st – December 31st) the elected*
1080 *student representatives begin their positions on January 1st of the following year, unless otherwise*
1081 *specified. The positions last for 1 year, with the exception of the SiÅs Board.*

1082

1083 **September**

- 1084 • Startup meeting with the Student Councils
- 1085 • Seminar for student representatives in the program councils and the faculties' education
- 1086 boards.

1087

1088 **Student Parliament 4**

1089 The following cases are to be handled/approved of:

- 1090 • The Student Parliament brings forth suggestions for measures for the Learning Environment
- 1091 Committee to take in the following year.

1092

1093 Candidates for the following positions are to be selected:

- 1094 3. Ethics Committee, 2 main and 2 deputy representatives. 1-year position that begins
- 1095 immediately upon election.
- 1096 4. Committee for the distribution of welfare funds, 2 members. 1-year position that begins
- 1097 immediately upon election.

1098

1099 **Student Parliament 5**

1100 The following cases are to be handled/approved of:

- 1101 • Initial processing of the Student Democracy's budget.
- 1102 • Distribution of welfare funds
- 1103 • Information about the positions that are to be elected at the Constituent Student Parliament

1104

1105

1106 Candidates for the following positions are to be selected:

- 1107 • Participants for the Norwegian Student Organization's (NSO's) national meeting, 4 main
- 1108 representatives and 4 deputies.
- 1109 • The University's Education Board (USU), 2 main and 3 deputy representatives, the position
- 1110 being immediately upon election.

1111

1112 **November**

1113 **Electronic ballot voting for the male student representatives for the Faculty Boards of each faculty(1**

1114 **main and 1 deputy per faculty), as well as male representatives for the University Board (1 main and**

1115 **1 deputy).**

1116

1117 **Student Parliament 6 –To be held at Adamstuen until the localization project is finished.**

1118 The following cases are to be handled/approved of:

1119

- 1120 • Plan of action for the Student democracy is adopted for the next calendar year
- 1121 • Lon-term strategy for the next 3 years. The long-term strategy has to be reviewed every third
- 1122 year, last adopted in 2017.
- 1123 • The Budget for the Student Democracy is to be adressed for the second time and approved of.
- 1124 • The Yearly report from the Student Parliament's Student Board (AU), the University's
- 1125 Research Board, (UFU), and the University's Education Board (USU). The case is to be
- 1126 included in the case papers, but the report itself can be sent out on electronic platforms.

1127

1128 Candidates for the following positions are to be selected:

- 1129 • The Control Committee, the president of the committee.
- 1130 • The Buddy General

1131

1132 **Constituent Student Parliament-** held for new student parliament representatives. Candidates for

1133 the following positions are to be selected:

- 1134 • Election of the welfare officer, marketing officer, international officer, and the sustaintability
- 1135 and research officer for the Student Parliament's Student Board.
- 1136 • **Election of the chairmen, 1 main and 1 deputy.**
- 1137 • Election of the election committee, 4 members.

1138

1139 **Attachment 5 Proposed Instructions for Elections to the Student Democracy**

1140 *Adapted at Student Parliament 1, 11. February 2019*

1141

1142 These instructions are to be read as a supplementary document to the “Statues for the Student
1143 Democracy at NMBU” and “Election Regulations at NMBU”.

1144

1145 **General**

- 1146 • Election Committee is responsible for conducting elections, along with the organizational
1147 secretary, as well as being responsible for finding candidates to run for positions.
- 1148 • Student Parliament meetings in which candidates for the Student Parliament’s Student Board
1149 (AU), the University Board (US), and the Faculty Board (FS) are to present themselves
1150 should be specially promoted to the student body.
- 1151 • Students elected are obligated to fulfill their position until the end, unless special personal
1152 reasons prevent them from doing so.
- 1153 • It is only allowed to run for a main or deputy representative position, but a representative can
1154 hold several positions as long as it is in accordance with other instructions within the
1155 organization. The faculty board and University Board are not included in this provision. (cf. §
1156 12.3 in the Election Regulations at NMBU.)
- 1157 • Equal representation in the Student Democracy at NMBU from both genders and different
1158 lines of study should be strived after.
- 1159 • Candidates cannot take on more than one position in the Student Parliament’s Student Board.

1160

1161 **Specifics on presentations for elections at Student Parliament:**

- 1162 • Candidates are to present themselves at the Student Parliament before the voting.
- 1163 • If a candidate is unable to meet, they can have their presentation read by a representative from
1164 the election committee, or they can choose to make a video presentation.
- 1165 • Only the candidate can answer questions about their candidacy.
- 1166 • The amount of time allowed for question rounds can be decided by the moderator in each
1167 case.
- 1168 • The candidates are to be presented alphabetically.
- 1169 • Candidates for the Student Parliament’s Student Board, University Board and Faculty Board
1170 have three minutes of speaking time to present themselves.
- 1171 • The length of presentation time for other positions, the number of questions allowed and
1172 other guidelines for presentations can be decided by the meeting leadership of the student
1173 parliament.

1174

1175 **Elections to the Student Parliament's Student Board (AU)**

1176 The President and Vice President are elected via electronic ballot voting during the spring. Candidate
1177 presentations are to be sent to the election committee or directly to the organizational secretary, as
1178 they are responsible for these elections.

1179 Candidates, if they are elected, cannot hold the following positions:

- 1180 • Faculty Board
- 1181 • Student Parliament Representative
- 1182 • Student Council
- 1183 • Moderator
- 1184 • Control Committee

1185 It is highly recommended that the candidates, if they are chosen, do not hold the following positions:

- 1186 • The University Board
- 1187 • The Student Welfare Association of Ås Board (SiÅs)

1188 See the statutes for more complete information.

1189

1190 The international officer, welfare officer, marketing officer, and board member are elected at the
1191 constituent Student Parliament meeting in the fall. Candidate presentations are to be sent to the
1192 election committee or directly to the organizational secretary, as they are responsible for these
1193 elections.

1194 Candidates, if they are elected, cannot hold the following positions:

1195

- 1196 • President or Vice President of their Student Council
- 1197 • Moderator
- 1198 • Control Committee
- 1199 • Student Parliament representative

1200 It is highly recommended that the candidates, if they are chosen, do not hold the following positions:

- 1201 • The University Board
- 1202 • The Student Welfare Association of Ås Board (SiÅs)

1203 See the statutes for more complete information.

1204

1205

1206 **Elections for the University Board and Faculty Board**

1207 Elections for the University Board and the Faculty Board happen via electronic ballot voting in

1208 April/May in the spring, and in November in the fall. In each election the goal is to elect 1 main and

1209 1 deputy for each board, the representatives shall be evenly split by gender. See the statutes for more
1210 complete information.

1211
1212 For elections of members for the University Board and Faculty Board, the election regulations at
1213 NMBU must be considered in conjunction with these instructions.

1214
1215
1216

1217 **Elections at the Student Parliament**

1218 Elections for the nomination committee for the election of University Dean, vice-dean, faculty deans
1219 etc. are taken up by the Student Parliament's Student Board in each case.

1220
1221 Elections for the following positions follow the «framework of the working year» for the Student
1222 Democracy:

- 1223 • 1 president and 2 other members of the Control Committee
- 1224 • 1 representative and 2 deputies to the University's Research Committee (UFU).
- 1225 • 2 representatives and 3 deputy representatives to the University's Education Committee
1226 (USU).
- 1227 • 2 representative and 2 deputy for the Research Ethics Committee.
- 1228 • 2 representatives to the committee for the distribution of welfare funds.
- 1229 • 4 representatives to the committee for the semester's best lecturer.
- 1230 • Buddy general.
- 1231 • 2 main and 2 deputies to the Central Admissions Committee.
- 1232 • 2 main and 2 deputies to the Board of Complaints.
- 1233 • 2 main and 2 deputy chairmen
- 1234 • 2 representatives (2-year long positions) and 2 deputy representatives (1-year long positions)
1235 to the Student Welfare Association of Ås (SiÅs) Board. These must be from campus Ås while
1236 there are still two campuses.

1237

1238 Attachment 6 Proposed Statutes for the Student Democracy at the Norwegian
1239 University of Life Sciences

1240

1241 Approved at the foundational meeting: 27.11.2013. Last revised xx.xx.20xx

1242 **Chapter Overview:**

- 1243 1. Purpose and Scope
1244 2. Structure of the Student Democracy at NMBU
1245 3. The Student Parliament
1246 4. The Student Parliament's Student Board
1247 5. Elections and Appointments
1248 6. Impartiality
1249 7. Mistrust
1250 8. Instructions
1251 9. Dissolution of the Student Democracy at NMBU
1252 10. Membership in the Norwegian Student Organization (NSO)
1253 11. Amendments to the Statutes
1254 12. Definitions
1255

1256 **Chapter 1: Purpose and Scope**
1257

1258 **§ 1-1 Purpose**

1259 The Student Democracy at NMBU has the purpose of protecting the students' interests and bringing
1260 forward their inputs.
1261

1262 **§ 1-2 Scope**

1263 These statutes apply to all organs of the Student Democracy at NMBU and are constructed in
1264 accordance with national laws and regulations. Instructions taken up in chapter 8 cannot go against
1265 these statutes.
1266

1267 **Chapter 2: Structure of the Student Democracy at NMBU**
1268

1269 **§ 2-1 At a Central Level**

1270 The highest democratic organ in the Student Democracy at NMBU is the Student Parliament. The
1271 daily operations of the Student Parliament are carried out by the Student Parliament's Student Board.
1272

1273 **§ 2-2 At a Faculty Level**

1274 At the Faculty level, the Student Democracy consists of Student Councils. Student Councils are
1275 constructed of the committees and positions that come from the model for Student Councils
1276 approved of at Student Parliament 6 on 14.11.2016.
1277

1278 The Faculty general assembly is the highest student democracy organ at a faculty level. Between
1279 faculty general assemblies the student councils stand for the daily operations and representations of
1280 the faculty's student democracy.
1281

1282 The Student Council at Campus Adamstuen is delegated the power of communication and
1283 representation over the Welfare Committee in Oslo and Akershus.
1284

1285 **Chapter 3: The Student Parliament**
1286

1287 **§ 3-1 Powers and Functions**

1288 The Student Parliament represents all students at NMBU, and decisions made in the Student
1289 Parliament are made on the behalf of all students. The Student Parliament has the responsibility to
1290 inform about decisions made. Closing of the meeting must follow the provisions in §3-6.
1291

1292 § 3-2 Construction

1293 The Faculties at NMBU are constituents of the Student Parliament. The Student Parliament consists
1294 of 25 representatives. These representatives are distributed according to the democracy model
1295 approved of at Student Parliament 6 in 2016.

1296 The division method for the mandatory seat allocation follows this formula:
1297

$$1298 \frac{V}{2^{s+1}}$$

1300 V= Number of students at the faculty

1301 S= Number of student representatives the faculty is allocated
1302

1303 Updated number of students can be found in the Database for Statistics on Higher Education (DBH)
1304 every fall. The average of the number of students for the spring semester and fall semester make up
1305 the basis for the following year's representative distribution in the Student Parliament.
1306

1307 This calculation basis is presented for orientation before the fall faculty general assemblies.
1308

1309 § 3-3 Constituting

1310 The Student Parliament representatives are elected for one year at the time. One should aim for the
1311 constituent Student Parliament to be held between the fall faculty general assemblies and the new
1312 year.
1313

1314 § 3-4 Meetings and Summoning

1315 The Student Parliament must hold at least 3 meetings per semester. The Student Board is responsible
1316 for summoning the Student Parliament. Summoning and case papers should be made available to all
1317 students at least 7 days before the meeting. Electronic decisions are the exclusion of this statute cf.
1318 §3-10.
1319

1320 The provision that the summoning and case papers need to be made available for all students in the
1321 first paragraph entails that they need to be translated to English. If there is uncertainty about the
1322 translation, the Norwegian version will be the basis for understanding. Further specification is
1323 outlined in the instructions for the Student Parliament.
1324

1325 All students with a valid semester registration have the right to send in cases to the Student
1326 Parliament. This must be done at the latest 14 days before the meeting if the case is to be handled.
1327 This provision does not count for cases to be handled under "other." Further specification is outlined
1328 in the instructions for the Student Parliament. Extraordinary Student Parliaments is held if at least 3
1329 members of the Student Board, at least 13 representatives from the Student Parliament, or at least 25
1330 students desire it. Extraordinary Student Parliament is to be made known to the public at least 7 days
1331 before taking place, and should only handle the case(s) that were the reason for its summoning.
1332

1333 § 3-5 Representation at the

1334 Representation at the Student Parliament

1335 The following people are required to attend Student Parliament, and are required to give a written
1336 notification before the meeting if they cannot attend:

1337 - The Student Parliament's Representatives

1338 - The Student Parliament's Student Board
1339

1340 - The Student Parliament's organizational secretary

1341 - The Student Parliament's chairmen

1342

1343 At least one representative from the following organs must attend the meeting:

1344 - The Student Representative in the University Board

1345 - The Student Representative in the SiÅs board

1346 - The International Student Union (ISU)

1347 - The Control Committee

1348 All students at NMBU have the right to attend the Student Parliament.

1349

1350 **§ 3-6 Closing of a Meeting.**

1351 The Student Parliament's meetings are open. The Student Parliament can decide to close a meeting
1352 with a qualified majority from the representatives in attendance

1353 With the closing of a meeting, separate minutes will be recorded that are withheld from public
1354 disclosure.

1355

1356 **§ 3-7 Decision Validity**

1357 The Student Parliament can make valid decisions when at least 50% of the representatives are in
1358 attendance.

1359

1360 **§ 3-8 Voting rights and Voting**

1361 The Student Parliament's representatives have a voting right. If a main representative notifies of an
1362 absence, their appointed substitute has a voting right when in attendance. Decisions in the Student
1363 Parliament are normally made with a 50% majority. Decisions are made with hand raising, unless
1364 one representative asks for a written voting. With a voting tie, the Student Parliament can take a new
1365 vote. With a continued tie after a second voting, the case can be handled according to the proposed
1366 resolution.

1367

1368 **§3-9 Speaking and Proposal Rights**

1369 Everybody has a right to speak at Student parliament meetings. All students at NMBU has the right
1370 to propose cases at Student parliament meetings.

1371

1372 **§ 3-10 Electronic Voting**

1373 Electronic voting can be used to make decisions about single cases. Electronic voting is carried out
1374 in the method described in the instructions for electronic voting. The deadline to vote electronically
1375 is within 7 days.

1376

1377 Electronic voting cannot be used to vote on matters concerning the following:

1378 - Elections

1379 - Cases of mistrust

1380 - Changing to the Student Parliament's committee documents and instructions

1381 - Appointment of the student representatives to councils and committees

1382 - Other matters of considerable nature

1383

1384 Main Student Parliament Representatives have voting rights with electronic voting.

1385

1386 Electronic voting cannot take place if one or some student parliament representatives wish to handle
1387 the case at a normal student parliament before the deadline. The desire must be justified.

1388

1389 **§ 3-11 Position Resignation**

1390 The Student Parliament representatives automatically resign from their position in the Student
1391 Parliament when they are elected to the following organs:

1392 - The Student Parliament's Student Board

- 1393 - The University Board
- 1394 - The SiÅs Board
- 1395 - The Student Board of the Norwegian Student Organization
- 1396 - The Control Committee

1397
1398 With position resignation, the position holder's deputy representative automatically inherits the
1399 position as a main representative.

1400
1401 Position resignation, a supplementary election will be conducted in accordance with § 5-5

1402 1403 **§3-12 Temporary Position Resignation**

1404 In the case of partiality, there will be a temporary place resignation. This means that the
1405 representative withdraws from their position in cases where it applies. In the case of temporary place
1406 resignation the deputy will take over cf. § 6-1

1407 **Chapter 4: The Student Parliament's Student Board**

1408 1409 **§ 4-1 Powers and Functions**

1410 The Student Board (AU) carries out the Student Parliament's daily operations and represents the
1411 Student Parliament between meetings. AU can make decisions in urgent cases, cases that are
1412 delegated due to earlier decisions in the Student Parliament, and appoint people to non-decision
1413 making committees. AU makes proposals in all cases handled by the Student Parliament, with the
1414 exception of Elections.

1415 1416 **§ 4-2 Composition**

1417 The Student Parliament's Student Board shall consist of the following members:

- 1418 - President
- 1419 - Vice President
- 1420 - Welfare Officer
- 1421 - International Officer
- 1422 - Marketing Officer
- 1423 - Committee Member

1424
1425 Working time and election periods are regulated according to functions § 5-1.

1426 1427 **§ 4-3 Decision Ability and Voting Ties**

1428 The Student Board can make valid decisions when at least four members are in attendance. With a
1429 voting tie in the Student Board, the president has a double vote.

1430

1431 **Chapter 5: Elections and Appointments**

1432 1433 **§ 5-1 Eligibility for the Student Democracy**

1434 The overarching rule is that all Students at NMBU with a valid semester registration can run for
1435 positions in the Student Democracy. This applies unless otherwise specified.

1436 1437 **§ 5-2 Electronic Ballot Elections**

1438 1439 a) Election of the President and Vice President

1440 The President and Vice President in the Student Parliament's Student Board are elected through
1441 Electronic Ballot Voting, where all students with a valid semester registration have the right to vote.
1442 The elections take place in April every year. They hold their position for 1 year, between 1.7. until
1443 30.6.

1444

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

1497 question cannot vote. If more than one person in a case is questioned about partiality, none of the
1498 involved can partake in voting about their own or others' partiality, unless the organ is no longer a
1499 decision making organ in the case. In this case, all meeting members can participate.

1501 **Chapter 7: Mistrust**

1503 **§ 7-1 Mistrust**

1504 Issues of mistrust can be brought up by Student Parliament representatives or other organs of the
1505 Student Democracy, and should be delivered to the Student Parliament's organizational secretary.
1506 When handling these issues at the student parliament, the one that the case is brought up against has
1507 the opportunity to present their own case.

1509 **§ 7-2 Ability to ask for a statement from the control committee**

1510 If cases where mistrust are brought forward, both parties can ask for a statement from the control
1511 committee in sufficient time before the case is handled.

1513 **§ 7-3 Issues of mistrust against the representatives chosen by the student parliament**

1514 With a 2/3 majority vote amongst representatives in attendance, the student parliament can decide
1515 that an officer is mistrusted, following statutes §§ 5-1 second paragraph, and 5-3. Those who are
1516 deemed distrusted must immediately resign as an appointee from the student parliament

1518 **§ 7-4 Issues of mistrust against the representatives chosen by Electronic Ballot Voting**

1519 With issues of mistrust against representatives chosen through electronic ballot voting after statues
1520 §§ 5-2 a and b, it is handled first by the Student Parliament. If it is proposed by a qualified majority
1521 amongst representatives in attendance, it will be handled through an electronic ballot vote where all
1522 students with a valid semester registration have the right to vote. The approval of the mistrust
1523 requires at least a 50% majority of votes. Those who have cases of mistrust approved against them
1524 must resign immediately from their position.

1526 Cases of mistrust cannot be taken against student representatives in the University Board, as it goes
1527 against *Lov om universiteter og høyskoler* § 9-8. (The laws for Universities and Higher schools)

1529 **Chapter 8: Instructions**

1531 **§ 8-1 Instructions for the Student Parliament**

1532 The following Instructions are taken up by the Student Parliament:
1533 - Instructions for the Rules of Procedure and Agenda.
1534 - Instructions for Elections of the Student Board and Other elections.

1536 **§ 8-2 Instructions for the Student Parliament's Student Board**

1537 The following Instructions are taken up by the Student Parliament:
1538 - Working Instructions for the Student Board.

1540 **§ 8-3 Instructions for the Student Councils**

1541 The Student Parliament adopts a standardized instruction for the composition of student councils at
1542 NMBU. The Student parliament decides the structure and composition of Student Councils. The
1543 Student Councils have the power to make their own local instructions, but not remove or change the
1544 composition without approval from the Student Parliament.

1546 **§ 8-4 Other Instructions**

1547 The Student Parliament can approve of other instructions as needed.

1549 **Chapter 9: Dissolution of the Student Democracy at NMBU**

1550
1551 **§ 9-1 Dissolution**
1552 Dissolution of the Student Democracy at NMBU must be approved of with a qualified majority
1553 amongst present representatives for two consecutive student parliaments. The decision goes into
1554 effect after the second meeting is adjourned. Proposals for dissolution must be made at least 4 weeks
1555 before it is handled for the first time, and the first student parliament meeting that handles the case is
1556 to be an open meeting where all students at NMBU are called in.

1557
1558 **§ 9-2 Merging with Other Student Democracies**
1559 Merging of the Student Democracy at NMBU with other student democracies must be approved of
1560 with a qualified majority amongst representatives in attendance for two consecutive meetings.
1561 Proposals for merging must specify the point in time at which the merge will take place.
1562

1563 **Chapter 10: Membership in the Norwegian Student Organization**

1564
1565 **§ 10-1 Membership in the Norwegian Student Organization**
1566 The Student Democracy at NMBU is a member of the Norwegian student organization (NSO).
1567 Withdrawal must follow the protocol of NSOs statutes.
1568

1569 **Chapter 11: Amendments to the Statues**

1570
1571 **§ 11-1 Submitting of Amendment Proposals**
1572
1573 Proposals for amendments of these statutes should be taken to the Student Parliament's Student
1574 Board at least 14 days before the meeting in which they will be addressed, and needs to be made
1575 public to all students at least 7 days before the meeting.
1576

1577 **§ 11-2 Decisions and Effectiveness**

1578
1579 With a qualified majority vote amongst representatives in attendance, the Student Parliament can
1580 decide that changes go into effect immediately after they are adopted
1581
1582 With a qualified majority, the Student Parliament can bring changed into effect. The Student
1583 Parliament's Student Board has the power to make editorial changes in these Statutes. Such changes
1584 must be presented for orientation during the first meeting after they are made.
1585

1586 **Chapter 12: Definitions**

1587
1588 **§ 12-1 Majority Voting**
1589
1590 Simple Majority: This means that a proposal receives the most votes
1591 50% majority: This means that a proposal receives more than ½ of the votes from participating
1592 voters
1593 Qualified Majority: This means that a proposal receives 2/3 or more of the votes from the
1594 participating voters
1595 Absolute Majority: A proposal receives more than ½ of the total number of votes
1596 Absolute Qualified Majority: A proposal receives 2/3 or more of the total number of votes
1597
1598
1599

1600

Attachment 7 Budget 2019

1601

Budget Proposal 2019					
Student Parliament	B-2019				
Refunds					
Free fund NSO	50 000				
Grants NMBU	1 370 000				
Inclusion funds	250 000				
Semester fee	920 000				
Total Income	2 590 000				
Salary	1 105 000				
Payroll taxes	158 000				
Employee insurance	14 000				
Total Cost Employees	1 277 000				
Course, training and education, 6710	140 000				
Remuneration + Translation, 5330	27 000				
Office, 6801	6 000				
Operating expenses, 7700	5 000				
Phone/post, 6901/6940	1 000				
Marketing etc, 7300	35 000				
Meeting, travel, repr., 7350	44 000				
NSO fee, Campus Ås	290 000				
Student Parliament meetings, 7530	27 000				
Travel NMBU	24 000				
Organisational expenses, 6821	10 000				
Total Other Operational Expenses	609 000				
Welfare funds, Campus Ås	469 000				
Inclusion Funds, NMBU	195 000				
Joint Campus initiatives					
ESN NMBU	15 000				
ISU NMBU	25 000				
Total Cultural/Social Measures	704 000				
Total Operational Expenses	2 590 000				
Annual Result	-				
Reserved funds					

1602

1603

1604

1605 Attachment 8 Rules and regulations for the allocation of Welfare Funds

1606
1607 Yellow - removed

1608
1609 Rules and regulations for the allocation of Welfare Funds
1610 Approved at Student Parliament 6, 12.11.18

1611
1612
1613 1 The Welfare Funds

1614
1615 1.1 Purpose

1616 The Welfare Funds are given to student groups and organisations at Campus Ås who contribute to a
1617 vibrant, diverse and including student life. The welfare funds mainly support activities at campus ÅS. All
1618 groups and organisations at Campus Ås can apply for welfare funds.

1619
1620 The Welfare Funds consist of basic support, activity funds and student meeting funds. 92 % of the
1621 welfare funds are given out at Student Parliament meeting 2, and the remaining 8 % are given out at
1622 Student Parliament meeting 5. The remaining 8 % are earmarked new groups and organizations and
1623 unforeseen activities.

1624
1625 1.2 Basic support

1626 The basic support covers basic working expenses, such as office supplies, printing, Internet
1627 domain etc. Groups and organizations may only receive basic support once a year at a
1628 maximum of 1200 NOK, as well as maximum 2000 NOK in extra basic support. All groups and
1629 organizations may apply for basic support. The basic support is calculated on the basis of the
1630 number of members who are students at Campus Ås, according to the following model:

1631
1632
1633
1634 Fraternities/teams that have existed more than 10 years, are qualified to receive basic
1635 support with the minimum amount of 5 members.

Members	Basic support	1636
10-39	800 kr	1637
40-99	1000 kr	1638
100<	1200 kr	1639
		1640
		1641

If the team/fraternity does not require membership, the number of active participants at various activities arranged by the group/organization is

1642 used as the basis of calculation. A list of members/estimated amount of members must be
1643 enclosed with the application (attachment 1).

1644
1645 Teams/fraternities who have higher basic operating expenses than normal, such as new
1646 organizations, may apply for extra basic support.

1647
1648 Teams/fraternities at Adamstua cannot apply for basic support.

1649
1650
1651 1.3 Activity funds

1652 Activity funds stimulates an active and including student life and are assigned to activities in need of
1653 extra financial support. The activity funds are only for activities at/nearby Campus Ås. All teams and
1654 fraternities at Campus Ås can apply for activity funds.

1655

1656 Teams and fraternities at Campus Adamstua may apply for activity funds for activities at Campus Ås.

1657

1658 Activities open for many/all students will be prioritized by the Welfare Funds committee. The
1659 committee aims to conserve traditions and diversity at Campus Ås and will support this. Visible and
1660 active teams/fraternities will be rewarded for their commitment.

1661

1662 To receive Activity funds, the application must contain information about the activities (attachment 2).
1663 The use of the Welfare Funds must be documented for each activity in the budget. Applications without
1664 budget will not be handle by the committee.

1665

1666 Teams/fraternities may transfer funds from one activity to another within the same Teams/fraternities;
1667 however, the transfer must be approved by the welfare officer of the Student Board. The transmission
1668 must be specified and justified in the Annual Report and be enclosed with next year's application.

1669

1670 If the team/fraternity have Activity funds spare at the end of the year, they have to transfer the money
1671 to the students Welfare fund before the next application deadline. Teams/fraternities may apply to use
1672 the remaining welfare funds between the end of the year and the application deadline. This have to be
1673 approved by the Welfare Officer. If the spare funds are not repaid within the deadline, the applicant will
1674 not receive any welfare funds.

1675

1676 The applicants are divided into thematic groups in order to ensure equal treatment of applicants from
1677 fairly similar organizations and to simplify allocation routines. The allocation committee should strive
1678 for an even distribution between the thematic groups, in relation to the number of applicants in each
1679 thematic group, the thematic group's financial needs and the quality of the applications.

1680

1681 Academic organizations

1682 Academic organizations organize students from one of Campus Ås' faculties, institutes of study
1683 programs. Academic organizations promote students' academic interests through business
1684 presentations and evenings with academic content, creating cohesion through social events.

1685

1686 Music and culture

1687 Organizations promoting culture among the Campus Ås' students belong in this group; choirs,
1688 instrumental groups, and music groups, dancing groups, theatre groups, film club, the
1689 photography club and fraternities/sororities.

1690

1690 Politics, society and religion

1691 Politics, society and religion are political organizations, organizations promoting general social
1692 commitment or specific social interest, and religious organizations.

1693

1694 Internationally focused organizations

1695 These are organizations that focus on international student relations; either by working to
1696 achieve greater contact between the students of Campus Ås and the international society, by
1697 spreading knowledge to the students of Campus Ås concerning the international affairs, or by
1698 ensuring the flow of knowledge between the students of Campus Ås and those of other
1699 countries and cultures.

1700

1701 Other organizations

1702 This category includes clubs and organizations whose purpose are primarily social.
1703 Teams/fraternities whose purpose does not belong in the other categories.

1704

1705 **1.4 Student meeting funds**

1706 Student meeting funds are Welfare Funds aimed for Student meetings, academically and political events
1707 at Samfunnet, such as debates and presentations. It is required that the supported event is open to all
1708 Campus Ås students. The allocated amount is determined by the Student Parliament at the Student
1709 Parliament meeting no. 2. All Teams/fraternities, including the Student Society/samfunnet Board, may
1710 apply for student meeting funds until the funds are empty.

1711

1712 Applications for student meeting funds should be handed in to the Student Board Welfare Officer at
1713 least one month before the event. The applicant have to give a report from the event to the Welfare
1714 Officer two weeks after the event took place. Activities receiving support from student meeting funds
1715 will not be supported by activity funds. If there are spare student meeting funds at the time of the
1716 following allocation of ordinary welfare funds, the student meeting funds shall be transferred to the
1717 Student Welfare fund.

1718 **1.5 Not eligible**

1719 The welfare funds do not support

- 1720 • Internal activities within the teams/fraternities. The exception is the academic student
- 1721 associations.
- 1722 • Activities outside Ås. Except for groups with a focus on outdoor activities.
- 1723 • Shows or activities supported by Studentsamfunnet I Ås /UKA
- 1724 • Travelling expenses
- 1725 • Teams/fraternities or activities who belongs to a mother organization who receives welfare
- 1726 funds
- 1727 • Teams/fraternities that are supported by the semester fee, such as NMBUI-teams.
- 1728 • Alcohol, nicotine, narcotics and other drugs.
- 1729 • Activities aimed to make money for the group/organization, such as cake sale.
- 1730 • Support to other organisations
- 1731 • Associations that fall under corporate law
- 1732 • Group/organization outfit.

1733

1734

1735 **1.6 Lose the right to receive welfare funds**

1736 Teams/fraternities with incomplete applications do not receive welfare funds for the allocation applied
1737 for. Teams/fraternities who abuse the welfare funds will not be supported at the next allocation.

1738 Teams/fraternities who do not return unused activity funds within the next welfare fund application
1739 deadline will not be supported by the next allocation of welfare funds.

1740

1741 Teams and fraternities that express differential treatment or discrimination regarding gender,
1742 ethnicity, religion, spirituality, impairments, sexual orientation, gender identity or gender
1743 expression in their actions or statements, will after an approved complaint not receive any
1744 funds by next year's allocation.

1745

1746 Exceptions from this is when the differential treatment has a sensible purpose, such as
1747 admission to gender divided fraternities/choirs or geographical fraternities.

1748

1749 **1.7 Complaint treatment**

1750 If a party should wish to form a complaint, this shall be done in writing to the Student Board
1751 (AU). AU will then review the case and inform the fraternity that has received the complaint.

1752 This will at latest happen one day before the case papers for the upcoming Student Parliament
1753 are due.

1754
1755 When the case is up for treatment at the Student Parliament it will be presented in a neutral
1756 fashion by AU. Impartibility for the parliament representatives will be treated according to the
1757 impartibility clause in the Student Parliament's statutes. Individuals, teams or fraternities that
1758 have either formed or received a complaint will be allowed to express their side of the story
1759 either in writing or orally at Student Parliament.

1760
1761 The Student Parliament will decide whether the team's/fraternity's behavior is in violation of
1762 the rules. If the complaint is approved, the team/fraternity will lose the opportunity to receive
1763 welfare funds at the two next allocations.

1766 2 The Students Welfare Fund

1767
1768 The Student Welfare Fund is used for bigger welfare initiatives. All Welfare funds that are unused shall
1769 be transferred to The Students Welfare Fund. There is money left over from the welfare funds because
1770 the amount applied for is smaller than the Welfare fund, if the activities applied for does not correspond
1771 with the Welfare funds purpose, or because applications are incomplete. The president of the Student
1772 Board, SiÅs Board and Student Society/Samfunnet Board may give suggestions to the use of The
1773 Student Welfare Fund to the Student Parliament. The Student Parliament decides whether they support
1774 the proposal or not.

1775
1776 Student Parliament can, if they deem it necessary, allocate 20 000 NOK from Studentenes
1777 Velferdsfond to the Welfare fund, but only if the original size of the Welfare Fund is too small to
1778 fully fund all events which Committee for allocation of Welfare Funds deem worthy. This kind
1779 of exemption can be forwarded by the committee, in cases deemed absolutely necessary, and
1780 will demand a 2/3 majority vote to pass.

1782 3 Applications

1783 All Teams/fraternities who apply for welfare funds have to use the stated application form. Appendices
1784 can be written on a template determined by the Welfare Officer.

1785
1786 Those Teams/fraternities who only apply for basic support (appendix 1) encloses a list of members
1787 with the application (appendix 2). Teams/fraternities who apply for activity funds have to, in addition
1788 of attachment 1, enclose information and budget for the activities applied for (appendix 3).

1789 Teams/fraternities that received activity funds and/or received basic support for the first time at the
1790 last allocation of welfare funds have to enclose an annual report including accounting (appendix 4).
1791 New groups/organizations and Teams/fraternities who only received basic support at last allocation of
1792 welfare funds do not have to enclose an annual report.

1793
1794 Please contact the Welfare Officer of the Student board by phone or email in advance if there is any
1795 questions (velferd.au@nmbu.no). Incomplete applications will not be handled by the committee!

1796
1797 Application for welfare funds may be delivered to The Student Parliaments post box 1202.

1800 4 Committee of allocation of the welfare funds

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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

1849 The allocation rules and regulations, and the application form, should be made available for all students
1850 in the beginning January during the spring semester and in the beginning of August during the fall
1851 semester of each year. The allocation rules and regulations, and the application form are available at
1852 studentstyret.umb.no and in paper form at the entrance to the Student Board office. The application
1853 form, and the rules and regulations for allocation of Welfare funds are available online throughout the
1854 year. The marketing officer of the Student Board has the main responsibility of announcing the
1855 upcoming allocation of Welfare funds and application deadline in due time before the application
1856 deadline.

1857 **6.2 Application deadline**

1858 The application deadline is set by the welfare officer. In spring, the application deadline is in the middle
1859 of February, application deadline in the autumn is around middle of September. Applications for
1860 student meeting funds are to be delivered to the Student Society Board, PO box 1210, at least 14 days
1861 prior to the event. Late applications will not be considered.

1862 1863 1864 **6.3 Deadline for treatment of applications**

1865 The allocation of welfare funds is announced at studentstyret.umb.no and in the minutes from the
1866 Student Parliament meeting. The final results of the allocation will be delivered to all applicants by mail
1867 no longer than two weeks after the approval.

1868 1869 **6.4 Deadline of complaints**

1870 Complaints on the treatment of applications must be put forward to the Student Board no more than 7
1871 days after the letter of reply is received. All groups/organizations have the right to have their complaint
1872 thoroughly treated and to receive a written answer within a week.

1873

1874 **7 Revision**

1875 The application form and the rules and regulation of the allocation of Welfare funds shall be revised by
1876 the Student Parliament each even numbered year. Revision of the application form and the rules and
1877 regulation of Welfare funds are a matter for discussion at Student Parliament meeting 4 and a statutory
1878 matter at Student Parliament meeting 6. Revised version is valid when passed by the Student
1879 Parliament. Suggested percentage rates for allocation to the various categories are determined on the
1880 last Student Parliament meeting each year on request from the allocation committee.

1881

1882

1883 Attachment 9 Approved on SP 1 Instructions for Elections to the Student
1884 Democracy

1885 **Instructions for Elections to the Student Democracy**

1886 *Adapted at Student Parliament 1, 11. February 2019*

1887

1888 These instructions are to be read as a supplementary document to the “Statues for the Student
1889 Democracy at NMBU” and “Election Regulations at NMBU”.

1890

1891 **General**

- 1892 • Election Committee is responsible for conducting elections, along with the organizational
1893 secretary, as well as being responsible for finding candidates to run for positions.
- 1894 • Student Parliament meetings in which candidates for the Student Parliament’s Student Board
1895 (AU), the University Board (US), and the Faculty Board (FS) are to present themselves
1896 should be specially promoted to the student body.
- 1897 • Students elected are obligated to fulfill their position until the end, unless special personal
1898 reasons prevent them from doing so.
- 1899 • It is only allowed to run for a main or deputy representative position, but a representative can
1900 hold several positions as long as it is in accordance with other instructions within the
1901 organization. The faculty board and University Board are not included in this provision. (cf. §
1902 12.3 in the Election Regulations at NMBU.)
- 1903 • Equal representation in the Student Democracy at NMBU from both genders and different
1904 lines of study should be strived after.
- 1905 • Candidates cannot take on more than one position in the Student Parliament’s Student Board.

1906

1907 **Specifics on presentations for elections at Student Parliament:**

- 1908 • Candidates are to present themselves at the Student Parliament before the voting.
- 1909 • If a candidate is unable to meet, they can have their presentation read by a representative from
1910 the election committee, or they can choose to make a video presentation.
- 1911 • Only the candidate can answer questions about their candidacy.
- 1912 • The amount of time allowed for question rounds can be decided by the moderator in each
1913 case.
- 1914 • The candidates are to be presented alphabetically.
- 1915 • Candidates for the Student Parliament’s Student Board, University Board and Faculty Board
1916 have three minutes of speaking time to present themselves.

1917 • The length of presentation time for other positions, the number of questions allowed and
1918 other guidelines for presentations can be decided by the meeting leadership of the student
1919 parliament.

1920

1921 **Elections to the Student Parliament's Student Board (AU)**

1922 The President and Vice President are elected via electronic ballot voting during the spring. Candidate
1923 presentations are to be sent to the election committee or directly to the organizational secretary, as
1924 they are responsible for these elections.

1925 Candidates, if they are elected, cannot hold the following positions:

- 1926 • Faculty Board
- 1927 • Student Parliament Representative
- 1928 • Student Council
- 1929 • Moderator
- 1930 • Control Committee

1931 It is highly recommended that the candidates, if they are chosen, do not hold the following positions:

- 1932 • The University Board
- 1933 • The Student Welfare Association of Ås Board (SiÅs)

1934 See the statutes for more complete information.

1935

1936 The international officer, welfare officer, marketing officer, and board member are elected at the
1937 constituent Student Parliament meeting in the fall. Candidate presentations are to be sent to the
1938 election committee or directly to the organizational secretary, as they are responsible for these
1939 elections.

1940 Candidates, if they are elected, cannot hold the following positions:

1941

- 1942 • President or Vice President of their Student Council
- 1943 • Moderator
- 1944 • Control Committee
- 1945 • Student Parliament representative

1946 It is highly recommended that the candidates, if they are chosen, do not hold the following positions:

- 1947 • The University Board
- 1948 • The Student Welfare Association of Ås Board (SiÅs)

1949 See the statutes for more complete information.

1950

1951

1952 **Elections for the University Board and Faculty Board**

1953 Elections for the University Board and the Faculty Board happen via electronic ballot voting in
1954 April/May in the spring, and in November in the fall. In each election the goal is to elect 1 main and
1955 1 deputy for each board, the representatives shall be evenly split by gender. See the statutes for more
1956 complete information.

1957
1958 For elections of members for the University Board and Faculty Board, the election regulations at
1959 NMBU must be considered in conjunction with these instructions.

1960

1961

1962 **Elections at the Student Parliament**

1963 Elections for the nomination committee for the election of University Dean, vice-dean, faculty deans
1964 etc. are taken up by the Student Parliament's Student Board in each case.

1965

1966 Elections for the following positions follow the «framework of the working year» for the Student
1967 Democracy:

- 1968 • 1 president and 2 other members of the Control Committee
- 1969 • 1 representative and 2 deputies to the University's Research Committee (UFU).
- 1970 • 2 representatives and 3 deputy representatives to the University's Education Committee
1971 (USU).
- 1972 • 2 representative and 2 deputy for the Research Ethics Committee.
- 1973 • 2 representatives to the committee for the distribution of welfare funds.
- 1974 • 4 representatives to the committee for the semester's best lecturer.
- 1975 • Buddy general.
- 1976 • 2 main and 2 deputies to the Central Admissions Committee.
- 1977 • 2 main and 2 deputies to the Board of Complaints.
- 1978 • 2 main and 2 deputy chairmen
- 1979 • 2 representatives (2-year long positions) and 2 deputy representatives (1-year long positions)
1980 to the Student Welfare Association of Ås (SiÅs) Board. These must be from campus Ås while
1981 there are still two campuses.
- 1982

1983 Attachment 10 Approved on SP 1 Framework for the Working Year of the
1984 Student Parliament

1985 Framework for the Working Year of the Student 1986 Parliament 1987

1988 *Adopted at Student Parliament 11.02.2019*
1989

1990 *SPRING – for elections that happen in the spring period (January 1st – June 30th) the elected student*
1991 *representatives being their positions on July 1st of the same year, unless otherwise specified. The*
1992 *positions last 1 year, with the exception of the SiÅs Board.*
1993

1994 **At the change of the month January/February:** The Student Parliament’s kickoff conference.

1995 Held for the entire student parliament. (Representatives, moderator, election committee) + president
1996 and vice president of the student councils.
1997

1998 **February:**

- 1999 • Startup meeting with the Student Councils
- 2000 • Seminar for the student representatives in the program councils and the faculties’ education
2001 boards.
2002

2003 **Student Parliament 1 –To be held at Adamstuen until the localization project is complete.**

2004 Candidates for the following positions are to be selected:

- 2005 • The Committee for the semester’s best lecturer, 4 members. 1-year long position that goes
2006 into effect immediately.
2007

2008 **Student Parliament 2**

2009 The following cases are to be handled/approved of:

- 2010 • Distribution of Welfare Funds
- 2011 • Presentation of the president and vice president roles of the Student Parliament’s Student
2012 Board, as well as female student representatives (main and deputy) of the University Board.
2013

2014 Candidates for the following positions are to be selected:

- 2015 • Central Admissions Committee, 2 main and 2 deputies.
- 2016 • The Board of Complaints, 2 main and 2 deputies.
2017

2018 **Student Parliament 3**

2019 The following cases are to be handled/approved of:

- 2020 • The Schedule for the Student Parliament for the following year

- 2021 • The Yearly report from SiÅs and University Board representatives. The case should be
- 2022 included in the case papers, but the report itself can be sent out on electronic platforms.
- 2023 • Informing on the budget since January of this year
- 2024 • Presentation of the candidates for president and vice president of the Student Parliament's
- 2025 Student Board, as well as the candidates for the University Board and the Faculty Board.
- 2026

2027 Candidates for the following positions are to be selected:

2028

- 2029 • The Control Committee, 2 representatives.
- 2030 • The SiÅs Board, 2 main (2-year positions) and 2 deputies (1-year positions). These
- 2031 candidates must be from campus Ås while there are still 2 campuses.
- 2032 • An external representative to the SiÅs Board. This election is held every other year (odd
- 2033 numbered years).
- 2034 • The University's Research Board, 1 main representative and 2 deputies.
- 2035 • Chairmen, 1 main + deputy
- 2036

2037 **April/May**

2038 Electronic ballot voting for the president and vice president of the Student Parliament's Student

2039 Board (AU), as well as female main and deputy representatives for the University Board and Faculty

2040 Boards.

2041

2042 *FALL – for elections that take place in the fall period (August 1st – December 31st) the elected*

2043 *student representatives begin their positions on January 1st of the following year, unless otherwise*

2044 *specified. The positions last for 1 year, with the exception of the SiÅs Board.*

2045

2046 **September**

- 2047 • Startup meeting with the Student Councils
- 2048 • Seminar for student representatives in the program councils and the faculties' education
- 2049 boards.
- 2050

2051 **Student Parliament 4**

2052 The following cases are to be handled/approved of:

- 2053 • The Student Parliament brings forth suggestions for measures for the Learning Environment
- 2054 Committee to take in the following year.
- 2055

2056 Candidates for the following positions are to be selected:

- 2057 5. Ethics Committee, 2 main and 2 deputy representatives. 1-year position that begins
- 2058 immediately upon election.
- 2059 6. Committee for the distribution of welfare funds, 2 members. 1-year position that begins
- 2060 immediately upon election.
- 2061

2062 **Student Parliament 5**

- 2063 The following cases are to be handled/approved of:
- 2064 • Initial processing of the Student Democracy's budget.
 - 2065 • Distribution of welfare funds
 - 2066 • Information about the positions that are to be elected at the Constituent Student Parliament
 - 2067
 - 2068
- 2069 Candidates for the following positions are to be selected:
- 2070 • Participants for the Norwegian Student Organization's (NSO's) national meeting, 4 main
 - 2071 representatives and 4 deputies.
 - 2072 • The University's Education Board (USU), 2 main and 3 deputy representatives, the position
 - 2073 being immediately upon election.
 - 2074
- 2075 **November**
- 2076 Electronic ballot voting for the male student representatives for the Faculty Boards of each faculty(1
- 2077 main and 1 deputy per faculty), as well as male representatives for the University Board (1 main and
- 2078 1 deputy).
- 2079
- 2080 **Student Parliament 6 –To be held at Adamstuen until the localization project is finished.**
- 2081 The following cases are to be handled/approved of:
- 2082
- 2083 • Plan of action for the Student democracy is adopted for the next calendar year
 - 2084 • Lon-term strategy for the next 3 years. The long-term strategy has to be reviewed every third
 - 2085 year, last adopted in 2017.
 - 2086 • The Budget for the Student Democracy is to be adressed for the second time and approved of.
 - 2087 • The Yearly report from the Student Parliament's Student Board (AU), the University's
 - 2088 Research Board, (UFU), and the University's Education Board (USU). The case is to be
 - 2089 included in the case papers, but the report itself can be sent out on electronic platforms.
 - 2090
- 2091 Candidates for the following positions are to be selected:
- 2092 • The Control Committee, the president of the committee.
 - 2093 • The Buddy General
 - 2094
- 2095 **Constituent Student Parliament-** held for new student parliament representatives. Candidates for
- 2096 the following positions are to be selected:
- 2097 • Election of the welfare officer, marketing officer, international officer, and the sustaintability
 - 2098 and research officer for the Student Parliament's Student Board.
 - 2099 • Election of the chairmen, 1 main and 1 deputy.
 - 2100 • Election of the election committee, 4 members.
 - 2101
 - 2102
 - 2103

2104 Attachment 11 Approved on SP 1 Statutes for the Student Democracy at the
2105 Norwegian University of Life Sciences

2106 **Statutes for the Student Democracy at the Norwegian University of Life Sciences**

2107

2108 Approved at the foundational meeting: 27.11.2013. Last revised 11.02.2019

2109 **Chapter Overview:**

- 2110 1. Purpose and Scope
- 2111 2. Structure of the Student Democracy at NMBU
- 2112 3. The Student Parliament
- 2113 4. The Student Parliament's Student Board
- 2114 5. Elections and Appointments
- 2115 6. Impartiality
- 2116 7. Mistrust
- 2117 8. Instructions
- 2118 9. Dissolution of the Student Democracy at NMBU
- 2119 10. Membership in the Norwegian Student Organization (NSO)
- 2120 11. Amendments to the Statutes
- 2121 12. Definitions
- 2122

2123 **Chapter 1: Purpose and Scope**

2124

2125 **§ 1-1 Purpose**

2126 The Student Democracy at NMBU has the purpose of protecting the students' interests and bringing
2127 forward their inputs.

2128

2129 **§ 1-2 Scope**

2130 These statutes apply to all organs of the Student Democracy at NMBU and are constructed in
2131 accordance with national laws and regulations. Instructions taken up in chapter 8 cannot go against
2132 these statutes.

2133

2134 **Chapter 2: Structure of the Student Democracy at NMBU**

2135

2136 **§ 2-1 At a Central Level**

2137 The highest democratic organ in the Student Democracy at NMBU is the Student Parliament. The
2138 daily operations of the Student Parliament are carried out by the Student Parliament's Student Board.

2139

2140 **§ 2-2 At a Faculty Level**

2141 At the Faculty level, the Student Democracy consists of Student Councils. Student Councils are
2142 constructed of the committees and positions that come from the model for Student Councils
2143 approved of at Student Parliament 6 on 14.11.2016.

2144

2145 The Faculty general assembly is the highest student democracy organ at a faculty level. Between
2146 faculty general assemblies the student councils stand for the daily operations and representations of
2147 the faculty's student democracy.

2148

2149 The Student Council at Campus Adamstuen is delegated the power of communication and
2150 representation over the Welfare Committee in Oslo and Akershus.

2151

2152 **Chapter 3: The Student Parliament**

2153

2154 **§ 3-1 Powers and Functions**

2155 The Student Parliament represents all students at NMBU, and decisions made in the Student
2156 Parliament are made on the behalf of all students. The Student Parliament has the responsibility to
2157 inform about decisions made. Closing of the meeting must follow the provisions in §3-6.
2158

2159 **§ 3-2 Construction**

2160 The Faculties at NMBU are constituents of the Student Parliament. The Student Parliament consists
2161 of 25 representatives. These representatives are distributed according to the democracy model
2162 approved of at Student Parliament 6 in 2016.

2163 The division method for the mandatory seat allocation follows this formula:
2164

$$2165 \frac{V}{2^{s+1}}$$

2166
2167 V= Number of students at the faculty

2168 S= Number of student representatives the faculty is allocated
2169

2170
2171 Updated number of students can be found in the Database for Statistics on Higher Education (DBH)
2172 every fall. The average of the number of students for the spring semester and fall semester make up
2173 the basis for the following year's representative distribution in the Student Parliament.
2174

2175 This calculation basis is presented for orientation before the fall faculty general assemblies.
2176

2177 **§ 3-3 Constituting**

2178 The Student Parliament representatives are elected for one year at the time. One should aim for the
2179 constituent Student Parliament to be held between the fall faculty general assemblies and the new
2180 year.
2181

2182 **§ 3-4 Meetings and Summoning**

2183 The Student Parliament must hold at least 3 meetings per semester. The Student Board is responsible
2184 for summoning the Student Parliament. Summoning and case papers should be made available to all
2185 students at least 7 days before the meeting. Electronic decisions are the exclusion of this statute cf.
2186 §3-10.
2187

2188 The provision that the summoning and case papers need to be made available for all students in the
2189 first paragraph entails that they need to be translated to English. If there is uncertainty about the
2190 translation, the Norwegian version will be the basis for understanding. Further specification is
2191 outlined in the instructions for the Student Parliament.
2192

2193 All students with a valid semester registration have the right to send in cases to the Student
2194 Parliament. This must be done at the latest 14 days before the meeting if the case is to be handled.
2195 This provision does not count for cases to be handled under "other." Further specification is outlined
2196 in the instructions for the Student Parliament. Extraordinary Student Parliaments is held if at least 3
2197 members of the Student Board, at least 13 representatives from the Student Parliament, or at least 25
2198 students desire it. Extraordinary Student Parliament is to be made known to the public at least 7 days
2199 before taking place, and should only handle the case(s) that were the reason for its summoning.
2200

2201 **§ 3-5 Representation at the**

2202 Representation at the Student Parliament

2203 The following people are required to attend Student Parliament, and are required to give a written
2204 notification before the meeting if they cannot attend:

2205 - The Student Parliament's Representatives

2206 - The Student Parliament's Student Board

- 2207 - The Student Parliament's organizational secretary
 2208 - The Student Parliament's chairmen
 2209
 2210 At least one representative from the following organs must attend the meeting:
 2211 - The Student Representative in the University Board
 2212 - The Student Representative in the SiÅs board
 2213 - The International Student Union (ISU)
 2214 - The Control Committee
 2215 All students at NMBU have the right to attend the Student Parliament.
 2216
 2217 **§ 3-6 Closing of a Meeting.**
 2218 The Student Parliament's meetings are open. The Student Parliament can decide to close a meeting
 2219 with a qualified majority from the representatives in attendance
 2220 With the closing of a meeting, separate minutes will be recorded that are withheld from public
 2221 disclosure.
 2222
 2223 **§ 3-7 Decision Validity**
 2224 The Student Parliament can make valid decisions when at least 50% of the representatives are in
 2225 attendance.
 2226
 2227 **§ 3-8 Voting rights and Voting**
 2228 The Student Parliament's representatives have a voting right. If a main representative notifies of an
 2229 absence, their appointed substitute has a voting right when in attendance. Decisions in the Student
 2230 Parliament are normally made with a 50% majority. Decisions are made with hand raising, unless
 2231 one representative asks for a written voting. With a voting tie, the Student Parliament can take a new
 2232 vote. With a continued tie after a second voting, the case can be handled according to the proposed
 2233 resolution.
 2234
 2235 **§3-9 Speaking and Proposal Rights**
 2236 Everybody has a right to speak at Student parliament meetings. All students at NMBU has the right
 2237 to propose cases at Student parliament meetings.
 2238
 2239 **§ 3-10 Electronic Voting**
 2240 Electronic voting can be used to make decisions about single cases. Electronic voting is carried out
 2241 in the method described in the instructions for electronic voting. The deadline to vote electronically
 2242 is within 7 days.
 2243
 2244 Electronic voting cannot be used to vote on matters concerning the following:
 2245 - Elections
 2246 - Cases of mistrust
 2247 - Changing to the Student Parliament's committee documents and instructions
 2248 - Appointment of the student representatives to councils and committees
 2249 - Other matters of considerable nature
 2250
 2251 Main Student Parliament Representatives have voting rights with electronic voting.
 2252
 2253 Electronic voting cannot take place if one or some student parliament representatives wish to handle
 2254 the case at a normal student parliament before the deadline. The desire must be justified.
 2255
 2256 **§ 3-11 Position Resignation**
 2257 The Student Parliament representatives automatically resign from their position in the Student
 2258 Parliament when they are elected to the following organs:
 2259 - The Student Parliament's Student Board

- 2260 - The University Board
- 2261 - The SiÅs Board
- 2262 - The Student Board of the Norwegian Student Organization
- 2263 - The Control Committee

2264
2265 With position resignation, the position holder's deputy representative automatically inherits the
2266 position as a main representative.

2267
2268 Position resignation, a supplementary election will be conducted in accordance with § 5-5

2269 **§3-12 Temporary Position Resignation**

2270
2271 In the case of partiality, there will be a temporary place resignation. This means that the
2272 representative withdraws from their position in cases where it applies. In the case of temporary place
2273 resignation the deputy will take over cf. § 6-1

2274 **Chapter 4: The Student Parliament's Student Board**

2275 **§ 4-1 Powers and Functions**

2276
2277 The Student Board (AU) carries out the Student Parliament's daily operations and represents the
2278 Student Parliament between meetings. AU can make decisions in urgent cases, cases that are
2279 delegated due to earlier decisions in the Student Parliament, and appoint people to non-decision
2280 making committees. AU makes proposals in all cases handled by the Student Parliament, with the
2281 exception of Elections.

2282 **§ 4-2 Composition**

2283 The Student Parliament's Student Board shall consist of the following members:

- 2284 - President
- 2285 - Vice President
- 2286 - Welfare Officer
- 2287 - International Officer
- 2288 - Marketing Officer
- 2289 - Committee Member

2290
2291
2292 Working time and election periods are regulated according to functions § 5-1.

2293 **§ 4-3 Decision Ability and Voting Ties**

2294
2295 The Student Board can make valid decisions when at least four members are in attendance. With a
2296 voting tie in the Student Board, the president has a double vote.

2297

2298 **Chapter 5: Elections and Appointments**

2299 **§ 5-1 Eligibility for the Student Democracy**

2300
2301 The overarching rule is that all Students at NMBU with a valid semester registration can run for
2302 positions in the Student Democracy. This applies unless otherwise specified.

2303 **§ 5-2 Electronic Ballot Elections**

2304 **a) Election of the President and Vice President**

2305
2306 The President and Vice President in the Student Parliament's Student Board are elected through
2307 Electronic Ballot Voting, where all students with a valid semester registration have the right to vote.
2308 The elections take place in April every year. They hold their position for 1 year, between 1.7. until
2309 30.6.

2310
2311

2312 b) Election to the University Board

2313 Two student representatives are elected, one of each gender, with a deputy. They are chosen through
2314 an electronic ballot vote, where all students with a valid semester registration have the right to vote.
2315 The election takes place every year in April/May for female representatives, and in November for
2316 male representatives. They hold the position for one year, from 01.07 to 30.06 for the spring election,
2317 and 01.01-31.12 for the fall election.

2318
2319 c) Elections to the Faculty Board

2320 Student Representatives are chosen through electronic ballot voting, where all students with a valid
2321 semester registration have the right to vote within their respective faculties. They hold the position
2322 for one year, from 01.01-31.12 for male representatives (elected in November) and 01.07-30.06 for
2323 female representatives (elected in April/May).

2324
2325 **§ 5-3 Members of the Student Board**

2326 Members of the Student Parliament's Student Board, other than the president and vice president, are
2327 elected by the Student Parliament. The elections take place at the constituent student parliament.
2328 They hold the position for one year, between 1.1. until 31.12. The elections are carried out through
2329 written ballot voting, and decided with an absolute majority. If none of the candidates receive an
2330 absolute majority, a new voting round will be conducted with the two candidates who received the
2331 most votes in the first round.
2332

2333 **§ 5-4 Other elections and appointments conducted in the Student Parliament**

2334 The Student Parliament elects student representatives to central positions and committees at NMBU,
2335 to individual committees and to the board for student welfare organization. All elections are done by
2336 writing. In the case that only one candidate is running, they can be elected by acclamation, unless at
2337 least one representative wishes to have a written voting process.

2338
2339 With a tie in voting between two candidates, a new voting round will be held. With a continued tie
2340 after a new voting round, the decision will be made according to the proposed resolution. If there is
2341 no suggestion made the decision will be made by drawing lots. Those chosen in this paragraph have
2342 minute requirements to the Student Parliament.
2343

2344 Student Representatives that are not connected to the Student Welfare Organization in Ås (SiÅs) do
2345 not have voting rights for the representatives of The SiÅs Board.
2346

2347 **§ 5-5 Supplementary Elections**

2348 Normally, a supplementary election will be held in the case of place resignation. Supplementary
2349 elections follow the same election rules as normal elections. This can be adjusted in cases of urgent
2350 votes, or other reasons in which it is appropriate.
2351

2352 **Chapter 6: Impartiality**

2353
2354 **§ 6-1 Impartiality**

2355 For someone to be "partial" entails that there are circumstances that are likely to cause bias in the
2356 person's judgment. This can happen when a person is a part of a case or has strong personal
2357 consequences from the results of a case, or has close family with the previously mentioned.
2358

2359 In order to have good administrative practices, questions of partiality must be strict. This means that
2360 a lot must happen to name a representative partial. Those that are named partial must temporarily
2361 resign from the case, cf. § 3-12.
2362

2363 Cases of partiality are handled with a 50% majority voting from the relevant organ, and the person in

2364 question cannot vote. If more than one person in a case is questioned about partiality, none of the
2365 involved can partake in voting about their own or others' partiality, unless the organ is no longer a
2366 decision making organ in the case. In this case, all meeting members can participate.
2367

2368 **Chapter 7: Mistrust**

2369 **§ 7-1 Mistrust**

2370 Issues of mistrust can be brought up by Student Parliament representatives or other organs of the
2371 Student Democracy, and should be delivered to the Student Parliament's organizational secretary.
2372 When handling these issues at the student parliament, the one that the case is brought up against has
2373 the opportunity to present their own case.
2374

2375 **§ 7-2 Ability to ask for a statement from the control committee**

2376 If cases where mistrust are brought forward, both parties can ask for a statement from the control
2377 committee in sufficient time before the case is handled.
2378

2379 **§ 7-3 Issues of mistrust against the representatives chosen by the student parliament**

2380 With a 2/3 majority vote amongst representatives in attendance, the student parliament can decide
2381 that an officer is mistrusted, following statutes §§ 5-1 second paragraph, and 5-3. Those who are
2382 deemed distrusted must immediately resign as an appointee from the student parliament
2383
2384

2385 **§ 7-4 Issues of mistrust against the representatives chosen by Electronic Ballot Voting**

2386 With issues of mistrust against representatives chosen through electronic ballot voting after statutes
2387 §§ 5-2 a and b, it is handled first by the Student Parliament. If it is proposed by a qualified majority
2388 amongst representatives in attendance, it will be handled through an electronic ballot vote where all
2389 students with a valid semester registration have the right to vote. The approval of the mistrust
2390 requires at least a 50% majority of votes. Those who have cases of mistrust approved against them
2391 must resign immediately from their position.
2392

2393 Cases of mistrust cannot be taken against student representatives in the University Board, as it goes
2394 against *Lov om universiteter og høyskoler* § 9-8. (The laws for Universities and Higher schools)
2395

2396 **Chapter 8: Instructions**

2397 **§ 8-1 Instructions for the Student Parliament**

2398 The following Instructions are taken up by the Student Parliament:
2399 - Instructions for the Rules of Procedure and Agenda.
2400 - Instructions for Elections of the Student Board and Other elections.
2401

2402 **§ 8-2 Instructions for the Student Parliament's Student Board**

2403 The following Instructions are taken up by the Student Parliament:
2404 - Working Instructions for the Student Board.
2405

2406 **§ 8-3 Instructions for the Student Councils**

2407 The Student Parliament adopts a standardized instruction for the composition of student councils at
2408 NMBU. The Student parliament decides the structure and composition of Student Councils. The
2409 Student Councils have the power to make their own local instructions, but not remove or change the
2410 composition without approval from the Student Parliament.
2411

2412 **§ 8-4 Other Instructions**

2413 The Student Parliament can approve of other instructions as needed.
2414
2415

2416 **Chapter 9: Dissolution of the Student Democracy at NMBU**

2417
2418 **§ 9-1 Dissolution**
2419 Dissolution of the Student Democracy at NMBU must be approved of with a qualified majority
2420 amongst present representatives for two consecutive student parliaments. The decision goes into
2421 effect after the second meeting is adjourned. Proposals for dissolution must be made at least 4 weeks
2422 before it is handled for the first time, and the first student parliament meeting that handles the case is
2423 to be an open meeting where all students at NMBU are called in.
2424
2425 **§ 9-2 Merging with Other Student Democracies**
2426 Merging of the Student Democracy at NMBU with other student democracies must be approved of
2427 with a qualified majority amongst representatives in attendance for two consecutive meetings.
2428 Proposals for merging must specify the point in time at which the merge will take place.
2429

2430 **Chapter 10: Membership in the Norwegian Student Organization**
2431
2432 **§ 10-1 Membership in the Norwegian Student Organization**
2433 The Student Democracy at NMBU is a member of the Norwegian student organization (NSO).
2434 Withdrawal must follow the protocol of NSOs statutes.
2435
2436 **Chapter 11: Amendments to the Statues**
2437
2438 **§ 11-1 Submitting of Amendment Proposals**
2439
2440 Proposals for amendments of these statutes should be taken to the Student Parliament's Student
2441 Board at least 14 days before the meeting in which they will be addressed, and needs to be made
2442 public to all students at least 7 days before the meeting.
2443
2444 **§ 11-2 Decisions and Effectiveness**
2445
2446 With a qualified majority vote amongst representatives in attendance, the Student Parliament can
2447 decide that changes go into effect immediately after they are adopted
2448
2449 With a qualified majority, the Student Parliament can bring changed into effect. The Student
2450 Parliament's Student Board has the power to make editorial changes in these Statutes. Such changes
2451 must be presented for orientation during the first meeting after they are made.
2452
2453 **Chapter 12: Definitions**
2454
2455 **§ 12-1 Majority Voting**
2456
2457 Simple Majority: This means that a proposal receives the most votes
2458 50% majority: This means that a proposal receives more than ½ of the votes from participating
2459 voters
2460 Qualified Majority: This means that a proposal receives 2/3 or more of the votes from the
2461 participating voters
2462 Absolute Majority: A proposal receives more than ½ of the total number of votes
2463 Absolute Qualified Majority: A proposal receives 2/3 or more of the total number of votes
2464
2465
2466

2467 Attachment 12 Approved on SP 1 Rules and Regulations for the allocation of
2468 Welfare Funds

2469 Rules and regulations for the allocation of Welfare 2470 Funds

2471 Approved at Student Parliament 1, 11.02.19

2472
2473

2474 1 The Welfare Funds

2475

2476 1.1 Purpose

2477 The Welfare Funds are given to student groups and organisations at Campus Ås who contribute to a
2478 vibrant, diverse and including student life. The welfare funds mainly support activities at campus ÅS. All
2479 groups and organisations at Campus Ås can apply for welfare funds.

2480

2481 The Welfare Funds consist of basic support, activity funds and student meeting funds. 92 % of the
2482 welfare funds are given out at Student Parliament meeting 2, and the remaining 8 % are given out at
2483 Student Parliament meeting 5. The remaining 8 % are earmarked new groups and organizations and
2484 unforeseen activities.

2485

2486 1.2 Basic support

2487 The basic support covers basic working expenses, such as office supplies, printing, Internet
2488 domain etc. Groups and organizations may only receive basic support once a year at a
2489 maximum of 1200 NOK, as well as maximum 2000 NOK in extra basic support. All groups and
2490 organizations may apply for basic support. The basic support is calculated on the basis of the
2491 number of members who are students at Campus Ås, according to the following model:

2492

2493

2494

2495

Fraternities/teams that have existed more than 10 years, are qualified to receive basic support with the minimum amount of 5 members.

Members	Basic support
10-39	800 kr
40-99	1000 kr
100<	1200 kr

If the team/fraternity does not require membership, the number of active participants at various

2502 activities arranged by the group/organization is used as the basis of calculation. A list of
2503 members/estimated amount of members must be enclosed with the application (attachment
2504 1).

2505

2506 Teams/fraternities who have higher basic operating expenses than normal, such as new
2507 organizations, may apply for extra basic support.

2508

2509 Teams/fraternities at Adamstua cannot apply for basic support.

2510

2511

2512

1.3 Activity funds

2513 Activity funds stimulates an active and including student life and are assigned to activities in need of
2514 extra financial support. The activity funds are only for activities at/nearby Campus Ås. All teams and
2515 fraternities at Campus Ås can apply for activity funds.
2516
2517 Teams and fraternities at Campus Adamstua may apply for activity funds for activities at Campus Ås.
2518
2519 Activities open for many/all students will be prioritized by the Welfare Funds committee. The
2520 committee aims to conserve traditions and diversity at Campus Ås and will support this. Visible and
2521 active teams/fraternities will be rewarded for their commitment.
2522
2523 To receive Activity funds, the application must contain information about the activities (attachment 2).
2524 The use of the Welfare Funds must be documented for each activity in the budget. Applications without
2525 budget will not be handle by the committee.
2526
2527 Teams/fraternities may transfer funds from one activity to another within the same Teams/fraternities;
2528 however, the transfer must be approved by the welfare officer of the Student Board. The transmission
2529 must be specified and justified in the Annual Report and be enclosed with next year's application.
2530
2531 If the team/fraternity have Activity funds spare at the end of the year, they have to transfer the money
2532 to the students Welfare fund before the next application deadline. Teams/fraternities may apply to use
2533 the remaining welfare funds between the end of the year and the application deadline. This have to be
2534 approved by the Welfare Officer. If the spare funds are not repaid within the deadline, the applicant will
2535 not receive any welfare funds.
2536
2537 The applicants are divided into thematic groups in order to ensure equal treatment of applicants from
2538 fairly similar organizations and to simplify allocation routines. The allocation committee should strive
2539 for an even distribution between the thematic groups, in relation to the number of applicants in each
2540 thematic group, the thematic group's financial needs and the quality of the applications.

2541
2542 Academic organizations
2543 Academic organizations organize students from one of Campus Ås' faculties, institutes of study
2544 programs. Academic organizations promote students' academic interests through business
2545 presentations and evenings with academic content, creating cohesion through social events.
2546
2547 Music and culture
2548 Organizations promoting culture among the Campus Ås' students belong in this group; choirs,
2549 instrumental groups, and music groups, dancing groups, theatre groups, film club, the
2550 photography club and fraternities/sororities.
2551 Politics, society and religion
2552 Politics, society and religion are political organizations, organizations promoting general social
2553 commitment or specific social interest, and religious organizations.
2554
2555 Internationally focused organizations
2556 These are organizations that focus on international student relations; either by working to
2557 achieve greater contact between the students of Campus Ås and the international society, by
2558 spreading knowledge to the students of Campus Ås concerning the international affairs, or by
2559 ensuring the flow of knowledge between the students of Campus Ås and those of other
2560 countries and cultures.
2561

2562 Other organizations

2563 This category includes clubs and organizations whose purpose are primarily social.

2564 Teams/fraternities whose purpose does not belong in the other categories.

2565

2566 **1.4 Student meeting funds**

2567 Student meeting funds are Welfare Funds aimed for Student meetings, academically and political events
2568 at Samfunnet, such as debates and presentations. It is required that the supported event is open to all
2569 Campus Ås students. The allocated amount is determined by the Student Parliament at the Student
2570 Parliament meeting no. 2. All Teams/fraternities, including the Student Society/samfunnet Board, may
2571 apply for student meeting funds until the funds are empty.

2572

2573 Applications for student meeting funds should be handed in to the Student Board Welfare Officer at
2574 least one month before the event. The applicant have to give a report from the event to the Welfare
2575 Officer two weeks after the event took place. Activities receiving support from student meeting funds
2576 will not be supported by activity funds. If there are spare student meeting funds at the time of the
2577 following allocation of ordinary welfare funds, the student meeting funds shall be transferred to the
2578 Student Welfare fund.

2579 **1.5 Not eligible**

2580 The welfare funds do not support

- 2581 • Internal activities within the teams/fraternities. The exception is the academic student
- 2582 associations.
- 2583 • Activities outside Ås. Except for groups with a focus on outdoor activities.
- 2584 • Shows or activities supported by Studentsamfunnet I Ås /UKA
- 2585 • Travelling expenses
- 2586 • Teams/fraternities or activities who belongs to a mother organization who receives welfare
- 2587 funds
- 2588 • Teams/fraternities that are supported by the semester fee, such as NMBUI-teams.
- 2589 • Alcohol, nicotine, narcotics and other drugs.
- 2590 • Activities aimed to make money for the group/organization, such as cake sale.
- 2591 • Support to other organisations
- 2592 • Associations that fall under corporate law
- 2593 • Group/organization outfit.

2594

2595

2596 **1.6 Lose the right to receive welfare funds**

2597 Teams/fraternities with incomplete applications do not receive welfare funds for the allocation applied
2598 for. Teams/fraternities who abuse the welfare funds will not be supported at the next allocation.

2599 Teams/fraternities who do not return unused activity funds within the next welfare fund application
2600 deadline will not be supported by the next allocation of welfare funds.

2601

2602 Teams and fraternities that express differential treatment or discrimination regarding gender,
2603 ethnicity, religion, spirituality, impairments, sexual orientation, gender identity or gender
2604 expression in their actions or statements, will after an approved complaint not receive any
2605 funds at the two next allocations.

2606

2607 Exceptions from this is when the differential treatment has a sensible purpose, such as
2608 admission to gender divided fraternities/choirs or geographical fraternities.

2609

2610 **1.7 Complaint treatment**

2611 If a party should wish to form a complaint, this shall be done in writing to the Student Board
2612 (AU). AU will then review the case and inform the fraternity that has received the complaint.
2613 This will at latest happen one day before the case papers for the upcoming Student Parliament
2614 are due.

2615
2616 When the case is up for treatment at the Student Parliament it will be presented in a neutral
2617 fashion by AU. Impartibility for the parliament representatives will be treated according to the
2618 impartibility clause in the Student Parliament's statutes. Individuals, teams or fraternities that
2619 have either formed or received a complaint will be allowed to express their side of the story
2620 either in writing or orally at Student Parliament.

2621
2622 The Student Parliament will decide whether the team's/fraternity's behavior is in violation of
2623 the rules. If the complaint is approved, the team/fraternity will lose the opportunity to receive
2624 welfare funds at the two next allocations.

2625
2626

2627 **2 The Students Welfare Fund**

2628

2629 The Student Welfare Fund is used for bigger welfare initiatives. All Welfare funds that are unused shall
2630 be transferred to The Students Welfare Fund. There is money left over from the welfare funds because
2631 the amount applied for is smaller than the Welfare fund, if the activities applied for does not correspond
2632 with the Welfare funds purpose, or because applications are incomplete. The president of the Student
2633 Board, SiÅs Board and Student Society/Samfunnet Board may give suggestions to the use of The
2634 Student Welfare Fund to the Student Parliament. The Student Parliament decides whether they support
2635 the proposal or not.

2636

2637 **3 Applications**

2638 All Teams/fraternities who apply for welfare funds have to use the stated application form. Appendices
2639 can be written on a template determined by the Welfare Officer.

2640

2641 Those Teams/fraternities who only apply for basic support (appendix 1) encloses a list of members
2642 with the application (appendix 2). Teams/fraternities who apply for activity funds have to, in addition
2643 of attachment 1, enclose information and budget for the activities applied for (appendix 3).

2644 Teams/fraternities that received activity funds and/or received basic support for the first time at the
2645 last allocation of welfare funds have to enclose an annual report including accounting (appendix 4).
2646 New groups/organizations and Teams/fraternities who only received basic support at last allocation of
2647 welfare funds do not have to enclose an annual report.

2648

2649 Please contact the Welfare Officer of the Student board by phone or email in advance if there is any
2650 questions (velferd.au@nmbu.no). Incomplete applications will not be handled by the committee!

2651

2652 Application for welfare funds may be delivered to The Student Parliaments post box 1202.

2653

2654

2655 **4 Committee of allocation of the welfare funds**

2656

2657 **4.1 Mandate**

2658 The allocation committee of Welfare Funds evaluates all the applications received, and give the Student
2659 Parliament a proposal of a fair allocation of the Welfare funds. The committee considers the content of

2660 the application against the purpose of the welfare funds. The committee evaluates the allocation
2661 process and suggests necessary changes in the rules and regulations for allocation of the Welfare funds
2662 and application form see paragraph 7, Revision.
2663

2663

2664 4.2 Composition

2665 The committee of allocating of welfare funds consists of:

- 2666 • Welfare Officer of the Student board (chair).
- 2667 • International Officer of the Student board.
- 2668 • Finance manager of the Samfunnsst Board.
- 2669 • One student representative from the SiÅs board.
- 2670 • One person who has previously been a part of the committee.
- 2671 • Two representatives elected by the Student Parliament. The representatives are elected at the
2672 Student Parliament meeting 4 in the spring and will participate in the committee the following
2673 academic year.

2674

2675 4.3 Quorum

2676 The committee has a quorum for allocation of Welfare funds when at least four of the representatives
2677 are present and voting. A member of the committee is not allowed to vote and not be present when the
2678 committee discuss teams/fraternities he/she is or has been a member of. Whether this applies to the
2679 Welfare officer, she/he presents the application and leaves the room. The welfare representative may
2680 only be retrieved for direct clarifying questions regarding the application.
2681

2681

2682 4.4 Working method

2683 The Welfare officer reads through all applications and set up a list of applications and a preliminary
2684 proposal of allocation. The allocation committee meets 1-2 times before Student Parliament meeting 2,
2685 and 1-2 times prior Student Parliament meeting 5. The committee goes through all the applications and
2686 adjust the proposal given by the welfare officer. The welfare officer presents the committees setting at
2687 the Student Parliament meeting. Teams/fraternities may have a meeting with the welfare
2688 representative to discuss the assignment and any unclear part.

2689

2690 Questions and comments should be addressed to the welfare officer and not to any of the committee's
2691 members.
2692

2692

2693

2694 5 Allocations

2695

2696 The Student Parliament approves the allocation of welfare funds. The Student Parliament may make
2697 changes to the allocation committees' proposal. The Welfare funds are allocated at Student Parliament
2698 meeting 2 in the spring and Student Parliament meeting 5 in the autumn.
2699

2699

2700

2701 6 Deadlines

2702

2703 6.1 Announcement deadlines

2704 The allocation rules and regulations, and the application form, should be made available for all students
2705 in the beginning January during the spring semester and in the beginning of August during the fall
2706 semester of each year. The allocation rules and regulations, and the application form are available at
2707 studentstyret.umb.no and in paper form at the entrance to the Student Board office. The application
2708 form, and the rules and regulations for allocation of Welfare funds are available online throughout the

2709 year. The marketing officer of the Student Board has the main responsibility of announcing the
2710 upcoming allocation of Welfare funds and application deadline in due time before the application
2711 deadline.

2712 6.2 Application deadline

2713 The application deadline is set by the welfare officer. In spring, the application deadline is in the middle
2714 of February, application deadline in the autumn is around middle of September. Applications for
2715 student meeting funds are to be delivered to the Student Society Board, PO box 1210, at least 14 days
2716 prior to the event. Late applications will not be considered.

2717
2718

2719 6.3 Deadline for treatment of applications

2720 The allocation of welfare funds is announced at studentstyret.umb.no and in the minutes from the
2721 Student Parliament meeting. The final results of the allocation will be delivered to all applicants by mail
2722 no longer than two weeks after the approval.

2723

2724 6.4 Deadline of complaints

2725 Complaints on the treatment of applications must be put forward to the Student Board no more than 7
2726 days after the letter of reply is received. All groups/organizations have the right to have their complaint
2727 thoroughly treated and to receive a written answer within a week.

2728

2729 7 Revision

2730 The application form and the rules and regulation of the allocation of Welfare funds shall be revised by
2731 the Student Parliament each even numbered year. Revision of the application form and the rules and
2732 regulation of Welfare funds are a matter for discussion at Student Parliament meeting 4 and a statutory
2733 matter at Student Parliament meeting 6. Revised version is valid when passed by the Student
2734 Parliament. Suggested percentage rates for allocation to the various categories are determined on the
2735 last Student Parliament meeting each year on request from the allocation committee.

2736

2737

2738

2739

11/2-19

21 stemmeberettigede

Oppmøteliste ST					
Fakultet	Studentttingsrepresentanter	ST 1	ST 2	ST 3	Kakebaker
HH	Mathilde Wingeng	X			
HH	Camilla Glomsås	X			
HH	Hedda Ringnes	X			
HH	Oline Brekke	X			
RealTek	Kristine Bøe	X			
RealTek	Tuva Lund	X			
RealTek	Aina Hustveit	X			
RealTek	Kjersti Rustad Kvisberg	X			
RealTek	Jørgen Waagen	X			
VET	August Reiserstad Haugen	X			ST 1 ✓
VET	Ida Beate Løken Ragnhild	X			ST 1 ✓
VET	Ruth Dyngeland	X			ST 1 ✓
KBM	Helene Vo	X			
KBM	Andrea Sønsterud Jansen	X			
KBM	Kristine Kippersrud Brokstad				
LandSam	Maria Langhelle	X			
LandSam	Mehrdad Bayat				
LandSam	Ida Smith ordstyreleder	X			
LandSam	Ina Finnerud	X			
MINA	Julie Hinderaker Hagevik	X			
MINA	Kjersti Bach Moholt	X			
MINA	Aurora Hansen	X			
BioVit	Tor Grobstok	X			
BioVit	David Martens	X			
BioVit	Ida Dybing	X			
SiÅs	Ole Goltén	X			
US	Benedikt Goodman				
	Hanne Bergreen	X			
AU	Tord Hauge	X			
	Anne Gladsø Wibe	X			
	Ragnhild Gabrielsen	X			
	Pauline Rutten	X			
	Henriette Vågen Aase	X			
	Magnus Dybdahl				
ISU	Shayan Mujtaba				
Kontrollkom	Kristoffer H Hagen	X			
	Ina Catharina Isheden Storrønning	X			
	Rolf Einar Kordal	X			

Velferdskomitee 06/Årshus X
 bakbakk Biovit X