Student Parliament 1 2020

Monday 10th February 2020
Gjesteserveringen, Campus Adamstuen
17.15-21.00

Minutes

Chairmen: Lise Benette Nilsen Hovd og Martine Gjerde

Referent: Elisabeth Breiland

Case documents is available at:
http://www.nmbu.no/student/studenttinget
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AGENDA

STUDENT PARLIAMENT 1 - 2020, MONDAY 10th 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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2011 Constitution

2011.1 Approval of today’s agenda and summoning
The president introduced Martine Gjerde as chairman. It was approved. The chairmen went through how Student Parliament works and meeting culture. There were an introduction round including presentation of names.
It was informed that case 2014.3 is moved to straight after appointing of a counting committee.

Today’s summoning and agenda was approved without objections.

2011.2 Approval of the previous meeting report

Reports are uploaded to our homepage (http://www.nmbu.no/student/studenttinget) a week after each Student Parliament Meeting. If you need a paper copy of the report please get in touch with the Student Board at their office U 121 (The Clock building)

Approved without objections.

2011.3 Appointment of a Counting Committee

1. Even Stokke
2. Børge Høyseter
3. Yonatan Taye

2014.3 Plan of action for climate and energy in Ås municipality

Case Responsible: Ås municipality

Attachment: 9: Suggestion for joint climate efforts NMBU and Ås municipality

Purpose:
In the participation process the municipality ask for input for measures to achieve the goals on emission cuts in the plan. The municipality wants the Student Parliament’s suggestions for measures within the five prioritized areas (see above). The Student Parliament can also give input on the suggestions for cooperation/project/measure between the municipality and NMBU. It is possible to give written input until 15. February. The municipality’s orientation on the work on the plan will also give the Student Parliament better grounds for giving hearing input when the plan suggestion is sent out on a hearing.

Background:
It has been approved that a plan of action for climate and energy in Ås municipality shall be worked out. The municipality wants to cooperate with NMBU and the Student Parliament on...
concrete measures in the climate and energy plan and wants input from employees and
students. At the meeting 10. February Ås municipality wants direct input from the Student
Parliament’s representatives on measures from the plan.
The plan of action for climate and energy shall apply to Ås as a community and as an
organization and shall contain:
- Goals for cutting down on climate gas emissions
- Prioritized areas
- Measures to reach the goals
- Indicators to assess goal achievement

The measure part of the plan shall determine what climate measures to take, who is
responsible for implementation, deadline and cost of the measures.

**Process and involvement**

To make a good plan it is important to have anchoring and participation. Therefore,
involvement is implemented in many areas to get input for the plan:
- Internally in the municipality, with units, unions, primary school and youth council.
- In the municipality community for the population, industry, organizations, NMBU and
  politicians.

There has been held open participation meetings where employees and students at NMBU have
participated. In addition the management of the municipality and NMBU has had a meeting
about possible measures we can cooperate on, see appendix. The plan was presented in
Miljørådet at NMBU, which gave input.

All the measures that come in during the participation process will be assessed in a measure
analysis. Cost efficiency, effect on emission reduction and feasibility of the measures is
assessed and gives the municipality’s project group a basis for prioritizing the measures.
The plan suggestion is sent out to hearing in April-May 2020, and the plan will probably be
approved in the municipality board in September 2020. The measures in the plan will be the
basis for making the municipality’s climate budget for 2021.

**Regional plan for climate and energy for Akershus 2018-2030**
The municipality’s plan of action shall base itself on the county’s plan, Regional plan for climate
and energy for Akershus. Goals, prioritized areas and relevant measures in the regional plan
will therefore lead the way for the municipality plan.

The main goal in the county plan is that the direct climate gas emissions from Akershus shall be
reduced by 55% by 2030 and by 85-90% by 2050 compared to the emission level in 1991. To
reach the main goal, partway objectives on percentage reduction of climate gas emissions
within each of the four prioritized areas are set as follows (by 2030):
- Transport 50%
- Waste and drains 80%
- Stationary combustion 90%
- Agriculture: Agriculture is fossil free by 2030, as well as other partway objectives.

Indirect emissions are also an important prioritized area, that comprises consumption of wares
that are produced outside of the municipality borders. There is no quantified goal for emission
cuts because there are no methods that are good enough for it.
The main committee for industry and environment in Ås municipality has approved that the municipality’s plan shall have a greater goal: *Climate gas emissions shall be reduced by 60% by 2030 compared to the emission level in 1991. Ås shall be climate neutral by 2050.*

Regional plan for climate and energy for Akershus and associated plan of action can be found here (in Norwegian).

**Additional information on Plan of Action for climate and energy:**
See attached case print-out: Plan of Action for climate and energy – Framework for content, process and participation.

Student Board: President introduced the case. We’re working towards the hearing deadline 15.02.

Ås Municipality: Siri Gilbert, one of the representatives from Ås municipality presented the case. She was educated at NMBU. It was emphasised that everyone in the municipality must contribute. The main committee for industry and environment wants suggestions for measures. Ås municipality’s plan is based on the regional county plan. It’s a thematic plan with a measures section. Being a municipality, Ås municipality has many roles and has to keep a wide perspective. An analysis will be done of the effect of the measures mentioned in the case presentation to make sure they coincide with the goals. The measures section of the plan will be the plan for the climate gas budget. The climate gas budget is a powerful management tool in the process.

The municipality now has a participatory process. The municipality wants input for the hearing in March/April.

Siri went through the current status in Ås, showed an overview of climate gas emissions. Light and heavy vehicles are responsible for about 80% of emissions in Ås. There has been a reduction since 2009, but not enough to reach the goals. The main goal of the county is to reduce emissions with 55% by 2030, and 80% by 2050. Ås wants to reduce with 60% by 2030 and be climate neutral by 2050.

The following areas are to be managed: procurement, environmental management, increase competence, and stationary combustion. Today’s emissions come from transport, agriculture, waste and drains, and indirect emissions. There’s about 4-5 times more indirect emissions than direct emissions.

It’s a large job and it has to be done fast.

There’s a lot of knowledge about working measures but need even more good suggestions for measures.

The municipality first wanted an open phase with suggestions for measures.

**Clarifying questions:**
REALTEK: Where are the funds for the climate budget taken from?
MUNICIPALITY: There aren’t special funds for this, so they will have to be moved from elsewhere, but a suggestion for this will be worked out in the fall.

BIOVIT: A climate gas budget is a budget for reducing CO\textsubscript{2}-emissions, it's not just about money.

Faculty round:

KBM: Have more buses and trains to take the place of cars. Wants to get a project going where a store can sell expired food that can’t be sold the regular way.

LANDSAM: Improve BygdeBike, make it a year-round thing. Wants more charging locations for EVs, solar panels for public buildings. Wants more parking houses, built upwards. Wants more bicycle racks by REMA in central Ås.

BIOVIT: Wants NMBU and the municipality to cooperate on preventing building on topsoil. Want cooperation on climate gas emission reduction, wants solar panels on barn roofs, would like a cooperation on fees for car parking.

MINA: More cooperation with stores and businesses on food waste, more bicycle racks.

VET: Wants an expanded public transportation offer across municipalities. Wants somewhere you can go and get things fixed, like bicycles, so that old bicycles can have a new life. Wants an organized “dumpster central” where people can buy food that can’t be sold in the store, as well as a reward system for stores that deliver groceries there to reduce food waste, and other consumables. Lasting protection of topsoil, or facilitate more for vegetable production. Have more and better storage for vegetables. Nuclear plant for power production. Some crash with today's attitudes.

REALTEK: Supports what has been said, would be nice if the municipality had a place where you could borrow tools, so you don’t need to have all kinds of tools yourself to fix used things. Want car sharing spots, blue-green roofs, better public transportation.

HH: Wants an arrangement for electric scooters, wants safer bicycle parking, wants more information about recycling stations and second-hand stores in the area. Help with transporting furniture from second-hand stores. The municipality should have an increased focus on research on environmental measures. More bicycle parking in central Ås.

Discussion:

REALTEK: Bikekeep that ensures that the bicycle is more secure, is run by Velonor.no

VET: There is a thing called bike towers where bicycles are lifted up and you have your own code to get your own bicycle down.

LANDSAM: Are we discussing everything now? We only did transport.

ÅS MUNICIPALITY: We want to discuss everything now.
Student Board: We have faith in NMBU students, want it to be easy to choose sustainable methods. Better bicycle and walking paths from central Ås to campus, separate fields for bicycles and pedestrians, better public transportation so you can get to campus fast, the Student Parliament thinks it’s important to protect topsoil.

BIOVIT: Bicycle paths is being planned already, isn’t it?

ÅS MUNICIPALITY: Yes, this is being regulated, but has to be treated politically.

BIOVIT: Asker municipality has facilitated for municipal food sharing and sale of used items run by volunteers. If Ås municipality could facilitate for this, that would be exciting.

The next point from the municipality has a cooperation phase afterward.

ÅS MUNICIPALITY: What can NMBU and students cooperate on with the municipality? The municipality wants to make it easier for students and employees at NMBU to contribute to the municipality’s climate work and they want to know how the Student Parliament thinks we can cooperate. What points in appendix 9 does SP think it’s important to focus on?

Clarifying questions:

Control Committee: Where is Nybyen?

ÅS: It’s the new student village in Skogveien.

Faculty round:

HH: Wants to look at point 3, positive to more trash cans, better return arrangements for plastic bottles, more stations for dog poop bags. When it comes to the sustainable development goals: should NMBU focus on a few instead of all 17 to achieve better results? And make sure it’s relevant for Ås. What do you mean by point 6?

ÅS MUNICIPALITY: It’s an arrangement for a Ph.D connected to the industry and the public, NMBU can help with guidance.

HH: We want an information board by Meierikrysset with info about simple, everyday climate measures. Want better marketing of the SiÅs coffee mugs in the cafeterias. Better sorting arrangement that is emptied more often.

REALTEK: Positive to point 10, facilitating for fixing things so they can have new lives. Wants a cooperation between SiÅs, NMBU and the municipality around this.

VET: It’s good to use the competence at NMBU. Positive to point 8, working on attitudes, and expanding the public transportation offer across municipalities. Several employees at VET think the commute to Ås is long and are considering finding other jobs. We need a better travel offer to retain the competence we have today. Number 1 is effective, what if we cooperate on an app for carpooling
ÅS MUNICIPALITY: There are so many apps for this from several suppliers, so that won’t be happening. One could potentially use the ones in existence. It’s preferable that these are EVs, to make it work it would require a certain volume.

MINA: Number 10 should be at Ås, there are very few places to fix things around here. Number 1 is a good idea.

BIOVIT: Workshop 1 time a year or more, share experiences and communicate. About procurement and such. Work out joint demands for procurement and transport, use experiences from others’ climate budgets. Car sharing arrangement, should involve SiÅs in a used and traded arrangement of all kinds of left behind things from students so that you might be able to use their locales.

LANDSAM: Point 8 and point 10 and partially point 1 are important to focus on. We have a question on point 7: Is it meant that students should be found through relevant educations, or through the student democracy?

ÅS MUNICIPALITY: It’s not a specific plan, but one will submit suggestions for tasks that need doing and students can choose to do them.

KBM: Point 1 better cooperation around carpooling, better cooperation between SiÅs and the municipality on reuse of furniture and things that aren’t in use.

Discussion:
HH: Could Ås apply for stations for electric scooters by the university and the train station?
KBM: Electric scooters have a short life span and are unusable large parts of the year. It’s better to develop the BygdeBike offer.
LANDSAM: You won’t be replacing anything with electric scooters.
REALTEK: You can have a good effect of vegonorm to reduce emissions, we have introduced vegonorm at student parliament and are happy with the arrangement here.

2012 Orientation cases
2012.1 Minutes
The minutes shall be made known to the public within 12.00 the Wednesday before Student Parliament. The minutes will be sent to the Student Parliaments representatives by mail. This is done to get the most updated minutes, and minimize paper usage. Copies of each minutes will be printed out and kept at the Student Democracy office, together with the case papers from the current Student Parliament.
Meeting notes will also be posted on the Student Democracy’s Canvas Page.

Those who report to the Student Parliament through minutes are:

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

SiÅs Board: Giving their report orally as the written one has not been submitted yet. There will be a written report on Canvas after the meeting.

SiÅs gave an overall report last student parliament. The year has been marked the student housing in Skogveien. There has been a lot of administrative work. Officially broke ground 01.04.2019. 5 days went by from permission being granted to building being started. While waiting they’ve been working on planning, case preparations, building loans etc. There’s been some arguments over where the barracks should be put. By the fall, 295 housing units should be finished, and the rest should be done by the spring 2021.

This is Europe’s largest solid wood project, and we should be proud of that. SiÅs has rehabilitated and refurbished several other units as well. We have renegotiated the deal with Samfunnet, and reinvented Hjerterommet in Ur.

We’re about to start working on Storebrand and Lillebrand. Focusing on mental health. There’s a cooperation between NMBU, SiÅs, Å municipality and Å health care center. Have received 1,1 million in grants to support this work. A student life coordinator has been employed and is responsible for following up on this. Have had the Student survey of 2019, where you get direct feedback from students on what they think of the different areas within SiÅs. This feedback is reviewed by the board and here you see what needs work and what is fine.

Clarifying questions/feedback:

BIOVIT: That survey isn’t made to reach everyone. Some have had bad experiences with SiÅs and were not reached and couldn’t give feedback.

Doing a lot of positive work on mental health and the project in solid wood. The board has gone against making a climate budget right now. Hopes they can look at that again later.

SiÅs Board: Taking the feedback about the survey back to the board. If there is anything else, you can reach me on most social media or by e-mail. E-mail will be in the report.

The reports were approved without objections.
2013 Decision cases

2013.1 New instructions for elections

Case responsible: The Student Board

Attachment 1: Proposed new instructions for elections

Purpose:
Approve new instructions for elections in the Student Democracy

Background:
Based on the decisions made at Student Parliament 5 and 6 in 2019 tied to changing the composition of the Student Board, the instructions for election must be reviewed. As the instructions has to be changed anyway, we’ve also suggested some minor adjustments that aren’t connected to the new composition of the Student Board.

Under “General”:
The first change is to remove that the organizational secretary is responsible for finding candidates for elections, as well as specifying that it is the elections at Student Parliament that the Election Committee and the organizational secretary is responsible for.

Under “Elections to Student Parliament’s Student Board”:
Here we’ve added what positions are elected by electronic election, as well as that areas of responsibility and positions in the board are decided within the board after the Student Board is elected. Information on how to elect the part time positions for the Student Board has been removed, because these will no longer be elected.

Under “Election at the Student Parliament”:
Nomination committees has been changed to central Consideration Committee, because that's what it's called. Here, the Student Board suggests that the Student Board in principle will nominate students for the central Consideration Committee, but if the Student Board doesn’t agree the election will be decided by the Student Parliament. As a rule, the president of the Student Board sits in such consideration committees, and we think it is advantageous to be able to make this call without having to go via Student Parliament.

The Student Parliament also wants to elect student representatives into the Learning Environment Committee from after summer, but this can’t be put into the election instructions before it has been approved in the University Board.

The Student Parliament has also removed the part about student representatives in the SiÅs-board having to be from campus Ås, as this won’t be relevant from the next election.

Proposed decision:
The Student Parliament approves the changes in the election instructions as they are in appendix 1.

The Student Board went over the changes marked in the appendix. The correct version of the appendix new instructions for election was handed out at the meeting.

Clarifying questions:
BIOVIT: Can't we still be at the university without being at campus Ås? (refers to campus Sandnes)
Student Board: From the fall, all students at NMBU will be under SiÅs, regardless of physical location.

REALTEK: We have suggested:

**Suggested Change 1:**
Change from “both” to “several” genders. The sentence will then be “strive for representation of several genders”. Not everyone falls within the binary categories.

**New text:** Equal representation in the Student Democracy at NMBU from several genders and different lines of study should be strived after.

BIOVIT: We've already done this, and more should do it.

CHAIRMEN: Do you want to vote over suggested change nr. 1 with the new wording as the basis.

**Votation:**
**Suggested Change 1**
Vote: 22 votes for, 2 votes against

Suggested change 1 was approved.

**Suggested change 2**
Unclear intention. Change to that you can only run for one committee at a time, but you can have a position in several committees.

**New text:** It is only allowed to run for a main or deputy representative position for one committee at one time, but a representative can hold several positions as long as it is in accordance with other instructions within the organization.

REALTEK: It’s an editorial change, that you can run for election for a position in a committee, either regular or substitute, but you can be in several committees at the same time.

Student Board: That you can’t run for regular and substitute in the same committee is the original text.

REALTEK: Explained their intention but wants to withdraw their suggestion as the Student Board has the same intention with their wording.

CONTROL COMMITTEE: Can run for regular, and then substitute if you’re not elected as regular, but you can’t be your own substitute.

VET: Is it common for people to run for both positions?

BIOVIT: Has sent in a suggested change now. You can only sit as regular or substitute in a committee.
The following became the proposed decision:
The sentence is proposed stricken from the instructions, and the suggested change has been withdrawn.
The whole sentence about main and substitute positions is stricken.

Votation:
Sentence stricken: It is only allowed to run for a main or deputy representative position for one committee at one time.
For 22, 1 Against 1, Abstaining 1.
The proposal of striking the sentence passed.
The sentence will go through an editorial change to make sense.
Student Parliament did not want a faculty round for the decision in its entirety.
Student Parliament did not want a debate around the decision in its entirety.

Votation over the Instruction for election in its entirety.
The Instruction for Election was unanimously approved.

Decision:
The Student Parliament has unanimously approved new instructions for election with the changes made at the meeting.

2013.2 The Rules of procedure and agenda
Case responsible: Tord Hauge

Attachment 2: Suggested new rules of procedure and agenda

Purpose:
To go from minutes to protocol, as well as some other changes to tidy up the document.

Background:
About point 1.4, 1.6 and 1.7
The Student Parliament has written minutes from student parliament meetings for a long time. Minutes, in addition to information about what has been decided, give a transcript of the discussion. This requires a lot of resources, both in writing and translating them. When a decision is made it is final, and it is not natural to use the discussion in the further treatment of the case, as this might cause confusion.
The Student Board therefore suggests that the Student Parliament should keep a protocol going forward. In discussion cases the Student Board will make a discussion note with the main points. This can be added to the protocol by request.

About point 2.4
Before the presidents of the student councils were always part of the student parliament delegation. As this is no longer the case, we suggest striking the last part of the sentence.
About point 2.8

Changed so it is clear that translation happens both to/from Norwegian and English.

**Proposed decision:**

The Student Parliament approves the changes in the Rules of Procedure as they are in appendix 2.

Student Board: Went over the changes. Has sent in a suggested change that there should be made a note of the discussion in discussion cases that should be available on Canvas.

No clarifying questions.

No faculty round.

**Debate:**

**BIOVIT:** Suggested addition 1 Suggests that the number of votes should be included in cases not regarding elections of people. The result of the vote should be visible.

**LANDSAM:** Point 1.4: Regardless of whether there’s minutes or protocol, time, place and date must be noted. The more central points of the discussion should also be mentioned, what came up and who has spoken. When this isn’t mentioned, you can’t protest the wording when you’ve been misquoted.

Student Board: Time and place are mentioned anyway, and you always have to approve the protocol, just like you do the minutes.

**BIOVIT1:** You can influence people to change their votes after the first vote if it’s not clear who has voted. Is this a closed forum?

Control committee: This is not a closed forum; you have to ask for a closed meeting for it to be closed.

**BIOVIT:** Thinks it’s not open anymore if we stop writing minutes.

Student Board: We’re just moving the points of discussion somewhere else; they will still be available.

**BIOVIT2:** This is about use of resources, translation etc. it’s not about closing the meetings.

**Suggested addition 1**

Suggests that the number of votes should be included in cases not regarding elections of people. The result of the vote should be visible.

**Suggested addition 2.**

Add a note of discussions. This has been talked about.

**New text:** In all decision and discussion cases Au shall write a discussions note with the main points from the discussion. The notes will be published on electronic learning platform together with the protocol, these will be available for all students at NMBU.
Suggested addition 3
Add what kind of majority is needed to change speaking time.

New text: The chairmen and Student Parliament representatives can suggest to change the two points above if they see that this is needed. A ordinary majority is required.

Suggested change 1
Student Parliament representatives can also propose ending discussions. This would also require ordinary majority. And Student Parliament representatives also have responsibility for keeping the agenda. Add which plural form is needed to end a discussion. Suggest ordinary majority.

New text: The chairmen and Student Parliament representatives can suggest to end the discussion. A ordinary majority is required.

Debate:
BIOVIT: Don't you need an ordinary majority to not end discussions now?
Control Committee: You need a qualified majority to open a discussion again. It would not be unnatural to have the same to end a discussion.
BIOVIT: We've only said propose in the suggested change.
Student Board: The chairman has proposed ending the discussion.
KBM: Will this change today’s practice? Would you have to vote to end a discussion?
Control Committee and chairman: Yes, that would be the consequence.
BIOVIT: This only changes who makes the suggestion. Is there confusion around ending discussions? The suggestion only makes it more confusing.

Votation:
Suggested addition 1
Vote: 16 for, 5 against, 3 abstaining
The addition was approved

Suggested addition 2
22 for, 0 against, 2 abstaining
The addition was approved

Suggested addition 3
3 for, 2 against, 19 abstaining
The addition has been rejected.
Control Committee: We need an ordinary majority for it to pass, meaning 12 need to vote for.
The suggestion has been rejected.
CHAIRMEN: The suggested addition was rejected. A decision has been made. If you want a change you can bring it up at the next SP.
Suggested change 1

Vote:

2 for, 22 against

The suggestion falls.

Votation: New documents in their entirety with 2 new additions.

Vote:

23 for, 1 abstaining

The document has been approved.

Decision:

The changes in the Rules of procedure and agenda was approved.

2013.3 Changes of statutes, chapter 8 and inducing document hierarchy

Case responsible Tord Hauge

Attachment 3: Suggested new Statutes for chapter 8 for the Student Parliament at the Norwegian University of Life Sciences.

Attachment 4: Current Statutes for chapter 8 for the Student Parliament at the Norwegian University of Life Sciences.

Purpose:

To approve the chapter about documents that describes different documents and implements a document hierarchy.

Background:

In the Plan of Action it says “3.8 Make a plan and start working so that the Student Parliament can establish political documents or platforms within areas policies are needed.” We have therefore suggested to add a document hierarchy that says the statutes outranks everything, then there's the Program of Principles and then there's political documents. We think that both the Program of Principles and political documents should have an expiration date, and we've set this to 3 years for the Program of Principles and 5 years for political documents. This is to ensure that the politics are relevant and that decision that make sense now, but that won't necessarily make sense in for example 8 years, aren't binding.

There will be a period now where the Student Parliament probably will treat and establish one political document per semester until we think we have sufficient politics. First the Student Board will propose a suggestion for a study quality document that will be discussed already at Student Parliament 1, then approved at Student Parliament 2. After that, the plan is to make an environmental political document, and then a student welfare political document. International document, learning environment document, and research political document are examples of other areas where it would be natural to establish documents in the future.

We also think that political documents and the Program of Principles should be treated at two student parliament meetings. This is to ensure that the documents are thoroughly worked through, and it provides a safety net in the sense that you can’t just change such important documents in one meeting.
Proposed decision:
The Student Parliament approves the changes as presented in appendix 3.
(NB: Changes in statutes require qualified majority (2/3) to pass)

Cannot suggest changes for this.
The Student Board presented the case.

There were no clarifying questions.
There was no faculty round.
There was no debate.

Vote:
24 votes for.
The suggestion was approved.

Decision:
The changes in the Statutes was approved.

2013.4 Economic regulations for the Student Parliament at NMBU
Case responsible Tord Hauge

Attachment 5: Suggested new Economic regulations for the Student Parliament at NMBU

Purpose:
Approve new economic regulations.

Background:
The economic regulations are supposed to be evaluated and reviewed every other year. It has now not been up since it was approved in 2017. We are therefore putting it forth with the following suggested changes.

We trust that the Student Board and the Student Parliament will assess if it should be treated at one or two meetings, and don't see the need to state a recommendation for treating it at two meetings.

The sentence under the paragraph about the Student Board doesn't make much sense, and we recommend striking it.

If the Student Board should reallocate funds in the budget, we think the Student Parliament should be informed of this.

Under travel costs we have added that travelling should be done the cheapest possible way.

There is also a paragraph about travellers striving to choose environmentally friendly modes of transportation. There's also an addition about travelling by car only being covered if necessary.

The point about the National Union of Students in Norway (NSO) is deemed unnecessary to regulate in our economic regulations.
Expenses tied to food during travels has been changed. We find it more expedient to have set rates tied to the meals, rather than a fee per day. The rates are the same as for NSO. Point C is also deemed unnecessary as it is a given that the Student Parliament covers food for participants at their events. We’re also assuming that assessments are made with a sober view of the economic frames.

**Proposed decision:**
The Student Parliament approves the changes in the economic regulations as they are in appendix 5.

Student Board: Presented the case, informed that there was a lot of copyediting, and that environmental friendliness is important, but the economy must be kept in mind.

**Clarifying questions:**
ROOM: Where does carpooling come in, as opposed to bus?

Student Board: This has to be considered. In general, we want everyone to travel in environmentally friendly ways, but if it’s cheaper to take a car, this will be considered. Don’t think it will be a problem.

There are 2 suggested additions and 2 suggested strikes.

There was no faculty round.

**Suggested strike 1**
Strike “cheapest way” so that it’s clear that environment is the top priority.
The Student Board has explained this.

**Suggested addition 1**
Add «Use of own bicycle will receive allowance in the same way as use of own car” to motivate use of bicycle in the cases where car is the only other mode of transportation. Several municipalities and counties have made such arrangements.

KB: What travels can be made by bicycle?
BIOVIT: The same as you can make by car.

**Suggested strike 2**
Strike the entire point f. We have already stated earlier that car should not be used when other options exist.

KB: What about the places where public transportation takes a long time, and it’s difficult to reach the public transportation?

**Suggested addition 2**
Driving a car on stretches with good public transportation gives no refund.

BIOVIT: What does addition 2 add? Isn’t this already in the points? Doesn’t see the function of this point.

Student Board: The president of the Student Board is the one who approves this. They will be able to make this assessment. Safeguarded by point e.
BIOVIT: Sees the need for the addition. If there is a significant inconvenience you can drive a car, think the addition is a good clarification.

BIOVIT: Thinks it should be decided by the president of the Student Board. Sees the need for clarification of what is described in point 2, but you should at the same time take into account those with disabilities.

VET: Worried that the “buddy factor” might affect things if it’s only up to the Student Board. Thinks there should be a good reason for taking that car.

HH: It should be defined what is unreasonable additional cost, considerable inconvenience and when it is necessary to use a car.

BIOVIT: That is a matter of administrative discretion, can’t take all cases into account.

HH: If definition is possible, health causes should be included in such a definition anyway. Several boards have this in their documents.

BIOVIT: Could be other existing solutions, because if there is a bus leaving 2 times a day, that is technically public transportation.

VET: Considerable inconvenience is for example if the bus only leaves 2 times a day.

Student Board: We've nominated a proposal without changes. The Student Board and the Student Parliament doesn't have a lot of travel expenses. Difficult to make a definition of inconvenience or other things, risk putting individuals on the spot. Think it's safeguarded well enough as it is now.

BIOVIT: The way they read the proposal is that if there exists public transportation, you will not be refunded. If something else is meant, you should strike this point.

Vote:

Suggested strike 1

24 for, 0 against, 0 abstaining

It passed

Suggested addition 1

21 for, 1 against, 2 abstaining

It passed

Suggested strike 2

23 for, 0 against, 1 abstaining

Suggested addition 2

1 for, 18 against, 5 abstaining

The suggestion falls

Vote: The case about economic regulations in its entirety

24 for, 0 against, 0 abstaining

The case in its entirety passed
Decision:
The changes in the Economic Regulations were approved.

2014 Discussion cases

2014.1 Working instructions for the Student Board

Case responsible: The Student Board

Attachment 6: Suggested new working instructions for the Student Board
Attachment 7: Current working instructions for the Student Board

Purpose:
Discuss new instructions for the Student Board

Background:
The Student Parliament has decided that the Student Board shall consist of three full-time positions from summer of 2020; one president and two AU members. With this, one needs to revise the instructions for the Student Board.

The Student Board has chosen not to mark all the changes, as there are such major changes in the structure. Previously, the work areas were divided according to the role they had in the board, but the Student Board now proposes to gather all the tasks for the entire Student board. The main tasks of the president who deviate from all of the Student Board tasks have been assigned their own section. The proposed new instruction and the current instructions are attached.

There are few changes in the tasks of the Student Board. The main difference is that the assignments are not linked to a person, but that the assignments must be distributed internally by the Student Board chosen by the students at NMBU.

The document is only a draft and should be discussed in the Student Parliament. It will be a decision case at SP2, and the instruction will be valid from the 1st of July.

Student Board: Presented the case. This summer we will go over to an instruction for the entirety of the Student Board, to decide who does what within the Student Board. There will be an additional instruction for the president.

Comment: There have been comments that it should be categorized – we agree.

Should be clarified what is removed and what is added. Green is changed or added. Went over all the points.

Points on politics are preserved by everyone working for all politics, and it will not be specified per position as they're reducing to 3.

Student Board: We're doing this as an orientation case this time, with clarifying questions now.

LANDSAM: Have you discussed with Næringslivsutvalget that they now get the whole responsibility?

Student Board: It's no longer relevant for the Welfare Officer in the Student Board to be responsible for finding sponsors, as they have their own sponsor responsible at Samfunnet and Næringslivsutvalget.
Student Parliament accepted changing this to an orientation case.

2014.2 Study quality document for the Student Parliament

Case responsible: Tord Hauge

Attachment 8: Draft study quality document for the Student Parliament

Purpose:
Discuss what the Student Parliament wants to include in a study political document. The
document is to be approved at Student Parliament 2.

The draft in the appendix will also be discussed at the Student Parliament’s kick-off conference
and based on this discussion a new draft for discussion might be sent out later.

Background:
In the Plan of Action approved by the Student Parliament it says “3.8 Make a plan and start
working so that the Student Parliament can establish political documents or platforms within
areas policies are needed.” We therefore propose a change in the statutes that implements
political documents. Political documents shall be treated at two student parliament meetings.
We therefore discuss the study quality document at this meeting, and then the Student Board
will present a final proposition on the study quality document at Student Parliament 2.

It is preferable that the document should reflect the entire student body, regardless of study
program. The document is valid for 5 years, so the contents should be timeless enough to hold
its own even in the future.

Student Board: Please send in suggestions for any changes in an e-mail to the president of the
Student Board. Be specific about what you want.

There were no clarifying questions.

Faculty round:
KBM: We discussed the target of having 50% students on exchange, how to facilitate study
plans.

LANDSAM: Looked at point 5 and 6. We have good courses here at NMBU, exchange doesn’t
need to supplement with other educations, but like having the opportunity. It’s better to have
10% super relevant, should be easy, but not compulsory.

BIOVIT: Point 4 seems a bit strangely worded, unnecessary blah blah.
Point 1: Wants it to say “equip them to become active members of society”
Point 5: Wants to remove 50%, and strike all of point 6. Facilitate for facilitation of exchange.
That there should be an option.
Point about mentor, strike the point in this document. Rather make a resolution about
mentoring.

Point 11 discussion became last document
MINA: No comments.

VET: Thinks it's a lot to have 50% on exchange, and for that to be the norm might not be so easy to do. It’s better if it says to facilitate for all study programs to have the option of going on exchange if they want to. We were a little confused about the mentoring, but this has been clarified.

REALTEK: point 2, important that there is good support around the mentoring. Point 4: You can have seminars for the educators where they can help each other. Wondered about the point about exchange. Point 21 the word automatic should be removed. You shouldn’t get feedback just for the sake of getting feedback. The last point about compulsory teaching should be clarified. Thinks the practical learning arrangements are working poorly now, so why should more people have it.

HH: It’s easier with clear deals with SiÅs about apartments and subletting these. Strike compulsory exchange. Merge point 5 and 6. Suggestion for new point: Students can demand better indoor climate in study areas and education rooms, potentially standing desks for those who want it.

Debate:
LANDSAM: When it comes to exchange, if more leave here, shouldn’t more be coming in also?
HH: Are there more coming in today than going out?

BIOVIT: Point 26 want a point that it should be informed about when the course responsible makes formal changes they’re not allowed to make.

KBM: What do you mean by personal development in every course, point 18.
Student Board: Could say individual instead of personal.

REALTEK: Point 1, thinks journey is a good word, change the wording to plural.

KBM: Deadline, should that be in this document?
Student Board: This is about rights for the students, not deadlines.

BIOVIT: Regarding point 11: don’t like working for what the industry is after: That’s what’s going on right now. NMBU is a research-based university and we aren't giving vocational educations. We must educate for what society needs in the future. Catering to the industry will negatively affect our educations. They want you educated for specific positions.

Student Board: We have a discipline and research education at NMBU. It’s important to know what is needed in the industry in the future. Important that this is included when you look at study programs.

LANDSAM: point 9 Where it says academically founded. It should says academically and legally founded so it has better support.
2015 Elections and appointments

2015.1 Elections Committee for the Best Educator of the Semester

Case preparation: The Election Committee

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

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

The Committee of the Best Educator of Semester consist of four students who will hold the position for a year. A gender-balanced committee would be preferred in accordance with the Gender Equality Act section. The Committee members are responsible for promoting and encouraging students to vote or/and nominate educators. Committee members will also review submissions of educator candidates, attend lectures of potential candidates and then finally decide on a winner. It is up to the members of the committee to meet and work at their own convenience. The Vice-President of the Student Board will also assist the committee.

Pre-notified candidates:
Chairman went over election procedure

Candidates:
Sirill Taraldsen HH
Vebjørn Gunnarson Tune VET
Iben Lund Johansen KBM
Marthe Ahlgren Hansen REALTEK

All candidates were elected by acclamation.

2016 Other cases
There were no cases.
Meeting evaluation

BIOVIT: Thinks it's been difficult to be noticed by the chairmen today. Nice to have a good electronic method for input.

HH: If we're going to continue using electronic feedback, we would like more charging opportunities.

Student Board: Understands the criticism today, it's been a demanding case load

The meeting was adjourned.
Instructions for Elections to the Student Democracy

Approved at Student Parliament 1, xx.xx.xxxx

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

General

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

Specifics on presentations for elections at Student Parliament:

- Candidates are to present themselves at the Student Parliament before the voting.
- If a candidate is unable to meet, they can have their presentation red by a representative from the election committee, or they can choose to make a video presentation.
- Only the candidate can answer questions about their candidacy.
The amount of time allowed for question rounds can be decided by the moderator in each case.

The candidates are to be presented alphabetically.

Candidates for the Student Parliament’s Student Board, University Board and Faculty Board have three minutes of speaking time to present themselves.

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

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

**The President and Vice-President** The three positions in the Student Board are elected via electronic ballot voting during the spring. **The positions you can run for is the president position and/or one of the two Student Board member positions.** If you’re running for president and board member and are elected as president, you will no longer be eligible for election as board member and your votes in that election are rejected. The votes are weighted, in accordance with NMBU’s election rules. This is done by dividing the number of votes on nr. 1 by 1, votes on placement nr. 2 is divided by 3, votes on placement nr. 3 is divided by 5, votes on placement nr. 4 is divided by 7, etc..

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

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

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

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

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

See the statutes for more complete information.

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

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

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

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

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

See the statutes for more complete information.

Elections for the University Board and Faculty Board

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

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

Elections at the Student Parliament

Elections for the central Consideration Committee for the election of University Dean, vice-dean, faculty deans etc. will in principle be decided by a unanimous vote are taken up by the Student Parliament’s Student Board in each case. As well as being informed about on the coming Student Parliament. If the Student Board does not agree, the student representative for the central Consideration Committee is decided by the Student Parliament.

Elections for the following positions follow the «framework of the working year» for the Student Democracy:
- 1 president and 2 other members of the Control Committee
- 1 representative and 2 deputies to the University’s Research Committee (UFU).
- 2 representatives and 3 deputy representatives to the University’s Education Committee (USU).
- 2 representative and 2 deputy for the Research Ethics Committee.
- 2 representatives to the committee for the distribution of welfare funds.
- 4 representatives to the committee for the semester’s best lecturer.
- Buddy general.
- 2 main and 2 deputies to the Central Admissions Committee.
- 2 main and 2 deputies to the Board of Complaints.
- 2 main and 2 deputy chairmen
- 2 representatives (2-lear long positions) and 2 deputy representatives (1-year long positions) to the Student Welfare Association of Ås (SiÅs) Board. These must be from campus Ås while there are still two campuses.
The Rules of Procedure and Agenda for the Student Parliament (ST) at NMBU

 Approved at Student Parliament 1 xx.xx.xxxxx

1. General part

1.1 All who have a voting right who are in attendance must register at the beginning of the meeting by a role call and gets a voting sign to use for voting.

1.2 If someone with a voting right leaves before the meeting is adjourned, a written message and their voting sign must be delivered to the secretary.

1.3 The meeting leaders consist of two chairman.

1.4 The organization secretary shall write a protocol. This shall include:
   - Who is leading the meeting
   - Which compulsory attendance representatives that were present
   - What cases that were treated
   - Suggestions received
   - Results of votes
   - Election results
   - Any protocol additions

1.5 The case papers are to be translated into English

1.6 Case papers and protocol are to be sent to the student parliament representatives, the Control Committee, student representatives in the University Board (US), Research committee (FU), Education committee (SU), Tuntreet, the Student Society Committee, the Student Councils (SR), the International Student Union (ISU), student representatives in SiÅs, candidates who are running for positions, the Norwegian Student Organization (NSO) and the NMBU leadership.

1.7 Case papers and protocol are to be made available on the Student Board (AU) website, on electronic learning platforms, and at the AU office.

1.8 The majority voting follows the statutes.

2. Conduction of the Meeting

2.1 Meetings at the Student Parliament are to be conducted after this Rules of Procedure and normal meeting practices. In cases of doubt, the Rules of Procedure and practice are to be interpreted by the chairmen. The chairmen’s interpretation can be overruled by a 50% majority.

2.2 Cases are to be handled according to the agenda.

2.3 All amendment and decision proposals shall be given in a written form and delivered to the meeting leaders.

2.4 All decision and discussion cases start with an input round amongst the faculties, and preferably the SR-leaders (Student Council leaders) if it is necessary. Speaking time is two minutes per faculty.

2.5 The following rules apply to input and replies:
   - Speaking time for input must not be longer than two minutes.
   - Two responses and a question response per question is allowed. The speaking time for this is under 1 minute.
The meeting leader and the Student Parliament representatives can propose a change to the above mentioned points if they feel it is needed.

With a sign to the case information/rules of procedure, a half minute of speaking time is given immediately after a current response exchange is finished.

When the meeting leader sees it as necessary they can propose to prioritize speakers who have not spoken on the matter.

### 2.6 Signals:

- One finger in the air to signal input.
- Replies are two fingers in the air as a V. This should be used to comment on input and must be used while the input is being given. Answers to responses must be signaled while the answers are being given.
- A “T signal” is used for inputting a case, to the agenda and to the rules of procedure. The sign should only be used to come with cases or proposals to change the agenda or rules of procedure.

### 2.7 The meetings can propose to draw the line on a speech. The chairmen then decides if it is possible to continue after the following response and response decision. If the limitation is upheld this can be overruled with a qualified majority.

**2.8.** At least one representative from each faculty must be proficient in Norwegian. At this point, input, responses or case proposals brought forward in English must be answered in English. The moderators are responsible for translating to Norwegian if it is necessary.

If one is included in the speaking list they can receive a response from the meeting leader if it is done. This can, for example, be done with a nod. If the leader shakes their head means that they cannot be included in the speaking list.

### 2.10 The meeting leader shall inform when the speaking time is almost up

### 2.11 The meeting leader shall periodically refer to the speaking list and after each response inform about the responses to the input

**3. Elections and voting**

**3.1** The Meeting leader informs about how elections and voting shall be conducted.

**3.2** With elections and voting, the moderator makes a proposal to the Student Parliament about the speaking time and number of questions. The counting body has the responsibility for collecting and counting votes.

**3.3** If there are many decision proposals the moderator can find an appropriate form of voting. With a 50% majority the Student Parliament can choose one of the forms of voting. As a rule, two opposing methods are proposed against each other.

**3.4** After a vote, each candidate has the right to hear the number of votes they received.

**3.5** The meeting cannot be adjourned before all results are announced.
Agenda

Different cases can be a part of the agenda:

1. Constituting
   - Cases that handle conduction of the meeting, approvals and appointments. Other cases must be sent in before or during the constituting.

2. Orientation cases
   - Cases that are only to orientate. The Student Parliament can consider themselves orientated, or not orientated. If a debate is desired, the case must be put as a discussion case or decision case for the next Student Parliament.
   - Minutes from The University Board, The Education Committee, The Research Committee, The SiÅs Board, Students’ and Academics’ International Help Fund (SAIH), The International Student Union (ISU), The Learning Environment Board (LMU) and the Student Parliament’s Student Board (AU). This opens up for questions about the minutes. If a debate is desired for certain elements in the minutes, this must submitted.

3. Decision Cases
   - Cases that require a binding decision. This applies to elections and appointments, changes in the statutes or other committee documents, new or clarifications of policies, economic cases and other cases that require a vote.
   - If necessary, electronic decisions can be used between Student Parliament meetings.
   - Electronic decisions cannot be used if the topic is of a significant nature, unless the Student Parliament has approved of it before hand, in accordance with the instructions for electronic decisions.

4. Discussion Cases
   - Are not to be voted over, but are the basis for AU to work further on the case.

5. Cases that handle elections and appointment.
   - Cases are closed after a written vote or voting with acclamation.

6. Other
   - Under “other,” all participants can bring forward cases that were not in the Agenda, and they must be brought forward before or during constituting. No form of decisions can be made on these cases.

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

Chapter 8: Instructions

§ 8-1 Instructions for the Student Parliament

The following Instructions documents are to be approved by the Student Parliament:
- Statutes
- Program of Principles
- Political documents
- Decrees/Resolutions
- Economic regulations
- Plan of Action
- Budget
- Schedule
- Working instructions for the Control Committee
- Instructions for the Rules of Procedure and Agenda.
- Instructions for Elections of the Student Board and Other elections.

§ 8-2 Instructions for the Student Parliament’s Student Board

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

§ 8-1-1 Statutes
The statutes outrank all other management documents.

§ 8-1-2 Program of Principles
The Program of Principles determines the organization’s ground principles and executive political priorities. The Program of Principles outranks the rest of the Student Parliament’s politics.
The Program of Principles shall be treated every 3\textsuperscript{rd} year. The Student Parliament can choose to treat the Program of Principles at any time. The Program of Principles shall be treated in two student parliament meetings: with a discussion case in the first meeting and a decision case in the second meeting.

§ 8-1-3 Political documents
Political documents determine what the Student Parliament thinks of a certain topic. These shall not go against the Program of Principles, but outside of this, political documents outrank the rest of the Student Parliament’s politics. A document is valid for 5 years. Political documents shall be treated in two student parliament meetings: with a discussion case in the first meeting, and a decision case in the second meeting.

§ 8-32 Instructions for the Student Councils
The Student Parliament adopts a standardized instruction for the composition of student councils at NMBU. The Student parliament decides the structure and composition of Student Councils. The Student Councils have the power to make their own local instructions, but not remove or change the composition without approval from the Student Parliament.

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

Chapter 8: Instructions

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

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

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

§ 8-4 Other Instructions
The Student Parliament can approve of other instructions as needed.
Suggested new Economic regulations for the Student Parliament at NMBU

Economic Regulations for the Student Parliament at NMBU

Approved at Student Parliament 1 on xx.xx.xxxx

Economic regulations for the Student Parliament at NMBU are in accordance with the statutes for the Student Democracy at NMBU, and in conjunction with the instructions for the semester fee given by the SiÅs board on 19.03.98, and are subordinate to these.

The economic regulations are to inform the student democracy at NMBU about the current economic protocol for the Student Parliament at NMBU. Procedures and responsibilities between the Student Democracy at NMBU and SiÅs concerning the pricing and usage of the semester fee in SiÅs' budget are covered in the instructions for the semester fee.

The Student Democracy at NMBU: The Student Parliament

The Student Parliament has the responsibility for handling the budget of the Student Parliament at NMBU. Shall go through and approve of the economic regulations every year. It shall first be presented as a discussion case, and then as a decision case at the following Student Parliament. If changes are to be made that concern SiÅs, then SiÅs is to be given an opportunity to express their opinion before decisions are made.

The Student Board: Has the responsibility of the daily economic dealings of the Student Parliament at NMBU, and is required to operate according to these regulations. Can deliver a statement on behalf of the Student Democracy at NMBU on budgetary matters if the Student Democracy at NMBU is unable to express their opinion for practical reasons.

If a situation arises where the Student Parliament's Student Board has deviated – or sees the need to deviate – from these regulations, they should inform the Student Parliament at the next upcoming meeting.

SiÅs: Is obligated to act in accordance with the instructions for the semester fee concerning decisions between the Student Democracy at NMBU and SiÅs in relation to the pricing and usage of the semester fee in SiÅs' budget.

• Powers

1. The Student Board has the power to make reallocations between the records of the approved budget of up to 5,000 kr each allocation. There shall be an orientation about this, presented both oraly and in writing, on the following student parliament meeting. Further distribution of income/expenses from the semester fee are to be presented to the Student Parliament to inform them, and to SiÅs for a decision.

• Payments
a. The president of The Student Board or the organizational secretary is to attest that the
bill/invoice is in accordance with the agreement and that the purchased goods/services
are received.

b. Bills are to be attested and approved of before the payment is made.

c. If the president is absent (holiday, sickness or other long absences), the vice president
of the Student Parliament’s Student Board has the power to attest payments together
with the organizational secretary.

d. Nobody can confirm payments being made to themselves. This means that the vice
president of the Student Board must confirm payments being made to the president or
the organizational secretary.

e. All payments from the Student Democracy at NMBU The Student Parliament are to be
made by bank account.

§3. Travel Expenses

a. All travel costs that are to be paid for by the Student Parliament NMBU shall be made in
the cheapest possible way and are to be pre-approved of by the president of the Student
Parliament’s Student Board.

b. As a main rule one will choose train, bus, or other environmentally friendly modes of
transportation before airplanes. The Student Parliament can cover a sleeping
compartment if needed. Exceptions can be made if environmentally friendly modes of
transportation are unreasonably costly or come at a significant disadvantage for the
Student Parliament or the traveller.

c. The Student Parliament NMBU covers travels for representatives who are traveling to
represent the organization at events.

d. The main rule is that travels are handled according to the invoice.

e. Representatives for the Student Parliament NMBU are given a driving mileage
allowance according to the state’s current rates Where car is necessary.

f. If using one’s own car over long distances where public transport is also possible, the
costs will be covered according to the route’s cheapest method of travel possible.

g. Events put on by the Norwegian Student Organization (NSO) are covered by NSO and
are addressed in the economic regulations of the NSO.

§4. Food Expenses

a. Food expenses during travels related to the Student Democracy NMBUs work are
covered for up to 300kr per day shall be refunded after a receipt is presented. The
rates for this is

   a. Breakfast kr 90,-
   b. Lunch kr 160,-
   c. Dinner kr 190,-
   d. In cases where this isn’t within the economic frame, the Student Board will
      make a special assessment.

b. Food costs are not to be covered in meetings/courses/events where the cost is covered
by the organizer or included in any participation fees.

c. For events put on by Student Parliament NMBU where there is food available, the
Student Parliament NMBU covers costs up to 150kr per person. In situations where this
is not included in the economic framework, the Student Board will conduct a separate
assessment.
Attachment 6    Suggested new working instructions for the Student Board

Suggested new Instructions for the Student Parliament’s Student Board

Approved at Student Parliament 1, xx.xx.xxxx.

Instructions for The Student Board:
- The Student Board is the Student Democracy’s highest organ between every Student Parliament.
- The Student Board carries out the daily operations of the Student Democracy in accordance with instructions and other governance documents adopted by the Student Parliament.
- The Student Board will work with and for the impact of the Student Parliament’s policy.
- The Student Board is the bridge between the Student Parliament, Student Councils, University Board, Siås, and NMBU.
- The Student Board is preparatory and advisory organ for the Student Parliament. The Student Board shall recommend cases to the Student Parliament.
- The Student Board will work to ensure student representation at NMBU.
- The Student Board should be available to answer clarifying questions, especially in connection with the Student Parliament papers before each Student Parliament.
- The Student Board will be available on campus to assist elected representatives and the other student body in the most suitable way.
- The Student Board is responsible for conducting Student Council dinners before the Student Parliaments.
- The Student Board is responsible for organizing the Student Parliament’s kick-off conference in the spring, as well as a representative conference in the autumn.
- The current Student Board should ensure good overlap with the accruing Student Board.
- Interrupting representatives in the committee are responsible for writing an annual report from their term, as well as providing thorough training to the incoming representatives.
- Everyone at The Student Board is responsible for creating a good working environment and a good collaboration.
- All members of the Student Board have the same authority when it comes to voting rights. With voting ties, the president of the board can have a double vote.
- The Student Board may appoint students to non-decision-making committees where this is considered appropriate.
- The Student Board can appoint students for positions and committees that are outside the framework for the working year (the year wheel).
- The Student Board is responsible for reporting to the committees that are required to make reports.
- The Student Board is responsible for communicating and providing information to the Student Councils.
- The Student Board is responsible for the day-to-day running of the The Student Board office.
- The Student Board will follow up the Student Councils and committees at the Student Democracy, as well as union representatives in the Student Parliament.
- The Student Board will ensure that updated information for newly elected student representatives is given to the administration after each Student Parliament.
- The Student Board will follow up the committee for the selection of the semester’s best lecturer.
- The Student Board is responsible for organizing seminars for student representatives in local and central study and research committees.
- The Student Board shall be represented on the University’s study committee (U-SU), the University’s research committee (U-FU), and the Learning Environment Committee (LMU), and ensure that decisions are followed up.

- The Student Board will represent the students in the Committee on Gender Equality and Diversity, the Housing Environment Committee, and the Environment Council.

- The Student Board will have a dialogue and cooperation with the sponsor general and sponsor board.

- The Student Board internally constitutes which of the Student Board members is the deputy leader. If a unanimous Student Board does not agree to this, the role shall fall to the highest voter.

- The Student Board shall chair committees set up by the Student Board itself, as well as the housing environment committee, the committee for the allocation of welfare funds and inclusion funds.

- The Student Board will work continuously with the promotion and promotion of the Student Democracy at NMBU, as well as relevant national student affairs.

- The Student Board will work to ensure that information for students and union representatives is up-to-date and available in both Norwegian and English.

- The Student Board shall represent NMBU students and the Student Democracy up to the highest leadership, and externally.

- The Student Board shall have regular dialogue with international associations, such as ISU and ESN.

- The Student Board shall have regular dialogue and good cooperation with The Student Society (Studentsamfunnet i Ås).

- The Student Board is responsible for distributing the areas of responsibility among themselves.

**The President’s Main Responsibilities:**

- The President shall open and conclude Student Parliament meetings.

- The President has the administrative employee responsibility for the other members of the board, and shall conduct performance reviews at least once a semester.

- The President is to take responsibility in unexpected and unforeseen situations.

- The President shall work with the strategic outlook of the student democracy – both short and long term.

- The President shall speak up to bigger actors, for example the commune and county, if necessary for the students at NMBU.

- The President is responsible for the finances of the Student Parliament.

- The President shall represent the students in the Rector’s Leadership Group (RLG).

- The President is responsible for Student Board meetings.
Attachment 7  The current working instructions for the Student Board

Instructions for the Student Parliament’s Student Board

Proposal adopted at Student Parliament 1, 19.02.2018.

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

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

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

The Welfare Officer’s Main Responsibilities:
- The welfare officer is responsible for coming up with a proposal to the Student Parliament for the allocation of welfare funds on behalf of the committee for the allocation of welfare funds.
- The welfare officer will work to ensure student welfare (mental, physical and social) in cooperation with other relevant actors.
- The welfare officer (along with the sponsor responsible in the Næringslivsutvalget) is responsible for recruiting sponsors for Grillfest for the new students during buddy week.
- The welfare officer represents student in the Learning Environment Committee (LMU), the Committee for the allocation of welfare funds, the cooperative committee for social advisory services, and the Career fund, and follows up on decisions made in these committees.

- The welfare officer is responsible for the Living Environment Committee and the committee for the allocation of welfare funds.

- The welfare officer participates in buddy week as one of the organizers.

**The International Officer’s Main Responsibilities:**

- The international officer works to ensure that the interests and rights of international students are respected and honored at NMBU.

- The international officer will remain updated on the operations of organizations with international students/policies as a focal point, and assist them if needed.

- The international officer shall support events geared towards international organizations at NMBU, together with SiT and Studentsamfunnet.

- The International officer will ensure that students at NMBU have the opportunity to become integrated into the student community.

- The international officer shall participate in buddy week as an advisor for the organizers.

- The international officer is responsible for the committee for the allocation of inclusion funds.

- The international officer is responsible for the committee for the allocation of welfare funds and the event committee at Samfunnet.

**The Marketing Officer’s Main Responsibilities:**

- The marketing officer works continuously with marketing and publicizing the Student Democracy at NMBU, as well as relevant national student cases.

- The marketing officer shall make sure that the website and social media of the Student Democracy is continuously updates, both in Norwegian and in English.

- The marketing officer is responsible for the effects of marketing.

- The marketing officer should have contact with students through the media and give tips and facts about the Student Democracy.

- The marketing officer shall stay in contact with the Vice Presidents of the Student Councils at NMBU, to ensure marketing measures are conducted at a local level.

**The Environment and Research Officer:**

- Environment and research officer should work with issues about environment and research.

- Environment and research officer represents students in: the equality and diversity committee, the living environment committee and environmental council.

- Environment and research officer (U-FU) should support the student representatives in the research committee (U-FU).

- Environment and research officer is responsible for arranging one seminar for the student representatives in the faculty’s research committee (FAK-FU).
The document contains the demands that the students at NMBU have for their education.

1. Syllabus and teaching methods shall be based on updated and quality tested research in all courses at NMBU.
2. Teaching shall be a student active process that promotes reflection and independence.
3. Education shall provide skills and knowledge mainly in their fields of study, through learning and mastery.
4. The formative journey is an important part of a university education and NMBU shall make their students ready for a life as an active member of society.
5. The students are active participants in the academic community.
6. All students at masters level shall be assigned an academic mentor that will assist with academic follow-up, guidance and counselling in the student’s further progression and academic choices.
7. All disciplines at NMBU shall have an academic home for students placed in the vicinity of the employees of the relevant discipline.
8. Students on all study programs shall have access to relevant idea workshops and take part in shaping these.
9. The study program’s study plan shall be academically founded and shall give the student the greatest possible freedom in choice of courses.
10. All study programs shall give practice in cooperating across fields and solving complex problems.
11. The study programs shall be relevant to working and give students competence that is sought after in the industry.
12. The build of courses should be academically founded in a way that gives the students academic and personal development.
13. Digital aides shall be used where relevant, and educators shall be given courses in how to use these.
14. NMBU must use peer review of the teaching in all courses at least once per semester to ensure the quality and to give educators formative feedback.
15. Students shall be able to give educators a lot of feedback on the teaching during the course.
16. All students shall get automatic, individual feedback on required tasks and exams, and the feedback shall promote further learning.
17. NMBU shall facilitate for the opportunity to take credited practical training for all study programs at some point in the study plan.
18. All courses shall be seen together with the sustainable development goals and shall give the students a mindset with sustainability in focus.
19. The choice of evaluation form shall be based on what would the best way for the student to show what it has learned.
20. There shall be a clear connection between learning outcome and evaluation made at NMBU.
21. All courses shall offer a continuation exam in case of failing on the first try of an exam, if one withdraws during the exam or is registered with valid absence.
22. NMBU shall have a goal that over 50% of the students go on exchange during the course of their studies.
23. Exchange shall be the norm, and NMBU needs a system to opt out of going, instead of having to opt in for exchange.

24. Use of compulsory attendance shall be limited and can only be used when there’s no other way to gain the expertise.
### Suggestion for joint climate measures NMBU and Ås municipality

<table>
<thead>
<tr>
<th>Measure nr.</th>
<th>Description of measure</th>
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<tbody>
<tr>
<td>1</td>
<td>Establish carsharing-program: Consider three stations; Eika, Nybyen and Ås Sentrum.</td>
</tr>
<tr>
<td>2</td>
<td>Cooperate on environmental standard for buildings. What documentation/climate analyses should be the basis for choosing materials? The municipality needs NMBU's competence.</td>
</tr>
<tr>
<td>3</td>
<td>Procurement – Common agreement? Especially for waste management. How can the municipality and NMBU work with joint standards?</td>
</tr>
<tr>
<td>4</td>
<td>NMBU as a showcase for sustainability: All sustainability goals, but especially innovation and new solutions for green energy, buildings, stormwater/climate adaption, waste and drainage.</td>
</tr>
<tr>
<td>5</td>
<td>Cooperation projects agriculture in Ås – counselling, pilots, new climate solutions for agriculture</td>
</tr>
<tr>
<td>6</td>
<td>Industry – public Ph.D.: NMBU can contribute with counselling. The municipality must consider whether this is applicable, and on what topics more knowledge is needed.</td>
</tr>
<tr>
<td>7</td>
<td>Include students in professional assessments/projects that the municipality needs.</td>
</tr>
<tr>
<td>8</td>
<td>Moving Veterinærhøgskolen and Veterinærinstituttet: Measures to make new employees and students use public transportation.</td>
</tr>
<tr>
<td>9</td>
<td>Make a survey of travelling habits for NMBU fall 2020.</td>
</tr>
<tr>
<td>10</td>
<td>Facilitate for more ways to reuse: Food, furniture, repair groups and similar initiatives. Cooperation with SiÅs</td>
</tr>
</tbody>
</table>
Instructions for Elections to the Student Democracy

Approved at Student Parliament 1, 10.02.2020

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

General

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

Specifics on presentations for elections at Student Parliament:

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

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

Elections to the Student Parliament’s Student Board (AU)
The three positions in the Student Board are elected via electronic ballot voting during the spring. The positions you can run for is the president position and/or one of the two Student Board member positions. If you’re running for president and board member and are elected as president, you will no longer be eligible for election as board member and your votes in that election are rejected. The votes are weighted, in accordance with NMBU’s election rules. This is done by dividing the number of votes on nr. 1 by 1, votes on placement nr. 2 is divided by 3, votes on placement nr. 3 is divided by 5, votes on placement nr. 4 is divided by 7, etc..

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

Candidates, if they are elected, cannot hold the following positions:
- Faculty Board
- Student Parliament Representative
- Student Council
- Moderator
- Control Committee

It is highly recommended that the candidates, if they are chosen, do not hold the following positions:
- The University Board
- The Student Welfare Association of Ås Board (SiÅs)

See the statutes for more complete information.

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

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

Elections for the central Consideration Committee for the election of University Dean, vice-dean, faculty deans etc. will in principle be decided by a unanimous Student Board in each case. As well as being informed about on the coming Student Parliament. If the Student Board does not agree, the student representative for the central Consideration Committee is decided by the Student Parliament.

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

- 1 president and 2 other members of the Control Committee
- 1 representative and 2 deputies to the University’s Research Committee (UFU).
- 2 representatives and 3 deputy representatives to the University’s Education Committee (USU).
- 2 representatives and 2 deputy for the Research Ethics Committee.
- 2 representatives to the committee for the distribution of welfare funds.
- 4 representatives to the committee for the semester’s best lecturer.
- Buddy general.
- 2 main and 2 deputies to the Central Admissions Committee.
- 2 main and 2 deputies to the Board of Complaints.
- 2 main and 2 deputy Chairmen
- 2 representatives (2-lear long positions) and 2 deputy representatives (1-year long positions) to the Student Welfare Association of Ås (SiÅs) Board.
The Rules of Procedure and Agenda for the Student Parliament (ST) at NMBU

Approved at Student Parliament 1, 10.02.2020

1. General part

1.1 All who have a voting right who are in attendance must register at the beginning of the meeting by a role call and gets a voting sign to use for voting.

1.2 If someone with a voting right leaves before the meeting is adjourned, a written message and their voting sign must be delivered to the secretary.

1.3 The meeting leaders consist of two chairmen.

1.4 The organization secretary shall write a protocol. This shall include:

- Who is leading the meeting
- Which compulsory attendance representatives that were present
- What cases that were treated
- Suggestions received
- Results of votes
- Election results
- Any protocol additions

1.5 The case papers are to be translated into English

1.6 Case papers and protocol are to be sent to the student parliament representatives, the Control Committee, student representatives in the University Board (US), Research committee (FU), Education committee (SU), Tuntreet, the Student Society Committee, the Student Councils (SR), the International Student Union (ISU), student representatives in SiÅs, candidates who are running for positions, the Norwegian Student Organization (NSO) and the NMBU

1.7 Case papers and protocol are to be made available on the Student Board (AU) website, on electronic learning platforms, and at the AU office.

1.8 The majority voting follows the statutes.

2. Conduction of the Meeting

2.1 Meetings at the Student Parliament are to be conducted after this Rules of Procedure and normal meeting practices. In cases of doubt, the Rules of Procedure and practice are to be interpreted by the chairmen. The chairmen’s interpretation can be overruled by a 50% majority.

2.2 Cases are to be handled according to the agenda.

2.3 All amendment and decision proposals shall be given in a written form and delivered to the meeting leaders.

2.4 All decision and discussion cases start with an input round amongst the faculties. Speaking time is two minutes per faculty.

2.5 The following rules apply to input and replies:

- Speaking time for input must not be longer than two minutes.
- Two responses and a question response per question is allowed. The speaking time for this is under 1 minute.
- The meeting leader and the Student Parliament representatives can propose a change to the above mentioned points if they feel it is needed
- With a sign to the case information/rules of procedure, a half minute of speaking time is given immediately after a current response exchange is finished.
When the meeting leader sees it as necessary they can propose to prioritize speakers who have not spoken on the matter.

**2.6 Signals:**
- One finger in the air to signal input.
- Replies are two fingers in the air as a V. This should be used to comment on input and must be used while the input is being given. Answers to responses must be signaled while the answers are being given.
- A "T signal" is used for inputting a case, to the agenda and to the rules of procedure. The sign should only be used to come with cases or proposals to change the agenda or rules of procedure.

2.7 The meetings can propose to draw the line on a speech. The chairmen then decide if it is possible to continue after the following response and response decision. If the limitation is upheld this can be overruled with a qualified majority.

2.8. At least one representative from each faculty must be proficient in Norwegian. At this point, input, responses or case proposals brought forward in English must be answered in English. The chairmen are responsible for translating if it is necessary.

2.9 If one is included in the speaking list they can receive a response from the meeting leader if it is done. This can, for example, be done with a nod. If the leader shakes their head means that they cannot be included in the speaking list.

2.10 The meeting leader shall inform when the speaking time is almost up.

2.11 The meeting leader shall periodically refer to the speaking list and after each response inform about the responses to the input.

### 3. Elections and voting

3.1 The Meeting leader informs about how elections and voting shall be conducted.
3.2 With elections and voting, the moderator makes a proposal to the Student Parliament about the speaking time and number of questions.
3.3 If there are many decision proposals the moderator can find an appropriate form of voting. With a 50% majority the Student Parliament can choose one of the forms of voting. As a rule, two opposing methods are proposed against each other.
3.4 After a vote, each candidate has the right to hear the number of votes they received.
3.5 The meeting cannot be adjourned before all results are announced.
Chapter 1: Purpose and Scope

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

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

Chapter 2: Structure of the Student Democracy at NMBU

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

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

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

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

Chapter 3: The Student Parliament

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

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

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

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

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

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

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

§ 3-3 Constituting
The Student Parliament representatives are elected for one year at the time. One should aim for the constituent Student Parliament to be held between the fall faculty general assemblies and the new year.

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

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

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

§ 3-5 Representation at the Student Parliament

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

- The Student Parliament’s Representatives
At least one representative from the following organs must attend the meeting:

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

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

§ 3-6 Closing of a Meeting.

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

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

§ 3-7 Decision Validity

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

§ 3-8 Voting rights and Voting

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

§3-9 Speaking and Proposal Rights

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

§ 3-10 Electronic Voting

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

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

- Elections
- Cases of mistrust
- Changing to the Student Parliament’s committee documents and instructions
- Appointment of the student representatives to councils and committees
- Other matters of considerable nature

Main Student Parliament Representatives have voting rights with electronic voting.

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

§ 3-11 Position Resignation
The Student Parliament representatives automatically resign from their position in the Student Parliament when they are elected to the following organs:
- The Student Parliament’s Student Board
- The University Board
- The SiÅs Board
- The Student Board of the Norwegian Student Organization
- The Control Committee

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

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

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

Chapter 4: The Student Parliament’s Student Board

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

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

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

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

Chapter 5: Elections and Appointments

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

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

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

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

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

§ 5-4 Other elections and appointments conducted in the Student Parliament
The Student Parliament elects student representatives to central positions and committees at NMBU, to individual committees and to the board for student welfare organization. All elections are done by writing. In the case that only one candidate is running, they can be elected by acclamation, unless at least one representative wishes to have a written voting process. With a tie in voting between two candidates, a new voting round will be held. With a continued tie after a new voting round, the decision will be made according to the proposed resolution. If there is no suggestion made the decision will be made by drawing lots. Those chosen in this paragraph have minute requirements to the Student Parliament.

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

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

Chapter 6: Impartiality

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

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

Chapter 7: Mistrust

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

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

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

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

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

Chapter 8: Instructions

§ 8-1 Documents approved by Student Parliament
The following documents are to be approved by the Student Parliament:
- Statutes
- Program of Principles
- Political documents
- Decrees/Resolutions
- Economic regulations
- Plan of Action
- Budget
- Schedule
- Working instructions for the Control Committee
- Working Instructions for the Student Board.
- Instructions for the Rules of Procedure and Agenda.
- Instructions for Elections of the Student Board and other elections.

§ 8-1-1 Statutes
The statutes outrank all other management documents.

§ 8-1-2 Program of Principles
The Program of Principles determines the organization’s ground principles and executive political priorities. The Program of Principles outranks the rest of the Student Parliament’s politics.

The Program of Principles shall be treated every 3rd year. The Student Parliament can choose to treat the Program of Principles at any time. The Program of Principles shall be treated in two student parliament meetings: with a discussion case in the first meeting and a decision case in the second meeting.

§ 8-1-3 Political documents
Political documents determine what the Student Parliament thinks of a certain topic. These shall not go against the Program of Principles, but outside of this, political documents outrank the rest of the Student Parliament’s politics. A document is valid for 5 years. Political documents shall be treated in two student parliament meetings: with a discussion case in the first meeting, and a decision case in the second meeting.

§ 8-2 Instructions for the Student Councils
The Student Parliament adopts a standardized instruction for the composition of student councils at NMBU. The Student parliament decides the structure and composition of Student Councils. The Student Councils have the power to make their own local instructions, but not remove or change the composition without approval from the Student Parliament.

§ 8-3 Other Instructions
The Student Parliament can approve of other instructions as needed.

Chapter 9: Dissolution of the Student Democracy at NMBU

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

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

Chapter 10: Membership in the Norwegian Student Organization

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

Chapter 11: Amendments to the Statutes

§ 11-1 Submitting of Amendment Proposals

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

§ 11-2 Decisions and Effectiveness

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

Chapter 12: Definitions

§ 12-1 Majority Voting

Simple Majority: This means that a proposal receives the most votes. 50% majority: This means that a proposal receives more than ½ of the votes from participating voters. Qualified Majority: This means that a proposal receives 2/3 or more of the votes from the participating voters. Absolute Majority: A proposal receives more than ½ of the total number of votes. Absolute Qualified Majority: A proposal receives 2/3 or more of the total number of votes.
Economic Regulations for the Student Parliament at NMBU

Approved at Student Parliament 1, 10.02.2020
Attachment 1: Instructions for the Semester Fee

Economic regulations for the Student Parliament at NMBU are in accordance with the statutes for the Student Democracy at NMBU, and in conjunction with the instructions for the semester fee given by the SiÅs board on 19.03.98, and are subordinate to these.

The economic regulations are to inform the student democracy at NMBU about the current economic protocol for the Student Parliament at NMBU. Procedures and responsibilities between the Student Democracy at NMBU and SiÅs concerning the pricing and usage of the semester fee in SiÅs’ budget are covered in the instructions for the semester fee.

The Student Democracy at NMBU:
The Student Parliament has the responsibility for handling the budget of the Student Parliament at NMBU. Shall go through and approve of the economic regulations every year. It shall first be presented as a discussion case, and then as a decision case at the following Student Parliament. If changes are to be made that concern SiÅs, then SiÅs is to be given an opportunity to express their opinion before decisions are made.

The Student Board: Has the responsibility of the daily economic dealings of the Student Parliament at NMBU, and is required to operate according to these regulations. Can deliver a statement on behalf of the Student Democracy at NMBU on budgetary matters if the Student Democracy at NMBU is unable to express their opinion for practical reasons.

If a situation arises where the Student Parliament’s Student Board has deviated – or sees the need to deviate – from these regulations, they should inform the Student Parliament at the next upcoming meeting.

SiÅs: Is obligated to act in accordance with the instructions for the semester fee concerning decisions between the Student Democracy at NMBU and SiÅs in relation to the pricing and usage of the semester fee in SiÅs’ budget.

Powers

1. The Student Board has the power to make reallocations between the records of the approved budget of up to 5,000 kr each allocation. Further distribution of income/expenses from the semester fee are to be presented to the Student Parliament to inform them, and to SiÅs for a decision.

Payments

• The president of The Student Board or the organizational secretary is to attest that the bill/invoice is in accordance with the agreement and that the purchased goods/services are received.
• Bills are to be attested and approved of before the payment is made.
• If the president is absent (holiday, sickness or other long absences), the vice president of the Student Parliament’s Student board has the power to attest payments together with the organizational secretary.

• Nobody can confirm payments being made to themselves. This means that the vice president of the Student Board must confirm payments being made to the president or the organizational secretary.

• All payments from the Student Democracy at NMBU are to be made by bank account.

§3. Travel Expenses

• All travel costs that are to be paid for by the Student Parliament NMBU are to be pre-approved of by the president of the Student Parliament’s Student Board.

• The Student Parliament NMBU covers travels for representatives who are traveling to represent the organization at events.

• The main rule is that travels are handled according to the invoice.

• Representatives for the Student Parliament NMBU are given a driving mileage allowance according to the state’s current rates.

• If using one’s own car over long distances where public transport is also possible, the costs will be covered according to the route’s cheapest method of travel possible.

• Events put on by the Norwegian Student Organization (NSO) are covered by NSO and are addressed in the economic regulations of the NSO.

§4. Food Expenses

• Food expenses during travels related to the Student Democracy NMBUs work are covered for up to 300 kr per day.

• Food costs are not to be covered in meetings/courses/events where the cost is covered by the organizer or included in any participation fees.

• For events put on by Student Parliament NMBU where there is food available, the Student Parliament NMBU covers costs up to 150 kr per person. In situations where this is not included in the economic framework, the Student Board will conduct a separate assessment.

Instructions for the Semester Fee
(Given by the SiÅs Board 19.03.98)

• Legal Basis

The semester fee is to be used for interests concerning students’ welfare needs at NLH, cf. § 4 in the Laws of the Student Welfare Associations.

1. The SiÅs board decides how much the semester fee shall be. All decisions made relating to setting or increasing the semester fee shall be approved of by the department, cf. § 12 in the Laws of the Student Welfare Associations.

• Powers

The SiÅs Board sets the semester fee price and allocation after first receiving input from the Student Parliament.
The SiÅs Board sets the budget each year for the usage of the semester fee, including economic resources for the allocation of welfare funds for clubs and societies, after first receiving input from the Student Parliament.

The SiÅs Board sets out instructions for the semester fee.

The Student Parliament sets regulations for distributing welfare funds.

The Student Parliament carries out the distribution of welfare funds.

Disputes regarding interpretation of the instructions and rules can be brought forth to the SiÅs Board for a decision.
Correct version of draft

Study quality document for the Student Parliament at NMBU

Approved at Student Parliament 2, xx.xx.xxxx

The document contains the demands that the students at NMBU have for their education.

**NMBU:**

1. NMBU shall ensure that students have a good formative journey that prepares them for a life
2. All students at masters level shall be assigned an academic mentor that will assist with academic follow-up, guidance and counselling in the student’s further progression and academic choices.
3. Students on all study programs shall have access to relevant idea workshops and take part in shaping these.
4. NMBU must use peer review of the teaching in all courses at least once per semester to ensure the quality and to give educators formative feedback.
5. NMBU shall have a goal that over 50% of the students go on exchange during the course of their studies.
6. Exchange shall be the norm, and NMBU needs a system to opt out of going, instead of having to opt in for exchange.

**Study program:**

7. It shall be facilitated for students to be active parts of the academic communities.
8. All disciplines at NMBU shall have an academic home placed in dialogue with the students, functioning as both a social and academic meeting place.
9. The study program’s study plan shall be academically founded and shall give the student the greatest amount of options when choosing courses.
10. All study programs shall give practice in cooperating across fields and solving complex problems.
11. The study programs shall be relevant to working and give students competence that is sought after in the industry.
12. NMBU shall better facilitate for students of all disciplines to be able to take relevant, credited practical training, with qualified counsellors, at some point in their studies.
13. All students shall have access to clear study plans over compulsory courses, selectable courses and free courses that you have to/can take during your studies.

**Courses:**

14. Syllabuses shall always be based on updated and quality tested research.
15. The teaching method in the course must be based on research and educational competence/based on educational research and competence.
16. Teaching shall be a student active process that promotes reflection and independence.
17. Teaching shall give the student relevant knowledge and competence with their academic field through learning and mastering.
18. The build of courses should be academically founded in a way that gives the students academic and personal development.
19. Digital aides shall be used where relevant, and educators shall have updated competence in how to use these.
20. Students shall be able to give educators a lot of feedback on the teaching during the course and how this is followed up.
21. All students shall get automatic, individual feedback on required tasks and exams, and the feedback shall promote further learning.
22. All courses shall be seen together with the sustainable development goals and shall give the students a mindset for sustainability and relevant global challenges.

23. The choice of evaluation form shall be based on what would be the best way for the student to show what it has learned.

24. All courses shall offer a continuation exam for those who fail or are registered with valid absence.

25. Use of compulsory attendance shall be limited and can only be used when there’s no other way to gain the expertise.