

# Constituent Student Parliament 2020



STUDENTTINGET  
NMBU

Monday November 23rd 2020

ZOOM

KI 1715 - 2000

Protocol

Chairmen Martine Gjerde og Ida Børve Smith

Protocol author Elisabeth Breiland

Case documents are available: <http://www.studentdemokratiet.no>

Tilstede ved	Konstituerende Studenttting, digitalt på Zoom	Mandag 23.11.2020 kl 1715
<b>Fakultet</b>	<b>Studenttingsrepresentanter</b>	<b>Konst ST</b>
HH	Jørgen Måleng	x
HH	Karen Marie Maurtvedt	x
HH	Maren Helene Sævold	x
HH	Pernille Høili Øhrn	x
RealTek	August Aalstad	x
RealTek	Bjørg Eli Øymo	x
RealTek	Oscar Husebye	
RealTek	Rakel Tzeng-Ohn Steensen	x
RealTek	Marthe Ahlgreen Hansen	x
VET	August Reierstad Haugen	x
VET	Ida Beate Løken	x
VET	Vebjørn Gunnarson Thunes	x
MINA	Hennie Engedal Lindøe	x
MINA	Ada Marie Orthe Karlsen	x
MINA	vara Sanne Staven Wermskog	x
BioVit	Jules Vachaud	x
BioVit	Wilhelm Anthun	x
BioVit	Erik Finsæther Bull-Hansen	x
LandSam	Anders Endorsen	x
LandSam	Daniel Bjørnstad Kristiansen	x
LandSam	Helene Drechsler	x
LandSam	Martin Løken	
KBM	Ingunn Storliløkken	x
KBM	Erlend Kristoffer Staavi	x
KBM	Iben Lund Johansen	x
<b>Totalt</b>	<b>Stemmeberettigede tilstede</b>	<b>23</b>
<b>Representanter</b>	<b>med oppmøteplikt, uten stemmerett.</b>	
SiÅs	Astrid Randem Lunde	
	Tor Grobstok	
US	Børge Falleth Høysæter	x
	Nina Vold Johansen	x
AU	Tuva Todnem Lund	x
	Magnus Dybdahl	x
	Tilde Dalberg	x
	Elisabeth Breiland	x
ISU		
Kontrollkom	Lise Benette Nilsen Hovd	x
	David Maartens 2	x

# **AGENDA**

CONSTITUENT STUDENT PARLIAMENT - 2020, MONDAY 23<sup>rd</sup> OF NOVEMBER AT 5:15PM, on Zoom.  
COMPLETE CASE DOCUMENTS ARE ONLY SENT TO PERMANENT STUDENT REPRESENTATIVES.  
THE DOCUMENTS ARE ALSO PUBLISHED AT CANVAS AND THE STUDENT DEMOCRACY WEBSITE:

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

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

<b>2071</b>	<b>CONSTITUTION .....</b>	<b>4</b>
2071.1	APPROVAL OF TODAY'S AGENDA AND SUMMONING.....	4
2071.2	APPROVAL OF THE PREVIOUS MEETING REPORT .....	4
2071.3	APPOINTMENT OF A COUNTING COMMITTEE .....	4
<b>2072</b>	<b>DECISION CASES.....</b>	<b>4</b>
2072.1	REVISE THE FRAMEWORK FOR THE WORKING YEAR OF THE STUDENT PARLIAMENT .....	4
<b>2073</b>	<b>ELECTIONS AND APPOINTMENTS .....</b>	<b>9</b>
2073.1	ELECTION OF THE CHAIRMEN .....	9
2073.2	ELECTION OF THE ELECTION COMMITTEE.....	9
2073.3	ELECTION OF LEADER OF THE CONTROL COMMITTEE .....	10
2073.4	ELECTIONS FOR BUDDY GENERAL.....	11
<b>2074</b>	<b>OTHER CASES .....</b>	<b>12</b>
<b>2075</b>	<b>MEETING EVALUATION.....</b>	<b>12</b>
<b>2076</b>	<b>ATTACHMENTS .....</b>	<b>13</b>
2076.1	ATTACHMENT 1 CURRENT FRAMEWORK FOR THE WORKING YEAR OF THE STUDENT PARLIAMENT.....	13
2076.2	ATTACHMENT 2 PROPOSED NEW FRAMEWORK FOR THE WORKING YEAR OF THE STUDENT PARLIAMENT...	17
2076.3	ATTACHMENT 3 WORKING INSTRUCTIONS FOR THE CONTROL COMMITTEE.....	21
2076.4	ATTACHMENT 4 JOB DESCRIPTION FOR THE BUDDY GENERAL AT NMBU.....	23
	<b>DOCUMENTS APPROVED AT CONSTITUENT STUDENT PARLIAMENT .....</b>	<b>25</b>
	FRAMEWORK FOR THE WORKING YEAR OF THE STUDENT PARLIAMENT .....	25

## 2071 Constitution

### 2071.1 Approval of today's agenda and summoning

Approved without objections

### 2071.2 Approval of the previous meeting report

Postponed until Student Parliament 1.

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

### 5 2071.3 Appointment of a Counting Committee

6

7 1. Nina Vold Johansen

8

9 2. Lise Hovd

10

11 3. Magnus Dybdahl

12 The counting committee was approved.

13

14

## 15 2072 Decision cases

16

### 17 2072.1 Revise the Framework for the working year of the Student 18 Parliament

19 *Case responsible: The Student Board*

20

21 Attachment 1: Current Framework for the working year of the Student Parliament

22 Attachment 2: Proposed new Framework for the working year of the Student Parliament

23

#### 24 **Purpose:**

25 Approve the new Framework for the working year of the Student Parliament

26

#### 27 **Background:**

28 After the new Framework for the working year was approved at Student Parliament 4, several  
29 issues has occurred that makes it necessary to update the document.

30

31 Suggestion to be stricken is marked with a strikethrough in attachment 2, like this: ~~suggestion.~~

32 New text is marked in green in attachment 2, like this: **The principal shall be elected at Student  
33 parliament 4.**

34

35

#### 36 **Proposed decision**

37 Framework for the working year of the Student Parliament as presented in attachment 2  
38 The Student Board presented the case

39

40 **Vote:**

41 Suggested changes have been submitted.

42

43 Proposal 2 Suggested addition add a point about educational seminar for elected  
44 representatives.

45 **New text:**

46 Educational seminar for new trusted representatives at faculty level

47 For 23

48 Against

49 Abstinent 0

50 **The suggested addition was approved**

51

52 Proposal 3 suggested change, change to type of seminar

53 **Original text:**

54 Seminar for studenttingsrepresentanter i programrådene og fakultetets studeiutvalg

55 Seminar for student parliament representatives in the program councils and faculty  
56 educational committee

57 **New text:**

58 Seminar for student representatives in the faculty Educational committee (Fak-SU) and the

59 Educational committee at NMBU (NMBU-SU) + the faculties Research committee (Fak-FU) and

60 The research committee at NMBU (NMBU-FU)

61 For 22

62 Against

63 Abstinent 1

64 **The suggested change was approved**

65

66 Proposal 4 suggested addition, add a point about an educational seminar in the spring

67 **New text:**

68 Educational seminar for new representatives at the faculty boards and the University Board

69 For 22

70 Against

71 Abstinent 1

72 **The suggested addition was approved**

73

74 Proposal 5 suggested addition, add a point about ideas for larger LMU measures

75 **New text:**

76 The Student Parliament will submit suggestions for larger LMU measures

77 For 20

78 Against

79 Abstinent 3

80 **The suggested addition was approved**

81

82 Proposal 6, suggested change, change to a shorter formulation

83 **Original text:**

84 Presentation of the positions that are to be elected in the electronic ballot election in April/May  
85 (president and 2 members of the Student Board AU), female representative to the University  
86 Board 1 main 1 substitute, as well as female representatives to every faculty board 1 main and  
87 1 substitute

88 **New text:**

89 Presentation of the positions to the Student Board, University Board and faculty boards that  
90 are up for election in April/May.

91 For 21

92 Against

93 Abstinent 2

94 **The suggested change was approved.**

95

96 Proposal 9 suggested change, move annual reports from ST6 to ST3

97 **Original text:**

98 Annual reports from SiÅs and US representatives

99 **New text:**

100 Annual reports from the Student Board (AU) and the students in the University Research  
101 Committee (MNBU-FU), University Educational Committee (NMBU-SU), SiÅs and the University  
102 Board (US)

103 For 20

104 Against

105 Abstinent 3

106 **Suggested change was approved.**

107

108 Proposal 7 suggested strike, candidates for the faculty boards will be presented at SP3

109 **Original text:**

110 The University Board and faculty boards

111 **New text:**

112 The University Board

113 For 22

114 Against

115 Abstinent 1

116 **The suggested strike was approved**

117

118 Proposal 8, suggested change, move election from SP2 to SP3 to gather elections

119 **New text**

120 Central appointment committee, 2 main and 2 substitute, Complaints committee 2 main and 2  
121 substitutes

122 For 19

123 Against 2

124 Abstinent 2

125 **The suggested change was approved**

126

127 Proposal 14 suggested addition, add a point about educational seminar for elected  
128 representatives in the fall  
129 **New text:**  
130 Educational seminar for new representatives to the faculty boards and University Board  
131 For 22  
132 Against  
133 Abstinent 1  
134 **The suggested addition was approved**  
135  
136 Proposal 15 suggested addition, change to type of seminar  
137 **New text:**  
138 Seminar for student representatives in the faculty Educational committee (Fak-SU) and the  
139 Educational committee at NMBU (NMBU-SU) + the faculties Research committee (Fak-FU) and  
140 The research committee at NMBU (NMBU-FU)  
141 For 21  
142 Against  
143 Abstinent 2  
144 **The suggested addition was approved.**  
145  
146 Proposal 10 suggested addition, insert revising the Program of Principles during SP5  
147 **New text:**  
148 The Program of Principles revised every five years  
149 For 17  
150 Against 3  
151 Abstinent 3  
152 **The suggested addition was approved.**  
153  
154 Proposal 11 suggested addition, do as dine on SP 2, present positions for electronic ballot  
155 election  
156 **New text:**  
157 Presentation of the positions up for the electronic ballot election in November  
158 For 22  
159 Against  
160 Abstinent 1  
161 **The suggested addition was approved.**  
162  
163 Proposal 12 Suggested change, move election of the Buddy General to SP5  
164 **New text:**  
165 Following candidates are to be elected – Buddy General  
166 For 22  
167 Against  
168 Abstinent 1  
169 **The Suggested change is approved.**  
170  
171

172 Proposal 1 Suggested addition, add a point about a short educational seminar for recently  
173 elected representatives

174 **New text:**

175 Educational seminar for recently elected student parliament representatives

176 For 22

177 Against

178 Abstinent 1

179 **The suggested addition was approved.**

180

181 Proposal 13 suggested change, strike the whole constituent student parliament and move  
182 elections to SP6

183 **Original text:**

184 Candidates for the following positions are to be elected:

- 185 • The Control Committee, the president of the committee.
- 186 • The Buddy General
- 187 • Participants for the Norwegian Student Organization's (NSO's) national meeting

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

189 Candidates for the following positions are to be selected:

- 190 • Election of the chairmen, 1 main and 1 deputy.
- 191 • Election of the election committee, 4 members.

192

193 **New text:**

194 Election of chairmen 1 main and 1 substitute, election of the election committee, 4 members

195 For 20

196 Against

197 Abstinent 3

198 **The suggested change was approved.**

199

200 **Approve the entire Framework of the Working Year for the Student Democracy**

201 For 19

202 Against

203 Abstinent 4

204 The whole Framework for the working year was approved.

205

206

207 **Decision:**

208 The Student Parliament approved the Framework for the working year for the Student  
209 Democracy as presented I attachment 2, included changes.

210

211

212

213



214 **2073 Elections and appointments**

215 **2073.1 Election of the Chairmen**

216 *Case responsible: The Student Board*

217 **Purpose:**

218 To elect 1 permanent chairman and 1 deputy. The position lasts for one year and begins on  
219 January 1st, 2020.

220

221 **Background:**

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

226 The Chairmen needs to have experience in leading meetings and should preferably have been a  
227 part of bigger meetings or many previous Student Parliaments. Normally the Chairmen have a  
228 meeting with the president and vice president of the Student Board where they go over the  
229 agenda and make a time management plan. Up until now there has been no Control Committee  
230 in the Student Parliament, and therefore the Chairmen have had an important role when it is  
231 unclear if the Student Parliament is following the regulations and protocol. It is still important  
232 that the Chairmen follow regulated meeting practices, and it is therefore important that they  
233 are well-versed in this. To work as a Chairman is interesting and enriching. The position gives  
234 both experience with structured meeting leadership and a good insight into the Student  
235 Democracy's work here at NMBU.

236

237 **Pre-notified candidates**

238

- 239
  - Ida Børve Smith

240

241 The candidate presented herself

242

243 **Vote:**

244 The candidate was elected by acclamation.

245

246 **Substitute candidate:**

247 Ida Beate Løken came forward at the meeting

248

249 The candidate presented herself

250

251 The candidate was elected by acclamation

252

253

254 **2073.2 Election of the Election Committee**

255 *Case responsible: The Student Board*

256

257 **Purpose**

258 To elect 4 members to the Student Parliament's Election Committee. The position lasts for one  
259 year and begins immediately after the meeting.

260  
261 **Background**

262 The Election Committee has the responsibility of finding candidates for all positions at student  
263 parliament and other committees at the university level. Together with the Student Board, they  
264 market chosen candidates and prepare election cases for the student parliaments case papers.  
265 The election committee has the opportunity to submit their recommendations, and only does  
266 so when they find it necessary. The members of the election committee do not have the  
267 possibility of running for positions during their time on the committee, except for to re-run for  
268 the election committee. The members of the committee must attend the Student Parliament's  
269 meetings and arrangements.

270  
271 As a member of the Election Committee you play an important role in the student democracy!  
272 You work actively to reach out to all students at NMBU throughout the whole year to promote  
273 the different positions. You can expect close cooperation with the Student Board and Student  
274 Councils at the university. As a committee member you will work a lot with social media, email,  
275 and designing campaigns.

276  
277 **Pre-notified candidates**

- 278 • Jens Bartnes
- 279 • Jardar Lindaas Bringedal

280  
281 The Student Board presented the position

282  
283 Vote:  
284 The 2 candidates were elected by acclamation

285  
286 The Student Parliament passed on the responsibility to appoint the 2 remaining candidates to  
287 the Student Board.

288  
289  
290 **2073.3 Election of leader of the Control Committee**

291 *Case responsible: The Student Board*

292  
293 **Attachment 3: Working Instructions for the Control Committee**

294  
295 **Purpose:**  
296 Elect a leader for the Control Committee.

297  
298 **Background:**  
299 The Control Committee consists of three members that are chosen twice a year; one leader at  
300 Student Parliament 6 and the two other members at Student Parliament 3. The committee is  
301 required to meet at Student Parliament meetings, and at least two members of the committee  
302 must meet. At least one member of the committee should be a part of the counting committee.  
303 One member of the Control Committee must attend the Student Council dinner. There will be  
304 overlapping meetings between the old and new president after a new one is elected (in other  
305 words, before the constituent Student Parliament). The meeting will cover the practicalities of  
306 the committee, as well as orientation of current cases.

307  
308 As a member of the control committee, you cannot be a part of the following committees:  
309 • The Student Board (AU)  
310 • The Student Parliament (representatives or moderator)  
311 • University Board  
312 • The Election Committee  
313 • Leader of SiÅs

314

315 **Candidates:**

316 There were no pre-notified candidates.

317

318 The Student Board presented the position.

319

320 The Student Parliament passed on the responsibility to appoint a candidate for this position to  
321 the Student Board.

322

323

324 **2073.4 Elections for Buddy General**

325 *Case responsible: The Student Board*

326 **Attachment 3**

327

328 **Purpose:**

329 To elect a Buddy General for 2021. The position lasts one year and begins immediately upon  
330 election.

331

332 **Background:**

333 The Buddy General has the head responsibility for the organization of buddy week in the  
334 spring and fall of 2021, and serves as an intermediary between buddy leaders and NMBU.

335

336 As Buddy General, one has good insight to life on campus. They must be able to stand in front of  
337 large crowds, and work continuously and independently throughout the year. It is an  
338 advantage to have participated in buddy week before, either as an active student, a buddy, or  
339 as a buddy leader.

340 The Buddy General secures wellbeing, an inclusive environment at NMBU, and is a key person  
341 for information flow aimed at the new students.

342

343 **Candidates:**

344 Maren Helene Sævold

345

346 The Student Board presented the position

347

348 **Vote:**

349 The candidate presented herself.

350 The candidate was elected by acclamation  
351  
352

353 **2074 Other Cases**

354  
355 There were no other cases.  
356  
357  
358

359 **2075 Meeting Evaluation**

360 The meeting was evaluated, and the meeting was ended by the president of the Student Board.  
361  
362

363 **2076 Attachments**

364 **2076.1 Attachment 1 Current Framework for the working year of the Student**  
365 **Parliament**

366 **Framework for the Working Year of the Student**  
367 **Parliament**

368 *Approved at Student Parliament 4, 14.09.2020*

369  
370 *SPRING – for elections that happen in the spring period (January 1st – June 30th) the elected*  
371 *student representatives being their positions on July 1st of the same year, unless otherwise*  
372 *specified. The positions last 1 year, with the exception of the SiÅs Board.*

373  
374 **At the change of the month January/February:** The Student Parliament’s kickoff conference.  
375 Held for the entire student parliament. (Representatives, moderator, election committee,  
376 control committee) + president and vice president of the student councils.

377 **February:**

- 378
  - Startup meeting with the Student Councils
  - Seminar for the student representatives in the program councils and the faculties’  
380 education boards.

381  
382 **Student Parliament 1**

383 Candidates for the following positions are to be selected:

- 384
  - The Committee for the semester’s best lecturer, 4 members. 1-year long position that  
385 goes into effect immediately.

386  
387 **Student Parliament 2**

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

- 389
  - Distribution of Welfare Funds
  - Presentation of the positions up for electronic election in April/May (president and two  
391 members of the Student Parliament’s Student Board, as well as female student  
392 representatives for the University Board, 1 main + deputy, as well as female  
393 representatives for each of the faculty boards, 1 main + deputy).

394  
395 Candidates for the following positions are to be selected:

- 396
  - Central Admissions Committee, 2 main and 2 deputies.
  - The Board of Complaints, 2 main and 2 deputies.

398

399 **Student Parliament 3**

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

- 401 • The Schedule for the Student Parliament for the following year
- 402 • The Yearly report from SiÅs and University Board representatives. The case should be
- 403 included in the case papers, but the report itself can be sent out on electronic platforms.
- 404 • Informing about the budget since January of this year
- 405 • Presentation of the candidates for the Student Board, as well as the candidates for the
- 406 University Board.
- 407

408 Candidates for the following positions are to be selected:

- 409 • The Control Committee, 2 representatives.
- 410 • The SiÅs Board, 2 main (2-year positions) and 2 deputies (1-year positions)
- 411 • An external representative to the SiÅs Board. This election is held every other year (odd
- 412 numbered years).
- 413 • The University's Research Board, 1 main representative and 2 deputies.
- 414 • Chairmen, 1 main + deputy
- 415 • Learning environment committee (LMU), 3 main + 4 deputies (prioritized).
- 416 • The University's Education Board (USU), 2 main and 3 deputy representatives, the
- 417 position being immediately upon election.
- 418

419 **April/May**

420 Electronic ballot voting for the president and two members of the Student Parliament's Student  
421 Board (AU), as well as 1 main and 1 deputy representative for the University Board.

422  
423 *FALL – for elections that take place in the fall period (August 1st – December 31st) the elected*  
424 *student representatives begin their positions on January 1st of the following year, unless*  
425 *otherwise specified. The positions last for 1 year, with the exception of the SiÅs Board.*  
426

427 **September**

- 428 • Startup meeting with the Student Councils
- 429 • Seminar for student representatives in the program councils and the faculties'
- 430 education boards.
- 431

432 **Student Parliament 4**

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

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

436

437 Candidates for the following positions are to be selected:

- 438 • Research Ethics Committee, 2 main and 2 deputy representatives. 1-year position that  
439 beings immediately upon election.
- 440 • Committee for the distribution of welfare funds, 2 members. 1-year position that beings  
441 immediately upon election.

442

#### 443 **Student Parliament 5**

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

- 445 • Initial processing of the Student Democracy's budget.
- 446 • Distribution of welfare funds
- 447 • Information about the positions that are to be elected at the Constituent Student  
448 Parliament

449

#### 450 **November:**

451 Electronic ballot voting for the male student representatives in the faculty board of each faculty  
452 (1 main and 1 deputy), as well as male student representatives for the University Board (1  
453 main and 1 deputy)

454

#### 455 **Student Parliament 6**

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

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

465

466 Candidates for the following positions are to be elected:

- 467 • The Control Committee, the president of the committee.
- 468 • The Buddy General
- 469 • Participants for the Norwegian Student Organization's (NSO's) national meeting

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

471 Candidates for the following positions are to be selected:

472 • Election of the chairmen, 1 main and 1 deputy.

473 • Election of the election committee, 4 members.

474

475

476



479

## 480 **Framework for the Working Year of the Student** 481 **Parliament**

482 *Approved at Constituent Student Parliament , xx.xx.xxxx*

483

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

487

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

### 491 **February:**

- 492 • Startup meeting with the Student Councils
- 493 • Educational seminar for representatives at faculty level.
- 494 • Educational seminar for new representatives for the faculty boards and University  
495 Board
- 496 • Seminar for the student representatives in the faculties’ academic affairs committees  
497 (Fak-SU) and the University Academic Affairs Committee (NMBU-SU)+ Faculties’  
498 Research (Fak-FU) and the University research Committee (NMBU-FU)

499

500

### 501 **Student Parliament 1**

502 Candidates for the following positions are to be selected:

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

505

### 506 **Student Parliament 2**

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

- 508 • Allocation of Welfare Funds
- 509 • The Student Parliament proposes suggestions for larger learning environment actions
- 510 • Presentation of the positions up for electronic election in April/May Student  
511 Parliament’s Student Board, the University Board and the Faculty Boards

512

513 ~~Candidates for the following positions are to be selected:~~

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

516

### 517 **Student Parliament 3**

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

- 519 • The Schedule for the Student Parliament for the following year
- 520 • The Annual reports from The Student Board (AU), The University Research committee  
521 (NMBU-FU), University Academic Affairs committee (NMBU-SU), SiÅs and University  
522 Board representatives. The case should be included in the case papers, but the report itself  
523 can be sent out on electronic platforms.
- 524 • Informing about the budget since January of current year
- 525 • Presentation of the candidates for the Student Board, as well as the candidates for the  
526 University Board **and the Faculty Boards**

527

### 528 **Candidates for the following positions are to be selected:**

- 529 • The Control Committee, 2 representatives.
- 530 • The SiÅs Board, 2 main (2-year positions) and 2 substitutes (1-year positions)
- 531 • An external representative to the SiÅs Board. This election is held every other year (odd  
532 numbered years).
- 533 • The University's Research committee, 1 main representative and 2 substitutes.  
534 (prioritized)
- 535 • Chairmen, 1 main + substitute
- 536 • Learning environment committee (LMU), 3 main + 4 substitutes (prioritized).
- 537 • The University's Education Board (USU), 2 main and 3 deputy representatives, the  
538 position being immediately upon election.
- 539 • **The University Academic Affairs committee (NMBU-SU) 2 main and 2 substitutes**
- 540 • **The Board of Complaints 2 main and 2 substitutes**

541

### 542 **April/May**

543 Electronic ballot voting for the president and two members of the Student Parliament's Student  
544 Board (AU), as well as 1 main and 1 substitute female representative for the University Board and 1  
545 main and 1 substitute female representative to each Faculty.

546

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

550

## 551 **September**

- 552 • Startup meeting with the Student Councils
- 553 • Seminar for student representatives in the program councils and the faculties’  
554 education boards.
- 555 • Seminar for the student representatives in the faculties’ academic affairs committees  
556 (Fak-SU) and the Faculties’ Research committees’ (Fak-FU)
- 557 • The Student Parliament Fall conference are to be held for all the representatives that  
558 are obligated to attend the Student Parliament, as well as presidents and vice presidents  
559 of the Faculties’ Student Boards.

560

## 561 **Student Parliament 4**

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

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

565

566 Candidates for the following positions are to be selected:

- 567 • Research Ethics Committee, 2 main and 2 deputy representatives. 1-year position that beings  
568 immediately upon election.
- 569 • Committee for the distribution of welfare funds, 2 members. 1-year position that beings  
570 immediately upon election.

571

## 572 **Student Parliament 5**

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

- 574 • Initial processing of the Student Democracy’s budget.
- 575 • Distribution of welfare funds
- 576 • Information about the positions that are to be elected at the Constituent Student Parliament  
577 • Program of principles every 3<sup>rd</sup> year, last approved in 2018
- 578 • Presentation of the positions coming up on the electronic ballot election in the fall.

579

580 Candidates for the following positions are to be elected:

- 581 - The Buddy General

582

583

584 **November:**

585 Electronic ballot voting for the male student representatives in the faculty board of each faculty (1  
586 main and 1 deputy), as well as male student representatives for the University Board (1 main and 1  
587 deputy)

588

589 **Student Parliament 6**

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

- 591 • Plan of action for the Student democracy is adopted for the next calendar year
- 592 • Long-term strategy for the next 3 years. The long-term strategy must be reviewed every  
593 third year, last adopted in 2020.
- 594 • The Budget for the Student Democracy is to be addressed for the second time and  
595 approved of.

596

597 Candidates for the following positions are to be selected:

- 598 • The Control Committee, the president of the committee.

599 ~~The Buddy General~~

- 600 • Participants for the Norwegian Student Organization's (NSO's) national meeting
- 601 • Election of chairmen, 1 main and 1 substitute
- 602 • Election of the Election Committee, 4 members

603

604 ~~Constituent Student Parliament~~ held for new student parliament representatives. Candidates for  
605 the following positions are to be selected:

606 ~~Election of the chairmen, 1 main and 1 deputy.~~

607 ~~Election of the election committee, 4 members.~~

608

609

610

612

## 613 **Working instructions for the Control Committee**

614 *Revised at Student Parliament 4, 09.09.2019*

615

### 616 **Jurisdiction**

617 The Control Committee is an advisory committee that reports to the Student Parliament should there  
618 be a violation of statutes, guidelines or Rules of Procedure. If there is reason to believe there has  
619 been a violation of statutes, guidelines or Rules of Procedure the Control Committee can, both by  
620 request or by own initiative, investigate.

621

### 622 **Composition and duration**

623 The Control Committee consists of a leader and 2 members. The leader does not have a double vote.  
624 The committee is elected by the Student Parliament. The leader is elected at Student Parliament 6,  
625 while the ordinary members are elected at Student Parliament 3. Members of the Control Committee  
626 sit for the duration of 1 year.

627

### 628 **Tasks**

629 The Control Committee's tasks:

- 630 • The Control Committee shall have overall supervision with that statutes, guidelines and  
631 Rules of Procedure are followed.
- 632 • The Control Committee shall attend Student Parliament meetings with at least two (2)  
633 members.
- 634 • At Student Parliament at least 1/one member of the committee shall be a member of the  
635 Counting Committee.
- 636 • The Control Committee shall deliver a written yearly report to the Student Parliament.  
637 This shall be presented as an orientation case at Student Parliament 6.
- 638 • The Control Committee can assist other organs in the student democracy upon request.
- 639 • The Control Committee shall be represented by at least one (1) member at Student  
640 Council dinners.

641 Before Student Parliament meetings the Control Committee can have meetings with AU, and  
642 potentially the chairmen, to review cases.

643

### 644 **Distrust**

645 Should a motion of distrust be presented, the involved parties may request a statement from the  
646 Control Committee. This statement can only mention direct violations of the statutes, Rules of  
647 Procedure or working instructions approved by the Student Parliament. The Control Committee shall  
648 not make assessments of any other nature than whether there have been direct violations or not.

649

### 650 **Overlap**

651 The vice president of the Student Board is responsible for making sure that the newly elected  
652 members of the Control Committee have overlap. Overlap amongst other things means having  
653 meetings between sitting and newly elected members before the next Student Parliament meeting.  
654 The meetings shall be about the practice in the Control Committee as well as an orientation on any  
655 relevant cases.

656

#### 657 **Other positions**

658 Members of the Control Committee cannot at the same time have positions in the Student  
659 Democracy that might impact their impartiality. Members of the committee cannot within the  
660 duration of their position sit in the following committees:

- 661 - Student Board (AU)
- 662 - Student Parliament (representatives and chairmen)
- 663 - The University Board
- 664 - The Election Committee
- 665 - President of the SiÅs-Board

666

#### 667 **Changes to working instructions**

668 The working instructions for the Control Committee is approved by the Student Parliament by a  
669 qualified majority. Suggestions to change the working instructions must be presented to and  
670 approved by the Student Parliament.

671

672

674

## 675 Job description for buddy general at NMBU

676 *Approved at Student Parliament 6 09.11.2020*

677

678 The buddy general has the main responsibility for organizing the buddy week in the spring and  
679 autumn in addition to the introductory. The general will act as a liaison between the student  
680 bodies, NMBU and the buddies. The person in question has the right to and is encouraged to  
681 appoint a buddy secretary who can assist the buddy general with performing tasks. The buddy  
682 general is a part of the Buddy Board.

683

### 684 **The buddy board consists of:**

- 685 • All buddy leaders and buddy secretaries from all faculties
- 686 • The Head of Security at NMBU
- 687 • The leader of SiT

688 In addition, the following are invited regularly:

- 689 • A member of the Student Board
- 690 • The event manager at Samfunnet.

691

### 692 **Tasks:**

- 693 • Organize regular meetings with the buddy board where you plan and coordinate  
694 activities
- 695 • Organize regular meetings with ESN, ISU, AU and SiT where you plan and coordinate the  
696 buddy week in the spring and the introductory week in the autumn.
- 697 • In collaboration with the Student Board, follow up that a buddy leader is elected at all  
698 faculty meetings
- 699 • Follow up the buddy leaders
- 700 • Ensure regular contact with external actors
  
- 701 • Plan the registration weekend together with SiT
- 702 • Ensure that all buddies receives the necessary information in order for them to do their  
703 job properly throughout the buddy week. Planning documents must be established in  
704 order to keep good control, and they should strive for transparency overall, so that  
705 everyone involved in the buddy week always have the necessary information available  
706 in order to complete the best buddy week possible.
- 707 • Manage buddy contracts, buddy manager contracts and certificates
- 708 • Ensure that buddy t-shirts are ordered and distributed
- 709 • Convene and hold a buddy seminar for all buddy
- 710 • Be available by e-mail and telephone throughout the position
- 711 • Check that the necessary overlap with the buddy managers is carried out
- 712 • Responsibility for providing sufficient information to buddy and new students. This  
713 means making sure that an overview and schedules are made for the buddy scheme
  
- 714 • Ensure that information is properly passed on to the new buddy general, this entails  
715 detailed information documents, meetings and preparation of all necessary documents  
716 in a digital platform for the Buddy Board to use.
- 717 • Coordinate the system for allocation of buddies together with SiT and the buddy leaders
- 718 • Approve that activities are planned according to the set inclusion, social pressure,  
719 health and safety rules.

720  
721  
722

- Ensure that sufficient information are provide in the relevant channels in order to reach new students.



723 Documents approved at Constituent Student Parliament

724

725 Framework for the Working Year of the Student Parliament

726

*Approved at Constituent Student Parliament, 23.11.2020*

727

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

731

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

735 **February:**

736

- Startup meeting with the Student Councils
- Educational seminar for representatives at faculty level.
- Educational seminar for new representatives for the faculty boards and University Board
- Seminar for the student representatives in the faculties' academic affairs committees (Fak-SU) and the University Academic Affairs Committee (NMBU-SU)+ Faculties' Research (Fak-FU) and the University Research Committee (NMBU-FU)

737

738

739

740

741

742

743

744

745 **Student Parliament 1**

746 Candidates for the following positions are to be selected:

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

749

750 **Student Parliament 2**

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

752

- Allocation of Welfare Funds
- The Student Parliament proposes suggestions for larger learning environment measures
- Presentation of the positions up for electronic election in April/May Student Parliament's Student Board, the University Board and the Faculty Boards

753

754

755

756

757

758 ~~Candidates for the following positions are to be selected:~~

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

761

### 762 **Student Parliament 3**

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

- 764 • The Schedule for the Student Parliament for the following year
- 765 • The Annual reports from The Student Board (AU), The University Research committee  
766 (NMBU-FU), University Academic Affairs committee (NMBU-SU), SiÅs and University  
767 Board representatives. The case should be included in the case papers, but the report  
768 itself can be sent out on electronic platforms.
- 769 • Informing about the budget since January of current year
- 770 • Presentation of the candidates for the Student Board, as well as the candidates for the  
771 University Board and the Faculty Boards
- 772

### 773 **Candidates for the following positions are to be selected:**

- 774 • The Control Committee, 2 representatives.
- 775 • The SiÅs Board, 2 main (2-year positions) and 2 substitutes (1-year positions)
- 776 • An external representative to the SiÅs Board. This election is held every other year (odd  
777 numbered years).
- 778 • The University's Research committee, 1 main representative and 2 substitutes.  
779 (prioritized)
- 780 • Chairmen, 1 main + substitute
- 781 • Learning environment committee (LMU), 3 main + 4 substitutes (prioritized).
- 782 • The University Academic Affairs committee (NMBU-SU) 2 main and 2 substitutes the  
783 position being immediately upon election.
- 784 • Sentral Admission committee 2 main and 2 substitute
- 785 • The Board of Complaints 2 main and 2 substitutes

786

787

### 788 **April/May**

789 Electronic ballot voting for the president and two members of the Student Parliament's Student  
790 Board (AU), as well as 1 main and 1 substitute female representative for the University Board  
791 and 1 main and 1 substitute female representative to each Faculty.

792

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

796

797 **September**

- 798
- The Student Parliament Fall conference are to be held for all the representatives that are obligated to attend the Student Parliament, as well as presidents and vice presidents of the Faculties' Student Boards.
- 799
- Educational seminar for student representatives in the University Board and the faculty boards.
- 800
- Seminar for the student representatives in the faculties' academic affairs committees (Fak-SU) and University academica affairs committee (NMBU-SU) + the Faculties' Research committees' (Fak-FU)and the University Research committee (NMBU-FU)
- 801
- 802
- 803
- 804
- 805

806

807 **Student Parliament 4**

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

- 809
- The Student Parliament brings forth suggestions for measures for the Learning Environment Committee to take in the following year.
- 810

811

812 Candidates for the following positions are to be selected:

- 813
- Research Ethics Committee, 2 main and 2 deputy representatives. 1-year position that beings immediately upon election.
- 814
- Committee for the distribution of welfare funds, 2 members. 1-year position that beings immediately upon election.
- 815
- 816

817

818 **Student Parliament 5**

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

- 820
- Initial processing of the Student Democracy's budget.
- 821
- Allocation of welfare funds
- 822
- Program of principles every 5<sup>th</sup> year, last approved in 2018
- 823
- Presentation of the positions coming up on the electronic ballot election in the fall.

824

825 Candidates for the following positions are to be elected:

- 826
- The Buddy General

827

828 **November:**

829 Electronic ballot voting for the male student representatives in the faculty board of each faculty  
830 (1 main and 1 deputy), as well as male student representatives for the University Board (1  
831 main and 1 deputy)

832

### 833 **Student Parliament 6**

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

- 835 • Plan of action for the Student democracy is adopted for the next calendar year
- 836 • Long-term strategy for the next 3 years. The long-term strategy must be reviewed every  
837 third year, last adopted in 2020.
- 838 • The Budget for the Student Democracy is to be addressed for the second time and  
839 approved of.

840

841 Candidates for the following positions are to be selected:

- 842 • The Control Committee, the president of the committee.
- 843 • Participants for the Norwegian Student Organization's (NSO's) national meeting
- 844 • Election of chairmen, 1 main and 1 substitute
- 845 • Election of the Election Committee, 4 members

846

847