

Student Parliament 1 2021



Monday 08th February 2021

KI 17.15-21.00

Protocol

Chairman: Ida Børve Smith
Protocol Author: Elisabeth Breiland

Digitalt på Zoom: <https://nmbu.zoom.us/j/68415496552>

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

Tilstede ved	Studenttting 1,	Mandag 08.02.2021 kl 1715
Fakultet	Studenttingsrepresentanter	ST 1
HH	Marius Bang - vara	x
HH	Karen Marie Maurtvedt	x
HH	Maren Helene Sævold	x
HH	Pernille Høili Øhrn	x
RealTek	August Aalstad	x
RealTek	Björg Eli Øymo	x
RealTek	Oscar Husebye	
RealTek	Rakel Tzeng-Ohn Steensen	x
RealTek	Marthe Ahlgreen Hansen	x
VET	August Reierstad Haugen	x
VET	Helene Fuglesang	x
VET	Vebjørn Gunnarson Thunes	x
MINA	Hennie Engedal Lindøe	x
MINA	Ada Marie Orthe Karlsen	x
MINA	Martine Skistad	x
BioVit	Jules Vachaud	
BioVit	Wilhelm Anthun	x
BioVit	Erik Finsæther Bull-Hansen	
LandSam	Anders Endor Nordengen	x
LandSam	Daniel Bjørnstad Kristiansen	x
LandSam	Helene Drechsler	x
LandSam	Benjamin Alexander Faulkner - vara	x
KBM	Ingunn Storliløkken	x
KBM	Mari Gjeitnes - vara	x
KBM	Iben Lund Johansen	x
Totalt stemmeberettigede tilstede på møtet		22
Representanter med oppmøteplikt, uten stemmerett.		
AU	Tuva Todnem Lund	x
	Magnus Dybdahl	x
	Tilde Dalberg	x
	Elisabeth Breiland	x
Kontrollkomitee	Lise Benette Nilsen Hovd	x
	David Maartens	x
Ordstyrere	Martine Gjerde	
	Ida Børve Smith	x
SiÅs	Astrid Randem Lunde	x
	Tor Grobstok	
US	Børge Falleth Høysæter	x
	Nina Vold Johansen	x
ISU		

AGENDA

STUDENT PARLIAMENT 1 - 2021, MONDAY 8th OF FEBRUARY AT 5:15 PM, .
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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2111 Constitution

2111.1 Approval of today's agenda and summoning

Approved without objections.

2111.2 Approval of the previous meeting protocol

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

4 Approved without objections.
5

6 2111.3 Appointment of a Counting Committee

7

8 1. Magnus Dybdahl

9

10 2. David Martens

11

12 3. Børge Høysæther

13

14 Counting committee was approved.
15

16 2112 Orientation cases

17 2112.1 Minutes

18

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

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

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

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

26 - The Student Board (AU)

27 - The University Board (US)

28 - The Education Board (SU)

29 - Student Welfare Organization in Ås (SiÅs)

30 - Student and Academics international helping fund (SAIH)

31 - International Student Union (ISU)

- 32 - The Research Board (FU)
33 - The Learning Environment Committee (LMU)
34 - Erasmus Student Network (ESN)
35 The reports were approved without objections.
36 The Student Parliament considers itself orientated

37
38 The reports were approved after clarifying questions.

39
40

41 2112.2 Briefing about SAIH's work and the tenners

42 *Case responsible: Hector Ulloa (Vice president at SAIH)*

43 **Purpose**

44 To brief the Student Parliament about SAIH's work, nationally and internationally, and the
45 change that is being generated with the contributions made by NMBU students through the
46 tenners scheme.

47

48 **Background**

49 The Students And Scholars' International Assistance Fund (SAIH) is the biggest student
50 movement for international solidarity in Norway. SAIH was established in 1961 as a part of the
51 Norwegian students' anti-apartheid movement and is one of the oldest solidarity organizations
52 in Norway. SAIH believes that education is essential for creating a functional society and is one
53 of the tools for defeating poverty. SAIH is for students by students.

54 The foundation of SAIH are the universities and colleges all over Norway. SAIH has local
55 chapters which hold debates, seminars and campaigns in 12 different campuses across the
56 country. SAIH does not have personal memberships, instead, the local chapters, student
57 democracies, university boards and student organizations are members.

58 Both the Student Parliament and the University Board at NMBU are members. Additionally,
59 SAIH Ås is also an established and active local chapter within SAIH.

60 Every year thousands of students contribute to SAIH's work through the «tenners scheme», a
61 voluntary donation made when they pay their semester fee. Currently, NMBU's students
62 donate 40kr per semester if they decide to be part of the tenners scheme.

63

64 SAIH presented the case.

65 The Student Parliament considers itself orientated.

66

67 2113 Decision cases

68 2113.1 New instructions for the Election Committee

69 *Case responsible: The Student Board*

70
71 **Attachment 1:** Current instructions for the Election Committee

72 **Attachment 2:** Proposed new instructions for the Election Committee

73
74

75 **Purpose:**

76 To approve the revised instructions for the Election Committee.

77

78 **Background:**

79 The instructions for the Election Committee was last revised in 2014, and there has been quite
80 a few structural changes in the organization since then.

81 The suggested changes are based on attachment 1 Current instructions for the Election
82 Committee. If all suggested changes the Student Board are approved, the document will look
83 like the document in attachment 2 "Proposed revised instructions for the Election Committee".

84

85 Suggested change 1: Line 309: remove institute, as institutional elections are no longer
86 performed.

87 Suggested change 2: Line 313: inserted correct name of the chapter in the Statutes, and added
88 "instructions for election"

89 Suggested change 3: Line 316: Remove organizational secretary, as the communication
90 between the Election Committee and the Student parliament at NMBU has gone through the
91 Student Board the recent years.

92 Suggested change 4: Line 321-323: Remove organizational secretary from the whole
93 paragraph

94 Suggested change 5: Line 322: Add that members of the Student board are summoned to
95 meetings when needed.

96 Suggested change 6: Line 324: Remove direct and elected so that all members of the Election
97 Committee are obligated to attend the Election Committee's meetings.

98 Suggested change 7: Line 337: Remove both campuses, as we are one campus during this
99 semester, and replace "all study cultures and both genders" with reflect the diversity of
100 students at NMBU in order to be more including.

101 Suggested change 8: Line 339 Add that the Election Committee are case responsible for the
102 election cases at Student Parliament.

103 Suggested change 9: Line 342: Write The Student Board instead of SB, In order to avoid
104 unnecessary abbreviations

105

106 **Suggested decision:**

107 Instructions for the Election Committee are approved.

108

109 The Student Board presented the case. The suggested changes are presented in the case
110 documents, and in addition as attachments.

111

112 No clarifying questions

113

114 No debate

115

116 **Vote:**

117 21 representatives eligible to vote for this case.
118
119 Proposals 1 – 9 see above, to be voted over all together
120 For: 21
121 Against: 0
122 Abstinent: 0

123
124 Proposals 1-9 were approved.

125
126 **Decision:**

127 Instructions for the Election Committee were approved including the proposed changes
128 presented at the meeting.

129
130

131 **2113.2 Change the revision responsibility for the application form and**
132 **report for community meeting funds**

133 *Case responsible: The Student Board*

134
135 **Attachment 3:** Current application form for community meeting funds

136 **Attachment 4:** Current report from community meeting funds

137

138 **Purpose:**

139 Approve that the Application form for Community Meetings funds and Report for Community
140 meeting funds are no longer revised by the Student Parliament.

141

142 **Background:**

143 Today the application form for Community meeting funds and the report for community
144 meeting funds are approved by the Student Parliament, lastly approved at Student Parliament
145 6 in 2018.

146 The Student Board regards this as inappropriate as the application form and report are
147 organizational documents that do not decide the rules for allocation.

148 The regulations for allocation of community meeting funds are decided in the Rules and
149 regulations for allocation of Welfare Funds, which are processed by the Student Parliament
150 every other year.

151

152 In the future it will be necessary to change the email addresses in the application form on an
153 annual basis, because the responsibility for the community meeting funds will no longer be
154 assigned to a specific role in the Student Board. Before the restructure of the Student Board it
155 was the welfare officers' responsibility to handle the community, meeting funds, however now
156 it will be internally constituted within the Student Board. Therefore, the email the community
157 meeting funds will vary from year to year, and It should be set as soon as a new Student Board
158 have started.

159

160

161 **Proposed decision:**

162 The Student Parliament approves that “the application form for community meeting funds and
163 the report for community meetings funds no longer are revised by the Student Parliament, but
164 that the responsibility is delegated to the Student Board.

165

166 The Student Board presented the case

167 No clarifying questions.

168 No debate

169

170

171 **Vote:**

172 21 eligible to vote

173 For: 21

174 Against: 0

175 Abstinent: 0

176

177 The proposal was approved.

178

179 **Decision:**

180 The Student Parliament approved that “the application form for community meeting funds and
181 the report for community meetings funds no longer are revised by the Student Parliament, but
182 that the responsibility is delegated to the Student Board.

183

184

185 **2113.3** **Revise the Rules for Inclusion Funds**

186 *Case responsible The Student Board*

187

188 **Attachment 5:** Rules for Inclusion Funds 2020

189 **Attachment 6:** Rules for Inclusion Funds Proposal

190

191 **Purpose:**

192 Update the rules and regulations for Inclusion funds so that they correspond with the situation
193 today as well as clarifying the rules.

194

195 **Background**

196 The move from Campus Adamstuen to the Veterinary Building has started, and there is
197 therefore no longer a need to have an observer present from there. The structure of the
198 Student Board has been changed too, and there is no longer a welfare officer or an
199 international officer. These areas of responsibility are now internally distributed within the
200 Student Board, and therefore it is natural that it now states that one of the Student Board
201 members shall be represented in the committee.

202 ESN has been added as a representative. This is because it is useful to have an extra member of
203 the committee because you need to be at least three representatives in order to make a
204 decisions concerning the applications, and because you do not wish to discriminate between
205 ESN and ISU, since ISU already have a representative in the committee.

206 Changes have also been suggested so that the rules will make more sense.

207

208

209 **Proposed decision:**

210 Approve the new regulation for Inclusion Funds

211

212 The Student Board presented the case.

213 No clarifying questions

214 No debate

215

216 **Vote:**

217 22 representatives eligible to vote in this case.

218 Proposal 10-15 are to be voted over all together.

219 **Proposal 10 suggested strike**

220 Original text:

221 2016

222

223 **Proposal 11 suggested strike**

224 Original text:

225 Other forms of inclusion are also taken into consideration although students applying for

226 larger socio/pro-active activities or initiatives will be prioritized (i.e. larger groups than ten).

227 New text

228 Students applying for larger socio/pro-active activities or initiatives will be prioritized (i.e.

229 larger groups than ten).

230

231 **Proposal 12 suggested change**

232 Original text:

233 International officer and welfare officer from the student board.

234 New text:

235 One representative from the Student Board (leader of the committee)

236

237 **Proposal 13 suggested change**

238 Original text

239 "One person from Samfunnet Board.

240 One person from ISU.

241 One person from SIT. "

242 New text:

243 "One representative from the Samfunnet Board.

244 One representative from ISU.

245 One representative from SIT. "

246

247 **Proposal 14 suggested strike**

248 Original text:

249 One observer from Campus Adamstuen

250

251 **Proposal 15 suggested addition**

252 New text:

253 One representative from ESN

254

255 For: 22

256 Against: 0

257 Abstinent: 0

258 Proposals' 10 – 15 was approved.

259

260 **Decision:**

261 The new regulations for allocation of the Inclusion Funds were approved including the changes

262 presented in the meeting.

263

264

265 2113.4 Regulations for the allocation of welfare funds

266 *Case responsible: The Student Board*

267

268 **Attachment 7:** Old regulations for the allocation of welfare funds

269 **Attachment 8:** Proposal for new regulations for the allocation of welfare funds

270

271 **Purpose:** To adopt revised regulations for the allocation of welfare funds

272

273 **Background:**

274 Regulations for the allocations of welfare funds were last revised in 2019. Since then, there
275 have been changes in the composition of the working committee, and that after the spring of
276 2021 there is no longer a «campus Adamstua». The proposed changes are put together in the
277 «proposal for new regulations for the allocation of welfare funds», and the changes are marked
278 in red here.

279

280 **Proposed decision:** Revised regulations for the allocation of welfare funds are adopted

281

282 The Student Board presented the case

283

284

285 **Vote:**

286 Proposal 16 – 27 in the suggested change document will be voted over one by one.

287

288 **Proposal 16 suggested addition**

289 Original text:

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

292

293 New text:

294 Teams/fraternities who have higher basic operating expenses than normal, such as new
295 organizations, **(under 5 years)** may apply for extra basic support.

296

297 For: 20

298 Against: 1

299 Abstinent: 1

300 Suggested addition was approved.

301

302 **Proposal 17 suggested addition**

303 New text:

304 If a team or fraternity applies for extra basic support, shall this be specified in the application.

305 For: 22

306 Against: 0

307 Abstinent: 0

308 The suggested addition was approved.

309

310 **Proposal 18 suggested strike**

311 Original text:

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

313 For: 22

314 Against: 0

315 Abstinent: 0

316 The suggested strike was approved.

317

318 **Proposal 19 suggested strike**

319 Original text:

320 Teams and fraternities at Campus Adamstua may apply for activity funds for activities at
321 Campus Ås.
322 For: 22

323 Against: 0

324 Abstinent: 0

325 Suggested strike was approved.

326

327 **Proposal 20 suggested change**

328 Original text

329 Welfare Officer

330 New text:

331 Officer responsible for Welfare Funds

332 For: 19

333 Against: 3

334 Abstinent: 0

335 The suggested change was approved.

336

337 **Proposal 21 suggested addition**

338 Original text:

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

342

343 New text: Teams/fraternities may transfer funds from one activity to another within the same
344 Teams/fraternities; however, the transfer must be approved by the officer responsible for welfare
345 funds at the Student Board. The funds must be used within the same calendar year. The transmission
346 must be specified and justified in the Annual Report and be enclosed with next year's application.

347 For: 21

348 Against: 1

349 Abstinent: 0

350 The suggested addition was approved

351

352 **Proposal 22 suggested change**

353 Original text:

354 Community Meeting Funds

355 New text:

356 Funds for academic and political events

357 For: 21
358 Against: 1
359 Abstinent: 0
360 The suggested change was approved.

361

362 **Proposal 23 suggested change**

363 Original text:

364 Community Funds meeting.

365 New text:

366 Meeting

367 For: 22

368 Against: 0

369 Abstinent: 0

370 The suggested change was approved.

371

372 **Proposal 24 suggested change**

373 Original text:

374 (velferd.au@nmbu.no)

375 New text:

376 studenttinget@nmbu.no

377 For: 21

378 Against: 0

379 Abstinent: 1

380 The suggested change was suggested.

381

382 **Proposal 25 suggested change**

383 Original text

384 International Officer of the Student Board

385 New text:

386 The officer who is the leader of the inclusion funds committee at the Student board. (if the is
387 the same person as the one responsible for the welfare funds, another representative of the
388 Student Board steps in)

389 For: 22

390 Against: 0

391 Abstinent: 0

392 The suggested change was approved.

393

394 **Proposal 26 suggested change:**

395 Original text:

396 He/she

397 New text:

398 The person concerning

399 For: 22

400 Against: 0

401 Abstinent: 0

402 The suggested change was approved.

403

404 **Proposal 27 suggested change**

405 Original text:

406 nmbu.no/studentparliament

407 New text:

408 <https://www.studentdemokratiet.no/welfarefunds>

409 For: 22

410 Against: 0

411 Abstinent: 0

412 The suggested change was approved.

413

414 **Proposal 28 suggested change**

415 Original text:

416 Welfare Officer

417 New text:

418 representative responsible for welfare funds

419 For: 22

420 Against: 0

421 Abstinent: 0

422 The suggested change was approved.

423

424 **Vote for** the document as a whole, including the changes presented in the meeting.

425 For:22

426 Against: 0

427 Abstinent: 0

428 The document as a whole was approved.

429

430

431 **Decision:**

432 The revised regulations for the allocation of welfare funds were approved including the
433 changes presented in the meeting.

434

435

436 2114 Discussion cases

437 2114.1 Welfare Funds arrangement

438 *Case responsible: The Student Board*

439

440 **Purpose:**

441 To discuss the Welfare funds arrangement

442

443 **Background**

444 This previous year it has been explored new solutions for the Welfare Funds arrangement.
445 Today's model is basically ok, but the Student Parliament decided in the Plan of Action 2020 to
446 revise the arrangement. Due to the pandemic and other incidents that have occurred the work
447 has been put on hold this fall, and now it has been started up again. Seeing that the university is
448 growing, we wish to have a system for allocation funds that are more efficient than the current
449 system has been, so that we have the opportunity to consecutively meet the needs of the
450 student body. Several different systems have been considered, and now Student Parliament's
451 answer to the following question is required before a proposed arrangement is presented at
452 Student Parliament before summer.

453

454 The arrangement we have today consist of welfare funds and community meeting funds. In
455 addition there are inclusions funds, that is a separate amount. The welfare funds are for
456 societies and organizations, and are divided into basic support a permanent sum that societies
457 receives based on their number of members, and activity funds which the societies applies for
458 specific activities. The committee for the allocation of Welfare Funds consist of two
459 representatives from the Student Board, two representatives elected by the Student
460 Parliament, the financial officer from Samfunnet as well as a representative from the SiÅs-
461 Board. This committee submits a proposal for allocation , which is processed by the Student
462 Parliament. The Community meeting funds is a pot that everyone can apply for, for arrange
463 thematic meetings on campus.

464

465 In addition, NMBU and SiÅs allocate funds for inclusion purposes, Samfunnet, UKA and athletic
466 society through their own budgets every spring. It has been discussed whether the Student
467 Councils should have the responsibility to allocate parts of the Welfare funds, for example to
468 the academic organizations. A discussion around whether it is appropriate to gather the funds
469 that allocated to welfare to a more complete arrangement is desired.

470

471 • Do Student Councils wish to have the responsibility for part of the Welfare Funds?

472 • What should the purpose of the Welfare Funds be? How do we achieve this?

- 473 • Is today's allocation with 92% in the spring and 8 % in the fall ok?
474 • Should we work for a more complete welfare system , that Samfunnet, UKA and NMBUI
475 are also a part of?

476 The Student Board presented the case.

477

478 The Student Parliament regards itself as discussed

479 2114.2 Paid resident parking at SiÅs housing

480 *Case Responsible: SiÅs Board*

481

482 **Purpose:**

483 Discuss the Student Parliament's attitudes towards paid parking at SiÅs's residences

484

485 **Background:**

486 The SiÅs-Board are considering to start up with paid resident parking at SiÅs Housing, and
487 they want to get the opinion of the Student Parliament about this, and explore what type of
488 solutions that the Student parliament feel can be presented for paid resident parking.

489 It is a challenge for SiÅs to cover the needs for parking to everyone who wants it. All new
490 projects in Ås municipality are only allowed to create parking spaces that covers 10% of the
491 residences. This also entails SiÅs residences in Skogveien, an area with great shortage of
492 parking spaces. The coverage is 30,4% for Pentagon student village, 26% for Skogveien,
493 Kajaveien, Utveien and Rådhusplassen combined. 50 % of the tenants in Pentagon are
494 registered with a car, and this just don't add up. Because of the the Municipality's regulation
495 plan SiÅs can't build any more parking spaces than exist today.

496 A parking space includes several costs. It is the establishing fee, maintenance fees like snow
497 clearing, scattering of gravel, and lighting. And also maintenance of the asphalt, markings and
498 administrative costs. Today all these costs are set under SiÅs housing, which means they are
499 covered by rents.

500

501 SiÅs' wish for the future is to free up the parking lot behind Mølla and Pomona for new student
502 housing, since good and affordable properties are hard to come by. This together with the
503 regulations from the Municipality and interpretation of the environmental political document
504 from Student Parliament has led the SiÅs-Board to consider the following solution:

505 Starting at the rental period 01.07.2021 will resident parking have a fee. The arrangement we
506 suggest is as follows:

- 507 - All students can register a car with SiÅs.
508 - Per month there will be a fee of 100kr
509 - There is no guarantee that du will be able to park even if you have paid the fee
510 - You can pay to park per day with the Easy park arrangement

511

512 It is suggested that the arrangement is to be evaluated after a year to see the effect of it, where
513 the Student Parliament can be a part of the evaluation. In addition, it is thought that the income
514 from paid resident parking goes to improve cycle and walking options with more and better
515 bicycle parking, markings and maintenance of walkways and improved lighting for the people
516 who walk.

517 **Point for discussion**

- 518 - **What are the thoughts of the Student Parliament regarding paid parking at SiÅs**
519 **housing?**
520 - **What should a possible arrangement concerning parking fees at SiÅs include?**

521 - **What should the income of the resident parking go to?**

522

523 The Student Board presented the case.

524

525 The Student Parliament regards itself discussed about this case. SiÅs will take all points under
526 consideration.

527

528 2115 Elections and appointments

529 2115.1 Elections Committee for the Best Educator of the Semester

530 *Case preparation: The Election Committee*

531

532 **Purpose:**

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

534

535 **Background:**

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

540

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

548

549 **Pre-notified candidates:**

550

- Hanne Ugstad

551

- Solveig Johansen

552

- Pernille Bjørneseth

553

- Helene Drechsler

554

555 The Election Committee presented the case.

556

557 **Vote:**

558 There are 4 candidates to 4 equal positions.

559 The candidates were elected by acclamation

560

561

562 2116 Other cases

563

564 The Election Committee informed about the upcoming Control Committee election.

565

566 2117 Meeting evaluation

567

568 A meeting evaluation was performed.

569

570 2118 Attachments

571 2118- 1 Attachment 1: Current Instructions for the Election Committee

572 Working instructions for the Election Committee at NMBU

573 Approved at Student Parliament 5 - 07.10.2014

574

575 With Elections, it is meant all elections, both elections made by Student Parliament and all
576 Electronic Ballot Elections, where the whole student body have the right to vote. Not included
577 are ~~institute~~ and faculty elections.

578

579 **Purpose:**

580 The Election Committee shall ensure that elections to the Student Democracy at NMBU is
581 executed according to the Statutes, especially Chapter 5 Elections

582

583 **Composition and meetings:**

- 584
- 585 • The Election Committee consist of 4 members. ~~The organizational secretary of the~~
586 ~~Student Parliament acts as secretary for the election committee, and do not have the~~
587 ~~right to vote.~~
 - 588 • The election committee chooses their own president/leader. If there is a tie in a vote,
589 the leaders vote counts double.
 - 590 • The leader of the Election Committee and ~~Organizational secretary~~ can summon
591 meetings. ~~The leader of the Election committee can choose to summon a meeting where~~
592 ~~the Organizational secretary do not have the right to meet if so is desired.~~ All the
593 Election Committee representatives have an obligation to attend every election
594 committee meeting.
 - 595 • The election committee are quorate when at least 60% of the committee is present at a
596 meeting.
 - 597 • Representatives in the election committee cannot run for any other elections in their
Election Committee period, with an exception of a reelection to the Election Committee.

598

599 **Instructions:**

- 600
- 601 • The Election Committee shall ensure that there are qualified candidates to all elections
602 that are the Election Committees' responsibility
 - 603 • The Election Committee shall work together with the Student Councils in order to get an
604 overview of potential candidates.
 - 605 • The Election Committee shall search amongst all NMBU students to find qualified
606 candidates to elect, they shall strive to include ~~all study cultures, both campuses and~~
~~both genders~~ are amongst the candidates.
 - 607 • The Election Committee is case responsible for all election cases in Student Parliament
608 and can suggest candidates. Representatives of the Election Committee can express
609 dissent of the suggestions if there is a disagreement about candidates.
 - 610 • The Election Committee shall in cooperation with the Student councils and the ~~SB~~
611 ensure that all students are well informed about upcoming elections and encourage
612 students to run for election.

613

614 **Miscellaneous:**

615 The representatives in the Election Committee should be invited and attend the Student
616 Parliaments meetings and arrangements.
617
618

620

621 Working instructions for the Election Committee at NMBU

622

Approved at Student Parliament x - xx.xx.xxxx

623

624 With Elections, it is meant all elections, both elections made by Student Parliament and all
625 Electronic Ballot Elections, where the whole student body have the right to vote. Not included
626 are faculty elections.

627

628 **Purpose:**

629 The Election Committee shall ensure that elections to the Student Democracy at NMBU is
630 executed according to the Statutes, especially Chapter 5 "Elections and appointments" and that
631 "Instructions for Elections" are followed.

632

633 **Composition and meetings:**

634

- The Election Committee consist of 4 members.
- The Election Committee chooses their own leader. If there is a tie in a vote, the leaders vote counts double.
- The leader of the Election Committee can summon meetings. Members of the Student Board can be summoned to meetings if needed. All the Election Committee members are obligated to attend every election committee meeting.
- The Election Committee are quorate when at least 60% of the committee is present at a meeting.
- Members of the Election Committee cannot run for any other elections in their period in the Election Committee, with an exception of a reelection to the Election Committee.

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645 **Instructions:**

646

- The Election Committee shall ensure that there are qualified candidates to all elections that are the Election Committees' responsibility
- The election committee shall work together with the Student Councils in order to get an overview of potential candidates.
- The election committee shall search amongst all NMBU students to find qualified candidates to elect, they shall strive make sure that the candidates reflect the diversity of the NMBU students.
- The Election Committee is case responsible for all election cases and are to present them in Student Parliament. They can suggest candidates. Members of the Election Committee can express dissent of the suggestions if there is a disagreement about candidates.
- The Election Committee shall in cooperation with the Student councils and the Student Board ensure that all students are well informed about upcoming elections and encourage students to run for election.

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661 **Miscellaneous:**

662

The representatives in the Election Committee should be invited and attend the Student Parliaments meetings and arrangements.

663

664

665

666 2118. 3 Attachment 3 Current application form for community meeting funds

667

668 Komiteen for tildeling av velferdsmidler

669 v/ (navn på ansvarlig)

670 Postboks 1202

Dato 00.00.00, Sted

671

672

673

Søknadsskjema for samfunnsmøtemidler

674

Vedtatt på Studentting 6, 12.11.2018

675

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678

679

Gjør deg kjent med reglementet for tildeling av samfunnsmøtemidler og søk om en realistisk sum.

680

Reglementet er tilgjengelig på nmbu.no/student/livet-rundt/studenttinget/stotte/node/24246. Ved

681

spørsmål, ta kontakt med Arbeidsutvalget på telefon eller mail (tildedal@nmbu.no).

682

Søknaden leveres digitalt på mail til tildedal@nmbu.no eller i papirformat i postboks 1202.

683

684

685

.....
(Navn på lag/forening)

686

687

688

Kontaktinformasjon:

689

1.

690

Postboks/postadresse:.....

691

.....

692

2. E-

693

post:.....

694

.....

695

3.

696

Kontonummer:.....

697

.....

698

4. Eier av

699

konto:.....

700

.....

701

5. Kontaktperson:

702

.....

703

Telefonnummer:.....E-

704

post:.....

705

706 **Annen informasjon:**

707 6. Studentandel av
708 medlemsmassen:.....

709 7. Inngangspris pr deltaker: Ingen inngangspris

710 8. Eksterne inntekter (beløp, kilde):
711

712 9. (navn på lag/forening) søker om

713 POST(N): , -

714 Total søknadssum: . -

715 Alle lag/foreninger som søker om samfunnsmøtemidler må skrive en utfyllende søknad.

716

717

718 **Søknad**

719 - Formell søknad.

720 - Kort om laget/foreningen.

721 - Kort om hva laget/foreningen tilfører studentvelferden og hvordan det/den bidrartil
722 aktivitet på campus.

723 - Hva arrangementet skal tilføre studentene og studentvelferden, og hvordan det skal bidra
724 til aktivitet på campus.

725 - Beskrivelse av arrangementet skal inneholde:

726 a) Kort beskrivelse av selve arrangementet

727 b) Program for dagen

728 c) Målgruppe

729 d) Anslag over hvor mange som kommer til å delta

730 e) Hvordan aktiviteten vil bidra til studentmiljøet og studentvelferden

731 f) Budsjett for aktiviteten der det kommer tydelig fram hva samfunnsmøtemidlene
732 skal gå til.

733

734

735 **HUSK: Rapport skal leveres i etterkant av arrangementet**

736 Rapport skal leveres til velferdsansvarlig i Arbeidsutvalget senest to (2) uker etter arrangementet
737 fant sted. Alle kvitteringer må legges ved i eget vedlegg til rapporten.

738 Se egen mal for denne rapporten, eller etterspør malen for rapporten fra velferdsansvarlig.

739

740

741 2118.4 Attachment 4 Current report for community meeting funds

742

743 Studenttingets Arbeidsutvalg

744 v/ (navn på velferdsansvarlig)

745 Postboks 1202

Dato 00.00.00, Sted

746

747

Rapport for samfunnsmøtemidler

748

Vedtatt på Studentting 6, 12.11.2018

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751

752

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.....
(Navn på lag/forening)

756

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759

.....
(Avsender)

760

Beskrivelse av arrangementet:

762

1. Dato: .../.../...

763

2. Oppmøte:

764

2.1 Studentandel av oppmøtte:

765

3. Inngangspris pr deltaker:

766

Evaluering av arrangement:

768

4. Hva gikk bra:

769

5. Hva gikk dårlig:

770

6. Markedsføring:

771

7. Hvordan kunne arrangementet vært gjennomført bedre:

772

773

Vedlegg 1: Regnskap

774

Regnskap for hvordan Samfunnsmøtemidlene ble brukt. Regnskapet skal vise hvordan

775

samfunnsmøtemidlene har blitt brukt. Kvitteringer for alle beløp skal legges ved som eget vedlegg.

776

777

779

780 **Rules for Inclusion funds**

781 **2020**

782

783 **Objectives:**

784 The main objective for the inclusion funds is to promote the inclusion of international students to
785 the student environment at NMBU. The inclusion funds will contribute to this by creating contact
786 between Norwegian and International students, and to give International and Norwegian students
787 an arena to share knowledge involving culture, language and history. Other forms of inclusion are
788 also taken into consideration although students applying for larger social/pro-active activities or
789 initiatives will be prioritized (i.e. groups larger than ten).

790

791 **Entitled for support:**

792 ☐ The funds must be used for socio-cultural activities/initiatives.

793 ☐ The applicant(s) must be (a) student(s) from NMBU. Both individual persons and
794 groups/associations can apply for funding.

795 ☐ Both upcoming and previous activities/initiatives can be applied for. Applications for previous
796 activities/initiatives should be applied for within one month.

797 ☐ Applicants also applying for Welfare Funds for their event may still be eligible for funding,
798 however, the amount may be reduced.

799

800

801 **Not entitled for support:**

802 ☐ Expenses for tobacco and alcohol

803 ☐ Expenses for activities/initiatives which are only educational and/or political.

804 ☐ Expenses for fieldwork.

805 ☐ As a general rule costs for transportation will not be covered by Inclusion Funds, however,
806 transportation may be covered in special circumstances.

807 ☐ If the requirements for the application and/or the applicant are not fulfilled.

808

809 **Requirements for the application and the applicant:**

810 ☐ The application and the report must be written in English.

811 ☐ The application must contain a budget with explanations for each post.

812 ☐ The applier must advertise the activities/initiatives in both English AND Norwegian. Posters can
813 be printer for free at the Student Board Office within reason.

814 ☐ A report with receipts must be sent to the International Officer during the first three weeks after
815 the activity/initiative.

816 ☐ The organization must seek to make as many students as possible benefit from the
817 activities/initiatives to which it is applying for. Closed or internal activities/initiatives will
818 normally not be taken into consideration.

819

820 **The Inclusion Funds Committee:**

821 ☐ International officer and welfare officer from the student board.

822 ☐ One person from Samfunnet Board.

823 ☐ One person from ISU.

824 ☐ One person from SIT.

825 ☐ One observer from Campus Adamstua.

826 ☐ Committee members who themselves are board members of the organizations applying for
827 funding, or are actively involved in planning the event will not be allowed to participate or be

828 present in the processing of the application. This includes the general discussions and outcome of
829 the application.

830 ☑ There should be at least 3 committee members present in order to make decisions concerning
831 applications.

832

833 **Other:**

834 ☑ Decisions made by the committee are final, and cannot be appealed.

835 ☑ The deadline for application is the 5th every month. Funds will be transferred within the 15th
836 every month.

837 ☑ Applications will not be processed in July.

838 ☑ All funds not spent must be reimbursed within one month of the event to account

839 1654.20.29092. Include organization name, mark it as Inclusion Funds repayment and notify the
840 International Officer about the transfer.

841

842

843

845

846 **Rules for Inclusion funds**

847 **2016**

848

849 **Objectives:**

850 The main objective for the inclusion funds is to promote the inclusion of international students to
851 the student environment at NMBU. The inclusion funds will contribute to this by creating contact
852 between Norwegian and International students, and to give International and Norwegian students
853 an arena to share knowledge involving culture, language and history. ~~Other forms of inclusion are~~
854 ~~also taken into consideration although~~ Students applying for larger social/pro-active activities or
855 initiatives will be prioritized (i.e. groups larger than ten).

856

857 **Entitled for support:**

- 858 • The funds must be used for socio-cultural activities/initiatives.
- 859 • The applicant(s) must be (a) student(s) from NMBU. Both individual persons and
860 groups/associations can apply for funding.
- 861 • Both upcoming and previous activities/initiatives can be applied for. Applications for
862 previous activities/initiatives should be applied for within one month.
- 863 • Applicants also applying for Welfare Funds for their event may still be eligible for funding,
864 however, the amount may be reduced.

865

866

867 **Not entitled for support:**

- 868 • Expenses for tobacco and alcohol
- 869 • Expenses for activities/initiatives which are only educational and/or political.
- 870 • Expenses for fieldwork.
- 871 • As a general rule costs for transportation will not be covered by Inclusion Funds, however,
872 transportation may be covered in special circumstances.
- 873 • If the requirements for the application and/or the applicant are not fulfilled.

874

875 **Requirements for the application and the applicant:**

- 876 • The application and the report must be written in English.
- 877 • The application must contain a budget with explanations for each post.
- 878 • The applier must advertise the activities/initiatives in both English AND Norwegian.
879 Posters can be printed for free at the Student Board Office within reason.
- 880 • A report with receipts must be sent to the International Officer during the first three weeks
881 after the activity/initiative.
- 882 • The organization must seek to make as many students as possible benefit from the
883 activities/initiatives to which it is applying for. Closed or internal activities/initiatives will
884 normally not be taken into consideration.

885

886 **The Inclusion Funds Committee:**

- 887 • **One representative from** the Student Board (leader of the committee).
- 888 • One **representative** from the Samfunnet Board.
- 889 • One **representative** from ISU.
- 890 • One **representative** from SIT.
- 891 • ~~One observer from Campus Adamstua.~~
- 892 • **One representative from ESN**

893 Committee members who themselves are board members of the organizations applying for funding
894 or are actively involved in planning the event will not be allowed to participate or be present in the
895 processing of the application. This includes the general discussions and outcome of the application.
896

897 There should be at least 3 committee members present in order to make decisions concerning
898 applications.
899

900 **Other:**

- 901 • Decisions made by the committee are final and cannot be appealed.
- 902 • The deadline for application is the 5th every month. Funds will be transferred within the
903 15th every month.
- 904 • Applications will not be processed in July.
- 905 • All funds not spent must be reimbursed within one month of the event to account
906 1654.20.29092. Include organization name, mark it as Inclusion Funds repayment and
907 notify the International Officer about the transfer.
908
909
910

913 Rules and regulations for the allocation of Welfare 914 Funds

Approved at Student Parliament 1, 11.02.19

918 1 The Welfare Funds

920 1.1 Purpose

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

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

930 1.2 Basic support

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

Members	Basic support	
10-39	800 kr	941
40-99	1000 kr	942
100<	1200 kr	943
		944

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

945 If the team/fraternity does not require membership, the number of active participants at
946 various activities arranged by the group/organization is used as the basis of calculation. A list
947 of members/estimated amount of members must be enclosed with the application (attachment
948 1).

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

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

956 1.3 Activity funds

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

960
961 Teams and fraternities at Campus Adamstua may apply for activity funds for activities at Campus Ås.
962

963 Activities open for many/all students will be prioritized by the Welfare Funds committee. The
964 committee aims to conserve traditions and diversity at Campus Ås and will support this. Visible and
965 active teams/fraternities will be rewarded for their commitment.
966

967 To receive Activity funds, the application must contain information about the activities (attachment 2).
968 The use of the Welfare Funds must be documented for each activity in the budget. Applications without
969 budget will not be handle by the committee.
970

971 Teams/fraternities may transfer funds from one activity to another within the same Teams/fraternities;
972 however, the transfer must be approved by the welfare officer of the Student Board. The transmission
973 must be specified and justified in the Annual Report and be enclosed with next year's application.
974

975 If the team/fraternity have Activity funds spare at the end of the year, they have to transfer the money
976 to the students Welfare fund before the next application deadline. Teams/fraternities may apply to use
977 the remaining welfare funds between the end of the year and the application deadline. This have to be
978 approved by the Welfare Officer. If the spare funds are not repaid within the deadline, the applicant will
979 not receive any welfare funds.
980

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

985

986 Academic organizations

987 Academic organizations organize students from one of Campus Ås' faculties, institutes of study
988 programs. Academic organizations promote students' academic interests through business
989 presentations and evenings with academic content, creating cohesion through social events.
990

991 Music and culture

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

995 Politics, society and religion

996 Politics, society and religion are political organizations, organizations promoting general social
997 commitment or specific social interest, and religious organizations.
998

999 Internationally focused organizations

1000 These are organizations that focus on international student relations; either by working to
1001 achieve greater contact between the students of Campus Ås and the international society, by
1002 spreading knowledge to the students of Campus Ås concerning the international affairs, or by
1003 ensuring the flow of knowledge between the students of Campus Ås and those of other
1004 countries and cultures.

1005

1006

Other organizations

1007

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

1008

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

1009

1010

1.4 Student meeting funds

1011

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

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

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1.5 Not eligible

1024

The welfare funds do not support

1025

- Internal activities within the teams/fraternities. The exception is the academic student associations.

1026

1027

- Activities outside Ås. Except for groups with a focus on outdoor activities.

1028

- Shows or activities supported by Studentsamfunnet I Ås /UKA

1029

- Travelling expenses

1030

- Teams/fraternities or activities who belongs to a mother organization who receives welfare funds

1031

1032

- Teams/fraternities that are supported by the semester fee, such as NMBUI-teams.

1033

- Alcohol, nicotine, narcotics and other drugs.

1034

- Activities aimed to make money for the group/organization, such as cake sale.

1035

- Support to other organisations

1036

- Associations that fall under corporate law

1037

- Group/organization outfit.

1038

1039

1040

1.6 Lose the right to receive welfare funds

1041

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

1042

1043

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

1044

1045

1046

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

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

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1.7 Complaint treatment

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

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

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

2 The Students Welfare Fund

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

3 Applications

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

Those Teams/fraternities who only apply for basic support (appendix 1) encloses a list of members with the application (appendix 2). Teams/fraternities who apply for activity funds have to, in addition of attachment 1, enclose information and budget for the activities applied for (appendix 3). Teams/fraternities that received activity funds and/or received basic support for the first time at the last allocation of welfare funds have to enclose an annual report including accounting (appendix 4). New groups/organizations and Teams/fraternities who only received basic support at last allocation of welfare funds do not have to enclose an annual report.

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

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

4 Committee of allocation of the welfare funds

4.1 Mandate

1102 The allocation committee of Welfare Funds evaluates all the applications received, and give the Student
1103 Parliament a proposal of a fair allocation of the Welfare funds. The committee considers the content of
1104 the application against the purpose of the welfare funds. The committee evaluates the allocation
1105 process and suggests necessary changes in the rules and regulations for allocation of the Welfare funds
1106 and application form see paragraph 7, Revision.

1107

1108 4.2 Composition

1109 The committee of allocating of welfare funds consists of:

- 1110 • Welfare Officer of the Student board (chair).
- 1111 • International Officer of the Student board.
- 1112 • Finance manager of the Samfunnsst Board.
- 1113 • One student representative from the SiÅs board.
- 1114 • One person who has previously been a part of the committee.
- 1115 • Two representatives elected by the Student Parliament. The representatives are elected at the
1116 Student Parliament meeting 4 in the spring and will participate in the committee the following
1117 academic year.

1118

1119 4.3 Quorum

1120 The committee has a quorum for allocation of Welfare funds when at least four of the representatives
1121 are present and voting. A member of the committee is not allowed to vote and not be present when the
1122 committee discuss teams/fraternities he/she is or has been a member of. Whether this applies to the
1123 Welfare officer, she/he presents the application and leaves the room. The welfare representative may
1124 only be retrieved for direct clarifying questions regarding the application.

1125

1126 4.4 Working method

1127 The Welfare officer reads through all applications and set up a list of applications and a preliminary
1128 proposal of allocation. The allocation committee meets 1-2 times before Student Parliament meeting 2,
1129 and 1-2 times prior Student Parliament meeting 5. The committee goes through all the applications and
1130 adjust the proposal given by the welfare officer. The welfare officer presents the committees setting at
1131 the Student Parliament meeting. Teams/fraternities may have a meeting with the welfare
1132 representative to discuss the assignment and any unclear part.

1133

1134 Questions and comments should be addressed to the welfare officer and not to any of the committee's
1135 members.

1136

1137

1138 5 Allocations

1139

1140 The Student Parliament approves the allocation of welfare funds. The Student Parliament may make
1141 changes to the allocation committees' proposal. The Welfare funds are allocated at Student Parliament
1142 meeting 2 in the spring and Student Parliament meeting 5 in the autumn.

1143

1144

1145 6 Deadlines

1146

1147 6.1 Announcement deadlines

1148 The allocation rules and regulations, and the application form, should be made available for all students
1149 in the beginning January during the spring semester and in the beginning of August during the fall

1150 semester of each year. The allocation rules and regulations, and the application form are available at
1151 studentstyret.umb.no and in paper form at the entrance to the Student Board office. The application
1152 form, and the rules and regulations for allocation of Welfare funds are available online throughout the
1153 year. The marketing officer of the Student Board has the main responsibility of announcing the
1154 upcoming allocation of Welfare funds and application deadline in due time before the application
1155 deadline.

1156 6.2 Application deadline

1157 The application deadline is set by the welfare officer. In spring, the application deadline is in the middle
1158 of February, application deadline in the autumn is around middle of September. Applications for
1159 student meeting funds are to be delivered to the Student Society Board, PO box 1210, at least 14 days
1160 prior to the event. Late applications will not be considered.

1163 6.3 Deadline for treatment of applications

1164 The allocation of welfare funds is announced at studentstyret.umb.no and in the minutes from the
1165 Student Parliament meeting. The final results of the allocation will be delivered to all applicants by mail
1166 no longer than two weeks after the approval.

1168 6.4 Deadline of complaints

1169 Complaints on the treatment of applications must be put forward to the Student Board no more than 7
1170 days after the letter of reply is received. All groups/organizations have the right to have their complaint
1171 thoroughly treated and to receive a written answer within a week.

1172

1173 7 Revision

1174 The application form and the rules and regulation of the allocation of Welfare funds shall be revised by
1175 the Student Parliament each even numbered year. Revision of the application form and the rules and
1176 regulation of Welfare funds are a matter for discussion at Student Parliament meeting 4 and a statutory
1177 matter at Student Parliament meeting 6. Revised version is valid when passed by the Student
1178 Parliament. Suggested percentage rates for allocation to the various categories are determined on the
1179 last Student Parliament meeting each year on request from the allocation committee.

1180

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1183 2118. 8 Attachment 8 Proposed new regulations for the allocation of welfare
1184 funds
1185

1186 Rules and regulations for the allocation of Welfare 1187 Funds

1188 Approved at Student Parliament x. xx.xx.xxxx
1189
1190

1191 1 The Welfare Funds 1192

1193 1.1 Purpose

1194 The Welfare Funds are given to student groups and organisations at Campus Ås who contribute to a
1195 vibrant, diverse and including student life. The welfare funds mainly support activities at campus ÅS. All
1196 groups and organisations at Campus Ås can apply for welfare funds.
1197

1198 The Welfare Funds consist of basic support, activity funds and student meeting funds. 92 % of the
1199 welfare funds are given out at Student Parliament meeting 2, and the remaining 8 % are given out at
1200 Student Parliament meeting 5. The remaining 8 % are earmarked new groups and organizations and
1201 unforeseen activities.
1202

1203 1.2 Basic support

1204 The basic support covers basic working expenses, such as office supplies, printing, Internet
1205 domain etc. Groups and organizations may only receive basic support once a year at a
1206 maximum of 1200 NOK, as well as maximum 2000 NOK in extra basic support. All groups and
1207 organizations may apply for basic support. The basic support is calculated on the basis of the
1208 number of members who are students at Campus Ås, according to the following model:
1209
1210

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

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1219 various activities arranged by the group/organization is used as the basis of calculation. A list
1220 of members/estimated amount of members must be enclosed with the application (attachment
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1224 organizations, (under 5 years) may apply for extra basic support. If a team or fraternity applies
1225 for extra basic support, shall this be specified in the application.
1226

1227 ~~Teams/fraternities at Adamstua cannot apply for basic support.~~
1228
1229

1230 **1.3 Activity funds**

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1232 extra financial support. The activity funds are only for activities at/nearby Campus Ås. All teams and
1233 fraternities at Campus Ås can apply for activity funds.

1234
1235 ~~Teams and fraternities at Campus Adamstua may apply for activity funds for activities at Campus Ås.~~

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1237 Activities open for many/all students will be prioritized by the Welfare Funds committee. The
1238 committee aims to conserve traditions and diversity at Campus Ås and will support this. Visible and
1239 active teams/fraternities will be rewarded for their commitment.

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1242 The use of the Welfare Funds must be documented for each activity in the budget. **Applications without**
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1248 specified and justified in the Annual Report and be enclosed with next year's application.

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1260

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1263 programs. Academic organizations promote students' academic interests through business
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1282 This category includes clubs and organizations whose purpose are primarily social.
1283 Teams/fraternities whose purpose does not belong in the other categories.

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1288 Campus Ås students. The allocated amount is determined by the Student Parliament at the Student
1289 Parliament meeting no. 2. All Teams/fraternities, including the Student Society/samfunnet Board, may
1290 apply for ~~student meeting funds~~ funds for academic and political events until the funds are empty.

1291 Applications for ~~student meeting funds~~ funds for academic and political events should be handed in to
1292 officer responsible for welfare funds at the Student Board ~~Welfare Officer~~ at least three (3) weeks
1293 before the event. The applicant has to give a report from the event to the the officer responsible for
1294 welfare funds ~~Welfare Officer~~ no longer than two weeks after the event took place. Activities receiving
1295 support from ~~student meeting funds~~ funds for academic and political events will not be supported by
1296 activity funds. If there are spare student meeting funds at the time of the following allocation of
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- 1302 • Internal activities within the teams/fraternities. The exception is the academic student
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- 1306 • Travelling expenses
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- 1313 • Associations that fall under corporate law
- 1314 • Group/organization outfit.

1317 **1.6 Lose the right to receive welfare funds**

1318 Teams/fraternities with incomplete applications do not receive welfare funds for the allocation applied
1319 for. Teams/fraternities who abuse the welfare funds will not be supported at the next allocation.

1320 Teams/fraternities who do not return unused activity funds within the next welfare fund application
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1323 ethnicity, religion, spirituality, impairments, sexual orientation, gender identity or gender
1324

1325 expression in their actions or statements, will after an approved complaint not receive any
1326 funds at the two next allocations.

1327
1328 Exceptions from this is when the differential treatment has a sensible purpose, such as
1329 admission to gender divided fraternities/choirs or geographical fraternities.

1330 1331 **1.7 Complaint treatment**

1332 If a party should wish to form a complaint, this shall be done in writing to the Student Board
1333 (AU). AU will then review the case and inform the fraternity that has received the complaint.
1334 This will at latest happen one day before the case papers for the upcoming Student Parliament
1335 are due.

1336
1337 When the case is up for treatment at the Student Parliament it will be presented in a neutral
1338 fashion by AU. Impartibility for the parliament representatives will be treated according to the
1339 impartibility clause in the Student Parliament's statutes. Individuals, teams or fraternities that
1340 have either formed or received a complaint will be allowed to express their side of the story
1341 either in writing or orally at Student Parliament.

1342
1343 The Student Parliament will decide whether the team's/fraternity's behavior is in violation of
1344 the rules. If the complaint is approved, the team/fraternity will lose the opportunity to receive
1345 welfare funds at the two next allocations.

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1347

1348 **2 The Students Welfare Fund**

1349
1350 The Student Welfare Fund is used for bigger welfare initiatives. All Welfare funds that are unused shall
1351 be transferred to The Students Welfare Fund. There is money left over from the welfare funds because
1352 the amount applied for is smaller than the Welfare fund, if the activities applied for does not correspond
1353 with the Welfare funds purpose, or because applications are incomplete. The president of the Student
1354 Board, SiÅs Board and Student Society/Samfunnet Board may give suggestions to the use of The
1355 Student Welfare Fund to the Student Parliament. The Student Parliament decides whether they support
1356 the proposal or not.

1357

1358 **3 Applications**

1359 All Teams/fraternities who apply for welfare funds have to use the stated application form. Appendices
1360 can be written on a template determined by the Welfare Officer.

1361

1362 Those Teams/fraternities who only apply for basic support (appendix 1) encloses a list of members
1363 with the application (appendix 2). Teams/fraternities who apply for activity funds have to, in addition
1364 of attachment 1, enclose information and budget for the activities applied for (appendix 3).

1365 Teams/fraternities that received activity funds and/or received basic support for the first time at the
1366 last allocation of welfare funds have to enclose an annual report including accounting (appendix 4).

1367 New groups/organizations and Teams/fraternities who only received basic support at last allocation of
1368 welfare funds do not have to enclose an annual report.

1369

1370 Please contact the officer responsible for welfare funds at **Welfare Officer** of the Student board by phone
1371 or email in advance if there is any questions studenttinget@nmbu.no (~~velferd.au@nmbu.no~~).

1372 **Incomplete applications will not be handled by the committee! Late applications will not be handled by**
1373 **the committee.**

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Application for welfare funds may be delivered digitally to The Student Parliaments student Board at studenttinget@nmbu.no ~~post box 1202~~.

4 Committee of allocation of the welfare funds

4.1 Mandate

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

4.2 Composition

The committee of allocating of welfare funds consists of:

- ~~Welfare Officer of the~~ The officer responsible for the welfare funds at the Student board (chair).
- ~~International Officer~~ the officers who is the leader of the inclusion funds committee at the Student board. (if the is the same person as the one responsible for the welfare funds, another representative of the Student Board steps in)
- Finance manager of the Samfunnet Board.
- One student representative from the SiÅs board.
- One person who has previously been a part of the committee.
- Two representatives elected by the Student Parliament. The representatives are elected at the Student Parliament meeting 4 in the spring and will participate in the committee the following academic year.

4.3 Quorum

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

4.4 Working method

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

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

1422 5 Allocations

1423

1424 The Student Parliament approves the allocation of welfare funds. The Student Parliament may make
1425 changes to the allocation committees' proposal. The Welfare funds are allocated at Student Parliament
1426 meeting 2 in the spring and Student Parliament meeting 5 in the autumn.

1427

1428

1429 6 Deadlines

1430

1431 6.1 Announcement deadlines

1432 The allocation rules and regulations, and the application form, should be made available for all students
1433 in the beginning January during the spring semester and in the beginning of August during the fall
1434 semester of each year. The allocation rules and regulations, and the application form are available at
1435 ~~studentstyret.umb.no~~ <https://www.studentdemokratiet.no/welfarefunds> ~~and in paper form at the~~
1436 ~~entrance to the Student Board office.~~ The application form, and the rules and regulations for allocation
1437 of Welfare funds are available online throughout the year. ~~The marketing officer~~ **the officer responsible**
1438 **for the welfare funds** at the Student Board has the main responsibility of announcing the upcoming
1439 allocation of Welfare funds and application deadline in due time before the application deadline.

1440 6.2 Application deadline

1441 The application deadline is set by the welfare officer. In spring, the application deadline is in the 10th of
1442 February, application deadline in the autumn is around 10th of September. Should the set deadline fall
1443 on a holiday or weekend, the deadline will be the first upcoming weekday. Late applications will not be
1444 considered.

1445

1446

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1449 6.3 Deadline for treatment of applications

1450 The allocation of welfare funds is announced at nmbu.no/studenttinget and in the minutes from the
1451 Student Parliament meeting. The final results of the allocation will be delivered to all applicants by mail
1452 no longer than two weeks after the approval.

1453

1454 6.4 Deadline of complaints

1455 Complaints on the treatment of applications must be put forward to the Student Board no more than 7
1456 days after the letter of reply is received. All groups/organizations have the right to have their complaint
1457 thoroughly treated and to receive a written answer within a week.

1458

1459 7 Revision

1460 The application form and the rules and regulation of the allocation of Welfare funds shall be revised by
1461 the Student Parliament each even numbered year. Revision of the application form and the rules and
1462 regulation of Welfare funds are a matter for discussion at Student Parliament meeting 4 and a statutory
1463 matter at Student Parliament meeting 6. Revised version is valid when passed by the Student
1464 Parliament. Suggested percentage rates for allocation to the various categories are determined on the
1465 last Student Parliament meeting each year on request from the allocation committee.

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1469 Documents approved at Student Parliament 1 08.02.2021

1470 Working instructions for the Election Committee

1471

1472 Working instructions for the Election Committee at NMBU

1473

Approved at Student Parliament 1 - 08.02.2021

1474

1475 With Elections, it is meant all elections, both elections made by Student Parliament and all
1476 Electronic Ballot Elections, where the whole student body have the right to vote. Not included
1477 are faculty elections.

1478

1479 **Purpose:**

1480 The Election Committee shall ensure that elections to the Student Democracy at NMBU is
1481 executed according to the Statutes, especially Chapter 5 "Elections and appointments" and that
1482 "Instructions for Elections" are followed.

1483

1484 **Composition and meetings:**

1485

- 1486 • The Election Committee consist of 4 members.
- 1487 • The Election Committee chooses their own leader. If there is a tie in a vote, the leaders
1488 vote counts double.
- 1489 • The leader of the Election Committee can summon meetings. Members of the Student
1490 Board can be summoned to meetings if needed. All the Election Committee members are
1491 obligated to attend every election committee meeting.
- 1492 • The Election Committee are quorate when at least 60% of the committee is present at a
1493 meeting.
- 1494 • Members of the Election Committee cannot run for any other elections in their period in
the Election Committee, with an exception of a reelection to the Election Committee.

1495

1496 **Instructions:**

- 1497 • The Election Committee shall ensure that there are qualified candidates to all elections
1498 that are the Election Committees' responsibility
- 1499 • The election committee shall work together with the Student Councils in order to get an
1500 overview of potential candidates.
- 1501 • The election committee shall search amongst all NMBU students to find qualified
1502 candidates to elect, they shall strive make sure that the candidates reflect the diversity
1503 of the NMBU students.
- 1504 • The Election Committee is case responsible for all election cases and are to present
1505 them in Student Parliament. They can suggest candidates. Members of the Election
1506 Committee can express dissent of the suggestions if there is a disagreement about
1507 candidates.
- 1508 • The Election Committee shall in cooperation with the Student councils and the Student
1509 Board ensure that all students are well informed about upcoming elections and
1510 encourage students to run for election.

1511

1512 **Miscellaneous:**

1513 The representatives in the Election Committee should be invited and attend the Student
1514 Parliaments meetings and arrangements.

1515 Rules for Inclusions Funds

1516 Rules for Inclusion funds

1517
1518 *Approved at Student Parliament 1, 08.02.2021*
1519

1520 **Objectives:**

1521 The main objective for the inclusion funds is to promote the inclusion of international students to the
1522 student environment at NMBU. The inclusion funds will contribute to this by creating contact between
1523 Norwegian and International students, and to give International and Norwegian students an arena to share
1524 knowledge involving culture, language and history. Students applying for larger social/pro-active
1525 activities or initiatives will be prioritized (i.e. groups larger than ten).
1526

1527 **Entitled for support:**

- 1528 • The funds must be used for socio-cultural activities/initiatives.
- 1529 • The applicant(s) must be (a) student(s) from NMBU. Both individual persons and
1530 groups/associations can apply for funding.
- 1531 • Both upcoming and previous activities/initiatives can be applied for. Applications for previous
1532 activities/initiatives should be applied for within one month.
- 1533 • Applicants also applying for Welfare Funds for their event may still be eligible for funding,
1534 however, the amount may be reduced.
1535
1536

1537 **Not entitled for support:**

- 1538 • Expenses for tobacco and alcohol
- 1539 • Expenses for activities/initiatives which are only educational and/or political.
- 1540 • Expenses for fieldwork.
- 1541 • As a general rule costs for transportation will not be covered by Inclusion Funds, however,
1542 transportation may be covered in special circumstances.
- 1543 • If the requirements for the application and/or the applicant are not fulfilled.
1544

1545 **Requirements for the application and the applicant:**

- 1546 • The application and the report must be written in English.
- 1547 • The application must contain a budget with explanations for each post.
- 1548 • The applier must advertise the activities/initiatives in both English AND Norwegian. Posters can
1549 be printed for free at the Student Board Office within reason.
- 1550 • A report with receipts must be sent to the International Officer during the first three weeks after
1551 the activity/initiative.
- 1552 • The organization must seek to make as many students as possible benefit from the
1553 activities/initiatives to which it is applying for. Closed or internal activities/initiatives will
1554 normally not be taken into consideration.
1555

1556 **The Inclusion Funds Committee:**

- 1557 • One representative from the Student Board (leader of the committee).
- 1558 • One representative from the Samfunnet Board.
- 1559 • One representative from ISU.
- 1560 • One representative from SIT.
- 1561 • One representative from ESN

1562 Committee members who themselves are board members of the organizations applying for funding or are
1563 actively involved in planning the event will not be allowed to participate or be present in the processing

1564 of the application. This includes the general discussions and outcome of the application.

1565

1566 There should be at least 3 committee members present in order to make decisions concerning
1567 applications.

1568

1569

Other:

1570

- Decisions made by the committee are final and cannot be appealed.

1571

- The deadline for application is the 5th every month. Funds will be transferred within the 15th every month.

1572

1573

- Applications will not be processed in July.

1574

- All funds not spent must be reimbursed within one month of the event to account 1654.20.29092.

1575

Include organization name, mark it as Inclusion Funds repayment and notify the International Officer about the transfer.

1576

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1579 Rules and regulation for allocation of Welfare Funds

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Approved at Student Parliament 1. 08.02.2021

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1719 admission to gender divided fraternities/choirs or geographical fraternities.

1720

1721 **1.7 Complaint treatment**

1722 If a party should wish to form a complaint, this shall be done in writing to the Student Board
1723 (AU). AU will then review the case and inform the fraternity that has received the complaint.
1724 This will at latest happen one day before the case papers for the upcoming Student Parliament
1725 are due.

1726
1727 When the case is up for treatment at the Student Parliament it will be presented in a neutral
1728 fashion by AU. Impartibility for the parliament representatives will be treated according to the
1729 impartibility clause in the Student Parliament's statutes. Individuals, teams or fraternities that
1730 have either formed or received a complaint will be allowed to express their side of the story
1731 either in writing or orally at Student Parliament.

1732
1733 The Student Parliament will decide whether the team's/fraternity's behavior is in violation of
1734 the rules. If the complaint is approved, the team/fraternity will lose the opportunity to receive
1735 welfare funds at the two next allocations.
1736

1737 **2 The Students Welfare Fund**

1738 The Student Welfare Fund is used for bigger welfare initiatives. All Welfare funds that are unused shall
1739 be transferred to The Students Welfare Fund. There is money left over from the welfare funds because
1740 the amount applied for is smaller than the Welfare fund, if the activities applied for does not correspond
1741 with the Welfare funds purpose, or because applications are incomplete. The president of the Student
1742 Board, SiÅs Board and Student Society/Samfunnet Board may give suggestions to the use of The
1743 Student Welfare Fund to the Student Parliament. The Student Parliament decides whether they support
1744 the proposal or not.
1745

1746 **3 Applications**

1747 All Teams/fraternities who apply for welfare funds have to use the stated application form. Appendices
1748 can be written on a template determined by the Welfare Officer.

1749
1750 Those Teams/fraternities who only apply for basic support (appendix 1) encloses a list of members
1751 with the application (appendix 2). Teams/fraternities who apply for activity funds have to, in addition
1752 of attachment 1, enclose information and budget for the activities applied for (appendix 3).
1753 Teams/fraternities that received activity funds and/or received basic support for the first time at the
1754 last allocation of welfare funds have to enclose an annual report including accounting (appendix 4).
1755 New groups/organizations and Teams/fraternities who only received basic support at last allocation of
1756 welfare funds do not have to enclose an annual report.

1757
1758 Please contact the officer responsible for welfare funds at the Student board by phone or email in
1759 advance if there is any questions studenttinget@nmbu.no **Incomplete applications will not be handled**
1760 **by the committee! Late applications will not be handled by the committee.**

1761
1762 Application for welfare funds may be delivered digitally to The Student Parliaments student Board at
1763 studenttinget@nmbu.no
1764

1765 **4 Committee of allocation of the welfare funds**

1766 **4.1 Mandate**

1767 The allocation committee of Welfare Funds evaluates all the applications received, and give the Student
1768 Parliament a proposal of a fair allocation of the Welfare funds. The committee considers the content of

1769 the application against the purpose of the welfare funds. The committee evaluates the allocation
1770 process and suggests necessary changes in the rules and regulations for allocation of the Welfare funds
1771 and application form see paragraph 7, Revision.

1772 1773 4.2 Composition

1774 The committee of allocating of welfare funds consists of:

- 1775 • The officer responsible for the welfare funds at the Student board (chair).
- 1776 • The officer who is the leader of the inclusion funds committee at the Student board. (if the is the
1777 same person as the one responsible for the welfare funds, another representative of the Student
1778 Board steps in)
- 1779 • Finance manager of the Samfunnet Board.
- 1780 • One student representative from the SiÅs board.
- 1781 • One person who has previously been a part of the committee.
- 1782 • Two representatives elected by the Student Parliament. The representatives are elected at the
1783 Student Parliament meeting 4 in the spring and will participate in the committee the following
1784 academic year.

1785 1786 4.3 Quorum

1787 The committee has a quorum for allocation of Welfare funds when at least four of the representatives
1788 are present and voting. A member of the committee is not allowed to vote and not be present when the
1789 committee discuss teams/fraternities the person concerning is or has been a member of. Whether this
1790 applies to the officer responsible for the welfare funds at the Student Board, the person concerning
1791 presents the application and leaves the room. The officer responsible for welfare funds may only be
1792 retrieved for direct clarifying questions regarding the application.

1793 1794 4.4 Working method

1795 The officer responsible for the Welfare Funds reads through all applications and set up a list of
1796 applications and a preliminary proposal of allocation. The allocation committee meets 1-2 times before
1797 Student Parliament meeting 2, and 1-2 times prior Student Parliament meeting 5. The committee goes
1798 through all the applications and adjust the proposal given by the officer responsible for the welfare
1799 funds. The officer responsible for the welfare funds presents the committees setting at the Student
1800 Parliament meeting. Teams/fraternities may have a meeting with the the officer responsible for the
1801 welfare funds to discuss the assignment and any unclear part.

1802
1803 Questions and comments should be addressed to the officer responsible for the welfare funds and not to
1804 any of the committee's members.

1805 1806 5 Allocations

1807 The Student Parliament approves the allocation of welfare funds. The Student Parliament may make
1808 changes to the allocation committees' proposal. The Welfare funds are allocated at Student Parliament
1809 meeting 2 in the spring and Student Parliament meeting 5 in the autumn.

1810 1811 6 Deadlines

1812 6.1 Announcement deadlines

1813 The allocation rules and regulations, and the application form, should be made available for all students
1814 in the beginning January during the spring semester and in the beginning of August during the fall
1815 semester of each year. The allocation rules and regulations, and the application form are available at
1816 <https://www.studentdemokratiet.no/welfarefunds>-The application form, and the rules and regulations

1817 for allocation of Welfare funds are available online throughout the year. The officer responsible for the
1818 welfare funds at the Student Board has the main responsibility of announcing the upcoming allocation
1819 of Welfare funds and application deadline in due time before the application deadline.

1820 6.2 Application deadline

1821 The application deadline is set by the welfare officer. In spring, the application deadline is in the 10th of
1822 February, application deadline in the autumn is around 10th of September. Should the set deadline fall
1823 on a holiday or weekend, the deadline will be the first upcoming weekday. Late applications will not be
1824 considered.

1826 6.3 Deadline for treatment of applications

1827 The allocation of welfare funds is announced at nmbu.no/studenttinget,
1828 <https://www.studentdemokratiet.no/welfarefunds> and in the minutes from the Student Parliament
1829 meeting. The final results of the allocation will be delivered to all applicants by mail no longer than two
1830 weeks after the approval.

1832 6.4 Deadline of complaints

1833 Complaints on the treatment of applications must be put forward to the Student Board no more than 7
1834 days after the letter of reply is received. All groups/organizations have the right to have their complaint
1835 thoroughly treated and to receive a written answer within a week.

1836 7 Revision

1837 The application form and the rules and regulation of the allocation of Welfare funds shall be revised by
1838 the Student Parliament each even numbered year. Revision of the application form and the rules and
1839 regulation of Welfare funds are a matter for discussion at Student Parliament meeting 4 and a statutory
1840 matter at Student Parliament meeting 6. Revised version is valid when passed by the Student
1841 Parliament. Suggested percentage rates for allocation to the various categories are determined on the
1842 last Student Parliament meeting each year on request from the allocation committee.

1843
1844