

Statutes of the NOVA Student Board

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§ 1 Name

NOVA Student Board (NSB) is a union of students associated with The Nordic Forestry, Veterinary and Agricultural University Network (NOVA). NSB is the official link between NOVA and the students at the member universities and faculties of NOVA.

§ 2 Representation

NSB represents the students of their home universities and faculties.

§ 3 Aim

The aim of NSB is to act as a bridge between NOVA and the students at NOVA member universities and faculties.

§ 4 Membership

NSB consists of one PhD student from each member university or faculty. The elected member is preferably a PhD student with experience from NOVA courses. If there are no eligible PhD students, an MSc student can be elected. Student representatives of the NSB should be selected in the following order:

1. PhD student organization, if one exists and is active at the faculty
2. Faculty administration in cooperation with the previous NSB representative, the local NOVA coordinator and the local NOVA Board representative

The NOVA Student Board consists of one representative from each of the following member universities/faculties:

The Agricultural University of Iceland (LBHÌ), Iceland

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The Norwegian University of Life Sciences (NMBU), Norway
University of Copenhagen, Faculty of Science (SCIENCE), Denmark
University of Copenhagen, Faculty of Health and Medical Sciences (HEALTH), Denmark
The Swedish University of Agricultural Sciences (SLU), Sweden
The University of Helsinki, Faculty of Agriculture and Forestry (HU-AF), Finland
The University of Helsinki, Faculty of Veterinary Medicine (HU-V), Finland
University of Eastern Finland, School of Forest Sciences (UEF-F), Finland
Aarhus University, Science and Technology (AU-SCI), Denmark

If a person decides to resign their NSB membership they should communicate with the NSB and the local NOVA coordinator at least 2 months in advance, so that a new member can be elected.

§ 5 Tasks

NSB acts as an advisory board for the NOVA Board. Tasks assigned by the NOVA Board are to be discussed by NSB. NSB contributes to NOVA by giving the students' perspective on current issues in the organization.

§ 6 Financial matters

All activities of the NSB are fully financed by NOVA. The budget for NSB is approved by the NOVA Board and the NOVA central coordinator manages the accounting.

§ 7 Key documents

NSB has one key document, the statutes. NSB documents are kept by the NSB secretary who is responsible for uploading them into a shared archive. Statutes are also uploaded to the NSB page on the NOVA website.

§ 8 Voting

Each present member of NSB has one vote. Half of the NSB members constitute a quorum for a NSB meeting. If a quorum is not achieved, the NSB meeting proceeds as normal, and sends out the minutes including appendices for a one month hearing. When no comments are added after this time period, the meeting and its decisions has legal value. If comments are received in this time period, they will be discussed at the next NSB meeting to be, and the meeting as a whole will be declared legal at this respective meeting.

Decisions are taken by simple majority except changes of statutes (§ 13). The counting of the votes are held by the chairperson and the vice chair.

§ 9 Positions

Only NSB members can be elected for the positions within NSB. Each year NSB has an election with these positions: a chairperson, a vice-chairperson, a secretary, a contact person to the Baltic forestry, veterinary and agricultural university network (BOVA).

The chairperson of NSB represents NSB in the NOVA Board.

Chairperson

- Preparing meetings
- Sending out notice of meetings

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- Making the agenda and sending it out on the e-mail list
- Attending NOVA Board meetings and reporting back to NSB
- Making the period report after finishing the period – election period report
- The official spokesperson for NSB
- Updating the member list and contact details

Vice chairperson

- Filling in for the chairperson in case of hindrances (NOVA board meetings, NSB meetings etc.)
- Administrating the Facebook group

Secretary

- Write the minutes at the NSB meetings and sending them out on the e-mail list within two weeks after the meeting

BOVA-representative

- Keeping in contact on a regular basis with the BOVA Student Board and reporting back to NSB

All NSB members

- Attend NSB meetings
- Be prepared for every NSB meeting
- Keep in contact with your local NOVA coordinator and the local NOVA Board Representative and report back to NSB
- Be the contact person between NOVA and the students at the home university
- Bring student views to NSB
- The local NSB member is expected to help with arrangements when meeting is arranged in his/her home town. The meeting arrangements and budget are to be approved by the central NOVA coordinator.

§ 10 Election

The NSB elects the chairperson, vice-chairperson, secretary, BOVA representative for a period of 1 year. Election is primarily a secret ballot vote. However, with consensus of the NSB other means of voting may be used. The elections and the counting of the votes are held by the chairperson and the vice chair.

§ 11 Meetings

The NSB have one live meeting a year at one of the member universities. In addition, video meetings are held when necessary.

The minutes of NSB meetings are to be sent out by email to the NSB members within two weeks after the meeting. Dates of each meeting are determined at the preceding meeting. The agenda needs to be with the NSB members by email two weeks prior to the meeting.

In between meetings the NSB will communicate through the NSB Facebook group or per e-mail.

§ 12 Language

The official language of NSB is English.

§ 13 Changes to the statutes

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The NSB can approve changes to the statutes, when a written proposal is presented to the NSB members at least two weeks before the NSB meeting, at which the proposals are to be considered. Changes to the statutes need to be approved in two consecutive meetings with 2/3 majority.

§ 14 Dissolution

The decision of dissolution is to be done by the NOVA Board.

§ 15 Enforcement

These statutes have been passed and come into force on the NSB meeting the 18th of March 2015.