

Student Parliament 5 2023



Studenttinget
VED NMBU

Monday 09th of October 2023
INNSIKTEN -VET bygningen
KI 16.30-20.30

Student Parliament is open for everyone,
welcome!

The student Board encourages all participants to bring their own plate, cutlery, cup and water bottle.

The student Board encourages all participants to meet up at Klubben at Samfunnet after the meeting.

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

AGENDA

STUDENT PARLIAMENT 5 - 2023, MONDAY 09th OF OCTOBER AT 4:30 PM, INSIKTEN, VET building
COMPLETE CASE DOCUMENTS ARE ONLY SENT TO PERMANENT STUDENT REPRESENTATIVES.
THE DOCUMENTS ARE ALSO PUBLISHED AT THE STUDENT BOARD WEBSITE:

<http://www.studentdemokratiet.no>

Registration begins at 16:15

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2351 Constitution

2351.1 Approval of today's agenda and summoning

2351.2 Approval of the previous meeting protocol

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

5 2351.3 Appointment of a Counting Committee

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13 2352 Orientation cases

14 2352.1 Minutes

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16 The minutes shall be made known to the public within 12.00 the Thursday before Student Parliament.
17 The minutes will be sent to the Student Parliaments representatives by mail.

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

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

- 22 - The Student Board (AU)
- 23 - The University Board (US)
- 24 - Student Welfare Organization in Ås (SiÅs)

25

26 **2352.2** Orientation about the Autumn Electronic Ballot Election27 *Case responsible: The Student Board v/ Martine*

28

29 **Purpose:**30 The purpose of the orientation is to inform all students at NMBU about the opportunities they have to
31 take up these positions as early as possible.

32

33 **Background:**34 An electronic election of a male representative to the University Board and male representatives to the
35 Faculty Boards is to be carried out. The deadline for voting is set for 1st November and the ballot election
36 will take place 15.-22. November as stipulated in the schedule. You register your candidacy via a form
37 that will be made available on the Student Parliament NMBU's website:
38 <https://www.studentdemokratiet.no/>

39

40 We ask that you contact one of the members of the Electoral Board if you are considering running for
41 office or have questions about the positions:42 Emil Langsrud Westlie emil.langsrud.westlie@nmbu.no43 Even Georg Myklebust even.georg.myklebust@nmbu.no44 Margreta Brunborg margreta.brunborg@nmbu.no

45

46 If you have other questions about the positions, contact AU at studenttinget@nmbu.no47 The representatives on all boards/committees take office on 1 January 2023, and hold office for one (1)
48 year.

49

50

51 **2353** Elections and appointments52 **2353.1** Election of Buddy General53 *Case responsible: Election Committee*

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55 **Attachment 1:** Instruction for the Buddy General

56

57 **Purpose**58 To elect a Buddy General for 2023/2024. The position lasts one year and begins immediately upon
59 election.

60

61 **Background:**62 The Buddy General has the head responsibility for the organization of buddy week in the both spring and
63 fall of 2023 and serves as an intermediary between buddy leaders and NMBU.

64

65 As Buddy General, one has good insight to life on campus. They must be able to stand in front of large
66 crowds, and work continuously and independently throughout the year. It is an advantage to have
67 participated in buddy week before, either as an active student, a buddy, or as a buddy leader.68 The Buddy General secures wellbeing, an inclusive environment at NMBU, and is a key person for
69 information flow aimed at the new students.

70

71 **Candidates:**

72 **2354 Discussion Cases**73 **2354.1 Discussion of Plan of Action for the Student Democracy for 2024**74 *Case responsible: The Student Board v/ Martine*

75

76 **Attachment 2:** Suggested NEW Plan of Action for the Student Democracy 2024

77

78 **Purpose:** The purpose of the discussion is to give the students the opportunity to make contributions to
79 the action plan which is to be adopted at the Student Parliament 6.

80

81 **Background:** The action plan guides what the organization prioritizes to work on in the coming year.
82 The action plan must be revised every year and is linked in its entirety to the long-term strategy. In the
83 annual report from the Student Parliament's Student Board, an account must be given of where each
84 action point lies in the implementation process, and which assessments have been made. The action plan
85 can preferably contain specific points that the students want to implement during the coming year. It will
86 be natural to draw inspiration from political platforms and resolutions that have previously been adopted
87 by the Student Parliament.

88

89

90 **2354.2 Discussion of the Long-Term Strategy for 2024 - 2026**91 *Case Responsible: The Student Board v/Martine*

92

93 **Attachment 3:** Proposed new Long-Term Strategy

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95 **Purpose:** Collect input for revising the long-term strategy

96

97 **Background:** The Student Parliament's long-term strategy is to be revised when it expires at the end of
98 2023. This document says something about the goals the Student Democracy has set itself and will work
99 towards in the coming years. The long-term strategy will last until 2026, and it is therefore important to
100 consider that the document will be relevant for several years. The long-term strategy is a high-level
101 political document that contains broad formulations of major goals.

102

103

104 **2354.3 Discussion of the Budget for the Student Democracy for 2024**105 *Case responsible The Student Board v/ Wilhelm*

106

107 **Attachment 4:** Budget108 **Attachment 5:** Accounts

109

110 **Purpose:**

111 To discuss the Student Parliaments budget for 2023

112

113 **Background:**

114 The first draft of the budget for 2024 is attached. We budget for a normal operating year.

115 The large deficit is a result of increased salary expenses for the AU-office. Talks are underway with the
116 university about the budget, in the hope of being able to increase the allocation to the student parliament.

117

118 2354.4 Discussion of the Environmental Political Document

119 *Case responsible The Student Board v/ Camila*

120

121 **Attachment 6:** Environmental Political Document

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123 **Purpose:**

124 To discuss the revision of the Environmental Policy Document

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126 **Background:**

127 A policy document is a larger document that should contain the most important policy in the relevant
128 area. An example of political documents we have is the Learning Environment Policy Document (adopted
129 2020). While revising political documents, one must bear in mind that they must be valid for a five-year
130 period, and that the work on environmental policy issues will be based on this. The Environmental Policy
131 Document was adopted in 2020 and is therefore to be revised this year. In it we shall include our
132 requirements regarding the environment and sustainability.

133 We had an Environmental Policy Document as a discussion case at SP4, but due to too few new inputs,
134 we want to bring the document up for discussion again. This is a very important document that we use
135 actively to influence important actors such as NMBU, SiÅs and the municipality. We want you to think big
136 and not be limited by previous documents, therefore, we want you to discuss these questions thoroughly.

137

138 We would like you to discuss these questions:

139

- 140 • How do we want NMBU and SiÅs to work proactively with sustainability in the future and with
the optimization of resource use?
- 141 • How can we clarify our commitments to environmental protection and sustainability in various
142 aspects of university life? What would an ideal environmentally-friendly university experience
143 look like?
- 144 • How should future campus development projects, especially Campus Øst, be designed to
145 minimize the environmental impact and strengthen the sustainability perspective?
- 146 • How can we integrate environmental and sustainability perspectives into the educational
147 programs at NMBU to increase awareness among students and staff?
- 148 • How can we reduce emissions from transport and promote sustainable transport alternatives
149 among students and staff?
 - 150 ○ What measures should we implement to encourage cycling, public transport and sharing
151 economy solutions on and around campus?

152 Ås Municipality:

153

- 154 • How do we want Ås municipality to plan the development and conservation of green areas to
promote recreation, biological diversity, and ecosystem services?
- 155 • What measures should the municipality introduce to promote green and sustainable urban
156 planning?
- 157 • How can NMBU contribute to positive change and influence society in a sustainable direction?
 - 158 ○ How can the university collaborate with the municipality to strengthen the protection of
159 nature and promote the sustainable use of local resources?

160

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163 **2355** **Decision Cases**164 **2355.1** **Decide the allocation of Welfare Funds fall 2023**

165 *Case responsible: The Student Board v/ Camila*

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Attachment 7: Overview over applications

Attachment 8: Allocation of Welfare Funds

170 **Purpose:**

171 The Student Parliament shall approve the allocation of Welfare Funds

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173 **Background:**

174 Every year, the Student Parliament distributes Welfare Funds to clubs and associations at NMBU. At SP1,
175 it was decided to distribute 92% of the funds in the spring, and 8% in the autumn. Attached is a summary
176 of the applications for Welfare Funds, as well as an overview of the proposed distribution from the
177 Committee for Welfare Funds.

178 At autumn's allocation, we had relatively few applications to process and allocate funds to. We received
179 a larger surplus that can be sent to the Welfare Fund. We believe it is appropriate not to distribute the
180 entire pot, but rather to transfer it to the Welfare Fund. We have had and have focused on supporting
181 clubs and associations during the start-up phase as well as focusing on giving a clear signal to associations
182 to apply at the right time/distribution.

183

184 **The Student Boards' recommendation:**

185 The Student Board recommend that the allocation of the Welfare Funds autumn is to be approved.

186

187 **Proposed decision:**

188 The Student Parliament approves the allocation of Welfare Funds for autumn 2023.

189

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191 **2355.2** **Decide The Ethical Guidelines for the Student Democracy**

192 *Case responsible: The Student Board v/ Martine*

193

194 **Attachment 9:** Ethical Guidelines

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196 **Purpose:**

197 Approve the Ethical Guidelines for the Student Democracy at NMBU.

198

199 **Background:**

200 In the Student Democracy, all meeting places must be safe. It is a goal that the Student Democracy should
201 be an organization with a good social environment with room to discuss and express our opinions. This
202 also applies to the informal parts of all the organization's events.

203

204 Ethical guidelines are rules for what is the right course of action (behavior) in different situations and are
205 a common way for organizations to communicate what expectations are placed on their members in an
206 organizational context. Ethical guidelines should help us when we are in an ethical dilemma and should
207 contribute to correct handling of conflict situations.

208

209 **The Student Boards' recommendation:**

210 The Student Board proposes that the Student Parliament approves the Ethical Guidelines.

211 **Proposed Decision:**
212 The Student Parliament approves the Ethical Guidelines
213
214

215 **2355.3** **Decide the Buddy Week instructions**
216 *Case responsible: The Student Board v/ Wilhelm*

217
218 **Attachment 10:** Proposed new Buddy Week Instructions

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220 **Purpose:**
221 Adopt "Instructions for the Buddy Week at NMBU"

222
223 **Background:**
224 Buddy Week needs better instructions. This is that instruction. The document has been discussed by the
225 Student Parliament at SP4 and is now up for decision.

226
227 The purpose of the work is to clarify the work tasks of those involved in the Buddy Week, and to introduce
228 minimum requirements linked to each role. The aim of this is to make it easier to understand what is
229 required to get involved in the Buddy Week, and that it should be easier for those involved to have clear
230 expectations for each other.

231
232 **The Student Board's recommendation:**
233 The Student Board recommends that the Student Parliament

234
235 **Proposed Decision:**
236 The Student Parliament approves the Buddy Week Instructions
237
238

239 **2355.4** **Decide the proposed changes about 2G in the Welfare Political**
240 **Document**

241 *Case responsible: The Student Board v/ Martine*

242
243 **Purpose:**
244 Adopt the Student Democracy's wishes regarding amendments to 2G.

245
246 **Background:**
247 In the Welfare Policy Document from SP4, the following two points on student grants were adopted:

- 248
- 249 • Students will receive 2.0 G in student grants which will reduce the need for additional part-time
250 work to cover living costs. The student grants must be paid over 12 months.
 - 251 • The association must, together with the rest of the country's associations, work actively to
252 increase the student aid to 2.0 G.

253
254 Subsequently, it has been discovered that these points from the Welfare Policy Document violate the
255 following sentences in the Principle Program:

256
257 *The Student Parliament at NMBU believes that the student aid should get students above the poverty line so*
258 *that part-time work is not a necessity that comes at the expense of academic results. A partial goal is*
259 *therefore to increase the student grant to 1.5 G (the basic amount in the national insurance).*

- 260 • The student grant is to be increased to 1.5 G and distributed over 12 months.
261

262 Since the Principle Program is ranked higher in the document hierarchy, this means in practice that the
263 adopted policy in the Welfare Policy Document which deals with linking the student aid to 2.0 G does not
264 apply. It is unfortunate to have policies that conflict with each other, and it is therefore desirable that the
265 Student Democracy decides which of the two formulations it wishes to pursue policy on. If it is decided
266 to open one of the documents for a new processing, according to the statutes, it must be brought up as a
267 discussion case before the document is to be decided on. This means that the document must be
268 processed over two Student Parliaments. The Student Board, in consultation with the Control Committee,
269 has come up with three possible ways to resolve the discrepancy. The three alternatives the Student
270 Democracy can vote on are:

271
272 1: Open for consideration the Principle Program so that the policy can be made possible from the Welfare
273 Policy.

274
275 2: Open for new processing of the Welfare Policy Document and change the wording of the above-
276 mentioned sentences so that they correspond to other policies.

277
278 3: Give AU editorial authority to change the Welfare Policy Document so that it is in line with other
279 policies. In practice, this means changing from 2.0 G to 1.5 G.

280
281 **The Student Board's recommendation:**
282 AU recommends that proposal 3 be adopted.

283
284 **Proposed Decision:**
285 The Student Parliament approves the proposal 3.

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290 **2356 Other Cases**

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292

293 **2357 Meeting Evaluation**

294 [Link for Meeting Evaluation Form](#)

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296 **2358 Attachments**297 **2358.1 Attachment 1:**

298

299 **Job description for buddy general at NMBU**

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Approved at Student Parliament 4, 13.09.2021

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Responsibilities:

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- The buddy general has the main responsibility for organizing the buddy week in the spring and autumn.
- The buddy general is mainly responsible for the Introduction Week, buddy arrangement in the Mental Health Week, and the continuation of the buddy arrangements throughout the semester.
- The general will act as a liaison between the student bodies, NMBU and the buddy leaders.
- The person in question also has the opportunity to choose a buddy secretary who can help with the tasks and be a sparring partner.
- The buddy general is a part of the Buddy Board
- Have the responsibility for a good overlap and the further developing of the Buddy Week.

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The buddy Board consists of:

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- All buddy leaders from the faculties
- The Safety Manager of NMBU
- The section leader of SiT
- SiÅs representatives

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Following people can be invited if needed:

320

- AU member
- The person at Samfunnet responsible for arrangements

321

322

323

Main tasks:

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Buddies:

- Make sure that all buddies receive the necessary information for the completion of the Buddy Week.
- Set up necessary documents for planning and overview, and transparency must be sought after, so that all the people involved in the Buddy Week has the necessary information available for a good completion of the Buddy Week.
- Make sure that Buddy T-shirts are ordered and distributed
- Summon to and hold buddy seminar for all buddies
- Coordinate the system of allocation of buddies together with SiT and the buddy leaders.

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Buddy Leaders:

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- In cooperation with the Student Board ensure that buddies are elected at all faculty general assembly meetings.
- Follow up the buddy leaders
- Administrate buddy contracts, buddy leader contracts and reference letters.

336

337

338

- 339 • Makes sure that all buddy leaders sends in reports and relevant documents to a digital
340 workplace for the Buddy Board, and that they have the necessary overlap with their
341 descendants.
342 • Organize social arrangements (get to know each other) for the buddy leaders

The Buddy Board:

- 343
344 • Plan, summon and hold the buddy board meetings
345 • Make sure that minutes are taken
346 • Organize frequent meetings with the buddy board, where activities are planned and
347 coordinated

External cooperation:

- 348
349
350 • Organize frequent meetings with the Student Board (AU), Samfunnet, International Student
351 Union (ISU), Erasmus Student Network(ESN), and Student Information Center (SiT) where the
352 Buddy Week in the spring and Introduction week in the fall are planned and coordinated
353 • Makes sure that the contact with the external collaborators are kept up, amongst others with
354 the Health Center and Ås Municipality
355 • The Buddy General shall arrange the Grillfest in collaboration with the president of the Student
356 Board and the president of Samfunnet

Continuous tasks:

- 357
358
359 • Plan the registration weekend together with SiT
360 • Be available on email, and phone the whole duration of the position
361 • Make sure that a good overlap with the person taking over, this entails updating the overlap
362 documents, meetings and completion of all necessary document in the digital workplace for the
363 Buddy Board.
364 • Approve that activities are planned according to set rules considering inclusion, social pressure,
365 safety and health.
366 • Follow up that these activities are completed according to the set framework
367 • Make sure that the necessary information are distributed to relevant channels for new students

Channels to report complaints:

- 368
369
370 • Process complaints according to set rules
371 • Complaint/reporting cases, the Student Board president and Studentombud – set
372 infrastructure and channels for complaints during the Buddy Week
373 • The Buddy General and the Buddy Board shall sign non disclosure agreement

Remuneration:

374
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376 The remuneration is linked to the governmental basic amount of 1G. The weighting of the
377 remuneration between buddy general and buddy secretary shall be 65% to general and 35% to
378 secretary, to be evenly allocated in the duration of the period they hold the positions.

379

380 2358.2 Attachment 2: Proposed new Plan of Action for 2024

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Purple = done

Red = Removed

Blue = new point

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383 Action plan 2024

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Approved at Student Parliament x, xx.xx.xxxx

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Internationalization and equality

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Innovation and research

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- Ensure that all international students receive a dignified welcome at NMBU. In collaboration with SiT, Fadderuka, ISU, and ESN, efforts shall be made to ensure a good implementation of the Introduction Week, and that all international students are included in the Buddy Week.
 - Survey which councils and committees (at university and faculty level) are willing to hold meetings in English if necessary today.
 - Work purposefully so that more councils and committees are willing to hold meetings in English if necessary, according to a prioritized list.
 - Work to ensure that international students from all countries have a real opportunity to take degrees at NMBU.
 - Work purposefully so that NMBU takes an active part in the design of scholarship schemes.
 - Work with advocacy efforts so that scholarship schemes go to students from developing countries.
-
- Improve coordination and further development of the student innovation environment in practice, with the aim of (1.) contributing to the facilitation of existing and new student innovation initiatives and (2.) making innovation accessible and encouraging it among students at all faculties.
 - Make demands for a permanent position as a student innovation coordinator at NMBU who follows up and further develops student innovation.
 - Work for increased participation in student innovation initiatives, including, among other things, investigation of the possibilities of creating a permanent communication channel towards students in collaboration with the Communications Department.
 - Work to make it easier for students to start up their own innovation initiatives, including through collaboration with the Innovation Center BIT.
 - Create a meeting place for the exchange of experience between student innovation initiatives.
 - Contribute to increased visibility of student innovation infrastructures at NMBU.
 - Establish and maintain contact and collaboration with relevant external actors (also within other student innovation environments such as the one in Trondheim, for example)
 - Ensure that the new innovation premises in the center of Ås benefit NMBU students.

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- Work to ensure that the BIT Innovation Center is used by students at NMBU

Environment and sustainability

- Contribute to critical debate about NMBU as a sustainable university and bring forth student perspectives in the discussion.
- Challenge the university on the sustainability front.
- Collaborate with student volunteers and relevant actors to prepare a guiding document for sustainable student events.
- Contribute to the coordination of the Green Week through good cooperation with relevant actors from the student environment, the local environment, business and politics.
- Work towards SiÅs becoming more sustainable, including focus on better systems for reusing furniture.
- Review the Sustainability Committee's role and tasks.
- Work to establish a Green office.

Learning environment

- Work to ensure that 18th May is kept free of all school exams, home exams and other forms of submissions that count in assessment.
- Work to ensure that all students who complete a degree at NMBU get a dignified, common academic completion.
- The Student Board shall support the student councils in further work with academic homes.
- Contribute to the revision of the campus plan.
- Follow up on the action plan for universal design and psychosocial study environment.
- The Student Board will follow up on the BUA project and work further to secure funding.
- Work to ensure that mid-term evaluation and subject evaluation are carried out in all subjects.
- Challenge NMBU to investigate routines around cases of reports.
- Contribute actively to the design of the program for Mental Health Week.
- Investigate the possibilities for students to use NMBU's areas in the evening for social activities.

Study quality

- Participate in and help evaluate the restarted subject AOS234 – Students in Leadership.
- Work to ensure that budget cuts do not affect study quality.
- Work for high participation in the Study Barometer, and that the results of the survey are followed up at all levels.
- Work to ensure that the results of the SHoT survey are followed up on and that measures are initiated in collaboration with relevant actors.
- Work to further develop the subject AOS234 – Students in Leadership.
- Work for clear formal requirements for submissions and degree theses across all faculties.
- Work to ensure that NMBU develops good guidelines for the use of AI in education, and that the student perspective is prioritized in this discussion.
- Work for NMBU to centrally develop clear guidelines for student assistants.

Welfare

- The Student Democracy shall work for a good physical and mental health service for all students at NMBU, and contribute to making the existing service visible.
- The Student Democracy must ensure that the Health Center's offer for young people and students is maintained and further developed.

- 473 • Make the academi associations' role in creating good professional and social environments vis-
- 474 à-vis NMBU visible.
- 475 • Work to improve cooperation between student volunteering, NMBU and SiÅs.
- 476 • Work for good cooperation with SiÅs, by being involved in the processes of student housing
- 477 development, among other things.
- 478 • The Student Democracy shall be involved in the further process around the Pentagon 1 project.
- 479 • Together with SiÅs, the Student Democracy will survey and set up a plan to cover sufficient
- 480 training facilities for the growing student body.
- 481 • Shall work together with NMBUI, SiÅs and NMBU for an attractive and inclusive sports offer.
- 482 • Shall work together with SiÅs and NMBU for an accessible, attractive, and nutritious food offer.
- 483 • The Student Democracy together with SiÅs will arrange a workshop where the results will
- 484 challenge SiÅs to rethink the canteen offer.
- 485 • Student Parliament must prepare and adopt a Welfare Policy Document.
- 486 • Make visible and contribute to broad and inclusive activity in student volunteering, including
- 487 through the Open Association certification.
- 488 • Work will be done to further develop the Open Association by examining additional benefits
- 489 that accrue to these associations.
- 490 • Collaborate with NMBU, SiÅs, Samfunnet and other relevant actors for a safer campus with a
- 491 particular focus on consent, through, among other things, visibility, and process and practice
- 492 change (updated reporting and process practices, workshops, campaigns and seminars),
- 493 including beforehand and during the Buddy Week.
- 494 • The Student Democracy must have an active role in the design of reporting routines centrally.

Visibility

- 497 • Be a visible organization on campus and communicate what the Student Democracy is, does and
- 498 works with through relevant physical and digital channels.
- 499 • Run targeted promotion campaigns in connection with elections, and be good at promotion
- 500 throughout the year, based on the fact that elections are a year-round project.
- 501 • Communicate involvement in the Student Democracy as rewarding, attractive and fun through
- 502 creative promotion.
- 503 • Establish regular meetings with the Communications Department.

Student Democracy and organization

- 506 • Work for good internal communication in the Student Democracy, including through meetings
- 507 for student representatives with similar positions.
- 508 • Ensure good training and transfer of knowledge to student representatives when a new
- 509 candidate takes up their post.
- 510 • Organize a student representatives gathering to engage new student representatives and
- 511 provide relevant training in student democratic work.
- 512 • The Student Board will work to get a fourth Student Board member, in order to better cover
- 513 responsibility for student welfare, follow-up and coordination with SiÅs, organizational follow-
- 514 up, and cooperation with associations.
- 515 • Continue to work for a good two-way integration of the VET students on campus Ås.
- 516 • Be an active voice in municipal matters that concern the students at NMBU.
- 517 • Have a good collaboration with the Norwegian Student Organization and other student
- 518 democracies and be an active participant and contributor in student political matters at the
- 519 national level.

520

521 2358.3 Attachment 3: Proposed new Long-Term Strategy 2024 - 2026

522

523 **Blue** = new

524

525 Long-term strategy for the Student Democracy 526 at NMBU 2024-2026

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Approved at the Student Parliament x, xx.xx.xxxx

530 This is the long-term strategy of the Student Democracy. It has been approved by the Student Parliament
531 and outlines the goals the Student Democracy has set for itself and will work towards in the coming years.
532 It is taken as a basis that ongoing assessments are constantly made, and there is an understanding both
533 that the needs may change and that unforeseen things may occur. It contains broad formulations of major
534 goals. On a daily basis, the Action Plan is used, which contains concrete goals for how the Student
535 Democracy should work.

536

537 Environment

538 *NMBU shall be recognized as the sustainability university and be a driver of progress locally, nationally, and*
539 *internationally. The students at NMBU will receive training which enables them to think interdisciplinary.*
540 *Students will leave the university with concrete tools to meet tomorrow's complex challenges, within all*
541 *educational courses. Students shall be included in future-oriented research. The university shall contribute*
542 *to the world community with knowledge of a sustainable world. Campuses and areas where students and*
543 *staff travel shall be designed for a holistic sustainable lifestyle and way of thinking. It should be easy to travel*
544 *environmentally friendly on, to and from NMBU. The research at NMBU will take place in line with the UN's*
545 *sustainability goals.*

546

- 547 • Efforts shall be made to ensure that NMBU is a future-oriented sustainability university, which
548 facilitates sustainability in practice.
- 549 • **Campus development shall take place in line with sustainable development.**

550

551 Student life

552 *It is important to ensure a good learning environment and a good everyday study life for students to have a*
553 *good quality of life. The students shall have access to everything they need in their everyday life in their*
554 *immediate environment. The aim is for as many students as possible to have the opportunity to live in student*
555 *accommodation of an excellent standard through SiÅs if they so wish. In addition, the Student Democracy*
556 *will work to ensure that the canteens offer varied and healthy food, and student-friendly prices. Efforts will*
557 *be made to ensure that the Eika training center maintains the current standard and has a wide offer that*
558 *suits everyone. The health services for students shall be broad and adapted to students as a user group and*
559 *shall have the time and capacity to help students with their health challenges.*

560

561 *Poor mental health is an increasingly serious problem among students. It is therefore important to have an*
562 *increased focus on this, and that those who need help get help when they need it. Therefore, the Student*
563 *Democracy will work for larger and broader preventive measures for mental health.*

564

- 565 • Efforts will be made to ensure that students have welfare services of the highest quality,
566 including good student dormitories, fitness centers, health services and canteens.

- 567
- Efforts will be made for an increased focus on mental health, and for a better and broader preventive offer for mental health.
 - The Health Station for Youth and Students must remain, and the offer shall be developed to meet the students' needs.
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Internationalization

573 *NMBU will continue to be an international university and will work to reintroduce the free principle. It is*
574 *important that it is arranged so that international students can get involved in Student Democracy at NMBU*
575 *and be represented in councils and committees at the university. It is also important to ensure that*
576 *arrangements are made for international students to be included in teams, associations, organizations, and*
577 *other leisure activities at NMBU. All students and staff at NMBU benefit from cultural exchange, and*
578 *facilitating the inclusion of international students to a greater extent shall be a priority. It shall be*
579 *arrangements so that everyone could go on an exchange, and more students could take advantage of the*
580 *opportunity.*

- 581
- Arrangements shall be made for international students to be included in all aspects of student life.
- 582
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The Student Democracy

586 *The Student Democracy is important for the students' voice to be heard. To ensure a good democracy, all*
587 *students should feel a sense of belonging to the Student Democracy. All students should know where they*
588 *can turn to get answers to their questions and help with their challenges. Elected students shall assist with*
589 *this, from class level to central level. All student representatives, at all levels of the Student Democracy, shall*
590 *have the knowledge of the Student Democracy and NMBU, and shall guide and help their fellow students.*
591 *The path from having a case to raising it in councils and committees shall be short, and students with*
592 *something on their minds shall be listened to.*

593 *The Student Democracy at NMBU will continue to be the university with the highest support and will*
594 *constantly strive for higher voter turnout.*

- 595
- Efforts shall be made for active participation at all levels of the Student Democracy.
 - Work shall be done to make the Student Democracy visible.
 - The Student Board will work to get a fourth Student Board member.
- 596
- 597
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Quality of the studies

601 *The quality of the studies at NMBU must be excellent. The studies at NMBU will provide students with the*
602 *competence required for a sustainable future and a changing working life. The physical classrooms should*
603 *have plenty of space for the students who will be there. There shall be good learning conditions in all*
604 *classrooms, and the university shall be experienced as a safe place to be. Learning resources should be*
605 *available to all students, and all programs required for teaching shall be easily accessible. Education*
606 *provided shall be varied, and all teachers should possess pedagogical and didactic competencies. A digital*
607 *study routine can never replace physical study routines, and when digital aids are used it shall be as a*
608 *supplement to the physical teaching.*

- 609
- Continuous work will be done to ensure that students receive up-to-date, relevant education that prepares them for tomorrow's working life.
 - Efforts will be made to ensure that the campus can accommodate all students at NMBU and facilitate a diversity of students.
 - Staying on campus shall be attractive and safe.
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615 The surrounding community

616 *Efforts will be made to ensure that the students become an included and active part of the local community*
617 *in Ås, in that the offers of the municipality perceived as attractive to the student body. Efforts will be made*
618 *to ensure that the municipality to a greater extent views the students as a resource. The Ås Bubble must be*
619 *looked after, and students will have reason to be proud of Ås as the host municipality. The Student*
620 *Parliament's Student Board will be in continuous dialogue with the municipality, and it is also encouraged*
621 *that other student councils get involved when something happens in the municipality. Arrangements shall*
622 *be made for students to have the opportunity to get involved in local and global issues, and students should*
623 *encouraged to be active citizens of the world. In its work, the county municipality shall ensure that welfare*
624 *services subject to their mandate meet the students' needs and wishes.*

- 625
- 626 • Efforts will be made to enable the students to get involved in the local community, both through
- 627 teams and associations, but also by being visible citizens.
- 628 • Arrangements shall be made for student-run teams and interest organizations at NMBU to
- 629 engage to a greater extent in societal issues.
- 630 • Politicians in the municipality and county council shall listen to and facilitate all aspects of the
- 631 student life.

632 Research and innovation

633
634
635 Through innovation and research, NMBU has a key role in shaping the society of the future. This is about
636 rethinking how society is organized, how we manage our resources and how we use our technology. A
637 culture that values curiosity, creativity, and value creation shall therefore be stimulated. The students
638 will play a central role in creating the solutions of the future, and it is therefore important that everyone
639 who graduates from NMBU has the knowledge and experience they need. Arrangements shall be made
640 so that students from all year levels have the opportunity to be included in research. The path from an
641 idea to an innovation shall be short.

- 642 • Efforts shall be made to make it easier for students to get involved in research projects at
- 643 NMBU.

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647 2358.4 Attachment 4: Proposed Budget for 2024

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Budget 2024					
Student Parliament	B-2024	B-2023	B-2022	B-2021	B-2020
Free fund NSO		50 000		-	-
Grants NMBU	1 915 000	1 915 000	2 000 000	1 692 000	1 590 000
Inclusion funds	250 000	250 000	250 000	250 000	250 000
Semester fee	1 000 000	1 000 000	1 000 000	920 000	920 000
Repaid welfare funds from 2021			165 000		
Total Income	3 165 000	3 165 000	3 415 000	2 862 000	2 760 000
Salary Student Board	1 321 450	1 273 965	1 184 000	1 149 000	1 105 000
Remuneration Buddy General/(Secretary)	118 620	112 782	106 399		
Remuneration + Translation	20 000	20 000	30 000	27 000	27 000
Payroll taxes	185 003	179 629	169 000	164 000	158 000
Employee insurance	40 000	15 000	14 000	14 000	14 000
Total Cost Employees	1 685 073	1 601 377	1 503 399	1 354 000	1 304 000
Course, training and education	140 000	140 000	290 000	190 000	140 000
Office	10 000	10 000	15 000	15 000	6 000
Operating expenses expired account		0	-	5 000	5 000
Phone/post		0	1 000	1 000	1 000
Marketing etc	45 000	45 000	70 000	40 000	35 000
Travel, representation	66 500	70 600	50 000	40 000	44 000
NSO fee, Campus Ås	384 000	416 000	380 000	371 000	290 000
Student Parliament meetings, SP dinner	28 000	28 000	28 000	27 000	27 000
Travel (all travel)		0		24 000	24 000
Organisational expenses	40 000	40 000	5 000		
Social			50 000	20 000	10 000
Total Other Operational Expenses	713 500	749 600	889 000	733 000	582 000
Welfare funds, Campus Ås	584 000	584 000	785 000	530 000	469 000
Inclusion Funds, NMBU	195 000	190 000	195 000	195 000	195 000
ISU NMBU	20 000	20 000	15 000	15 000	15 000
ESN	20 000	20 000	25 000	25 000	25 000
Total Cultural/Social Measures	819 000	814 000	1 020 000	765 000	704 000
Total Operational Expenses	3 217 573	3 164 977	3 412 399	2 852 000	2 590 000
Annual Result	-52 573	22	2 601	10 000	170 000

651 2358.5 Attachment 5: Accounts

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Accounts				
Student Parliament	*A-2023	A-2022	A-2021	A-2020
Income	18000	123 644	182 357	94 285
Free Fund NSO				
NSO Fund				
Grants NMBU	1 916 000	1 899 000	1 590 000	1 590 000
Inclusion funds	250 000	250 000	250 000	250 000
Semester fee	499 999	1 000 000	920 000	470 000
Repaid welfare funds from 2021		159 339		
Total Income	2 683 999	3 431 983	2 942 357	2 404 285
Salary Student Board	788 203	1 237 573	1 179 777	1 071 242
Remuneration Buddy General/Secretary/ translatio	42 557	118 941	8 270	1 955
OU fond		- 168		
Payroll taxes	117 385	191 547	167 876	152 047
Employee insurance, retirement	40 033	37 242	5 361	12 047
Total Cost Employees	988 178	1 585 134	1 361 283	1 237 291
Course, traning and education	100 684	249 890	103 392	163 383
Office+ office supplies	8 991	20 114	11 729	9 200
Operating exp, expired account		3		
Phone/post		209		1 272
Marketing etc,	34 234	95 046	109 460	45 870
Travel, representation	24 119	74 492	33 474	16 041
NSO fee, Campus Ås	194 752	378 944	333 728	299 008
Student Parliament meetings	12 030	13 368	16 615	16 718
Travel (all travel) old account				
Organisational expenses	16 127	48 374	30 783	22 284
Barbeque Party	18 120	21 759	22 169	
Buddy Week				
Total Other Operational Expenses	409 056	902 198	661 350	573 776
Welfare funds, Campus Ås	504 158	679 352	498 922	426 374
Inclusion Funds, NMBU	142 495	217 430	189 162	133 112
ISU NMBU	20 000	15 000	15 000	15 000
ESN	20 000	25 000	25 000	
Total Cultural/Social Measures	686 653	936 782	728 084	574 486
Total Operational Expenses	2 083 887	3 424 114	2 750 718	2 385 552
Annual Result	600 112	7 869	191 639	18 733

655 2358.6 Attachment 6: Environmental Political Document

656

657 Environmental Political Document for the Student Parliament at NMBU

658 The document contains the demands that the students at NMBU have to their environment and their
659 surroundings.

660

Approved at Student Parliament 4, 14.09.2020

661

662 **NMBU operations:**

- 663 • NMBU shall at yearly basis develop a climate accounts and a climate budget, with a goal for
664 reductions for emissions, allocation of responsibilities and reporting in connection to other
665 economic reports.
- 666 • It should at minimum be established a 100% position av environmental advisor at the
667 university. The advisor shall amongst other things ensure that the Sustainability work at NMBU
668 are well visible to the student mass.
- 669 • All new purchases of NMBU vehicles, with an exception of farming machines, shall be fossil free.
- 670 • It shall be a parking fee on campus.
- 671 • NMBU shall only serve food with a low or a positive climate footprint, hereunder focus on
672 locally produces food as well as introduce "Vegonorm" at all functions arranged by the
673 university.
- 674 • The environment shall be emphasized when purchasing, and it should be made demands about
675 emissions free transport from suppliers.
- 676 • In the formulation of ethical guidelines and purchasing agreements climate and sustainability
677 shall be the deciding factor.
- 678 • BREEAM-excellent must be the minimum standard for all new buildings at NMBU. Reuse of
679 materials shall be prioritized, and plus houses should be pursued.
- 680 • NMBU shall fase out all use of fossil fuels used for heating by the end of 2021, and shall through
681 amongst other things smart environmental control of buildings, reduce the use of energy by
682 10%. All electricity purchased shall have a guarantee of origin.
- 683 • NMBU funds shall not be invested in fossil energy, and shall be managed in a manner that
684 stimulates green growth and development.
- 685 • NMBU shall have a goal of 0% demolition of nature, topsoil and bogs. Biological diversity must
686 be taken into account in decisions regarding land management.
- 687 • NMBUS consumption and waste management shall be based on EUs waste management
688 directive and the waste management pyramid. Waste reduction, reuse and recycling shall be
689 prioritized.

690

691 **Environment and sustainability in education**

- 692 • Sustainability shall be implemented as a part of the curriculum in all subjects where it is
693 appropriate
- 694 • When performing practical tasks as at part of a course, sustainability shall be emphasized.
- 695 • The students shall be able to practice interdisciplinarity cooperation to ensure professional
696 width and quality.
- 697 • It should be areas on campus that can be used to fix and mend broken objects. Tools for this
698 purpose shall be provided. NMBU shall promote the areas so that they appear attractive and
699 available.

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- NMBU should offer a comprehensive offer of digital curriculum. E-books and e- compendiums shall be available in all subjects.
 - As long as it is appropriate, exams should be digital
 - Lecturers should ha the competence and tools to exploit digital possibilities, and the use of paper should be limited to a minimum.

706 **Research**

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- NMBU should be a leading university at an international level when it comes to research into environment, climate and sustainability.
 - Student-initiated and student-active research should be facilitated, especially with the fields of environment, climate and sustainability.
 - Sustainability should be an overall goal for the research at NMBU
 - Results from research performed at NMBU should be used on campus and in the teaching process. The research should be available for all students so that it can contribute to the students academic growth.

716 **Other participators, SiÅs, Ås Municipality, others**

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- Exiting student housing must be systematic reviewed with special focus on energy efficiency, post-insulation and necessary rehabilitation, rather than building new constructions,
 - When starting new construction projects the sustainability should be a deciding factor.
 - Student housing should produce as much of the energy for their own consumption as possible. Plus houses should be pursued.
 - A cycling road should be facilitated between campus and the center of Ås, along the Drøbak road. There should be enough safe places on campus to park bicycles.
 - Locally produced, short travelled and sustainable food should be served at all functions.
 - Students are a resource, and the university should make full use of their competence.
 - Good charging possibilities for electric cars should be provided.
 - A car sharing pool should be set up or there should be easier to lease cars. This set up should only consist of electric cars.
 - SiÅs should develop a plan of action for the climate and environment, which should include a strategy for reducing food waste and have an arrangement for excess food.
 - It should be at least four train departures in an hour from Ås in both directions.
 - Ensure that an offer is created to swap furniture, such as a change tent / exchange hall etc. Preferably as a collaboration between Ås municipality and SiÅs. SiÅs is expected to take responsibility for such an offer.

738 2358.7 Attachment 7: Overview over applications for Welfare Funds

Søker	Arrangement	Søkt om	Total søkt om	Tildelt	Kontakt person	Medlemsmasse	Kontingent	Åpen forening	Formue	Ekstern finansiering	Kommentarer
Bryggelaug ved NMBU			kr 13 650		Elias Hagen Henriksen	15	100	Søkte og godkjent	500		Kommenter om åpen arrangementer
	Nybegynnerkurs	kr 1 000		kr 1 000							
	Bryggeribesøk/b edriftsbesøk	kr 2 400		kr 2 400							Får tildelt midler til bryggeribesøk. Krav om å finne bryggeri så nærme som mulig campus+ dekker ikke reiseutgifter.
	Generalforsamling/bryggekonkurranse	kr 2 000		kr 0							
	Nytt utstyr	kr 7 500		kr 7 490							
	Julebord	kr 750		kr 0							
	Grunnstøtte			kr 1 000							
IVSA			kr 1 500		Laurene Lambert	127			18.837,11		Søker om grunnstøtte til firkveld og et høst foredrag (fikk tildelt V23)
	Grunnstøtte	kr 1 500		kr 0							
Feminin & Fornem			kr 6 500		Thea Iversen	20			60 553 kr		Søkt midler V23 og ingen forutsette utgifter
	Informasjonsmøte	kr 1 500		kr 0							
	15 års jubileum	kr 2 000		kr 0							
	Jubileums Revy	kr 3 000		kr 0							

Biøkonomene			kr 4 280		Kursat Kan Akbas	49	0		23470	25 000	Godkjente penger til mat grunnet ny forening ønsker å komme på å ikke bare søk om mat i framtiden
	Pizzakveld og teambuilding med Biøkonomene	kr 1 615		kr 1 615							
	Mat til spillkveld med Biøkonomene	kr 2 115		kr 2 115							
	Høytidsbakst med Biøkonomene	kr 550		kr 550							
	Grunnstøtte/ oppstøttsstøtte			kr 2 000							
NMBU Racing			kr 15 000		Mari Helene Aasbø Heiberg	21	0	Søkte og godkjent	0		Krav om å markedsføre utenfor realtek
	2x Formel 1 visning med Helix NMBU	kr 4 500		kr 3 150							Tildelt penger til åpen arrangement ikke «lukket» tildelt 70% av det de søkte om til 1 arrangement
	Gokart	kr 10 500		kr 10 500							Tildelt penger grunnet ny forening og god aktivitet. Ønsker å sette krav til hva pengene ikke kan brukes til.
	Grunnstøtte/ oppstøttsstøtte			kr 2 000							

741

Linjeforeningen Robust			kr 4 400		Helge Øvreness	24					Søkt midler V23 og ingen forutsette utgifter
	Sosialt arrangement for nye FHV studenter	kr 500		kr 0							
	Årsmøte	kr 1 700		kr 0							
	Sosial studiegruppe	kr 200		kr 0							
	Sosial studiegruppe	kr 200		kr 0							
	Julefest/ball/bord	kr 1 800		kr 0							
	Grunnstøtte			kr 2 000							(for første gang over 10 medlemmer)
AQUA studentorganisasjon			kr 5 000		Pia Selvik	131 (86 % stud)			35000		
	AQUA studentorganisasjon fyller 2 år!	5000		4700							
	Grunnstøtte/ oppstatsstøtte			2000							
Totalt		kr 50 330	kr50 330	kr 42 520							

743 2358.8 Attachment 8: Allocation of Welfare Funds Autumn 2023

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Velferdsmidler utdeling H23

Søker	Arrangement	Søkt om	Total søkt om	Tildelt
Bryggelauget ved NMBU			kr 13 650	
	Nybegynnerkurs	kr 1 000		kr 1 000
	Bryggeribesøk/bedriftsbesøk	kr 2 400		kr 2 400
	Generalforsamling/bryggekonkurranse	kr 2 000		kr 0
	Nytt utstyr	kr 7 500		kr 7 490
	Julebord	kr 750		kr 0
	Grunnstøtte			kr 1 000
IVSA			kr 1 500	
	Grunnstøtte	kr 1 500		kr 0
Feminin & Fornem			kr 6 500	
	Informasjonsmøte	kr 1 500		kr 0
	15 års jubileum	kr 2 000		kr 0
	Jubileums Revy	kr 3 000		kr 0
Bioøkonomene			kr 4 280	
	Pizzakveld og teambuilding med Bioøkonomene	kr 1 615		kr 1 615
	Mat til spillkveld med Bioøkonomene	kr 2 115		kr 2 115
	Høytidsbakst med Bioøkonomene	kr 550		kr 550
	Grunnstøtte/ oppstatsstøtte			kr 2 000
NMBU Racing			kr 15 000	
	Formel 1 visning med Helix NMBU	kr 4 500		kr 3 150
	Gokart	kr 10 500		kr 10 500
	Grunnstøtte/ oppstatsstøtte			kr 2 000
Linjeforeningen Robust			kr 4 400	
	Sosialt arrangement for nye FHV studenter	kr 500		kr 0



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	Årsmøte	kr 1 700		kr 0
	Sosial studiegruppe	kr 200		kr 0
	Sosial studiegruppe	kr 200		kr 0
	Julefest/ball/bord	kr 1 800		kr 0
	Grunnstøtte/ Opptatstøtte			kr 2 000
AQUA studentorganisasjon			kr 5 000	
	AQUA studentorganisasjon fyller 2 år!	5000		4700
	Grunnstøtte/ oppstatsstøtte			2000
Totalt		kr 50 330	kr 50 330	Kr 42 520

	1. semester	2. semester	Total
Total budget	kr 537 280	kr 46 720	kr 584 000
Used	kr 511 643	kr 42 520	
Left	kr 25 637	kr 4 200	kr 29 837

750 2358.9 Attachment 9 Ethical Guidelines

751
752 Ethical guidelines for Student Democracy at NMBU753 *Approved at Student Parliament x, xx.xx.xxxx*

754
755 All work, decisions and practices associated with the Student Democracy at the Norwegian University of
756 Environmental and Life Sciences (SD-NMBU) must be carried out with honesty, trust, and respect as a
757 basis. This document summarizes the organization's ethical practices, as well as guidelines to comply
758 with them. The guidelines are divided into eight main categories. The final section of the document
759 discusses progression in the event of a policy violation.

760 The guidelines apply to the student representatives and involved students at all levels within SD-NMBU,
761 as well as participating and visiting persons at all activities held by the organization.

762 SD-NMBU's ethical guidelines are based on the organization's Principle Program, regulations and other
763 governing political and organizational documents and guidelines adopted by the Student Parliament at
764 NMBU (SP). The guidelines are also based on the ethical guidelines drawn up by the Norwegian Student
765 Organization (NSO).

766 The guidelines are drawn up by the Student Parliament's Student Board (AU) and adopted by SP. AU is
767 responsible for the annual review of the ethical guidelines, as well as the presentation of any revision
768 proposals for SP if necessary. These must be revised every five years.

769 All Student Representatives and participants in the organization's events must at all times know and
770 follow the organization's ethical guidelines, which are adopted by SP.

771
772 1. Respect for the person, integrity, and boundaries

773 SD-NMBU must be a safe organization where the individual's integrity and boundaries are respected at
774 all times. Violence, sexual harassment, sexually transgressive behavior, and sexual abuse, as well as
775 violations of and unlawful access to personal matters that are covered by the privacy policy, are not
776 accepted. Verbal harassment is unacceptable and will be taken seriously.

777
778 2. Equality and inclusion

779 SD-NMBU distances itself from all forms of exclusion, discrimination, harassment, and bullying.
780 All student representatives in SD-NMBU as well as participants in the organization's events must show
781 respect for everyone and must experience security and cohesion in the organization's environment.
782 Under no circumstances shall there be any form of exclusion, discrimination, harassment or bullying.

783
784 3. Representation

785 Student representatives that represent SD-NMBU are responsible for maintaining the trust and
786 reputation of SD-NMBU through their conduct. Everyone who travels on behalf of SD-NMBU is obliged to
787 follow SD-NMBU's ethical guidelines. Student representatives and participants must have a responsible
788 relationship to alcohol at SD-NMBU's events. Pressuring the use of alcohol and other drugs must under
789 no circumstances take place. **The Student Democracy has zero tolerance for the use of illegal drugs.**
790 **Breaches of the ethical guidelines in the context of irresponsible use of alcohol and/or other drugs are**
791 **considered particularly serious.**

792
793 4. Understanding your position

794 All student representatives in SD-NMBU must be aware of the power and influence they have in relation
795 to others both inside and outside the organization, and not abuse the trust or power they have by virtue
796 of their office or position. Student representatives must not expose themselves or others to danger when
797 they are acting on behalf of SD-NMBU. Student representatives in SD-NMBU must be aware of the
798 possibility that their positions may give disproportionate advantages in relation to others.

799 The power and trust that a high-ranking position may entail must be a factor in the assessment of the
800 severity of any violations of ethical guidelines.

801

802 5. Debate culture

803

804 Student Parliament meetings and other events should be perceived as safe and inclusive. Everyone has a
805 responsibility to contribute to a debate environment where everyone feels welcome, and disagreements
806 are expressed in an objective manner. This will help create an inclusive and inviting environment for all
807 participants in both formal and informal venues.

808

- 808 - **Suppression Techniques:** these are methods a person uses to indirectly rule over other
809 individuals or groups. Suppression techniques can be exercised through, for example, speech,
810 tone of voice and body language, and are not accepted in SD-NMBU.

811

812 6. Impartiality

813

814 SD-NMBU's impartiality guidelines, cf. Section §6-1 of SD-NMBU's statutes, apply to anyone who
815 participates in the processing of a case in AU, ST, other bodies of SD-NMBU. For other bodies in NMBU or
816 external actors where there is a student representative elected through SD-NMBU, internal statutes will
817 also apply.

818

818 **Practice regarding issues of partiality must be interpreted strictly, and if a person is deemed partial, one
819 temporarily withdraws from the current case, cf. §3-13 of the statutes.**

819

820 7. Transparency and confidentiality

821

821 SD-NMBU shall demonstrate transparency in decisions and processes.

822

822 The Student Parliament's meetings are open to everyone, as well as the routines for meetings,
823 summoning and possible closure of meetings are regulated cf. §3-5 and §3-7 of the statutes. The meetings
824 also follow the approved Order of Procedure and agenda for the Student Parliament. As a rule, protocols
825 and decisions/resolutions must be available to all students.

826

827 8. Financial accountability

828

828 Accountability shall be exercised in the management of the organization, management of funds and
829 administration of financial resources. All student representatives are obliged to familiarize themselves
830 with the current guidelines for finance and management associated with their work area and position.

831

831 The organization's financial operations and accountability are governed by the Financial Regulations for
832 the Student Parliament at NMBU, in accordance with the organization's statutes, the Instructions for
833 semester fees, and the Cooperation Agreement between the Student Parliament at NMBU and the Student
834 Welfare Union in Ås (SiÅs).

835

836 9. Policy violations

837

837 **If you experience unwanted behavior directed at yourself or others, there should be a low threshold for
838 reporting this. No one shall be punished without first being given the opportunity to explain their side of
839 the case. Reporting is encouraged regardless of the severity of the incidents. It is the Notification
840 Committee that receives, follows up and recommends any decisions on sanctions in reported cases. AU
841 functions as SD-NMBU's permanent Notification Committee, except in cases where reports are made
842 against representatives elected by ballot elections. If reports are made against representatives elected at
843 the ballot election, Control Committee must act as a Notification Committee. The Notification Committee
844 has a duty of confidentiality.**

845

845 Violations of the ethical guidelines must be reported to the Head of AU or the Organizational Secretary of
846 the SP. Sanctions are assessed based on the seriousness of the violation and the organization's statutes.
847 The Notification Committee has the authority to make disciplinary decisions in the event of a violation of
848 the ethical guidelines, with the possibility of appealing to the SP. The Control Committee shall be involved
849 if necessary. Minor violations may be sanctioned with a warning, ban or request to resign from the
850 position. Serious violations can be sanctioned with suspension or exclusion. **In very serious cases or
851 possible violations of the law, the student representative is suspended until the case has been fully dealt
852 with.**

853 2358.10 Attachment 10 Proposed new instructions for the Buddy Week

854

855 Directive for the Buddy Week at NMBU

856

Approved at Student Parliament x, xx.xx.xxxx

857

1. Buddy Week

858

- The Buddy Week at NMBU aims to give new students at NMBU a safe and welcoming welcome, and is founded on the values of inclusion, diversity and respect.

859

860

- The Buddy Week will ensure that new students have the opportunity to create a good foundation for the rest of their studies.

861

862

- The Buddy Week will offer a varied selection of events, so that new students can find something that suits their individual interests and preferences.

863

864

865

866

867

2. Buddy Week structure

868

- Fadderuka uses a unified platform for internal communication and document storage.

869

- The Buddy Board is a committee under the Student Parliament, consisting of the Buddy General, Buddy Secretary and Buddy Managers. This is an advisory body for the Buddy General and will be used to discuss the plans for Buddy Week.

870

871

- The Buddy General and the Buddy Secretary are jointly referred to as the Buddy Leadership

872

- Fadderuka will have a maximum of 11 days of social events in connection with the start of studies to ensure breaks during the Buddy Week.

873

874

- Kickoff, guided tour, barbecue and NMBU-cup are permanent events in Fadderuka.

875

- Everyone that have a position in the Buddy Week shall sign a non-disclosure agreement and a contract that states the job description for the position.

876

877

878

- 2.1 Buddies

879

880

- The Buddies are responsible for new students who are to be introduced to NMBU. This entails to contact the buddy children before the start of the semester, and that the buddy is available during the buddy week to answer questions and provide information.

881

882

883

- Buddies are available for at least one volunteer activity during Fadderuka. This can be a welcome shift, sober shift, rigging up/rigging down of a buddy seminar and introductory day.

884

885

- Buddies are role models for the new students, and must take this responsibility seriously.

886

- Buddies must pass on information from Buddy managers to Buddy kids.

887

- All Buddies must sign a contract from the Buddy Leadership.

888

889

- 2.2 Buddy Leaders

890

891

- Each faculty must have at least 2 Buddy Leaders, who are elected at the faculty's general assembly.

892

- Is responsible for Buddy Week at the faculty-level, and is the link between the Buddies and the Buddy Leadership.

893

- Is responsible for the division of buddy groups at their faculty.

894

- Shall be available during the Buddy Week

895

- Must submit reports and other relevant documents to the digital workplace for the Buddy Board.

896

897

- Will write an experience letter.

898

899

900

- 901 • Buddy leaders must publish the program for Buddy Week at their faculty, and collaborate with
 902 the marketing manager at the Student Board (AU) for publication on studentdemokratiet.no
 903 • Buddy leaders are responsible for recruiting sufficient Buddies from their faculty.
 904 • Buddy leaders must use the email for Fadderuka for communication with external actors
 905
 906 - 2.3 Buddy Secretary
 907 • The Buddy secretary is appointed by the Buddy General, and are approved by the Student Board
 908 • Assists in the duties of the Buddy General, and acts as a sparring/discussion partner.
 909 • Is the Deputy Chairman of the Buddy Board and keep minutes.
 910 • Convene and hold at least one Buddy seminar for all buddies, together with the Buddy General.
 911 • Responsible for Buddy group reunification during Mental Health Week.
 912 • The buddy secretary has a duty of confidentiality and must sign the form with the organizing
 913 secretary of the Student Board.
 914 • Must approve the Buddy leaders' experience letters.
 915
 916 - 2.4 Buddy General
 917 • Is responsible for organizing and implementing Buddy Week at NMBU in both spring and
 918 autumn.
 919 • Acts as a link between the student bodies (AU, the Student Society), NMBU and the Buddy
 920 leaders.
 921 • Nominated by the Student Board following a job advertisement and is elected at Student
 922 Parliament 5.
 923 • Shall facilitate future development of Buddy Week and shall decide whether there is a need for
 924 revision of the document "Directive for the Buddy Week".
 925 • Will collaborate with ISU and ESN on planning "Introduction week for international students".
 926
 927 2.4.1 Administration
 928 • Is responsible for ensuring that buddies receive the necessary information for the
 929 implementation of Buddy Week. Transparency shall be sought after to ensure that all actors
 930 involved in Buddy Week have the necessary information available.
 931 • Coordinate the system for the allocation of Buddy kids together with the Buddy leaders.
 932 • Arranges social events for the Buddy leaders.
 933 • Administers Buddy's and Buddy leader's contracts as well as certificates.
 934 • Ensures that Buddy t-shirts are ordered and distributed.
 935 • Is responsible for a good overlap with their successor.
 936
 937 2.4.2 Collaborations
 938 • Plans, summons and leads the Buddy board-meetings.
 939 • Ensures regular communication with external actors, including the Health Centre.
 940 • Will arrange BBQ-party in cooperation with the leader of the Student Board, leader of the
 941 Students Society, "UKA" Manager, leader and sponsorship manager in NU and the editors of
 942 Tuntreet Magazine.
 943 • Facilitate and inform about the university's weekend of registration.
 944 • The Buddy general has a duty of confidentiality and must sign the form with the organizing
 945 secretary of the Student Board.
 946 3.
 947
 948 - 2.5 Buddy Board

- 949 • Will have regular meetings for discussion about the planning of Fadderuka, where Buddy
950 Management and Buddy Managers inform about their activities.

951
952 *2.5.1 Structure of the Board of Directors*

- 953 • Consists of the Buddy General, the Buddy Secretary and at least one Buddy Chief from each
954 faculty
955 • A representative from the Student Society Board, the head of security at NMBU, the SiT section
956 leader and a representative from SiÅs, **ISU and ESN** must be invited to all meetings.
957 • A representative from the Student Board is invited as needed.
958 • In "UKA"-years, the Buddy board may consider whether to invite UKA to meetings.

959
960 *4. Security*

961
962 *3.1 Safe Events*

- 963 • The Head of Security at NMBU shall be involved in the planning and risk assessment of events
964 during Buddy Week
965 • There must be sufficient sober shifts during Buddy Week events. The quantity is determined as
966 needed.

967
968 *3.2 Notification*

- 969 • The Student Representative, the Buddy General and the Student Board shall develop good
970 internal routines for whistleblowing cases.

971
972 *5. Fee:*

- 973 • Fees are linked to 1G (1 base-income) according to the state's rates. The weighting of fees
974 between the Buddy General and the Buddy Secretary shall be 65% to the general and 35% to
975 the secretary.
976
977