

Student Parliament 5 2024



Studenttinget
VED NMBU

Monday 21st of October 2024
INNSIKTEN -VET bygningen
KI 17.00-21.00

Student Parliament is open for everyone,
welcome!

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

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

AGENDA

STUDENT PARLIAMENT 5 - 2024, MONDAY 21st OF OCTOBER AT 5:00 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 16:45

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2451 Constitution

2451.1 Approval of today's agenda and summoning

2451.2 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 2451.3 Appointment of a Counting Committee

6

7 1.

8

9 2.

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11 3.

12

13 2452 Greeting to Student Parliament

14 At our Student Parliament meeting no 5, we will be visited by UKEchief Ingeborg Berli Tuften, in
15 connection with the 100th anniversary of UKA in Ås.

16

17 2453 Orientation cases

18 2453.1 Minutes

19 The minutes shall be made known to the public within 12.00 the Thursday before Student Parliament.
20 The minutes will be sent to the Student Parliaments representatives by mail. This is done to get the most
21 updated minutes and minimize paper usage.

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

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

26

27 **2453.2 Orientation from the Student Board**

28 *Case responsible: The Student Board*

29

30 The Student Board orients.

31

32

33 **2453.3 Orientation about the Autumn Electronic Ballot Election**

34 *Case responsible: The Student Board v/ Ingeli*

35

36 **Purpose:**

37 The aim of the orientation is to inform all students at NMBU about the opportunities they have to join
38 these positions as early as possible.

39

40 **Background:**

41 An electronic election of the male representative to the University Board and male representatives to the
42 Faculty Boards is to be conducted. The deadline for applying is set to November 1 and the election will
43 be conducted from November 20th to 27th, as set in the schedule for the Student Democracy. Candidacy
44 is registered via a form that will be made available on the Student Parliament NMBU's website:

45 www.studentdemokratiet.no

46

47 Please contact the election committee if you are considering running for election:

48 studenttingets.valgnemd@nmbu.no

49

50 If you have any other questions about the positions, please contact AU: studenttinget@nmbu.no

51

52 The representatives in all boards will start up in their positions on January 1, 2025, and hold the position
53 for one (1) year.

54

55

56 **2454 Elections and appointments**

57 **2454.1 Election of Buddy General**

58 *Case responsible: Election Committee*

59

60 **Attachment 1:** Instruction for the Buddy Week NMBU

61 **Attachment 2:** Candidacy for Tuva Kristiansen

62

63 **Purpose**

64 To elect a Buddy General for 2024/2025. The position lasts one year and begins immediately upon
65 election.

66

67 **Background:**

68 The Buddy General has the head responsibility for the organization of buddy week in the both spring and
69 fall of 2025 and serves as an intermediary between buddy leaders and NMBU.

70

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

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

76 This is a paid position, and lasts for one year.

77 **Candidates:**

78 Tuva Kristiansen

79

80 **Proposed decision:**

81 Xx is elected Buddy General for 2024/2025

82

83

84 **2455 Discussion Cases**

85 **2455.1 Discussion Students in Research (SIR)**

86 *Case Responsible: The Student Board v/Ingeli*

87

88 **Purpose:**

89 Discuss the need and implementation of the project Students in Research (SIF) at NMBU

90

91 **Background:**

92 Beyond bachelor's and master's theses, there are currently limited opportunities for students to
93 participate in research activities at the university. The purpose of SIF is to strengthen the link between
94 education and research. The project aims to give the students valuable experience and competence
95 development, while at the same time giving the researchers access to committed students who can
96 contribute with new perspectives and ideas. By promoting student involvement in research, the project
97 aims to enrich the learning environment, strengthen research quality, educate the researchers of the
98 future, while at the same time helping NMBU achieve its strategic goals.

99

100 **Target groups:** The project is aimed at students at NMBU who want more experience with research, with
101 a particular focus on bachelor's students and first-year master's students. This is especially intended for
102 the extra motivated and committed students who are willing to put in a good effort in the projects.
103 Furthermore, the project is intended for researchers at NMBU who see the value in including students in
104 their projects and who see the students' contribution as a resource. These are researchers who could
105 benefit from student assistance in their work and who have projects where it is practically possible to
106 integrate the students without too much risk.

107

108 **Implementation:** Students will have the opportunity to receive credits for their participation in research
109 projects or pay if the research project so desires and has the resources for this. The plan is to create a
110 platform on NMBU's website where researchers can post projects, and students can submit applications
111 to participate.

112 A working group, led by AU (Ingeli), and including representatives from the Studies Department, the
113 Research Department and the Communications Department, is working with the progress of the project.

114 The pro-rector for research and innovation, as well as the pro-rector for education, act as a steering
115 group. Together, they will prepare clear frameworks and guidelines for implementation, to ensure quality
116 and good experiences for both researchers and students.
117

118 **Questions:**

- 119 1. How is the practice at your faculty related to student involvement in research today? Do you
120 have any experience with this?
121 a. Is there a desire/need for more inclusion of students in research? What opportunities do you
122 see by including students in research from early in the course of study?
123 2. What challenges can arise *for students* by involving students in research projects?
124
125

126 **2455.2 Discussion of the Budget for the Student Democracy for 2025**

127 *Case responsible The Student Board v/ Oskar*
128

129 **Attachment 3:** Proposed Budget 2025

130 **Attachment 4:** Preliminary accounts 2024
131

132 **Purpose:**

133 To discuss the Student Democracy's budget for 2025
134

135 **Background:**

136 The first draft of the budget for 2025 is attached. The biggest increase in costs is related to wages and the
137 Buddy week. Based on the preliminary budget, we are significantly in the red, while cost reductions have
138 been proposed where this can be done. A request has therefore been sent to rector Siri Fjellheim for an
139 increase in the grant from NMBU, primarily to cover expenses associated with the Buddy week and the
140 grill party. If this is not met, it will result in greater cuts in other expenses.
141
142

143 **2455.3 Discussion governance model NMBU**

144 *Case responsible: The Student Board v/ Oskar*
145

146 **Attachment 5:** Submitted notes about the governance model at NMBU
147

148 **Purpose:**

149 Discuss the governance model at NMBU
150

151 **Background:**

152 The University Board decided at its meeting on 19/09/24 that they want to initiate an assessment of the
153 management model at NMBU. In practice, this means that they will look at whether NMBU should have
154 an employed rector, or an elected rector. Today, NMBU has an employed rector, but we have previously
155 had elected rectors. This is a big debate, with a strong engagement from many people. The formal
156 differences are described in attachment 5, but there are some additional points that it is good to keep in
157 mind in such a discussion.
158

159 With an elected rector, all students have the opportunity to ask questions and raise demands towards the
160 various candidates and vote for the one they believe best safeguards their interests. This obviously

161 assumes that there is more than one candidate, so that there is a real election. At several educational
162 institutions that have elected a rector, it is found that it is difficult to get more than one candidate, if the
163 sitting rector runs for re-election.

164
165 In the case of an employed rector, it is the University Board that hires the rector. The board has student
166 representatives who have the opportunity to assess the candidates and ask questions. If the rector is
167 employed, candidates can apply to be excluded from the public, until they are possibly employed. This
168 implies the possibility that the rest of the students cannot make any input until after the decision has
169 been made. The opportunity for external candidates to become rector is somewhat better than with an
170 elected rector.

171
172 **Questions from AU:**

173 1. Which model do you think is most favorable from a student perspective?

174
175 **Questions from the University Board:**

176 2. What is your principled attitude to the two different governance models?

177 3. What are the strengths and weaknesses of the two options?

178 4. What is the best management model for NMBU in the next four years, and why?

179
180

181 2456 Decision Cases

182 2456.1 Decide the allocation of Welfare Funds fall 2024

183 *Case responsible: The Student Board v/*

184
185 **Attachment 6:** Allocation of Welfare Funds

186 **Attachment 7:** Overview of the activity funds

187
188 **Purpose:**

189 Approval of welfare funds allocation.

190
191 **Background:**

192 Every year, the Student Parliament distributes welfare funds to teams and societies at NMBU. At ST 1, it
193 was decided to distribute 92% of the funds in the spring, and 8% in the autumn. Attached is a summary
194 of the welfare fund applications, along with an overview of the proposed distribution from the committee
195 for welfare funds. For the autumn allocation, we had a medium number of applications to process and
196 allocate funds to. We have also focused on supporting teams and societies in the start-up phase as well
197 as focusing on creating more engagement where there has been a lower activity level.

198
199 **Proposed decision:**

200 The Student Parliament approves the allocation of welfare funds for the autumn 2024.

201
202 **AU's recommendation:**

203 The proposal is approved.

204
205
206
207

208 **2456.2** **Decide the economic regulations for the Student Democracy**

209 *Case responsible: The Student Board v/*

210
211 **Attachment 8:** Current Economic regulations including the changes

212 **Attachment 9:** Proposed new economic regulations for the Student Democracy

213
214 **Colour coding:** yellow = new

215
216 **Purpose:**
217 Implement the revised economic guidelines for the Student Parliament

218
219 **Background:**
220 The current financial guidelines were adopted on 10 February 2020, and have not been revised since.
221 Under §4. Expenses for food, there are fixed sums for what is reimbursed. These sums are not updated
222 every year, which means that after 4 years they do not reflect the real expenses. This means that it is the
223 representatives themselves who have to bear additional costs. We therefore propose that the sums for
224 expenditure on food be regulated by the rates used by the Norwegian Student Organization.

225
226 The old English version of the economic guidelines was unfortunately different from the Norwegian ones.
227 In the proposed new version this has been fixed. The Student Board does not consider this to be an actual
228 change of how we operate, and therefore these corrections are not marked. Only the actual change we
229 propose is shown with a yellow highlight.

230
231 **Proposed decision:**
232 The Student Council adopts new financial regulations.

233
234 **AU's proposition:**
235 The proposal is approved

236
237

238 **2456.3** **Decide the Study Quality Document**

239 *Case responsible: The Student Board v/*

240
241 **Attachment 10:** Current study quality document

242 **Attachment 11:** Proposed new study quality document

243
244 **Colour coding:** Blue = New, Yellow = Revised wording, Purple = Moved to another part of the document

245
246 **Purpose:**
247 Revise the study quality document adopted at Student Parliament 2, March 9th, 2020

248
249 **Background:**
250 The previous study quality document was adopted in March 2020, before the societal lockdown and the
251 digitalization of the education sector that followed. The digitalization led to the adoption of new tools and
252 methods for teaching. Additionally, in recent years, we have seen significant advancements in the use of
253 artificial intelligence (AI), which has again brought about changes in how teaching, learning, and
254 assessments can be conducted. Therefore, we in the Student Board (AU) find it appropriate to revise and
255 update the study quality document to ensure that study quality is maintained in line with today's
256 technological and pedagogical advancements.

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Suggested Decision:

The Student Parliament approves the document.

The Student Board's recommendation:

The Student Board recommend that the document is approved.

267 **2456.4** **Decide The instructions for the Student Board**

268
269

Case responsible: The Student Board v/

270
271

Attachment 12: Current instructions for the Student Board

Attachment 13: Proposed new instructions for the Student Board

272
273

Colour coding: **Yellow** = requires additional discussion

274
275

Purpose:

To discuss the revision of the Student Parliament's Executive Committee (AU) instructions.

276
277

Background:

278
279

The current instructions are over four years old and no longer reflect the actual work situation of the Student Board. This becomes evident through the lack of responsibility areas in the existing instructions.

280
281

The old instructions also make it difficult for students considering running for the Student Board to get a clear idea of what the workday might look like. Since the last time the Student Board instructions were

282
283

updated, the Norwegian Student Organization (NSO) has established a National Board (LS). This creates

284
285

a forum where we from NMBU directly discuss and decide on NSO's policies. In light of the intention

286
287

behind creating LS, we in the Student Board consider it natural for the President of the Student

288
289

Parliament to be the Student Parliament's representative, with Student Board members as deputies. Additionally, we believe it is practical for the Student Board to appoint additional deputies if needed. This

290
291

The Student Board's recommendation:
The proposition is approved.

292
293

Proposed decision:

294
295

The Student Parliament approves the proposed new instruction for the Student Board.

296

297 **2457** **Other Cases**

298
299

300 **2458** **Meeting Evaluation**

301 [Link for Meeting Evaluation Form](#)

302 **2459 Attachments**303 **2459.1 Attachment 1: Instructions for the Buddy Week**

304

305 **Directive for the Buddy Week at NMBU**

306

Approved at Student Parliament 5, 09.10.2023

307

308 **1. Buddy Week**

- 309 •The Buddy Week at NMBU aims to give new students at NMBU a safe and welcoming welcome, and
- 310 is founded on the values of inclusion, diversity, and respect.
- 311 •The Buddy Week will ensure that new students have the opportunity to create a good foundation
- 312 for the rest of their studies.
- 313 •The Buddy Week will offer a varied selection of events, so that new students can find something
- 314 that suits their individual interests and preferences.

315

316 **2. Buddy Week structure**

- 317 •The Buddy Week uses a unified platform for internal communication and document storage.
- 318 •The Buddy Board is a committee under the Student Parliament, consisting of the Buddy General, 2
- 319 Buddy Brigadiers and Buddy Leaders. This is an advisory body for the Buddy General and will
- 320 be used to discuss the plans for Buddy Week.
- 321 •The Buddy General and the Buddy Brigadiers are jointly referred to as the Buddy Leadership
- 322 •The Buddy Week will have a maximum of 11 days of social events in connection with the start of
- 323 studies to ensure breaks during the Buddy Week.
- 324 •Kickoff, guided tour, barbecue and NMBU-cup are permanent events in the Buddy Week and are to
- 325 be arranged during the first week.
- 326 •Everyone that have a position in the Buddy Week shall sign a non-disclosure agreement and a
- 327 contract that states the job description for the position.

328

329 **2.1 Buddies**

- 330 •The Buddies are responsible for new students who are to be introduced to NMBU. This entails to
- 331 contact the buddy children before the start of the semester, and that the buddy is available
- 332 during the buddy week to answer questions and provide information.
- 333 •Buddies are available for at least one volunteer activity during Fadderuka. This can be a welcome
- 334 shift, sober shift, rigging up/rigging down of a buddy seminar and introductory day.
- 335 •Buddies are role models for the new students and must take this responsibility seriously.
- 336 •Buddies must pass on information from Buddy managers to Buddy kids.
- 337 •All Buddies must sign a contract from the Buddy Leadership.

338

339 **2.2 Buddy Leaders**

- 340 •Each faculty must have at least 2 Buddy Leaders, who are elected by the student mass at every
- 341 faculty.
- 342 •Is responsible for Buddy Week at the faculty-level and is the link between the Buddies and the
- 343 Buddy Leadership.
- 344 •Is responsible for the division of buddy groups at their faculty.
- 345 •Shall be available during the Buddy Week

- 346 •Must submit reports and other relevant documents to the digital workplace for the Buddy Board.
347 •Will write an experience letter.
348 •Buddy leaders must publish the program for Buddy Week at their faculty, and collaborate with the
349 marketing manager at the Student Board (AU) for publication on studentdemokratiet.no
350 •Buddy leaders are responsible for recruiting sufficient Buddies from their faculty.
351 •Buddy leaders must use the email for Fadderuka for communication with external actors
352

2.3 Buddy Brigadiers

- 353 •The Buddy Brigadiers are appointed by the Buddy General, and are approved by the Student Board
354 •Assists in the duties of the Buddy General and acts as a sparring/discussion partner.
355 •Is the Deputy Chairman of the Buddy Board and keep minutes.
356 •Convene and hold at least one Buddy seminar for all buddies, together with the Buddy General.
357 •Responsible for Buddy group reunification during Mental Health Week.
358 •The buddy secretary has a duty of confidentiality and must sign the form with the organizing
359 secretary of the Student Board.
360 •Must approve the Buddy leaders' experience letters.
361
362

2.4 Buddy General

- 363 •Is responsible for organizing and implementing Buddy Week at NMBU in both spring and autumn.
364 •Acts as a link between the student bodies (AU, the Student Society), NMBU and the Buddy leaders.
365 •Nominated by the Student Board following a job advertisement and is elected at Student
366 Parliament 5.
367 •Shall facilitate future development of Buddy Week and shall decide whether there is a need for
368 revision of the document "Directive for the Buddy Week".
369 •Will collaborate with ISU and ESN on planning "Introduction week for international students".
370
371

2.4.1 Administration

- 372 •Is responsible for ensuring that buddies receive the necessary information for the implementation
373 of Buddy Week. Transparency shall be sought after to ensure that all actors involved in Buddy
374 Week have the necessary information available.
375 •Coordinate the system for the allocation of Buddy kids together with the Buddy leaders.
376 •Arranges social events for the Buddy leaders.
377 •Administers Buddy's and Buddy leader's contracts as well as certificates.
378 •Ensures that Buddy t-shirts are ordered and distributed.
379 •Is responsible for a good overlap with their successor.
380
381

2.4.2 Collaborations

- 382 •Plans, summons and leads the Buddy board-meetings.
383 •Ensures regular communication with external actors, including the Health Centre.
384 •Will arrange BBQ-party in cooperation with the leader of the Student Board, leader of the Students
385 Society, "UKA" Manager, leader and sponsorship manager in NU and the editors of Tuntreet
386 Magazine.
387 •Facilitate and inform about the university's weekend of registration.
388 •The Buddy general has a duty of confidentiality and must sign the form with the organizing
389 secretary of the Student Board.
390
391

2.5 Buddy Board

- 392 •Will have regular meetings for discussion about the planning of Fadderuka, where Buddy
393 Management and Buddy Leaders inform about their activities.
394

395 **2.5.1 Structure of the Board of Directors**

- 396 •Consists of the Buddy General, the Buddy Brigadiers and at least one Buddy Leader from each
397 faculty
398 •A representative from the Student Society Board, the head of security at NMBU, the SiT section
399 leader and a representative from SiÅs, ISU and ESN must be invited to all meetings.
400 •A representative from the Student Board is invited as needed.
401 •In "UKA"-years, the Buddy board may consider whether to invite UKA to meetings.
402

403 **3. Security**

404 **3.1 Safe Events**

- 405 •The Head of Security at NMBU shall be involved in the planning and risk assessment of events
406 during Buddy Week
407 •There must be sufficient sober shifts during Buddy Week events. The quantity is determined as
408 needed.
409

410 **3.2 Notification**

- 411 •The Student Representative, the Buddy General and the Student Board shall develop good internal
412 routines for whistleblowing cases.
413

414 **4. Remuneration:**

- 415 •Fees are linked to 1G (1 base-income) according to the government rates. The weighting of fees
416 between the Buddy General and the Buddy Brigadiers shall be 40% to the general and 30% to
417 each of the brigadiers.
418
419
420

421 2459.2 Attachment 2: Candidacy for Tuva Kristiansen

422

423

424 **Student Parliament: Buddy General**

425

426

427

Hello,

428

429

430 My name is Tuva Kristiansen, I am 21 years old, and I am in my second
431 year of a bachelor's degree in biotechnology. I hereby run for the position
432 of Buddy General.

433

434 I started as a student here at NMBU in 2023 and was greeted by an incredibly fun buddy week, which
435 made me fall in love with student life here in Ås. The following year, in the fall of 2024, I had the honor of
436 being a buddy, and I enjoyed welcoming new students to our beloved university. Buddy week is an
437 important start to the study period, and I want to contribute to giving new students a good foundation
438 for their time here.

439

440 My first position is as a security guard in the Society's order patrol (ordensvern), where I have become a
441 small part of a large community that is passionate about making sure that we as students can have
442 amazing and fun evenings at the Society/Samfunnet. I find it very inspiring how full-time students
443 dedicate many hours and a lot of energy to organizing fantastic party nights and events, especially since
444 all of this is done on a voluntary basis. As a security guard, I am, of course, also involved in organizing this
445 year's UKA and contributing to making it the best celebration possible.

446

447 In addition, I play a small role in organizing a social study group for my wonderful faculty, KBM, every
448 week, where we gather to study, discuss, and have some snacks together across different studies and
449 years.

450

451 I want to help create a fun and inclusive buddy week for future students, as I feel the Ås community is
452 known for.

453

454 Best of luck with the election 😊

455

456 Sincerely,

457

458 Tuva Kristiansen

459



460 2459.3 Attachment 3: Proposed budget for 2025

461

462

Budget					
Student Parliament	B-2025	B-2024	B-2023	B-2022	B-2021
Free fund NSO			50 000		-
Grants NMBU	2 167 120	1 992 859	1 915 000	2 000 000	1 692 000
Inclusion funds	250 000	250 000	250 000	250 000	250 000
Semester fee	1 100 000	1 000 000	1 000 000	1 000 000	920 000
Repaid welfare funds from 2021				165 000	
Total Income	3 517 120	3 242 859	3 165 000	3 415 000	2 862 000
Salary Student Board	1 457 595	1 321 450	1 273 965	1 184 000	1 149 000
Remuneration Buddy General/brigadiers	124 551	118 620	112 782	106 399	
Remuneration + Translation	10 000	20 000	20 000	30 000	27 000
Payroll taxes	206 565	185 003	179 629	169 000	164 000
Employee insurance	79 756	40 000	15 000	14 000	14 000
Total Cost Employees	1 878 467	1 685 073	1 601 377	1 503 399	1 354 000
Course, training and education	130 000	140 000	140 000	290 000	190 000
Office	9 000	10 000	10 000	15 000	15 000
Operating expenses expired account			0	-	5 000
Phone/post			0	1 000	1 000
Marketing etc	45 000	45 000	45 000	70 000	40 000
Travel, representation	75 000	70 600	70 600	50 000	40 000
NSO fee, Campus Ås	504 365	400 000	416 000	380 000	371 000
Student Parliament meetings, SP dinner	26 000	28 000	28 000	28 000	27 000
Travel (all travel)(expired account 2021)			0		24 000
Organisational expenses	38 000	40 000	40 000	5 000	20 000
Social (only one time account)				50 000	
Buddy Week	100 000				
Barbeque	40 000				
Total Other Operational Expenses	967 365	733 600	749 600	889 000	733 000
Welfare funds, Campus Ås	595 635	589 000	584 000	785 000	530 000
Inclusion Funds, NMBU	200 000	195 000	190 000	195 000	195 000
ISU NMBU	20 000	20 000	20 000	15 000	15 000
ESN	20 000	20 000	20 000	25 000	25 000
Total Cultural/Social Measures	835 635	824 000	814 000	1 020 000	765 000
Total Operational Expenses	3 681 467	3 242 673	3 164 977	3 412 399	2 852 000
Annual Result	- 164 347	186	22	2 601	10 000

463 2459.4 Attachment 4: Preliminary accounts for 2024

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465
466

Accounts					
Student Parliament	*A-2024	A-2023	A-2022	A-2021	A-2020
Income		20100	123 644	182 357	94 285
Free Fund NSO					
Spons Barbeque party	15 500				
Grants NMBU	2 151 000	1 916 000	1 899 000	1 590 000	1 590 000
Inclusion funds	250 000	250 000	250 000	250 000	250 000
Semester fee	587 920	1 000 000	1 000 000	920 000	470 000
Repaid welfare funds from 2021			159 339		
Total Income	3 004 420	3 186 100	3 431 983	2 942 357	2 404 285
Salary Student Board	972 988	1 277 785	1 237 573	1 179 777	1 071 242
Remuneration Buddy General/Secretary/ translation	38 663	127 695	118 941	8 270	1 955
OU fond	- 126	- 168	- 168		
Payroll taxes	142 941	198 565	191 547	167 876	152 047
Employee insurance, retirement	60 863	65 553	37 242	5 361	12 047
Total Cost Employees	1 215 329	1 669 430	1 585 134	1 361 283	1 237 291
Course, training and education	115 904	111 933	249 890	103 392	163 383
Office+ office supplies	4 383	13 338	20 114	11 729	9 200
Operating exp, expired account			3		
Phone/post			209		1 272
Marketing etc,	27 220	41 282	95 046	109 460	45 870
Travel, representation	34 669	57 347	74 492	33 474	16 041
NSO fee, Campus Ås	190 068	387 008	378 944	333 728	299 008
Student Parliament meetings + SC dinners	10 620	23 157	13 368	16 615	16 718
Organisational expenses	6 854	37 796	48 374	30 783	22 284
Barbeque Party	25 678	20 200	21 759	22 169	
Buddy Week	88 170				
Total Other Operational Expenses	503 566	692 061	902 198	661 350	573 776
Welfare funds, Campus Ås	513 437	555 513	679 352	498 922	426 374
Inclusion Funds, NMBU	81 867	198 451	217 430	189 162	133 112
ISU NMBU	20 000	20 000	15 000	15 000	15 000
ESN	20 000	20 000	25 000	25 000	
Total Cultural/Social Measures	635 304	793 964	936 782	728 084	574 486
Total Operational Expenses	2 354 199	3 155 455	3 424 114	2 750 718	2 385 552
Annual Result	650 221	30 645	7 869	191 639	18 733

467 2459.5 Attachment 5: Submitted notes about the governance model at
468 NMBU

469

470 **Governance model for NMBU**

471

472 **1. INTRODUCTION**

473 According to the current governance regulations at NMBU, the rector must be appointed, while the
474 chairman is selected by the Ministry of Education. The legislation allows for NMBU to instead choose a
475 governance model where the rector is elected by students and staff, and at the same time act as chairman
476 of the board.

477 The term of office for NMBU's incumbent rector and members of the university board expires on 31 July
478 2025. The university board discussed the issue of governance in its meeting on 19 September. The board
479 was divided on the matter. Four board members voted for the following resolution:

480 *The board does not want to initiate a process where we assess the governance model on the grounds*
481 *that NMBU is facing demanding streamlining and restructuring processes, and it is important to*
482 *ensure continuity going forward in the coming years.*

483 Seven board members voted for what became the board's decision:

484 *The board wishes to initiate an assessment of the governance model, and believes that it is*
485 *fundamentally important that the board takes a position on this issue even in a demanding time*
486 *with efficiency improvement and restructuring processes. The aim is for a quick decision-making*
487 *process, preferably in November, but no later than the end of 2024.*

488 The board appointed a working group to prepare the matter for the board. The group consists of board
489 members Tone Ikdahl and Vincent Eijsink. Lawyer Ulf Knobloch Johannessen in the Personnel and
490 Organization Department acts as secretary for the group. The board is concerned with obtaining a solid
491 basis for decision-making, which highlights the strengths and weaknesses of the two different
492 management models. The board has therefore asked the working group to obtain input from the
493 organisation, the staff and the students.

494 This invitation has been sent out to NMBU's organizational units, as shown in the organizational chart.
495 The managers are asked to forward the invitation to their subunits. We encourage the units to invite a
496 broad process internally, in order to bring out the breadth of views, which may result in one or more
497 inputs from the unit. The invitation has also been sent to the Student Democracy and the main union
498 representatives.

499

500 **2. DESCRIPTION OF THE TWO GOVERNANCE MODELS**

501 **Introduction**

502 Organization and management at state universities and colleges are regulated in Chapter 4 of the
503 Universities and Colleges Act. The Act distinguishes between two different models. What they both have
504 in common is that the rector and the board members serve for a term of four years.

505 Employed rector and external chairman of the board

506 Unless the university board has decided otherwise, the rector shall be employed by the university board
507 following an ordinary recruitment process, while the chairman of the board is appointed by the Ministry
508 of Education. This scheme currently applies at NMBU. This means that the rector is the day-to-day
509 manager of the university's overall academic and administrative activities. The rector is secretary to the
510 university board and must prepare matters for the board.

511 The university board shall have eleven members. Three of the members are to be chosen from among
512 employees in academic positions, one from among employees in temporary academic positions, one
513 from among technical and administrative employees, two from among students, while four are to be
514 external members appointed by the ministry. The ministry appoints one of the external board members
515 to be the board's chairman.

516

517 Elected rector as chairman of the board

518 If the university board so decides, the rector shall be appointed by election. Both NMBU employees and
519 external candidates can be elected as rector. The elected rector is the chairman of the board. On behalf
520 of the board, the rector has chosen the overall responsibility for and will lead and supervise the business.
521 If NMBU has chosen a rector, NMBU must have a managing director, who is the head of the overall
522 business. The board must draw the further distinctions in the distribution of authority between the
523 rector and the managing director.

524 The rector is elected by students and staff at NMBU. The votes of the employees must be weighted 70-
525 75 per cent during the counting, and the votes of the students must be weighted 25-30 per cent - the
526 board determines the exact weighting and the detailed rules for the election.

527 The university board shall have eleven members. Two of the members are to be chosen from among
528 employees in scientific positions, one from among employees in temporary scientific positions, one from
529 among technical and administrative employees, two from among students, while four are to be external
530 members appointed by the ministry. The elected rector is the chairman of the board.

531

532 Investigations, etc

533 The choice of governance model for state universities and colleges has been considered a number of
534 times, both in connection with the Universities and Colleges Act of 2005, and the current law which was
535 adopted in 2024. Here are some key documents:

- 536
- The Ryssdal Committee's proposal for the Universities and Colleges Act, NOU 2003:25 New Act on Universities and Colleges, <https://www.regjeringen.no/no/dokumenter/nou-2003-25/id148008/>
 - Bjørn Stensaker et al., Management and strategy: The importance of different management models for the educational institutions' strategic work, NIFU report 43/2013, <https://nifu.brage.unit.no/nifu-xmlui/handle/11250/280771>.
 - The Ministry of Education's proposal for the new Universities and Colleges Act, Prop. 126 L (2022–2023) Universities and Colleges Act, <https://www.regjeringen.no/no/dokumenter/prop.-126-l-20222023/id2984933/>
- 542
- 543
- 544

545

546 3. FORM OF GOVERNANCE AT OTHER UNIVERSITIES AND COLLEGES

547 A review of the various institutions' websites shows that the following 13 state universities and colleges
548 today follow the normal arrangement with an appointed rector and external chairman: NMBU, NTNU,
549 OsloMet, University of Stavanger, University of Southeast Norway, Nord University, UiT Norway's Arctic
550 University, Vestlandet College, Norway's Business School, Oslo College of the Arts, Østfold College, Oslo
551 College of Architecture and Design, and Innlandet College.

552 The following 8 state universities and colleges have elected a rector, where the rector is the chairman of
553 the board: University of Agder, University of Bergen, University of Oslo, Molde College, Volda College,
554 Norwegian College of Sports, Norwegian College of Music and Sami College.

555

556 4. REPLY DEADLINE, FURTHER WORK, ETC.

557 Before the board makes a decision on the management model for NMBU for the coming four-year period,
558 the board asks for input on the following questions in particular:

- 559 - What is their principled attitude towards the two different governance models?
- 560 - What are the strengths and weaknesses of the two alternatives?
- 561 - What is the best management model for NMBU for the next four years, and why?

562 Input can be submitted to the steering group via <https://nettskjema.no/a/452782> by 23 October.

563 All submissions will be posted openly after the deadline has expired.

564 The working group will use the consultation responses in its work with a case presentation for the board.
565 The board will make a final decision on the governance model in an extraordinary board meeting on 3
566 December. If the board decides to change the governance model, the board will as soon as possible decide
567 on new governance regulations, election regulations, delegation regulations, etc.

568 If you have any questions about this invitation or the other work, you can contact lawyer Ulf K.
569 Johannessen in the Personnel and Organization Department, tel. 951 43 274, e-mail
570 <mailto:ulf.johannessen@nmbu.no>.

571

572



573 2459.6 Attachment 6 Allocation of the Welfare Funds

574

575

576

Association	Assets	Basic support	Start up support	Open association	Activity funds allocated	Total allocation
Koneklubben Freidig	kr 16 326				kr 4 000	kr 4 000
Ås studentmållag	kr 9 000	kr 800			kr 9 800	kr 10 600
Struktura linjeforening	kr 106 000				kr 0	kr 0
studentKRIK Ås	kr 62 447			Yes	kr 0	kr 0
Ås studentspeidergruppe	kr 0			Yes	kr 0	kr 0
Swingklubben Snurrebass	kr 36 764			Yes	kr 2 000	kr 2 000
Lactologisk Pselskab	kr 0	kr 800	kr 2 000		kr 1 483	kr 4 283
Tannhjulet	kr 21 000				kr 0	kr 0
Stentorforeningen Iliaden	kr 0	kr 1 300	kr 2 000		kr 1 790	kr 5 090
NewsRoom	kr 0	kr 800	kr 2 000		kr 2 400	kr 5 200
NMBUI Volleyball H1	kr 2 400				kr 0	kr 0
IAESTE Ås	kr 93 300	kr 800			kr 0	kr 800
MSA NMBU	kr 0				kr 0	kr 0
Sum						kr 31 973



577 2459.7 Attachment 7: Overview over activity funds

578
579

Association	Activity	Applied activity	Awarded activity	Totale applied	Total awarded	Comment
Koneklubben Freidig				kr 10 150	kr 4 000	
	Purchase Soundbox	kr 10 150	kr 4 000			Applied for unforeseen cost, due to theft. Partially granted
Ås studentmållag				kr 9 800	kr 9 800	Lower activity last years, therefore made an exeption to create more engagement
	Academic evening 1	kr 3 300	kr 3 300			
	Academic evening 2	kr 6 500	kr 6 500			
Struktura linjeforening				kr 8 100	kr 0	Recived allocation in spring
	Baptisement	kr 1 000	kr 0			
	Soup for the people x4	kr 2 000	kr 0			
	Vors	kr 200	kr 0			
	Bonfire evening	kr 400	kr 0			
	Christmas dinner	kr 4 500	kr 0			
studentKRIK Ås				kr 3 330	kr 0	Recived allocation in spring
	Futsal tournament	kr 2 230	kr 0			Apply for inclusion funds
	Sniken	kr 1 100	kr 0			
Ås studentspeidergruppe				kr 1 140	kr 0	Does not have association account
	Geology award	kr 180	kr 0			
	Knot award	kr 300	kr 0			
	Song evening	kr 200	kr 0			
	Board game evening	kr 60	kr 0			
	Mental health award	kr 400	kr 0			
Swingklubben Snurrebass				kr 10 200	kr 2 000	
	Sewing evening for new member	kr 2 000	kr 2 000			Åpen forening, derfor gitt støtte til antrekk til nye medlemmer
	Christmas ball	kr 8 200	kr 0			
Lactologisk Pselskab				kr 1 483	kr 1 483	
	Get to know us evening	kr 753	kr 753			
	Get-together before UKA	kr 730	kr 730			



580
581

Tannhjulet				kr 9 408	kr 0	Recived allocation in spring
	Exam luch	kr 1 500	kr 0			
	Vaffkaff at the Student House	kr 492	kr 0			
	Bonfire at Ramlapinnen	kr 450	kr 0			
	Tannhjulet winter games	kr 2 006	kr 0			
	Padle tournament	kr 1 960	kr 0			
	Christmas dinner	kr 3 000	kr 0			
Stentorforeningen Iliaden				kr 1 790	kr 1 790	
	Stentor night	kr 1 430	kr 1 430			
	Song night before Bodega	kr 180	kr 180			
	Song night before Bodega	kr 180	kr 180			
NewsRoom				kr 2 400	kr 2 400	
	GA	kr 1 600	kr 1 600			
	Sustainability festival	kr 400	kr 400			
	Cooperaton with the Sustainability Hub	kr 400	kr 400			
NMBUI Volleyball H1				kr 1 000	kr 0	Not eligible for support
	Team dinner	kr 1 000	kr 0			
IAESTE Ås				kr 5 000	kr 0	Activity funds for established asociations are normally not allocated during Autumn. The association has a good activity lever already. Denied aplication this spring
	Stand	kr 700	kr 0			
	Info meeting	kr 400	kr 0			
	Workshop	kr 850	kr 0			
	Paint n sip	kr 1 000	kr 0			
	Movie night	kr 500	kr 0			
	IAESTES birthday	kr 200	kr 0			
	Dinner	kr 500	kr 0			
	Exam luch	kr 350	kr 0			
	Christmas dinner	kr 500	kr 0			
MSA NMBU				kr 2 500	kr 0	Recived allocation in spring
	Mental Health week	kr 2 500	kr 0			
Total		kr 66 301	kr 21 473		kr 21 473	

582 2459.8 Attachment 8: Current economic regulations for the Student
583 Democracy

584 **Economic Regulations for the Student Parliament at NMBU**

585
586
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*Approved at Student Parliament 1, 10.02.2020
Attachment 1: Instructions for the Semester Fee*

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

592
593 The economic regulations are to inform the student democracy at NMBU about the current economic
594 protocol for the Student Parliament at NMBU. Procedures and responsibilities between the Student
595 Democracy at NMBU and SiÅs concerning the pricing and usage of the semester fee in SiÅs' budget are
596 covered in the instructions for the semester fee.

597
598

599 **The Student Democracy at NMBU:**

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

605
606

606 **The Student Board:**

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

611

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

615

616 **SiÅs:**

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

620

621 **1. Powers**

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

625

626 **2. Payments**

627 b. The president of The Student Board or the organizational secretary is to attest that the
628 bill/invoice is in accordance with the agreement and that the purchased goods/services are
629 received.

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

631 c. If the president is absent (holiday, sickness or other long absences), the vice president of the

- 632 Student Parliament's Student board has the power to attest payments together with the
633 organizational secretary.
- 634 b. Nobody can confirm payments being made to themselves. This means that the vice president of
635 the Student Board must confirm payments being made to the president or the organizational
636 secretary.
- 637 c. All payments from the Student Democracy at NMBU are to be made by bank account.

638 §3. Travel Expenses

- 639 d. All travel costs that are to be paid for by the Student Parliament NMBU are to be pre-approved
640 of by the president of the Student Parliament's Student Board.
- 641 e. The Student Parliament NMBU covers travels for representatives who are traveling to represent
642 the organization at events.
- 643 f. The main rule is that travels are handled according to the invoice.
- 644 g. Representatives for the Student Parliament NMBU are given a driving mileage allowance
645 according to the state's current rates
- 646 h. If using one's own car over long distances where public transport is also possible, the costs will
647 be covered according to the route's cheapest method of travel possible.
- 648 i. Events put on by the Norwegian Student Organization (NSO) are covered by NSO and are
649 addressed in the economic regulations of the NSO.

650 §4. Food Expenses

- 651 a. Food expenses during travels related to the Student Democracy NMBUs work are covered for
652 up to 300kr per day.
- 653 b. Food costs are not to be covered in meetings/courses/events where the cost is covered by the
654 organizer or included in any participation fees.
- 655 j. For events put on by Student Parliament NMBU where there is food available, the Student
656 Parliament NMBU covers costs up to 150kr per person. In situations where this is not included
657 in the economic framework, the Student Board will conduct a separate assessment.

658 Instructions for the Semester Fee

659 *(Given by the SiÅs Board 19.03.98)*

660 1. Legal Basis

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

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

666 2. Powers

667 The SiÅs Board sets the semester fee price and allocation after first receiving input from the Student
668 Parliament.

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

672 The SiÅs Board sets out instructions for the semester fee.

673 The Student Parliament sets regulations for distributing welfare funds.

674 The Student Parliament carries out the distribution of welfare funds.

675 Disputes regarding interpretation of the instructions and rules can be brought forth to the SiÅs Board for
676 a decision.

680 2459.9 Attachment 9 Proposed new economic regulations for the Student
681 Democracy

682

683 **Economic Regulations for the Student Parliament at NMBU**

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Approved at Student Parliament X, xx.xx.xxxx

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689

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

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

697

The Student Parliament:

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703

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

704

The Student Board:

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708

709

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

710

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

714

SiÅs:

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719

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

720

§1. Powers

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729

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

730 **§2. Payments**

731

732

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

733

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

734

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

737

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

738

739

740

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

741

742

743

744 **§3. Travel Expenses**

745

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

746

747

o. As a main rule, travel shall be done by bus, train or other environmentally friendly methods, over plain. The Student Parliament may cover sleeping compartment if needed. Exceptions may be done if environmentally friendly transport results in an unreasonable additional cost, or a significant disadvantage for the Student Parliament or the traveler.

748

749

750

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

751

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

752

r. Representatives for the Student Parliament NMBU are given a driving mileage allowance according to the state's current rates. Use of a personal bike is remunerated at the same level as using one's own car.

753

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759

760 **§4. Food Expenses**

761

a. Food expenses during travels is covered. This is remunerated after presenting a receipt. The rates are regulated by the National Union of Students in Norway's economic and environmental rules for the current year. In situations where this is not included in the economic framework, the Student Board will conduct a separate assessment.

762

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

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770 2459.10 Attachment 10 Current Study Quality Document

771 **Study quality document for the Student Parliament at NMBU**772 *Approved at Student Parliament 2, 09.03.2020*

773

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

775

776 **NMBU:**777 - All education at NMBU shall provide students with the knowledge and skills to solve global
778 challenges.779 - NMBU shall ensure that students have a good formative journey that prepares them for a life as
780 active members of society.781 - All students at masters level shall be assigned an academic mentor that will assist with academic
782 follow-up, guidance and counselling in the student's further progression and academic choices.783 - Students on all study programs shall have access to relevant idea workshops and take part in
784 shaping these.785 - NMBU must use peer review of the teaching in all courses at least once per semester to ensure the
786 quality and to give educators formative feedback.

787 - Everyone should have the opportunity to travel on exchange of relevance.

788 - Education shall provide the student with relevant knowledge and competence in their field of
789 study.790 - NMBU must make good arrangements for academic organizations to contribute to a good and
791 inclusive academic environment.

792

793 **Study program:**

794 - It shall be facilitated for students to be active parts of the academic communities.

795 - All disciplines at NMBU shall have an academic home placed in dialogue with the students and the
796 academic organizations, functioning as both a social and academic meeting place.797 - The study program's study plan shall be academically and legally founded, as well as giving the
798 student the greatest amount of options when choosing courses.

799 - All study programs shall give practice in cooperating across fields and solving complex problems.

800 - The study programs shall be relevant to working and give students competence that is needed in
801 the labor market.802 - NMBU shall better facilitate for students of all disciplines to be able to take relevant, credited
803 practical training, with qualified counsellors, at some point in their studies.804 - All students shall have access to clear study plans over compulsory courses, selectable courses and
805 free courses that you have to/can take during your studies.

806

807 **Courses:**

808 - Syllabuses shall always be based on updated and quality tested research.

809 - The teaching method in the course must be based on educational research and competence.

810 - Teaching shall be a student active process that promotes reflection and independence.

811 - The build of courses should be academically founded in a way that gives the students academic and
812 individual development.813 - Digital aids shall be used where relevant, and educators shall have updated competence in how to
814 use these.

- 815 - Students shall be able to give educators a lot of feedback on the teaching during the course and
816 how this is followed up.
817 - All students shall get automatic, individual feedback on required tasks and exams, and the feedback
818 shall promote further learning. All courses shall be seen together with the sustainable
819 development goals and shall give the students a mindset for sustainability and relevant global
820 challenges.
821 - The choice of evaluation form shall be based on what would be the best way for the student to show
822 what it has learned.
823 - All courses that have exams that counts on the final grade shall offer a continuation exam for those
824 who fail or are registered with valid absence.
825 - Use of compulsory attendance shall be limited and used only when necessary for the quality of
826 teaching.
827 - All compulsory activities shall be free to attend, or there shall be a free alternative.
828
829

830 2459.11 Attachment 11 Proposed new Study Quality Document

831 **Proposal for a new study quality document**832 *Approved at Student Parliament x, xx.xx.xxxx*

833

834 The Study quality document for the Student Parliament outlines the students' requirements and wishes
835 regarding the study quality at the university. The document is based on input collected from the students
836 over several occasions and will be valid for five years. The document will serve as a foundation for work
837 on study quality policy until the document is revised.

838

839 Study quality in higher education is crucial because it helps address societal challenges through research,
840 new knowledge, and innovation. Universities and colleges play a central role in developing competent
841 professionals who can actively participate in a complex and constantly changing labour market. Good
842 study quality ensures that students receive relevant education, preparing them for participation in
843 society and the workforce. Higher education should promote critical thinking, personal development, and
844 lifelong learning. This strengthens students' ability to handle complex issues and contribute to societal
845 development. Ensuring quality in education is essential for achieving good learning outcomes. The
846 document contains the demands that NMBU students have for their education.

847

848 **NMBU**

849 Universities play a crucial role in educating socially critical citizens by promoting critical thinking,
850 reflection, and knowledge. It is important that an education at NMBU equips students with the tools they
851 need to analyse complex problems, make informed decisions, and contribute to a more enlightened and
852 just societal development.

853

- 854 - All education at NMBU must ensure that students acquire knowledge and competence to
855 address global challenges.
- 856 - NMBU must ensure that students receive a good education and are well-prepared for life as
857 active citizens.
- 858 - Education at NMBU must provide students with relevant knowledge and skills in their field
859 of study.
- 860 - All master's level students should have a faculty mentor who provides follow-up, guidance,
861 and advice on their further progress and academic choices.
- 862 - NMBU shall facilitate the work of student associations in creating a good and inclusive study
863 environment.

864

865 **The Principle of free education in Higher education**

866

867 The principle of free education is one of the cornerstones of Norwegian education and is intended to
868 ensure equal educational opportunities for all, regardless of socioeconomic background and personal
869 finances. NMBU should strive to uphold this principle throughout all phases of the study period, ensuring
870 that no study-related costs lead to significant financial burdens for students. NMBU must always strive to
871 follow the principle of free education to ensure that education is accessible to everyone.

872

873 - NMBU will support efforts to reinstate the principle of free education for international students
874 from outside the EU, EEA, and Switzerland.

875 - Costs that a student may incur related to courses or studies (other than books) must be
876 communicated in advance. Such costs may include digital software, teaching materials, or other
877 mandatory equipment.

878 - If the teaching requires mandatory equipment, NMBU should offer good and affordable options in

- 879 sufficient quantity for the students who need them.
- 880 - If there are costs associated with mandatory activities, such as excursions, a free alternative will
- 881 be available for those who are not able to participate due to various reasons.
- 882 - NMBU must strive to ensure that students do not experience financial consequences as a result of
- 883 time spent in internships or work practice
- 884 - If internships or work placements involve costs related to the working conditions, NMBU
- 885 must inform students in advance.
- 886 s. Should unforeseen costs related to the working conditions arise should NMBU cover them if not
- 887 covered by Lånekassen.

888 Study programs

889 To ensure a smooth transition to the labour market after graduation, it is important to secure study

890 programs that are relevant to the labour market and of high academic quality. NMBU must offer study

891 programs that lay a foundation for adaptable and innovative students, ready to meet the demands of the

892 workforce and that enhance students' own learning experiences.

- 893
- 894 - Arrangements should be made for students to actively participate in academic
- 895 environments.
- 896 - Students in all study programs shall have access to relevant idea workshops and be able to
- 897 participate in forming them.
- 898 - All academic disciplines at NMBU should have a functional academic home developed in
- 899 dialogue with students and student associations. The academic home should serve as a
- 900 social and academic meeting place.
- 901 - The curriculum and structure of study programs must be academically and procedurally
- 902 justified and, to the greatest extent possible, allow students to choose their own subjects.
- 903 - All students shall have access to clear curriculum plans outlining mandatory, elective, and
- 904 free subjects that can or must be taken during the study period.
- 905 - All study programs must provide training in collaboration across disciplines and topics to
- 906 solve complex problems, and be based on up-to-date research in the various fields.
- 907 - The study programs offered at NMBU must be relevant to the labour market and provide
- 908 students with skills that will benefit them in their careers.
- 909 - NMBU shall ensure that students in all study programs have the opportunity to undertake
- 910 relevant, credit-bearing internships during their studies, with qualified internship
- 911 supervisors.
- 912 - Arrangements should be made for students from all study programs to go on relevant
- 913 exchanges as part of their degree at NMBU.

914 Courses and Teaching

915 High quality in courses and teaching is essential to ensure that students acquire relevant, up-to-date, and

916 thorough knowledge that prepares them well for future careers and societal challenges.

- 917
- 918 - Teaching in all subjects and courses at NMBU must be based on research and pedagogical
- 919 competence.
- 920 - All subjects and courses shall be linked to the Sustainable Development Goals and should
- 921 equip students with a mindset for sustainability and relevant global challenges.
- 922 - All teaching must be a student-active process that promotes reflection and independence.
- 923 - The structure of all subjects and courses must be academically justified to promote academic
- 924 and individual development for students.
- 925 - Students shall have the opportunity to provide anonymous feedback on the subjects and
- 926 courses they are taught in and should have the opportunity to receive information on how

- 927 this feedback is addressed. This must be possible both during and after the course.
- 928 - NMBU must use peer-review evaluations of teaching in all subjects and courses at least once
- 929 per semester for quality assurance and to provide feedback to instructors.
- 930 - The choice of assessment method should be based on how the student can best demonstrate
- 931 acquired competence.
- 932 - All students must have the opportunity to receive an individual, formative written
- 933 explanation for submitted assignments and exams. This applies to both subjects with letter
- 934 grades and those with pass/fail grades. The explanation should be provided in a way that
- 935 contributes to the student's learning process and gives a clear picture of the student's
- 936 performance and areas for improvement.
- 937 - All students shall have access to the guidelines for examiners in the courses they are taking.
- 938 - If an oral orientation of a grade is provided, whether in connection with an oral or practical
- 939 exam, shall a written explanation also be provided afterward.
- 940 - All subjects must provide students who fail or have registered a valid reason of absence the
- 941 opportunity to retake the exam.
- 942 - The use of mandatory attendance should be limited and only used when necessary for the
- 943 quality of the teaching.
- 944

945 Digital tools and Digital teaching

946 Most teaching rooms at NMBU are today equipped with digital tools that can be used for digital teaching.

947 However, many students still find it difficult to get adapted teaching when needed. To ensure the highest

948 possible learning outcomes, it is important that the threshold for offering adapted arrangements or

949 hybrid solutions where needed is low. Training in the use of digital tools, including AI, is necessary to

950 ensure that students acquire the digital skills demanded in the labour market.

- 951
- 952 - NMBU should primarily offer physical teaching with physical attendance but must have
- 953 good solutions for digital teaching and hybrid arrangements.
- 954 - Digital teaching or recordings of teaching shall be made easily accessible to students who,
- 955 for various reasons, have difficulties attending physical classes.
- 956 - Digital tools should be used where appropriate, and instructors should have up-to-date
- 957 competence and knowledge on how to use them. NMBU is responsible for offering courses
- 958 and training as needed.
- 959 - NMBU must strive to ensure that the choice of digital tools and aids is in line with those used
- 960 in the labour market.
- 961 - NMBU must ensure that students, upon completing their studies, have sufficient digital
- 962 competence and have developed relevant digital skills within their field of study, according
- 963 to labour market demands.
- 964 - All staff involved in teaching or assessing exams and assignments, as well as external
- 965 examiners, should receive training in NMBU's AI regulations to ensure consistent
- 966 assessment practices across all subjects.
- 967 - Information about the AI regulations must be easily accessible in public channels and on
- 968 NMBU's own websites.
- 969 - NMBU students must receive training in proper citation when using AI and training in
- 970 critical reflection on the use of AI.
- 971

972 2459.12 Attachment 12 Current Instructions for the Student Board

973 New Instructions for the Student Parliament's Student Board

974 *Approved at Student Parliament 2, 09.03.2020.*975 **Daily operations**

- 976 - The Student Board is the Student Democracy's highest organ between every Student
- 977 Parliament.
- 978 - The Student Board is responsible for the day-to-day running of the Student Boardoffice.
- 979 - The Student Board carries out the daily operations of the Student Democracy in accordance
- 980 with instructions and other governance documents adopted by the StudentParliament.
- 981 - The Student Board will work with and for the impact of the Student Parliament'spolicy.
- 982 - The Student Board is preparatory and advisory organ for the Student Parliament. The
- 983 Student Board shall recommend cases to the Student Parliament.
- 984 - The Student Board is responsible for conducting Student Council dinners before theStudent
- 985 Parliaments.
- 986 - Everyone at The Student Board is responsible for creating a good workingenvironment and
- 987 a good collaboration.
- 988 - The Student Board shall chair committees set up by the Student Board itself, as well as the
- 989 housing environment committee, the committee for the allocation of welfare funds and
- 990 inclusion funds.
- 991 - The Student Board will work to ensure that information for students and union
- 992 representatives is up-to-date and available in both Norwegian and English.
- 993 - The Student Board will follow up the committee for the selection of the semester'sbest
- 994 lecturer.
- 995 - The Student Board will follow up the Student Councils and committees at the Student
- 996 Democracy, as well as representatives in the Student Parliament.

998 **Communication and availability**

- 999 - The Student Board is responsible for making available the reports of the committees that are
- 1000 required to make reports.
- 1001 - The Student Board will be available on campus to assist elected representatives and the
- 1002 other student body in the most suitable way.
- 1003 - The Student Board will work continuously with the promotion and promotion of the Student
- 1004 Democracy at NMBU, as well as relevant national student affairs.
- 1005 - The Student Board should be available to answer clarifying questions, especially in
- 1006 connection with the Student Parliament papers before each Student Parliament.
- 1007 - The Student Board is responsible for communicating and providing information to the
- 1008 Student Councils.

1010 **NMBU and other actors**

- 1011 - The Student Board is the bridge between the Student Parliament, Student Councils,
- 1012 University Board, Siås, and NMBU.
- 1013 - The Student Board will work to ensure student representation at NMBU.
- 1014 - The Student Board shall be represented on the University's study committee (U-SU), the
- 1015 University's research committee (U-FU), and the Learning Environment Committee (LMU),
- 1016 and ensure that decisions are followed up.
- 1017 - The Student Board will ensure that updated information for newly elected student representatives

- 1018 is given to the administration after each Student Parliament.
- 1019 - The Student Board shall have regular dialogue with international associations, such as ISU and ESN.
- 1020 - The Student Board shall represent NMBU students and the Student Democracy up to the highest
- 1021 leadership, and externally.
- 1022 t. The Student Board shall have regular dialogue and good cooperation with The Student Society
- 1023 (Studentsamfunnet i Ås).
- 1024 - The Student Board will have a dialogue and cooperation with the buddy general (Faddergeneralen)
- 1025 and buddy board (Fadderstyret).
- 1026 - The Student Board will represent the students in the Committee on Gender Equality and Diversity,
- 1027 the Housing Environment Committee and the Environment Council.
- 1028

1029 **Conferences, seminars and training**

- 1030 - The Student Board is responsible for organizing the Student Parliament's kick-off conference in the
- 1031 spring, as well as a representative conference in the autumn.
- 1032 - The current Student Board should ensure good overlap with the accruing Student Board.
- 1033 - Interrupting representatives in the committee are responsible for writing an annual report from
- 1034 their term, as well as providing thorough training to the incoming representatives.
- 1035 - The Student Board is responsible for organizing seminars for student representatives in local and
- 1036 central study and research committees.
- 1037

1038 **Formalities**

- 1039 - All members of the Student Board have the same authority when it comes to voting rights. With
- 1040 voting ties, the president of the board can have a double vote.
- 1041 - The Student Board may appoint students to non-decision-making committees where this is
- 1042 considered appropriate.
- 1043 - The Student Board can appoint students for positions and committees that are outside the
- 1044 framework for the working year (the year wheel).
- 1045 - The Student Board internally constitutes which of the Student Board members is the deputy leader.
- 1046 If a unanimous The Student Board does not agree to this, the role shall fall to the highest voter.
- 1047 - The Student Board is responsible for distributing the areas of responsibility among themselves.
- 1048

1049 **The President's Main Responsibilities:**

- 1050 - The President shall open and conclude Student Parliament meetings.
- 1051 - The President has the administrative employee responsibility for the other members of the board
- 1052 and shall conduct performance reviews at least once per semester.
- 1053 - The President is to take responsibility in unexpected and unforeseen situations.
- 1054 - The President shall work with the strategic outlook of the student democracy – both short and long
- 1055 term.
- 1056 - The President shall speak up to bigger actors, for example the municipality and county, if beneficial
- 1057 for the students at NMBU.
- 1058 - The leader shall facilitate good cooperation with the University Board and SiÅs.
- 1059 - The President is responsible for the finances of the Student Parliament.
- 1060 - The President shall represent the students in the Rector's Leadership Group (RLG).
- 1061 - The President is responsible for Student Board meetings.
- 1062
- 1063

1064 2459.13 Attachment 13 Proposed new instructions for the Student Board

1065 **Instructions for the Student Parliament's Student Board**1066 *Approved at Student Parliament x, xx.xx.xxxx*
10671068 **1. Daily Operations**1069 The Student Parliament's Executive Committee (AU) is the highest governing body of the Student
1070 Democracy at the Norwegian University of Life Sciences (SD-NMBU) between each Student Parliament
1071 session. The AU is responsible for working towards the implementation of the Student Parliament's
1072 policies.1073 The AU manages the daily operations of SD-NMBU, in accordance with instructions and governing
1074 documents adopted by the Student Parliament. The AU must be accessible to the representatives of SD-
1075 NMBU and the general student body. This means the AU should be readily available both digitally and
1076 physically in the office. The AU can set their own office hours. The AU is responsible for ensuring that
1077 information for students and representatives is up-to-date and available in both Norwegian and
1078 English. The AU also acts as a liaison between the Student Parliament, the Student Councils, the
1079 University Board, SiÅs (the student welfare organization), and NMBU.1080 The AU may appoint students to non-decision-making committees, as well as to other positions and
1081 groups that fall outside the scope of the work year.1082 **1.1 AU Meetings**1083 The AU must regularly hold internal AU meetings to ensure the smooth functioning of SD-NMBU. The
1084 AU determines the matters to be discussed at these meetings. The AU's organizational secretary is
1085 responsible for recording minutes of these meetings. Decisions regarding the redistribution of welfare
1086 funds and the allocation of academic and political funds must be made during AU meetings.
10871088 **1.2. Student Parliament**1089 The AU is responsible for organizing the Student Parliament meetings in accordance with SD-NMBU's
1090 schedule. The AU acts as a preparatory and advisory body for the Student Parliament, with the
1091 responsibility of writing and distributing the meeting documents. Prior to the Student Parliament
1092 meetings, the AU is responsible for organizing the Student Council dinner and should assist the Student
1093 Council leaders with their meetings if desired. After the Student Parliament meetings, the AU is
1094 responsible for ensuring that information about newly elected representatives is forwarded to NMBU's
1095 administration. The AU leader is the one who opens and closes the Student Parliament meetings.
10961097 **1.3. Training and Transition**1098 The AU is responsible for organizing the Student Parliament's kickoff conference in the spring and
1099 contributing to other leadership training in both the spring and fall.1100 The current AU must ensure a smooth transition to the incoming AU. This includes writing an annual
1101 report and creating a comprehensive experience document to ensure continuity in the work.
11021103 **2. Composition**1104 The members of the AU are elected in accordance with the Statutes of the Student Democracy at the
1105 Norwegian University of Life Sciences (NMBU). The AU consists of three elected representatives: one
1106 leader and two AU members. The AU functions as a collegial body, with all members responsible for
1107 contributing to a positive working environment and effective collaboration. The AU represents SD-
1108 NMBU in the National Board of the Norwegian Student Organization (NSO), with the leader as the main
1109 representative and the AU members as alternates. The AU may appoint additional alternates if deemed
1110 necessary.1111 The AU internally organizes itself after the election. This involves distributing the responsibilities
1112 outlined in this instruction, except for the leader, who is directly elected through an electronic ballot. If

1113 the AU cannot unanimously agree on a deputy leader, this role will be assigned to the member with the
1114 highest number of votes. During the internal organization, the AU assigns other responsibilities not listed
1115 in this instruction, including follow-up with faculties and the Fadder General. The AU can assume
1116 responsibilities not mentioned in this instruction, as long as it promotes the policies and goals of the
1117 Student Parliament. The AU may internally allocate responsibilities at its discretion, except for the roles
1118 of leader and deputy leader. However, this distribution should be done with caution.
1119

1120 2.1. Leader

1121 The leader of the AU is the highest elected student representative at NMBU. The leader holds overall
1122 strategic and organizational responsibility for SD-NMBU. The leader has administrative personnel
1123 responsibility for the AU members and must conduct performance reviews at least once per semester.
1124 In unforeseen situations, the leader must take charge and ensure that the students' interests are
1125 protected. The leader represents SD-NMBU both internally and externally. The leader is primarily
1126 responsible for media relations. The leader should facilitate good cooperation with relevant
1127 stakeholders for SD-NMBU, such as the municipality and county council. In internal voting within the
1128 AU, the leader has a double vote in the event of a tie.

1129 Responsibilities:

- 1130 • **Finance:** The leader is responsible for the day-to-day management of SD-NMBU's finances. The
1131 leader should initiate meetings with NMBU and SiÅs prior to budget discussions.
- 1132 • **University Leadership Team (ULT):** The leader serves as a representative in ULT and must
1133 advance important and relevant issues on behalf of the students.
- 1134 • **NSO:** The leader represents SD-NMBU in the NSO National Board, where SD-NMBU's interests
1135 must be promoted at the national level, in accordance with adopted policies.

1136 2.2. Deputy Leader

1137 The deputy leader will assist the leader as needed and be responsible for acting as the leader's
1138 substitute if the leader is unable to attend.
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1140 2.3. International Work

1141 The International Officer is primarily responsible for ensuring that NMBU provides an inclusive and
1142 supportive environment for international students. This role involves promoting internationalization at
1143 the university and ensuring that international students have a positive experience both academically
1144 and socially. This includes close cooperation with relevant student organizations, such as ISU and ESN,
1145 as well as coordinating activities and measures that support the well-being of international students.
1146 The International Officer acts as an important link between international students and the university
1147 administration, working to ensure that international perspectives are considered in decision-making
1148 processes at NMBU.
1149

1150 Responsibilities:

- 1151 • **Inclusion Funds:** The International Officer leads the committee for inclusion funds and holds
1152 monthly meetings. Responsibilities include processing and responding to applications
1153 according to current guidelines.
- 1154 u. **Representation in ELSA:** The International Officer represents the students in the Euroleague
1155 Student Association (ELSA) and participates in meetings and conferences.
- 1156 v. **Collaboration with ISU and ESN:** The International Officer should maintain close cooperation
1157 with local student organizations ISU and ESN and assist in their work.
- 1158 w. **Presence and Assistance During Introduction Week and Orientation Week:** The
1159 International Officer should assist ESN and ISU during Introduction Week for international
1160

- 1161 students and during Orientation Week as needed.
- 1162 x. **Contact with SAIH Locally and Nationally:** The International Officer should maintain contact
- 1163 with both the local and national branches of SAIH, including participating in local and national
- 1164 events to strengthen collaboration.
- 1165

1166 2.4. Sustainability

1167 The Sustainability Officer has overall responsibility for promoting and implementing the Student

1168 Parliament's adopted policies on environmental and sustainability issues. The Sustainability Officer is

1169 tasked with engaging and involving students in sustainability efforts, ensuring they become active

1170 participants in shaping the university's sustainable future. Through collaboration with internal and

1171 external partners, the Sustainability Officer works to integrate sustainability into all aspects of the

1172 university environment.

1173 Responsibilities:

- 1174 • **Oversight of the Student Parliament's Sustainability Committee:** The Sustainability Officer
- 1175 will act as the liaison for the Sustainability Committee and support their work. This role includes
- 1176 serving as the secretary for committee meetings and ensuring effective communication between
- 1177 the Sustainability Committee and relevant partners.

- 1178 • **Leader for Coordinating Green Week:** The Sustainability Officer is primarily responsible for
- 1179 leading and coordinating Green Week at NMBU.

- 1180 • **Participation in the Central Environmental Council:** The Sustainability Officer represents the
- 1181 Student Parliament at NMBU in the Central Environmental Council and attends its meetings.

1182 2.5. Research and Innovation

1183 **The Research and Innovation Officer** is responsible for promoting student participation in research and

1184 innovation at NMBU. This role involves ensuring that the student voice is heard in decision-making

1185 processes that affect research and innovation environments at the university. The Research and

1186 Innovation Officer works to strengthen the link between education and research and to increase student

1187 engagement in innovation projects and entrepreneurship.

1188 Responsibilities:

- 1189 • **Collaboration with Student Initiatives:** The Research and Innovation Officer will maintain
- 1190 dialogue with student initiatives for innovation and assist as needed.

- 1192 • **Participation in the Central Research Committee (FU):** The Research and Innovation Officer
- 1193 is a member of the Research Committee, attends meetings, and conveys student opinions.

- 1194 • **Participation in the BIT Innovation Center:** The Innovation Officer is a member of the Working
- 1195 Committee for the BIT Innovation Center and participates in weekly meetings. The officer will
- 1196 also maintain close collaboration with BIT to promote student innovation at NMBU.

- 1197 • **Dialogue with Management:** The Research and Innovation Officer will maintain dialogue with
- 1198 relevant contacts at NMBU to ensure that student interests are represented.

1199 2.6. Learning Environment

1200 The Learning Environment Officer is primarily responsible for elevating the student voice regarding the

1201 learning environment at the university, including both physical and psychosocial aspects related to

1202 studies and the learning environment.

1203 Responsibilities:

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- 1206
- 1207
- **Learning Environment Committee (LMU):** The Learning Environment Officer will serve as AU's representative on the LMU (as a regular member in the fall and as chair in the spring) and will be responsible for ensuring that the LMU's action plan is followed up and implemented.
- 1208
- 1209
- **Representation in Working Groups:** The Learning Environment Officer will be represented in and work to follow up on working groups for:
 - Future Learning Spaces
 - Awarding of the Study Environment Prize
 - Universal Design
 - World Mental Health Day

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2.7. Study Quality

The Study Quality Officer is primarily responsible for representing the student voice in all matters related to studies and study quality at NMBU. The Study Quality Officer will work to ensure that student input is integrated into efforts to maintain and enhance educational quality at the university. This involves ensuring that students achieve meaningful learning outcomes from their education at the university. The Study Quality Officer will ensure that the points outlined in the study quality document are followed up and will act as a liaison between students, NMBU's Learning Center, and the University Library.

Responsibilities:

- **Representation on the Study Committee (SU):** The Study Quality Officer will be represented on the Study Committee as a regular member and will convene preparatory meetings with other student representatives on the SU before each meeting.
- **Semester's Best Lecturer:** The Study Quality Officer will chair the committee for the Semester's Best Lecturer and is responsible for overseeing the committee's work.

2.8. Welfare

The Welfare Officer's primary task is to work on implementing the welfare policies adopted by the Student Assembly in relation to the University, SiÅs, the municipality, and the county municipality. This involves ensuring political impact to create better conditions for students in their daily academic life. The Welfare Officer also has a special responsibility for overseeing student volunteering internally and the open associations on campus. The Welfare Officer will act as a liaison and contact person between students and the student health center in Ås, SiÅs, NMBU, and the student chaplain.

Responsibilities:

- **Welfare Assemblies in Norway (ViN):** The Welfare Officer will be AU's representative in ViN and will work to advocate for the policies adopted by the Student Assembly within ViN.
- **Housing Environment Committee:** The Welfare Officer will be represented in the Housing Environment Committee as the chair and AU representative. The Welfare Officer is responsible for calling meetings and ensuring that the points discussed are followed up by SiÅs.
- **Welfare Funds:** The Welfare Officer is the chair of the committee for the allocation of welfare funds and has primary responsibility for overseeing the committee's work and the distribution of the funds. The Welfare Officer will also follow up on applications for the reallocation of welfare funds in collaboration with the rest of the AU.

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- **Academic and Political Funds:** The Welfare Officer is primarily responsible for overseeing the work related to the allocation of academic and political funds in collaboration with the rest of the AU.

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2.9. Promotion

1251 The Promotion Officer is responsible for election administration, marketing, and communication.
1252 Election administration involves publicizing the positions to be elected, both for the Student Assembly
1253 and for electronic ballot elections. The Promotion Officer has primary responsibility for the Student
1254 Assembly's social media accounts and for keeping the SD-NMBU website updated. The Promotion Officer
1255 will work to ensure good collaboration with NMBU's communications department and SiÅs. Additionally,
1256 the Promotion Officer is responsible for procuring SD-NMBU's marketing materials.

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Responsibilities:

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- **Election Board at NMBU:** The Promotion Officer sits on NMBU's Election Board and contributes to the execution of elections for both students and staff at NMBU.
 - **Vice-Chair Forum:** The Promotion Officer collaborates with the vice-chairs of the Student Councils on the marketing of SD-NMBU.
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