

Student Parliament 1 2024



Studenttinget
VED NMBU

Monday 19th of February 2024

KI 16.30-20.30

INNSIKTEN, VET building

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 1 - 2024, MONDAY 19st OF FEBURARY AT 4:30 PM, INNSIKTEN, 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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2411 Constitution

2411.1 Approval of today's agenda and summoning

2411.2 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 2411.3 Appointment of a Counting Committee

6

7 1.

8

9 2.

10

11 3.

12

13

14 2412 Orientation cases

15 2412.1 Minutes

16

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

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

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 **2412.2 Report from the Student Board (AU)**

28 *Case responsible: The Student Board v/ Wilhelm*

29

30 **Attachment 1:** Report from the Student Board

31

32 The Student Board orients the student parliament.

33

34

35 **2412.3 Report from the University Board and the SiÅs-board**

36 *Case responsible: US v/ Eirik-Mathias and Emiline and SiÅs Board v/ Selma and Kim André*

37

38 **Attachment 2:** Report from the University Board members

39

40 Representatives from the University Board and the SiÅs-Board orients the student parliament.

41

42

43 **2412.4 Orientation about the Health Center**

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

45

46 **Purpose:**

47 The health centre has moved to Moer Helsehus and the subsidy from the Norwegian Directorate of Health
48 has been cut. This may have consequences for the operation, and in this regard we at AU have investigated
49 the matter and would like to make a briefing to the Student Parliament.

50

51 **Background:**

52 In 2023, a halving of grant funding from the Directorate of Health was announced, to NOK 680,000, which
53 caused concern among the students and staff at the health centre. In addition to this, the health centre
54 has moved premises to Moer Helsehus, which has caused concerns that the service will become less
55 available.

56

57 The health centre for young people and students is an important health service for students in Ås. The
58 health centre has found a place in several of the Student Democracy's political documents, and the
59 students have clearly expressed that the offer should continue. From the welfare policy document that
60 was adopted at Student Parliament 4 in 2023, it appears: *"The Student Parliament demands that the Health
61 Centre for students and youth is prioritized by all three financial contributors, and that the offer meets the
62 students' needs"*. In addition to this, the revised long-term strategy states that *"The health centre for youth
63 and students must continue, and the offer must be developed to meet the students' needs"*.

64

65 The management at Preventive Health Services in Ås municipality has done a thorough job and managed
66 to restructure internally, so that the reduction in grants from the Directorate of Health will not affect the
67 operation of the Health Centre for Youth and Students in 2024.

68

69 The operation of the Health Centre as we know it today is largely based on a tripartite collaboration
70 agreement between SiÅs, NMBU, and Ås municipality. This agreement will ensure that the students have
71 access to a wide range of health services. The collaboration agreement also specifies which professionals
72 are to be prioritized, and all parties still adhere to this agreement. This collaboration agreement applies
73 regardless of the cut from the Norwegian Directorate of Health.

74

75 The development at the Health Centre is closely monitored by SiÅs Health, which works closely with the
76 Health Centre. This means that they regularly receive updates on how long the waiting time is and

77 communicate about other low-threshold offers that can help reduce the pressure on the Health Centre.
78 SiÅs Health has looked at how other associations run their business and whether there is anything that
79 can contribute to increase student welfare that can also be implemented here. SiO has been very
80 successful in redesigning the website so that it is more intuitive for students. SiO has created a separate
81 page on mental health that includes self-help and resources, courses, and an anonymous inquiry service.
82 This restructuring of the website has meant that the waiting time for mental health care has been
83 drastically reduced. Elements from this has already been implemented at SiÅs Health, by e.g. to make self-
84 help and anonymous inquiry services visible, and work is being done, among other things, on the
85 development of courses (such as Take the Word course and sleep course) and experience groups for e.g.
86 students with ADHD or Asperger's at the student life coordinator.

87
88 It is important to see what the Health Centre offers in connection with other initiatives and offers students
89 have that can have a positive effect on mental health. Student volunteering and SiÅs Health have a great
90 focus on working proactively with this through low-threshold offers that give students the opportunity
91 to meet. This includes, among other things, the free loan of equipment from NMBUI Friluftsliv and Eika
92 sports centre (for EVERYONE, regardless of membership), Creative Evening with the student mentors at
93 the student life centre every Thursday, focus on Open Associations, Klubben at Samfunnet, conversation
94 offers with the student life coordinator, marking the World Day for Mental Health, activities and lectures
95 at the university library, Thursday quiz at Samfunnet, the distribution of welfare funds and much more.

96
97 The current cooperation agreement between NMBU, SiÅs and Ås municipality has a provisional duration
98 until 2025, so we see no reason to resort to drastic measures due to the reduction in the grant. However,
99 we will follow up the matter closely in cooperation with SiÅs Health and the Health Centre itself. The
100 collaborative group for students' health and well-being, with representatives from AU, SIT, the
101 Department of Studies, SiÅs, the student chaplain, and the Health Centre has regular quarterly meetings.
102 This is an important forum for exchange of information and ensures close cooperation and good
103 communication about and with the students.

104
105
106

107 2413 Elections and appointments

108 2413.1 Election for the committee for selecting the best lecturer of the 109 semester

110 *Case responsible: Election Committee*

111 **Purpose:**

112 Elect 4 members of the committee that selects the best educator of the semester. The position has a
113 duration of 1 year and is started immediately upon election.

114

115 **Background:**

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

120

121 The Committee of the Best Educator of Semester consist of four students who will hold the position for a
122 year. A gender-balanced committee would be preferred in accordance with the Gender Equality Act
123 section. The Committee members are responsible for promoting and encouraging students to vote or/and
124 nominate educators. Committee members will also review submissions of educator candidates, attend
125 lectures of potential candidates and then finally decide on a winner. It is up to the members of the

126 committee to meet and work at their own convenience. The Vice-President of the Student Board will also
127 assist the committee.
128

129 **Candidates:**
130

131 2413.2 Supplementary election of a Control Committee member

132 *Case responsible: Election Committee*

133 **Attachment 3:** Instructions for the Control Committee
134

135 **Purpose:**

136 Supplementary election of one member of the Control Committee. The position will accede immediately
137 after SP 1 and last until 1st of July 2024.
138

139 **Background:**

140 The Control Committee is responsible for ensuring that student democracy follows the rules for how we
141 organize ourselves. The Control Committee is an advisory body that is obliged to report to the Student
142 Parliament in the event of violation of the resolutions, guidelines, and rules of procedure. If there is
143 reason to believe that there has been a violation of the resolutions or guidelines, the Control Committee
144 may investigate the case both on request and on its own initiative. The control committee meets at the
145 Student Parliament, at the same time as they attend the planning meeting and the student council dinner
146 in advance. KK works closely with AU and the chairmen.
147

148 This position is suitable for people who are structured, accurate and like to do work on details.
149

150
151 **Candidates:**
152
153
154

155 2413.3 Supplementary election of 2 substitutes to the University's 156 Research Committee (UFU NMBU FU)

157 *Case responsible: Election Committee*
158

159 **Purpose:**

160 Elect two substitute representatives to the Research Committee (FU). The position will accede
161 immediately after SP1 and will last until 30.06.2024.
162

163 **Background:**

164 The Research Committee is NMBU's highest research policy body and shall provide advice and strategic
165 input to the University Board, Rector and Vice - Rector for Research, in matters concerning research,
166 innovation and dissemination. Typical issues you work with are research infrastructure, researcher
167 education, student-active and student-initiated research, and research publication. The Research
168 Committee has approx. eight meetings evenly distributed throughout the year. In addition, there are
169 usually two seminars a year.

170

171 FU is led by the vice-rector for research and innovation, who is currently Finn-Arne Weltzien, and the
172 secretary is the research director Vitalis Pavlovas. Furthermore, the committee consists of the research
173 leaders / vice-dean for research and innovation for each of the seven faculties, a temporary scientific
174 employee proposed by the vice-rector, two students, two PhD candidates appointed by the doctoral
175 association at NMBU (SoDoc), and one employee in technical and administrative position.

176

177 The position is remunerated, including two hours with AU. In advance.

178

179 **Substitutes candidates:**

180

181

182

183 2414 Discussion Cases

184 2414.1 Discussion of the Long Term Strategy for SiÅs

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

186

187 **Attachment 4:** Welfare Political Document

188

189 **Purpose:**

190 SiÅs will revise its strategic plan. In this context, SiÅs wants broad involvement from the student
191 democracy. It is important that SiÅs' strategy responds to the major challenges that tomorrow's
192 students will face, and input from today's students will contribute to us setting the right course for SiÅs
193 for the next decade.

194 You will find questions for discussion further down in the document. As an appendix to this discussion,
195 a welfare policy document is attached, as it includes a number of already adopted demands and wishes
196 that the Student Democracy has for SiÅs.

197

198 **Background:**

199 SiÅs' task is to facilitate life outside of studies for today's and tomorrow's students in Ås. This is the
200 basis for SiÅs building and renting out student housing, running Eika Sports Centre, supporting team
201 sports, having an academic bookshop in Boksmia, serving food in the canteens, and having a student life
202 centre in close collaboration with the Health Centre for young people and students in Ås.

203 SiÅs is a non-profit business, however, must always secure a financial basis for further development
204 and operation.

205 After the discussion round in the student councils and student parliaments, AU will summarize the
206 students' input to SiÅs' long-term strategy.

207

208 Questions for discussion in the student council and in student parliaments:

209

210 1. *Vision for SiÅs 2025-2035:*

211 - What do you want to be the long-term objectives for SiÅs in the period 2025-2035? How would you
212 describe an ideal SiÅs from a long-term perspective?

213

214 2. *How to work to achieve the vision for SiÅs 2025-2035*

215 - Can you specify how SiÅs, still at an overall level, will work to achieve the vision you have drawn
216 up?

217

218 3. *Value base for SiÅs 2025-2035*

- 219 - Given the vision and the path forward to achieve it; What values do you think SiÅs should build on?
220 What values do you want to characterize SiÅs both day-to-day and in the long-term in order to
221 achieve the vision you have drawn up?
222
223

224 4. *Business plan for SiÅs 2025-2035*

- 225 - Can you formulate and concretize SiÅs' business idea for the period 2025-2035, based on the
226 developed vision, the path towards the vision and the value base? How do you describe SiÅs' role in
227 society, who it is for, and how you will work to realize the vision?
228
229

230 2414.2 Resolution Open study environment

231 *Case responsible: William Dahl*

232

233 **Attachment 5:** Resolution open study environment

234

235 **Purpose:**

236 Discuss the submitted resolution about open student environment

237

238 **Background:**

239 William Dahl has submitted the resolution Open student environment to be processed by the Student
240 Parliament. The resolution is about a cooperative use of campus areas.

241

242

243 2414.3 Revision of the Rules for Welfare Funds

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

245

246 **Attachment 6:** Proposed revised rule for allocation of Welfare Funds

247 **Attachment 7:** Current rules for allocation of Welfare Funds

248

249 **Colour coding:** **Blue**=new **Purple**=Proposed to be removed **Yellow**=Uncertain, should be
250 discussed

251

252 **Purpose:**

253 To discuss the revision of the regulations for the allocation of welfare funds

254

255 **Background;**

256 A complete proposed amendment to the regulations for the allocation of welfare funds is found in the
257 attachment.

258 In the regulations for the allocation of welfare funds, it is stated that the regulations must be revised
259 every even-numbered year. The regulations, together with the application form and the process, create
260 a lot of unnecessary extra work for both applicants and those who read through them. Through our
261 work, we have focused on making the application process and allocation easier.

262 In the current text, the points do not follow a chronological order, and the rules are not intuitive. In
263 addition, there is a lack of information in certain areas, which results in extra work for both the
264 applicants and the recipients.

265 Otherwise, we would like feedback on the overall proposal we have submitted.

266

267 **Questions for debate (not in priority order);**

- 268 - Do we want to increase the basic support for “Åpen forening”? Or are there other ways to
269 provide benefits that are more favourable and still benefit the majority of students, such as
270 providing funding for open activities?
271 - What do you think is an appropriate asset limit to be able to apply for activity funds?
272 - What do you think about the requirement for ethical guidelines? It is intended to contribute to a
273 safer student environment by ensuring that supported associations have measures in place to
274 deal with unwanted incidents, but is this too intrusive?
275 - What do you think of the new division? Are the regulations more clear and easier to use? Is
276 there anything important that you think is missing?

277
278

279 2414.4 Revision of the Rules for Inclusion Funds

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

281

282 **Attachment 8:** Proposed new rules for Inclusions Funds

283 **Attachment 9:** Current rules for Inclusion Funds

284

285 **Colour coding:** **Blue**=new **Purple**=Proposed to be removed **Yellow**=Uncertain, should be
286 discussed

287

288 **Purpose:**

289 Discuss the revision of the regulations for the allocation of inclusion funds

290

291 **Background;**

292 In the regulations for the allocation of inclusion funds, it is not stated when it is to be revised. Following
293 feedback from the committee for distribution of inclusion funds and own experiences, a greater revision
294 of the regulations is desired. The regulations, together with the application form and process, create a
295 lot of unnecessary extra work for both applicants and those who read them. Through our work, we have
296 focused on making the application process and allocation easier.

297 A complete proposed amendment to the regulations for the allocation of inclusion funds is found in the
298 attachment.

299 Otherwise, we would like feedback on the overall proposal we have submitted.

300

301 **Questions for debate (not in priority order);**

- 302 - How can we use inclusion funds to support activities that allow people from different countries
303 and cultures to exchange experiences and ideas?
304 - Do you think there should be a simple application process for inclusion funds, like the one used
305 for welfare funds?
306 - What types of activities can you imagine taking part in to get to know people from different
307 cultures better?

308

309 2414.5 Revision of the Statutes for the Student Parliament at NMBU

310 *Case responsible: The Student Board v/ Wilhelm*

311

312 **Attachment 10:** Proposed amendments to the statutes

313

Attachment 11: Current Statutes

314 **Purpose:**
315 Discussing amendments to the statutes
316

317 **Background:**
318 AU believes that some amendments to the articles of association are needed and wants to take a joint
319 case on this this spring. In the appendix you will find the current bylaws, where removals are marked in
320 purple and additions are marked in green. The reasons for the changes can be found in the appendix.
321 Note that this is a matter of discussion. The proposals will not be voted on until ST2.
322
323
324

325 2415 Other Cases

326
327

328 2416 Meeting Evaluation

329
330 [Link to meeting evaluation form](#)
331

332 2417 Attachments

333 2417.1 Attachment 1 Report from the Student Board

334

335 **Report from the Student Board**

336

337 **Wilhelm**

338 The start of the semester has largely been characterised by planning for the coming semester. ALSO has
339 developed a promotion plan, which hopefully will allow us to reach out to repeats about all the exciting
340 things that are happening in student democracy. We have had dialogue meetings with the
341 communications department.

342 Together with the deans and the university management, we received a delegation from the University
343 of Agder, who wanted to learn more about how NMBU is organized. Here I had many good conversations
344 with the UiA delegation about student involvement and found that it was very positive to include students
345 themselves in the rector's management team.

346 The university's management team has participated in a two-day seminar to discuss NMBU's priorities
347 for the next year. The financial situation is heavy for repeated faculties, and it is difficult for the deans to
348 find good solutions to the problems. Staffing freezes have been introduced for repeat offenders.

349 The NSO delegation has had its first preliminary meeting and is eagerly waiting for the case papers to be
350 sent out in the near future.

351 The student council leaders have held kick-off meetings and are looking forward to the upcoming
352 semester.

353

354 **Camila**

355 The start of the year has been varied, but a lot of time has gone into planning the upcoming semester and
356 producing student parliamentary papers. Responsible for the revision of heavy documents, such as
357 regulations for the allocation of welfare funds, as well as regulations for inclusion funds. In particular, the
358 sections on open association have been in focus, and I hope that this revision will make association life
359 even more accessible to the Ås students.

360 Has participated in the introuka for international students and introduced the working committee for the
361 new students.

362 Has participated in professional talks with NSO and participated in U5 gathering with the rest of AU.

363 Processing applications for welfare funds takes a lot of time and is a large piece of work to be carried out.
364 In the period leading up to the application deadline, I have answered many questions from the
365 associations, and planned an event that would help people write good applications. This was led by
366 Martine and William Dahl.

367 Have participated in digital meetings with ViN (Velferdsting i Norway) and look forward to a physical
368 meeting in Bergen soon. Has delegated further green office to a group of master students who will write
369 their master's thesis about the project.

370

371 **Martine**

372 The start of the year has largely gone to planning the semester ahead. This includes student affairs, kick-
373 off conference and LMU to name a few. This semester, I am taking over as leader of LMU. This involves
374 some planning, and I have therefore spent some time in January planning agendas and finding good ways
375 to raise points from the Student Democracy policy in the committee. In this work, I have also been to a
376 meeting with the EIA to talk about the situation of the projects that LMU has initiated in the past. I will
377 inform more about this at student thing 2. In addition to the ordinary LMU meetings, the Study
378 Environment Prize will be awarded, and the nomination form is now open. With me on the committee I
379 have NAME (student representative), Bodil Norderval (study department) and Simon Gustafson
380 Bruerberg (student advisor KBM).

381 I have also participated in NSO's subject talks about quality of study and the learning environment. In this
382 forum, the various member associations meet to discuss relevant issues, while NSO provides information

383 about projects taking place nationally. This was very rewarding, and I think it will be exciting to follow
384 this as a forum for tips, tricks and experience exchange in the months to come.
385 Together with Wilhelm, I have also participated in an interview with Tuntreet about the health centre. A
386 briefing article has also been written about the situation of the child health centre after relocation and
387 cuts in funding from the Directorate of Health. It is exciting to see so much engagement around this case,
388 and I look forward to following up the situation further in the time to come.
389 As Head of Innovation, I have participated in a strategy meeting on student innovation where it was
390 discussed how NMBU should work with student innovation in the years to come.
391 Attended U5
392
393
394

395 2417.2 Attachment 2 Report from the University Board

396

397 Report from the University Board (US) to ST1

398

399 To the Student Parliament (ST) 1,

400 Since the last Student Parliament, US has held a board meeting on 02.02 in accordance with adopted
401 meeting schedule for 2024.

402 Below is a link to a platform for sharing case papers and information about US meetings and
403 composition:

404 <https://opengov.360online.com/Meetings/nmbu/Boards/Details/342431>

405

406 Next US meeting according to agreed meeting schedule will take place on 6th March and will be open
407 to the public. The location of the meeting has not been clarified at the time of writing but will be made
408 public with case papers for the meeting. The report from this meeting is briefed on Student
409 Parliament 2.

410

411 We are always open to input from students on matters we work on or generally on the board
412 Therefore, just contact us if you have any questions, we will be happy to answer!

413

414 **Emiline Frantzen**

415 Email: emiline.frantzen@nmbu.no

416

417


sign.

418

419 **Eirik-Mathias Bjørnø Rummelhoff**

420 Email: eirik-mathias.bjorno.rummelhoff@nmbu.no sign.

421

422

423

424



Norges miljø- og
biovitenskapelige
universitet

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428 **DECISION MATTERS**

 429 **Appointment of new honorary doctors at NMBU**

430 In the US case 2/24, US processed the faculties' submitted proposals for candidates who deserve an
 431 honorary doctorate at NMBU. In autumn 2023, the faculties were commissioned by the vice-chancellor
 432 to come up with proposals for candidates for honorary doctorates at NMBU, for the occasion of NMBU's
 433 celebration of ten years as a university. Awarding honorary doctors was last done in 2018 and is
 434 something that NMBU rarely does, which involves a lot of honour in the appointment of honorary
 435 doctors.

436

437 The matter is not public, but the honorary doctorates will be announced in connection with the
 438 commemoration of the anniversary in the autumn of 2024.

439

 440 **Appointment of pro-rector for education 2024-2025**

441 In US case 3/24, the US dealt with the vice-chancellor's appointment of a new pro-rector for education
 442 in 2024 to 2025. In autumn 2023, the incumbent pro-rector for education, Elise Nordberg, announced
 443 her resignation from the position and her return to her former position as professor at BIOVIT. For her
 444 department, she stated her desire to return to research, but emphasized the difficult decision due to
 445 job well-being and skilled colleagues.

446

447 When asked why constitution was chosen as the recruitment method, the vice-chancellor replied that
 448 due to the duration of the remaining term, it is considered most practical to constitute a new pro-rector.
 449 The chairperson of US added to the discussion that the current vice-chancellor has not had the
 450 opportunity to form her own management team during this term as vice-chancellor, and that this trust
 451 should be shown to her by US. The other members of the board supported the chairman's input.

452

453 The appointment of a new pro-rector for education and US' final decision are not public at the time of
 454 writing but will be announced to NMBU's students and staff as soon as a new employment relationship
 455 is established.

456

 457 **School fees for the academic year 2024/25**

458 In the US case 4/24, the US dealt with the proposal on tuition fees for the academic year 2024/25 for
 459 foreign students outside the EU and EEA. Adopted rates are a continuation of last year's rates, as well
 460 as the creation of rates for study categories A and E. In preparing the proposal for the rates, the rates
 461 of universities with similar study portfolios and profiles are taken as a basis. The following rates were
 462 adopted by the US:

463

Study category	Proposed tuition fees for 2024/25 (NOK)
A	275 000
B	225 000

C	150 000
D	125 000
E	85 000
F	80 000

464

465 The students' US representatives made the US aware of the rates applicable at UiB, UiO and NTNU,
 466 which are significantly higher than at NMBU. For more information on these rates, please refer to the
 467 universities' own websites.

468

469 **Revision of regulations on studies at NMBU**

470 In US case 5/24, US dealt with the vice-chancellor's proposal for changes to the regulations on studies
 471 at NMBU. The regulations form the legal platform that regulates both the students' and NMBU's rights
 472 and obligations towards each other in accordance with national regulations. It is US that has the
 473 authority to make changes to the regulations, pursuant to the Norwegian University of Applied Sciences
 474 Act.

475

476 Below is a brief summary of the changes that have been made to the regulation:

- 477 - Linguistic adjustments and clarifications have been made in the regulations' chapter 6, §§ 6-1,
 478 6-3, and 6-4 regarding admission to higher year levels.
- 479 - Under chapter 7 on rights and duties, a sentence has been added to specify that students can
 480 have their rights to study revoked if they do not pay the semester fee. This sentence was added
 481 at the request of the faculties.
- 482 - In chapter 38 "Number of attempts to present oneself for assessment in a subject", an exception
 483 has been added to the rule of a maximum of three attempts to present oneself for assessment
 484 in the same subject. The exception applies to practical training periods in practical-pedagogical
 485 education (PPU) and lecturer training in science (LUR). These studies now have more detailed
 486 provisions; students can present themselves for assessment a maximum of two times during
 487 the internship periods. The proposal for the exception comes from the Department of Teacher
 488 Education and Educational Sciences (ILU) and is justified with regard to pupils' learning.
- 489 - In chapter 43 "Reasons for grade, complaint about grade or formal errors", a linguistic
 490 adjustment has been made to clarify the provision regarding complaints about a grade on a
 491 written work with an adjusting oral test.

492

493 Proposed changes have been adopted by US and are reproduced in the case documents:

494 [https://opengov.360online.com/Meetings/nmbu/File/Details/1255140.PDF?fileName=Revidering%20](https://opengov.360online.com/Meetings/nmbu/File/Details/1255140.PDF?fileName=Revidering%20av%20forskrift%20om%20studier%20ved%20NMBU&fileSize=102208)
 495 [av%20forskrift%20om%20studier%20ved%20NMBU&fileSize=102208](https://opengov.360online.com/Meetings/nmbu/File/Details/1255140.PDF?fileName=Revidering%20av%20forskrift%20om%20studier%20ved%20NMBU&fileSize=102208)

496

497 **Vice-chancellor's performance targets**

498 In US case 6/24, US dealt with proposals for the vice-chancellor's performance targets for 2024 to 2025.
 499 These targets exist to guide and evaluate the vice-chancellor's efforts and achievements in accordance

500 with the university's strategic goals and visions. The result targets include important areas such as
501 reputation and network building, strategic management, culture building, and strategy implementation,
502 with a specific emphasis on positioning NMBU as a leading sustainability university. In order to ensure
503 an effective evaluation of the vice-chancellor's work, a process is proposed that includes the vice-
504 chancellor's self-reporting, dialogue with the chairman of the board, and an overall assessment by the
505 board. This system ensures a thorough and fair evaluation of the vice-chancellor's contribution to the
506 university's overall goals. The board requested goals that were somewhat more measurable, and that
507 goal achievement be weighted 50/50 between performance goals and in accordance with the
508 development agreement with the Ministry of Education. The chairman is authorized to make minor
509 changes to the proposed goals following the feedback that appeared in the meeting.

510

511 **The board's self-evaluation**

512 In the US case 7/24, we discussed a questionnaire to be sent out anonymously to the board members for
513 self-evaluation. The questions are also intended for self-reflection and improvement of the board's
514 efficiency and cooperation. The questionnaire covers a wide range, from assessment of the quality of
515 information that the board receives, to the board's working dynamics and decision-making processes.
516 The self-evaluation is intended to promote an open and constructive dialogue within the board, as well
517 as to identify areas for improvement in how the board supports and challenges the university
518 management. The board supports the questions and there were no requests for changes at the meeting.

519 **NMBU audit plan 2024**

520 In the US case 8/24, KPMG presented proposals for internal audit projects for the year 2024. The audit
521 plan is a tool to ensure good internal control and efficient use of resources at the university. The plan
522 outlines the prioritized audit projects for the year, based on a risk assessment of the university's various
523 business areas. The projects that were assessed were:

- 524 - Administration and operation
- 525 - Research project: Is the university ready for central digitization processes and projects – for
526 example: Microsoft Copilot?

527 The board adopted the proposals in the set order.

528

529

530 **ORIENTATION MATTERS**

531 **Internal auditor's annual report 2023**

532 In US case 1/24, KPMG submitted its annual report for 2023 which summarized the audit activities
533 carried out during the year, with a focus on evaluating and improving the university's processes. The
534 report confirms the audit's independence and objectivity and highlights a positive dialogue with
535 management on risk management and improvement measures. In particular, the need for a more
536 integrated approach to sustainability in business management and the operationalization of
537 sustainability strategies is mentioned.

538 Recommendations include clearer integration of sustainability in management, development of an
539 overall sustainability report, and improvements in information security based on a previous maturity
540 analysis. The report reveals a systematic follow-up of previous recommendations, but also points out
541 areas that require further effort. In the meeting, further information was requested for the board about
542 the follow-up of cases.

543

544 Award letter from the Ministry of Education

545 In the US case 1/24, the board was briefed on the final allocation after Stortinget's consideration and the
546 specific expectations, requirements, and guidelines that the Ministry of Education sets for NMBU. The
547 award letter also includes expectations for follow-up of national announcements and policies, details of
548 NMBU's award for 2024 with adjustments after the Stortinget consideration, and specific reporting
549 requirements in areas such as greenhouse gas emissions, energy use, employment of people with
550 disabilities, reduction in the use of consultants, security and preparedness, information security,
551 provisions, investment plans, and condition assessment of buildings. The board must also take note of a
552 planned agency management meeting with the Ministry of Education. Some representatives from the
553 board will attend this meeting.

554

555 The students' quarter

556 In US case 24/23, we presented follow-up cases from earlier, topics that have been in demand and what
557 we thought were noteworthy. The topics discussed were loneliness, notification routines, and SAIH. The
558 board asked if, for example, the students could prepare a document that could say something about what
559 the lecturers can do to counteract loneliness among the students.

560

561 NMBU's quality report for education 2022/23

562 In US case 25/23, implemented and planned measures to improve study quality, strategic planning for
563 interdisciplinary competence and innovation, challenges, and strategies for student recruitment, as well
564 as student satisfaction and development of the physical and psychosocial learning environment are
565 highlighted. The university board must assess and decide on these points to ensure that NMBU
566 continued to offer relevant and high-quality education that meets the needs of the future.

567

568 The learning environment committee's annual report 2022/23

569 In the US case 26/23, the report points to challenges such as tighter budgets and the need for better
570 coordination and implementation of measures across the institution. The vice-chancellor emphasizes
571 the importance of continuing the work for high student well-being, while at the same time
572 acknowledging that many students experience psychological difficulties. The annual report lays the
573 basis for further priorities and measures to strengthen the learning environment, including revision of
574 the campus development plan and development of competence modules for universal design and digital
575 dissemination. The board must assess the report and support measures to maintain and improve an
576 inclusive and supportive learning environment for all students at NMBU.

577

578 Vice-chancellor's briefing

579 In US case 27/23, the vice-chancellor focused on several key areas at NMBU, including revision of the
580 internal funding system in light of changes in the Ministry of Education's funding model, measures for
581 restructuring due to tighter finances, and potential co-location of VET and BIOVIT to make use of the
582 university's buildings more efficiently. Furthermore, the introduction of a rental site model for better
583 management of infrastructure, NMBUs' contribution and visibility in Store Norske Leksikon, as well as
584 innovation activities and international research collaboration, including support from Scholars at Risk
585 and a new framework agreement with Norad, are discussed. The vice-chancellor also mentions the

586 creation of two new research centres, efforts for lifelong learning, positive results from the Study
587 Barometer 2023, challenges with the decline in international applicants due to tuition fees, and the
588 application to become a European University. These points reflect the university's strategic approaches
589 to quality improvement, economic sustainability, and internationalisation, as well as the vice-
590 chancellor's involvement in external activities and collaboration.

591

592 2417.3 Attachment 3 Control Committee instructions
593

594 Working instructions for the Control Committee

595 *Approved at Student Parliament 4, 09.09.2019*

596 Jurisdiction

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

601

602 Composition and duration

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

607

608 Tasks

609 The Control Committee's tasks:

- 610 • The Control Committee shall have overall supervision with that statutes, guidelines and Rules of
611 Procedure are followed.
- 612 • The Control Committee shall attend Student Parliament meetings with at least two (2) members.
- 613 • At Student Parliament at least 1/one member of the committee shall be a member of the Counting
614 Committee.
- 615 • The Control Committee shall deliver a written yearly report to the Student Parliament. This shall
616 be presented as an orientation case at Student Parliament 6.
- 617 • The Control Committee can assist other organs in the student democracy upon request.
- 618 • The Control Committee shall be represented by at least one (1) member at Student Council
619 dinners.

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

622

623 Distrust

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

628

629 Overlap

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

634

635 Other positions

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

- 639 - Student Board (AU)
- 640 - Student Parliament (representatives and chairmen)
- 641 - The University Board
- 642 - The Election Committee
- 643 - President of the SiÅs-Board

644

645 **Changes to working instructions**

646 The working instructions for the Control Committee is approved by the Student Parliament by a qualified
647 majority. Suggestions to change the working instructions must be presented to and approved by the
648 Student Parliament.

649

650

651

652 2417.4 Attachment 4 Welfare Political document

653

654 **Welfare policy document for the Student Parliament at NMBU**

655

Approved at Student Parliament 4, 11.09.2023

656

Revised at Student Parliament 5, 09.10.2023

657

658 The Student Welfare Political Document for the Student Parliament contains the demands and wishes of
659 the students concerning welfare services, both at the university, at the Student Union, locally and
660 nationally. The document is based on input obtained from the students from several meetings and will
661 be valid for 5 years. The document will form the basis for our work on Student Welfare Politics until the
662 document is revised again.

663

664 **The responsibility of the Student Union**

665 The Student Union is the students' largest and most important provider of welfare services. Throughout
666 its work, the Union should focus on its purpose, which is to offer good welfare services to students.

667

668 ***Canteen and food***

- 669 • Students have a financially pressured and unpredictable everyday life, and a good canteen service
670 must therefore be in place to ensure the students' welfare in everyday student life. The offer must
671 be varied, and at a price where students have both the opportunity and the desire to take
672 advantage of the offer.
- 673 • NMBU will contribute financially to the canteen on campus, in order to push prices down.
- 674 • The Union must have an attractive and versatile food offer, which at all times offers good
675 vegetarian and allergy-friendly offers in its canteens.
- 676 • The Union will work to increase the use of local food sources.
- 677 • Efforts will be made to cut food waste, and the Union will continuously work to find good
678 solutions for the use of surplus food.
- 679 • The canteens will have coffee-offers, where you get cheaper coffee if you bring your own coffee
680 cup.
- 681 • The food offerings must have a low or positive climate footprint. One must work for increased use
682 of locally produced and short-traveled food with a focus on sustainable production.

683 -

684 ***Training***

685 The Student Union's work-out and gym offer is important in the strive for students' physical and mental
686 health. Eika is widely used by the student body and is important for both individual students and student
687 sports groups.

- 688 • The training offer shall be available to all students at NMBU.
- 689 • Membership at Eika should be cheaper for those who do not want to participate in group sessions.
- 690 • The Union will work to ensure that EIKA has modern and usable equipment that meets the user
691 base.
- 692 • Group lessons of varying activity and difficulty must be offered.
- 693 • In line with the growing student body, the Union will work to expand the training and work-out
694 offer, including increased outdoor exercise and cooperation with Ås municipality on gym halls.
- 695 • The Union will work to offer a competitive offer measured against other actors in Ås, and have
696 reasonable prices for students.
- 697 • The Union will collaborate with NMBUI to create an attractive and versatile training offer.

- 698 • Together with Ås municipality, the Union will work to ensure that students have access to a
699 swimming pool.

700

701 *Bookshop*

702 To be able to study requires access to the syllabus literature, here Boksmia plays an important role as the
703 only physical provider of syllabus literature in Ås.

- 704 • The bookstore shall strive to have the syllabus literature required in the various subjects if this is
705 not possible to download from the internet. NMBU must ensure that SiÅs receives information
706 about the necessary teaching materials/ syllabus well in advance of the start of the semester.
- 707 • The bookstore will work to keep a competitive price for syllabus literature and stationery.
- 708 • The bookstore will work to operate in the most sustainable way possible.
- 709 • The bookstore will also facilitate the sale of used books.

710 -

711 *Housing*

712 The students' main supplier of student housing will be the Student Union, but students are also
713 dependent on the private leasers to be able to offer all NMBU-students who want housing in Ås. Students
714 must live in safe housing, including ensuring students' living conditions in accordance with statutory
715 standards and regulations. The housing offer should cover the needs of the entire student body,
716 regardless of life situation.

- 717 • The Union must have enough housing to avoid housing queues.
- 718 • The Union's further development of student villages and student housing will take place in
719 consultation with the Student Parliament.
- 720 • Students should be able to live in the Student Union's housing for a total of 6 years. If necessary,
721 this should be expandable.
- 722 • Adequate security measures must be provided in the buildings that already exist and in new
723 buildings.
- 724 • The housing offer must include adequate parking spaces for both cars and bicycles, as well as
725 covered bicycle parking.
- 726 • On its website, the Union must have easily accessible information on what rights you have as a
727 tenant and where you can get assistance in relation to tenancy. This should also be in English.
- 728 • Information about how the allocation of student housing takes place should be easily accessible
729 to everyone, in both Norwegian and English.
- 730 • The Union shall have operations that have a long-term perspective. This means that pricing and
731 operation must take into account future renovations, upgrades and new builds.
- 732 • The Union must have homes that facilitate the possibility of having pets.
- 733 • The Union will have family apartments where students with families with children will be
734 prioritized.

735

736

737 **Health**

738 An important factor for student welfare is good access to high-quality health services. This includes the
739 need for adequate and affordable health services to ensure a good quality of life for students.

- 740 • The Student Parliament requires that the health clinic for students and youth be prioritized from
741 all three financial contributors, and that the service meets the needs of the students.
- 742 • NMBU and the Union will cooperate and work proactively to safeguard the students' physical and
743 mental health.

- 744 • Efforts will be made to ensure that students at Ås have at least one offer of GPs, dentists,
745 psychologists, physiotherapy and other health services that are either free or have a student
746 discount. These should preferably be within walking distance of campus.
747 • Students will receive a student discount from an optician, as well as on glasses and lenses.
748 • There should be free sanitary products such as sanitary pads and tampons available at public
749 institutions.
750 • The Student Parliament requires students to have access to free contraception.
751 • The Union and NMBU shall acknowledge that the exam period causes increased stress for the
752 students, and assist with offers that help lower stress levels.
753

754 **University**

755 The university has the overall responsibility for student welfare. All students are entitled to a safe
756 everyday student life. No one shall be subjected to harassment or other unwanted incidents, neither by
757 fellow students nor employees.

- 758 • NMBU shall have good whistleblowing routines and have resource persons who can assist in
759 whistleblowing cases.
760 • NMBU will, in cooperation with SiÅs and Ås municipality, work actively to ensure safety on
761 campus. This includes adequate lighting on campus, and resource persons to talk to.
762 • NMBU shall contribute financially to the financing of student welfare.
763 • NMBU will facilitate student activity on campus, also in the evenings.
764 • NMBU shall have good communication and good cooperation with student volunteers and the
765 Union.
766 -

767 **Social life and student volunteerism**

768 Volunteering is the cornerstone of student life at Ås. The student society, "Samfunnet", in Ås is the
769 primary provider of cultural activities, and together with cultural associations and the Student
770 Democracy, they provide significant leisure activities for the students in Ås.

- 771 • Samfunnet will, together with other relevant actors, work for a diverse cultural offer to all
772 students in Ås.
773 • Samfunnet will work to increase the capacity for use of the premises for activities such as
774 rehearsals and meet-ups.
775 • Efforts will be made to expand Samfunnet, so that the capacity corresponds to a greater extent
776 with the student body.
777 • It will be facilitated for students who engage in larger student volunteer positions in the Student
778 Democracy, NMBU, SiÅs and Samfunnet.
779 • It is necessary that all students have the opportunity to become members of an association.
780 • The Student Board will, together with the Student Union, work to maintain and further develop
781 the concept of "Open Association".
782 • Efforts will be made to ensure that there is a platform that shows and informs students about all
783 open events from NMBU, the Student Society (Samfunnet), associations and other actors.
784 • The Student Union and Samfunnet shall contribute to making open associations visible.
785 • Efforts will be made to promote a safe and inclusive culture in the student community at Ås and
786 at the same time encourage more associations to be open.
787 -

788 **Transport**

789 Students make up a diverse group. Some come from far away and are dependent on public transport,
790 while others use private cars. There is therefore a need for good solutions that meet the students'
791 different needs, both in terms of public transport and facilitation of the use of private cars.

- 792 • All students, regardless of age, should have a student discount of at least 50% on public transport.
- 793 • There must be at least 4 train departures per hour from Ås station in both directions, with later
794 departures at the weekend.
- 795 • Ås municipality, NMBU and SiÅs will together ensure that there is a loan offer for bicycles in Ås,
796 including bicycles with boxes.
- 797 • Carpooling should be encouraged for both students and staff.
- 798 • fees should, as far as possible, avoid affecting students who use the car parks, as long as they live
799 outside a certain distance from the university, where there is no satisfactory public transport
800 service Income from parking fees should come from the employees at NMBU, since the employees
801 are better financially disposed for a parking fee.
- 802 • NMBU will provide benefits to employees and students who choose to commute by public
803 transport.
- 804

805 **Economy**

806 In order to be full-time students and contribute to the cultural and social life of students, one is dependent
807 on adequate student's financial support. For those students who go into work placement, many lose the
808 opportunity for income over time, especially if they have to go away for work placement.

- 809 • Students will receive 1.5G in student aid which will reduce the need for extra part-time work to
810 cover living costs. The student aid must be paid out over 12 months.
- 811 • The student welfare association, together with the rest of the country's associations, will work
812 actively to increase the student aid to 1.5G."
- 813 • Compulsory study-related activities and any travel to and from these shall be free of charge.
- 814 • Efforts will be made to ensure that students receive payment for work experience.
- 815 • Students in compulsory work placement/practical training shall not have any expenses related
816 to their residence or travel for practical training.
- 817
- 818

819 **Ås Municipality**

820 As the host municipality, Ås municipality has a responsibility to look after the students on an equal footing
821 with those who are permanently resident in the municipality. The municipality is responsible for
822 providing services that students can also use, for example in health. This also involves marketing this
823 offer to the students.

- 824 • The municipality must have sufficient kindergarten places for students who need it, with flexible
825 admissions not limited to specific parts of the year.
- 826 • The municipality must ensure that students are able to get a GP in the municipality.
- 827 • The municipality shall acknowledge and support the work that is done in the Student Society
828 (Samfunnet) in Ås and the importance of the cultural offer it provides to the students.
- 829 • The municipality shall make maximum provision for the activity at and around the Student
830 Society (Samfunnet) in Ås.
- 831 • The municipality will support the student sports offers by, among other things, looking at the
832 possibilities of giving students access to the municipality's own training facilities.
- 833 • The Municipality should make sure that forests and outdoor life offers are well maintained.

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- The Student Board, represented by the chairman, shall provide information on relevant student issues at at least one municipal council meeting per year. If necessary, other relevant actors within student volunteerism can and should be involved.
 - Students will be both informed and have the opportunity to contribute their views on issues in the municipality that affect them.
 - The grant from the state to the student welfare associations' long-term welfare offer is to be increased to 83 million kroner.
 - - The Directorate of Health's grant scheme for measures for students' mental health and substance abuse to be increased to NOK 45 million.
 - - The subsidy rate for student housing construction at the student cooperatives shall be set at 40 per cent of the cost frame.
 - - The cost framework for student housing construction must be adjusted annually according to the construction cost index.
 - - Regulation on grants for student accommodation Section 3 is amended so that grants are opened up for upgrading student accommodation.
 - - Arrangements must be established that contribute to increased sustainability in the student welfare associations' student housing.

854 2417.5 Attachment 5 Resolution open study environment/
855

856 **Resolution for an open study environment**
857

858 NMBU has many different reading rooms, canteens, group rooms and meeting spaces available to
859 students. This is a good offer that gives the students a varied working environment with many options,
860 and is, presumably outside the lectures themselves, the most important thing NMBU offers students. In
861 addition to purely academic work, these spaces also provide an opportunity for mingling and social input
862 outside of Samfunnet i Ås' somewhat more festive offer.
863

864 Unfortunately, in recent years we have seen that faculties choose to reserve their reading rooms and
865 group rooms for their own students; often with the argument that they must secure places for their own.
866 Problems with lack of space both in regular reading rooms and group rooms, in addition to master's
867 places, are not a (new or) unknown problem here at NMBU, and with budget cuts it is unlikely to be solved
868 anytime soon.
869

870 When some faculties reserve premises only for their own students, there will naturally be fewer
871 opportunities for the rest of the student body. When other faculties see this, we are in danger of a domino
872 effect where several faculties also close their premises to externals, in order to secure their own places.
873 Rather, we want a unified study environment, with a common Campus. Campus Ås is, after all, used in
874 most of NMBU's marketing. Then the entire campus should be accessible to all students.
875

876 In NMBU's long-term strategy, under strategic ambitions, it is stated: "*NMBU must have close cooperation*
877 *across faculties and administrative units. Infrastructure, buildings, outdoor areas, and scientific equipment*
878 *must be used together*". This ambition should lead to action, and not just remain empty words. In this way,
879 the student body can belong to the entire university, and not just its own faculty.
880

881 The Student Parliament at NMBU believes that:

- 882 • Efforts must be made to prevent the closure of several existing premises.
- 883 • New premises must be made available to the entire student body.
- 884 • Work will be done towards the reopening of reading rooms and group rooms, which are
885 unfortunately already closed to the majority of students at NMBU.
- 886 • Booking possibilities for group rooms must be equal across faculties.
- 887 • NMBU must oblige to maintain all reading rooms and study rooms in the same way, regardless of
888 faculty.
- 889 • It must be ensured that the university remains one Campus and that the individual faculties are
890 not isolated.

891
892
893

894 2417.6 Attachment 6 Suggested revision of the rules for Welfare funds
 895 **Revised Regulations for the allocation of welfare**
 896 **funds**

897 **Adopted at Student Parliament x, xx.xx.xxxx**

898 **In these regulations you will find information about the allocation of welfare funds. These regulations**
 899 **provide a comprehensive overview of the allocation of welfare funds, including the definition and**
 900 **purpose of these funds as well as the process both before and after the allocation. Other potential**
 901 **sources of support administered by the Student Democracy at NMBU are also presented here.**

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920
921

922 **1. Type of funds**

923 **The Student Democracy is responsible for distributing funds for various purposes. We have different**
 924 **types of funds for this. It is important to note the type of funds available in order to be able to apply**
 925 **for the right activities. This will increase the likelihood of the application being approved. In this**
 926 **chapter you can read about Welfare funds and a short introduction about Inclusion funds.**

927

928 **1.1 Welfare funds**

929 **Purpose and expectation**

930 Welfare funds are distributed to teams and associations at NMBU to contribute to a lively, diverse, and
931 inclusive student environment. The funds mainly support activities at Campus Ås. All teams and
932 associations at NMBU can apply for welfare funds.

933 The welfare funds consist of basic support, start-up support, activity funds and funds for professional
934 and political events. 92% of the welfare funds are distributed at the Student Parliament 2 in the spring,
935 and the remaining 8% are distributed at the Student Parliament 5 in the autumn. **Funds distributed
936 at the Student Parliament 5 are reserved for newly started teams and associations, certain
937 activities for open associations** (see section 2.7 Open association), as well as unforeseen
938 activities.

939 Applicants are expected to familiarize themselves with the content of these regulations. Including, in
940 particular, sub-chapters "type of funds", "requirements for applicants", "not eligible for support" and
941 "violation of guidelines".

942 If the application sums exceed the available funds at the time of allocation, priority will be given to the
943 most complete applications.

944

945 **1.1.1 Basic support**

946 The basic support will cover the necessities that the association needs to be able to continue with
947 activities that are open to all students on campus.

948 **Who can apply?:** The basic grant is an award that all teams and associations can apply for, **except for
949 teams and associations that already receive another form of basic grant from the student democracy.**
950 To define yourself as an association, you must have at least 10 members. The exception is for
951 associations over 10 years old, in which case there must be at least 5 members. Everyone who applies
952 must be able to show a purpose clause.

953 **How can you apply and when is the deadline?:** Teams and associations can apply for and receive
954 basic support **once a year**, either at the spring allocation or autumn allocation. The exception to this is
955 if **an open association experiences being promoted to a new category due to increase in membership,
956 then they can apply for the interim payment at the autumn allocation.** For more about the application,
957 see chapter 2. Application process.

958 **Report and refund:** See separate sub-chapter 3.1 Refund and 3.2 Transfer of money (Redistribution).

959 **Other important information:** The basic support for teams/associations is calculated based on the
960 number of members who are students at NMBU.

Number of members	Basic support	Basic support Open Association
10 – 39	800	1500
40 – 99	1300	2500
100 <	1500	3000

961

962

963 **1.1.2 Start-up support**

964 Teams and associations that are less than 2 years old can receive start-up support of NOK 2,000 once
965 during the first 2 years. The support is intended to make the establishment process easier. To be
966 eligible for the support, the team or association must have at least 10 members who are students at
967 NMBU.

968

969 **1.1.3 Activity funds**

970 **The activity funds will go to social events that are open to all students at NMBU**, and activities that
971 include and motivate students to attend.

972 The goal must be to stimulate an active and inclusive student environment. The activity funds must
973 go to activities on or near the Ås campus, but the committee can make exceptions at its discretion.

974 **Who can apply:** Only teams and associations can apply for activity funds.

975 The committee for the allocation of welfare funds must prioritize activities that are open to many or
976 all students. The committee can prioritize activities that preserve traditions, the diversity of the
977 student environment or that create life on campus. Associations with "open association" certification
978 must be prioritized in the distribution, see subsection 2.7 Open association.

979 Applicants are divided into subject-wise groups. The group division will affect the allocation of activity
980 funds. The group division helps ensure that similar teams/associations are treated equally. The
981 committee for the allocation of welfare funds takes into account the number of applicants in each
982 group and the group's financial needs.

983 **How can you apply and when is the deadline?: See separate chapter 2. Application process**

984 **Report and refund:** See separate sub-chapter 3.1 Refund and 3.2 Transfer of money (Redistribution).

985 **Other important information:** The funds allocated by the committee are earmarked for the specific
986 expenses applied for and should not be used for other unforeseen purposes. Any redistribution of
987 these funds, which are planned to be used for alternative activities or purposes than those originally
988 applied for, is possible, but requires a formal application in advance. For further guidelines regarding
989 redistribution, please see subsections 3.3 and 2.3 on violation of guidelines.

990

991 **1.1.4 Funds for Academic and political events**

992 Funds for academic and political events are welfare funds earmarked for community meetings,
993 academic or political events on Campus Ås, for example debates and lectures. The event must be open
994 to all students. The Student Parliament sets aside funds for academic and political events every even-
995 numbered year at the Student Parliament 6. The amount set aside must be calculated to be up to 15%
996 of the welfare funds.

997

998 **Who can apply?:** All teams/associations, including the Student Association in Ås (Samfunnet in Ås),
999 can apply for funds for academic and political funds until the pot is empty.

1000 **How can you apply and when is the deadline?:** Applications for funds for academic and political
1001 events are made through the application form no later than (3) weeks before the event. **The**

1002 application form is administered by the welfare officer in the Student Parliament's Student board. The
1003 welfare officer can make a discretionary assessment if applications are received with less than 3
1004 weeks to the event.

1005 **Report and repayment:** After the professional or political meeting, the organizer must submit a
1006 report through an application form that applicants can find on the website. Responsible for this is the
1007 Welfare Officer from the Student Parliament's Student board. This must be submitted no later than 1
1008 month after the meeting has ended and must contain receipts for expenses and purchases.

1009 **Other important information:** AU processes applications for academic and political funds together
1010 in meetings which are recorded. Activities/initiatives cannot be supported by both the activity funds
1011 and funds for academic and political events. If there are funds for academic and political events left
1012 over from the next allocation of welfare funds, these will be transferred to the Student Welfare Fund.
1013 You can read more about the Welfare Fund in chapter 4. The Student Welfare Fund.

1014

1015 1.2 Inclusion funds

1016 The main aim of the inclusion funds is to promote the inclusion of international students in the student
1017 environment at NMBU. The inclusion funds will contribute to this by creating contact between
1018 Norwegian and international students and giving international and Norwegian students an arena to
1019 share knowledge about culture, language, and history. Students who apply for support for larger
1020 social/proactive activities or initiatives will be prioritized (for example groups of more than ten
1021 people).

1022 **Who can apply?:** All teams/associations, including the Student Association in Ås, and individual
1023 students at NMBU.

1024 **When is the deadline:** These funds are distributed once a month throughout the year.

1025 **Further provisions:** You can read more about these in a **separate regulation** on our website > funds
1026 > inclusion funds

1027

1028 2. Application process

1029 2.1 Requirements

1030 Requirements for applicants

1031 - The applicant must be a team or association at NMBU

1032 - The team or association must have at least 10 members, but for associations over 10 years
1033 old, the requirement is at least 5 members

1034 - Applicants must have an association account

1035 - The team or association is expected to have adopted internal ethical guidelines. This is
1036 necessary to ensure that activities organized by teams and associations are in accordance with
1037 the values of student democracy. Through this initiative, we want to promote a safe and
1038 inclusive student environment.

1039 Application requirements

1040 - The applicant must state assets, all funds available to the team or the association at the time
1041 of application. It is not sufficient to state the current account balance.

1042 - An updated list of members must be attached to the application

1043 - The application must contain an annual report with accounts. This applies to funds
1044 distributed by the student democracy (Welfare and Inclusion) for more information see
1045 section 3.1 Refund.

1046

1047 2.2 The group division is as follows:

1048 *Line associations*

1049 The line associations organize students at Campus Ås' faculties or study programmes. The line
1050 associations promote the students' academic interests through company presentations and
1051 professional evenings and create unity through social events.

1052

1053 *Music, culture, local associations, and others*

1054 **Music and culture** include choirs, bands, music groups, dance teams, theatre groups, film clubs,
1055 photography clubs, and exclusive associations.

1056 **Local associations** are teams and associations and teams that promote a common belonging to a city,
1057 county, or part of the country.

1058 **Others** are teams/associations that promote a common interest, and teams/associations that give
1059 students a sense of social belonging and identity on the basis of conditions that do not fall under other
1060 groups of teams/associations.

1061

1062 *Politics, social engagement, religion, and internationally oriented organisations*

1063 Politics, community involvement and religion are political organizations, organizations that promote
1064 community involvement or specific community interests, and religious organizations.

1065 Internationally oriented organizations focus their attention on the international community. The
1066 organizations spread knowledge to Campus Ås' students about international affairs, work for more
1067 contact between students at Campus Ås and the international community or ensure the flow of
1068 knowledge between Campus Ås' students and students from other countries.

1069

1070 2.3 Violation of the guidelines

1071 If the welfare funds are used for something that the welfare funds do not support, this may trigger
1072 sanctions. The mildest form of sanction is a warning, while the most severe is exclusion from the next
1073 two allocations. The Student board has the authority to give the sanctions warning and repayment. If
1074 the case is of a higher degree of seriousness, the case will be sent to the student council, and will be
1075 treated as a complaint there.

1076 Teams/associations that do not repay unused activity funds by the deadline (our next application
1077 deadline) will not receive new welfare funds until the unused funds have been repaid. **For more on**
1078 **repayment see section 3.2 Transfer of money (Redistribution).**

1079 Teams and associations that express differential treatment or discrimination on the basis of gender,
1080 ethnicity, religion, outlook on life, disability, sexual orientation, gender identity or gender expression
1081 in their statements and/or actions will not be able to receive welfare funds. Exceptions to this apply
1082 to special arrangements where the differential treatment has a substantive purpose, e.g. in the case of
1083 gender-segregated associations or local associations.

1084 If a breach of the guidelines for welfare funds is discovered, a complaint can be submitted. All students
1085 at NMBU can submit a complaint, which is sent to the Student Parliament's Student board.

1086

1087 2.4 Not eligible for support

1088 The welfare funds do not support:

1089 - Activities within the team/association or between specially selected teams/associations.
1090 Line associations are exempt from this.

1091 - In the main, events that are not on or near the campus are not supported. **The Committee for**
1092 **Allocation of Welfare Funds reserves the right to make discretionary exceptions.**

1093 - **Revues or activities that are financially supported by the Student Association in Ås.**
1094 **Exceptions to this are activities for professional and political funds, see subsection 1.1.4 Funds**
1095 **for professional and political events.**

1096 - Transport and travel allowance.

1097 - Teams/associations or activities that belong to other teams/associations that already receive
1098 welfare funds.

1099 - Teams/associations supported by the semester fee, for example NMBUI teams.

1100 - Alcohol, nicotine and other drugs.

1101 - Activities where the aim is to make money for the team/association and/or for other
1102 organisations, for example selling waffles.

1103 - Financial support for other organisations.

1104 - Economic enterprises.

1105 - Association attire. **Organizations with "Open association certification" are exempt from this**
1106 **for new members. See subsection 2.7 Open association.**

1107 - Teams/associations that discriminate or discriminate, see chapter 1.8 Violation of the
1108 guidelines.

1109

1110 2.5 Deadlines

1111 2.5.1 Announcement of the application form and regulations

1112 The regulations are available at <https://www.studentdemokratiet.no/velferdsmidler> throughout the
1113 year. Application forms are made available at the beginning of January for the spring allocation and at
1114 the beginning of August for the autumn allocation. The application form is open for at least 1 month
1115 before the application deadline. The Student Parliament's Student board markets the welfare funds
1116 well in advance of the application deadline.

1117 2.5.2 Application deadline

1118 The application deadline in the spring is 10 February and the application deadline in the autumn is 10
1119 September. Should the set deadline fall on a holiday or weekend, the deadline will be the first working
1120 day after the holiday or weekend. Applications submitted after the deadline will not be processed.

1121 **If you are wondering which deadline applies to your association/team, see sub-chapter 2.1**
1122 **Welfare funds - Purpose and expectation.**

1123 2.5.3 Processing deadline

1124 The allocation of welfare funds is decided by the Student Parliament at Student Parliament 2 and the
1125 result is announced at studentdemokratiet.no, and through minutes from the Student Parliament at
1126 <https://www.studentdemokratiet.no/studentting>. All applicants receive a reply letter no later than 2
1127 weeks after the award has been approved at the Student Parliament, with the award attached. You
1128 yourself are responsible for investigating how much and for what your own association has received
1129 money for. Welfare funds are awarded no later than two weeks after the award has been approved at
1130 the Student Parliament.

1131 2.5.4 Appeal deadline

1132 Complaints about the allocation of welfare funds must be submitted in writing to the **Welfare Officer**
1133 **at the** Student Parliament's Student board no later **than 5 working days after the reply letter has**
1134 **been received.** All teams/associations are entitled to thorough complaint processing, and a written
1135 response.

1136 2.6 Application

1137 All teams and associations that apply for welfare funds must use the prescribed application form.

1138 Application must contain:

1139 - Teams/associations must attach a member list with the student share to the application form.

1140 - Teams/associations applying for activity funds must attach information about the activities
1141 for which funds are sought and a budget for all activities.

1142 - It must be clearly stated in the budget for each activity what the welfare funds are to be used
1143 for. Applications without a budget shall not be awarded funds.

1144 - Teams/associations that received activity funds in the previous allocation must attach an
1145 annual report for the activities and accounts. New teams / associations that only received basic
1146 support at the previous award do not need to attach an annual report.

1147 - Teams/associations that submit an incomplete application will, if it is submitted before the
1148 deadline, get a second chance to improve the application, with the deadline set by the welfare
1149 officer.

1150

1151 For questions about the application form or the regulations, the welfare officer at AU can be contacted
1152 at studenttinget@nmbu.no

1153

1154 **Applications received after the deadline will not be processed.**

2.7 Open association

"Open association" certification should motivate associations to be open and organize activities aimed at all students at NMBU.

To become an open association, the following criteria must be met:

- No admission requirements
- Membership fee of a maximum of NOK 100 per semester
- Continuous admission and no maximum number of members
- At least 4 events per semester that are open to all students at NMBU
- The events can be conducted in English if English-speaking students join

Benefits:

- Preferential right to distribution
- The requirement that 75% of the association's/team's members must be members of Samfunnet for lending the premises is removed for open associations (this does not apply to larger events that require the hire of premises)
- Open associations can apply for funds to cover association clothing for new members. This can be applied for both at the spring and autumn allocation due to increase in the number of new members.
- Open associations can exceptionally receive funding for activities outside the campus.
- Open associations can apply for basic support twice a year for both the spring and autumn allocations. (due to the increase in the number of members during a semester), see subsection 1.1.1 Basic support.
- "Open association" certification can ask for practical help with marketing
- Teams and associations with "open association" certification must be marked with an open association stamp

It is important to note that "Open associations" still reserve the right to exercise discretion and exclude members who do not comply with the team's or association's guidelines.

2.8 Assignment

2.8.1 Processing of applications and the committee for the allocation of welfare funds

2.8.1a Mandate

The committee for the allocation of welfare funds processes all applications and proposes an allocation of the welfare funds for the Student Parliament. The committee assesses the content of the applications against the purpose of the welfare funds. The committee evaluates the allocation process and proposes any changes to the regulations and application form, see also chapter 7 Revision.

1191 **2.8.1b Composition**

1192 The committee for the allocation of welfare funds consists of:

- 1193 • Responsible for welfare from the Student Parliament's Student board (head of the
1194 committee).
- 1195 • Head of the committee for inclusion funds (if this is also responsible for welfare funds,
1196 another representative from the Student board steps into the role).
- 1197 • The chief financial officer in the Norwegian Community Board.
- 1198 • A student representative on the SiÅs board.
- 1199 • A person who has participated in previous years' allocation.
- 1200 • 2 representatives elected by the Student Parliament. The representatives are elected at
1201 Student Parliament 4 in the autumn to sit on the committee for the following academic year.

1202 **2.8.1c Decision-making ability**

1203 The committee has decision-making power when at least three representatives are entitled to vote.
1204 Members of the committee are not entitled to vote and must not be present when the committee
1205 discusses associations of which they themselves are or have been a member. If this applies to the
1206 person responsible for welfare funds, the person in question presents the application and then leaves
1207 the room. The person responsible for welfare funds can only be contacted for direct questions about
1208 the application.

1209 **2.8.1d Working method**

1210 The person responsible for welfare funds reads through all the applications and draws up an overview
1211 of the applications and a preliminary proposal for allocation. The committee meets 1-2 times before
1212 Student Parliament 2, and 1-2 times before Student Parliament 5. The committee goes through all the
1213 applications and adjusts the proposal to be responsible for welfare funds.

1214 Should a case arise where there is doubt as to whether an applicant is entitled to welfare funds, then
1215 it is up to the committee for the allocation of welfare funds, after conversation and discussion with the
1216 contact person behind the application, to make a discretionary assessment as to whether the applicant
1217 is entitled to support from the welfare funds. The person responsible for welfare funds presents the
1218 committee's recommendation at the Student Parliament. In advance of the student parliament
1219 meeting, teams/associations can have a meeting with the person responsible for welfare funds to
1220 discuss the allocation and any ambiguities. Questions/comments are directed to the person
1221 responsible for welfare funds and not to the committee members personally.

1222 **2.8.2 Resolution**

1223 The Student Parliament approves the allocation of welfare funds. The Student Parliament can make
1224 changes to the proposal to the committee for the allocation of welfare funds. The welfare funds have
1225 a main allocation at Student Parliament 2 in the spring and a smaller allocation at Student Parliament
1226 5 in the autumn.

1227 **2.9 Report**

1228 In the application for allocation, it is necessary to include an annual report documenting that allocated
1229 funds have been used in accordance with the purposes for which the application was made. This
1230 report should contain the following information:

- 1231 - What Basic support/start-up support was used for, applicants must be able to provide
1232 receipts for outlays and purchases
- 1233 - A description of the event
- 1234 - The place where the event was held
- 1235 - The number of participants
- 1236 - To what extent the target group was reached

1237 In addition to the report, it must be accompanied by an Excel document with accounts. This account
1238 must clearly show:

- 1239 - Amount that was allocated per event
- 1240 - Amount spent per event
- 1241 - Total amount awarded
- 1242 - Total amount spent
- 1243 - Any money left over
- 1244 - Any transfer/redistribution of money that has been made. From activity, to activity, and how
1245 much was redistributed.

1246 It is also important to point out that the Student Parliament's Student board has the right to request
1247 the submission of receipts to verify expenses.

1248

1249 3. After the application process

1250 3.1 Refund

1251 All funds that have not been used by the end of the calendar year must be repaid.

1252 When repaying welfare funds, the applicable sum must be paid to account no. 1654.20.29092, and the
1253 payment must be marked with "Project 111, Welfare funds, *association name*".

1254 **If the funds are not repaid within the application deadline, the team/association will not be**
1255 **awarded welfare funds until the money has been paid in.**

1256 3.2 Transfer of money (Redistribution)

1257 Teams and associations can, upon application, request that funds be transferred from one activity to
1258 another. Teams/associations can also apply to use welfare funds between the end of the calendar year
1259 and the application deadline. The activities must be assessed on the same basis as the rest of the
1260 welfare funds and must follow the same guidelines.

1261 **How can you apply?:** Redistribution is sought through an application form that you can find
1262 on the Student Democracy's website. The welfare officer is responsible for this.

1263

1264 **Other demands:**

1265 - It must be clearly stated in the report that the transfer has taken place.

1266 - The use of funds must take place during the same calendar year

1267 - Activity funds that have not been used at the end of the calendar year must be repaid. More
1268 information on sub-chapter 3.8 Repayment

1269 - The transfer or use of money between the end of the calendar year and the application
1270 deadline must be specified and justified in the annual report attached to the application next
1271 year

1272 3.3 Complaint

1273 3.3.1 Processing of appeals in case of award

1274 If the association/team disagrees with the award, a complaint must be lodged. This must be sent to the
1275 student parliament at studenttinget@nmbu.no. This must be done before the next upcoming student
1276 parliament meeting after allocation.

1277
1278 Complaints must be processed by the Student Parliament's Student board. A written response must be
1279 sent **from the head of the Student Parliament's Student board** to the submitter of the complaint within **5**
1280 **working days**. Should the appeal be upheld, the money will be distributed at the next allocation of
1281 welfare funds.

1283 3.3.2 Handling of appeals in the event of a breach of guidelines

1284 If AU receives a complaint about a breach of the regulations, AU must review the complaint in a
1285 recorded meeting. The association that has had a complaint lodged against it must be informed and
1286 given an opportunity to explain what the situation is. AU must decide which sanction should be
1287 introduced. See subsection 2.3 Violation of guidelines and subsection 3.3 Complaint.

1288
1289 If AU considers the case to be of the most serious degree, it must be brought before the student council.
1290 Individuals, teams, or associations who have submitted or received a complaint against them will be
1291 able to comment on the matter in writing or orally at the Student Parliament.

1292
1293 When the case is to be dealt with at the Student Parliament, it is presented in a neutral way by AU.
1294 Qualifications for the student parliament representatives are dealt with cf. eligibility point in the
1295 Student Parliament's statutes.

1296
1297 The Student Parliament decides whether the team's/association's behaviour contravenes the
1298 regulations. If the complaint is approved by the student parliament, the decision becomes effective from
1299 that student parliament meeting.

1301 4 The Students' Welfare Fund and project account

1302 In 202*, the Student Parliament's Student board in collaboration with SiÅs created 3 project accounts.
1303 project account 111, to Welfare funds, project account 112, to Inclusion funds and project account 113
1304 to Buddy Week. These should ensure that funds that are not used up in the calendar year can be
1305 transferred to the next calendar year. Funds that are repaid and marked with a project number remain
1306 in the fund and can be distributed at the next allocation.

1307 Welfare funds that are not used up **are deposited into the Student Welfare Fund**. Any profits from the
1308 Student Parliament's operations are deposited into the Student Welfare Fund.

1309 The fund is used for larger investments that will benefit everyone over time. It is the Student
1310 Parliament that decides whether it will be used by the Students' Welfare Fund, following a joint
1311 proposal from the Chair of the Student Parliament's Student board, the chair of the SiÅs board and the
1312 Leader of Samfunnet.

5 Revision of regulations

1313
1314 The regulations are revised by the Student Parliament every even-numbered year. Revision of
1315 regulations is a matter for discussion at ST-4 and a matter for decision at ST-6. The new version is put
1316 into use after it has been adopted by the Student Parliament. Student Parliament 6 every even-
1317 numbered year adopts the percentage rates for allocations of welfare funds, spring and autumn.

1318 The welfare officer at AU must, together with the rest of the committee for allocation, review the
1319 application form before each main allocation, and possibly deal with necessary revisions.

1320
1321

2417.7 Attachment 7 Current Rules for allocation of Welfare funds

Rules and regulations for the allocation of Welfare Funds

Approved at Student Parliament 6, 21.11.2022

1 The Welfare Funds

1.1 Purpose

The Welfare Funds are allocated to student fraternities and organizations at Campus Ås who contribute to a vibrant, diverse and including student life. The welfare funds mainly support activities at campus Ås. All fraternities and organizations at Campus Ås can apply for welfare funds.

The Welfare Funds consist of basic support, startup support, activity funds and funds for academic and political events. 92 % of the welfare funds are allocated at Student Parliament meeting 2 in the spring, and the remaining 8 % are allocated at Student Parliament meeting 5 in the fall. The remaining 8% that are allocated in the fall are earmarked new fraternities and organizations and unforeseen activities.

1.2 Basic support

The basic support is funds that all organizations/ fraternities can apply for. In order to be defined as an organization, you have to be at least 10 members. Exempted are organizations that are older than 10 years, they only need to be 5 members. The organization must reference to their mission statement

The criteria for receiving basic support is that the fraternity/organization must generate participation, culture and activities on and around campus.

The basic support is calculated based on the number of members that are students at NMBU. The basic support is supposed to cover all the necessities needed for the association to keep activities open and including to all students on campus.

Organizations/fraternities can apply for and receive basic support at the spring allocation or at the autumn allocation.

Member count	Basic support NOK
5 - 39	1000
40 - 99	1300
100 <	1500

1.3

Start up fund

Organizations and fraternities younger than 2 years old, can apply for startup support. This support amounts to a onetime payment of 2000 NOK payable once during the first 2 years, to make it easier for the new organizations to establish themselves. To be eligible for this support, a minimum of 10 members also needs to be students at NMBU.

1.4 Activity funds

1361 Activity funds stimulates an active and including student life and are allocated to activities that are
1362 open for all students at NMBU, and that are inclusive and motivate students to show up. The activity
1363 funds are only for activities at/nearby Campus. However, the committee may exercise discretion and
1364 make exemptions. Only teams and fraternities at Campus can apply for activity funds.

1365

1366 Activities open for many/all students will be prioritized by the Welfare Funds committee. The
1367 committee aims to conserve traditions and diversity, as well as activities that creates a vibrant Campus
1368 and will support this.–Fraternities with “open organizations certification” shall be prioritized in the
1369 allocation, ref sub chp 1.5 Open Organization.

1370

1371 The applicants are divided into thematic groups in order to ensure equal treatment of applicants from
1372 fairly similar organizations and to simplify allocation routines. The allocation committee should strive
1373 for an even distribution between the thematic groups, in relation to the number of applicants in each
1374 thematic group, the thematic group's financial needs and the quality of the applications.

1375

1376 Academic organizations:

1377 The Academic organizations organizes students at Campus Ås' faculties or studyprograms. The
1378 Academic organizations promote the students' academic interests through company
1379 presentations and academic related evenings and create unity through social events.

1380

1381 Music, culture, location organizations and others

1382 **Music and culture** include choirs, bands, music groups, dance teams, theater groups, film
1383 clubs, photography clubs and exclusive associations.

1384 **Location** organizations are teams and associations and teams that promote a common
1385 belonging to a city, county or part of the country.

1386 **Others** are teams/associations that promote a common interest, and teams/associations
1387 that give students a sense of social belonging and identity on the basis of conditions that
1388 do not fall under other groups of teams/associations.

1389

1390 Politics, social engagement, religion and internationally oriented organizations

1391 Politics, community involvement and religion are political organizations, organizations
1392 that promote community involvement or specific community interests, and religious
1393 organizations

1394 Internationally oriented organizations focus their attention on the international
1395 community. The organizations spread knowledge to Campus Ås' students about
1396 international affairs, work for more contact between students at Campus Ås and the
1397 international community, or ensure the flow of knowledge between Campus Ås' students
1398 and students from other countries.

1399

1400

1.5 Open organization

1401

The «Open organization» certification strives to create open and motivated associations. The criteria to become an open organization are:

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1403

- No admission requirements

1404

- Membership fees no higher than 100NOK per semester

1405

- Must have at least one event open to all students at NMBU during the semester

1406

- Events can be held in English if international students are attending

1407

1408

1.6 Funds for academic and political events

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Funds for academic and political events are Welfare Funds aimed for community meetings, academically and political events at Samfunnet, such as debates and presentations. It is required that the supported event is open to all Campus Ås students. The allocated amount is determined by the Student Parliament at the Student Parliament meeting no. 6 every year. The sum set aside should amount to 15% of the welfare funds.

1414

1415

All fraternities/ organizations, including the Student Society/Samfunnet Board, may apply for funds for academic and political events until the funds are empty.

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1421

Applications for funds for academic and political events should be handed in to the Officer responsible for Welfare Funds at the Student Board. least three (3) weeks before the event. Following the academic or political meeting, the organizer of the event will submit a report to the one responsible for the welfare funds on the Student Board. This must be done no later than three (3) weeks after the meeting has ended.

1422

1423

The Student Board processes applications for academic and political funds in meetings that are reported.

1424

1425

Activities/measures cannot receive both activity funds and funds for academic and political events for the same event.

1426

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1429

If there are spare funds for academic and political events at the time of the following allocation of ordinary welfare funds, funds for academic and political events shall be transferred to the Student Welfare fund.

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1.7 Not eligible for support

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The welfare funds do not support

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- Internal activities within the teams/fraternities. The exception is Academic organizations are exempt from this.
- Events not held on or in the vicinity of campus are usually not supported.
- Shows or activities supported by Studentsamfunnet I Ås /UKA
- Travelling expenses
- Teams/fraternities or activities who belongs to a mother organization who receives welfare funds
- Teams/fraternities that are supported by the semester fee, such as NMBUI-teams.
- Alcohol, nicotine, narcotics and other drugs.
- Activities aimed to make money for the group/organization, such as cake sale.
- Support to other organisations

- 1443
- Associations that fall under corporate law
- 1444
- Group/organization outfit.
- 1445
- Fraternities or organizations that exhibit discriminatory behaviour, see chapter 1.8, loose the right to receive welfare funds.
- 1446
- 1447

1448 **1.8 Violation of the guidelines and complaints against the allocation**

1449 If the welfare funds are used against their purpose, sanctions can be triggered into effect. The mildest
1450 sanction would be a warning, while the strictest one would be exclusion from the next two allocations.
1451 The Student Board has the authority to give warning sanctions, and demand repayment of the allocated
1452 funds. If the situation is of a more serious manner, the case will be brought up to the Student Parliament
1453 and treated as a complaint.

1454 Teams/fraternities who do not return unused activity funds within the next welfare fund application
1455 deadline will not receive new funding until the unused funds are repaid

1456

1457 Teams and fraternities that express differential treatment or discrimination regarding gender, ethnicity,
1458 religion, spirituality, impairments, sexual orientation, gender identity or gender expression in their
1459 actions or statements, will not receive Welfare Funds. Exceptions from this is when the differential
1460 treatment has a sensible purpose, such as admission to gender divided fraternities/choirs or
1461 geographical fraternities, for example in the case of gendered or regional organizations.

1462

1463 If a breach of the guidelines for allocation of welfare funds is discovered, one can submit a complaint.
1464 All students at NMBU can submit a complaint to the Student Board.

1465

1466 **1.9. Processing of a complaint regarding the allocations**

1467 If the team/association disagrees with the allocation of welfare funds, they need to submit a complaint.
1468 The complaint is submitted to the Student Parliament at studenttinget@nmbu.no. This has to be done
1469 before the next Student Parliament meeting after the allocation.

1470

1471

1472 **1.10. Processing of a complaint regarding a guideline breach**

1473 If the Student Board receive a complaint about a guideline breach, the Student Board must review the
1474 complaint in a minuted/recorded meeting. The association with the complaint against it must be
1475 informed and given an opportunity to explain the situation. The Student Board must then decide which
1476 sanction should be introduced. See subsection 1.6. Violation of the guidelines and complaints against
1477 the allocation.

1478 If the Student Board considers the case to be of the most serious degree, it must be brought before the
1479 Student Parliament.

1480

1481 Individuals, teams or fraternities that have either formed or received a complaint will be allowed to express
1482 their side of the story either in writing or orally at Student Parliament.

1483

1484 When the case is up for treatment at the Student Parliament it will be presented in a neutral fashion by
1485 AU. Impartibility for the parliament representatives will be treated according to the impartibility clause
1486 in the Student Parliament's statutes.

1487

1488 The Student Parliament will decide whether the team's/fraternity's behavior is in violation of the rules.
1489 If the complaint is approved, in the Student Parliament, the decision will come into effect in that Student
1490 Parliament meeting.

1491

1492 1.11 Transferring funds

1493 Fraternities and organizations may apply to transfer funds from one activity to another. They have to
1494 apply to the welfare responsible in the Student Board, and the application must include a short reason
1495 for the transfer and how much money they wish to transfer. It must be stated clearly in the report that
1496 the transfer has been done.

1497 The funds must be used within the same calendar year. The ~~transfer~~ must be specified and justified in the
1498 Annual Report and be enclosed with next year's application.

1499 If the team/fraternity have Activity funds spare at the end of the year, they have to transfer the ~~money~~
1500 the students Welfare fund before the next application deadline. Teams/fraternities may apply to use
1501 the remaining welfare funds between the end of the year and the application deadline. This have to be
1502 approved by the Officer responsible for Welfare Funds. If the spare funds are not repaid within the
1503 deadline, the applicant will not receive any welfare funds, until the money has been paid.

1504

1505

1506 2 The Students Welfare Fund

1507 Unused welfare funds, or funds that have been repaid, are placed in the Student's Welfare Fund. Any
1508 profits from the Student Parliament's operations can also be deposited here. The Fund is used for larger
1509 investments that over time will benefit everyone. The Student Parliament decide whether to spend from
1510 the Students' Welfare Fund, following a joint proposal from the president of the Student Board, the
1511 president of the SiÅs board and the president Student society/Samfunnet board.

1512

1513

1514 3 Applications

1515 All teams and associations that apply for welfare funds must make use of the prescribed application
1516 form.

1517

1518 Teams/fraternities must attach a list of members with their student share to the application form.
1519 Teams/fraternities applying for activity funds must attach information about the activities for which
1520 funds are sought and a budget for all activities. **Applications without a budget will not receive funds.**

1521

1522 Teams/fraternities that received activity funds in the previous allocation must attach an annual report
1523 for the activities and accounts. New teams / associations that only received basic support at the previous
1524 award do not need to attach an annual report.

1525

1526 Teams/fraternities that submit an incomplete application will, if it is submitted before the deadline, get
1527 **one** second chance to improve the application, with the deadline set by the welfare officer.

1528 Questions about the application form or the guidelines can be sent to the Student Board's Welfare
1529 Officer at studenttinget@nmbu.no.

1530 **Incomplete applications will not be handled by the committee! Late applications will not be**
1531 **handled by the committee.**

4 Committee of allocation of the welfare funds

4.1 Mandate

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

4.2 Composition

The committee of allocating of welfare funds consists of:

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

4.3 Quorum

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

4.4 Working method

The officer responsible for the Welfare Funds reads through all applications and set up a list of applications and a preliminary proposal of allocation. The allocation committee meets 1-2 times before Student Parliament meeting 2, and 1-2 times prior to Student Parliament meeting 5. The committee goes through all the applications and adjust the proposal given by the officer responsible for the welfare funds.

If there should arise a case where there is doubt about if an applicant is entitled to Welfare funds, it will be up to the committee for allocation of welfare funds to make an informed decision to whether they will receive an allocation or not, based on an conversation/ discussion with the contact person from the organization.

The officer responsible for the welfare funds presents the committees setting at the Student Parliament meeting. Prior to the student Parliament meeting, teams/associations can teams/fraternities have a meeting with the officer responsible for the welfare funds to discuss the assignment and any unclear part.

1575 Questions and comments should be addressed to the officer responsible for the welfare funds
1576 and not to any of the committee's members.

1577

1578 5 Allocations

1579 The Student Parliament approves the allocation of welfare funds. The Student Parliament may make
1580 changes to the allocation committees' proposal. The Welfare funds have the main allocation at
1581 Student Parliament meeting 2 in the spring and a smaller allocation on Student Parliament meeting
1582 5 in the autumn.

1583

1584 6 Deadlines

1585 6.1 Notification of the application form and regulations

1586 The allocation rules and regulations are available at
1587 <https://www.studentdemokratiet.no/welfarefunds>. throughout the whole year. The application form
1588 is made available on the beginning of January for the spring-allocation, and in the beginning of August
1589 for the autumn-allocation. The application form is available at least 1 month before the application
1590 deadline.

1591 The officer responsible for the welfare funds at the Student Board has the main responsibility of
1592 announcing the upcoming allocation of Welfare funds and application deadline in due time before the
1593 application deadline.

1594

1595

1596 6.2 Application deadline

1597 The application deadline is set by the welfare officer. In spring, the application deadline is on the 10th
1598 of February, application deadline in the autumn is 10th of September. Should the set deadline fall on a
1599 holiday or weekend, the deadline will be the first upcoming weekday. Late applications will not be
1600 considered.

1601

1602 6.3 Deadline for treatment of applications

1603 The allocation of welfare funds is announced at [nmbu.no/studenttinget](https://www.studentdemokratiet.no/welfarefunds),
1604 <https://www.studentdemokratiet.no/welfarefunds> and in the minutes from the Student Parliament
1605 meeting at <https://www.studentdemokratiet.no/ressurser-dokumenter>. The final results of the
1606 allocation will be delivered to all applicants by mail no longer than two weeks after the approval, with
1607 attached allocation. All applicants who receive support have to familiarize themselves with what they
1608 received funding for. Welfare Funds are allocated no later than two weeks after the allocation is
1609 decided at SP2.

1610

1611 6.4 Deadline of complaints

1612 Complaints on the treatment of applications must be put forward to the Student Board no more than
1613 5 days after the letter of reply is received. All groups/organizations have the right to have their
1614 complaint thoroughly treated and to receive a written answer.

1615

1616 6.5 Processing complaints

1617 Complaints shall be processed by the Student Board. Written replies shall be sent from the president
1618 of the student Board to the person sent in the complaint within 5 working days. If the complaint is
1619 approved will the funds be paid at the next allocation of Welfare Funds.

1620

1621 **7 Revision**

1622 the rules and regulation of the allocation of Welfare funds shall be revised by the Student Parliament
1623 each even numbered year. Revision of the rules and regulation of Welfare funds are a matter for
1624 discussion at Student Parliament meeting 4 and a statutory matter at Student Parliament meeting 6.
1625 Revised version is valid when passed by the Student Parliament. Suggested percentage rates for
1626 allocation to the various categories are determined on Student Parliament 6 every even numbered
1627 years.

1628 The Student Board's responsible for the Welfare funds will, together with rest of the allocation
1629 committee, review the application form prior to each main allocation, and apply changes if need be.

1630

1631

2417.8 Attachment 8 Suggested revision of the rules for inclusion funds

Proposed new Rules for Inclusion funds

Revised at Student Parliament x, xx.xx.xxxx

Find what you are looking for

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Objectives:

The inclusion funds' main objective is to promote the inclusion of international students in the student environment at NMBU. The inclusion funds contribute to this by creating contact between Norwegian and International students, and to give International and Norwegian students an arena to share knowledge involving culture, language, and history.

Who can apply?:

Both individual students, groups and associations from NMBU can apply for funding, including Studentsamfunnet I Ås.

1. The application process:

1.1 Deadline:

The deadline for application is the 5th every month. Should the set deadline fall on a holiday or weekend, the deadline will be the first working day after the holiday or weekend. Applications submitted after the deadline will not be processed. Funds will be transferred within the 15th every month.

1.2 Application:

- An application has to be sent through Nettskjema. The International Officer is responsible for the application form.
- Decisions made by the committee are final and cannot be appealed.
- Applications will not be processed in July.
- The applicant must advertise the activities in both English AND Norwegian. Posters can be printed for free at the Student Board Office within reason.

- 1674 • Students applying for larger social/pro-active activities will be prioritized (i.e. groups larger than
1675 ten).
- 1676 • The committee of Inclusion Funds will take into account the number of applicants, and assess
1677 according to what activities that they believe will facilitate the most cultural exchange between
1678 Norwegians and Internationals.

1.3 Requirements for the applicant and the application:

- 1680 • The funds must be used for **socio-cultural activities**.
- 1681 • The application and the report must be written in English.
- 1682 • For **organizations** applying: Use the banc account that belongs to the organization, not a private
1683 account.
- 1684 • The application must contain a budget with explanations for each post.
- 1685 • The applicant must seek to make as many students as possible benefit from the activities for
1686 which it is applying.
- 1687 • Activities on or close to campus have a higher priority in the distribution of funds. However,
1688 activities organized further away may still qualify for funding.
- 1689 • Closed or internal activities may be considered as long as the target is culture/language exchange.
- 1690 • Only upcoming events can be applied for. Exceptions can be made by the committee under special
1691 circumstances. Both upcoming and previous activities can be applied for. Applications for
1692 previous activities should be sent within one month of the activity.
- 1693 • Applicants who also receive Inclusion Funds, support from Studentsamfunnet i Ås or other funds
1694 for their activity may still be eligible for funding, however, the amount may be reduced.
- 1695 •
- 1696 •
- 1697 •

1.4 Not eligible for support:

- 1698 • Expenses for tobacco or alcohol
- 1699 • Expenses for activities which are only educational and/or political. These types of activities may
1700 be eligible for support through the Funds for Academic and Political Activities
- 1701 • Expenses for fieldwork or other thesis work
- 1702 • Transportation expenses however, transportation may be covered in special circumstances.
- 1703 •
- 1704 •

2. Report:

- 1705 • A report with all the receipts has to be submitted through Nettskjema no later than 1 month after
1706 the activity has taken place.
- 1707 • A report should include an explanation about
- 1708 ○ how the event went.
- 1709 ○ how many people came, internationals and Norwegians.
- 1710 ○ Accounting overview: how much money you got, how much was spent and on what were
1711 the expenses and surplus if you did have less expenses that budgeted for.
- 1712 •
- 1713 •
- 1714 •

3. Redistribution of money:

1715

1716 If you have other expenses than you originally planned for, or if you have to change the original event due
1717 to unforeseen circumstances, then you can apply for redistribution by sending an email to the
1718 International officer. This email should include:

- Why you have the surplus.
- From which activity are you redistributing money from.
- What is the new activity or expense that you are planning.
- If it is a new activity, when will it take place.

4. Reimbursement of Funds:

- All funds not spent must be reimbursed within 1 month of the event to account 1654.20.29092. Include organization name, mark it with "Project 112 inclusion funds [name of organization]", and notify the International Officer about the transfer.
- Applicants who fail to refund unused Inclusion funds within the deadline, will not receive new funds until the unused funds are reimbursed.

5. Violation of guidelines:

1732 If the applicant fails to comply with the rules of this document or organization if funds are used for
1733 purposes not supported by inclusion funds, it may result in sanctions for the person, group or
1734 organization that is applying.

1736 The mildest form of sanction is a warning, while the strictest is exclusion from the allocations for the next
1737 year.

1738 The International Officer in the Student Board has the authority to issue warnings and demand refunds
1739 as sanctions. Application of warnings and sanctions must be notified to the Inclusion Funds committee.
1740 If the case is of higher severity, it will be referred to the Student Parliament and treated as a complaint
1741 case there.

1743 Applicants that fail to refund unused funds within 2 months after the planned activity, will not receive
1744 new funds until the unused funds are refunded. For more information on refunds, see subsection
1745 4.Reimbursments of Funds

1747 Groups and associations expressing discrimination based on gender, ethnicity, religion, belief, disability,
1748 sexual orientation, gender identity, or gender expression in their statements and/or actions will not be
1749 eligible to receive inclusion funds. Exceptions to this apply to special arrangements where discrimination
1750 serves a legitimate purpose, such as gender-specific associations or local associations.

1752 If violations of the inclusion funds guidelines are discovered, a complaint can be filed. All students at
1753 NMBU can file a complaint, which is submitted to the Student Board.

6. The Inclusion Funds Committee:

- One representative from the Student Board (leader of the committee)
- One representative from the Samfunnet Board
- One representative from ISU
- One representative from ESN
- If necessary, AU can supplement with an extra member to be capable of passing decisions

1761

1762 Committee members who themselves are board members of the organizations applying for funding or
1763 are actively involved in planning the event will not be allowed to participate or be present in the
1764 processing of the application. This includes the general discussions and outcome of the application.

1765

1766 There should be at least 3 committee members present in order to make decisions concerning
1767 applications.

1768

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1770

7. Introduction week:

1771 Introduction week is referred to as the introductory, or welcome activities organized to welcome the new
1772 arriving international students.

1773 The Buddy General in cooperation with ESN and ISU are the main responsible for the planning and
1774 execution of the Introduction week in both August and January/February. The Inclusion Funds also
1775 provide financial support for the Introduction week during both periods. The activities planned for the
1776 incoming international student are exempt from the requirement of mandatory inclusion of Norwegian
1777 students.

1778

Criteria:

1779 - Activities cannot overlap with other events and days planned for the Buddy week. Such activities
1780 will not be supported by the Inclusions funds committee.

1781 - An application including all activities planned for the week has to be submitted prior to the start
1782 of the Introduction week.

1783 ○ This application has to include a budget for the activities, but are exempted from the rule
1784 of applying to redistribution to events within the Introduction week.

1785 - A report must be submitted following the same criteria as the rest of the inclusion funds. This
1786 report must include how the money allocated was used.

1787

1788

8. Revision of the Rules:

1789 The regulations are revised by the Student Parliament every even-numbered year. Revision of
1790 regulations is a matter for discussion at ST-1 and a matter for decision at ST-2.

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2417.9 Attachment 9 Current rules for allocation of inclusion funds

Rules for Inclusion funds

Approved at Student Parliament 1, 08.02.2021

Objectives:

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

Entitled for support:

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

Not entitled for support:

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

Requirements for the application and the applicant:

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

The Inclusion Funds Committee:

- One representative from the Student Board (leader of the committee).
- One representative from the Samfunnet Board.
- One representative from ISU.
- One representative from SIT.
- One representative from ESN

1843 Committee members who themselves are board members of the organizations applying for funding or
1844 are actively involved in planning the event will not be allowed to participate or be present in the
1845 processing of the application. This includes the general discussions and outcome of the application.
1846

1847 There should be at least 3 committee members present in order to make decisions concerning
1848 applications.
1849

1850 **Other:**

- 1851 • Decisions made by the committee are final and cannot be appealed.
- 1852 • The deadline for application is the 5th every month. Funds will be transferred within the 15th every
1853 month.
- 1854 • Applications will not be processed in July.
- 1855 • All funds not spent must be reimbursed within one month of the event to account 1654.20.29092.
1856 Include organization name, mark it as Inclusion Funds repayment and notify the International
1857 Officer about the transfer.
1858
1859

1860 2417.10 Attachment 10 Proposed changes in the Statutes for the Student
 1861 Parliament
 1862

Proposal no.	Type:	Paragraph	Section	Sentence
1	Change	§ 5-3 Other elections and appointments conducted in the Student Parliament	-	-
<p>Old text: The Student Parliament elects student representatives to central positions and committees at NMBU, to individual committees and to the board for student welfare organization. All elections are done by writing. In the case that only one candidate is running for one position, they can be elected by acclamation, unless at least one representative wishes to have a written voting process.</p> <p>With a tie in voting between two candidates, a new voting round will be held. With a continued tie after a new voting round, the decision will be made according to the proposed resolution. If there is no suggestion made the decision will be made by drawing lots. Those chosen in this paragraph have minute requirements to the Student Parliament.</p>				
<p>New text: The Student Parliament elects student representatives to positions described in the document Framework for the Working Year of the Student Parliament. All elections are done by writing. In the case that only one candidate is running for one position, they can be elected by acclamation, unless at least one representative wishes to have a written voting process.</p> <p>With a tie in voting between two candidates, a new voting round will be held. With a continued tie after a new voting round, the decision will be made according to the proposed resolution. If there is no suggestion made the decision will be made by drawing lots. Those chosen in this paragraph have minute requirements to the Student Parliament.</p>				
<p>Grounds: Move the responsibility of listing positions to a document lower in the hierarchy</p>				
<p>Proposal Enact</p>				

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Proposal no.	Type:	Paragraph	Section	Sentence
2	Change	§ 7-4 Issues of mistrust against the representatives chosen by Electronic Ballot Voting	-	-
<p>Old text:</p> <p>With issues of mistrust against representatives chosen through electronic ballot voting after statutes §§ 5-2 a and b, it is handled first by the Student Parliament. If it is proposed by a qualified majority amongst representatives in attendance, it will be handled through an electronic ballot vote where all students with a valid semester registration have the right to vote. The approval of the mistrust requires at least a 50% majority of votes. Those who have cases of mistrust approved against them must resign immediately from their position.</p> <p>Cases of mistrust cannot be taken against student representatives in the University Board, as it goes against Lov om universiteter og høyskoler § 9-8. (The laws for Universities and Higher schools)</p>				
<p>New text:</p> <p>The student parliament can decide that an officer elected by statutes §§ 5-2 a and b is mistrusted with a absolute qualified majority of votes. Those who have cases of mistrust approved against them must resign immediately from their position.</p> <p>Cases of mistrust cannot be taken against student representatives in the University Board, as it goes against Lov om universiteter og høyskoler § 9-8. (The laws for Universities and Higher schools)</p>				
<p>Grounds:</p> <p>Casting a no-confidence motion against a person elected at the ballot box is a tedious process, which takes a long time to complete. This can create an unnecessarily high threshold for starting the process. Shifting power to Student Parliament will speed up the process, and lower the threshold for addressing this move.</p>				
<p>Proposal</p> <p>Enact</p>				

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Proposal no.	Type:	Paragraph	Section	Sentence
3	Change	§ 8-1 Documents approved by Student Parliament	-	-
<p>Old text The following documents are to be approved by the Student Parliament:</p> <ul style="list-style-type: none"> • Statutes with accompanying instructions • Program of Principles • Political documents • Decrees/Resolutions • Economic regulations • Plan of Action • Budget • Schedule • Working instructions for the Control Committee • Instructions for Student Councils • Working Instructions for the Student Board. • Rules of Procedure and Agenda. • Instructions for Elections of the Student Board and other elections. • Positional instructions for the Buddy General • Regulations for the allocation of welfare funds • Rules for inclusion funds 				
<p>New text: The following documents are to be approved by the Student Parliament:</p> <ul style="list-style-type: none"> • Statutes with accompanying instructions • Program of Principles • Political documents • Decrees/Resolutions • Economic regulations • Plan of Action • Budget • Schedule • Working instructions for the Control Committee • Instructions for Student Councils • Working Instructions for the Student Board. • Rules of Procedure and Agenda. • Instructions for Elections of the Student Board and other elections. • Instruction for the Buddy week • Regulations for the allocation of welfare funds • Rules for inclusion funds 				
<p>Grounds: Change the name of a document that was rewied last fall.</p>				
<p>Proposal Enact</p>				

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Proposal No:	Type:	Paragraph	Section	Sentence
4	Change	§ 8-1-4 Resolutions	-	-
Old text Resolutions stipulates what the Student Parliament believes in a particular case. Resolutions can be processed directly. If one resolution is especially current , a decision can be made even if the resolution is sent in after the case paper deadline. In that case, The Student Parliament have to decide during the constitution with a qualified majority (2/3 of the votes) if they want to make a decision in the case				
New text: Resolutions stipulates what the Student Parliament believes in a particular case. Resolutions can be processed directly. If the student parliament wishes to , a decision can be made even if the resolution is sent in after the case paper deadline. In that case, The Student Parliament have to decide during the constitution with a qualified majority (2/3 of the votes) if they want to make a decision in the case				
Grounds: We would like to emphasize that it is the Student Parliament that chooses what it wants to do, and removes an unnecessary criterion for taking up a resolution.				
Proposal Enact				

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2417.11 Attachment 11 Current Statutes for the Student Parliament

Statutes for the Student Democracy at the Norwegian University of Life Sciences

*Approved at the foundational meeting: 27.11.2013.
Last revised Student Parliament 3, 24.04.2023*

Chapter Overview:

1. Purpose and Scope
2. Structure of the Student Democracy at NMBU
3. The Student Parliament
4. The Student Parliament's Student Board
5. Elections and Appointments
6. Impartiality
7. Mistrust
8. Instructions
9. Dissolution of the Student Democracy at NMBU
10. Membership in the Norwegian Student Organization (NSO)
11. Amendments to the Statutes
12. Definitions

Chapter 1: Purpose and Scope**§ 1-1 Purpose**

The Student Democracy at NMBU has the purpose of protecting the students' interests and bringing forward their inputs.

§ 1-2 Scope

These statutes apply to all organs of the Student Democracy at NMBU and are constructed in accordance with national laws and regulations. Instructions taken up in chapter 8 cannot go against these statutes.

Chapter 2: Structure of the Student Democracy at NMBU**§ 2-1 At a Central Level**

The highest democratic organ in the Student Democracy at NMBU is the Student Parliament. The daily operations of the Student Parliament are carried out by the Student Parliament's Student Board.

§ 2-2 At a Faculty Level

At the Faculty level, the Student Democracy consists of Student Councils. Student Councils are constructed of the committees and positions that come from the model for Student Councils approved of at Student Parliament 6 on 14.11.2016.

The Faculty general assembly is the highest student democracy organ at a faculty level. Between faculty general assemblies the student councils stand for the daily operations and representations of the faculty's student democracy.

The Student Council at Campus Adamstuen is delegated the power of communication and representation over the Welfare Committee in Oslo and Akershus.

1964

Chapter 3: The Student Parliament**§ 3-1 Powers and Functions**

1965 The Student Parliament represents all students at NMBU, and decisions made in the Student Parliament
1966 are made on the behalf of all students. The Student Parliament has the responsibility to inform about
1967 decisions made. Closing of the meeting must follow the provisions in §3-6.

1970

§ 3-2 Composition

1971 The Faculties at NMBU are constituents of the Student Parliament. The Student Parliament consists of 25
1972 representatives. These representatives are distributed according to the democracy model approved of at
1973 Student Parliament 6 in 2016.

1975 The division method for the mandatory seat allocation follows this formula:

1976

1977 $\frac{V}{2^{s+1}}$

1978

1979

1980 V= Number of students at the faculty

1981 S= Number of student representatives the faculty is allocated

1982

1983 Updated number of students can be found in the Database for Statistics on Higher Education (DBH) every
1984 fall. The average of the number of students for the spring semester and fall semester make up the basis
1985 for the following year's representative distribution in the Student Parliament.

1986

1987 This calculation basis is presented for orientation before the fall faculty general assemblies.

1988

§ 3-3 Election of representatives

1989 Student Parliament representatives and substitute Student Parliament representatives are elected for
1990 one (1) year at a time at open student general meetings in each faculty. The date for the general meetings
1991 is decided as a general rule in the date plan adopted by the Student Parliament. The Student Council head
1992 and deputy head are responsible for the implementation of the general assembly at their faculty.

1994

1995 The choice is made by written or digital voting. If there are not more candidates than the number of
1996 positions, the election can be carried out by acclamation. One must try to ensure representation from
1997 several genders and different fields of study.

1998

§ 3-5 Meetings and Summoning

1999 The Student Parliament must hold at least 3 meetings per semester. The Student Board is responsible for
2000 summoning the Student Parliament. Summoning and case papers should be made available to all students
2001 at least 7 days before the meeting. Electronic decisions are the exclusion of this statute cf. §3-10.

2002

2003 The provision that the summoning and case papers need to be made available for all students in the first
2004 paragraph entails that they need to be translated to English. If there is uncertainty about the translation,
2005 the Norwegian version will be the basis for understanding. Further specification is outlined in the
2006 instructions for the Student Parliament.

2007

2008 All students with a valid semester registration have the right to send in cases to the Student Parliament.
2009 This must be done at the latest 14 days before the meeting if the case is to be handled. This provision
2010 does not count for cases to be handled under "other." Further specification is outlined in the instructions
2011 for the Student Parliament. Extraordinary Student Parliaments is held if at least 3 members of the Student
2012 Board, at least 13 representatives from the Student Parliament, or at least 25 students desire it.
2013 Extraordinary Student Parliament is to be made known to the public at least 7 days before taking place,
2014 and should only handle the case(s) that were the reason for its summoning.

2015

- 2016
- 2017 **§ 3-6 Representation at the**
- 2018 Representation at the Student Parliament
- 2019 The following people are required to attend Student Parliament, and are required to give a written
- 2020 notification before the meeting if they cannot attend:
- 2021 - The Student Parliament's Representatives
- 2022 - The Student Parliament's Student Board
- 2023 - The Student Parliament's organizational secretary
- 2024 - The Student Parliament's chairmen
- 2025
- 2026 At least one representative from the following organs must attend the meeting:
- 2027 - The Student Representative in the University Board
- 2028 - The Student Representative in the SiÅs board
- 2029 - The International Student Union (ISU)
- 2030 - The Control Committee
- 2031 All students at NMBU have the right to attend the Student Parliament.
- 2032
- 2033 **§ 3-7 Closing of a Meeting.**
- 2034 The Student Parliament's meetings are open. The Student Parliament can decide to close a meeting with
- 2035 a qualified majority from the representatives in attendance. Translators or other support functions can
- 2036 stay in the meeting if at least one of the student parliament representatives requires them to.
- 2037 With the closing of a meeting, separate minutes will be recorded that are withheld from public disclosure.
- 2038
- 2039 **§ 3-8 Decision Validity**
- 2040 The Student Parliament can make valid decisions when at least 50% of the representatives are in
- 2041 attendance.
- 2042
- 2043 **§ 3-9 Voting rights and Voting**
- 2044 The Student Parliament's representatives have a voting right. If a main representative notifies of an
- 2045 absence, their appointed substitute has a voting right when in attendance. Decisions in the Student
- 2046 Parliament are normally made with a 50% majority. Decisions are made with hand raising, unless one
- 2047 representative asks for a written voting. With a voting tie, the Student Parliament can take a new vote.
- 2048 With a continued tie after a second voting, the case can be handled according to the proposed
- 2049 resolution.
- 2050
- 2051 **§3-10 Speaking and Proposal Rights**
- 2052 Everybody has a right to speak at Student parliament meetings. All students at NMBU has the right to
- 2053 propose cases at Student parliament meetings.
- 2054
- 2055 **§ 3-11 Electronic Voting**
- 2056 Electronic voting can be used to make decisions about single cases. Electronic voting is carried out in the
- 2057 method described in the instructions for electronic voting. The deadline to vote electronically is within 7
- 2058 days.
- 2059
- 2060 Electronic voting cannot be used to vote on matters concerning the following:
- 2061 - Elections
- 2062 - Cases of mistrust
- 2063 - Changing to the Student Parliament's committee documents and instructions
- 2064 - Appointment of the student representatives to councils and committees
- 2065 - Other matters of considerable nature
- 2066
- 2067 Main Student Parliament Representatives have voting rights with electronic voting.
- 2068

2069 Electronic voting cannot take place if one or some student parliament representatives wish to handle the
2070 case at a normal student parliament before the deadline. The desire must be justified.

2071 **§ 3-12 Position Resignation**

2072 The Student Parliament representatives automatically resign from their position in the Student
2073 Parliament when they are elected to the following organs:

- 2074 - The Student Parliament's Student Board
- 2075 - The University Board
- 2076 - The SiÅs Board
- 2077 - The Student Board of the Norwegian Student Organization
- 2078 - The Control Committee

2079
2080
2081 Student Parliament representatives also automatically resign their seats if they are no longer students at
2082 the university.

2083 If a Student Parliament representative changes faculty, that person can remain in office until
2084 supplementary elections can be held at the next general meeting. In that case, they will remain in office
2085 as a representative of their old faculty. Alternatively, they may resign their seat.

2086
2087 With position resignation, the position holder's deputy representative automatically inherits the position
2088 as a main representative.

2089 **§3-13 Temporary Position Resignation**

2090 In the case of partiality, there will be a temporary place resignation. This means that the representative
2091 withdraws from their position in cases where it applies. In the case of temporary place resignation the
2092 deputy will take over cf. § 6-1
2093

2094 2095 **Chapter 4: The Student Parliament's Student Board**

2096 **§ 4-1 Powers and Functions**

2097 The Student Board (AU) carries out the Student Parliament's daily operations and represents the Student
2098 Parliament between meetings. AU can make decisions in urgent cases, cases that are delegated due to
2099 earlier decisions in the Student Parliament, and appoint people to non-decision making committees. AU
2100 makes proposals in all cases handled by the Student Parliament, with the exception of Elections.

2101 **§ 4-2 Composition**

2102 The Student Parliament's Student Board shall consist of the following members:

- 2103 - President
- 2104 - AU member
- 2105 - AU member

2106
2107
2108 The Student Board constitutes their areas of responsibility internally.

2109
2110 Working time and election periods are regulated according to functions § 5-1.

2111 **§ 4-3 Decision Ability and Voting Ties**

2112 The Student Board can make valid decisions when at least four members are in attendance. With a voting
2113 tie in the Student Board, the president has a double vote.

2114 **§ 4-4 Editorial authority**

2115 Usually, The Student Board has editorial authority to correct typographical errors in all adopted
2116 documents, unless otherwise decided by the Student Parliament. The authorization only applies to minor
2117
2118

2119 linguistic changes. Changes in the content can only be made by a new decision in the Student Parliament.
2120 The date of changes must be listed at the top of the document, under information about when the
2121 document was adopted.
2122

2123 **Chapter 5: Elections and Appointments**

2124 **§ 5-1 Eligibility for the Student Democracy**

2125 The overarching rule is that all Students at NMBU with a valid semester registration can run for positions
2126 in the Student Democracy. This applies unless otherwise specified.
2127

2128 **§ 5-2 Electronic Ballot Elections**

2129 a) Election of the Student Parliament's Student Board

2130 The Student Parliament's Student Board are elected through Electronic Ballot Voting, where all students
2131 with a valid semester registration have the right to vote. The Electronic Ballot Election take place in April
2132 every year. They hold their position for 1 year, between 1.7. until 30.6. Candidates who apply must be
2133 able to master Norwegian as a working language.
2134

2135 b) Election to the University Board

2136 Two student representatives are elected, one of each legal gender, with a deputy. They are chosen
2137 through an Electronic Ballot vote, where all students with a valid semester registration have the right to
2138 vote. The election takes place every year in April/May and in November. They hold the position for one
2139 year, from 01.07 to 30.06 for the spring election, and 01.01-31.12 for the fall election.
2140

2141 c) Elections to the Faculty Board

2142 Two student representatives, on of each legal gender, are elected with personal substitute to the seven
2143 Faculty Boards (FS). These are elected by electronic urn election, where all semester-registered students
2144 at the relevant faculty have the right to vote. A student only has the right to vote in one faculty board
2145 election. The Electronic Ballot election takes place every year in April / May and November. The position
2146 time for the elected is 1 year and lasts from 01.07. to 30.06 for the spring election, and 01.01-31.12 for
2147 the autumn election. Candidates of a gender other than the representative who already sits on the board
2148 are eligible to stand for election at a given semester.
2149

2150 **§ 5-3 Other elections and appointments conducted in the Student Parliament**

2151 The Student Parliament elects student representatives to central positions and committees at NMBU, to
2152 individual committees and to the board for student welfare organization. All elections are done by
2153 writing. In the case that only one candidate is running for one position, they can be elected by acclamation,
2154 unless at least one representative wishes to have a written voting process.
2155

2156 With a tie in voting between two candidates, a new voting round will be held. With a continued tie after
2157 a new voting round, the decision will be made according to the proposed resolution. If there is no
2158 suggestion made the decision will be made by drawing lots. Those chosen in this paragraph have minute
2159 requirements to the Student Parliament.
2160

2161 **§ 5-4 Resignation of position and Supplementary Elections**

2162 Normally, a supplementary election will be held in the case of place resignation from positions elected by
2163 the Student Parliament. Supplementary elections follow the same election rules as normal elections. This
2164 can be adjusted in cases of urgent votes, a short time left of the time period of the position, or other
2165 reasons in which it is appropriate.

2166 In the event of a resignation from a position elected at a general meeting, the substitute member will
2167 move to the permanent position. Alternatively, the Student Council can appoint a temporary
2168 representative who sits until the next general meeting. This also applies if positions are empty because
2169 they were not filled at the general meeting, as long as the general meeting has not decided otherwise.
2170

§ 5-5 Resignation of position in the Student Board

If a leader or member of the Student Board resigns during the term of office, the Student Parliament appoints a temporary member. The election is made according to the same election rules that apply to ordinary elections in the Student Parliament.

In the event of resignation before the autumn ballot election, the temporary member sits until a new member is elected in the ballot election. In the event of resignation after the autumn ballot box election, the temporary member sits for the remainder of the period and until a new Student Board takes office.

If the leader resigns, the leader's deputy will become acting leader until a new leader is elected by ballot.

Chapter 6: Impartiality**§ 6-1 Impartiality**

For someone to be "partial" entails that there are circumstances that are likely to cause bias in the person's judgment. This can happen when a person is a part of a case or has strong personal consequences from the results of a case, or has close family with the previously mentioned.

In order to have good administrative practices, questions of partiality must be strict. This means that a lot must happen to name a representative partial. Those that are named partial must temporarily resign from the case, cf. § 3-12.

Cases of partiality are handled with a 50% majority voting from the relevant organ, and the person in question cannot vote. If more than one person in a case is questioned about partiality, none of the involved can partake in voting about their own or others' partiality, unless the organ is no longer a decision making organ in the case. In this case, all meeting members can participate.

Chapter 7: Mistrust**§ 7-1 Mistrust**

Issues of mistrust can be brought up by Student Parliament representatives or other organs of the Student Democracy, and should be delivered to the Student Parliament's organizational secretary. When handling these issues at the student parliament, the one that the case is brought up against has the opportunity to present their own case.

§ 7-2 Ability to ask for a statement from the control committee

If cases where mistrust are brought forward, both parties can ask for a statement from the control committee in sufficient time before the case is handled.

§ 7-3 Issues of mistrust against the representatives chosen by the student parliament

With a 2/3 majority vote amongst representatives in attendance, the student parliament can decide that an officer is mistrusted, following statutes §§ 5-1 second paragraph, and 5-3. Those who are deemed distrusted must immediately resign as an appointee from the student parliament

§ 7-4 Issues of mistrust against the representatives chosen by Electronic Ballot Voting

With issues of mistrust against representatives chosen through electronic ballot voting after statutes §§ 5-2 a and b, it is handled first by the Student Parliament. If it is proposed by a qualified majority amongst representatives in attendance, it will be handled through an electronic ballot vote where all students with a valid semester registration have the right to vote. The approval of the mistrust requires at least a 50% majority of votes. Those who have cases of mistrust approved against them must resign immediately from their position.

2223 Cases of mistrust cannot be taken against student representatives in the University Board, as it goes
2224 against *Lov om universiteter og høyskoler* § 9-8. (The laws for Universities and Higher schools)

2227 **Chapter 8: Documents**

2228 **§ 8-1 Documents approved by Student Parliament**

2229 The following documents are to be approved by the Student Parliament:

- 2230 • Statutes with accompanying instructions
- 2231 • Program of Principles
- 2232 • Political documents
- 2233 • Decrees/Resolutions
- 2234 • Economic regulations
- 2235 • Plan of Action
- 2236 • Budget
- 2237 • Schedule
- 2238 • Working instructions for the Control Committee
- 2239 • Instructions for Student Councils
- 2240 • Working Instructions for the Student Board.
- 2241 • Rules of Procedure and Agenda.
- 2242 • Instructions for Elections of the Student Board and other elections.
- 2243 • Positional instructions for the Buddy General
- 2244 • Regulations for the allocation of welfare funds
- 2245 • Rules for inclusion funds

2247 **§ 8-1-1 Statutes**

2248 The statutes outrank all other management documents.

2250 **§ 8-1-2 Program of Principles**

2251 The Program of Principles determines the organization's ground principles and executive political
2252 priorities. The Program of Principles outranks the rest of the Student Parliament's politics.

2254 The Program of Principles shall be treated every 5th year. The Student Parliament can choose to treat the
2255 Program of Principles at any time. The Program of Principles shall be treated in two student parliament
2256 meetings: with a discussion case in the first meeting and a decision case in the second meeting.

2258 **§ 8-1-3 Political platforms**

2259 Political platforms determine what the Student Parliament thinks of a certain topic. These shall not go
2260 against the Program of Principles, but outside of this, political platforms outrank the rest of the Student
2261 Parliament's politics. A document is valid for 5 years. Political platforms shall be processed in two student
2262 parliament meetings: with a discussion case in the first meeting, and a decision case in the second
2263 meeting.

2265 **§8-1-4 Resolutions**

2266 Resolutions stipulates what the Student Parliament believes in a particular case. Resolutions can be
2267 processed directly. If one resolution is especially current, a decision can be made even if the resolution is
2268 sent in after the case paper deadline. In that case, The Student Parliament have to decide during the
2269 constitution with a qualified majority (2/3 of the votes) if they want to make a decision in the case.

2271 **§ 8-3 Other Instructions**

2272 The Student Parliament can approve of other instructions as needed.

2273
2274
2275 **Chapter 9: Dissolution of the Student Democracy at NMBU**
2276 **§ 9-1 Dissolution**

2277 Dissolution of the Student Democracy at NMBU must be approved of with a qualified majority amongst
2278 present representatives for two consecutive student parliaments. The decision goes into effect after the
2279 second meeting is adjourned. Proposals for dissolution must be made at least 4 weeks before it is handled
2280 for the first time, and the first student parliament meeting that handles the case is to be an open meeting
2281 where all students at NMBU are called in.

2282
2283 **§ 9-2 Merging with Other Student Democracies**

2284 Merging of the Student Democracy at NMBU with other student democracies must be approved of with a
2285 qualified majority amongst representatives in attendance for two consecutive meetings. Proposals for
2286 merging must specify the point in time at which the merge will take place.
2287

2288 **Chapter 10: Membership in the Norwegian Student Organization**

2289 **§ 10-1 Membership in the Norwegian Student Organization**

2290 The Student Democracy at NMBU is a member of the Norwegian student organization (NSO). Withdrawal
2291 must follow the protocol of NSOs statutes.
2292

2293
2294 **Chapter 11: Amendments to the Statues**

2295 **§ 11-1 Submitting of Amendment Proposals**

2296 Proposals for amendments of these statutes should be taken to the Student Parliament's Student Board
2297 at least 14 days before the meeting in which they will be addressed, and needs to be made public to all
2298 students at least 7 days before the meeting.
2299

2300 **§ 11-2 Decisions and Effectiveness**

2301 With a qualified majority vote amongst representatives in attendance, the Student Parliament can decide
2302 that changes go into effect immediately after they are adopted
2303

2304 With a qualified majority, the Student Parliament can bring changed into effect. The Student Parliament's
2305 Student Board has the power to make editorial changes in these Statutes. Such changes must be presented
2306 for orientation during the first meeting after they are made.
2307
2308

2309 **Chapter 12: Definitions**

2310 **§ 12-1 Majority Voting**

2311 Simple Majority: This means that a proposal receives the most votes

2312 50% majority: This means that a proposal receives more than ½ of the votes from participating voters
2313

2314 Qualified Majority: This means that a proposal receives 2/3 or more of the votes from the participating
2315 voters
2316

2317 Absolute Majority: A proposal receives more than ½ of the total number of votes

2318 Absolute Qualified Majority: A proposal receives 2/3 or more of the total number of votes
2319
2320
2321
2322