

# Student Parliament 3 2023



**Studenttinget**  
VED NMBU

Monday 24<sup>th</sup> of April 2023  
INNSIKTEN -VET bygningen  
KI 16.30-20.30

**Student Parliament is open for everyone,  
welcome!**

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

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



# AGENDA

STUDENT PARLIAMENT 3 - 2023, MONDAY 24<sup>th</sup> OF APRIL AT 4:30 PM, INSIKTEN, VET building  
COMPLETE CASE DOCUMENTS ARE ONLY SENT TO PERMANENT STUDENT REPRESENTATIVES.  
THE DOCUMENTS ARE ALSO PUBLISHED AT THE STUDENT BOARD WEBSITE:

<http://www.studentdemokratiet.no>

**Registration begins at 16:15**

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## 2331 Constitution

2331.1 Approval of today's agenda and summoning

2331.2 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 2331.3 Appointment of a Counting Committee

- 6
- 7 1.
- 8
- 9 2.
- 10
- 11 3.
- 12

## 13 2332 Greeting from the Director of the Communication Department

14 Kenneth Vikse Director of the Communication department presents.  
15  
16

## 17 2333 Orientation cases

18 2333.1 Minutes

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

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

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

- 26 - The Student Board (AU)
- 27 - The University Board (US)
- 28 - The Education Board (SU)
- 29 - Student Welfare Organization in Ås (SiÅs)
- 30 - International Student Union (ISU)
- 31 - The Research Board (FU)



- 32 - The Learning Environment Committee (LMU)
- 33 - Erasmus Student Network (ESN)
- 34

35 **2333.2 Orientation by the Student Board President**

36 *Case responsible: The Student Board v/ Jens*

37

38 **Purpose:**

39 To inform the Student Parliament of the work done by the president of the Student Board

40

41 **Background:**

42 Here are three issues that are important right now, or have been important recently, in addition to a brief  
43 summary of other issues I have spent a lot of time on recently:

44

45 **Election**

46 In recent weeks, we have all worked a lot on planning the spring elections. There are many elections that  
47 will take place in the same time period (both the ballot box election, the general meetings, and elections  
48 at ST3), and it requires a lot of work to find candidates for all of these. Fortunately, we have a good  
49 distribution of work, where the electoral committee finds candidates for ST3, the student councils find  
50 candidates for the general meetings, and we find candidates for the [ballot box election](#). Nevertheless, this  
51 takes a lot of time, and AU has contacted approx. 150 students linked to the positions in the faculty boards  
52 (FS), the university board (US) and AU. A total of 11 permanent representatives and 8 substitutes are to  
53 be elected.

54

55 **Euroleague Student Association ([ELSA](#))**

56 The 16-19 of March, Helene and I were in Warsaw to meet student representatives from the other  
57 universities in our university alliance, [Euroleague of Life Sciences \(ELLS\)](#). On the agenda were many other  
58 matters related to how the organisation, which until now has consisted of 12 students from 6 universities,  
59 must change in order to accommodate 4 new universities with 8 new students. We also raised our own  
60 resolution on free sanitary products on campus, and discussed what we could do to get this adopted at  
61 all ELLS universities. We also had elections for a number of positions, and Helene was elected Vice-chair  
62 of ELSA.

63

64 **The competence demands report**

65 Friday the 24<sup>th</sup> of April, the Minister of Research and Higher Education Ola Borten Moe launched the  
66 Storting report "[Overview of the competence demands in Norway](#)". It is a review of society's needs for  
67 education and competence in the coming (ten) years, and will set guidelines for how research and  
68 education policy is planned in the years to come. Among other things, the report contains proposals for a  
69 new funding system, where research will no longer affect how much money the various institutions  
70 receive. It will probably affect the research-intensive institutions (such as NMBU) to some extent in the  
71 long term. The government also encourages the institutions to prioritize technology and science, and  
72 other educations that are important for the green shift, and educations such as teaching and nursing that  
73 are important for having good welfare services throughout the country.

74

75 **Other**

76 Among the other things that I have spent a lot of time on, I can mention:

77

- 78 - Mapping councils and committees that can be adapted to international students - in line with the  
79 action plan
- 80 - The University Board's processing of the case regarding the transfer settlement for 2022 - how  
81 we will cover additional costs related to energy, IT equipment, etc. in 2022.
- 82 - Preparations for the national meeting of the Norwegian Student Organization (NSO). I can also  
83 mention that I have applied to be International responsible in the NSO working committee, and  
84 hope to gain the national assembly's trust in that.
- 84 - Follow-up of the "Safe campus" case in different ways

## 85 2333.3 Orientation Student Board member Åse

86 *Case responsible: The student Board v/ Åse*

87

88 **Purpose:**89 To inform the Student Parliament of Åses work, as well as relevant issues regarding her area of  
90 responsibility since the Student Parliament meeting nr. 2

91

92 **Background:**93 A selection of prominent cases, events and topics related to my work recently can be summarized as  
94 follows:95 *Election communication*96 I have worked with the planning and preparation of communications related to the students' Ballot box  
97 elections during spring 2023. Among other things, I have coordinated with the Studies and  
98 Communications department for assistance in making the election visible through their channels.99 *Trygt Campus (Safe Campus)*100 So far during the spring semester, we have worked on the Trygt Campus case in various ways, where I  
101 have mainly worked on various tasks related to communication and visibility around the topic at the  
102 university, such as:

- 103 1. Collaboration with the Department of Studies and SiÅs in reviewing and revising websites for
- 
- 104 resources and reporting, with an emphasis on more student-oriented communication and design.
- 
- 105 2. Initiated dialogue around revising the form for reporting unsafe conditions such as consent,
- 
- 106 sexual harassment and abuse.
- 
- 107 3. Initiated dialogue regarding the possibility of raising the matter as an overall topic in the
- 
- 108 University's Leadership Team (ULT) and the University Administration's Leadership Group
- 
- 109 (UAL).
- 
- 110 4. Collaboration on campaigns and relevant campaign material with NMBU, SiÅs and
- 
- 111 Helstestasjonen (The Health Station), as well as the Studentsamfunnet in Ås and Amnesty
- 
- 112 International NMBU.

113 *Student innovation: The innovation house in the center of Ås and the principal's investment funds*114 As a member of the Working Committee for the Innovation House in the center of Ås, I have an active  
115 input and contributing role in the premises' design and function going forward, with a special focus on  
116 the place being a strong resource for students and student innovation at NMBU.117 In connection with the principal's investment funds, we have received approval that part of this pot will  
118 go towards the creation and employment of a coordinator position at NMBU who will work concretely  
119 for increased interaction, visibility and facilitation of work related to student innovation at the university.

120

121 **Other**

- 122 - Preparations for the National Meeting of the Norwegian Student Organization (NSO), which takes
- 
- 123 place in Tønsberg from Friday the 14
- <sup>th</sup>
- of April to Sunday the 16
- <sup>th</sup>
- of April, and the pre-meeting
- 
- 124 which takes place on Thursday the 13
- <sup>th</sup>
- of April. According to the plan, I will also sit on the
- 
- 125 editorial committee for NSO's action plan.
- 
- 126 - The implementation, follow-up and evaluation of Green Week 2023 as a project was somewhat
- 
- 127 prominent at the beginning of March, and I am now in the process of creating an experience
- 
- 128 document that can help prepare those who will organize the Green Week 2024.
- [NMBU case about  
129 Green Week 2024 can be found here.](#)

130

131

132 **2333.4 Orientation Student Board member Helene**133 *Case responsible: The Student Board v/ Helene*

134

135 **Purpose:**

136 To inform the Student Parliament of the work done since the last student parliament meeting

137

138 **Background:**139 **Meeting with SiO and open association**

140 I went together with the student life coordinator and head of Samfunnet to Oslo to hear about their work  
141 with associations and their open association label, Welcome, is about. This was an exciting meeting where  
142 we got a lot of good input, both on how to work with the Open Association and making these visible. A  
143 logo is also in progress! So now I'm looking forward to the autumn so that this work becomes even more  
144 visible :D

145 We also got an insight into their activity calendar, which is a good tool for getting all activities together  
146 in one place. Such a calendar is something we have worked on throughout the year ourselves, and I hope  
147 that within a few years we will have such a calendar even at Ås.

148

149 **Unexused leave in the Study Regulations**

150 At Studentting 6 in 2021, a resolution was passed which stated that "all students at NMBU shall have the  
151 same right to unexcused leave from their studies". Until now, you have only been able to get leave in the  
152 event of pregnancy, illness, care duties, conscription, demanding posts in student organizations or other  
153 special circumstances. From the 15<sup>th</sup> of March, it is now stated in the Study Regulations "You can apply  
154 for up to two consecutive semesters of leave from the study program without giving a reason, provided  
155 that the student has obtained at least 15 credits within their study programme". This shows that politics  
156 works :D

157

158 **Follow-up on welfare funds**

159 After the allocation of welfare funds at ST2, there has been some follow-up. Among other things, we have  
160 sent out reply letters to all the associations that applied. Thanks to the revised regulations, we have saved  
161 a lot of time by not having to create one response letter to each association, but could send a standard  
162 email, so we are very happy with that!

163

164 **Other:**

- 165 - The semester's best teacher has received as many as 100 nominations. Now the work will start  
166 with interviews, then we will find the semester's best teacher this semester too!
- 167 - We have also published the nomination form for the Study Environment Award. There the winner  
168 must be chosen, so you just have to wait a little longer to see who has won. We also received many  
169 good nominations here, which shows that we have many people who contribute to a good  
170 environment here at Ås.
- 171 - Me and Jens were on an ELSA trip to Warsawa, you can read more about it in his briefing.
- 172 - We are working on preparations for NSO's national meeting and have had interviews with the  
173 candidates. There is also a lot of policy review since two large platforms are to be revised.
- 174 - Last year, AU was one of the winners at NMBU's innovation day, so that idea has been worked on  
175 further. The idea referred to the need for an easier system for booking rooms, and today this idea  
176 is focused on dealing with group rooms. There have been some orientation meetings about the  
177 work, and in March we had an idea workshop to try to work our way to a possible solution. I can't  
178 wait to see the results of this project eventually

179

180



181 **2333.5** Annual reports US and SiÅs182 *Case responsible: The Student Board*183  
184 These reports will be sent out in an email and published on Canvas.185  
186187 **2333.6** Candidates for the Electronic Ballot Election Spring188 *Case responsible: The Student Board*189  
190 **Attachment 1:** Collection of candidacy presentations191  
192 **Purpose:**193 To orient the Student Parliament about the students' electronic Ballot Box Election in spring 2023 as well  
194 as present candidates who are running as Leader and Members of the Student Parliament's Student Board  
195 (AU) as well as a female representative to the University Board.196  
197 **Background:**198 The spring 2023 student election will take place from Wednesday the 26<sup>th</sup> of April to Wednesday the 3<sup>rd</sup>  
199 of May, and the NMBU students will elect a new leader and two new members to the Student Parliament's  
200 Student Board, as well as female representatives to the University Board and the Faculty Boards.  
201 Candidates for the two former are presented at Studentting 3, while the candidates for the latter are  
202 presented at the Student General assembly at the various faculties which take place during the democracy  
203 hour on the 26<sup>th</sup> of April. We encourage all students to exercise their right to vote in the election, as well  
204 as attend the Student General assembly at their faculty.205  
206207 **2333.7** Preliminary accounts for the Student Board208 *Case responsible: The Control Committee*209  
210 **Attachment 2:** Preliminary accounts for 2023211  
212 **Purpose:** To inform the Student Parliament of the student democracy's financial situation before the  
213 president, responsible for the finances, resigns.214  
215 **Background:**216 The attachment "Preliminary Accounts 2023" provides an overview of the financial situation as of  
217 28/03/2023. Here are some comments and explanations from the AU president:

- 218
- **The result:** The preliminary result shows a large deficit. This is because the grant from NMBU  
219 will not be paid out until the autumn. This does not mean that we are steering towards a large  
220 deficit.
  - **Miscellaneous income:** The item "Miscellaneous income" shows over NOK 33,000 received so  
221 far, despite the fact that NOK 0 has been budgeted for. These are mainly paid-in welfare funds,  
222 which are paid out again at the two distributions during the year. At the end of the year, these  
223 incomes will therefore ideally be matched with a corresponding additional expenditure on the  
224 item "Welfare funds"
  - **Education and training courses:** On this item, we have used well over half of the funds set aside,  
225 despite the fact that we are less than halfway through the year. That is because the Kick-Off  
226 Conference in February is by far the biggest expenditure on this item. We do not plan to arrange  
227  
228

229 a similarly expensive event in the autumn, but encourage the next AU to arrange an alternative  
230 academic/social arrangement.  
231 • **Marketing:** Here we have also used slightly more than half of the year's available funds. This is  
232 because the invoice for some of our purchases from the end of 2022 was paid at the beginning of  
233 2023.

234 The AU leader considers that the Student Parliament at NMBU has particularly good finances, and that  
235 we have a much leeway in spending money on things we think are important.  
236  
237

## 238 2334 Elections and appointments

### 239 2334.1 Election of Election of the Control Committee

240 *Case responsible: Election Committee*

241

#### 242 **Purpose:**

243 Elect two members to the Control Committee. The position will accede on 1st of July 2023 and will last  
244 for one year.

245

#### 246 **Background:**

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

254

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

256

#### 257 **Candidates:**

258

259

### 260 2334.2 Election of Student representatives to the SiÅs Board

261 *Case preparation: The Election Committee*

262

263 **Attachment 3:** Presentation of SiÅs.

264

#### 265 **Purpose:**

266 Elect two members (2-year term) and two substitutes (1-year term). The two permanent representatives  
267 sit for two years, while the two substitute representatives sits for one year. The position will accede on  
268 1<sup>st</sup> of July 2023.

269

**270 Background:**

271 *For candidates, it is important to read the presentation attached to the case documents.* The University  
272 foundation for student life in Ås (SiÅs) is responsible of safeguarding students' welfare and interests  
273 at NMBU in their everyday study. Among other things, they have been involved in deciding that Eika  
274 sports center should be built, the development of Skogveien and been the driving force behind the  
275 collaborative project on the Health Care Station for youth and students in Ås. The SiÅs board is the  
276 organization's highest authority, and is responsible for the overall business, both strategic and financial.  
277 The board deals with budgets, long-term plans, and overall policy. The students have a majority on the  
278 board, and they hold the positions of leader and vice-leaders. The other board members are divided into  
279 one person from the administration in SiÅs, one from NMBU and one external representative. The board  
280 constitutes itself.

281

282 This position is suitable for students who care about students' health and well-being, and who have  
283 previously held positions in selected committees / or boards at a higher level.

284

**285 Candidates:**

286

**287 Substitute**

288

289

**290 2334.3 Election of external representative to the SiÅs Board**

291

*Case responsible: The Election Committee***292 Purpose:**

293 To elect an external representative to the SiÅs Board. The representative and the substitute hold the  
294 position for 2 years. The position goes into effect on July 1, 2023.

295

**296 Background:**

297 The SiÅs Board consist of:

- 298 • 4 student representatives with 2 substitutes, elected by the Student Parliament
- 299 • 1 external representative, elected by the Student Parliament
- 300 • 1 representative from the employees in SiÅs
- 301 • 1 representative appointed by NMBU

302 The external representative's role is to contribute their competence to the board.

303

**304 Candidates:****305 Main representative:**

306

307

**308 Substitute representatives:**

309

310

311

312 **2334.4 Election of Chairman and substitute**

313 *Case responsible: The Election Committee*

314 **Purpose:**

315 Election of a chairman and a substitute. The position requires immediate accession and lasts until Student  
316 Parliament 3, in 2024.

317

318 **Background:**

319 The main task of the chairmen is to ensure that the Student Parliament gets through the planned agenda  
320 in an orderly manner and within a reasonable time. The chairpersons oversee the Student Parliament  
321 meetings to control the discussion when cases are conducted, in addition to conduct elections. One largely  
322 relates to ordinary meeting practice, and it is therefore beneficial to be aware of this. The position  
323 provides a lot of experience with structured meeting management, as well as good insight into the student  
324 democracy's work here at NMBU.

325

326 The chairmen should have experience of leading meetings and preferably have been to larger meetings  
327 or experienced Student Parliament. The chairmen have a meeting with AU and KK in advance, where you  
328 are involved in the cases so that you can make a plan for the time spent on the individual cases. The  
329 chairmen are also invited to the student council dinner.

330

331 **Candidates:**

332

333

334 **Substitute**

335

336

337 **2334.5 Election of Election of 3 main and 4 substitute representatives to**  
338 **the Learning Environment Committee (LMU)**

339 *Case responsible: The Election Committee*

340 **Purpose:**

341 Elect three representatives to the learning environment committee and four substitutes. The position will  
342 accede on 1<sup>st</sup> of July 2023 and will last for one year.

343 **Background:**

344 The learning environment committee shall contribute to a good study and learning environment at the  
345 university and ensure that the physical and mental learning and working environment is justifiable based  
346 on an overall assessment of students' health, safety, and welfare. The learning environment includes all  
347 factors that affect students' well-being, and which are within NMBU's area of responsibility, except for  
348 the academic study offer. It also includes student welfare and student-social conditions at the institution.  
349 LMU has at least two meetings during the semester, where, among other things, it recommends the use  
350 of 3.6 million, which is to be spent on major LMU measures on campus. LMU also adopts the distribution  
351 of smaller LMU measures, works with action plans around the learning environment, and follows up on  
352 surveys such as. The SHoT survey and the Study Barometer.

353 The students are represented as half of the committee members, four out of eight members. Three of the  
354 student representatives are elected by the Student Parliament, and the last representative is from AU.

355  
356 **Candidates:**

357  
358  
359 **Substitutes**

360  
361

## 362 2334.6 Election to the University's Research Committee (UFU /NMBU FU)

363 *Case responsible: The Election Committee*

364  
365 **Purpose:**

366 Elect a permanent representative and two substitute representatives to the Research Committee. The  
367 position will accede on 1<sup>st</sup> of July 2023 and will last for one year.

368  
369 **Background:**

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

376  
377 FU is led by the vice-rector for research and innovation, who is currently Finn-Arne Weltzien, and the  
378 secretary is the research director Vitalis Pavlovas. Furthermore, the committee consists of the research  
379 leaders / vice-dean for research and innovation for each of the seven faculties, a temporary scientific  
380 employee proposed by the vice-rector, two students, two PhD candidates appointed by the doctoral  
381 association at NMBU (SoDoc), and one employee in technical and administrative position.

382  
383 The position is remunerated, including two hours with AU. In advance.

384  
385 **Candidates:**

386  
387 **Substitutes:**

388  
389

## 390 2334.7 Election of the Central University Academic Affairs Committee 391 (USU /NMBU SU)

392 *Case responsible: The Election Committee*

393  
394 **Purpose:**

395 Elect two permanent representatives and three substitute representatives to the study committee. The  
396 position will accede on 1 July 2023 and will last for one year.

397

398 **Background:**

399 The study committee is NMBU's educational policy body. SU provides advice and input to the University  
400 Board, rector and vice-rector in strategic matters concerning education, admission, studies, exchange  
401 withing and outside of Norway, and examinations. Typical issues you work with are NMBU's course  
402 portfolio, digitization, working life relevance, quality in course evaluations and development of  
403 innovative education.

404  
405 SU is led by the Vice-Rector for Education, who is currently Elise Norberg, and the secretary is Ole Jørgen  
406 Torp, Director of Education. Furthermore, the committee consists of education leaders / vice-dean for  
407 education at each of the seven faculties, three students, (ASK VEGARD)

408  
409 The position is remunerated, including two hours with AU in advance.

410

411 **Candidates:**

412

413 **Substitute:**

414

415

416 **2334.8 Election of representatives to the Appeals Board**

417 *Case responsible: The Election Committee*

418

419 **Purpose:**

420 Elect two permanent representatives and two substitute representatives to the Appeals Board. The  
421 position will accede on 1<sup>st</sup> of July 2023 and will last for one year.

422 **Background:**

423 Appeals Board is an independent Committee that decides individual cases for students. The Appeals  
424 Board handles cases where it is suspected that students have cheated on examination or in other  
425 assessments. They also handle complaints about teaching, admissions, lecturers, and the physical  
426 learning environment. The Appeals Board consists of an external leader with judicial competence, two  
427 permanent employees in scientific positions and two students.

428 This is a remunerated position where you get paid for two hours of preparation in addition to the entire  
429 meeting. A meeting lasts a whole working day. The position may be suitable for students with an interest  
430 in law, but this is not a necessity. The number of meetings a year is usually 6-8.

431

432 **Candidates:**

433

434 **Substitutes**

435

436

437

## 438 2335 Discussion Cases

## 439 2335.1 Discussion of the Welfare Document

440 *Case responsible: The Student Board v/ Helene*

441

442 **Attachment 4:** Suggested Welfare political document

443

444 **Purpose:**

445 discuss the draft for a welfare policy document

446

447 **Background:**448 In the action plan for 2023, it was decided that the AU will work on getting a welfare policy document in  
449 place. Political documents must go through two student parliament meetings and we will therefore have  
450 a discussion about it at ST2 and a resolution process at ST3.451 A policy document is a larger document that should contain the most important policy in that area.  
452 Examples of political documents we have are the Students' learning environment (adopted 2020) and  
453 Environmental policy document (adopted 2020). In the preparation of political documents, one must  
454 consider that it will be relevant for several years, and that further development of policy in the welfare  
455 area will be based on this.456 Together with Camila Monero, Bonnie Sutherland and Vegard Sjaastad Hansen, I have written a draft  
457 document. Before processing in ST4, the text must be proofread and sentences and the like must be  
458 corrected. The most important thing to get feedback on now is the policy itself.

459 We want feedback on:

- 460
- If you are missing any points or sub-headings?
  - If there is something we shouldn't have an opinion on? Or shouldn't mention?
  - Whether there is something we should think more about?

463 You can make changes to both the header and points.

464

465

## 466 2336 Decision Cases

## 467 2336.1 Decide the Schedule (Date Plan) for 2024

468 *Case responsible: The Student Board v/ Åse*

469

470 **Attachment 5:** Proposed Schedule for 2024 with the weekend meeting471 **Attachment 6:** Proposed Schedule for 2024 without the weekend meeting

472

473 **Purpose:**

474 To adopt the Student Democracy's date overview for 2024.

475

476 **Background:**477 Per the Student Democracy's statutes (adopted 27.11.2013 and last revised 06.03.2023) as well as the  
478 Framework for the Working Year (adopted 23.11.2020), the Date Overview for the coming year must be  
479 processed and adopted by the Student Parliament at Student Parliament Meeting 3 each year. The  
480 attachments *Suggested date overview 2024-1 including weekend meetings* and *Suggested date overview*  
481 *2024-2 excluding weekend meetings* present two different proposals to the Student Democracy for  
482 NMBU's Date Overview for 2024.

483 A discussion was held at Student Parliament 2 regarding the design of the date overview for 2024. The  
484 two proposals for the Date Overview for 2024 take this as a starting point, and tries to take account of  
485 key elements that emerged during the discussion.

486 The main difference in the two attached alternatives is that *Suggested date overview 2024-1 including*  
487 *weekend meetings* includes Student Parliament 3 as a two-day meeting (the afternoon of Friday the 19<sup>th</sup>  
488 of April and Saturday the 20<sup>th</sup> of April), unlike *Suggested date overview 2024-1 excluding weekend*  
489 *meetings* as this has an ordinary one-day meeting. The proposal for a two-day Student Parliament  
490 meeting 3 is intended to take account of:

- 491 1. Take into account Student Parliament 3's extensive agenda, as Student Parliament 3 (per the  
492 Framework for the Working Year) includes a particularly large number of election matters,  
493 briefing matters on annual reports from students in bodies that are obliged to report to Student  
494 Parliament, such as SiÅs, the University Board (US), the University's Research Committee (NMBU-  
495 FU) and AU, as well as briefing on the budget for the spring semester and presentation of  
496 candidates for the spring's electronic ballot box election), and;
- 497 2. Enable both discussion and decision of a case in one meeting (where on the first day of the  
498 meeting, for example, you can hold a discussion of a case, and on the second day go to a decision  
499 on the case).

500

501 **Proposed decision:**

502 The Student Parliament adopts the Suggested schedule overview 2024-1 including weekend meetings.

503

504

505 **2336.2 Decide the amendments to the Statutes**

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*Case responsible: The Student Board v/ Jens*

**Attachment 7:** Suggested changes to the resolutions

**Attachment 8:** Resolutions with the suggested changes

**Purpose:**

To adopt the changes to the resolutions

**Background:**

After consideration of changes to the articles of association at SP2, 3 proposals for changes to the articles of association are now presented. The proposals with recommendations are in the appendix "Proposals for changes to the articles of association". Attached are also the statutes in their entirety, with the proposals marked in pink (remove) and green (add). Should there be inconsistencies between the two documents, it is the "Proposal to amend the articles of association" that applies.

The proposals concern proposals that were voted down at the previous meeting, with a desire for improvement, or other issues that have come up during the first two meetings of the year. In brief, the following is proposed:

- To remove a section on the constituent student parliament meeting, as this has not been relevant since 2019.
- Allowing the translator to remain in the meeting when the meeting closes, if necessary.
- Being able to make decisions on resolutions that have been submitted after the deadline, if 2/3 of the Student Parliament so wishes

Proposals for changes to the resolutions must be in the hands of the Student Board no later than 14 days before the Student Parliament meeting. It is therefore not possible to submit amendments to this matter.



531 **Proposed decision:**  
532 The Student Board's proposed decision are in the attachment «Suggested changes to the resolutions».  
533  
534

535 **2336.3 Decide revision of the rules of procedure and agenda**  
536 *Case responsible: The Student Board v/ Jens*

537  
538 **Attachment 9:** The rules of procedure and the agenda with suggested changes.

539  
540 **Purpose:**  
541 Decide amendments to the rules of procedure and agenda.

542  
543 **Background:**  
544 At SP2, the Student Parliament discussed the matter "2325.3 Change of minutes system". It was agreed  
545 that the current system works poorly, because many student parliament representatives do not read the  
546 minutes. At the same time, there were divided opinions about exactly how a new system should be set  
547 up. The AU is now putting forward a proposal to change the agenda, based on the discussion at SP2.  
548 The proposal contains three elements:

- 549 1. The number of bodies that refer to the Student Parliament each time is reduced:
- 550 a. After the reorganization of AU in 2020, it is no longer necessary for the Study Committee
  - 551 (SU), the Research Committee (FU) and the Learning Environment Committee (LMU) to
  - 552 refer separately to the Student Parliament. It is covered by the AU report.
  - 553 b. The International Student Union (ISU) and the Erasmus Student Network (ESN) report on
  - 554 their activities to the international responsible person at AU once a semester. It is
  - 555 therefore not necessary that they also report to the Student Parliament on the same
  - 556 activities.
  - 557 c. The students' and academics' international aid fund (SAIH) receives no extraordinary
  - 558 support from the Student Parliament, and therefore does not need to report specifically
  - 559 on its activities.
- 560 2. A wording is proposed that AU's report can be set up as a briefing document. To a greater extent,
- 561 we would like to have oral briefings, so that everyone understands what we are working on. The
- 562 proposed wording facilitates this, without being too binding for future AU.
- 563 3. It is suggested that the students in US and the SiÅs board should give an oral briefing once a
- 564 semester. It is an increase from once a year, which has been the practice until today. Which
- 565 meetings are held should be determined in the "[Framework for the Working Year](#)", which should
- 566 be adopted at ST4.

567 The overall proposal is in the attachment. The elements in the proposal will be entered as amendments  
568 in the Excel sheet, and voted on individually. It is also possible to make other amendments in this case, if  
569 desired.

570  
571 **Proposed decision:**  
572 The suggestions for change to the rules of procedure and agenda are adopted.

573  
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576



577 2337 Other Cases  
578  
579

580 2338 Meeting Evaluation  
581 [Link for Meeting Evaluation Form](#)  
582

## 583 2339 Attachments

584 2339.1 Attachment 1: Candidate presentation for the electronic ballot  
585 election

586

587

588

## Jorne Luis Kasper

Jeg heter Jorne og er 21 år gammel. Jeg studerer husdyrvitenskap og jobber parallelt for en bachelor i økonomi og administrasjon. Studentdemokratiet har blitt en viktig del av hverdagen min, og jeg har vært aktiv i studentrådet på BIOVIT siden jeg startet på NMBU. Samtidig er jeg aktiv på samfunnet, i tre foreninger og i lokalpolitikken på Ås.

Et år i studieutvalget på BIOVIT gir meg erfaring og kunnskap på området, og jeg har fått god tilbakemelding fra både studentrepresentanter og ansatte i utvalget. Denne bakgrunnen gir meg motivasjon og kompetanse som representant i studieutvalget sentralt.

Jeg ønsker å gi oss studentene en stemme i beslutningsprosessene som angår våre studier, og vil oppnå dette gjennom en god dialog med medstudenter, studentdemokratiets organer og NMBUs ledelse og ansatte. Jeg mener at godt samarbeidet mellom representantene i utvalget er nøkkelen til å kunne påvirke prosessene i en god retning, og det er dette samarbeidet jeg ønsker å styrke.



## 589 2339.2 Attachment 2: Preliminary accounts for 2023

 590  
 591

592

<b>Student Parliament</b>	<b>A-2023</b>	<b>B-2023</b>
Income	kr 33 662	
Free Fund NSO		
NSO Fund		
Grants NMBU	kr 1 000	kr 1 915 000
Inclusion funds		kr 250 000
Semester fee		kr 1 000 000
Repaid welfare funds from 2021		
<b>Total Income</b>	<b>kr 34 662</b>	<b>kr 3 165 000</b>
Salary Student Board	kr 341 096	kr 1 273 965
Remuneration Buddy General/Secretary	kr 28 849	kr 112 783
Remuneration + Translation	kr 12 116	kr 20 000
Payroll taxes	kr 53 964	kr 179 629
Employee insurance	kr 18 614	kr 15 000
<b>Total Cost Employees</b>	<b>kr 454 638</b>	<b>kr 1 601 377</b>
Course, training and education	kr 98 949	kr 140 000
Office+ office supplies	kr 5 604	kr 10 000
Phone/post		
Marketing etc,	kr 24 605	kr 45 000
Travel, representation	kr 15 741	kr 70 600
NSO fee, Campus Ås	kr 194 752	kr 416 000
Student Parliament meetings	kr 3 068	kr 28 000
Organisational expenses	kr 6 055	kr 40 000
Barbeque Party		
Buddy Week		
<b>Total Other Operational Expenses</b>	<b>kr 348 773</b>	<b>kr 749 600</b>
Welfare funds, Campus Ås	kr 436 643	kr 584 000
Inclusion Funds, NMBU	kr 51 151	kr 190 000
ISU NMBU	kr 10 000	kr 20 000
ESN	kr 10 000	kr 20 000
<b>Total Cultural/Social Measures</b>	<b>kr 507 794</b>	<b>kr 814 000</b>
<b>Total Operational Expenses</b>	<b>kr 1 311 205</b>	<b>kr 3 164 977</b>
<b>Annual Result</b>	<b>-kr 1 276 543</b>	<b>kr 23</b>

593 **2339.3 Attachment 3: Presentation of SiÅs.**

594

595 **University foundation for student life in Ås (SiÅs)**

596

597 What is a university foundation for student life?

598 A University foundation for student life is an economic collaboration between the state (the Ministry and  
599 the learning institution) and the students.

600 This economic collaboration will ensure the basic needs of the students:

601 -A place to live

602 -Food

603 -Books

604 -Fitness facilities

605 -Health care / counseling

606 - Etc.

607 When collaborating to make welfare measures, all parts involved must put something "in the pot":

608

609 **From the students;**

610 1. The semester fee. This goes to the university foundation for student life in its entirety. Everyone pays,  
611 regardless of the extent to which they use the services.

612 2 Payment of rent, goods, and services

613 From the State (The Ministry);

614 1. Financial contribution to administration (marginal)

615 2. Financial contribution for the construction of student housing

616 3. Affordable loans from the Housing Bank

617 4. VAT exemption for purchases in canteens

618

619 **From the State (Learning institution);**

620 1. Free premises for all welfare production - (as an alternative to the students having to pay rent for the  
621 premises where there are canteens, bookstores, administration etc.

622 2. Free basic equipment for welfare production (for example equipment in the canteens)

623 3. Cash contribution; some educational institutions provide financial support for canteen operations,  
624 sports activities etc.

625 4. Here on Ås: free pieces of land for the construction of student housing.

626

627 In summary, a university foundation for student life is an economical collaboration between the state and  
628 generations of students where the parts involved invest finances according to ability and solve common  
629 tasks.

630

631 **The board of SiÅs**

632 • Board consisting of 7 people, of which the Student Parliament elects five: Four students and a «mentor».

633 • The students have a majority and elect a president of the board from among these five people

634 • Has regulations and instructions for the board and chief executive officer

635 • Has adopted Strategic Plan, which is discussed and updated regularly

636

637 **Collaboration with the Student Parliament**

638 • The board always sends all important welfare issues to the Student Parliament for consultation before  
639 the board makes a decision (example, construction of new student housing).

640 • The president of the board attends all Student Parliament meetings to "listen" to the student opinion

641 -

642 **The semester fee**

643 • The Act on university foundation for student life states:

644 «All students must pay a semester fee to the university foundation for student life »

645 "Those who do not pay the semester fee will not be admitted to the exam at the educational institution"

646 «The board determines how large the semester fee should be. All resolutions that affect the determination  
647 and increase of the semester fee must be approved by the Ministry. "

648

649 **The board distributes the use of semester fees. The semester fee is currently used for:**

650 - Student post / planning of development / infrastructure (NOK 1 million)

651 - Student Parliament (covers welfare funds and contingent NSO) (NOK 1 million)

652 - EIKA Sportcenter (depreciation) (NOK 2.5 million)

653 - Student Health (NOK 1.5 million)

654

655 **Rights and obligations are formalized in the legislation;**

656 • Act on the university foundation for student life:

657 "All institutions covered by the universities and University Colleges Act must be affiliated with a student  
658 organization."

659 "A student organization has the task of taking care of the students' welfare needs at the individual  
660 educational institution."

661 «The educational institution has the overall responsibility for the students' learning environment. The  
662 management of the educational institution shall, in collaboration with the university foundation for  
663 student life, create the conditions for a good study environment and work to improve the overall learning  
664 environment at the educational institution ».

665 • The Companies Act:

666 «The management of the company is under responsibility of the board. The board shall ensure proper  
667 organization of the business.

668 The board shall, to the extent necessary, determine plans and budgets for the company's activities. The  
669 board can also decide guidelines for the business.

670 The board shall ensure that they are updated about the financial position of the company and is obliged  
671 to ensure that its activities, accounting, and asset management are managed in a way that ensure to  
672 satisfactory control ».

673 • Compensation Act:

674 "Board members who intentionally or negligently cause the university foundation for student life a loss,  
675 are responsible one for all and all for one, together with the general manager, for the loss."

676 • Also, the Accounting Act, the Auditors Act, the VAT legislation, regulations for university foundation for  
677 student life, etc

678

679

## 680 2339.4 Attachment 4: Welfare political document

681  
682 **Welfare document for the Student Parliament at NMBU**

683  
684 The welfare document for the Student Parliament contains the demands and wishes of the students  
685 regarding the welfare offer, both at the university, the housing association, locally and nationally. The  
686 document is based on input obtained from the students in several sessions. The document must be used  
687 as a basis when we work on welfare policy matters, until the document is revised.

688  
689 **The housing association's responsibility**

690 Samskipnaden is the students' biggest welfare actor and provides many of the offers closest to campus.  
691 This makes the association our most important provider and they have a responsibility to take that role  
692 seriously. Through all its work, the association should focus on its purpose, which is to offer good welfare  
693 services to students at all levels.

694  
695 *Canteen and food*

696 Students have a hectic and unpredictable everyday life. This means that the canteen offer is important in  
697 order to make students' daily lives as optimal as possible. The offer must then also be so good, and at  
698 such a price, that you have the opportunity and desire to make use of the offer.

- 699
- 700 • The association must work actively to have an attractive and versatile food offer in its canteens
  - 701 • The association must at all times offer vegetarian and allergy-friendly food in its canteens
  - 702 • Samskipnaden must work to have a competitive offer compared to the other actors in Ås, this also  
703 means having prices that are aimed at students
  - 704 • The association must work for increased use of local/short-traveled raw materials
  - 705 • Efforts must be made to cut food waste, by, among other things, selling "yesterday's" at a more  
706 reasonable price, and/or selling it as a reasonable package offer.
  - 707 • The canteens must offer coffee offers which mean that you get cheaper coffee if you bring your  
708 own coffee cup.

709  
710 *Exercise*

711 Samskipnaden's training offer is important in the work with students' physical and mental health. Eika is  
712 widely used by the student body and is important for both individual students, and NMBUI.

- 713
- 714 • The association must work to ensure that EIKA has modern and usable equipment that appeals  
715 to the user base
  - 716 • Group lessons with varying levels of difficulty and activities must be offered.
  - 717 • In line with the growing student population, the association must work to increase the training  
718 offer, including through increased outdoor training and cooperation with the municipality on  
719 halls
  - 720 • Samskipnaden must work to have a competitive offer compared to the other players at Ås, this  
721 also means having prices that are aimed at students
  - 722 • Samskipnaden will collaborate with NMBUI to create an attractive and versatile training offer.
  - 723 • Together with the municipality, work will be done to ensure that the students have access to the  
724 swimming pool.

725  
726 *Bookstore*

727 To be able to study, you need access to the curriculum literature, here Boksmia plays an important role  
as the only physical provider of curriculum literature at Ås.



- 728 • The bookshop must strive to have the curriculum literature required in the various subjects if it  
729 is not possible to download it from the internet.
- 730 • The bookstore must work to keep the price of curriculum literature competitive.
- 731 • The bookstore must work to operate in the most sustainable way possible.

### 732 **Residence**

733 Our main supplier of student housing will be Samskipnaden, but you are also dependent on having the  
734 private actors to be able to house all the students in Ås. It is important that students live in safe housing  
735 that meets the standards and regulations required by legislation. It is also important that students feel  
736 safe in their housing and safe with their landlord, both cooperative and private.

737 It is also important that the housing offer covers the varying group of students, ranging from single  
738 students, students with animals and students with families.

- 739 • The association must have enough housing to avoid housing queues.
- 740 • The association's further development of student towns and student housing must take place in  
741 consultation with the Student Parliament.
- 742 • You must be able to live in the association's housing for a total of 5 years. If necessary, this must  
743 be able to be expanded.
- 744 • Samskipnaden must have easily available on its website what rights you have as a tenant and  
745 where you can get assistance in relation to tenancies. This must also be in English.
- 746 • The partnership must have operations that have a long-term perspective. This means that pricing  
747 and operation must take account of future renovations, upgrades and new builds.
- 748 • The association must have some housing that makes it possible for students to own pets.
- 749 • The association must have family apartments, where students with families have priority.
- 750 • The partnership must strive to build as sustainably as possible, given that there are no financial  
751 consequences for the students.

### 752 **Health**

753 In order to have a good life, students must have access to good health services. It is important that you  
754 have access to a sufficient supply and that the supply is affordable.

- 755 • Efforts will be made to ensure that the students at Ås have at least one offer of a GP, dentist,  
756 psychologist, physiotherapy and other health services that are either free of charge or have a  
757 student discount. These should preferably also be within walking distance of the campus.
- 758 • Students must get a student discount at opticians and get a student discount on glasses and lenses
- 759 • There must be free sanitary products such as pads and tampons available at public institutions
- 760 • Students must have access to free contraception such as birth control pills and other birth control  
761 implants
- 762 • NMBU and the association must cooperate and work proactively to look after the students'  
763 physical and mental health
- 764 • There must be an offer during the exam period to help reduce exam stress, such as an exam dog  
765 or a person to talk to.

### 766 **University**

767 All students must have a safe study day, and not be exposed to harassment or other unwanted incidents  
768 by either students or staff.

- 769 • NMBU must have good notification routines and have resource personell who can assist in  
770 notification matters

- 774 • NMBU must work actively to ensure safety on campus, this involves lighting on campus, and  
775 human resources you must be able to talk to.  
776 • There must be microwave ovens in all professional homes and the Bikuben.  
777 • Efforts must be made to ensure that all buildings have water stations/sinks that are outside the  
778 toilet.  
779 • There must be bottle deposits in all buildings, and a collaboration should be made together with  
780 the associations that work with charity to empty these.  
781 • There must be vending machines with nutritious dry goods, such as oatmeal and snacks, in the  
782 vicinity of or at all vocational homes.  
783

### 784 **Social life and student volunteering**

785 The student environment at Ås is characterized by volunteerism. This applies particularly strongly to the  
786 student community, which is our biggest cultural actor at Ås. Volunteering is also evident in association  
787 life and the student democracy.

- 788 • The student society, together with other relevant actors, will work for a diverse cultural offer for  
789 all students at Ås  
790 • The student society must make it easy for students to use the premises for activities such as  
791 rehearsals and meetings.  
792 • In the long term, work will be done on expanding the Studentsamfunnet, so that the capacity  
793 corresponds to a greater extent with the student body.  
794 • NMBU must facilitate student volunteering  
795 • Volunteering is an important principle for achieving student welfare in the environment around  
796 NMBU. The volunteering must be recognized by the Student Democracy, SiÅs and  
797 Samfunnet.

798  
799 Ås has a diverse and varied association life, which contributes to an active student environment.  
800 Association life is important to look after as they play an important part in students' well-being.  
801 Therefore, all students must have the opportunity to join an association.

- 802 • The working committee shall, together with the Samskipnaden, work to maintain and further  
803 develop the Open Association  
804 • Efforts must be made to ensure that there is a platform that shows all open events from NMBU,  
805 the Student Association, associations and other actors and individuals  
806 • Samskipnaden and Samfunnet must help make open associations visible  
807 • Work must be done to motivate more associations to become open  
808

### 809 **Transport**

810 Students are a large group with great differences. Many come from outside Ås, where some depend on  
811 public transport while others drive their own cars.

- 812 • All students must have a student discount of at least 50% student discount on public transport.  
813 • The train should run every 15 minutes during rush hour between Ås and Oslo  
814 • There must be a loan offer for bicycles at Ås, including bicycles with boxes. This can be a  
815 collaboration between the municipality, the association and the university.  
816 • Carpooling must be encouraged for both students and employees.  
817  
818  
819  
820

**821 Economy**

822 To be able to be a full-time student and to contribute to the cultural and social life of students, one is  
823 dependent on sufficient financial student support. For those students who go into working life practice,  
824 many lose the possibility of income over time, especially if you have to travel away for practice.

- 825 • Students must receive 1.5G in student aid paid out over 12 months.
- 826 • The association must, together with the rest of the country's associations, work actively towards  
827 student support becoming 1.5G
- 828 • Efforts must be made to ensure that compulsory activities and any travel to and from these are  
829 free.
- 830 • Efforts must be made to ensure that students receive remuneration for work experience.
- 831 • Students in compulsory working life practice/internship must not have any expenses related to  
832 residence or travel during the internship.

**833**  
**834 Ås Municipality**

835 As the host municipality, Ås municipality has a responsibility to look after the students in the same way  
836 as those who are permanent residents of the municipality. The municipality is responsible for having an  
837 offer that students can also use, including in the field of health. This also means marketing this offer to  
838 students.

- 839 • The municipality must have sufficient kindergarten spots for students who need them, with  
840 flexible admissions that are not limited to particular parts of the year.
- 841 • The municipality must ensure that students can see a GP in the municipality.
- 842 • The municipality must support the work of the Studentsamfunnet and their cultural work
- 843 • The municipality must support the student sports offer, among other things, by looking at the  
844 possibilities of giving students time in the municipality's facilities.
- 845 • The Student Board led by the president must provide information on student-related matters at  
846 at least one municipal council meeting a year. If necessary, the Studentsamfunnet, NMBUI or other  
847 relevant actors within student volunteering must be involved.
- 848 • The students must be briefed and given input on matters in the municipality that concern or affect  
849 them.

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854 2339.5 Attachment 5: Schedule with weekend meeting

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856

857

Schedule Student Democracy NMBU 2024					
Date	Arrangement	Student council meeting	SC dinner	Case papers out	Case papers deadline
During the semester	<b>Fac. FU/SU-seminar</b>				
Week 5, 6 eller 7	<b>Board Seminar for UB, FB and ev. SiÅs-board</b>				
17.-18. feb	<b>Kick off conference</b>				
19.feb	<b>Student Parliament 1</b>	14.feb	13.feb	08.feb	04.feb
18.mar	<b>Student Parliament 2</b>	13.mar	12.mar	07.mar	03.mar
19.-20. apr	<b>Student Parliament 3</b>	17.apr	16.apr	11.apr	04.apr
24.apr	<b>Faculty general assembly</b>				
24.april - 2. mai	<b>Electronic Ballot Election (UB, FB, SB)</b>				
Week 18 eller 19	<b>Educational seminar for newly elected representatives</b>				
June	<b>Overlap period for The Student Board</b>				
During the fall	<b>Clas representative seminar</b>				
16.sep	<b>Student Parliament 4</b>	11.sep	10.sep	05.sep	01.sep
Week 36 eller 37	<b>Board seminar for UB, FB and ev. SiÅs-board</b>				
21.okt	<b>Student Parliament 5</b>	16.okt	15.okt	10.okt	06.okt
18.nov	<b>Student Parliament 6</b>	13.nov	12.nov	07.nov	03.nov
20.nov	<b>Faculty general asembly</b>				
Uke 48 eller 49	<b>Educational seminar for newly elected representatives</b>				
20.-27. november	<b>Electronic Ballot Election (US og FS)</b>				
REMEMBER EASTER HOLIDAY 25.03 - 01.04.					

858 2339.6 Attachment 6: Schedule without weekend meeting  
 859  
 860  
 861

<b>Schedule Student Democracy NMBU 2024</b>					
Date	Arrangement	Student council meeting	SC dinner	Case papers out	Case papers deadline
During the semester	<b>Fac. FU/SU-seminar</b>				
Week 5, 6 eller 7	<b>Board Seminar for UB, FB and ev. SiÅs-board</b>				
17.-18. feb	<b>Kick off conference</b>				
19.feb	<b>Student Parliament 1</b>	14.feb	13.feb	08.feb	04.feb
18.mar	<b>Student Parliament 2</b>	13.mar	12.mar	07.mar	03.mar
22.apr	<b>Student Parliament 3</b>	17.apr	16.apr	11.apr	07.apr
24.apr	<b>Faculty general assembly</b>				
24.april - 2. mai	<b>Electronic Ballot Election (UB, FB, SB)</b>				
Week 18 eller 19	<b>Educational seminar for newly elected representatives</b>				
June	<b>Overlap period for The Student Board</b>				
During the fall	<b>Clas representative seminar</b>				
16.sep	<b>Student Parliament 4</b>	11.sep	10.sep	05.sep	01.sep
Week 36 eller 37	<b>Board seminar for UB, FB and ev. SiÅs-board</b>				
21.okt	<b>Student Parliament 5</b>	16.okt	15.okt	10.okt	06.okt
18.nov	<b>Student Parliament 6</b>	13.nov	12.nov	07.nov	03.nov
20.nov	<b>Faculty general asembly</b>				
Uke 48 eller 49	<b>Educational seminar for newly elected representatives</b>				
20.-27. november	<b>Electronic Ballot Election (UB og FB)</b>				
REMEMBER EASTER HOLIDAY 25.03 - 01.04.					

862 2339.7 Attachment 7: Proposed amendments to the statutes

863

864 Suggested changes to the statutes:

865 **Remove paragraph about the constitution**

Suggestion nr:	Type:	Paragraph	Section	Sentence
1	Endring	§ 3-3 – 3-4	-	-
<p><b>Old text:</b>  <b>§ 3-3 Election of representatives</b>            The representatives of the Student Parliament with substitutes are elected during open General Assembly at each faculty.</p> <p>[...]</p> <p><b>§ 3-4 Constitution</b>            Student Parliament representatives are elected for one year at a time. Arrangements must be made for the constituent meeting to be held in the period between the autumn's faculty general assembly and the new year.</p>				
<p><b>New text:</b>  <b>§ 3-3 Election of representatives</b>            Student Parliament representatives and substitutes are elected for one (1) year at a time at open general assemblies at each faculty. [...]</p>				
<p><b>Background:</b>            § 3-4 is removed, as this has not been done since the restructuring in 2020. The point that student parliament representatives are elected for one year at a time is included in § 3-3.</p>				
<p><b>Suggested decision:</b>            The change is adopted</p>				

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867

**Translators and other support during meetings**

Suggestion nr:	Type:	Paragraph	Section	Sentence
2	Additional suggestioin	§ 8-1-4	-	-
<p><b>Old text:</b>  <b>§ 3-7 The closing of a meeting</b>            Student council meetings are open. The Student Parliament can decide to close a meeting with a qualified majority. At the end of the meeting, only the AU, student parliament representatives, moderators, refereeer and the control committee must be present in the room. Separate minutes are kept which are withheld from the public.</p>				
<p><b>New text:</b>  <b>§ 3-7 The closing of a meeting</b>            Student parliament meetings are open. The Student Parliament can decide to close a meeting with a qualified majority. At the end of the meeting, only the AU, student parliament representatives, moderators, referrer and the control committee must be present in the room. Translators or other support functions may remain if at least one of the student parliament representatives requires it. Separate minutes are kept which are withheld from the public.</p>				
<p><b>Background:</b></p>				

At those meetings where there are representatives of the Student Parliament who do not understand Norwegian, it will be necessary for translators to remain. The wording is intended to also include any deaf interpreters or others who contribute to the meeting being able to be carried out in the usual way.

**Suggested decision:**

The change is adopted

868

869

870

**Decisions on special resolution cases, submitted after the deadline**

Suggestion nr:	Type:	Paragraph	Section	Sentence
3	Tillegg	§ 8-1-4	-	-

**Old Text:**

**§ 8-1-4 Resolutions**

Resolutions determine what the Student Parliament thinks of a specific matter. Resolutions can be dealt with directly at a student parliament meeting.

**New text:**

**§ 8-1-4 Resolutions**

Resolutions determine what the Student Parliament thinks of a specific matter. Resolutions can be dealt with directly at a student parliament meeting. If a resolution is particularly relevant, a decision can be made even if the resolution has been submitted after the case paper deadline. In that case, during the constitution, the Student Parliament must decide with a qualified majority (2/3 of the votes) that they want to make a decision on the matter.

**Background:**

Sometimes matters may arise between the case paper deadline and a Student Parliament meeting, which the Student Parliament wants to deal with as soon as possible. It is better to be able to discuss it at the next meeting, than to make a digital decision or hold an extraordinary meeting. A relevant example is the resolution on school fees from last autumn.

**Suggested decision:**

The change is adopted

871

872

873 2339.8 Attachment 8: Statutes including amendments

874

875 **Statutes for the Student Democracy at the Norwegian University of Life**  
876 **Sciences**

877

878

*Approved at the foundational meeting: 27.11.2013.*

879

*Last revised Student Parliament 2, 06.03.2023*

880

*Now revised at SP x, xx.xx.xxxx*

881

882 **Chapter Overview:**

883

1. Purpose and Scope

884

2. Structure of the Student Democracy at NMBU

885

3. The Student Parliament

886

4. The Student Parliament's Student Board

887

5. Elections and Appointments

888

6. Impartiality

889

7. Mistrust

890

8. Instructions

891

9. Dissolution of the Student Democracy at NMBU

892

10. Membership in the Norwegian Student Organization (NSO)

893

11. Amendments to the Statutes

894

12. Definitions

895

896 **Chapter 1: Purpose and Scope**

897

**§ 1-1 Purpose**

898

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

899

900

901

**§ 1-2 Scope**

902

These statutes apply to all organs of the Student Democracy at NMBU and are constructed in accordance

903

with national laws and regulations. Instructions taken up in chapter 8 cannot go against these statutes.

904

905

906

**Chapter 2: Structure of the Student Democracy at NMBU**

907

**§ 2-1 At a Central Level**

908

The highest democratic organ in the Student Democracy at NMBU is the Student Parliament. The daily

909

operations of the Student Parliament are carried out by the Student Parliament's Student Board.

910

911

**§ 2-2 At a Faculty Level**

912

At the Faculty level, the Student Democracy consists of Student Councils. Student Councils are

913

constructed of the committees and positions that come from the model for Student Councils approved of

914

at Student Parliament 6 on 14.11.2016.

915

916

The Faculty general assembly is the highest student democracy organ at a faculty level. Between faculty

917

general assemblies the student councils stand for the daily operations and representations of the faculty's

918

student democracy.

919

920

The Student Council at Campus Adamstuen is delegated the power of communication and

921

representation over the Welfare Committee in Oslo and Akershus.

922



923

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

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

929

**§ 3-2 Composition**

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

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

935

$$936 \frac{V}{2^{s+1}}$$

937

938 V= Number of students at the faculty

940 S= Number of student representatives the faculty is allocated

941

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

945

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

947

**§ 3-3 Election of representatives**

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

953

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

957

**§ 3-4 Constituting**

959 The Student Parliament representatives are elected for one year at the time. One should aim for the  
960 constituent Student Parliament to be held between the fall faculty general assemblies and the new year.

961

**§ 3-5 Meetings and Summoning**

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

966

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

971

972 All students with a valid semester registration have the right to send in cases to the Student Parliament.

973 This must be done at the latest 14 days before the meeting if the case is to be handled. This provision

974 does not count for cases to be handled under "other." Further specification is outlined in the instructions  
975 for the Student Parliament. Extraordinary Student Parliaments is held if at least 3 members of the Student  
976 Board, at least 13 representatives from the Student Parliament, or at least 25 students desire it.  
977 Extraordinary Student Parliament is to be made known to the public at least 7 days before taking place,  
978 and should only handle the case(s) that were the reason for its summoning.

979

### 980 § 3-6 Representation at the

981 Representation at the Student Parliament

982 The following people are required to attend Student Parliament, and are required to give a written  
983 notification before the meeting if they cannot attend:

984 - The Student Parliament's Representatives

985 - The Student Parliament's Student Board

986 - The Student Parliament's organizational secretary

987 - The Student Parliament's chairmen

988

989 At least one representative from the following organs must attend the meeting:

990 - The Student Representative in the University Board

991 - The Student Representative in the SiÅs board

992 - The International Student Union (ISU)

993 - The Control Committee

994 All students at NMBU have the right to attend the Student Parliament.

995

### 996 § 3-7 Closing of a Meeting.

997 The Student Parliament's meetings are open. The Student Parliament can decide to close a meeting with  
998 a qualified majority from the representatives in attendance. **Translators or other support functions can**  
999 **stay in the meeting if at least one of the student parliament representatives requires them to.**

1000 With the closing of a meeting, separate minutes will be recorded that are withheld from public disclosure.

1001

### 1002 § 3-8 Decision Validity

1003 The Student Parliament can make valid decisions when at least 50% of the representatives are in  
1004 attendance.

1005

### 1006 § 3-9 Voting rights and Voting

1007 The Student Parliament's representatives have a voting right. If a main representative notifies of an  
1008 absence, their appointed substitute has a voting right when in attendance. Decisions in the Student  
1009 Parliament are normally made with a 50% majority. Decisions are made with hand raising, unless one  
1010 representative asks for a written voting. With a voting tie, the Student Parliament can take a new vote.

1011 With a continued tie after a second voting, the case can be handled according to the proposed  
1012 resolution.

1013

### 1014 §3-10 Speaking and Proposal Rights

1015 Everybody has a right to speak at Student parliament meetings. All students at NMBU has the right to  
1016 propose cases at Student parliament meetings.

1017

### 1018 § 3-11 Electronic Voting

1019 Electronic voting can be used to make decisions about single cases. Electronic voting is carried out in the  
1020 method described in the instructions for electronic voting. The deadline to vote electronically is within 7  
1021 days.

1022

1023 Electronic voting cannot be used to vote on matters concerning the following:

1024 - Elections

1025 - Cases of mistrust

- 1026 - Changing to the Student Parliament's committee documents and instructions  
1027 - Appointment of the student representatives to councils and committees  
1028 - Other matters of considerable nature  
1029  
1030 Main Student Parliament Representatives have voting rights with electronic voting.  
1031  
1032 Electronic voting cannot take place if one or some student parliament representatives wish to handle the  
1033 case at a normal student parliament before the deadline. The desire must be justified.  
1034  
1035 **§ 3-12 Position Resignation**  
1036 The Student Parliament representatives automatically resign from their position in the Student  
1037 Parliament when they are elected to the following organs:  
1038 - The Student Parliament's Student Board  
1039 - The University Board  
1040 - The SiÅs Board  
1041 - The Student Board of the Norwegian Student Organization  
1042 - The Control Committee  
1043  
1044 Student Parliament representatives also automatically resign their seats if they are no longer students at  
1045 the university.  
1046 If a Student Parliament representative changes faculty, that person can remain in office until  
1047 supplementary elections can be held at the next general meeting. In that case, they will remain in office  
1048 as a representative of their old faculty. Alternatively, they may resign their seat.  
1049  
1050 With position resignation, the position holder's deputy representative automatically inherits the position  
1051 as a main representative.  
1052  
1053 **§3-13 Temporary Position Resignation**  
1054 In the case of partiality, there will be a temporary place resignation. This means that the representative  
1055 withdraws from their position in cases where it applies. In the case of temporary place resignation the  
1056 deputy will take over cf. § 6-1  
1057  
1058 **Chapter 4: The Student Parliament's Student Board**  
1059 **§ 4-1 Powers and Functions**  
1060 The Student Board (AU) carries out the Student Parliament's daily operations and represents the Student  
1061 Parliament between meetings. AU can make decisions in urgent cases, cases that are delegated due to  
1062 earlier decisions in the Student Parliament, and appoint people to non-decision making committees. AU  
1063 makes proposals in all cases handled by the Student Parliament, with the exception of Elections.  
1064  
1065 **§ 4-2 Composition**  
1066 The Student Parliament's Student Board shall consist of the following members:  
1067 - President  
1068 - AU member  
1069 - AU member  
1070  
1071 The Student Board constitutes their areas of responsibility internally.  
1072  
1073 Working time and election periods are regulated according to functions § 5-1.  
1074  
1075 **§ 4-3 Decision Ability and Voting Ties**

1076 The Student Board can make valid decisions when at least four members are in attendance. With a voting  
1077 tie in the Student Board, the president has a double vote.

#### 1078 **§ 4-4 Editorial authority**

1079 Usually, The Student Board has editorial authority to correct typographical errors in all adopted  
1080 documents, unless otherwise decided by the Student Parliament. The authorization only applies to minor  
1081 linguistic changes. Changes in the content can only be made by a new decision in the Student Parliament.  
1082 The date of changes must be listed at the top of the document, under information about when the  
1083 document was adopted.  
1084  
1085

### 1086 **Chapter 5: Elections and Appointments**

#### 1087 **§ 5-1 Eligibility for the Student Democracy**

1088 The overarching rule is that all Students at NMBU with a valid semester registration can run for positions  
1089 in the Student Democracy. This applies unless otherwise specified.  
1090

#### 1091 **§ 5-2 Electronic Ballot Elections**

##### 1092 a) Election of the Student Parliament's Student Board

1093 The Student Parliament's Student Board are elected through Electronic Ballot Voting, where all students  
1094 with a valid semester registration have the right to vote. The Electronic Ballot Election take place in April  
1095 every year. They hold their position for 1 year, between 1.7. until 30.6. Candidates who apply must be  
1096 able to master Norwegian as a working language.  
1097

##### 1098 b) Election to the University Board

1099 Two student representatives are elected, one of each legal gender, with a deputy. They are chosen  
1100 through an Electronic Ballot vote, where all students with a valid semester registration have the right to  
1101 vote. The election takes place every year in April/May and in November. They hold the position for one  
1102 year, from 01.07 to 30.06 for the spring election, and 01.01-31.12 for the fall election.  
1103

##### 1104 c) Elections to the Faculty Board

1105 Two student representatives, one of each legal gender, are elected with personal substitute to the seven  
1106 Faculty Boards (FS). These are elected by electronic urn election, where all semester-registered students  
1107 at the relevant faculty have the right to vote. A student only has the right to vote in one faculty board  
1108 election. The Electronic Ballot election takes place every year in April / May and November. The position  
1109 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  
1110 the autumn election. Candidates of a gender other than the representative who already sits on the board  
1111 are eligible to stand for election at a given semester.  
1112

#### 1113 **§ 5-3 Other elections and appointments conducted in the Student Parliament**

1114 The Student Parliament elects student representatives to central positions and committees at NMBU, to  
1115 individual committees and to the board for student welfare organization. All elections are done by  
1116 writing. In the case that only one candidate is running for one position, they can be elected by acclamation,  
1117 unless at least one representative wishes to have a written voting process.  
1118

1119 With a tie in voting between two candidates, a new voting round will be held. With a continued tie after  
1120 a new voting round, the decision will be made according to the proposed resolution. If there is no  
1121 suggestion made the decision will be made by drawing lots. Those chosen in this paragraph have minute  
1122 requirements to the Student Parliament.  
1123  
1124

1125

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

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

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

**§ 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**

1176 With a 2/3 majority vote amongst representatives in attendance, the student parliament can decide that  
1177 an officer is mistrusted, following statutes §§ 5-1 second paragraph, and 5-3. Those who are deemed  
1178 distrusted must immediately resign as an appointee from the student parliament  
1179

#### 1180 **§ 7-4 Issues of mistrust against the representatives chosen by Electronic Ballot Voting**

1181 With issues of mistrust against representatives chosen through electronic ballot voting after statues §§  
1182 5-2 a and b, it is handled first by the Student Parliament. If it is proposed by a qualified majority amongst  
1183 representatives in attendance, it will be handled through an electronic ballot vote where all students with  
1184 a valid semester registration have the right to vote. The approval of the mistrust requires at least a 50%  
1185 majority of votes. Those who have cases of mistrust approved against them must resign immediately  
1186 from their position.  
1187

1188 Cases of mistrust cannot be taken against student representatives in the University Board, as it goes  
1189 against *Lov om universiteter og høyskoler* § 9-8. (The laws for Universities and Higher schools)  
1190

### 1191 **Chapter 8: Documents**

#### 1192 **§ 8-1 Documents approved by Student Parliament**

1193 The following documents are to be approved by the Student Parliament:

- 1194 • Statutes with accompanying instructions
- 1195 • Program of Principles
- 1196 • Political documents
- 1197 • Decrees/Resolutions
- 1198 • Economic regulations
- 1199 • Plan of Action
- 1200 • Budget
- 1201 • Schedule
- 1202 • Working instructions for the Control Committee
- 1203 • Instructions for Student Councils
- 1204 • Working Instructions for the Student Board.
- 1205 • Rules of Procedure and Agenda.
- 1206 • Instructions for Elections of the Student Board and other elections.
- 1207 • Positional instructions for the Buddy General
- 1208 • Regulations for the allocation of welfare funds
- 1209 • Rules for inclusion funds

#### 1210 **§ 8-1-1 Statutes**

1211 The statutes outrank all other management documents.  
1212  
1213

#### 1214 **§ 8-1-2 Program of Principles**

1215 The Program of Principles determines the organization's ground principles and executive political  
1216 priorities. The Program of Principles outranks the rest of the Student Parliament's politics.  
1217

1218 The Program of Principles shall be treated every 5<sup>th</sup> year. The Student Parliament can choose to treat the  
1219 Program of Principles at any time. The Program of Principles shall be treated in two student parliament  
1220 meetings: with a discussion case in the first meeting and a decision case in the second meeting.  
1221

#### 1222 **§ 8-1-3 Political platforms**

1223 Political platforms determine what the Student Parliament thinks of a certain topic. These shall not go  
1224 against the Program of Principles, but outside of this, political platforms outrank the rest of the Student  
1225 Parliament's politics. A document is valid for 5 years. Political platforms shall be processed in two student

1226 parliament meetings: with a discussion case in the first meeting, and a decision case in the second  
1227 meeting.

### 1228 **§8-1-4 Resolutions**

1229 Resolutions stipulates what the Student Parliament believes in a particular case. Resolutions can be  
1230 processed directly. If one resolution is especially current, a decision can be made even if the resolution is  
1231 sent in after the case paper deadline. In that case, The Student Parliament have to decide during the  
1232 constitution with a qualified majority (2/3 of the votes) if they want to make a decision in the case.  
1233

### 1234 **§ 8-3 Other Instructions**

1235 The Student Parliament can approve of other instructions as needed.  
1236

## 1237 **Chapter 9: Dissolution of the Student Democracy at NMBU**

### 1238 **§ 9-1 Dissolution**

1239 Dissolution of the Student Democracy at NMBU must be approved of with a qualified majority amongst  
1240 present representatives for two consecutive student parliaments. The decision goes into effect after the  
1241 second meeting is adjourned. Proposals for dissolution must be made at least 4 weeks before it is handled  
1242 for the first time, and the first student parliament meeting that handles the case is to be an open meeting  
1243 where all students at NMBU are called in.  
1244

### 1245 **§ 9-2 Merging with Other Student Democracies**

1246 Merging of the Student Democracy at NMBU with other student democracies must be approved of with a  
1247 qualified majority amongst representatives in attendance for two consecutive meetings. Proposals for  
1248 merging must specify the point in time at which the merge will take place.  
1249

## 1250 **Chapter 10: Membership in the Norwegian Student Organization**

### 1251 **§ 10-1 Membership in the Norwegian Student Organization**

1252 The Student Democracy at NMBU is a member of the Norwegian student organization (NSO). Withdrawal  
1253 must follow the protocol of NSOs statutes.  
1254

## 1255 **Chapter 11: Amendments to the Statues**

### 1256 **§ 11-1 Submitting of Amendment Proposals**

1257 Proposals for amendments of these statutes should be taken to the Student Parliament's Student Board  
1258 at least 14 days before the meeting in which they will be addressed, and needs to be made public to all  
1259 students at least 7 days before the meeting.  
1260

### 1261 **§ 11-2 Decisions and Effectiveness**

1262 With a qualified majority vote amongst representatives in attendance, the Student Parliament can decide  
1263 that changes go into effect immediately after they are adopted  
1264

1265 With a qualified majority, the Student Parliament can bring changed into effect. The Student Parliament's  
1266 Student Board has the power to make editorial changes in these Statutes. Such changes must be presented  
1267 for orientation during the first meeting after they are made.  
1268

## 1269 **Chapter 12: Definitions**

### 1270 **§ 12-1 Majority Voting**

1271 Simple Majority: This means that a proposal receives the most votes  
1272



- 1276 50% majority: This means that a proposal receives more than  $\frac{1}{2}$  of the votes from participating voters  
1277  
1278 Qualified Majority: This means that a proposal receives  $\frac{2}{3}$  or more of the votes from the participating  
1279 voters  
1280  
1281 Absolute Majority: A proposal receives more than  $\frac{1}{2}$  of the total number of votes  
1282 Absolute Qualified Majority: A proposal receives  $\frac{2}{3}$  or more of the total number of votes  
1283  
1284  
1285  
1286  
1287  
1288



1289 2339.9 Attachment 9 Rules of Procedure and Agenda including  
1290 amendments

1291

1292 The Rules of Procedure and Agenda for the Student Parliament (ST) at  
1293 NMBU

1294

*Approved at Student Parliament 1, 10.02.2020*

1295

*Revised at Student Parliament x, xx.xx.xxxx*

1296

## **1.0 General part**

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1298

**1.1** All who have a voting right who are in attendance must register at the beginning of the meeting by a role call and gets a voting sign to use for voting.

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1300

**1.2** If someone with a voting right leaves before the meeting is adjourned, a written message and their voting sign must be delivered to the secretary.

1301

**1.3** The meeting leaders consist of two chairmen.

1302

**1.4** The organizational secretary shall write a protocol. This shall include:

1303

- Who is leading the meeting

1304

- Which compulsory attendance representatives that were present

1305

- What cases that were treated

1306

- Suggestions received

1307

- Results of votes

1308

- Election results

1309

- Any protocol additions

1310

1311

1312

1313

1314

**1.5** The case papers are to be translated into English. In all decision and discussion cases the Student Board shall write discussion notes with key elements from the discussion. The notes are published on the electronic educational platform with the protocol and it shall be available for all students at NMBU.

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**1.6** Case papers and protocol are to be sent to the student parliament representatives, the Control Committee, student representatives in the University Board (US), Research committee (FU), Education committee (SU), Tuntreet, the Student Society Committee, the Student Councils (SR), the International Student Union (ISU), student representatives in SiÅs, candidates who are running for positions, the Norwegian Student Organization (NSO) and the NMBU leadership.

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1321

1322

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1324

**1.7** Case papers and protocol are to be made available on the Student Board (AU) website, one electronic learning platforms, and at the AU office.

**1.8** The majority voting follows the statutes.

## **2.0 Conduction of the Meeting**

1326

1327

1328

**2.1** Meetings at the Student Parliament are to be conducted after this Rules of Procedure and normal meeting practices. In cases of doubt, the Rules of Procedure and practice are to be interpreted by the chairmen. The chairmen's interpretation can be overruled by a 50% majority.

- 1329 **2.2** Cases are to be handled according to the agenda.
- 1330 **2.3** All amendment and decision proposals shall be given in a written form and delivered to the meeting  
1331 leaders.
- 1332 **2.4** All decision and discussion cases start with an input round/faculty round amongst the faculties.  
1333 Speaking time is two minutes per faculty.
- 1334 **2.5** The following rules apply to input and replies:
- 1335 - Speaking time for input must not be longer than two minutes.
  - 1336 - Two responses and a question response per question is allowed. The speaking time for - this is  
1337 under 1 minute.
  - 1338 - The meeting leader and the Student Parliament representatives can propose a change to the  
1339 above mentioned points if they feel it is needed
  - 1340 - With a sign to the case information/rules of procedure, a half minute of speaking time is  
1341 given immediately after a current response exchange is finished.
  - 1342 - When the meeting leader sees it as necessary they can propose to prioritize speakers who have  
1343 not spoken on the matter.  
1344
- 1345 **2.6** Signals:
- 1346 - One finger in the air to signal input.
  - 1347 - Replies are two fingers in the air as a V. This should be used to comment on input and must be  
1348 used while the input is being given. Answers to responses must be signaled while the answers  
1349 are being given.
- 1350 A "T signal" is used for inputting a case, to the agenda and to the rules of procedure. The  
1351 sign should only be used to come with case information or proposals to change the agenda or  
1352 rules of procedure.
- 1353 **2.7** The chairmen leading the meeting can propose to draw the line on a speech. The chairmen then  
1354 inform that it is not possible to continue after the following input and response decision. If the line is  
1355 drawn in a case this can be overruled with a qualified majority.
- 1356 **2.8.** At least one representative from each faculty must be proficient in Norwegian. At this  
1357 point, input, responses or case proposals brought forward in English must be answered in  
1358 English. The chairmen are responsible for translating if it is necessary.
- 1359 **2.9** If one is included in the speaking list they can receive a response from the meeting leader if it is  
1360 done. This can, for example, be done with a nod. If the leader shakes their head means that they cannot  
1361 be included in the speaking list.
- 1362 **2.10** The meeting leader shall inform when the speaking time is almost up
- 1363 **2.11** The meeting leader shall periodically refer to the speaking list and after each response inform  
1364 about the responses to the input  
1365
- 1366 **3.0 Elections and voting**
- 1367 **3.1** The Meeting leader informs about how elections and voting shall be conducted.
- 1368 **3.2** With elections and voting, the moderator makes a proposal to the Student Parliament about the  
1369 speaking time and number of questions.

- 1370 **3.3** The counting body has the responsibility for collecting and counting votes. If there are many  
1371 decision proposals the moderator can find an appropriate form of voting. With a 50% majority  
1372 the Student Parliament can choose one of the forms of voting. As a rule, two opposing methods  
1373 are proposed against each other.
- 1374 **3.4** After a vote, each candidate has the right to hear the number of votes they received.
- 1375 **3.5** The meeting cannot be adjourned before all results are announced.  
1376

## 1377 **Agenda**

1378 Different cases can be a part of the agenda:

### 1379 **1 Constituting**

- 1380 - Cases that handle conduction of the meeting, approvals and appointments. Other cases must be  
1381 sent in before or during the constituting.

### 1382 **2 Orientation cases**

- 1383 - Cases that are only to orientate. The Student Parliament can consider themselves orientated,  
1384 or not orientated. If a debate is desired, the case must be put as a discussion case or decision  
1385 case for the next Student Parliament.

1386 - Minutes from the Student Board (AU), University Board and SiÅs Board. There will be  
1387 possibilities for questions about the minutes. If there is a desire to debate the elements in one  
1388 of the minutes, this must be submitted. The Student Board minutes may also be posted as a  
1389 orientation case in each Student parliament meeting if requested. UB- and SiÅs representatives  
1390 should orient orally one a semester

1391 - Minutes from The University Board, The Education Committee, The Research Committee, The  
1392 SiÅs Board, Students' and Academics' International Help Fund (SAIH), The International  
1393 Student Union (ISU), The Learning Environment Board (LMU) and the Student Parliament's  
1394 Student Board (AU). This opens up for questions about the minutes. If a debate is desired for  
1395 certain elements in the minutes, this must be submitted.

1396

### 1397 **3 Decision Cases**

- 1398 - Cases that require a binding decision. This applies to elections and appointments, changes in  
1399 the statutes or other committee documents, new or clarifications of policies, economic cases  
1400 and other cases that require a vote.
- 1401 - If necessary, electronic decisions can be used between Student Parliament meetings.
- 1402 - Electronic decisions cannot be used if the topic is of a significant nature, unless the Student  
1403 Parliament has approved of it before hand, in accordance with the instructions for electronic  
1404 decisions.

1405

### 1406 **4 Discussion Cases**

1407 Are not to be voted over, but are the basis for AU to work further on the case.

1408

### 1409 **5 Elections and appointment**

1410 Cases are closed after a written vote or voting with acclamation.

### 1411 **6 Other**

1412 Under "other," all participants can bring forward cases that were not in the Agenda, and they must be  
1413 brought forward before or during constituting. No form of decisions can be made on these cases.

1414

### 1415 **7 Evaluation of the Meeting**

1416 Here, participants can give feedback about the conduct of the meeting.