



## **1. Linnéstudenterna's purpose and scope of practise**

Linnéstudenterna's main objective is to monitor and participate in the development of the academic education and of the conditions for studies at Linnaeus University.

Linnéstudenterna will also work to support the members' academic studies and study social matters that affects the studies in the surrounding community.

Linnéstudenterna is a non-political and non-religious organisation

## **2. Year of activity and financial year**

Linnéstudenterna's year of activity and financial year runs from 1st of July to the 30th of June.

## **3. Membership**

You are a member or a support member after paying the membership fee for the period.

All students accepted into Linnaeus university can become members.

The membership fee is determined by the annual meeting. The support membership fee is determined by the annual meeting.

If you want to resign your membership as a regular member or support member you have to apply in writing and the board will decide. It is up to the board to decide how much of the membership fee will be refunded.

A member who applies to cancel the membership within fourteen (14) days after payment, due to cancellation of studies, is entitled to a full refund of the membership fee.

An Honorary member is decided by the annual meeting according to the policy for Honorary members.

If a member, support member or honorary member intentionally acts against Linnéstudenterna's principles or in any other way counteracts the organisation, the board can decide to cancel this person's membership.

## **4. Member Meeting**

Member meetings are the highest decision making bodies of Linnéstudenterna.

Member meetings are open, unless the member meeting has decided otherwise.

Members can submit a proposal to the member meeting, and this must be available to the Board no later than twenty-one (21) days before the member meeting.

Each year there must be at least four (4) regular member meetings, and one (1) of these must be the Annual meeting.

The Board will establish time and date for the member meetings. Invitation must be sent to the members no later than twenty-eight (28) days before the member meeting.

The meeting agenda and official meeting documents must be available to the members no later than ten (10) days before the member meeting.

If one (1) percent of the members, three quarters (3/4) of the Board, the economy accountant or all activity accountants make a written demand for the Board to call an extra meeting, then the Board must call an extra meeting. The agenda for this extra meeting must only contain the issues that lead to the extra meeting.

Each member meeting must have an allocated time for open/general questions.

Each meeting must elect two (2) adjusters, who will also serve as vote counters.

The minutes from the previous meeting must be adjusted by the meeting chairman and the elected adjuster. The meeting minutes must be published at the official website no later than twenty-one (21) days after the member meeting.

A meeting must have twenty (20) members present who are qualified to vote for the meeting to have quorum.

To have the right to submit proposals, vote and speak at a member meeting, the membership fee must be paid no later than the day of the member meeting.

Honorary members and support members do not have right to submit proposals, vote and speak at a member meeting.

The present board is not allowed to vote at a member meeting.

The resigning board are not allowed to vote during the voting process for recommending budgetary discharge/freedom of liability.

#### 4.1 Annual meeting

The second regular member meeting during the spring semester is the Annual meeting. This must be held before the end of May.

Apart from directions in § 4, the Annual meeting must also cover the following:

- Decide on the membership fees for the following year of activity.
- Decide on the budget for the following year of activity.
- Decide on the operational plan for the following year of activity.
- Elect three (3) activity accountants for the following year of activity.
- Elect one (1) economy accountant and its replacement for the following year of activity.
- Elect meeting presidium consisting of one (1) chairman, one (1) vice chairman and one (1) meeting secretary for the following year of activity.
- Appoint student representatives for the following year of activity.
- Inform about the election of Linnéstudenterna's Board.

## 4.2

### *The first regular meeting of the fall semester*

The first regular meeting of the fall semester must be held before the 15th of October and must also cover the following, apart from directions in § 4:

- Decisions about opinion documents.
- Decisions about policy documents.

### *4.3 The second regular member meeting of the fall semester*

The second regular meeting of the fall semester must be held before the 15th of December and must also cover the following, apart from directions in § 4:

- Review of the resigning board's budgetary discharge/freedom of liability. The resigning board are not allowed to vote during the voting process for recommending discharge.
- Accountant's reports.
- Appoint an election committee.
- Annual report from the board for the previous year of activity.
- Decision on balance sheet and income statement for the previous year of activity.
- Decision on disposition of the year's surplus or coverage of a loss.

### *4.4 The first regular meeting of the spring semester*

The first regular meeting of the spring semester must be held before the end of February and must also cover the following, apart from directions in § 4:

- The board's report regarding their work with Linnéstudenterna's core values.
- Decide on the size of the board for the following year of activity.
- Decide on the board positions and possible placements.
- Establish an organization plan for the following year of activity.

## **5 Board**

The mandate period for the Student Union board runs from 1st of July to the 30th of June.

The board is the highest decision making body of Linnéstudenterna between the member meetings. The board must ensure that the statutes of Linnéstudenterna are followed.

It is the board's responsibility to:

- Ensure that Linnéstudenterna fulfil their purpose.
- Plan, lead and delegate the work within the organisation.
- Hold vicarious liability.
- Confirm decisions made by the board.
- Answer for and administer the funds of the organisation.
- Prepare member meetings
- Draw up proposals for budget, membership fees, and an operational plan for the following year of

activity.

- Implement decisions made by the member meeting
- Submit statement of activity, and balance sheet and consolidated statement of income to the members
- Appoint authorized signatories for the year of activity.
- Appoint share holder representatives for the year of activity.
- Present propositions to the member meetings.
- Treat incoming proposals for the member meetings

The composition of the board must not mean that the presidium makes up the majority of the board.

### *5.1 Board meetings*

Only the board members and Linnéstudenterna's activity accountants and economy accountant have the right be present and speak at board meetings.

Only the board members have the right to vote.

The board will have quorum if at least half of the board members are present.

If the votes are even, then the chairman's vote will determine, except in election of people, then a draw of lots must be performed.

The chairman is responsible for calling a board meeting.

A board meeting can be held no earlier than five (5) days after the calling has reached the board members.

Meeting documents must be sent to the board members no later than three (3) days before the meeting.

If a board member wants to add a certain question to the agenda, this must be sent to the chairman no later than 5 (five) days before a called meeting.

Questions not added to the agenda can be treated if at least half of the present board members demand it.

Board meetings must be recorded and minutes will be adjusted then published at the organizations' webpage.

## **6 Elections**

Every member of Linnéstudenterna who has paid the membership fee has the right to vote in elections of trustees.

Members of Linnéstudenterna are electable to trustee positions.

All electable positions must have the option vacancy in Linnéstudenterna's elections.

### *6.1 Election to the board*

Elections for the board are performed by direct vote of the members of Linnéstudenterna who have the right to vote.

Each member has one (1) vote per board member position.

The election must be finished no later than seven (7) days before the annual meeting.

Only members of Linnéstudenterna can be elected to the board.

### *6.2 Election of meeting presidium*

At the annual meeting the meeting presidium is elected, consisting of one (1) meeting chairman, one (1) vice meeting chairman and one (1) meeting secretary for the following year of activity.

### *6.3 Election Committee*

Only members of Linnéstudenterna can be selected to the election committee.

The election committee consists of a maximum of five (5) members.

The election committee will appoint a member who will call the meetings.

It is the responsibility of the election committee to process the election of the board members.

It is the responsibility of the election committee to process the election of the meeting presidium.

It is the responsibility of the election committee to process possible by-elections.

The members of the election committee cannot be elected to the board or the meeting presidium.

The mandate period for the election committee is from the first regular member meeting of the spring semester until next year's first regular member meeting of the spring semester.

### *6.4 Accountants*

Everyone can be elected as an activity accountant for Linnéstudenterna.

At the annual meeting up to three (3) activity accountants are elected.

At the annual meeting one (1) authorized economy accountant is elected.

### *6.5 By-election*

If all the board positions are not filled, a by-election must be held at the following member meeting.

If the meeting presidium is not complete, a by-election can be held at the following member meeting if it is considered necessary.

If the election committee positions are not filled, a by-election can be held at the following member meeting if it is considered necessary.

Accountants will be elected at a by-election when necessary at the following member meeting.

Present members have the right to vote at by-elections.

## **7 Declaration of no confidence**

One (1) percent of the members or all of the activity accountants can raise the question of declaration of no confidence against a board member. The economy accountant can also raise the question of declaration of no confidence.

The question of declaration of no confidence must be reported no later than twenty-one (21) days before the member meeting to be treated at the meeting, and the voting must be performed as a secret ballot.

If the declaration of no confidence wins more than two thirds (2/3) of the votes, the board member in question is discharged from its responsibilities.

Decision of declaration of no confidence must be considered immediately adjusted in the minutes.

A declaration of no confidence can only be raised against a board member who has taken its position.

## **8 Statutes**

To make a statute change valid it must be voted on at two (2) consecutive regular member meetings and it must be accepted with a majority of two thirds (2/3) of the votes.

To make the statute changes come into effect the Linnaeus University Board has to accept the changes.

The board has interpretative prerogative if there are disagreements on how to interpret the statutes.

## **9 Dissolution**

Decision on dissolution of Linnéstudenterna must be taken at two (2) consecutive regular annual meetings. The decision must be taken with a two third (2/3) majority of the votes.

In the case of dissolution of Linnéstudenterna, the capital will be consolidated and administered by the Linnaeus University until a new student union is established.