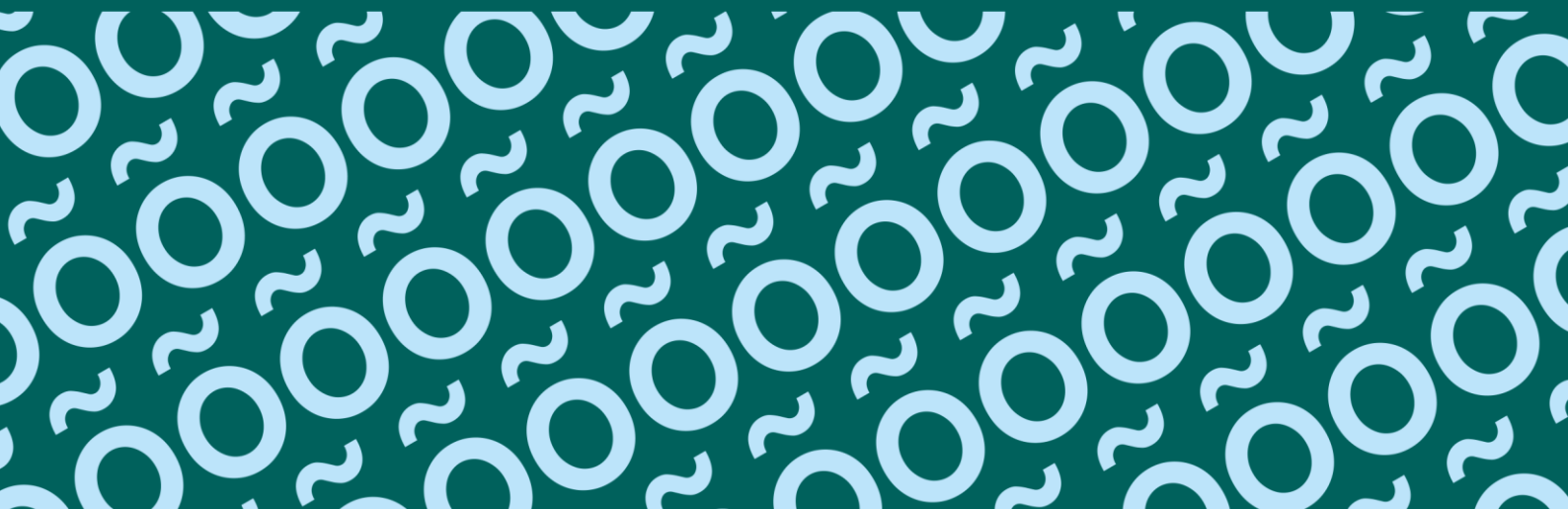


# Göta studentkår's Bylaws

Last revised: 2026-03-18





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# Chapter 1: General

## § 1:1

### Name and composition

The name of the student union is Göta studentkår. Göta studentkår is a democratically governed non-profit association of students at the University of Gothenburg. Göta studentkår is a non-religious, non-ideological, and politically independent organization.

## § 1:2

### Aim

The aim of Göta studentkår is to protect, promote and monitor the interests of its represented students in educational and study social issues.

## § 1:3

### Registered address

Göta studentkår's registered office is in Gothenburg.

## § 1:4

### Working language

The working language of Göta studentkår is Swedish.

## § 1:5

### Represented students

Göta studentkår represents all students at the University of Gothenburg at first cycle, second-cycle and third cycle levels within the Faculty of Humanities, the Faculty of Science and Technology, the Faculty of Social Sciences and the Faculty of Education.

## § 1:6

### Organisation

Göta studentkår's institutions are:

- › The Representative Assembly
- › The Union Board
- › The Election Committee
- › The Nomination Committee
- › The section boards
- › Central committees

## § 1:7

### Elected positions and eligibility

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Only ordinary members are eligible for the following elected positions within Göta studentkår:

- › The Representative Assembly
- › Election Committee
- › Nomination Committee
- › The Union Board
- › Section Boards
- › Committees
- › The Board of the Marshal's Office
- › Kick-off coordinator
- › Phadder

*All of the elected positions listed above require ordinary membership for the entire term of office.*

Ordinary membership is not required for eligibility to the following elected positions within Göta studentkår:

- › Speaker of the Representative Assembly
- › Deputy speaker
- › Auditor of operations

## § 1:8

### **Financial year**

Göta studentkår's financial year, accounting year and the mandate period for the Representative assembly, the Union board and the sections runs from 1 July until the 30 of June, unless otherwise stated by these bylaws.

## § 1:9

### **Authorised signatories**

Two of Göta studentkår's authorised signatories must sign jointly. One of Göta studentkår's authorised signatories must be the Chairperson of Göta studentkår. The Union Board appoints additional authorised signatories at the constituent board meetings.

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# Chapter 2: Membership

## § 2:1

### Membership

An individual becomes a member of Göta studentkår by paying the membership fee determined by the Representative Assembly.

Göta studentkår offers three forms of membership:

- › Ordinary membership (ordinary member)
- › Union buddy membership (kårkompis)
- › Temporary membership (temporary member)

Membership ceases to be valid when the purchased membership period expires, or when the individual completes their studies at one of the faculties of the University of Gothenburg represented by Göta studentkår.

## § 2:2

### Ordinary Membership

Students who are admitted to and enrolled in programmes at the faculties listed in § 1:5 are entitled to become ordinary members of Göta studentkår.

Full-time remunerated elected representatives have the right to hold ordinary membership during their term of office.

An ordinary member who has been elected to a position of trust within Göta studentkår through the student union election, by the Representative Assembly, or by the Union Board has the right to complete their term with ordinary membership, even if they terminate, interrupt, or take a break from their studies during the term of office.

## § 2:3

### Rights of ordinary members

An ordinary member is entitled to:

- › vote in elections for the Representative Assembly
- › stand as a candidate for the Representative Assembly, the Union Board, a section board, the Nomination Committee and the Election Committee

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- › stand as a candidate for the student representative positions appointed by Göta studentkår
- › stand as a candidate for the student representative positions for which Göta studentkår is entitled to nominate candidates
- › have a question dealt with by the Representative Assembly, the Union board or a section board.
- › read minutes from the Representative Assembly, the Union Board and the section boards meetings
- › take advantage of the benefits and services offered by Göta studentkår
- › to apply to be a kick-off coordinator or phadder during Göta studentkår's kick-off

## § 2:4

### **Obligations of ordinary members**

An ordinary member is obliged to comply with Göta studentkår's bylaws, values, policies, rules, and decisions made by the Representative Assembly, the Union Board and the Section Boards.

## § 2:5

### **Union Buddy membership**

Union Buddy membership is primarily aimed at individuals over 18 years of age with a previous affiliation to Göta studentkår.

A Union Buddy member is not a member of any section.

A Union Buddy member does not have the right to vote in elections to the Representative Assembly, nor the right to stand as a candidate for the Representative Assembly.

## § 2:6

### **Rights of Union Buddy members**

A Union Buddy member has no rights within Göta studentkår beyond those regulated in Göta studentkår's membership terms under the section "Union Buddy Membership."

## § 2:7

### **Obligations of Union Buddy members**

A Union Buddy member is obliged to comply with Göta studentkår's bylaws, values, policies, rules, and decisions made by the Representative Assembly, the Union Board, and the Section Boards.

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If a Union Buddy member violates Göta studentkår's bylaws, policies, rules, or decisions made by the Representative Assembly, the Union Board, or the Section Boards, they will be deprived of the right to remain a Union Buddy member.

## § 2:8

### Temporary Membership

Individual students at institutions other than the University of Gothenburg, as well as employees of Göta studentkår, may be granted temporary membership in Göta studentkår.

A temporary membership is valid for three (3) days.

A temporary member is not a member of any section.

A temporary member does not have the right to vote in elections to the Representative Assembly, nor the right to stand as a candidate for the Representative Assembly.

## § 2:9

### Rights of Temporary Members

A temporary member has no rights within Göta studentkår beyond those regulated in Göta studentkår's membership terms under the section "Temporary Membership."

## § 2:10

### Obligations of Temporary Members

A temporary member is obliged to comply with Göta studentkår's bylaws, values, policies, rules, and decisions made by the Representative Assembly, the Union Board, and the Section Boards.

If a temporary member violates Göta studentkår's bylaws, policies, rules, or decisions made by the Representative Assembly, the Union Board, or the Section Boards, they will be deprived of the right to remain a temporary member.

## § 2:11

### Resignation

A member has the right to terminate their membership in Göta studentkår.

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## § 2:12

A member who wishes to resign from Göta studentkår must notify the student union. Membership ceases when the notice of resignation has been received by Göta studentkår.

### Suspension

An ordinary member who violates § 2:4 or acts against the purpose of the union may be suspended from parts of Göta studentkår's activities in accordance with the document Policy for Incident Reports.

The matter of suspension is addressed and decided by the Union Board. The decision on suspension shall be made with at least half of the total votes of the Union Board. The decision shall specify the minimum duration of the suspension. The decision shall be reported to the Representative Assembly and the Auditor of Operations.

The affected ordinary member has the right to appeal the Union Board's decision to the Representative Assembly. The appeal must be submitted in writing to the Union Chairperson.

The appeal is considered and decided by the Representative Assembly. The decision shall be made with at least half of the total votes of the Representative Assembly. The decision shall specify the minimum duration of the suspension.

A suspension issue may be raised by a student at any of the four faculties represented by Göta studentkår at the University of Gothenburg.

A suspension issue may be raised against a member of Göta studentkår.

A member who is the subject of a suspension decision shall be notified of the matter. The person has the right to attend and to be heard at the meeting where the suspension is addressed.

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# Chapter 3: The Representative Assembly

## § 3:1

### The nature of the Representative Assembly

The Representative Assembly is Götastudentkår's highest decision-making body.

## § 3:2

### Composition

The Representative Assembly consists of 21 members, who are appointed by the Union's members by direct election. The Representative Assembly represents members of Götastudentkår.

## § 3:3

### Substitute

If a Representative Assembly member terminates their assignment in the Assembly, their mandate shall be assigned to the next candidate on the substitute list. If no substitute is available, the size of the Representative Assembly shall be adjusted accordingly.

## § 3:4

### Making decisions

The Representative Assembly makes decisions with at least half the number of approved votes cast, unless otherwise stated in these bylaws.

In the event of an even number of votes, the issue shall be dealt with again. In the event of an even number of votes on a decision where the issue cannot be postponed, the Union Chairperson has the casting vote.

In the absence of the Union Chairperson or in cases of conflict of interest, the Vice Chairperson shall have the deciding vote in their place.

## § 3:5

### Meetings

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The Representative Assembly meets when convened by the Union Chairman or at the request of at least three board members of the Representative Assembly.

The Representative Assembly must hold at least two meetings per semester.

Before its mandate period begins, a newly elected Representative Assembly must hold a constituent meeting before the end of April. At a constituent Representative Assembly meeting, no business other than that stated in point 3:6 may be dealt with.

## § 3:6

### Constituent meeting

Before the end of April, the newly elected Representative Assembly shall hold a constituent meeting.

The following matters shall be addressed for the upcoming operational year:

Election of:

- › Union Chairperson and Chair of the Union Board
- › Vice Chairperson and member of the Union Board
- › Education Coordinator and member of the Union Board
- › Event and Association Coordinator and member of the Union Board
- › Section Chairperson for the Humanities Section and member of the Union Board
- › Section Chairperson for the Science and Technology Section and member of the Union Board
- › Section Chairperson for the Social Sciences Section and member of the Union Board
- › Section Chairperson for the Education Science Section and member of the Union Board
- › Section Board members for all Section Boards
- › Speaker and Deputy Speaker of the Representative Assembly
- › One Auditor of Operations
- › Approved Financial Auditor

Decisions on:

- › Rules of Procedure for the Representative Assembly

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- › Membership fees for all types of membership
- › Amount of monthly remuneration
- › Framework budget
- › Operational plan
- › Dates for the autumn meetings of the Representative Assembly

Decisions made by the constituent Representative Assembly shall take effect on July 1 of the same year.

## § 3:7

### **Matters to be dealt with during autumn**

At the Representative Assembly meeting during the autumn, the following matters shall be dealt with:

- › Election of the Nomination committee
- › Election of three (3) to seven (7) board members of the Election committee
- › Delegation of authority for Göta studentkår
- › Annual report
- › Auditor's reports
- › confirming the income statement and balance sheet
- › the Union Board's proposal for how to dispose of any surplus or cover any deficit
- › discharging the previous year's Union Board from liability
- › Resolution of dates for the spring meetings for the Representative Assembly

## § 3:8

### **Notice of meetings and meeting documents**

Notice of the meeting shall be sent to the members of the Representative Assembly no later than 25 days before the meeting and shall include a preliminary agenda.

Meeting documents shall be sent to the members of the Representative Assembly no later than 10 days before the meeting.

The notice shall be posted on Göta studentkår's website.

## § 3:9

### **Motions**

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Ordinary member who wish to add an item to the agenda must give notice of this in writing to the organizational coordinator no later than 20 days before the meeting of the Representative Assembly.

The Union board shall issue a statement on motions received by the Representative Assembly.

## § 3:10

### **Additional matters**

Decisions may not be taken on issues that have not been sent as decision points.

## § 3:11

### **Right of attendance and right to speak**

The Representative Assembly's meetings are open to members- and the employees of Göta studentkår.

All those present at the meeting have the right to speak.

The members of the Representative Assembly, the Chairman of the Representative Assembly, the Representative Assembly secretary, the Union Board, the Union's auditors, the Nomination Committee and the Election Committee have the permanent right to attend.

The Representative Assembly may decide to hold a part of the meeting behind closed doors if the Representative Assembly deems that there are specific reasons for doing so. This should only occur in exceptional circumstances and with caution.

## § 3:12

### **The right to submit proposals**

Göta studentkår's members, the members of the Representative Assembly, the Union Board, the Union's auditors, the Nomination Committee, the Election Committee, and those decided on by the Representative Assembly have the right to submit motions.

## § 3:13

### **The right to vote**

The members of the Representative Assembly have the right to vote. Voting by proxy is not permitted.

## § 3:14

### **Quorum**

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A meeting is in quorum if notice has been given in accordance with point 3:8 and at least half of the ordinary members are present at the meeting.

## § 3:15

### Voting

Voting shall always be conducted openly, except in elections involving individual candidates, where a secret ballot is always held in the case of competition. A secret ballot shall also be held if a member of the Representative Assembly requests it.

## § 3:16

### Election of individual candidates

Elections of individual candidates shall always be decided by secret ballot unless the Representative Assembly unanimously decides otherwise. To be elected, a candidate must receive more than half of the valid votes cast by the Representative Assembly.

In competitive elections with more than two candidates for a position, the Single Transferable Vote (STV) system shall be applied.

## § 3:17

### Minutes

Minutes shall be kept at meetings of the Representative Assembly. The minutes shall be approved by the meeting Chairperson, the meeting Secretary and two appointed reviewers elected by the Representative Assembly.

## § 3:18

### Notifying decisions

Confirmed minutes from Representative Assembly meetings shall be posted on Göta studentkår's website no later than four weeks after each Representative meeting.

## § 3:19

### Vote of no confidence

The Representative Assembly may, by a vote of no confidence, decide that an elected official of the Assembly no longer holds the Assembly's confidence, which means that the elected official is dismissed from their assignment.

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A vote of no confidence shall only be considered upon the request of at least four (4) members of the Representative Assembly or at least three (3) members of the Union Board.

The matter of a vote of no confidence shall always be decided by secret ballot unless the Representative Assembly unanimously decides otherwise. To pass a vote of no confidence, more than half of the total number of Assembly members must vote in favor.

## § 3:20

### Cooperation organizations

Issues relating to Göta studentkår's admission to or withdrawal from other organizations will be decided on by the Representative Assembly with a three quarters majority of the number of approved votes cast.

## § 3:21

### Ineligibility to Serve as a Member of the Representative Assembly

If a member is elected to the Union Board or a Section Board, the member shall resign from their seat in the Representative Assembly.

## § 3:22

### Conflict of Interest

In cases of conflict of interest, a member of the Representative Assembly shall recuse themselves from the voting register during the relevant agenda item.

A member of the Representative Assembly may raise a point of order regarding a conflict of interest directed at another member. If the member in question refuses to recuse themselves, the Representative Assembly shall decide whether a conflict of interest exists and whether the member should be recused for that agenda item.

A conflict of interest is defined as a situation where the decision may result in significant personal benefit to the member or where the member's impartiality can be questioned.

## § 3:23

### Dismissal of a member of the Representative Assembly

If a member of the Representative Assembly fails to attend two consecutive Assembly meetings without providing a valid reason for the absence, the member may be dismissed by the Assembly. The

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same applies if the member does not respond to contact attempts made by the Union Presidium up to one week before the second Assembly meeting of the operational year.

## Chapter 4: Election of the Representative Assembly

### § 4:1

#### Way of election

The Representative Assembly is elected annually via free, closed, direct and proportional election. The election must have been held and counted by the end of March.

Voting shall be conducted digitally.

### § 4:2

#### Right to vote

Each ordinary member who can present valid proof of membership at the time of the election has the right to vote.

Each ordinary member has one vote. Voting by proxy is not permitted.

### § 4:3

#### Eligibility

Every ordinary member is eligible for the Representative Assembly. In order to receive votes for the Representative Assembly, the candidate must be eligible.

### § 4:4

#### Distribution of seats

Representative Assembly seats will distribute as prescribed by the electoral system.

In order for a candidate to obtain a Representative Assembly seat, the candidate or the list must receive at least five (5) approved votes

### § 4:5

#### Election period

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Elections to the Representative Assembly shall be held between March 1 and March 24. The exact election dates shall be set by the Election Committee in consultation with the Union Board.

## § 4:6

### By-election

The Representative Assembly can, with simple majority, announce a by-election. In order for such a decision to be taken, it is required that the number of members in the Representative Assembly is less than sixteen and that there is no replacement list or that the list has been emptied according to §3.3.

By-election must follow the same procedures and rules that apply to the ordinary elections to the Representative Assembly according to §4.2.

By-election may not be conducted within 50 days of the ordinary election period in accordance with §4.5.

## Chapter 5: The Union Board

## § 5:1

### The nature of the Board

The Union Board is the executive body of the union and the deputy of the Representative Assembly. The Union Board manages the immediate leadership of the union's operations in accordance with Göta studentkår's bylaws, existing governing documents, and other decisions made by the Representative Assembly.

## § 5:2

### Composition

The Union Board consists of the Union Chairperson, Vice Union Chairperson, Education Coordinator, Events and Associations Coordinator and the Section Chairperson from each section within Göta studentkår.

In cases where a section lacks a Section Chairperson the Section Board shall appoint a deputy from among its members.

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## § 5:3

### By-election to the Union Board

If a member of the Union Board resigns from their assignment, the Representative Assembly may call for a by-election. The by-election shall be prepared by the current Election Committee.

## § 5:4

### The Union Board's Responsibilities

The Union Board has the responsibility to:

- › Plan, coordinate, and lead the union's activities.
- › Prepare matters to be addressed by the Representative Assembly, unless the Assembly has decided that the matter shall be prepared otherwise.
- › Implement decisions made by the Representative Assembly.
- › In addition to the members of the Section Boards appointed by the Representative Assembly at the constituting meeting, appoint members to the Section Boards continuously during the operational year.
- › Appoint members to committees and elected representatives to bodies for which neither the Representative Assembly nor the sections elect representatives.
- › Prepare proposals for the budget for the upcoming operational year.
- › Prepare proposals for the operational plan for the upcoming operational year.
- › Present the income statement and balance sheet for the previous operational year to the Representative Assembly no later than December 1 each operational year.
- › Act as employer for the union's employees.
- › Decide on the disbursement of allowances.
- › Appoint authorized signatories.
- › After their term, but no later than November 1, submit their activity report to the auditors.
- › Support the sections in their work.
- › Specify the adopted operational plan and report this to the Representative Assembly. The specified operational plan shall be based on the plan adopted by the constituting Representative Assembly.

The Union Board may also make decisions that would normally be made by the Representative Assembly but cannot be postponed.

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Such decisions shall be reported to the Representative Assembly at its next meeting.

## § 5:5

### Summoning

The Union Board meets when summoned by the Union Chairman. Notice of meetings shall be sent to the members of the Union Board no later than ten weekdays before the meeting. Agendas and other board documents must be circulated no later than three weekdays before the meeting.

Notice of meetings shall be posted at Göta studentkår's website.

## § 5:6

### Quorum

The Board is in quorum when half, but at least four of the members are present at a meeting.

## § 5:7

### Making decisions

The Union Board makes decisions by a simple majority of the valid votes cast. In the event of a tie, the matter shall be reconsidered. If postponement is not possible, the Union Chairperson shall have the casting vote.

In the absence of the Union Chairperson or in cases of conflict of interest, the Vice Union Chairperson shall have the casting vote in their place.

If the Board is to make decisions by other means, this must be regulated in the Board's rules of procedure.

## § 5:8

### The rights of meeting participants

The rights to attend, speak, make motions, and vote at Union Board meetings belong to the Union Board members.

The rights to attend and speak belong to the Union's auditors.

The rights to attend and speak for others are regulated in the Union Board's rules of procedure.

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The Union Board may decide to hold parts or the entirety of the meeting behind closed doors

## § 5:9

### Minutes

Minutes shall be taken by the meeting secretary at Union Board meetings. The minutes shall be approved by the meeting chairperson, the meeting secretary, and at least one verifier appointed by the Union Board.

## § 5:10

### Notifying decisions

Confirmed minutes from the Union Board's meetings shall be posted publicly no later than two weeks after the Union Board meeting in question.

## § 5:11

### Constitute Board meetings

The incoming Union Board shall convene at a constitutive Union Board meeting after the Constitutive Representative Assembly for the new operational year has been held.

The following matters shall be addressed at the meeting:

- › The Union Board's rules of procedure
- › Compensation
- › Authorized signatories
- › Financial delegation
- › Göta studentkår's Rules of Procedure for the Section's
- › Election of committee members
- › Confirmation of members of the Marshal's Office
- › Dates for the autumn Union Board meetings

If the constitutive Board meeting is held before July 1st, the decisions made at the meeting shall take effect on July 1st.

## § 5:12

### Vote of no confidence

The Union Board may issue a declaration that an elected official of the Union Board no longer enjoys the confidence of the Union Board, which means that the elected official is relieved of their duties. Such a

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declaration requires the approval of more than half of the total number of Union Board members.

A vote of no confidence shall only be considered upon the request of at least three (3) members.

Decisions regarding a vote of no confidence made by the Union Board can be appealed to the Representative Assembly.

## Chapter 6: Sections

### § 6:1

#### The nature of the sections

All ordinary members of Göta studentkår belong to a section.

The section's task is to conduct educational advocacy, organize social activities related to studies, engage the student union's members, encourage the section's students to become members of Göta studentkår, as well as appoint student representatives and kick-off coordinators within the section's area of activity.

Each section shall work to ensure that ordinary members run as candidates and vote in the student union elections.

### § 6:2

#### The number of sections and their fields of activity

Göta studentkår has four sections:

- › The Humanities section
- › The Section of Science and Technology
- › The Social Sciences Section
- › The Education Section

Each section's field of activity corresponds to the relevant faculty board area or equivalent.

### § 6:3

#### Section affiliation

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Each ordinary member belongs to the section in which they have earned the most university credits.

Students admitted to a program belong to the section whose area of activity corresponds to the faculty board area or equivalent body responsible for the program.

A ordinary member who studies an equal number of university credits in two sections may choose which section to belong to.

## § 6:4

### The section board

The section board is responsible for the section's operations.

The members of the Section Board shall be responsible for educational issues, study social issues and finances for the section.

The Section Board is responsible to the Union Board.

## § 6:5

### The composition of the section board

The Section Board shall consist of three (3) to nine (9) members, including the Section Chairperson.

## § 6:6

### Responsibilities

The Section Board is responsible for:

- › Leading the section's work
- › Representing the section
- › Appointing student representatives within the section's area of operation
- › Appointing kick-off coordinators for the section's orientation activities
- › Nominating at least one (1) candidate to the Nomination Committee no later than October 1st during the operational year
- › Nominating at least one (1) candidate to the Election Committee no later than October 1st during the operational year

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- › Submitting an annual report to the Union Board no later than September 1st of the following operational year

Assignments for Section Board members are regulated in the Assignment Descriptions for Section Board members.

## Chapter 7: Councils

### § 7:1

#### The nature of the councils

Göta studentkår's councils are bodies for collaboration within the organization.

The councils exist to address strategic issues within Göta studentkår.

### § 7:2

#### The creation of the councils

The Union board has the right to create new councils. The councils is created by the Union board if it's necessary for handling issues that concern the whole organization.

### § 7:3

#### Composition

The composition of the Council is determined by the Union Board.

The composition of the councils is regulated in each council's rules of procedure.

### § 7:4

#### Summoning

The councils convene upon the summons of the council convener. The convener is regulated in each council's rules of procedure.

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## Chapter 8: Central committees

### § 8:1

#### The nature of central committees

For the preparation and execution of specific matters of interest, the Union Board has committees at its disposal.

Committees are governed by their respective rules of procedure.

### § 8:2

#### Composition

The members of the committees are selected by The Union Board

## Chapter 9: Ceremony committee

### § 9:1

#### The nature of the Ceremony committee

There is only one ceremony committee at Göta studentkår.

The ceremony committee works to preserve and pass on the traditions of Göta studentkår and its representatives.

The ceremony committee represents Göta studentkår at ceremonies and celebrations within the student union and at the University of Gothenburg.

### § 9:2

#### Attaining the Title of Ceremony Committee

To attain the title of ceremony committee and thus hold the responsibility of representing Göta studentkår, approval from the union board is required.

### § 9:3

#### Composition

Members of the ceremony committee are elected by the ceremony committee itself but are confirmed by the incoming union board.

### § 9:4

#### Responsibilities

The ceremony committee is responsible for:

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- › To the best of their abilities, care for and represent Göta studentkår and the values of the student union adequately
- › To the best of their abilities, preserve and pass on the traditions of Göta studentkår
- › To the best of their abilities, attend and represent Göta studentkår at ceremonies and celebrations of the University of Gothenburg and the student union

## § 9:5

### Working Procedure

In addition to what is stated in these bylaws, the ceremony committee is regulated by the document Working Procedure for Göta studentkår's Ceremony Committee.

# Chapter 10: Nomination committee

## § 10:1

### The nature of the nomination committee

The Nomination Committee prepares elections conducted by the Representative Assembly.

The Nomination Committee prepares elections of:

- › Union Chairperson and Chairperson of the Union Board
- › Vice Union Chairperson and member of the Union Board
- › Education Coordinator and member of the Union Board
- › Event and Association Coordinator and member of the Union Board
- › Section Chairperson for the Humanities Section and member of the Union Board
- › Section Chairperson for the Science and Technology Section and member of the Union Board
- › Section Chairperson for the Social Sciences Section and member of the Union Board
- › Section Chairperson for the Educational Sciences Section and member of the Union Board
- › Section Board members for all Section Boards
- › Speaker and Deputy Speaker for the Representative Assembly

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› Operational Auditor

The Nomination Committee can be tasked by the Representative Assembly or the Union Board to prepare additional elections.

## § 10:2

### Composition

The Nomination Committee consists of three (3) to six (6) people who should be members from different sections.

The Nomination Committee appoints a convenor from among its members.

## § 10:3

### Meetings

The meetings of the nomination committee are convened by the convenor.

## § 10:4

### Quorum

The Nomination Committee is quorate when the convenor and at least half of the committee members are present. In the event of a tie, the convenor has the casting vote.

## § 10:5

### Tasks of the nomination committee.

No later than 20 days before a Representative Assembly meeting at which elections will be held, the Nomination Committee shall submit a full list of names for the elections to be held.

The Nomination Committee is tasked with submitting proposals for any Board by-elections that need to be held over the course of the year.

# Chapter 11: Auditing

## § 11:1

### Financial audit

Göta studentkår's financial audit shall be carried out by an authorized auditor.

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## § 11:2

### **Operational audit**

Operations shall be audited by one operational auditor.

## § 11:3

### **Presenting the auditor's reports**

The financial auditor and the operational auditor must submit separate auditor's reports to the Delegation no later than 15 November following the financial year to which their audits relate. The operational auditor report must include a statement on discharging the Board from liability.

The financial auditor's report must include statements on discharging the Board from liability, confirming the income statement and balance sheet, and the Board's proposal for disposing of any surplus or covering any deficit.

## § 11:4

### **Extraordinary financial audit**

At the request of the Union Board or the Representative Assembly, the financial auditors shall carry out a specific audit of particular administrative aspects.

## § 11:5

### **Extraordinary operational audit**

The operational auditor can carry out a specific audit of an issue at their own initiative or at the request of a Union member.

## § 11:6

### **Following auditing practice**

The auditors must follow good auditing practice.

## § 11:7

### **Prevention from holding other commissions of trust alongside the role of auditor**

Auditors are not allowed to hold the following positions of trust within Göta studentkår:

- › The Representative Assembly
- › Election Committee
- › Nomination Committee
- › The Union Board
- › Section Boards
- › Committees

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## Chapter 12: Union associations

### § 12:1

#### The nature of Union associations

Associations aimed at members of Göta studentkår may apply for status as a union association. The application is prepared and decided upon by the Union Board.

If the application for union association status is denied, the decision may be appealed to the Representative Assembly.

### § 12:2

#### Requirements in order to be granted the status of Union association

To obtain status as a union association, all requirements listed in the document Regler för Göta studentkårs föreningar must be fulfilled.

The status as a union association is valid until the end of the operational year.

### § 12:3

#### The rights and obligations of union associations

The rights and obligations of union associations are regulated by the document Regler för Göta studentkårs föreningar.

### § 12:4

#### Revocation of Union association status

The Union Board may decide to revoke a union association's status if the association's activities cease or violate Göta studentkår's statutes, values, or other governing documents.

A union association may appeal a revocation decision to the Representative Assembly.

A union association that wishes to voluntarily revoke its status shall notify the Union Board.

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## Chapter 13: Section associations

### § 13:1

#### The nature of section associations

Associations targeting students studying within the same faculty, department, program, subject, or equivalent at one of Göta studentkår's sections may apply for status as a sectional association.

The application is prepared and decided upon by the respective sectional board of the section where the association wishes to operate.

### § 13:2

#### Requirements in order to be granted the status of section association

To obtain status as a sectional association, all requirements listed in the document Regler för Göta studentkårs föreningar must be met.

Status as a sectional association is valid until the end of the operational year.

### § 13:3

#### Rights and obligations of sectional associations

The rights and obligations of sectional associations are regulated in the document Regler för Göta studentkårs föreningar.

### § 13:4

#### Revocation of Sectional Association status

The Sectional Board may decide to revoke the status of a sectional association if the association's activities cease or violate Göta studentkår's statutes, values, or other governing documents.

A sectional association may appeal a revocation decision to the Union Board.

A sectional association that wishes to voluntarily revoke its sectional association status shall notify the sectional board.

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# Chapter 14: Governing documents

## § 14:1

### Governing documents

In addition to Göta studentkår's bylaws, there are delegation orders, rules of procedure, assignment descriptions, core values, vision statements, document of opinions, strategies, policies, plans, and procedures.

## § 14:2

### Change of Bylaws

Amendments to Göta studentkår's Bylaws require identical decisions passed with a 3/4 majority of the number of valid votes cast at two separate Representative Assembly meetings, held at least 30 weekdays apart.

## § 14:3

### Editorial changes

Decisions on editorial changes may be made by The Union Board. In case of dispute, the Bylaws Interpretation Committee shall decide whether a change is editorial.

## § 14:4

### Bylaws Interpretation Board

If a dispute arises regarding the Bylaws of Göta studentkår, the matter shall be referred to a Bylaws Interpretation Committee consisting of Göta studentkår's auditor, the Speaker, and the Union Chairperson.

If the committee is divided, the interpretation shall be decided by a vote. All members of the Bylaws Interpretation Committee shall vote. The proposal supported by at least half of the total number of votes shall be adopted.

## § 14:5

### Delegation Order

The Representative Assembly establishes and revises Göta studentkår's Delegation Order. This includes tasks and powers. The delegation order should be discussed or decided on once a year.

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## § 14:6

There is only one delegation order within Göta studentkår, other decisions on delegation regarding individuals in the union board or section board are described in the respective rules of procedure.

### Rules of Procedure

Rules of Procedure shall exist for each respective body within the organization. The Rules of Procedure shall specify directives on the body's tasks, procedures, any schedules, and delegations to individuals. Rules of Procedure should be adopted each time a new term begins or when a body is appointed.

The following Rules of Procedure are decided by the Representative Assembly:

- › Rules of Procedure for the Representative Assembly
- › Rules of Procedure for the Nomination Committee
- › Rules of Procedure for Student Representatives

The following Rules of Procedure are decided by the Union Board:

- › Rules of Procedure for the Union Board
- › Göta studentkår's Section Rules of Procedure
- › Rules of Procedure for all active councils

For all other Rules of Procedure, these are decided by the body that appointed the instance. In cases where the same type of body exists across multiple sections, a common Rules of Procedure should be adopted by the Union Board.

## § 14:7

### Election Regulations

In addition to what is stated in Göta studentkår's Bylaws, elections to the Representative Assembly are governed by Göta studentkår's Election Regulations.

To amend the Election Regulations, identical decisions must be made with a 3/4 majority of the number of approved cast votes at two (2) separate Representative Assembly meetings held at least 30 calendar days apart.

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## § 14:8

### Assignment Descriptions

Assignment descriptions are documents that define the roles and responsibilities of individual positions.

Assignment descriptions must be adopted prior to each election for an individual post.

The following assignment descriptions must be adopted by the Representative Assembly:

- › Union Chairperson
- › Vice Union Chairperson
- › Education Monitoring Coordinator
- › Event and Association Coordinator
- › Section Chairperson
- › Section Board Member responsible for Career and Labour Market
- › Section Board Member responsible for Work Environment
- › Section Board Member responsible for Communications
- › Section Board Member responsible for Student Politics
- › Section Board Member responsible for Student Social Affairs
- › Section Board Member responsible for Education Monitoring
- › Operational Auditor
- › Speaker
- › Deputy Speaker

Assignment descriptions for other positions shall, where necessary, be adopted by the body appointing the position.

If the same type of position exists across several sections, a joint assignment description should be adopted by the Union Board.

## § 14:9

### Values and vision

The core values of Göta studentkår and the vision of Göta studentkår are established and revised by the Representative Assembly.

## § 14:10

### Document of Opinions

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Göta studentkår's Document of Opinions is adopted and revised by the Representative Assembly.

## § 14:11

### Policy documents

Policy documents are established and revised by the representative assembly or the union board.

A policy is a regulation for how the activities of Göta Studentkår should be conducted and is not statutory, statutory or assignment description.

The following documents shall be decided by the representative assembly:

- › Göta studentkår's alcohol and drug policy
- › Göta studentkår's Environmental and Sustainability Policy
- › Göta studentkår's Policy for Full-Time Remunerated Positions
- › Göta studentkår's equal treatment policy
- › Göta studentkår's investment policy
- › Göta studentkår's policy for notification cases
- › Göta studentkår's policy for collaborations and external relations
- › Göta studentkår's kick-off policy

The following documents shall be decided by the union board:

- › Göta studentkår's work environment policy
- › Göta studentkår's personal data management policy
- › Göta studentkår's staff policy
- › Göta studentkår's policy for labor market related event

## § 14:12

### Strategies

Strategies are established and revised by the Representative Assembly. Strategies are intended to outline strategic work within Göta studentkår's organization.

## § 14:13

### Plans

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Plans are established by the Union Board, with the exception of the operational plan, which is established by the Representative Assembly.

## § 14:14

### Rules

Rules are established by the Union Board, with the exception of the Rules for Associations, which are established by the Representative Assembly.

Rules remain in effect until further notice but should be reviewed regularly by the deciding body. Rules shall be continuously monitored. When new rules are established, the Union Board must report this to the Representative Assembly.

## § 14:15

### Procedures

Procedures are established by the Union Board. The purpose of procedures is to clarify the methods and workflows for operations within the internal organization.

# Chapter 15: Resolution

## § 15:1

### Decision on Dissolution

To dissolve Göta studentkår, identical decisions must be made with a 3/4 majority of the total number of votes in the Representative Assembly at two separate Representative Assembly meetings, with a student union election taking place in between.

## § 15:2

### Göta Studentkår's assets in the event of dissolution

In the event of Göta studentkår's dissolution, the Representative Assembly shall decide, with a 3/4 majority of the total number of approved votes cast, how the organization's assets are to be allocated.

If the Representative Assembly is unable to reach a decision, the assets shall be placed in a fund for student union-related work.

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