

LundaEkonomerna Student Union's Statute



*This statute applies from September 10 2019
following a decision by the General Council on the same date.*

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CHAPTER 1 THE UNION

§ 1.1 Purpose

LUNDAEKONOMERNA STUDENT UNION (in Swedish: 'LundaEkonomernas Studentkår', known from this point onwards as the 'Student Union') is an independent organization with no political or religious affiliation, and is independent from any and all trade unions. Its main purpose is to monitor and contribute to the development of the education and conditions for studies provided at the Lund University School of Economics and Management (LUSEM). The Student Union aims to be an inclusive, non-profit-making organization with focus on value for its members.

§ 1.2 Area of activity

The Student Union's work covers students at bachelor and master level at LUSEM in accordance with Section 4 (8–14) of Högskolelagen, the Swedish Higher Education Act (1992:1434).

§ 1.3 Business year

The Student Union business year runs from July 1st to June 30th.

CHAPTER 2 MEMBERS

§ 2.1 Members

Members of the Student Union are either:

- a) regular members,
- b) honorary members,
- c) supporting members, or
- d) members of the Seniors Collegium.

The Student Union must keep a register of all its members. If requested by Lund University, the Student Union must hand over this register to the university.

CHAPTER 3 REGULAR MEMBERS

§ 3.1 Regular members

Students enrolled at Lund School of Economics and Management who have paid the Student Union Membership are classified as members of the Student Union.

§ 3.2 End of membership

A regular membership ends when the period for which the member has paid the membership fee expires, or when the member informs the Student Union Board in writing that they wish to leave the Student Union. The student Union does not reimburse any membership fees.

§ 3.3 Fee

Regular members of the Student Union are required to pay a membership fee to the Student Union.

This fee is set by the General Council on an annual basis.

When a person pays the fee for the spring semester, this means they have fulfilled their obligations for the membership period January 1st to August 31st, unless a later date is stated on the membership card. When a person pays the fee for the fall semester, this means they have fulfilled their obligations for the membership period June 1st to January 19th unless a later date is stated on the membership card.

CHAPTER 4 HONORARY MEMBERS

§ 4.1 Eligibility

Honorary members are chosen by the General Council of the Student Union in recognition of the major contribution they have made to Student Union activities and improvement of these.

§ 4.2 Appointment of honorary members

To be elected, honorary members must receive at least four-fifths (4/5) of all the votes from the General Council. A proposal for an honorary member to be elected can be suggested by a minimum of 30 (thirty) members, the Board or the Seniors Collegium. The proposal must be submitted to the Student Union's President no later than ten (10) working days before the General Council meeting. If the proposed candidate is rejected, neither the proposal nor the decision will be recorded in the minutes.

§ 4.3 Fee

Honorary members do not pay a membership fee to the Student Union.

CHAPTER 5 SUPPORTING MEMBERS

§ 5.1 Supporting membership

Students at Lund University who are members of other student unions are entitled to become supporting members of the Student Union.

The Student Union's Inspector, Pro-Inspector and Seniors Collegium are all supporting members.

These members are all supporting members, but do not pay a membership fee to the Student Union.

§ 5.2 The supporting member's rights

Supporting members have the same rights as regular members, with the exception of the right to be a member of the General Council and to vote in elections to the General Council.

§ 5.3 Fee

The fee for supporting membership is set annually by the General Council.

CHAPTER 6 ORGANIZATIONAL STRUCTURE

§ 6.1 Organizational structure

The Student Union body consists of the following:

- a) the members
- b) the General Council,
- c) the Board,
- d) the Seniors Collegium,
- e) the Committees and Projects,

- f) the Nominations Committee,
- g) the Electoral Commission, and
- h) the advisory groups, work groups and commissions serving under these.

§ 6.2 Committees

The Student Union's regular committees consist of:

- a) The Education committee,
- b) Corporate Relations Committee,
- c) Corporate Challenge,
- d) The eee days,

- e) KPMG International Case Competition,
- f) Lund European Business Tour,
- g) Lund International Week,
- h) The Winter Ball,
- i) The Novice Committee,

- j) Nådiga Lundtan,

- k) Sexmästeriet,
- l) The Social Committee,
- m) Case Academy,
- n) Öresund Linking Minds.
- o) The Marketing Group

The General Council may also set up other committees by simple majority.

§ 6.3 Positions of trust

Positions of trust are elected by the General Council as Project Leaders, Vice Project Leaders, Board members, members of the Nominations Committee, auditors and student representatives in bodies connected to the university. Positions of trust are also those individuals that the Board has elected as Project Leaders or Vice Project Leaders.

CHAPTER 7 THE GENERAL COUNCIL

§ 7.1 Highest decision-making body

The General Council is the Student Union's highest decision-making body.

§ 7.2 General Council

The General Council consists of 21 members and ten (10) deputies.

§ 7.3 The tasks and mandates of the General Council

The General Council has the following responsibilities:

- to elect the Student Union Board,
- to set up Committees if needed,
- to hold other elections as specified in this statute,

- to set membership fees for the next business year by May at the latest,
- to decide on a budget and business plan for the Student Union,
- to decide on whether to approve the Student Union's annual report and annual accounts,
- to decide on whether to grant the Board discharge from liability, and

- to approve the Student Union's major affiliation or financial funding, to the types of organization that would further the studies of members of the Student Union or in some other way support the members of the Student Union.
- to decide on the strategy of LundaEkonomerna
- to approve the Opinions Program

§ 7.4 Conduction of the General Council Meetings

The General Council meetings are chaired by a Speaker and, in their absence, by a Vice Speaker.

If both the Speaker and Vice Speaker are unable to attend the meeting, it will be chaired instead by the Student Union President, and in their absence, by the Student Union Vice President.

Whoever chairs the meeting forfeits any right to vote.

§ 7.5 The member's premise to fulfill their duty

In order for a member of the General Council to fulfill their duty, they must prove that they are regular members of the Student Union, as specified on the membership card

If a member of the General Council cannot prove their membership, they will not be considered a serving member of the council. Once the member can prove regular membership of the Student Union they can resume their work in the General Council.

§ 7.6 Right to take part in discussions

The following individuals have the right to take part in discussions, express opinions and put forward proposals at the General Council meetings:

- a) all deputies of the General Council
- b) Speakers and Vice Speakers,
- c) General Council's secretaries,
- d) Board members,
- e) Seniors Collegium members,
- f) members of the Collegium,
- g) auditors, and
- h) The Nominations Committee

Other members of the Student Union have the right to attend the General Council meetings, provided that these are not being held behind closed doors in accordance with § 8.26..

The General Council can, with a simple majority, decide to temporarily exclude members who are not listed under § 7.6 a) to i) from decisions behind closed doors. If this happens, the people excluded from the discussion must leave the meeting.

With a simple majority, the General Council can also decide to give other members of the Student Union the right to express opinions at a meeting or on individual matters.

When discussing motions submitted by individual members of the Student Union, the proposers of the motion present at the meeting also have the right to express opinions and put forward proposals.

§ 7.7 Matters of Discussion

The following topics are covered during the General Council meetings:

- a) written communication from the auditors,
- b) election as discussed in § 7.8,
- c) by-election items,
- d) propositions,
- e) motions,
- f) interpellations,
- g) votes of no confidence, and
- h) other matters.

The meetings will also discuss points of order, to include setting an agenda and choosing adjusters for the meeting.

§ 7.8 Election Session

The General Council elected for the current business year takes part in this election sessions.

During the election sessions, the General Council is able to:

- a) elect the Board,
- b) elect student members to the Seniors Collegium,
- c) elect Speakers, Vice Speakers and secretaries among the General Council,
- d) elect Positions of trust for the Student Union committees,
- e) elect a Project Leader and members of the Nominations Committee,

- f) elect auditors,

- g) elect members and deputies to LUSEM's faculty board, department boards, management teams for programs as set out in § 18.2, and
- h) elect honorary members
- i) elect the Inspector and Pro-Inspector

During the election session, discussion and decisions should not deviate from the items set in this paragraph, unless the General Council deems the discussion to be relevant for the election.

§ 7.9 Meeting frequency

Meetings with the General Council will be held when:

- a) a rule set in this document calls for such, or when
- b) the Student Union's Speaker deems it necessary, or when

- c) at least 20 members of the Student Union request this from the Student Union's Speaker in writing, or when
- d) at least one third of the members of the General Council request this from the Student Union's Speaker in writing, or when
- e) the Student Union's President requests this in writing from the Student Union's Speaker.

The meeting must however be held at least twice per semester, and as often as required in order to sufficiently fill vacant positions of trust as listed under § 6.2 and other positions governed by the adopted business plan.

The meeting must however be held within 15 working days of the written communication reaching the Student Union Speaker.

The meeting with the General Council cannot be held during the period June 1st to August 31st or December 16th to January 15th.

§ 7.10 Calling the meeting and setting an agenda

The Meetings are summoned by the Speaker and, in their absence, by the Vice Speaker. They also set the agenda. In the absence of both the Speaker and the Vice Speaker, the meeting will be summoned, and the agenda set, by the Student Union President.

The meeting will be announced on the Student Union website. Additionally, an invitation should be sent out to members of the General Council, the Collegium, the Board and the Nominations Committee no later than ten (10) working days before the meeting.

There may, however, be special grounds to call the General Council to the meeting in a way other than set out in the statute.

The agenda, propositions, motions, the Board's motion response and notice of elections must be announced no later than five (5) working days before the meeting.

By-election business must be announced no later than two (2) working days before the meeting.

If the document was not available in the specified time frame, the item can be postponed at the request of at least three (3) members of the General Council.

Opposing candidates must be registered with the Speaker of the General Council before the agenda has been adopted.

§ 7.11 Protocols and election results

The Speaker and the Vice Speaker are responsible for ensuring that the protocols and election results are posted online. The General Council election results must be posted as soon as possible after the meeting has finished. The minutes must be posted as soon

as possible following adjustment, but no later than 15 (fifteen) working days after the meeting has finished.

§ 7.12 Dismissal of the General Council

A two-third (2/3) majority decision is required to dismiss the General Council. Elections of a new General Council must take place as soon as possible thereafter for the remainder of the mandate period. The date of the new election is set by the General Council. If the new election takes place after February 1st, the newly elected members of the General Council's mandate period will also cover the following business year, and the ordinary election will be cancelled.

CHAPTER 8 PROCEDURES OF THE GENERAL COUNCIL

§ 8.1 Extent of the regulations

The regulations set out in this chapter apply to the procedures used by the General Council. Unless stated otherwise in this statute, the relevant parts of these provisions are applicable to all bodies of the Student Union.

§ 8.2 Quorum

The General Council is entitled to make a decision when at least eleven (11) members of the General Council are present at the vote, unless stated otherwise in the statute

§ 8.3 Motion

Individuals with the right to take part in the discussions in the General Council, or alternatively a group of ten members of the student union, may propose a written motion to the Speaker. The motion will be presented at the first meeting, ten (10) working days after the written communication was received. The motion, plus the Board's response to this, must be announced no later than five (5) working days before the meeting. The Speaker is responsible for ensuring that the motion reaches the Board in good time to ensure the latter part can respond in time to the General Council. To ensure a decision can be made, the motion must be concluded with concrete proposals for decisions that will not require any further proposals during the meeting. The General Council are however entitled to decide on any cross-motions or additional motions for this motion during the meeting.

§ 8.4 Proposition

Propositions are issued by the Board. Propositions must be made available no later than five (5) working days before the meeting. To ensure a decision can be made, the proposition must be concluded with concrete proposals for decisions that will not require any further proposals during the meeting. The General Council are however entitled to decide on any cross-motions or additional motions for this proposition during the meeting.

§ 8.5 Agenda

All items requiring decisions must be on the agenda for the General Council, with the exception of items related to by-elections or points of order.

If, following discussion of a motion or proposition, the General Council decide to set up a position immediately, the election could be done during that meeting. The applications for the position must however be submitted in accordance with the time frame presented in the statute.

If, following discussion of a motion or written communication from the auditor, it is declared that the position holder does not have the confidence of the General Council, a successor could be elected during the meeting.

If receiving an absolute majority, the General Council may also decide to add matters to the agenda before adopting it.

§ 8.6 Proposals

Proposals on Motions or propositions should be put in writing and handed to the Speaker or the meeting secretary before or during a meeting

§ 8.7 Disruption of meetings

If the Speaker feels that anyone speaking at the meeting, despite being called to order, is continuing to abuse their right to express an opinion, the Speaker is entitled to stop this person from speaking.

If the Speaker feels that they cannot stop the disruption, they have the right to adjourn the meeting.

§ 8.8 Discontinuation of discussion

Calls for the meeting to be postponed, cancelled, referred for consideration, or any other points of order approved by the General Council, will result in discontinuation of the discussion of the point at issue.

§ 8.9 Drawing a line in the debate

If a decision is made to draw a line in the debate, the requests expressed up to that point will be read out, after which point those who wish to may add themselves to the Speaker's list before the line is drawn. Each speaker receives one slot on the list of speakers, and never more. Replies (never counter-replies) may be granted, even though a line has been drawn under the debate.

§ 8.10 Deferral

Deferred items must be included on the agenda at the next meeting, unless a decision is made otherwise.

§ 8.11 Reservations

Any individual entitled to vote who does not agree with a decision has the right to express reservations and have this recorded in the protocol. This information must state the reason for the reservations.

§ 8.12 Discharge from liability

Individuals may not participate in decisions concerning their own discharge from liability or other decisions to which the individual(s) made a contribution, nor may they make decisions on items whose outcome could be seen to be of financial interest.

§ 8.13 Acclamation

Decisions may be made with 'acclamation', if none of the individuals entitled to vote object. If the decision is not unanimous, the Speaker will suggest a different form of voting. The Speaker will declare the outcome if a proposal is approved through acclamation. Voting may be requested before the Speaker bangs their gavel, at which point a decision is considered to have been made.

§ 8.14 Voting

When there are multiple proposals, the Speaker must put the proposal or rejection two by two against each other. Finally, the favored proposal will be put against the alternative to reject the proposal altogether.

Once the Speaker has reviewed the proposals in this way, they must declare one of the proposals as the winner.

During an election of individual candidates, when at least two candidates are up for election, the Speaker may, at the request of the General Council, put forward all candidates and vacancies as an alternative in one voting session.

§ 8.15 Open voting

Voting will be open unless something else is requested by the General Council or regulated in the statute.

§ 8.16 Secret ballot

If sealed ballot papers are used, votes are cast using a roll call based on the register of electors. If more than one individual is candidating for the same position in certain election items, secret ballots must always be used.

§ 8.17 Election outcome

Unless stated otherwise, the individual with most votes during the election will be appointed, provided that their name is on at least half of the ballot papers. If no candidate

receives a single majority of the votes, a new round of voting will be conducted between those who received the most votes without being elected. Twice as many candidates as there are positions to fill will be put to the vote in this situation. A simple majority will decide this vote. If the number of proposed candidates does not exceed the number of vacant positions, or if there are only two candidates proposed for one position, just one new vote will be held, decided by a simple majority.

If multiple candidates are elected for the same position (e.g. members of the Nominations Committee), the candidates who received at least half of the votes will be elected. If the number of elected candidates is less than the number of positions, a new vote will take place between the candidates who received the most votes without being elected. There will be twice as many candidates for this election as there are appointments to fill. A simple majority will decide this vote. If the number of proposed candidates does not exceed the number of vacant positions, a simple majority will decide the vote.

§ 8.18 Voting protocol

If a voting protocol is requested during open voting, a protocol must be kept of how each member of the general council votes.

§ 8.19 Decision

A simple majority will decide the vote, unless specified otherwise in the statute.

§ 8.20 Casting vote

If the same number of votes is received, the Nomination Committee's nomination will take priority. In the absence of a nomination, an additional five (5) minutes of discussion will take place. If the outcome does not change and a candidate cannot be appointed, lots will be drawn to decide the outcome.

§ 8.21 Unclear ballot paper

If the ballot paper includes a name that does not clearly indicate who is intended, this ballot paper will be considered invalid.

§ 8.22 Interpellation

Anyone who wishes to raise for discussion the work of someone holding a position of trust, and seeks clarification on this, can do so by submitting an interpellation to the Board. Interpellations must be submitted in writing no later than five (5) working days before the General Council meeting.

It is the Board's responsibility to contact the person holding a position of trust and do so no later than four (4) working days before the General Council meeting. The person holding a position of trust must respond in writing to the interpellation and submit this to the speaker no later than two (2) working days before the General Council meeting.

§ 8.23 Vote of no confidence

Anyone wishing to raise for discussion subject matter relating to dismissal of a person holding a position of trust through the General Council must do so by submitting a vote of no confidence concerning this person, in writing, to the Student Union President or Speaker no later than ten (10) working days before the General Council meeting. The Board must process this and pass its comment on to the General Council no later than two (2) working days before the meeting. The General Council will then decide on the vote of no confidence by voting to find out whether the person holding a position of trust still has their confidence. A two-thirds (2/3) majority among members present is required to make a decision.

Anyone wishing to raise for discussion subject matter relating to the dismissal of a person holding a position of trust that has been elected through the Student Union Board must do so by submitting a vote of no confidence concerning this person, in writing, to the President no later than five (5) working days before the Board meeting. The Board will then decide on the vote of no confidence by voting to find out whether the person still has their confidence. A consensus minus one is required to make a decision.

§ 8.24 Certification of protocol

The protocol must be certified by two specially elected members and by the Speaker. The protocol must be certified no later than ten (10) working days after the meeting. Board protocol must be adjusted no later than five (5) working days after the meeting.

§ 8.25 Announcements of decisions

Decisions made by the General Council will be announced on the Student Union website.

§ 8.26 Closed doors

The General Council can, with a simple majority, decide to temporarily exclude members who are not listed under § 7.6 a) to i) from decisions behind closed doors. If this happens, the people excluded from the discussion must leave the meeting

CHAPTER 9 THE ELECTORAL COMMISSION

§ 9.1 The assembly of the Electoral Commission

The Student Union Electoral Commission consists of one Project Leader and four other members. The Project Leader and members of the Electoral Commission must be elected by the Student Union Board.

§ 9.2 Mandate period

The Electoral Commission's Project Leader and members will be elected for the spring semester with sufficient time to plan the election in mind.

§ 9.3 Electoral Commission tasks

The Electoral Commission is responsible for the election of the Student Union's General Council.

The Electoral Commission has the following responsibilities:

- to establishing the eligibility of candidates,
- to holding candidate presentations to voters, in accordance with the General Council decisions, monitoring voting and counting votes,
- to ensuring that the ballot papers handed over are stored safely,
- to ascertaining whether there are reasonable grounds to disallow the election results because it is suspected that they were affected to a large extent, or could have been affected, by irregularities, in which case it must refer the matter to the General Council for them to make a decision,
- to handing over certified protocol to the Student Union's President no later than four (4) working days after the election, and posting these on the Student Union's website, and
- to in general, taking action that will help to ensure that the election is fit for its purpose, and conducted in a way that will avoid irregularities.

If there is no Electoral Commission set up, the Student Union Board will constitute the Commission.

CHAPTER 10 ELECTION OF THE GENERAL COUNCIL

§ 10.1 Method of election

The General Council is elected each year in free, general, direct elections through secret ballots of individual candidates.

§ 10.2 Right to vote

The General Council is elected using secret ballots. Any member who can, on request, prove that he/she has paid the membership fee as set out in § 3.3, will be entitled to cast a vote via the ballot, with a maximum of five eligible candidates named on this.

§ 10.3 Responsibility for the election

The Student Union's Electoral Commission is responsible for holding the election.

§ 10.4 Delegate eligibility

Any ordinary member of the Student Union who has registered in accordance with §§ 10.9–10.15 and is able to prove that they has paid the membership fee in accordance with § 3.3 is eligible to be voted in as a member of the General Council.

§ 10.5 Other rules

The General Council should issue any other instructions they deem called for via the election instructions.

§ 10.6 Time of election

Ordinary elections must be held between March 1st and May 15th, taking place over a three-week period. The exact dates will be set by the General Council no later than 30 (thirty) days before the first day of the election. The election will be conducted with either using ballot boxes or online.

§ 10.7 By-elections

Two different types of by-election processes can be used as exemplified below.

The first type of by-election takes place when a vacancy arises because an election was disallowed. In this case, the by-election must take place on a date decided by the General Council; this must be no earlier than ten (10) working days and no later than 20 (twenty) working days after the previous election date.

The second type of by-election takes place when a vacancy arises because of an insufficient number of applicants seeking to become a member of the General Council, or because elected members of the General Council have declared in writing to the President that they wish to give up their right to vote. This type of by-election should take place between 1 September and 15 November and be decided by two weeks of voting. In case of vacant positions from the ordinary election, these will be available for appointment in addition to the vacancies that called for the by-election. Candidates voted in as members of the General Council during ordinary elections cannot and must not stand as candidates in the by-election. During this election, members and deputies from ordinary elections are moved up the order of priority according to their number of votes, with the new members and deputies from the by-election filling the remaining places in the order of priority according to their number of votes.

The exact date of the second type of by-election is set by the Electoral Commission no later than ten (10) working days before the first day of voting during the election.

§ 10.8 Announcement of elections

Announcements stating the time and location of the ordinary election will be made by the Electoral Commission no later than five (5) working days after the date/time of the election is decided by the General Council in accordance with § 10.6.

By-elections must be announced at least seven (7) working days before the election. Elections as a result of a dismissal of the General Council will be announced immediately after the decision by the General Council.

The announcement must be made on the Student Union's website.

§ 10.9 Registration of candidates

Candidate applications must be submitted to the Electoral Commission. Applications will be approved if they meet the requirements set out in § 10.4.

§ 10.10 Requirements and obligations

Candidate applications must be approved by the candidate themselves. In the application, proof must be provided that the candidate in question paid the membership fee as set out in § 3.3, by the date set by the Electoral Commission.

This payment date must be set no earlier than two weeks after the start of the semester. If the member is not found in the Student Union's payment lists on the payment date set, the Student Union member must prove that payment of the membership fee was made by the candidate registration date.

§ 10.11 Candidate application content

The candidate's application must include, but is not limited to, name, personal identification number, email address and telephone number.

§ 10.12 Deadline for candidate application

The candidate's application must reach the Electoral Commission no later than five (5) working days before the first day of the election, unless the Electoral Commission decides on an earlier date.

§ 10.13 By-election candidates

According to § 10.7, the same candidates as in the ordinary election are still considered eligible candidates in the event of a by-election following a disallowed election.

§ 10.14 Announcement of candidates

The Electoral Commission is required to post the names of registered candidates on the Student Union's website as soon as the deadline for registration has passed.

§ 10.15 Right to explanation

Prior to the Electoral Commission rejecting a candidate's application, the candidate being declared ineligible or other action being taken to the candidate's detriment, the candidate must be given two (2) working days in which to provide the Electoral Commission with an explanation of reasons for this. If this can be done before the deadline for candidate

applications passes, he/she must be given the opportunity to correct the shortcomings. Applications submitted at least five (5) working days before the last day for each measure will be processed by the Electoral Commission later than three (3) working days before the respective deadline passes. It is the candidate's responsibility to stay informed about the Electoral Commission's decisions.

§ 10.16 Ballot paper content

The ballot paper must only include names of candidates registered in accordance with §§ 10.9-10.15.

Ballot papers with any other content will be deemed invalid.

§ 10.17 Counting of votes

It is the Electoral Commission's responsibility to manage this operation. Any member of the Student Union has the right to attend the counting of the votes and should, if so, contact the Electoral Commission before the last day of voting.

Each candidate name on the ballot paper counts as one point and only one point can be given to a candidate from each ballot.

§ 10.18 Election outcome

The 21 candidates, as set out in § 7.2, with the most election points, will be elected to the General Council. The next ten (10) candidates, i.e. with the most election points after the ordinary regular, will be appointed as deputies. These deputies will be ranked according to their election points.

If the same number of points is scored, lots will be drawn. These lots must be drawn by the Electoral Commission.

§ 10.19 Departing members of the General Council

If a member of the General Council steps down from their position during the mandate period, they will be replaced by the deputy who previously scored the most election points. If the number of total members, including deputies, falls below 21, a by-election will be held.

CHAPTER 11 THE NOMINATIONS COMMITTEE

§ 11.1 The assembly of the Nominations Committee

The Nominations Committee consists of one Project Leader and five members. The Nominations Committee must choose a Vice Project Leader from within the group.

§ 11.2 Mandate period

The Nomination Committee's Project Leader and members will be elected by the General Council for one (1) business year.

§ 11.3 The tasks of the Nominations Committee

The Nominations Committee has the following responsibilities:

to prepare the Student Union's elections,
to put forward proposals for positions of trust specified under §6.2 and §14.2,
to market open positions via multiple channels,
to hold interviews with the applicants,
to decide on nominating one suitable candidate or to nominate the position vacant,
to write a nomination letter about the nominated candidate,
to post the Nominations Committee's protocols on the Student Union's website no later than (5) working days before the General Council session.

CHAPTER 12 FINANCIAL RESPONSIBILITY AND AUTHORITIES

§ 12.1 The Student Union Board

The Student Union Board alone may make decisions on investments and costs of up to SEK 100,000 including VAT. If the Board does not have the required powers to make a decision, it will be passed over to the General Council.

Investments that will have major financial consequences for the Union should always be passed to the General Council, even if the Board has the authority to make this decision financially.

§ 12.2 Individual Board members

Individual Board members alone may make decisions on investments and costs of up to SEK 30,000 including VAT.

§ 12.3 Project Leaders of Committees and Projects

Project Leaders in Committees and Projects alone may make decisions on investments and costs of up to SEK 10,000 including VAT, provided these are within the committee's budget.

§ 12.4 The Board's financial responsibility

The Student Union Board has overall financial responsibility for the Union's investments and costs until discharge of liability is granted by the General Council.

§ 12.5 Project Leaders and their responsibilities

The Project Leaders within the Student Union have a strict responsibility for the committee's and project's budgets. The Student Union's Treasurer must be sent any items in excess of the budget for written approval. The item will only go through when approval is given.

If not approved, the individual who caused this transgression will be liable to pay the entire amount, including VAT.

§ 12.6 Verification of responsibility

Each person holding a position of trust in the Student Union is required to sign not only the code of conduct but also the agreement with respect to §§ 13.1–13.6, which will be supplied by the Student Union Board's Treasurer.

CHAPTER 13 THE STUDENT UNION BOARD

§ 13.1 Highest executive body

The Board is the Student Union's highest executive body.

§ 13.2 Student Union Board assembly

The Board consists of six (6) full-time paid members:

- a) the Student Union President,
- b) the Student Union Vice President,
- c) the Student Union Treasurer,
- d) the Student Union Corporate Relations Manager,
- e) the Student Union Communications Manager, and
- f) the Student Union Internal Relations Manager.

It also has four (4) part-time members:

- a) the Student Union Educational Affairs Manager,
- b) the Student Union Corporate Sales Manager,
- c) the Student Union International Affairs Manager, and
- d) the Student Union Social Affairs Manager.

§ 13.3 Mandate period

The Board's members will be elected by the General Council for one (1) business year.

§ 13.4 Student Union Board tasks

The Student Union Board has the following tasks:

- to take initiative to develop the Student Union activities,
- to manage the Student Union activities,
- to express an opinion on motions and submitting propositions to the General Council,
- to set rules of procedure and operational plans for Student Union Committees and Projects,
- to manage the assets of the Student Union,
- to make decisions on matters of importance or urgency on behalf of the General Council in periods when meetings are not being held. The General Council must be notified of decisions of this nature to give their approval.
- to report Student Union business and the number of members to the university in line with its own instructions (see § 6 Student Union regulation (2009:769)).
- to run operations in a way that ensures LundaEkonomerna Student Union retains its status as a student union, and
- to take responsibility for Student Union premises.
- to represent the Student Union at external and internal events
- to elect members and deputies to the bodies that the Student Union is a principal, or member of.

The Student Union's President is tasked with the following in particular:

- to have the overall responsibility for ensuring the Board's tasks are carried out as they should be,
- to lead the Board's negotiations,
- to keep the General Council up-to-date with information about the operations of the Student Union and convening the General Council meetings in the absence of the Speaker and Vice Speaker,
- to keep the Seniors Collegium up-to-date with information about the operations of the Student Union, and
- to represent the Student Union at specific events, and act as the sole spokesperson for the Student Union.

The Student Union's Vice President is tasked with the following in particular:

- to perform the Student Union President's duties in their absence, and
- to take responsibility for the contact and negotiations with the other Student Unions regarding educational surveillance and politics at Lund University and at national level in Sweden.

The Student Union's Treasurer is tasked with the following in particular:

- to take responsibility for the Student Union accounts.
- to report the Student Union's financial situation to the Board and the General Council,
- to use their initiative to improve the management of the Student Union's finances, and
- to prepare the annual report for the business year and to submit this to the auditors for

review by August 31st, the following business year.

The Student Union's Corporate Relations Manager is tasked with the following in particular:

- to take responsibility for maintaining the Student Union's relations with the corporate world, and
- to coordinate corporate-related activities within the Student Union.

The Student Union's Communications Manager is tasked with the following in particular:

- to take responsibility for the Student Union's marketing and communications strategy,
- to use their own initiative to develop the Student Union brand, and
- to coordinate the Student Union's external channels of communication.

The Student Union's Internal Relations Manager is tasked with the following in particular:

- to take responsibility for the Student Union's Collegium and its members, and
- to coordinate the Student Union's internal channels of communication and information.

The six full-time paid Board members report to the General Council regarding their actions.

The Student Union's International Manager is required in particular to take responsibility for the Student Union's strategy in relation to international matters.

The Student Union's Social Affairs Manager is required in particular to take responsibility for the Student Union's strategy in relation to social events.

The Student Union's Educational Affairs manager is required in particular to take responsibility for the Student Union's contact with the faculty as well as coordinate and lead the group monitoring the educational surveillance at LUSEM.

The Student Union's Corporate Sales Manager is required in particular to take responsibility to continuously create new contacts and relations for the Student Union.

§ 13.5 Calling the Board meeting and setting an agenda

The meeting invitations and agenda will be issued and announced by the Student Union's President. The meeting invitations, agenda and documents must be made available no later than one (1) working day before the meeting, unless there are specific reasons otherwise.

§ 13.6 Annual report

The Board must issue an annual report in writing, documenting its administration and operations over the past business year and submit this report to auditors for review before the end of October, along with protocols kept through the year.

§ 13.7 Setting up and discontinuing projects

The Board has the right to set up and discontinue projects.

§ 13.8 The assembly of the Projects

The Projects are managed by Project Leaders elected by the Board. The Student Union Board has the right to take part in Project discussions.

§ 13.9 Dismissal of Project Leader

The Board has the right to dismiss a Project Leader, if deemed necessary.

§ 13.10 Signatories

The Board in full counts as a signatory for the Student Union. The Student Union's President, Treasurer and Corporate Relations Manager are the only individual parties with signatory mandate.

CHAPTER 14 COMMITTEES AND PROJECTS

§ 14.1 Setting up and discontinuing committees

The General Council has the right to set up and discontinue committees.

§ 14.2 The assembly of the committees

The Committees are led by its Project Leader, who is elected by the General Council. The Student Union Board has the right to take part in the Committee discussions.

§ 14.3 The tasks of the Committees

The Committee's tasks are outlined in the Student Union's business plan.

§ 14.4 The Student Union's Collegium

The Collegium is not a decision-making body, and instead focuses on the exchange of information.

The Collegium consists of the following members:

- a) elected Project Leaders in the Committees,
- b) elected Vice Project Leaders in the Committees,
- c) elected Project Leaders in the Projects,
- d) elected Vice Project Leaders in the Projects, and

- e) other individuals who have been granted collegial status for another reason by the General council or the Board or the Board.

It is the Student Union Board's responsibility to ensure that the Collegium meetings are held whenever they are considered needed.

CHAPTER 15 THE SENIORS COLLEGIUM

§ 15.1 The purpose of the Seniors Collegium

The Seniors Collegium acts as an advisory body to the Student Union Board.

§ 15.2 The assembly of the Seniors Collegium

The Seniors Collegium consists of the following members:

- a) the Student Union Inspector,
- b) the Student Union Pro-inspector,
- c) the Student Union Board, and
- d) at least six (6) and at most ten (10) other members. One(1) or two (2) deputies may be elected for the student representatives. The meeting deputy must meet the same requirements as the ordinary student members.

The Inspector should have completed a business degree or an equivalent at Lund University at least five (5) years ago. The other, non-student, members should be representatives of the corporate world, organizations, the state or local government, and should have been active within LUSEM Student Union, EFSIL or FLIE, or otherwise have a connection to the student life in Lund.

§ 15.3 Mandate period

The Inspector and Pro-inspector are elected by the General Council for a period of three (3) business years. Student members are elected by the General Council for a period of one (1) business year.

Other members are elected by the Board for a period of two (2) business years. The Seniors Collegium should aim for overlapping mandate periods.

CHAPTER 16 THE STUDENT UNION DISCIPLINARY MEASURES

§ 16.1 Disciplinary Actions

All disciplinary measures by the Student Union should be done in accordance with LE Disciplinary Statute.

§16.2 Replicate disciplinary measure by LUSEM

The Student Union has the right to replicate a disciplinary measure and decision by LUSEM, if it the matter concerns a member of the Student Union.

CHAPTER 17 THE STUDENT UNION AUDITORS

§ 17.1 The Student Union's auditors

The Student Union must elect at least two auditors to review one (1) business year, one of whom must be an organizational auditor and, if possible, one of whom should be an authorized accountant.

For organizational auditors, the following criteria must be fulfilled:

- a) Practical experience of LundaEkonomerna Student Union, having previously been active in the organization at either Board, Collegium or committee level.
- b) Experience of non-profit organizations in general and as a Board member.

If it is not possible to appoint an authorized accountant as an auditor, the individual elected must meet the criteria set out below at the very least.

- a) Practical experience of LundaEkonomerna Student Union, or another student association, having previously been active in the organization at either Board, Collegium or committee level.
- b) Experience of non-profit organizations in general, both as a Board member and as an auditor.
- c) Auditing experience in smaller owner-managed companies, ensuring compliance with tax and accounting laws and regulations.
- d) Experience of laws, rules and practice applicable to non-profit organizations.

The auditors are tasked in particular with the following:

to review the Student Union's accounts and administration,
to make an inventory of the Student Union's assets and records, and
to in the end of November after the business year has ended, complete and submit a report to the general Council.

The auditors have the right, at any time, to inspect the Student Union's accounts, records and other documents. The auditors must report any irregularities to the General Council as soon as possible.

§ 17.2 Representation of auditors in other bodies

Auditors may not take part of any of the Student Union's bodies, in accordance with § 6.1.

CHAPTER 18 STUDENT UNION EDUCATIONAL SURVEILLANCE

§ 18.1 Organizational structure

The Student Union's educational surveillance is managed by the Student Union's Vice President, the Educational Affairs Manager, and the Education Committee. The Education Committee consists of a Project Leader, a Vice Project Leader and any number of members.

The Student Union's other members are not entitled to express opinions on education-related matters on behalf of the Student Union without first having consulted with the Student Union's Vice President, Educational Affairs Manager, the Project Leader of the Education Committee or the Student Union's President.

§ 18.2 Activity

The Education Committee's members are tasked with representing the Student Union and the students in the department boards, program councils, commissions and other units at LUSEM. This task may also include other situations in some way connected to the field of education, or bodies representing the entire university.

The Student Union's Vice President, Educational Affairs Manager together with the Project Leaders of the Education Committee have an exclusive nomination right with regard to allocating positions of responsibility within the above-mentioned bodies at the beginning of each semester. The General Council must then be informed about this nomination at the next meeting, making a decision on the matter in accordance with § 7.8. This nomination may stand as an interim decision until the General Council has made a decision on the matter.

§ 18.3 Opinions Program

The Education Committee and the Student Union's other members active in this area must act in accordance with the Student Union's educational opinions program. This will be prepared by the Education Committee in consultation with the Student Union's Vice President and the Educational Affairs Manager and adopted by the General Council.

CHAPTER 19 EXTERNAL COLLABORATIONS

§ 19.1 The Student Union's collaborations

The Student Union may work with other parties, such as other Student Unions, nations or business associations, in order to further the cause of educational surveillance at its own faculty. Working in collaboration must also help to increase the sharing of information, to

in turn improve the Student Union's own organization. The Student Union's collaborations may take the form of collaborations with organizations, networking, or partnership agreements.

§ 19.2 Purpose of collaborations

External collaborations must have obvious benefits for the Student Union's own organization and its members. This may mean local, centralized or national educational surveillance, or sharing information. Collaborations should not have an excessive impact on the other activities within the Student Union.

§ 19.3 Starting or ending collaborations

Decisions about starting or ending collaborations must be made by the Student Union's General Council.

CHAPTER 20 INTERPRETING AND AMENDING REGULATIONS

§ 20.1 Interpreting the statute

How the statute or other general regulations are interpreted is decided by the President of the Student Union.

§ 20.2 Appealing an interpretation

The President's decision on how the statute should be interpreted can be appealed via a special Student Union Commission consisting of a Speaker, who is the Project Leader of the commission, and two members elected by the General Council.

If the Student Union's President deems the matter to be too urgent to wait for the special commission's opinion, the Student Unions's President will have to make the decision with full liability.

§ 20.3 Amending the statute

The statute can be amended if two identical decisions are made by the General Council with a simple majority. An ordinary General Council election must have taken place in between these.

A simple majority decision by the General Council is required to amend numbering and make similar editorial adjustments.

In the event that legislation is amended, meaning that the statute is inconsistent with the law, the General Council must amend the rules. Any such decision must be made as soon as possible and be passed with a simple majority. The new laws must be adhered to even if the statute states the opposite.

§ 20.4 Changing the statute to reflect student union law

If the conditions for the Student Union's operations change due to amendments to Högskolelagen, the Swedish Higher Education Act (1992:1434), or Studentkårsförordningen, Swedish Student Union regulations (2009:769), the General Council must amend the statute to reflect these conditions, and pass a decision with a three-quarters (3/4) majority.

CHAPTER 21 DISBANDMENT OF THE STUDENT UNION

§ 21.1 General Council decisions

The Student Union may be disbanded after two identical decisions are passed by the General Council, with a four-fifths (4/5) majority. An ordinary General Council election must have taken place in between these.

§ 21.2 The Student Union's assets

If the Student Union decides to cease its activities, ownership of existing assets will be transferred to another organization that aims to promote and protect the interests of students within similar fields as encompassed at LUSEM. The final general council session will determine how the assets are transferred and to which organization.