



Bylaws for Konstkåren (Org. 857203-6724)

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§ 1. AREA OF ACTIVITY AND MISSION

§ 1.1 Area of activity

Konstkåren acts within the Faculty of Fine, Applied and Performing Arts at Göteborg University. Konstkåren represents student at the Faculty of Fine, Applied and Performing Arts.

§ 1.2. Mission

Konstkårens main mission is to monitor and participate in the development of education and the conditions for studies at the Faculty of Fine, Applied and Performing Arts at Göteborg University. Konstkåren shall also promote a good social situation for its students, during both study and leisure time. Konstkåren is not connected to any political party.

§ 2. FISCAL YEAR

Konstkåren's fiscal year is July 1 through 31 June. The economic year follows the fiscal year.

§ 3. ORGANIZATION

Konstkåren consists of the following bodies.

- The General Council (§4)
- The Union Board (§5)
- The Sectional Meetings (§6.2)
- The Sectional Boards (§6.3)

§ 3.2 Delegation of authority

Konstkåren's Delegation of authority states tasks and authorities for the different bodies.

§ 4. MEMBERS

§ 4.1 Types of memberships

There are two types of membership in Konstkåren:

1. Member
2. Supportive member

Students defined in § 4.2 has the right to enroll as members in Konstkåren. Alumni students or other members, and members defined in § 4.4, only has the right to enroll as supportive members.

§ 4.2 Admittance

Any student studying at Göteborg University has the right to enroll as a member in Konstkåren at any time. Students at the Faculty of Fine, Applied and Performing Arts enters automatically the local section at the institution where they study.

§ 4.3 Resignation

Any member has the right to exit as members at Konstkåren at any time.

§ 4.4 Pupil at the Steneby school foundation

Pupil at the Steneby school foundation has the right to enroll as a member of Konstkåren only through the HDK section. Foundation pupil can only enroll as supportive member.

Any rights and responsibilities of a foundation pupil are governed by the HDK Steneby Section Group.

§ 4.5 Supportive membership

Konstkåren har no obligation to monitor education of supportive member and thus no right to receive state or university funding for education monitoring.

Supportive members has no right of influence or representation in any bodies of the union. Pupil at the Steneby school foundation are exempt from this concerning influence and representation at Steneby College. See also § 4.4

The membership register shall clearly state if the membership is a supportive membership.

§ 5. THE HIGHEST GOVERNING BODY

§ 5.1 Name

Konstkåren's highest governing body is called the General Council ("Fullmäktige")

§ 5.2 Notice and rights to attend and be heard

The Union board shall call the General council to convene two (2) times per fiscal year. The Union board shall call the General council to convene additionally if:

- The Union board so requires;
- A section so requires, submitted in writing to the Union board.

The notice to the General council shall be announced by e-mail to all sections. The notice shall be announced no later than ten (10) working days before the meeting, concerning both regular and additional meetings. The notice shall include the date, time and location specified for the General council meeting. A provisional agenda should be attached.

All students at the Faculty of Fine, Applied and Performing Arts, elected officials and staff of the union has the right to attend. All members and elected officials has the right to be heard.

§ 5.3 Composition of body

The General council has nine (9) seats of General council members distributed as three (3) seats per section, i.e. Konstkåren's three sections The Valand section, The HDK section and The HSM section which are connected to each institution.

§ 5.4 Election of body

Election of General council members is held within the sections. The electoral procedure is governed by § 7.2 and § 7.3.

In the case of vacancies of General council members, the Section board can appoint General council members for a specific General council meeting. The Section board shall report the General council members to the Union board. In the case of no reported General council members, elected nor appointed, the seats are given to those members of the section that first report their presence to Konstkåren's presidency, in writing or verbally.

Only union members can be General council members.

§ 5.5 Presidency of meeting

The meeting is led by an appointed chairman of the meeting. A secretary of the meeting takes notes. General council members cannot be appointed chairman or secretary of the meeting.

§ 5.6 Meeting documents

Meeting documents for the General council shall be distributed by e-mail to all sections no later than five (5) working days before the meeting.

§ 5.7 Quorum

The General council has a quorum when a minimum of three (3) out of the nine (9) seats are filled, and all sections are represented through at least one (1) General council member. No section can have sole majority.

Only General council members have the right to vote.

§ 5.8 Date for meeting, mandatory items on the agenda

The General council shall convene at its first regular meeting in September or October, and at its second ordinary meeting in April or May.

At the first regular meeting, the following items shall be addressed:

- Establishment of the annual activity report for the preceding fiscal year.
- Establishment of financial statements including income statement and balance sheet for the preceding fiscal year.
- Issue of liability for the Union board and presidency for the preceding year. This includes reviewing statement from the Operation auditor and the annual activity report from the Union board.
- Establishment of the budget for the current fiscal year.
- Establishment of the activity plan for the current fiscal year.
- Election of Operation auditor for the current fiscal year.
- Election of Nomination committee for the current fiscal year.

During the second ordinary session will address the following:

- Election of Union presidency and Union board members for the upcoming fiscal year.
- Establishment of preliminary activity plan for the upcoming fiscal year.
- Determination of membership fees for the upcoming fiscal year.

- Establishment of the preliminary budget for the upcoming fiscal year.
- Determination of fees for elected officials.

§ 5.9 Decisions and its' notifications

Decisions of the General council are taken by simple majority, meaning the highest number of votes cast win. Decisions are taken by acclamation or in the way that the meeting consider appropriate. A voting shall be held upon request. Only General council members have the right to make decisions.

Proceedings shall be written during the General council and shall be signed by the secretary, adjustment person and chairman of the meeting. The proceedings shall be signed and available electronically for union members no later than thirty (30) days after the meeting's closure. Decisions and reservations must be clearly stated in the proceedings.

§ 6. HIGHEST OPERATIVE BODY

§ 6.1. Name

Konstkåren's highest operative body is called the Union board.

§ 6.2. Composition and election of body

The Union board consists of the following members

one (1) Chairman

one (1) to two (2) Vice chairmen

one (1) member and one (1) replacement from HSM

one (1) member and one (1) replacement from HDK

one (1) member and one (1) replacement from Valand

one (1) additional, independent member if the remaining number of members does not exceed five (5).

The Union board is led by the chairman and vice chairman/chairmen. The chairman shall be authorized signatory. If possible, there should be a total of two authorized signatory among the chairman and vice chairmen.

Whether and how the Union board members shall receive fees for the fiscal year is determined on the second regular General council meeting. The Chairman and Vice chairmen positions should be remunerated.

A Union board member cannot simultaneously be General council member. A Union board member must be a member of Konstgåren.

Elections of the Union board positions are held during the second regular General council meeting. Any by-elections shall be conducted if there are vacant seats on the Union board. This takes place on the first regular General council meeting.

All positions of the Union board are elected for a maximum of one fiscal year and the assignments are automatically terminated at the end of the fiscal year in June.

§ 6.3 Rules of procedure

The Union board is governed by the *Union board's Rules of procedure*.

§ 6.4. Responsibilities

The Union board's general authorities and responsibilities are presented by Konstgåren's *Delegation of authority*. In addition, the Union board has certain specific tasks specified herein:

- Implement the decisions that the General council imposes on the Union board .
- Represent the faculty students against the dean and faculty management and in the Faculty board and other bodies and groups at faculty level.
- Represent the faculty students in central student union cooperation organizations at university level.
- Present an action plan for the fiscal year based on the activity plan established by the General council
- Present a preliminary budget for the upcoming fiscal year to the General council.
- Present an annual activity plan for the upcoming fiscal year to the General council.
- Compile the annual activity report for the preceding fiscal year.
- Compile the financial statements including income statement and balance sheet for the preceding fiscal year.

§ 6.5 Presidency

The Union board is led by its presidency. The tasks of the presidency is governed by the *Presidency's Terms of Reference*.

§ 6.6. Liability

The issue of liability for the Union board is addressed at the first regular General council. See also § 5.8.

§ 7. SECTIONS

§ 7.1 The spirit of the sections

Each section is connected to a specific institution within the Faculty of Fine, Applied and Performing arts.

Each section appoints student representatives at unit and institution level to represent the students at the institution against the prefect and institution management, and in the Institution council and other bodies and group within the institution.

The sections are governed by the *Section's Rules of procedure*.

§ 7.2 Sectional meeting

Each section shall have a minimum of one Sectional meeting per year. The Sectional meeting elects the Sectional board, student representatives at institution level and members of Konstgåren's General council.

The Sectional board shall call all students at the institution to a Sectional meeting and make meeting documents available no later than one week prior to the meeting. In the case of vacant or incapacitated seats on the Sectional board, the Union board shall call a Sectional meeting in its place.

All students at the institution has the right to attend, to be heard and to lay a proposition, and only members of Konstgåren has the right to vote. The quorum consists of all present Konstgåren members pertaining to the section. Voting by proxy is not allowed.

The Sectional meeting shall appoint a meeting presidency. The meeting is led by a chairman of the meeting and a secretary of the meeting takes notes. The proceedings shall be adjusted by the meeting chairman, the meeting secretary and at least one other adjustment person.

§ 7.3 Sectional board

The Sectional board contains a chairman position, which is elected by the Sectional meeting. If the chairman position is vacant, a spokesperson for the section can be appointed in its place.

The Sectional board can by-elect or appoint any positions within the Sectional board, student representative positions and General council members, that are vacant after a Sectional meeting has been held.

Sectional board meetings shall be called to no later than three (3) days prior to the meeting, and are recommended to be held open.

All positions of the Sectional board are elected for a maximum of one fiscal year and the assignments are automatically terminated at the end of the fiscal year in June.

The tasks of the Sectional board are governed by the *Sectional board's Terms of reference*.

§ 7.4 Activity

The activity and tasks within the section are divided into eight areas of responsibilities presented in the *Sectional board's Terms of reference*.

1. General tasks
2. Education issues
3. Social issues
4. Work environment and equal treatment issues
5. Economy
6. Communication
7. International students
8. Work market issues

§ 8 NOMINATION COMMITTEE

§ 8.1 Composition of body

The Nomination committee consists of two (2) to four (4) members. A member of the Nomination committee cannot simultaneously be a member of the Union board.

§ 8.2 Election of body

Election of the Nomination committee is held at the second regular General council meeting.

In case of vacancies within the Nomination committee, these positions shall be announced no later than five (5) weeks prior to, and be appointed by the Union board no later than three (3) weeks prior to, the second General council meeting.

§ 8.3 Tasks

The Nomination committee recommend candidates to the Union board and presidency at the second regular General council meeting.

The Operation auditor is recommended at the first regular General council meeting.

The Nomination committee recommend those candidates it deems most appropriate for each prospective position. If the Nomination committee cannot deem any candidate appropriate for a position, the committee can recommend vacancy.

§ 9 AUDIT OF ACTIVITY

§ 9.1 Audit of activity

Konstkåren shall be audited by a Operation auditor, who shall put forth a statement at the first regular General council meeting. The Operation auditor can simultaneously neither be a member of the General council nor a member of the Union board during the preceding or current fiscal year. See also § 5.8.

§ 10. DISTRIBUTION OF STATE FUNDING AND MEMBERSHIP FEES

All monetary funds belong to the General council and are appropriated by the Union board. An exception to this is any revenue from membership fees, that shall be distributed evenly between the sections.

§ 11. REVISIONS OF THE BYLAWS

Any revisions of the bylaws are taken by two regular General council meetings, with at least five (5) out of nine (9) votes.

§ 12 DISSOLUTION

§ 12.1 Decision

Dissolution of Konstkåren is taken by two decisions at regular General council meetings within one fiscal year, with at least five (5) out of nine (9) votes. The dissolution is executed at the close of the fiscal year.

§ 12.2 Void of activity

The union is dissolved automatically at the close of a fiscal year during the following conditions:

- The General council cannot elect a Union board or presidency during three (3) consecutive years.
- No section or other body within the union show any activity during three (3) consecutive years.

§ 12.3 Economic assets

If nothing else is decided by the General council the remaining economic assets shall be given to students at the Faculty of Fine, Applied and Performing Arts that are considered talented within their subject. The scholarship amount shall be between ten thousand (10 000) kronor and fifty thousand (50 000) kronor. All assets shall be handed out within five years and distributed following decision and more detailed criteria by the Faculty board.