

SECRETARY'S REPORT
ISU National Assembly October 7-9 2005

My name is Hanna Holmelin, I was employed as national secretary in March 2005, and this is thus the second assembly that I partake in organizing. Since I am hired and not elected, my position is first and foremost administrative. I do, however, pull as many strings for the interests of ISU as I am able to do from a background perspective, and work closely with the rest of the national board.

Since the last assembly, these have been my main focuses:

1) Communication

A very important aspect of my job is maintaining the links between ISU nationally and locally as well as between ISU and the other student organisations and the Norwegian state administration. This requires a lot of telephone calling and email correspondence, as you know since I have been in contact with most of you already. I was also present at the local elections of the ISU UiO and UMB branches, and I very much enjoyed this opportunity to participate in the activities at the local level. It is my hope that we will maintain and improve all these links in the time to come before the next assembly.

Since NSU is generously providing us with a space at their office, and StL is at the floor below, I am in informal contact with these on a weekly basis, and they both provide invaluable aid and support to ISU. I have also met with the international officers in the various NSU branches, and participated at several of NSU's arrangements.

2) Administrative

A national assembly has an aftermath; of which I am responsible. First comes writing the minutes with the enclosed appendixes, and then the financial obligations of payments of bills and expenses claims from delegates. At the last assembly, there also came in about 60 proposals to amendments in the constitution, all of which had to be sorted and handled and integrated into the original document.

On a daily basis Arlene and I work closely as a team, though mainly over the phone from our respective cities. I handle the finances; the accounts and preparation of the budget, which Arlene supervises and confirms. Together we have also prepared the applications for funding to the Ministry of Education and to StL for the expansion project. Moreover we work on lobby documents, resolutions, and send frequent reports to NSU and StL of our activities. In addition we handle political and administrative issues as they come up.

Finally we approach a new National Assembly, which requires accommodation and plane tickets for all the delegates, as well as case papers. For the rest of the practicalities, the whole board and the hosting branches have been involved, and we are all very pleased to be able to welcome you to Oslo!

This report was written and submitted by:
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National Secretary ISU