



International Students' Union of Norway

GUIDELINES

National Assembly Conducts and Procedures

Version: October 2009

Speaking and voting guidelines

From the constitution:

§ 3.1.1: *The NA consists of:*

a) *Delegates with speech, proposal and voting rights: Two representatives from each ISU local branch and the National President. Voting representatives from each branch can be changed before and during the NA with written notification to the National Secretary.*

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b) *Observers with speech and proposal rights:*

- *Committee members,*
- *ISU 1st Vice President,*
- *ISU 2nd Vice President,*
- *ISU National Secretary,*
- *Representatives from potential member branches,*
- *Candidates for election to the National Board,*
- *One representative from Norsk Studentunion (NSU) &*
- *One representative from Studentenes Landsforbund (StL).*
- *One representative from Studentenes og Akademikernes Internasjonale Hjelpesfond (SAIH).*
- *One representative from Spire (Utviklingsfondets Ungdom)*

With a simple majority, speech and proposal rights can be given and removed from one or more specific observers.

§ 3.1.2: *The NA can decide when meetings or parts of meetings should be closed-door meeting (including delegates, the secretary, the chair and others when the situation demands) with an absolute majority vote.*

§ 3.1.3: *NA has the necessary quorum when 80% of the delegates are present. Simple majority decides NA's resolution. The number of voters in the room must be counted before the start of each round of voting. No voting delegates are allowed to enter or leave the room until the voting round is completed. If not in the room when discussions start, delegates will not have voting rights for that particular issue. The following procedures require a simple majority of the NA;*

- *Approval of NA's resolution or resolutions,*
- *Appointment of a Chairperson to the NA,*
- *Acceptance of the meeting schedule and agenda,*
- *Reopening a closed meeting schedule or agenda &*
- *Accepting changes made to the reopened meeting schedule or agenda.*

§ 3.1.4: *NA can, with a two-thirds majority vote, deny delegates their rights given to them in §3.1.1 if their branch has violated §§ 3.3.6. They will then get a status as "not elected" and are not included in the 80% quorum-demand*



§ 3.1.5: *A vote of 50% or more gives the decision of the National Assembly. All extraordinary proposals that require a vote must be given in writing to the National Secretary.*

Speaking procedures:

- Each delegate and observer is given a number sign used as a signal to the chairman. The signs for delegates and observers should be of different colors and no restrictions on the numbering.
- A person wanting to speak raises his/her hand with the sign.
- In a discussion the hand is used to signal with the sign: 1) one finger means opening a new argument, 2) two fingers mean commenting on the previous argument and 3) flat hand on top of the sign means fact information. Each new argument gets two minutes, each comment one minute. The chairman can draw the line for comments according to the development of the discussion and time frame.

Voting procedures:

- Proposals for changes or additions on various issues discussed during the National Assembly to be voted on have to be written on a proposal sheet and handed to the Organizational Secretary by the deadline given after the discussion.
- Voting on all issues apart from elections is done by raising the arm with the delegate sign. Votes are counted by the chairman and re-count is done in case of uncertainty. Each delegate has to vote once and only once at each decision. If a delegate does not want to vote neither for nor against, he/she will be counted as a blank vote.

Election Guidelines

From the Constitution:

The posts of National President, 1st Vice-President and 2nd Vice-President are elected for a period of 1 year, after which new elections are held. No post in ISU National Administration may be held for more than two consecutive years at a time.

§ 3.5: Elections:

A person is elected with a majority of 50% + 1 vote of the votes cast. If there are more than two candidates and none of them receive the necessary majority, the candidate that received the least number of votes is stricken and a new round of elections will be arranged. This will continue until one candidate is elected.

Election of National Board members:

- All candidates should be presented to the Organizational Secretary within a deadline set by the NA agenda.
- Candidates can run for more than one position, which positions have to be included in the presentation.
- Candidates are elected by secret majority vote. The Chairman counts the votes and announces the winner.
- If there is only one candidate running for a position, this person can be elected by acclamation.
- During the election of the ISU National Board, it is advisable to avoid blank votes.