

**The Constitution of the  
International Students' Union  
of Nord-Trøndelag University College  
(ISU HiNT)**

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## **I. Letters of Introduction from the Architects of the Constitution.**

### **September, 2011:**

In early June, 2011, Mashhood Ahmed Sheikh (Vice President of Academic Affairs and Welfare, ISU Norway) contacted the International Office, and the individual faculties at the Nord-Trøndelag University College for establishing a local branch of ISU, namely ISU HiNT at the Nord-Trøndelag University College. Espen E. Solheim, Institutional International Coordinator at The Nord-Trøndelag University College, forwarded the emails to the international students. One student, Sergey Aleksandrovich Kozhin, took interest in establishing ISU HiNT (The International Students' Union of Nord-Trøndelag University College).

Sergey A. K. worked on the draft, with help from Maria Tselikova, and Vidar Andre Steffensen, and sent the first draft to Mashhood A. Sh. on 8<sup>th</sup> August, 2011.

John Ganyo (Interim President, ISU Norway) and Mashhood A. Sh. worked on the constitution draft and sent the comments and suggestion back to Sergey A. K. on 11<sup>th</sup> August, 2011. After several telephonic and email discussions over the constitution between Mashhood A. Sh. and Sergey A. K., the constitution draft was finalized, and it was forwarded to all the international students at Nord-Trøndelag University College for feedback.

The final constitution draft was presented to the General Assembly on 9<sup>th</sup> September, 2011. Mashhood A. Sh. chaired the General Assembly. Eleven (11) International students were present, as well as an Associate Professor from HiNT. The constitution draft was approved and accepted, with minor changes, as the constitution of ISU HiNT. The ISU HiNT was officially established as soon as the constitution was approved.

## **II. Preamble**

### 2.1 The name and Logo

The name is International Student' Union of Nord-Trøndelag University College (ISU HINT) and it is an autonomous branch of International Student Union of Norway (ISU Norway)

### 2.2 Aim of International Student' Union of Nord-Trøndelag University College (ISU HINT)

The aim for ISU HINT is to break the boundaries of nations, religions and cultures and give all the students a multi-cultural experience, and abundant environment for both education and social life.

### **III. The Constitution of the International Students' Union of Nord-Trøndelag University College (ISU HINT)**

#### **Article 1: The International Students' Union of Nord-Trøndelag University College (ISU HINT)**

1.1 The organization to which this Constitution refers is known as the International Students' Union of The Nord-Trøndelag University College referred to hereafter as "ISU HINT".

1.2 ISU HINT is an independent, democratic, non-religious, non-racial, non-profit, non-partisan, student organization committed to the interests of all international students at the Nord-Trøndelag University College.

1.3 The official language of ISU HINT is English and Norwegian.

1.4 ISU HINT embraces diversity and welcomes all international students to its activities and proceedings. ISU does not discriminate on the basis of race, religion, creed, gender, political or sexual orientation, marital status, physical or mental disability, language fluency, or country of origin.

1.5 ISU HINT is an autonomous part of ISU Norway.

#### **Article 2: Objectives**

2.1 The main objective of the ISU HINT is to ensure the rights and welfare of the current and the future international students at the HINT.

2.2 ISU HINT represents the interests of all members in whatever way possible, including amongst other things: Statements and comments made by the Nord-Trøndelag University College, matters concerning members in general, e.g. general welfare, social problems, academic issues, language and accommodation.

2.3 To oppose and bring to light any discrimination, injustice, inequality or intolerance that obstructs the achievement of these purposes above.

2.4 Foster unity amongst members, socially, culturally and otherwise.

2.5 Foster good relations between members and the community in which they live and study.

2.6 Keep contact with and assist other organizations with similar or compatible objectives.

2.7 ISU HINT, where deemed necessary or appropriate, shall aid, assist, collaborate, or participate in actions, activities, or events of diverse nature, that advances ISU HINT as an organization, improve the quality of life of international students, or are in keeping with the bylaws or intentions of the Constitution.

### **Article 3: Membership**

3.1 A member of ISU HINT is a student with a student ID number and a valid semester card, studying at the Nord-Trøndelag University College and meeting at least one of the following requirements:

3.1.1 Any student not holding a Norwegian passport;

3.1.2 Any student holding a dual citizenship;

3.1.3 Any student with at least one parent of non-Norwegian descent.

3.1.3 Any Norwegian student who has notified both ISU HINT and NSO that he/she would like to be a member of ISU HINT. The membership is subject to approval by the President, or the majority of the board members of ISU HINT.

3.2 All international students studying at the Nord-Trøndelag University College are automatically members of ISU HINT.

### **Article 4: Privileges**

4.1 All members, and board members, shall be entitled to participation in the ISU General Assembly (GA).

4.2 All members, and board members, have the right to vote at the General Assembly.

4.3 All members, and board members, shall be entitled to participation in all activities organized by ISU HINT.

### **Article 5: ISU HINT General Assembly (GA)**

5.1 The General Assembly is the primary decision-making body of ISU HINT.

5.2 There shall be at least one General Assembly per semester as soon as this is considered convenient by the Executive for the members.

5.3 At least one week notice must be given for a General Assembly. The ISU HINT executive must try to reach as many members as possible.

5.4 An agenda must be available to members through email.

5.5 Any ballot shall not be valid until at least 6 of the ISU members are present.

5.6 A detailed programme for the General Assembly is stated in the Regulations.

#### **Article 6: The Executive Board**

6.1 The Executive Board shall be elected at the General Assembly. The Election procedure is described in the Regulations.

6.2 The Executive Board shall consist of President, Vice-President, General Secretary, Academic Affairs and Welfare Secretary and Treasurer. A representative of the Student Parliament and other supporters are welcome to join at the Executive board's discretion.

6.3 It is compulsory that the Vice President and General Secretary are expected to study at least two semesters at the HINT at the time of elections. This condition can only be waived if there are no other candidates for these two positions.

6.4 It is compulsory that the President and the Vice President have to be of non Norwegian origin.

6.5 It is compulsory for the President to have studied at least one semester at the HINT before they file for candidature in the elections (This condition can be waived if there is no other candidate)

6.6 The ISU Executive Board shall manage the daily affairs of ISU HINT.

6.7 The ISU HINT will strictly not tolerate nor encourage any form of discrimination on or off Campus among international students.

6.8 The Term of Office of the Executive Board shall be one semester. As an exception to this rule the Term of Office of the President must be one year, in order to ensure continuation in ISU HINT. The President is elected during the Autumn Semester. Outgoing Executive members are allowed and encouraged to run as candidates for Executive positions again.

6.9 Should the President need to leave before his term of office is up, the Vice-President assumes the position until the most immediate General Assembly, where a new President is necessarily elected once more.

6.10 The obligations of each member of the Executive are stated in the Regulations.

### **Article 7: Status of the Constitution and Regulations**

7.1 The constitution shall be made available to all the members.

7.2 The Constitution and the Regulations shall be binding on the Executive Board members and all members of the organisation.

7.3 Issues, measures, or decisions found to be strictly contrary to the language or intent of the Constitution, shall require the formal amendment of the Constitution.

7.4 Any action contrary to the Constitution shall be subject to approval by two third of the General Assembly.

7.5 Any action contrary to the Regulations shall be subject to approval by two thirds of the ISU HINT Executive Board.

7.6 The minimum quorum for the General Assembly is 6 members.

7.7 The support of at least two thirds of the members present at the General Assembly shall be required to amend the Constitution or the Regulations.

### **III. The Regulations of the International Students' Union of HINT.**

#### **Article 1: Conduct of the General Assembly (GA)**

1.1 The GA shall be opened by the President. The ISU HINT President shall, subject to the approval of the GA, chair the GA.

1.2 All participants in the GA shall have the right to speak. Speakers shall address the GA through the chairperson.

1.3 The chairperson shall have the power to remove the 'right to speak' from any participant who disrupts or obstructs the proceedings of the GA.

1.4 Speakers shall adhere to the matter being considered. The Chairperson shall bring back to order any speaker failing to do this.

1.5 The Agenda of the GA will be followed.

1.6 Topics to be discussed during the scheduled spring and autumn General Assembly will include reports from the Executive about activities performed, and the elections of the new Executive. Other topics can be included on request.

1.7 Extraordinary GAs may be called by the Executive Board or any member who obtains 10% of the members' signatures for support.

#### **Article 2: Voting Procedures**

2.1 The various alternatives for discussion about a particular subject shall be put forward to the GA during the time allocated. A discussion will follow the suggestions made.

2.2 A vote shall be taken for the preferred option. Any option that receives more than 50% of the votes (excluding abstentions) shall be considered approved.

2.3 If there are more than 2 alternatives and none of the options receives more than 50% of the votes, there shall be consecutive ballots in which the alternative receiving the least number of votes shall be eliminated.

2.4 No interruptions shall be allowed during the vote or the count.

2.5 Secret ballots shall be taken on request by any 3 members of the GA. In all other cases voting shall be conducted by a show of hands. Secret ballots shall take place on ballot paper which is handed over to every member upon presentation of a University identity card.

2.6 A voting committee consisting of 3 persons shall be appointed by the General Assembly. The voting committee shall be responsible for counting of the votes.

### **Article 3: Election of the Executive**

3.1 All Members of ISU HINT are entitled to vote.

3.2 The Executive Board is elected by the General Assembly at the start of every semester. The President shall be elected at the General Assembly of the Autumn semester.

3.3 Any member can file for candidature in the Executive Board. Interested candidates must either be present or have indicated their willingness to work in the Executive Board in written form to the General Assembly.

3.5 All elections for executive members shall be by secret ballot.

3.6 Nominations for each post and voting on each post will be done separately in the following order: President, Vice-President, Secretary General, Academic Affairs and Welfare Secretary and Treasurer.

3.7 If a position remains vacant after the elections, the Executive Board may appoint a member for this position. Notice shall be given to all members after the appointment.

3.8 Executive Board members can be removed from their position by a two-thirds majority during an Executive Board meeting in case of:

3.8.1 Economic frauds (which will be reported to the police);

3.8.2 Actions contrary to the interests of ISU HINT;

3.8.3 Failing to attend Executive Board meetings on a regular basis.

3.9 If an Executive position becomes vacant after the removal or resignation of an Executive Board member, the Executive Board may appoint a member for this position. Notice shall be given to all members after the appointment.

3.10 The election procedure can be changed by the election committee if considered appropriate. Changes are subject to the approval of the General Assembly.

#### **Article 4: Obligations of the Executive Board of the ISU HiNT**

##### **4.1 General obligations of Members of the Executive Board**

4.1.1 All Executive Board members shall further the objectives of ISU HINT and assist in the conduct of the ISU HINT activities if necessary.

4.1.2 ISU HINT Executive Board members are responsible for taking initiative in proposing specific tasks and ensuring that they are carried out in furtherance of the Objectives of ISU HINT.

4.1.4 ISU HINT Executive Board members are obliged to attend Executive meetings. In case of absence they have to inform the President.

4.1.5 It is the responsibility of every Executive member to know, observe, and enforce the by laws and the intentions of the Constitution.

##### **4.2 Obligations of the President**

4.2.1 Representation of ISU HINT in the Student Board of the HiNT.

4.2.2 Representation of ISU HINT to local authorities and be ISU HINT spokesperson.

4.2.3 Acting as chairperson at ISU HINT executive meetings and General Assemblies.

4.2.4 Delegation of responsibilities.

##### **4.3 Obligations of the Vice-President**

4.3.1 Assisting the President in all listed duties as delegated by the President.

4.3.2 Functioning as President in the absence of the President. In this case the Vice-President will receive all rights and duties of the President.

4.3.3 Providing new students as soon as possible with information about ISU HINT and ISU HINT activities.

4.3.4 Representation of ISU HiNT at meetings of the ISU Norway.

#### **4.4 Obligations of the Secretary General**

4.4.1 Organizing ISU meetings and keeping general ISU HiNT correspondence.

4.4.2 Writing the minutes of all meetings and distributing them to the Executive.

4.4.3 Maintaining an updated list of all ISU members.

#### **4.5 Obligations of the Treasurer**

4.5.1 Operate finances, including all ISU at HiNT bank accounts.

4.5.2 Transfer of all the remaining ISU HiNT funds to the next Board in collaboration with the President.

4.5.4 Manage receipts and returns records

4.5.5 Advise the President on financial matters

#### **4.6 Obligations of the Academic Affairs and Welfare secretary**

General obligations of the Academic Affairs and Welfare secretary:

4.6.1 Be responsible for monitoring the policy of HiNT regarding international students and inform the Executive members about them.

4.6.2 Serve as a responsible person for the reception and presentation of the petitions from the international students to the President.

4.6.3 Act as a first person of contact for students who have concerns about student life, academics, housing or other issues that relate to their quality of life as a student at HINT.

4.6.4 Be responsible for helping and guiding students in any practical problems they may face at the HINT.

4.6.5 Cooperate with other Executive members to prepare and publish articles about the members and the ISU HINT.

## **5.0 Finance**

5.1 ISU HINT shall operate a bank account with any Bank of choice, where all funds of ISU HINT shall be kept.

5.2 Signatories to this account shall be the President and the Treasurer.

5.3 ISU HINT shall secure funding for its activities from such sources as: the International Office, Student Parliament, the National Secretariat, SAIH, LNU, individual donations and applications to other funding organizations.

5.4 In case of dissolution all funds and property shall be returned to their rightful owners.