

CONSTITUTION OF ISU TRONDHEIM

ISU Trondheim is member of ISU Norway and respects the ISU Norway constitution.

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§1 Aims and Membership

ISU Trondheim has two main aims that are deeply linked together in such a way that the improvement of one contributes to the improvement of the other.

One is the **integration of international students**. To achieve it, we organize many social and cultural activities mixing international students together and international students with Norwegian students

The other goal is, in collaboration with NSU and StL, **to represent the interests of international students** in Trondheim.

1.1. ISU Trondheim shall seek to achieve the following objectives:

- i. Represent all the international students in Trondheim
- ii. Act as a non-religious, non-profit and non-partisan association
- iii. Establish and maintain a social environment among all members and keep them in good relations to the community in which they live and study
- iv. Initiate any action that may be required for the protection of international students in Norway and in Trondheim in particular
- v. Search, keep contact and assist where possible other organizations with similar or compatible objectives

1.2. Members of ISU Trondheim are:

- i. All International students who are regular students in Trondheim
- ii. Any Norwegian student in a high education institution in Trondheim who wants to join and who agrees with all the objectives of ISU Trondheim

§2 General Assembly

2.1. The general assembly (herein after referred to as GA) shall be the highest authority on all matters. In general, all major decisions affecting ISU Trondheim shall be taken at the general assembly.

2.2. During the GA every member should have the right to speak and to vote with a limit of 30% Norwegian right votes. The quorum for all GA's shall be twenty people.

2.3. Generally, the last board calls the GA two times per year, typically in the first two weeks of September and February. The GA has to be announced at least two weeks before it occurs.

2.4. A Person shall be elected to write the report of the GA and subsequently publishes it on the website of ISU Trondheim.

2.5. The head of the Studenttinget NTNU and Studentparlamentet HiST shall be invited as observers and election supervisors.

2.6. For every GA the following Agenda is highly recommended:

- i. Approval of the report from the last GA
- ii. The outgoing board informs ISU members about the organization aims, principles and activities for the period of their term of office and reports about the financial situation
- iii. Constitutional amendments and changes
- iv. Election of the board members and nomination of the social committee members
- v. Passing and adoption of resolutions

2.7. Amendments of any parts of the constitution shall only be discussed and effected at a GA. For a valid amendment two thirds of the present members have to vote it.

2.8. The elections shall be held during the GA for every executive positions, a majority of the half is required. Everyone who is intending to stay the whole semester in Trondheim can be elected for each post. A maximum of two following semesters in the same position is allowed.

2.9. No board member shall hold more than one position at the same time. In the event of a tie during the election a second turn shall be conducted.

§3 The Board

3.1. The Board consists of board members which are elected during the General Assembly. These are the President, the Vice President, the Financial Coordinator, the Social Program Coordinator, the Movie Coordinator, the Internet and Communication Coordinator, the Trips Coordinator and the Representatives Affairs Coordinator. In addition to these eight there are also the ICOT Representative and the International Coordinators of Studenttinget NTNU and Studentparlamentet HiST part of the board.

3.2. The board members have mandatory special duties which are written in the guidelines. There are also some general duties, which are the same for every board member:

- i. Attendance in every board meeting, otherwise the president has to be informed in advance.
- ii. Their tasks have to be fulfilled independently according to the guidelines and objectives of the constitution. The Members of ISU Trondheim should be informed about their activities.
- iii. Two members of the board have to represent ISU Trondheim at the National Assembly of ISU Norway.
- iv. Every board member is responsible for the maintenance and the running of the basement as a meeting point for all the members of ISU Trondheim.
- v. Every board member is responsible for writing an experience note about his position for the upcoming board member.

3.3. At most one third of the elected board members can be Norwegian.

3.4. Any member can be removed from the board if he/she brings the image of ISU Trondheim in dispute or intentional derogates members of ISU Trondheim. Half of the board members have to agree with the removal, but the affected shall have the right to defend himself/herself.

3.5. In the event of the resignation or a vacancy of one board member one interim member should be announced and chosen by the board until the next GA.

§4 Committees

4.1. A Social Committee has to be nominated during the GA. The Social Committee should assist the board in their work. Therefore they should stay in contact with the social coordinator, who acts as their chairman. The Social Committee can be extended by the board of ISU Trondheim if there is a need.

4.2. Workgroups can be formed during a board meeting or the GA to solve problems in an efficient way. These workgroups should consist of board members and members of the social committee. If it is necessary, also persons from outside are allowed to be part of these workgroups. It is obligatory, that the workgroups inform the board members during the regular board meetings about their work.

§5 Meetings

5.1. The regular board meetings should take place preferably every week, but at least every second week. The date has to be fixed by the board members itself and the meeting should be called in, with the agenda, by the president at least three days in advance. Participants of those meetings are the board members, invited guests or spectators. If any participant wants to add an item to the agenda, they should inform the president of ISU Trondheim before the announcement.

5.2. During every meeting a report has to be worked out. This report should be published in a way that every member of ISU Trondheim can read it, preferably on the website.

5.3. When there is a voting in the regular board meeting only the board members has a right to vote. But the voting right can also be given to guests and spectators, if more than half of the attending board members agree.

§6 Finances

6.1. ISU Trondheim shall have a bank account, where all funds of ISU Trondheim are kept. The Signatories of this account are normally the president and the financial coordinator, if it is not decided otherwise by the board.

6.2. Every year an annual report has to be published immediately after it has been approved by the GA.

§7 Handing Over

7.1. During the last board meeting one person, who is available in the beginning of the next season, has to be defined which is responsible for the handing over.

7.2. This Person has to prepare the next GA for electing the new board. He is also urged to explain their duties and transmit the experience notes to the upcoming board members.

7.3. ISU board shall prepare the handing over of the ISU bank account.

§8 Interpretation

8.1. In case of a misunderstanding of the constitution the President has to propose an interpretation and be followed by more than one half of the present assembly. This interpretation should be upgraded in the present constitution.