



The Constitution of
ISU Stavanger
The International Students' Union of the
University of Stavanger

Ratified May 5th, 2014
Last Amendment May 4th, 2015

§ 1. The Organization

1. The full name of the organization is “The International Students’ Union of the University of Stavanger”, shortened and hereafter referred to as “ISU Stavanger”.
2. ISU Stavanger’s official logo is:



3. The official language of ISU Stavanger is English.
4. ISU Stavanger is led by the Board that’s chosen at the General Assembly and is an autonomous part of Studentorganisasjonen ved Universitetet i Stavanger (StOr), and the International Student’s Union of Norway, hereafter referred to as “ISU Norway”.

§ 2. Objectives

1. ISU Stavanger is an independent, democratic, non-profit, non-partisan, religiously and politically neutral student-run organization. ISU Stavanger is committed to and represents the interests of all international students at the University of Stavanger.
2. ISU Stavanger shall work to create unity and foster positive relations between International students, Norwegian students and the local Norwegian community.
3. The foundation for ISU Stavanger's work is the international students, their knowledge, abilities and skills.

§ 3. Membership

All students, International and Norwegian are welcome to ISU Stavanger’s activities.

1. Membership is open to all students with a valid University of Stavanger ID, semester card and a valid international passport.
2. All international students studying at the University of Stavanger are automatically members of ISU Stavanger.
3. The Board may appoint individuals who have made an outstanding contribution of importance to ISU Stavanger as Honorary Members. Honorary Members have the right to speak at the General Assembly, but are not allowed to vote or run for positions in the Board.

§ 4. Privileges

1. All members are entitled to participate at ISU Stavanger’s General Assembly (GA).
2. Only members of ISU Stavanger may run for a position in the Board.
3. All students at the University of Stavanger are entitled to vote at the General Assembly or on the Election Day.
4. All students are entitled and welcomed to participate in activities organized by ISU Stavanger.
 - a. ISU Stavanger will do everything they can to ensure that all events, meetings and activities are effectively publicized, inclusive and open to all.

5. ISU Stavanger does not tolerate nor encourage any form of discrimination in any form or way.
6. The Board may suspend or exclude a member who has opposed or purposely wronged other members or ISU Stavanger itself.
 - a. Any member who loses their rights will receive a notification in writing and the General Secretary will keep an official record. Members are entitled to pursue and receive a fair appeal.

§ 5. General Assembly (GA)

1. The GA is the primary decision-making body of ISU Stavanger.
2. A minimum of twenty (20) members is required for the GA to be valid.
3. There shall be at least one GA per academic year. The date of the GA is determined by the Board.
4. The President along with the Board announces the GA.
 - a. A temporary Agenda and any attachments shall be made available on the ISU Stavanger website and on facebook at the same time as the announcement for the GA.
 - b. The final Agenda and any attachments shall be made available on the ISU Stavanger website and on facebook one (1) week before the GA.
 - c. The GA shall be announced a minimum of one (1) month prior to the GA.
5. All members have the right to submit affairs to the GA at ISU Stavanger. Deadlines for submitting affairs to be processed by the GA are:
 - a. Amendments: Three (3) weeks before the GA.
 - b. Miscellaneous Affairs: Three (3) weeks before the GA.
 - c. Nominations: Three (3) weeks before the GA.
6. Minutes shall be taken of the GA.
7. The President opens the GA and then the Chairman takes over.
8. This shall be processed in the GA:
 - a. Elect two (2) members to sign the minutes from the GA in addition to the Chairman.
 - b. The Agenda, for approval.
 - c. The Annual Report, for approval.
 - d. The Revised Accounting, for approval.
 - e. The Budget, for approval.
 - f. Election. (See § 6.1.a-b, 6.2.a-d)
 - g. Miscellaneous - Submitted Affairs
9. When the GA is over the newly elected Board assumes control of ISU Stavanger.
10. An Extraordinary General Assembly shall be held when the Board or at least twenty (20) members request this.
 - a. Only affairs mentioned in the notice can be processed.
 - b. Deadlines for the announcement and distribution of affairs are the same to that of an ordinary GA.

§ 6. Election

1. The Board is elected at the end of each spring semester, which also represents the end of an academic year. There are two options on how to carry out the Election at ISU Stavanger:
 - a. At the GA.
 - b. As an own Election Day in advance of the GA.
2. The Election as part of the GA:
 - a. The Election Committee (*TEC*) or the Chairman announces the nominations and any external nominations and the Board proposes two (2) members for the Counting Committee.
 - b. The voting is done by separately and in following order:
 - i. The Counting Committee, two (2) people. (*Show of hands*)
 - ii. The Board, six (6) people; President, Vice President, Treasurer, General Secretary, Director of Social Events and Director of Academic & Student Affairs. (*Secret ballot*)
 - iii. The Election Committee, three (3) people. (*Secret ballot*)
TEC is only on election if decided in advance, if not they are not a part of the election.
 - c. The Chairman reads the nominated for the first position, opens for bench proposals, adds potential new candidates and starts the vote. The Counting Committee collects the votes, counts them and lets the Chairman know the result that the Chairman then announces. The same procedure then repeats until all positions with candidates has been elected.
 - d. At the end of the Election the Chairman introduces the new Board before continuing with the Agenda.
3. The Election as an own Election Day:
 - a. The Board announces the Election Day date, the GA date and open for nominations. (*One (1) month before the Election Day, the GA follows one (1) week after the Election.*)
 - b. TEC or the President announces all candidates running for the Board, (*TEC own and any external nominations.*) (*One (1) week before the Election Day.*)
 - c. Election Day, the ballots are made available in the Election Building, students come, vote and show their student ID for the ballot to be validated and delivered.
 - d. The result is published on the website and on facebook the first day after the Election.
 - e. In the one (1) week between the Election Day and the GA the new and old Board has a meeting to discuss the transition from the old to the new Board.
 - f. The GA follows normal procedure without Election of the Board being part of its Agenda. (*See § 5.1 to 5.8*)
4. The Election Committee (TEC)

Is not a requirement, but is recommended to make the process of finding candidates easier.

TEC would:

 - a. Find and nominate people for the different positions for the election, which includes a new Election Committee.
 - b. Present all candidates running, (*TEC own and any external nominations*) before the Election Day and/or at the GA.
5. Nominated candidates must be present at the GA or have indicated their willingness to run for the position in written form in advance of the Election.

6. Candidates cannot campaign inside or right outside of the Election Building on the Election Day.
7. If there is:
 - a. No candidate running for a board position see § 7.7.d.
 - b. Only one (1) candidate running for a position, that candidate gets appointed by default at the discretion of the Board.
8. The Chairman, the Counting Committee and the Election Committee cannot be a part of the Board or be running for any positions.
9. The General Secretary is responsible of storing all official election materials, which include documents used during voting, the official count and result.

§ 7. The Board

1. Consists of six (6) members: The President, Vice President, Treasurer, General Secretary, Director of Social Events and Director of Academic & Student Affairs.
 - a. All Board Members work on a voluntary basis.
2. The Board shall:
 - a. Be the governing body for ISU Stavanger in accordance with ISU Stavanger's Constitution and resolutions passed by the GA.
 - b. Adding an emphasis on the treatment of special issues of importance to ISU Stavanger and its members.
 - c. Manage ISU Stavanger's assets in a responsible manner in accordance with the organization's objectives.
 - d. Collaborate with other organizations that have the same or similar objectives as ISU Stavanger, and consider membership for ISU Stavanger in other organizations if this might be of benefit to the organization.
3. A valid decision in the Board requires that four of six (*4 of 6*) Board Members votes for the proposal, unless stated otherwise.
4. The President and the Treasurer commits the organization with their combined signatures.
5. There cannot be more than three (*3*) Board Members of the same nationality/citizenship (*This condition can be waived if there is no other candidate available*).
6. It is the responsibility of every Board Member to know, follow and enforce the bylaws and the intentions of the Constitution.
7. The Board is free to appoint:
 - a. Advisors; has the right to speak at the GA, they are not a part of the Board, but Advisors to the Board.
 - b. Honorary Members. (*See § 3.3*)
 - c. Committees; to work on specific projects.
 - d. Board members; if a board position is vacant after the Election. The Board is free to appoint a person of their choice for this position. If the Board finds a person who is qualified for the position outside the organization, The Board is no longer restricted to the requirement that the position must be filled by a member of ISU Stavanger. (*See § 4.2*)

8. All Board Members are required to attend Board Meetings. If a Board Member is unable to attend a Board Meeting, the President shall be informed about this in advance.
9. Board Members can be removed from their position by a vote during a Board Meeting in case of:
 - a. Economic fraud. (*This will be reported to the police.*)
 - b. Actions contrary of the interests of ISU Stavanger.
 - c. Actions damaging the organization.
 - d. Failing to attend Board Meetings on a regular basis.
 - e. Taking actions or decisions without the approval of the President or the two third majority of the Board.

§ 8. Status of the Constitution

1. The Constitution is the document that regulates all actions and activities of the members, the Board, the GA and for ISU Stavanger as a whole. The Constitution shall be available to all members of the organization.
2. Proposals for amendments to the Constitution must be submitted at the GA or by the Board of ISU Stavanger.
 - a. Such proposals are presented to the Board at least three (3) weeks before the GA that will consider the proposal.
 - b. The Board will publish the proposal together with their recommendation one (1) week before the GA.
3. Amendments to the Constitution require at least two thirds (2/3) majority. There can only be made editorial changes to the proposal once it's submitted.
4. In the event an issue or decision is found to be outside the scope of the language of the Constitution, the Board may with two-thirds (2/3) majority vote, approve the issue or decision. Provided it does not go against the fundamentals of ISU Stavanger as an organization, or the overarching regulations and intent of the Constitution.

§ 9. Dissolution

1. Proposal to dissolve ISU Stavanger must be made at a GA. The proposal with a statement from the Board is then put forward at the next GA for a vote.
2. A decision to dissolve the ISU Stavanger requires at least three-quarters (3/4) majority of those present votes in favor of the proposal.
3. In the event of dissolution, money and other values ISU Stavanger own, will be transferred to ISU Norway. Here, the funds remain on hold for three (3) years. After 3 years ISU Norway is free to spend the funds at its discretion in accordance with the laws of ISU Norway.
 - a. If a new ISU organization is formed at the University of Stavanger within 3 years after the dissolution of ISU Stavanger, the funds on hold will be transferred to that organization.