

The Charters for



MiB Council

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ISU NHH

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I Mission

§ 1

The mission of the MIB Council is to represent the students of the Master of Science in International Business program and exchange students in the academic branches of NHHS, together with securing the international students interest internally at NHH and towards businesses and other interest organizations.

II Organization

§ 2

The MIB Council consists of:

- Leader
- Treasurer and Deputy Leader
- Academic Affairs Chair
- Communications and IT Officer
- Social Affairs Chair

The five members of the MIB Council hold a status as trustees in NHHS. MIB Council is scheduling meetings on demand, preferably twice a month.

Description of the positions:

a) The Leader is responsible for:

- Coordinating the work of the council and be responsible for its progress, dividing responsibilities among members and act in supportive capacity to ease the workload of the other members.
- Encourage and follow up on academic and social needs and suggestions from the MIB students.
- Has the main responsibility for the MIB Forum.
- The recruitment, election and appointment of council members and MIB associates.
- Ensuring representation of MIB council in internal recruiting events such as Standsaften, or delegating the responsibility for doing so.

- Initiating and delegating the MIB International Development Forum activities, from recruitment to the actual event, while remaining in an observing role.
- Acting as the main contact person and the figurehead for MIB Council and MIB students towards all external bodies.
- Arranging company visits and managing relations with companies or delegating the responsibility for doing so.
- Producing documents, white-books, giving account of his/her experience in the office for the use of his/her successor.
- Follow the general instructions of the NHHS for leaders of *underutvalg (sub-groups)*.

b) The Treasurer / Deputy Leader is responsible for:

- Working actively to secure funding for the Welcome Week, MIB Forum and other events of the council.
- Acting in leader's capacity in the case of his/her absence.
- Working towards finding corporate partners for the MIB Council and its projects, in the case that there is none.
- Maintaining and improving the relations with the existing corporate partners for the MIB council.
- Follow the general instructions of the NHHS for treasurers of *underutvalg (sub-groups)*.

c) The Academic Affairs Chair is responsible for:

- Monitoring and improving the quality of the courses and the program, through course evaluations, seminars, feedback to the lecturers.
- Acting as the main contact person for Fagutvalget, student administration, the faculty and profile coordinator of the MIB program in situations regarding the whole student mass as well as in situations with student anonymity.
- Working towards getting more seminars and presentations in English along with Norwegian.
- Monitoring the quality of the Norwegian language courses offered at school.
- Organizing an intensive Norwegian language course for interested MIB students or delegating the responsibility for doing so.

d) Communications and IT Officer is responsible for:

- Operating and maintaining MIB Council's computer equipment, homepage and mibalumni.com.
- Making information about the MIB program, the activities of the MIB Council available to all students at the school via plasma screens, e-mail, websites, flyers et cetera.
- Facilitating and maintaining the means of communication within the MIB community.
- Updating and creating content for the MIB council website, or delegating the responsibility for doing so.
- Maintaining the alumni network for the MIB program, through the use of an external website (www.mibalumni.com), where new and old MIB students can update their current personal profiles.
- Taking every measure to ensure that new MIB students sign up for the alumni website and fill out their personal profiles, together with working towards getting older alumni to sign up at the MIB Alumni website, or delegating the responsibility for doing so.

e) The Social Affairs Chair is responsible for:

- Creating a cohesive social environment within the MIB student body by arranging social gatherings, trips, parties, excursions, dinners and similar social events.
- Working towards greater social integration between MIB, Norwegian and exchange students, and assisting NHH and NHHS in organization of international events.
- Cooperating with International Committee and other subgroups in NHHS to arrange joint events with MIB, Norwegian and exchange students present.
- Forming teams and groups to work on specific events.

III Elections

§ 3

The council is elected by and among the MIB students to ensure competent operation of the group. The elections are taking place at the beginning of each semester and in accordance

with the MIB Council's charters for elections. The new members officially join the council at the beginning of the next semester and shall be approved by Kjernestyret NHHS.

§ 3-1 General instructions:

- a) The sitting board is responsible for elections.
- b) In the case that a position opens in the council, the board will announce the position through e-mail within a week and set a deadline for applications of one week.

§ 3-2 Who the candidates can be:

- a) All members of the MIB Council have to be current MIB students.

§ 3-3 Who can vote:

- a) All MIB students that are present in the country at the time of election are voters.
- b) The quorum is $\frac{3}{4}$ of all voters for the election to take place.
- c) Nominations for the following posts and voting for those posts will be done separately in the following order: Social, IT, Academic, Treasurer, Leader.

§ 3-4 Voting procedures:

- a) Voting shall be taken on a secret ballot. Secret ballots shall take place on a ballot paper which is handed over to the voting committee.
- b) The voting committee consists of the leader and a person approved by the assembly. The voting committee shall be responsible for counting of the votes, but shall not run for any position in the election.
- c) A simple majority (over 50%) is required to be elected.
- d) In the case that there are more than two candidates and no single candidate gets simple majority, a second round of elections will take place between the candidates that got 1st and 2nd place in the first vote.
- e) In the case of a tie, a second round of voting shall take place.
- f) If the second round results in a tie, the remaining Council members hold a vote between themselves and this constitutes an additional vote.

§ 3-5 Appointment by default:

- a) If there is only one candidate who applies for the position by the deadline, he/she is appointed by default in the discretion of the council, unless contested by MIB members.
- b) In the case that there are no candidates, the council will appoint someone for the position, not staying limited to the MIB members.

IV Finances

§ 4

MIB Council shall comply with the general instructions for *underutvalg (sub-groups)* in NHHS.

§ 5

Resources for MIB Forum shall be budgeted and applied for on a project basis.

V Activities

§ 6

- a) MIB Council has the right to be present with one representative in MIB Committee, one representative in Programutvalget for Videregående Studier (PVS) and one representative in Fagutvalget at NHH.
- b) MIB Council shall through parties, trips and other social activities work towards greater social integration between Norwegian and international students and in this way increase cultural integration.
- c) MIB Council shall cooperate with the International Committee NHHS to raise integration among exchange students and MIB students in order to create a stronger international environment at NHH.
- d) MIB Council shall cooperate with the Business Committee NHHS in order to get businesses for recruitment of international positions to NHH.
- e) MIB Council shall coordinate the MIB Forum. MIB Forum is held annually during the fall semester. The Forum's goal is to increase the awareness among Norwegian businesses of the international competencies present at NHHS by using these competencies to holding a conference concerning one relevant international theme for Norwegian businesses. MIB Forum shall offer positions to all members of NHHS. MIB Forum's financial goal is to be a net contributor to NHHS.
- f) MIB Council shall be responsible for the coordination and information of events like Welcome Week, excursions, gatherings et cetera. This shall be done in cooperation with Kjernestyret NHHS, Lumicus, International Committee, KKV.
- g) MIB Council shall represent NHHS' international students' rights and needs through its membership in ISU (International Student Union) Norway, ISU NHH.