

Linnaeus Union's By-laws



1. Purpose and Scope of Linnaeus Union

The main purpose of Linnaeus Union is to monitor and contribute to the development of education and the conditions for studies at Linnaeus University.

Linnaeus Union should also promote the studies of its members and anything related to studies in collaboration with the surrounding society.

Linnaeus Union is a politically and religiously independent organization.

2. Operational Year and Fiscal Year

The operational and fiscal year of Linnaeus Union is from July 1st to June 30th.

3. Membership

A member is someone who has paid the fee for the period.

The right to become a member is given to those studying at Linnaeus University.

The membership fee is determined by the annual meeting.

Upon written application from a member, it is the responsibility of the board to approve the withdrawal. The board decides how much of the paid membership fee should be refunded.

Paid memberships are non-refundable.

If a member intentionally acts against the purpose of Linnaeus Union or in any way undermines the organization, the board has the authority to exclude that member from Linnaeus Union.

4. Member Meeting

The member meeting is the highest decision-making body of Linnaeus Union. The member meeting is open unless decided otherwise by the member meeting.

Members can submit motions to the member meeting, which must be received by the board at least twenty-one (21) days before the meeting.

At least four (4) regular member meetings shall be convened each year, one (1) of which shall be the annual meeting.

The board determines the timing and location of the member meeting. Notice shall be given to the members at least twenty-eight (28) days before the meeting.

The agenda and documents for the member meeting shall be communicated to the members at least ten (10) days before the meeting.

If one (1) percent of the members, three quarters (3/4) of the board, the auditors, or all activity auditors so demand in writing, the board shall convene an extraordinary member meeting. The extraordinary member meeting may only address the matters for which it was called.

An open question session shall be offered at each member meeting.

Two (2) persons shall be elected as adjusters and vote counters at each member meeting.

Minutes of the member meeting shall be approved by the chairperson and the appointed adjusters.

The minutes shall be posted on the association's official website no later than twenty-one (21) days after the member meeting.

For a member meeting to be quorate, twenty (20) eligible voting members must be present.

To have the right to speak, propose, and vote at the member meeting, the membership fee for the day of the meeting must have been paid.

The current board does not have voting rights at the member meeting.

The outgoing board does not have voting rights during the scrutiny of discharging the board from liability.

4.1 Second Regular Membership Meeting in the Spring Semester (Annual Meeting)

The second regular membership meeting in the spring semester is designated as the annual meeting and shall be held before the end of May. In addition to the guidelines in § 4, the annual meeting shall also address the following points:

- Decide on membership fees for the upcoming fiscal year
- Approve the budget for the upcoming fiscal year
- Determine the operational plan for the upcoming fiscal year
- Election of three (3) operational auditors for the upcoming fiscal year
- Election of one (1) regular accounting auditor and a deputy for the upcoming fiscal year
- Appointment of meeting presidium consisting of one (1) meeting chairperson, one (1) vice chairperson, and one (1) meeting secretary for the upcoming fiscal year
- Delegation of the right to appoint student representatives to the board during the upcoming fiscal year
- Inform about the election of Linnaeus Union's board
- Appoint a nominating committee

4.2 First Regular Membership Meeting in the Autumn Semester

The first regular membership meeting in the autumn semester shall be held before October 15 and shall, in addition to the guidelines in § 4, also address the following points:

- Determination of the organizational plan for the upcoming fiscal year

4.3 Second Regular Membership Meeting in the Autumn Semester

The second regular membership meeting in the autumn semester shall be held before December 15 and shall, in addition to the guidelines in § 4, also address the following points:

- Examination of the outgoing board's discharge from liability. The outgoing board members are not allowed to vote during the discharge examination.
- Reports of the auditors
- Board's activity report for the previous fiscal year
- Decision on the balance sheet and income statement for the previous fiscal year
- Decision on the disposition of the surplus or coverage of losses for the fiscal year
- Decision on the size of the board for the upcoming fiscal year
- Decision on the board positions and possible main locations

4.4 First Regular Membership Meeting in the Spring Semester

The first regular membership meeting in the spring semester shall be held before the end of February and shall, in addition to the guidelines in § 4, also address the following points:

- Decision on policy documents
- Decision on opinion documents
- Board's report on the work with Linnaeus Union's core values

5. Board

The board's term is from July 1 to June 30.

The board is the highest decision-making body of Linnaeus Union between membership meetings. The board shall ensure compliance with Linnaeus Union's bylaws.

It is the responsibility of the board to:

- Ensure that Linnaeus Union fulfills its purpose
- Plan, lead, and allocate work within the organization
- Hold the employer's responsibility
- Approve decisions made by the board's presidium
- Be responsible for and manage the organization's resources
- Prepare proposals for the budget, membership fees, and operational plan for the next fiscal year
- Implement decisions made by the membership meeting
- Present a report on its activities, as well as financial statements and balance sheets, to the members
- Appoint authorized signatories for the fiscal year
- Appoint representatives for shareholders for the fiscal year
- Submit proposals to the membership meeting
- Handle motions submitted to the membership meeting
- Be responsible for and manage the organization's resources
- Be responsible for securities trading and the placement of any excess liquidity

5.1 Board Meetings

Attendance and the right to express opinions are granted to board members and Linnaeus Union's operational and accounting auditors.

Only board members have voting rights.

The board is quorate if at least half of the members are present.

In the event of a tie in voting, the opinion supported by the meeting chairperson shall prevail, except in personal elections where drawing lots shall be done.

The chairperson is responsible for issuing the invitation to board meetings.

A board meeting may be held no earlier than five (5) days after the invitation has reached the board members.

Meeting documents should be provided to the members no later than three (3) days before the meeting.

Any matters that a member wishes to address at a board meeting should be submitted to the chairperson no later than five (5) days before the scheduled meeting.

Matters not included in the agenda may be addressed at the request of at least half of the attending board members.

Board meetings shall be recorded in minutes and published on the association's website after approval, to the extent compatible with the General Data Protection Regulation (GDPR).

6. Elections

Eligible to vote in elections for positions of trust in Linnaeus Union is every member who has paid the membership fee. The membership fee must be paid no later than 48 hours before the end of the student union election if the student wants to receive the voting link.

Members of Linnaeus Union are eligible for positions of trust. Full-time positions require demonstrated proficiency in the Swedish language at a C1 level according to the Common European Framework of Reference for Languages. The language proficiency of applicants will be assessed by the nominating committee during interviews.

In elections, all eligible positions shall be presented against vacancies.

All positions on the board require that applicants can physically attend the work locally.

6.1 Elections for the Board

Elections for the board are conducted through direct voting by the eligible members of Linnaeus Union. Each member is entitled to one (1) vote for each board member to be elected.

The election shall be concluded no later than seven (7) days before the annual meeting. Only members of Linnaeus Union are eligible for the board.

6.2 Election of Meeting Presidium

At the annual meeting, the meeting presidium consisting of one (1) meeting chairperson, one (1) vice-chairperson, and one (1) meeting secretary shall be elected for the upcoming operational year. All members of the meeting presidium must be fluent in both spoken and written Swedish and English.

6.3 Nominating Committee

Only members of Linnaeus Union with demonstrated proficiency in the Swedish language are eligible for the nominating committee. All interviews for the presidium positions are conducted in Swedish.

The nominating committee consists of a maximum of five (5) members. The nominating committee shall appoint a convener.

It is the responsibility of the nominating committee to prepare the election of board members. It is the responsibility of the nominating committee to prepare the election of the meeting presidium.

It is the responsibility of the nominating committee to prepare any by-elections. Members of the nominating committee are not eligible for the board or the meeting presidium.

The term of the nominating committee is from one annual meeting to the next.

6.4 Auditors

All members are eligible for the position of operational auditor for Linnaeus Union. Up to three (3) operational auditors shall be elected at the annual meeting.

At the annual meeting, one (1) authorized accounting auditor shall be elected.

6.5 By-Elections

When the board is not complete, by-elections shall be conducted at the next membership meeting.

When the meeting presidium is not complete, by-elections shall be conducted at the next membership meeting if deemed necessary.

When the nominating committee is not complete, by-elections shall be conducted at the next membership meeting if deemed necessary.

Auditors shall be by-elected as needed at the next membership meeting. Present members have the right to vote in by-elections.

7. Vote of No Confidence

One (1) percent of the members or all the operational auditors, or the board's presidium in consultation with the accounting auditor, can initiate a vote of no confidence against a board member.

The motion of no confidence must be submitted at least twenty-one (21) days prior to the membership meeting in order to be addressed, and votes shall be cast through a secret ballot.

If the motion of no confidence is approved by a two-thirds (2/3) majority of the votes cast, the board member shall be relieved of their duties.

The decision on the vote of no confidence shall be considered immediately confirmed in the minutes.

A vote of no confidence can only be initiated against a board member who has assumed their position.

8. Bylaws

For an amendment to the bylaws to be valid, it requires approval by two (2) consecutive regular membership meetings with a two-thirds ($2/3$) majority.

For the amendment to the bylaws to come into effect, it requires a decision by the board of Linnéuniversitetet. The board has the authority to interpret the bylaws in case of disagreements regarding their interpretation.

9. Dissolution

A decision to dissolve Linnaeus Union shall be made at two (2) consecutive regular annual meetings.

The decision must be made with a two-thirds ($2/3$) majority.

Upon the dissolution of Linnaeus Union, its assets shall be endowed and managed by Linnéuniversitetet until a new student union is formed.