



Studentrådet MH  
Helse- og Medisinskoleenheten

# Bylaws for the Student Council at the Faculty of Medicine and Health Sciences, NTNU

Adopted 10.03.2021

Last amendment 10.03.2021

## § 0 Definitions

Simple majority	There are more votes in favor than against, not counting abstaining votes.
Qualified majority	More than half of those present with voting rights vote in favor.
Qualified 2/3 majority	More than 2/3 of those present with voting rights vote in favor.
FTV	Faculty Representative
ITV	Department Representative
SPV	Study Programme Representative
MH	Faculty of Medicine and Health Sciences
NTNU	Norwegian University of Science and Technology

## § 1 The Student Council MH

The Student Council MH is the highest instance of student democracy at the Faculty of Medicine and Health Sciences (MH) at NTNU.

The Student Council speaks on behalf of the students at the faculty.

The Student Council acts as a consultative body for the faculty and Studenttinget NTNU.

Appointment of representatives at study program, department and faculty level is done by electronic urn selection according to §3 Elections.

The Student Council decides on job descriptions for Faculty Representatives (FTV), Department Representatives (ITV), Study Programme Representatives (SPV) and Class Representatives (KTV).

### § 1.1 Composition

The Student Council MH consists of four Faculty Representatives (FTV), at least one Department Representative (ITV) per department and one Study Programme Representative (SPV) for the Medicine program. If needed, there may be two ITVs per department. This decision is up to the Student Council.

The Student Council may decide on other kinds of arrangements for the individual departments, but students who demand it shall always be represented in the Student Council.

### § 1.2 Faculty Representatives

Faculty Representatives (FTV) are authorized to speak on behalf of the Student Council between the council's meetings. FTVs are bound by decisions made in the Student Council.

47  
48 FTVs are responsible for the Student Council's economy and budget in cooperation with the  
49 council's consultant and have the right to sign documents on behalf of the Student Council.  
50

### 51 **§ 1.3 Subcommittees**

52 The Student Council may, by simple majority, give a group of students and representatives  
53 the authority to appoint students, and speak, on behalf the Student Council within a given  
54 area of responsibility.  
55

56 The Student Council shall be kept informed on decisions made in subcommittees. Faculty  
57 Representatives (FTV) have the right to participate in subcommittees.  
58

### 59 **§ 1.4 Meetings**

60 Representatives in the Student Council, cf. §1.1, are obligated to participate in the meetings  
61 of the Student Council. Representatives have the right to speak, vote and submit proposals  
62 in the Student Council.  
63

64 The Student Council's meetings are open to the public, unless the council decides otherwise  
65 by qualified majority. Guest participants have the right to speak during meetings.  
66

67 Notification of the meeting, with a list of cases to be discussed, shall be made available to  
68 council members no later than five working days before the meeting. Notification of the  
69 meeting shall simultaneously be made available to students at the MH faculty through the  
70 Student Council's digital channels.  
71

72 Faculty Representatives (FTV) sends out notification of meeting, prepares the list of cases to  
73 be processed, and chairs the meetings. Ideally, the consultant shall act as meeting secretary.  
74 Records from the Student Council's meetings shall be made available to students at the MH  
75 faculty no more than twelve (12) working days after each meeting.  
76

77 The Student Council has power of decision when no less than eight (8) members of the  
78 council, cf. § 1.1., is in attendance.  
79

80 Decisions in the Student Council are made by simple majority.  
81

### 82 **§ 1.5 Working language**

83 The working language of the Student Council MH is primarily Norwegian. However, English  
84 may be used in settings wherein international students are in attendance. All members of  
85 the Student Council MH must be proficient in both languages. The Bylaws, Criteria for  
86 Welfare Funding and Class Representative Job Description shall be available in English. The  
87 need to make additional documents available in English must be actively assessed.  
88

### 89 **§ 2 The General Assembly**

90 The general assembly («allmøtet») is the highest authority for students at the Faculty of  
91 Medicine and Health Sciences (MH).  
92

93 At least one general assembly shall be held each year.

94

95 **§ 2.1 Rights and duties**

96 All students at the faculty have the right to participate, speak, vote and submit proposals for  
97 the general assembly.

98

99 The general assembly may, by simple majority, allow other participants the right to speak  
100 and submit proposals.

101

102 The general assembly is open to the public, but the assembly may decide to close the  
103 meeting by simple majority.

104

105 All students at the MH faculty may propose cases to be discussed in the general assembly.  
106 These must be sent to the Student Council no later than two (2) weeks before the meeting.  
107 Cases to be processed shall be made known to the council's members by them receiving a  
108 list of cases and complementary documents. The Student Council recommends a finalized  
109 list of cases to be processed by the general assembly.

110

111 Representatives with a seat on the Student Council are obligated to participate in the  
112 general assembly.

113

114 The Student Council is required to make it possible for students from NTNU in Gjøvik,  
115 Ålesund and Trondheim to participate in the general assembly via technical aids.

116

117 **§ 2.2 Notification of meeting**

118 The Student Council may arrange a general assembly whenever needed, for which a  
119 notification of meeting shall be made public. The date for the general assembly shall be  
120 made public no later than two (2) weeks prior to the assembly. The list of cases and  
121 complementary documents shall be available no later than one (1) week prior to the  
122 assembly.

123

124 The notification of meeting has been made public when it is published in relevant and official  
125 channels, primarily on «innsida» and the Student Council's website. The Student Council  
126 shall strive to ensure that all students at the faculty are aware of the general assembly.

127

128 **§ 2.3 Power of decision**

129 The general assembly has the power of decision when it has been validly announced and  
130 published cf. § 2.2 and no fewer than 25 students from the faculty are in attendance.

131

132 **§ 2.4 Conduct of the meeting**

133 The general assembly shall have a moderator who is not associated with the Student  
134 Council.

135

136 Records from the general assembly shall be written and made available to students after the  
137 meeting.

138

139 The general assembly must approve the notification of meeting, and process cases that have  
140 been submitted before the deadline.

141  
142 All decisions in the general assembly are made by simple majority, unless otherwise  
143 specified by the bylaws.

144  
145 **§ 3. Elections**

146  
147 **§ 3.1 Eligibility**

148 For election of Faculty Representatives (FTV) at the Faculty for Medicine and Health Sciences  
149 (MH), all students at the faculty are eligible for election unless disqualified by the criteria laid  
150 down in §1.5.

151  
152 For election of Department Representatives (ITV) and Study Program Representatives (SPV),  
153 only students at the relevant departments or program are eligible for election.

154  
155 Wherever there are, cf. §1.1, more than two positions per department, the Student Council  
156 may decide to establish a quota by qualified 2/3 majority.

157  
158 **§ 3.2 Conduct of elections**

159 Elections for representative positions on the Student Council shall be conducted through  
160 electronic voting system.

161  
162 The period of elections shall be coordinated with the rest of the student democracy at  
163 NTNU.

164  
165 The Student Council is responsible for carrying out elections.

166  
167 Positions for which there are elections shall be made public no less than one (1) week before  
168 the deadline to submit one's candidacy.

169  
170 **§ 3.3 Election periods**

171 It shall be strived to ensure that half of the positions on the Student Council are up for  
172 elections each semester. The Student Council decides which positions. Each position is held  
173 for two semesters, unless the Student Council decides on a shorter term. The period of time  
174 for which each position is held shall be made clear in the announcement of the election.

175  
176 **§ 3.4 Resignation**

177 Representatives who wish to resign from their position shall inform Faculty Representatives  
178 (FTV) in writing.

179  
180 **§ 3.5 Vote of no confidence**

181 A vote of no confidence is decided by qualified 2/3 majority in a general assembly. The  
182 subject of a vote of no confidence immediately resigns his or her position in the event that  
183 the vote passes.

184  
185 **§ 3.6 Supplementary elections**

186 If supplementary elections for positions on the Student Council are necessary, these shall be  
187 announced no later than one (1) week before the deadline to submit one's candidacy.

188

189 In the event of there being just one candidate for one position, the candidate is elected  
190 without the need for electronic voting. The Student Council may decide by simple majority  
191 to conduct the election electronically regardless of there being only one candidate.

192

#### 193 **§ 4 Other governing documents**

194 The general assembly or the Student Council may, by qualified majority, establish other  
195 governing documents for the Student Council. These are subordinate to the bylaws.

196

##### 197 **§ 4.1 Financial regulations**

198 The Student Council shall have financial regulations adopted by the Student Council itself.  
199 The regulations shall govern rights and duties regarding the Student Council's economy and  
200 provide the framework for the council's economy.

201

202 The financial regulations may be amended by qualified majority in the Student Council.

203

204 The financial regulations are binding for all representatives in the Student Council and its  
205 subcommittees, and participants at events directed by the Student Council.

206

##### 207 **§ 4.2 Regulations for welfare funds**

208 The Student Council shall have regulations for the distribution of the welfare funds from the  
209 faculty, adopted by the general assembly. The regulations shall govern procedures for  
210 application, processing, distribution and appeals.

211

212 The regulations for welfare funds may be amended by qualified majority.

213

#### 214 **§ 5 Amendments to the bylaws**

215 To amend the bylaws, a 2/3 qualified majority in the general assembly is required.

216 Amendments enter into force immediately after the vote, unless otherwise is decided by the  
217 assembly.

218

219 The Student Council MH can make editorial changes if necessary. This includes correcting  
220 spelling errors, grammar and numbering. Editorial changes shall not change the meaning of  
221 the articles of association.

222

#### 223 **§ 6 Dissolution**

224 The Student Council may be dissolved by qualified 2/3 majority in two consecutives general  
225 assemblies.

226

227 Upon dissolution, the organization's remaining funds shall be given to an organization with a  
228 similar purpose.