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# Statues

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## *Baltic University Programme's students' parliament*

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### 1. General provisions

#### a. Goal

The Baltic University Programme's Students' parliament aims to increase the participation of students from member universities in planning- and decision making of the Baltic University Programme. The parliamentary session is the chance for the students to both elect a new students' representative to the BUP board, as well as submitting motions (proposals), that if approved will be forwarded to the BUP board. The session is also an opportunity for students to organize.

#### b. Leadership

The work in the parliament is led by the students' representative and deputy students' representative to the BUP board. They have the responsibility to organize the parliament session in accordance with these statues.

#### c. Year of operation

After each students' parliament starts a new year of operation. Effectively starting with the end of the parliamentary session.

#### d. Interpretation of statues

In case of a conflict over the interpretation of these statues, the interpretation prevail lies with the BUP board.

#### e. Changing of statues

Only the BUP board has the right of changing the statues for the students' parliament. All changes should always follow a democratic principal.

#### f. Dissolving the students' parliament

The students' parliament cannot be dissolved. The BUP board can however change the role of the students' representatives.

### 2. Members of the students' parliament

#### a. Becoming a member of the students' parliament

The members of the students' parliament are the participants in that years BUP student conference. By being accepted to the BUP student conference, the participant is also selected to the students' parliament of that year. Members of the students' parliament must also have a student status at one of the BUP member.



b. Responsibilities of the members of the students' parliament

Being a member in the students' parliament, the members accept the democratic principles and voting processes specified in the statutes. If the member does not agree with these principles and processes, the member is free to refrain from their seat.

3. **Parliamentarian process**

a. The annual students' parliament

The students' parliament takes place once a year during the BUP student spring conference.

b. Announcing the students' parliament

The annunciation of the students' parliament is being done by the BUP's coordinating secretariat at Uppsala University together with the current students' representatives.

c. Announcing acceptance of motions

The annunciation of acceptance of motions (proposals) for the students' parliament is being open from the point of annunciation to the start of the meeting. All motions should be collected by the students' representatives.

d. Voting

Each parliament member has the equal right of vote: one person, one vote. Voting must be done in person.

e. Voting procedure

All voting is done through open voting, (show of hands or similar), with the exception of a requested closed ballot vote and in the selection of new students' representative.

f. Leading the parliament

The student representative and deputy student representative is responsible for leading the students' parliament. To their help, they nominate one secretary, two adjusters and three vote counters. The nominated has to be accepted by the parliament through voting.

g. Role of secretary

The secretary is responsible to take notes from the parliamentary session and document the process as accurate as possible. The secretary is also responsible for finalizing the protocol and sending it to the adjuster, editing potential changes and sending a signed protocol to the Baltic University Programmes coordinating secretariat.



h. Role of adjusters

The adjusters are responsible for separately auditing the protocol and correct potential mistakes. Once the adjusters find the document in accordance with the happenings of the parliament session, they should sign the protocol and send it back to the secretary.

i. Responsibility of the vote counters

The vote counters are responsible to collect votes and compile their results. During an open vote, the three vote counters shall separately count the raised hands and report their results to the chairman. During a closed voting, the vote counters are responsible for ensuring that each parliament member only vote once and that the voting follows democratic principles. They are also responsible for counting votes collected in the ballot and report all outcomes and potential abnormalities to the chairman of the parliament.

j. Protocol archive

The final protocol will be stored and made publicly available by the BUP's coordinating secretariat at Uppsala University.

4. Selecting a student representative to the BUP board

a. The parliament responsibility

The parliament is responsible for selecting a new BUP students' representative. The selected student bachelor or master student, currently enrolled at a BUP participating university. The selected student representative must be elected through democratically fair processes and through closed voting. If there are suspicion that the process has not followed the stated democratic principles, the BUP board has the right of temporary suspending the student representative until no further suspicions can be found.

b. Dismissing a student representative

If there are compelling evidence that a student representative have been unlawfully received its position, the BUP board has the right to dismiss the representative until a new election can be held. The BUP board can also dismiss a student representative who repeatedly fails to full-fill its responsibilities (listed below).

c. Responsibilities of the student representative

Being a student representative is a two year commitment. During those two years, the representative is supposed to:

- i. Attend board meetings representing the BUP students
- ii. Report from the student activities to the BUP board
- iii. Attend and take part in the organization of student activities (conferences, summer courses, etc.)
- iv. Actively work to promote BUP and BUP activities in the region
- v. Organize the Students' Parliament



vi. Be a contact person for BUP students

d. Student representative mandate

The student representative is elected for a two years period. During the first year, the Students' representative will hold the position as Deputy Students' Representative to the BUP board. During the second year, the same person will take on the position as Students' Representative to the BUP board. The representative has the right to vote during board meetings according to the statues of the BUP board. The term of the mandate starts directly after the parliamentary session is over and last until the end of the parliamentary session two years later. A person can only once be elected as Students' Representative.

5. Reporting to the BUP board

a. Submitting the protocol from the BUP students' parliament

The secretary is responsible to send the protocol to the adjusters and after being correctly adjusted, to the students' representatives and BUP's coordinating secretariat. The BUP's coordinating secretariat is then responsible for distributing the protocol to all the Members of the Parliament.

b. Reporting to the board

The parliament session, protocol and accepted motions shall be presented to the BUP board. It is the responsibility of students' representatives to present these documents and motions to the BUP board at the next coming board meeting.