



Statutes of the Graduate Students' Association at Karlstad University

Adopted 2014-12-10

Note concerning this translation: If there are any discrepancies between the Swedish statutes of the GSA and this English translation, the Swedish version shall be regarded as definitive.



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KARLSTAD STUDENTKÅR

General

- §1 The Graduate Students' Association (GSA) is a non-profit organization and is a section of the Karlstad Student Union.
- §2 The year of activity extends from July 1 until June 30. The fiscal year coincides with the year of activity.
- §3 The GSA has authority to act and make decisions concerning its own activities and its own members. Apart from these statutes, the work of the GSA is regulated by the statutes of the Karlstad Student Union. In case of conflict, the statutes of the Karlstad Student Union take priority.
- §4 The purpose of the GSA is to promote the interests of graduate students at Karlstad University by actively monitoring and spreading information concerning issues relating to graduate studies, research, and teaching at the University. The GSA shall also work to promote a positive work and study environment for graduate students. Graduate student refers to anyone pursuing a doctoral or licentiate degree.
- §5 All graduate students at Karlstad University who are also members of the Karlstad Student Union are members of the GSA. Under extraordinary circumstances, the Board of the GSA may grant or revoke membership for specific individuals.
- §6 A simple majority of votes prevails at election meetings, annual meetings, or board meetings, unless specified otherwise by these statutes. Abstentions are not counted. Each person entitled to vote has one vote. In case of a tie, chance determines the outcome of the vote.



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Economy and auditors

- §1 The GSA is a separate economic entity within the Karlstad Student Union. A portion of membership fees and a governmental grant based on the number of enrolled graduate students are paid to the GSA annually via the Karlstad Student Union. The annual meeting of the GSA can make decisions regarding any membership fees beyond those of the Karlstad Student Union.
- §2 The Board administers the finances of the GSA.
- §3 The President and Treasurer each separately holds signatory power for the GSA. If circumstances so require, some other person may be appointed signatory by the Board.
- §4 The auditors are tasked with reviewing the GSA's accountancy and administration in accordance with good auditing practices. The election meeting elects one or two auditors. Only persons who are not on the Board and not otherwise engaged by the GSA may be elected. The auditors may be members, but this is not required.

Board and Nomination Committee

- §1 The Board of the GSA transacts the Association's business between annual meetings.
- §2 The Board shall comprise a President, Vice President, Treasurer, and Secretary, as well as 1–4 additional Board members. The Board is elected during the election meeting, normally for a period of one year. The new board takes office at the start of the new year of activity. Only members of the GSA may be elected to the Board. The GSA should strive for equal representation in terms of gender as well as faculty affiliation.
- §3 The Board is quorate when at least half of its member are present. Only present Board members are entitled to vote during board meetings. All GSA members are entitled to attend and address board meetings.
- §4 The Board's activities, the Doctoral Ombudsperson, and the Nomination Committee are centrally financed by the University. The Board distributes allotted financing in accordance with the planned division of responsibilities for the upcoming year of activity.
- §5 The Nomination Committee shall consist of two members of the GSA who are not on the Board. The Nomination Committee is tasked with nominating a Board, a Doctoral Ombudsperson, and doctoral representatives. The Nomination Committee may not nominate themselves for the Board or as Doctoral Ombudsperson.



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Representatives and the Doctoral Ombudsperson

- §1 The GSA shall appoint representatives to the various committees and bodies within the University. The Board may appoint provisional representatives, at board meetings or *per capsulam*, to fill any individual positions that are left or become vacant after the election meeting.
- §2 Only GSA members may be appointed representatives.
- §3 Representatives appointed in accordance with Vice Chancellor decisions are normally compensated with paid time corresponding to a certain percentage of full time. Other representatives do not normally receive compensation for services rendered.
- §4 The members of the GSA shall elect a Doctoral Ombudsperson during the election meeting. The Doctoral Ombudsperson is elected for a period of two years.
- §5 The Doctoral Ombudsperson gives support and advice to any graduate students at Karlstad University who experience conflicts or problems concerning their psychosocial work environment, supervision, financing, or other aspects of their studies and departmental duties. The Doctoral Ombudsperson has a confidentiality obligation.

Coordination meetings, election meeting, and annual meeting

- §1 The Board shall convene at least two coordination meetings each year, which the Board and all representatives are expected to attend. The notice of and agenda for the coordination meetings shall be sent to all Karlstad University graduate students no less than one week before the meeting. All the University's graduate students are entitled to attend and address coordination meetings. The purpose of the coordination meeting is the exchange of information and coordination of the GSA's work. Coordination meetings are never quorate.
- §2 One election meeting and one annual meeting shall be held yearly. For the meetings to be duly convened, the members of the GSA must be informed no less than two weeks prior to the meeting. Only present GSA members are eligible to vote during the election meeting and annual meeting. All the University's graduate students are entitled to attend and address the meetings.
- §3 The ordinary election meeting shall be held in May or June. The Board decides on a time and place. The following business shall always be transacted during the election meeting:
- a. Election of the President
 - b. Election of other board members
 - c. Election of or vote of confidence for the Doctoral Ombudsperson
 - d. Election of auditors
 - e. Election of the nomination committee
 - f. Election of doctoral representatives
- §4 The ordinary annual meeting shall be held in September or October each year. The Board decides on a time and place. The following business shall always be transacted during the annual meeting:
- a. The board's annual report
 - b. The board's fiscal report
 - c. Auditor's report
 - d. Discharge of responsibility for the board
 - e. Proposals
 - f. Plan for the next year of activity
 - g. Budget and membership fee, for the next year of activity
- §5 If the Board, auditors, or at least a quarter of the Association's members so demand, the Board shall convene an extraordinary election meeting or annual meeting. The extraordinary election meeting or annual meeting adheres to the guidelines for the ordinary meetings, but no business other than what is detailed in the notice shall be transacted.



KARLSTAD STUDENTKÅR

Amendments to these statutes or dissolution of the Graduate Students' Association

- §1 These statutes may only be amended during the ordinary or extraordinary annual meeting. Any amendments must be approved by a two-thirds majority. Members must be informed about the proposal to amend these statutes in the notice of the annual meeting. If members were not duly informed in advance, any amendments may only be approved by a unanimous vote. Amended statutes may only be implemented after they have also been approved by the representative assembly of the Karlstad Student Union.
- §2 Dissolution of the GSA may only be proposed at the ordinary annual meeting. The notice must specify the dissolution of the GSA as an item on the agenda. If five or more members oppose the proposal, it may not be passed. In the event of dissolution, the GSA must pay any incurred debts. After debts have been paid, all assets of the GSA shall accrue to the Karlstad Student Union.