

RULES OF PROCEDURE OF THE COMMITTEES OF THE REPRESENTATIVE COUNCIL

Presented at the meeting of the Rules Committee 4/2019

Approved by the Representative Council on 20 September 2019

In addition to what is provided for in the current Rules and Election Rule of the Student Union of the University of Eastern Finland, the Committees of the Representative Council (excluding the Rules Committee) shall follow these Rules of Procedure.

Section 1 In addition to what is provided for in the current Rules and Election Rule of the Student Union of the University of Eastern Finland, the Committees of the Student Union's Representative Council shall follow these Rules of Procedure.

Section 2 The purpose of the Committees is to function as preparatory bodies in the Student Union's decision-making process within their own sectors.

Section 3 The Committee shall elect a vice chair and a secretary from among its members, unless they have been appointed by the Representative Council. The Executive Board of the Student Union may, if it so wishes, appoint one of its members to attend a Committee meeting. If necessary, the Committee may request employees of the Student Union or other experts to present matters in a meeting.

Section 4 The organisational meeting of the Committee shall be convened within three (3) months of the beginning of the Committee term. The organisational meeting shall make decisions regarding the procedure and schedule for convening the upcoming meetings.

Section 5 Committee meetings shall be open unless confidential matters are discussed. Committees may grant the right to attend and speak at a meeting to invited expert guests.

Section 6 Committees have the right to submit motions to the Student Union's Representative Council. If the preparation of a matter requires an administrative procedure, the motion shall pass through the Executive Board to the Representative Council.

Section 7 The decision taken by the Committee shall be the one seconded by a majority of the voting members of the Committee. In the event of a tie, the chairperson shall have the casting vote.

Section 8 The Representative Council and the Executive Board shall be notified of Committee decisions within two weeks. The decisions shall also be submitted to be posted on ISYY's official noticeboard. The Committee shall give a report at the meetings of the Representative Council regarding the activities it has carried out during the period between the Representative Council's meetings.

Section 9 The Committee shall write an annual report for its term by the first Representative Council meeting of the following calendar year.