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## **The Student Union of the University of Eastern Finland** **The Rules of Procedure of the Sections of the Student Union**

*(The Representative Council accepted on the xx.xx.xxxx)*

### Section 1

In addition to what is enacted in the valid Rules and Election Regulations of the Student Union of the University of Eastern Finland, these Rules of Procedure shall be obeyed in the activity of the Sections.

### Section 2

A Chairperson proposed by a Section and selected by the Representative Council shall operate as the Chairperson of the Section. The Section shall select the Vice Chairperson and the Secretary from amongst. In case the Executive Board has allocated a Secretary for the activity sector of the Section, the Secretary for the Sector shall operate as the Secretary for the Section. Otherwise the Section shall appoint the Secretary from amongst.

### Section 3

Meetings of a Section shall be convened by the commission of the Chairperson, or in case they are unable, by the commission of the Vice Chairperson. The notice of meeting shall be sent at least seven (7) days before the meeting.

The notice of meeting shall be delivered to the official bulletin board of that campus of the Student Union, where the Section operates and to the email list of the Section, in case there is one. Matters being considered shall be mentioned in the notice of meeting.

The Secretary for the Section shall keep a record of the Section members. A meeting of a Section shall have a quorum, if there are present at least three members of the Section including the Chairperson and/or the Vice Chairperson.

### Section 4

A member of a Section shall not participate in resolving a question, in which their private interest may get into contradiction with the interest of the Student Union. Notes of being disqualified shall be resolved by the Chairperson of a Section. In case it is the Chairperson of a Section in question, the notes of being disqualified shall be resolved by the Vice Chairperson.

## Section 5

It shall be a decision of a Section, which the majority of the members of the Section being present in a meeting agree with. In the event of a tie, the position of the Chairperson shall resolve. In the elections, in the event of a tie, drawing lots shall resolve.

In case there is only one position to be filled in the elections and none of the candidates receives over half of the given votes in it, second vote shall be conducted between two candidates who received the most votes in the first elections. Person who received the most votes in the second vote shall be elected. In case the second vote results as a tie, drawing lots shall resolve the elections.

## Section 6

In a meeting of a Section shall be considered the matters marked into the agenda by the Chairperson and the Secretary. A member of a Section shall agree in advance with the Chairperson of the Section on possible matters coming into the agenda. Secretaries for the areas of responsibility, defined in section 2 of the Rules of Procedure of the Executive Board, shall have the right to make a motion considering a matter of their own area of responsibility.

## Section 7

The Representative Council of the Student Union shall decide on changing and complementing these Rules by a two-thirds (2/3) majority of votes, after receiving a statement of the Executive Board of the Student Union.