

# KONST RÅREN

Bylaws for Konstkåren (Org. 857203-6724)

Revised by the General Council 2023-05-18

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## **§1 SCOPE OF ACTIVITY AND PURPOSE**

### **§1.1 Scope of activity**

Konstkåren operates at the Faculty of Fine Applied and Performative Arts at the University of Gothenburg. Konstkåren represents all students at the Faculty.

### **§1.2 Purpose**

The main purpose of Konstkåren is to monitor and participate in the development of education and conditions for studies at the Faculty of Fine Applied and Performative Arts at the University of Gothenburg. Konstkåren shall also promote a good study social situation for its students, both during study and leisure time. Konstkåren is politically independent.

## **§2 BUSINESS YEAR**

Konstkåren's business year runs from 1 July to 31 June. The financial year follows the business year.

## **§3 ORGANISATION**

### **§3.1 Organ vid Konstkåren**

- Konstkåren consists of the following advisory bodies:
- General council (§5)
- Board of Konstkåren (§6)
- Yearly of the Sections (§7.2)
- Section Boards (§7.3)

### **§3.2 Delegation order**

In Konstkårens delegation order set out the tasks and powers of Konstkårens advisory bodies.

## §4 MEMBERS

### §4.1 Type of membership

There are two types of memberships in Konstkåren

1. Member
2. Support member

Students as defined in §4.2 have the right to become members of Konstkåren. Alumni students or other members, as well as members defined in §4.4, are only entitled to become supporting members.

### §4.2 Entrance

All students studying at the University of Gothenburg have the right to join Konstkåren at any time. Students at the Faculty of fine applied and performative arts automatically join the section associated with their institution. A member joins the association by paying a membership fee.

### §4.3 Exit

All members have the right to withdraw from Konstkåren at any time. This must be done in writing to the Presidium of Konstkåren and must be dealt with immediately. In case of non-payment of the membership fee, membership will automatically cease.

### §4.4 Pupil by the Stenebyskolan foundation

The Pupils at Stenebyskolan Foundation have the right to become a supporting member of Konstkåren. The rights and obligations, if any, of a student at the Steneby School Foundation are regulated by the section of HDK-Valand.

### §4.5 Support membership

The Arts Council has no obligation to supervise the education of supporting members and therefore no right to receive university or state funding for that supervision.

Supporting members have no right to influence or be a representative in any of the advisory bodies of the Union. Pupils at the Steneby School Foundation are exempt from influence and representation within the Steneby School of Art. See §4.4.

The membership register must clearly show that supporting members hold a supporting membership.

## §5 HIGHEST DECISION-MAKING AUTHORITY

### §5.1 Title

Konstkårens highest decision-making authority is called the General council.

### §5.2 Summoning and right to participate and to be heard

The Board shall summon two (2) ordinary meetings per business year. The Board shall convene an Extraordinary Council if:

- The Board considers this necessary.
- A section requests this in writing to the Board

Summoning to the General council meeting shall be given to the members of the Council, the sections, the Secretariat and the Auditor. In the event of a discharge decision, the previous Presidium, the Board and the auditor shall also be summoned. The summoning shall be published at least ten (10) working days before the meeting, regardless of whether the General council meeting is ordinary or extraordinary. The summoning shall state the date, time and place of the meeting. The preliminary agenda shall be attached.

All students of the Faculty, elected representatives of trust and staff of the Union have the right to attend. All members and elected representatives have the right of opinion.

### §5.3 Composition of the body

The General council consists of eight (8) members with four (4) mandates per section, i.e. the two sections of Konstkåren, HDK-Valand section and HSM section, which are linked to the respective institutions.

### §5.4 Elections to the body

Election of the General council members takes place within the sections. The sections' election rules for councillors are regulated in §7.2 and §7.3.

If there are no permanent councillors for the entire financial year, the Section Board appoints temporary councillors before each meeting. The Section Board shall notify the Board of Konstkåren of permanent and/or temporary Councillors. If there are neither permanent nor temporary councillors, the mandates are given to the union members from the section who first notify their presence in writing or orally to the Presidium of Konstkåren.

Only union members can be councillors.

### **§5.5 Meetings presidium**

The meeting is led by a chairperson. The chairperson shall be assisted by a secretary. These posts may not be held by councillors.

### **§5.6 Documents**

Documents for the Council meeting shall be sent to the Council members, sections, the Secretariat and the auditor at least five (5) working days before the meeting.

### **§5.7 Decision making**

The General council has the right to make decisions if at least 4 out of 8 members are present. No section may have a single majority and both sections must be represented by at least two members. A quorum is thus reached when there is an equal number of members. Only a member of the Council has the right to vote.

### **§5.8 Date of meeting, mandatory issues to be discussed**

The Council shall hold its first ordinary meeting in September or October, and its second ordinary meeting in April or May.

The first ordinary meeting will deal with the following items:

- Adoption of the activity report for the previous financial year.
- Adoption of the financial statements, including the profit and loss account and balance sheet, for the previous financial year
- Discharge of last year's Board and Presidium. This includes the examination of the auditor's report and the Board's activity report.
- Adoption of the budget for the financial year.
- adoption of the plan of activities for the financial year
- election of the auditor for the financial year
- Election of the Electoral Committee for the financial year.

During the second ordinary meeting, the following items will be discussed:

- Election of the Board and Presidium for the coming year.
- Adoption of the preliminary activity plan for the coming year.
- Determination of the membership fee for the coming financial year.
- Adoption of the preliminary budget for the coming financial year
- Determination of remuneration

### §5.9 Decision and its announcement

Decisions in the General council are taken by simple majority, i.e. the highest number of votes cast wins. Decisions shall be taken by acclamation or in any other manner the meeting deems appropriate. If a vote is requested, a vote shall be taken. Only members of the Council are entitled to make decisions.

Protocol shall be taken during the Council meeting and shall be signed by the Secretary, the Adjuster and the Chairperson of the meeting. The protocol shall be signed and available electronically to the members of the Union no later than thirty (30) working days after the conclusion of the meeting. Decisions and reservations must be clearly indicated in the protocol.

## §6 HIGHEST OPERATIONAL BODY

### §6.1 Title

Konstkårens highest operational advisory body is referred to as the Board.

### §6.2 Composition and election to the body

Styrelsens sammansättning är följande:

- one (1) chairperson
- one (1) to two (2) vice chairperson/s
- one (1) commissioner and one (1) replacements from HSM
- one (1) commissioner and one (1) replacements from HDK-Valand
- one (1) an additional, independent member if the number of remaining full members does not exceed five (5).

The work of the Board is led by the Presidium. If possible, a total of two company signatory shall be appointed within the Presidium, one of whom shall be the Chairperson.

Whether and how the Board shall be remunerated for the coming financial year shall be decided at the second ordinary General council meeting. The Presidium positions shall be remunerated.

A member of the Board may not be a member of the General council at the same time. The Board member must be a member of Konstkåren.

Elections to the Board positions shall take place at the second ordinary meeting of the Council. Any election to fill vacancies on the Board shall be held. This takes place at the first ordinary meeting of the Council.

All positions on the Board are elected for a maximum of one financial year and the positions automatically end at the end of the financial year in June.

### §6.3 Decision and its announcement

Decisions in the Konstkåren Board are made by simple majority, i.e. the majority of votes cast wins. Decisions are taken by acclamation or in the manner the meeting deems appropriate. If a vote is requested, a vote shall be taken. Only members of the Board and the Presidium of Konstkåren have the right to make decisions.

Protocol shall be taken during the Board meeting and shall be signed by the Secretary, the Adjuster and the Chairperson of the meeting. The protocol shall be signed and available electronically to the members of the Union no later than thirty (30) working days after the conclusion of the meeting. Decisions and reservations must be clearly indicated in the protocol.

### §6.4 Job description

The general powers and duties of the Board are set out in *Konstkårens Delegationsordning*. In addition, the Board has certain specific tasks as set out in this Statute:

- Implement the decisions imposed by the General council on the Board.
- Represent the students of the Faculty vis-à-vis the Dean and the Faculty Management as well as in the Faculty Board and other bodies and groups at Faculty level.
- Represent the students of the Faculty in central student cooperation bodies at university level.
- Adopt an action plan for the financial year based on the business plan established by the General council
- Propose the preliminary budget for the next financial year to the General council.
- proposing to the Council a operational plan for the coming financial year
- Drawing up the activity report for the financial year under review
- Drawing up the financial statements, including the profit and loss account and balance sheet, for the financial year under review

### §6.5 Presidium

The work of the Board is guided by the Presidium. The tasks of the Presidium are governed by *Uppdragsbeskrivning för Konstkårens presidium*.

### §6.6 Discharge from liability

The question of discharge of the former Board is dealt with at the first ordinary meeting of the General council (see §5.8).

## §7 SECTIONS

### §7.1 The sections organisation

Each section is linked to the respective department of the Faculty.

Each section appoints student representatives who represent the institution's students at the faculty and institution level.

The activities of the sections are regulated in this statute and in *Arbetsordningen för Sektioner*.

### §7.2 The Sections yearly meeting

The Section shall hold at least one annual meeting per year. The yearly meeting of the sections shall elect the section board, student representatives at institutional level and members of the General Council. The Section Board shall invite all students in the institution and make the documents for the meeting available at least one week in advance. If there is no Section Board at the time, the Konstkåren board shall convene the Annual yearly meeting.

All students of the institution have the right to attend, to express their opinion and to make motions; only members of the union have the right to vote. The voting list is made up of all the union members present. Voting by proxy is not permitted.

A chairperson for the yearly meeting shall be appointed. A chairperson for the meeting shall preside over the meeting and a secretary for the meeting shall take the notes, which shall be approved by the chairperson and at least one additional person for approval.



### §7.3 Section board

The Section Board shall include a Chairperson elected by the yearly Meeting of the Sections. In the event of a vacancy, a representative of the Section may be appointed instead.

In the eventuality that no Chairperson and/or Vice Chairperson of a section can be found and that no representative wants to take the temporary position, the Presidium (of Konstgåren) should be ready to act as such and organise section meetings, recruitment strategy and section events in order to find suitable candidates and until finding suitable candidates to fill in the positions.

The Section Board may elect to fill all Section Board positions, student representative positions and General council member positions that are vacant after the Section meeting.

Section Board meetings should be called at least three days in advance and are recommended to be open.

All Section Board positions are elected for one business year and the positions automatically terminate at the end of the business year in June.

The duties of the Section Board are set out in *Uppdragsbeskrivning för Sektionsstyrelse*.

### §7.4 Operations

The activities and tasks of the sections are divided into the following eight areas of responsibility, which are described in *Uppdragsbeskrivning för Sektionsstyrelse*.

1. Overall tasks
2. Educational matters
3. Study social matters
4. Work environment and equal treatment questions
5. Economics
6. Communication
7. International students
8. Labour market matters

## §8 ELECTORAL COMMITTEE

**§8.1 Composition of the body**

The Electoral Committee consists of two (2) to four (4) members. A member of the Electoral Committee may not be a member of the Konstkåren Board.

**§8.2 Elections to the body**

Elections to the electoral committee take place at the first ordinary meeting of the General Council.

If there are vacancies on the electoral committee, these shall be announced at least five (5) weeks before, and elected by the Board at least three (3) weeks before the second ordinary meeting of the General council.

**§8.3 Work tasks**

The Electoral Committee recommends candidates for the Board and the Presidium at the second general council meeting of Konstkåren

The auditor is appointed at the first meeting of the General Council.

The Electoral Committee shall recommend to the General council the candidates they consider most suitable for the positions in question. If the electoral committee does not find any candidate suitable, the electoral committee may choose to propose a vacancy.

**§9 REVIEW OF OPERATIONS****§9.1 Review of operations**

Konstkåren shall be audited by the auditor, who shall present the activity report at the first ordinary meeting of the General Council. The auditor cannot be a member of the General Council or the Board for the current year.

**§10 DISTRIBUTION OF GOVERNMENT GRANTS AND MEMBERSHIP INCOME**

All financial resources belong to the General Council and are managed by the Board.

**§11 REVISION OF THE BYLAWS**

All revisions of the bylaws shall be made by two (2) ordinary General Council decisions with at least five (5) out of eight (8) mandates.

## §12 RESOLUTION

### §12.1 Decision

Dissolution of the Arts Council is effected by two (2) ordinary resolutions of

**§12.2** The General Council with at least five (5) out of eight (8) mandates in the same business year. The dissolution is carried out after the end of the financial year.

### §12.3 Absence of activity

The union is automatically dissolved at the end of the business year in the following circumstances.

- The General Council cannot elect a Board or Presidium for three (3) subsequent years.
- No section or other body of Konstkaören shows any activity for three (3) subsequent years.

### §12.4 Financial assets

Unless otherwise decided by the General Council, the remaining financial assets shall be distributed to students of the Faculty of fine applied and performative arts. The amount of the scholarship shall be between ten thousand (10 000) SEK and fifty thousand (50 000) SEK. All assets shall be distributed within five years and shall be distributed according to the decision and detailed criteria of the Faculty Board.

## §13 STUDY SOCIAL MONEY USE

### §13.1 Fixed fee

**Disclaimer:** The Board always takes every application case by case. However, the following rates can be seen as suggestions or guidelines to refer to when allocating study social money.

When a member organises a fika/dinner/vernissage/... there will now be a suggested fixed fee of money allocated by the board per (estimated) person attending.

This is the amount that Konstkaören will help finance:

Fika and vernissage (for students): 25 SEK/ person

Fika (for external audience/visitors):fixed rate of 250 SEK for each 150 people attending in total (Konstkaören aims that its study social money is to be spent on their members, not on external parties. However, we understand that audience and visitors are an important aspect of any type of performance/exhibitions, therefore we agree to contribute for a part of this expense)

Dinner and food (for students): 50 SEK /person

In case of the organisation of a dinner, ideally 80% of attendees should be members of the union

### §13.2 Transportation

Konstkåren will **not** finance any type of transportation through the study social money. Nor for people, nor for furniture.

Exceptions come for the Christmas market and SMASK. As part of established Konstkåren events, the presidium will observe and consider the needs of both boards and make an adequate decision regarding eventual funding of transportation.

### §13.3 Salary

For various reasons, Konstkåren will not finance any type of salary or remuneration through study social money.

The tax ratio on salary would inevitably take a major part of the study social money and leave less room to organise various events. Konstkåren would like to keep on focusing on more and diverse events rather than financial compensation for fewer initiatives.

Section members are working voluntarily; in the eventuality that Konstkåren would start spending money on salaries, the priority would be to remunerate them.

### §13.4 Printing and advertisement

In a will to support reducing the use of paper. Konstkåren will **reduce** its financing regarding the printing of posters, to a maximum of 100 SEK per event. Students can refer to their service expedition in case of indispensable printing.

### §13.5 Equal distribution of the fundings

Although Konstkåren is always enthusiastic about student initiatives and applications, the Board should remember to divide the fundings equally and be aware of the amount of money allocated to each program.

The aim of the Board is to spend a similar amount of money on each section/institution and, among those, a fair division of money in between the different programs in order to let the greatest number of students enjoy the fundings.

### §13.6 Renting of venue

Konstkåren is aware of the shortage of space when it comes to organising concerts, screenings, parties, exhibitions, etc. However, Konstkåren reserve the right to not fund, or only fund partially the renting of a venue, depending on the following criterias: requested money, estimated Konstkåren members attending, estimated Konstkåren members benefiting from it,

alternative options, expected amount of people attending, budget situation of the study social fundings

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**§13.7 Funding of exam material**

No physical exam material will be funded by Konstkåren.

**§13.8 Funding of objects**

In the eventuality of buying objects as decorations, light sets, DJ-sets etc, Konstkåren is requesting a justification of the spending. All material funded by the Union has to come back to the Presidium's offices at the latest 5-7 working days after the event took place.

The object is then considered property of Konstkåren and can be borrowed for future events organised by Konstkåren members. A full list of those objects should be found on our website.

**§13.9 Consumables**

Konstkåren would like to avoid the use of plastic consumables/ one-use products (cups, cutlery, etc.) and rather encourage the purchase of paper consumables, if really needed.