

*The English version of this document is for guideline-purposes only. In case of doubt concerning the content or the meaning of information contained in this document, the Dutch version shall in all cases be leading.*

## **Article 1**

If any provision of these rules and regulations conflict with any provision of the Statutes, the Statutes shall prevail.

## **Members**

### **Article 2**

- a. The Executive Board shall allow the General Members' Assembly to inspect the newly registered members, if no member objects, the new members are admitted.
- b. If objections are raised against one or more newly-registered members, a balloting committee is instructed to come up with a recommendation within 4 weeks. The candidate members in question will be given the opportunity to defend themselves against the balloting committee's recommendation.
- c. The admission of balloted candidate members shall be subject to a written vote. A candidate member is admitted if the number of affirmative votes exceeds the number of negative votes.
- d. Should a member wish to terminate membership, they must notify the secretary in writing by 31 August.

## **General Members' Assembly**

### **Article 3**

Notice of a General Members' Assembly shall be given at least ten working days in advance. This notice is sent to members digitally.

### **Article 4**

Meeting documents shall be available at least five working days in advance in a manner determined by the Executive Board.

### **Article 5**

The Chairperson of the Executive Board leads the General Members' Assembly, unless the General Members' Assembly appoints a technical chairperson. They will be appointed for the duration of the meeting.

### **Article 6**

The General Members' Assembly is open to the public unless:

- a. there are conflicts with the interests of the association. This shall be determined by a majority of the votes cast.
- b. an individual is being discussed and privacy rights are at stake, this shall be at the request of any of the voting members present.

## **Quorum**

### **Article 7**

For a General Members' Assembly otherwise referred to in Article 21 of the Statutes, there shall be a quorum of ten members who are not members of the Executive Board of the Association.

### **Article 8**

Individuals who have speaking rights:

- a. members
- b. members of the Executive Board

- c. other persons present, after the Chairperson of the General Members' Assembly grants them the floor, at the request of those present.

#### **Article 9**

- a. All voting members and Executive Board members have the right to submit motions and proposals on pending issues. They also have the right to table amendments on pending proposals.
- b. The Chairperson puts the motions, proposals and amendments to the vote in order of comprehensiveness, after the Executive Board has presented its position.

### **Voting**

#### **A. Voting Rights**

##### **Article 10**

- a. All members have the right to cast 1 vote.
- b. Voting by proxy is not permitted.

#### **B. Voting on Matters**

##### **Article 11**

- a. If no one entitled to vote requests a vote, the proposal shall be deemed adopted.
- b. If a vote is requested then a vote will be taken by a show of hands.
- c. One may vote for, against, blank, or abstain.
- d. A proposal is adopted if the number of votes in favour exceeds the number of votes against plus the number of blank votes.
- e. If, on the other hand, the number of votes in favour is greater than or equal to the number of votes against and at the same time less than the number of votes against plus the number of blank votes, the proposal shall be considered for another round and put to a vote again.
- f. The proposal is then deemed adopted if the number of votes in favour exceeds the number of votes against, regardless of the number of blank votes.

#### **C. Order of the Meeting**

##### **Article 12**

- a. A procedural motion shall be put to a vote immediately after consideration in one round.
- b. One may vote for or against, or abstain from voting. In the event of an equality of votes, the proposal shall be deemed rejected.

#### **D. Rounds Involving Specific People**

##### **Article 13**

- a. If a proposal concerning a person comes up for discussion, the Chairperson of the meeting, at the request of one of those entitled to vote, must decide to conduct it in two rounds: One round with the person concerned present, and one where the person concerned leaves the meeting. The latter round is confidential.
- b. If no one entitled to vote requests a vote, the proposal shall be deemed adopted.
- c. If one of those entitled to vote requests a vote, the vote shall be by written ballot.
- d. In case of written voting, the Executive Board shall provide ballot papers. A ballot paper shall indicate, when voting on one candidate: the name of the candidate and the options 'for', 'against', 'blank' and 'abstain'.
- e. A ballot paper, when voting on multiple candidates, shall indicate: the names of the candidates, the 'blank' option and the 'abstain' option.

#### **Article 14**

- a. A candidate is elected if the number of votes in favour exceeds the number of votes against plus the number of blank votes.
- b. If, on the other hand, the number of votes in favour is greater than or equal to the number of votes against and at the same time less than the number of votes against plus the number of blank votes, the proposal shall be taken up for another round and put to another vote.
- c. The proposal is then deemed adopted if the number of votes in favour exceeds the number of votes against, regardless of the number of blank votes.

### **E. Executive Board**

#### **Article 15**

- a. Candidates for the Executive Board are nominated to the General Members' Assembly by the Application Committee.
- b. If there are no other candidates and none of those entitled to vote requests a vote, the candidates are deemed elected.

#### **Article 16**

- a. In the case of multiple candidates for multiple seats on the Executive Board, Article 13e applies.
- b. One votes by ticking the name of the preferred candidate or by ticking 'blank'. One abstains from voting by marking 'abstain'.
- c. If an equal number of validly cast votes are cast for two or more candidates, a re-vote shall be held once. If this re-vote is also inconclusive, the decision shall be made by lot.
- d. If none of those entitled to vote wish to vote, the remaining candidates are elected.
- e. If a vote is desired, however, the vote shall be taken for each candidate. Article 13d applies.
- f. If after voting not all seats have been filled, the General Members' Assembly shall decide on further proceedings by motion of order.

### **Tasks**

#### **Article 17**

In addition to the duties listed in the Statutes, the General Members' Assembly has the following duties:

- a. Appointing the editor-in-chief of the official body.
- b. Appointing working group coordinators.
- c. Assent to the electoral lists of Factions.

### **Executive Board**

#### **Article 18**

- a. The Executive Board is accountable to the General Members' Assembly for its policies.
- b. The Executive Board shall provide the General Members' Assembly with all necessary and requested information.

#### **Article 19**

The executive board consists of at least three members, including a chairperson, secretary and treasurer. These are appointed to office by the General Members' Assembly.

#### **Article 20**

The Chairperson primarily leads the meeting of the Executive Board. Also, the Chairperson primarily represents the association to the authorities of the institutions mentioned in Article 3 of the Statutes and primarily handles other external contacts.

#### **Article 21**

- a. The Secretary is primarily responsible for taking care of the archives, correspondence and membership records.
- b. They are also responsible for convening and reporting the General Members' Assembly.
- c. The Secretary reports on the past administrative year to the General Members' Assembly in January, on behalf of the Executive Board.

#### **Article 22**

- a. The Treasurer is primarily responsible for managing the funds of the association. With this, the Treasurer is responsible for collecting monies due to the association and making payments.
- b. Financial obligations and commitments can only be made with the cooperation of the Treasurer, or of three other members of the Executive Board. In the latter case, they are responsible.

#### **Article 23**

The division of other duties shall be arranged among the members of the Executive Board.

#### **Article 24**

- a. The Application Committee shall nominate candidates for the new Executive Board at least seven days before the General Members' Assembly.
- b. Other candidates may apply to the Executive Board up to 24 hours before the start of the relevant General Members' Assembly, provided they are supported in this by at least five members.

#### **Article 25**

Membership on the Executive Board shall terminate:

- a. Upon installation of a successor.
- b. If the member resigns early to the General Members' Assembly.
- c. Upon premature dismissal by the General Members' Assembly.

#### **Article 26**

Any member of the Executive Board may be called to account by the General Members' Assembly at any time.

#### **Article 27**

The Executive Board makes decisions by a simple majority by the members of the Executive Board present.

### **Committees, Factions and Working Groups**

#### **Article 28**

- a. Committees are established by resolution of the General Members' Assembly.
- b. A resolution establishing a committee shall include a mission statement.
- c. Committee members are appointed by the General Members' Assembly.
- d. The committee is accountable to the General Members' Assembly.
- e. The committee shall elect a chairperson from among its members.

#### **Article 29**

- a. The General Members' Assembly may establish an Audit Committee.
- b. The task of the Audit Committee is to audit the accounts and present a report of them to the GMA each year.
- c. The Audit Committee shall consist of at least 2 persons.
- d. Membership on the Audit Committee ends after 2 years.

- e. A person who has been Treasurer cannot be a member of the Audit Committee in the same fiscal year for which they were responsible.

#### **Article 30**

- a. At the request of the General Members' Assembly, an Application Committee shall be established.
- b. The job of the Application Committee is to select candidates for membership on the Executive Board, a committee, faction or working group.
- c. The Applications Committee consists of three people, at least one of whom is not a member of the Executive Board, committee or working group for which the Application Committee was established.
- d. Membership on the Application Committee and any Search Committee that may be established is incompatible.
- e. Applicants cannot be members of the Application Committee.

#### **Article 31**

- a. The General Members' Assembly may decide to establish a Faction for nomination to a co-governance council.
- b. The General Members' Assembly approves the Faction's electoral list. They do so on the recommendation of the Application Committee, which is charged with determining the draft electoral list(s) of the Faction(s).
- c. The General Members' Assembly adopts the election program of the Faction(s). They do so on the recommendation of a working group, which is charged with determining the draft election program.
- d. A Faction consists of elected members of the respective electoral list and non-elected members (support faction).
- e. Factions are accountable to the General Members' Assembly.
- f. The Faction shall elect a chairperson from among its members.
- g. Faction members who accept a candidacy for a seat on behalf of the association, if elected, undertake to cede an annual amount to the association. This amount shall be determined by the General Members' Assembly.

#### **Article 32**

- a. The General Members' Assembly or the Executive Board may decide to establish a working group to support the tasks of the Executive Board.
- b. The Executive Board nominates a coordinator to the General Members' Assembly.
- c. The duties of the coordinator include at least:
  - Convening the working group;
  - Taking care of communication of the working group with the Executive Board and the General Members' Assembly.
- d. If a coordinator does not function properly, the Executive Board, after consulting the working group, may suspend the coordinator until the next General Members' Assembly. The General Members' Assembly, convened within 10 working days of the suspension, then decides to lift the suspension or dismiss the coordinator.
- e. The Executive Board shall elect from among its members one board leader for each working group.

## **Advisory Council**

### **Article 33**

- a. The General Members' Assembly may establish an Advisory Council. It is a separate body of the association.
- b. The Advisory Council ensures the consistency of the GSb's policies.
- c. The task of the Advisory Council is to provide advice to the Executive Board as
  - i. The Executive Board requests it;
  - ii. The Advisory Council deems it necessary;
  - iii. The Executive Board submits a policy plan, long-term vision, statute or HR amendment to the General Members' Assembly for approval;
  - iv. The General Members' Assembly mandates it.
- d. The Advisory Council shall meet with the Executive Board at least 5 working days and no more than 15 working days before the start of a General Members' Assembly.
- e. The Advisory Council may inspect the minutes of the Executive Board meetings.

### **Article 34**

- a. The Advisory Council is accountable to the General Members' Assembly.
- b. The Advisory Council consists of a minimum of three and a maximum of five members, appointed by the General Members' Assembly.
- c. Up to 1 non-member can sit on the Advisory Council.
- d. At least one member of the Advisory Council was a member of the most recently dismissed board.
- e. Candidate members of the Advisory Council are nominated by the Executive Board.
- f. If a member is not performing well, the Executive Board may suspend the member until the next General Members' Assembly. The General Members' Assembly then decides to lift the suspension or dismiss the member.
- g. The Advisory Council shall nominate a chairperson from among its members.
- h. A member may nominate himself as a member of the Advisory Council. Article 24b then applies accordingly. If there is a conflict with Article 33b, Article 13e takes effect.
- i. A member cannot be a member of the Advisory Council for more than two consecutive years.
- j. A member of the Executive Board cannot be a member of the Advisory Council.
- k. A member of the Audit Committee cannot be a member of the Advisory Council.

## **Transitional Provisions**

### **Article 35**

These House Rules shall take effect immediately upon adoption by the General Members' Assembly.

## **Annex 1**

### **Editorial Statute Nait Soez'n**

#### **Article 1**

- a. The official body of the Vereniging Groninger Studenten is called 'Nait Soez'n'.
- b. The official body is distributed to Association members and at Higher Education Institutions in the Groningen area.

#### **Article 2**

The core Editorial Board of the Body consists of at least:

- a. An editor-in-chief appointed by the General Member' Assembly.
- b. An executive editor.
- c. A secretary.

#### **Article 3**

- a. Annually, the General Members' Assembly sets the frequency of publication and budget of the Body.
- b. This is done at the General Members' Assembly where the budget of the Association for the coming year is adopted.

#### **Article 4**

The editors of the Body are required to publish board announcements.

#### **Article 5**

The editors determine the content of the Body within the four pillars of the Association.

#### **Article 6**

The Executive Board handles the publication of the Body.

#### **Article 7**

If the Editorial Board remains in default of its duties, the Executive Board will provide for it.

#### **Article 8**

Conflicts between the Executive Board and the editors of the Body regarding the content of the magazine are submitted to the General Members' Assembly.

#### **Article 9**

The editors are bound by rulings of the General Members' Assembly, with the understanding that notice of such a ruling may be given at any time.