

# Statutes for the Student Council at the University of the Faroe Islands

The purpose of the Student Council is to represent the interests of all students at the University of the Faroe Islands in cooperation with the University's leadership, teaching staff and other staff.

## § 1 The Student Council

The Student Council (SC) is elected by students on an annual basis and will be organized according to the Student Council Regulations (SCR).

The SCR are written by the Council, in consultation with the University, and approved at a SC general meeting. The University must be consulted on any changes to the SCR and all changes must also be approved by a general meeting – or by an extraordinary general meeting.

Sec. 2. The SC will be comprised of two representatives from each faculty. Further specifications will be set forth in the *Regulations for the Student Council at the University of the Faroe Islands*.

The current faculties are:

**The Faculty of Health Sciences** - *Deildin fyri heilsu- og sjúkrarøktarvísindi (DHS)*

**The Faculty of Faroese Language and Literature** - *Føroyamálsdeildin (FMD)*

**The Faculty of Education** - *Námsvísindadeildin (NÁD)*

**The Faculty of Science and Technology** - *Náttúruvísindadeildin (NVD)*

**The Faculty of History and Social Sciences** - *Søgu- og samfelagsdeildin (SSD)*

Sec. 3. In addition, the student representative (SR) on the University Board of Directors will be an observer in the SC. They will have the right to attend and speak at all RC meetings. Should the SR's faculty not be represented in the SC, the SR will also have the right to vote in the SC, as a faculty representative.

Sec. 4. The organisation of the Council and associated voting rights will be set out in the SCR.

Sec. 5. Members of the Council can be given confirmation of their participation in the Council by the University's Student Services Office.

Sec. 6. Changes to these statutes require the agreement of both the University and the SC and must be ratified by a general meeting.

## § 2 Election of the Council

The SC will, with the support of the University's Student Services staff, organize an election no later than the 30<sup>th</sup> of September of each year. This must be in accordance with the procedures for election, as stated in the SCR.

Sec. 2. All students will have the right to vote and be eligible to stand for election. The Student Services office must check the eligibility of all students on the ballot and will provide the SC with a list of eligible voters by faculty.

Sec. 3. The election must be announced at least 3 weeks prior to the final voting date. Should there be more than two candidates from a faculty, the ballot should be announced at least a week prior to the final voting date.

Sec. 4. The Council, once elected, should be organized with a Chair, a Vice-Chair, a Secretary and a Treasurer. This will be done at the first Council meeting of the session, according to the SCR.

Sec. 5. Once the Council has been organized as above, the new organization, membership and roles should be publicly announced on the University's website (within 5 working days).

Sec. 6. The Council will set the agenda for its work, which must be in accordance with the purpose described above.

Sec. 7. Student Services will help the SC organize administrative matters.

### **§ 3 General Assembly of Students**

A SC General Assembly of Students must be held annually, in accordance with the SCR.

Sec. 2. The general assembly should be held in September each year.

Sec. 3. All students must be invited to the general assembly and the invitations should be sent out at least 3 weeks prior to the general meeting.

Sec. 3. The agenda for the general assembly must be announced at least two weeks prior to the meeting.

Sec. 4. Extraordinary general assemblies may be called for appropriate purposes, during the course of the year.

### **§ 4 Council Meetings**

Council meetings should be held regularly, and the council should meet a minimum of four times a year. The SC will not be required to meet during the holidays (Autumn Break, Christmas holidays, Easter Break and the summer holidays). More precise procedures for the meetings and minutes of meetings will be set out in the SCR.

Sec. 2. Minutes should be kept for every SC meeting and it should be ensured that future Councils have full access to them. Minutes must not contain sensitive or personal information.

Sec. 3. A version of the minutes should be made public and their availability notified to all students.

Sec. 4. All conclusions, agreements or decisions should be noted in the minutes.

Sec. 5. If there has been a vote at a meeting, this should be noted in the minutes – along with the result of the vote.

### **§ 5 Collaborative meetings with the University**

The SC will collaborate with the University on a regular and structured basis, in accordance with the purpose of the SC. Procedures for this collaboration are set in *Guidelines for Collaborative Meetings*.

Sec. 2. The collaboration should cover all relevant issues and both parties can put forth topics for discussion.

Sec. 3. Each party will also have the right to call for extraordinary collaborative meetings with the other party, should the need arise.

## § 6 Annual Report

At the beginning of each academic session, the SC should provide an annual report, which should be accessible to all students and staff at the University. Minimal guidelines for the report and its dissemination are set out in the SCR.

*Sec. 2.* The report must be presented at the general meeting each year.

*Sec. 3.* The report should contain information on the Council and their activities throughout the past year.

*Sec. 4.* The Chair of the SC is responsible for ensuring that the report is finalized and publicised.

## § 7 Scope of work

The SC should be consulted on all issues relevant to students at the University, including:

1. Admissions policies and procedures
2. General changes in procedures for programme development, approval, and modification, including quality processes and student feedback
3. The establishing of new programmes
4. Satisfaction surveys and initiatives to promote a good student environment at the university
5. Introduction and information for new students

*Sec. 2.* The SC can also, on their own initiative or in cooperation with the University, organize appropriate social and cultural events for the students or other relevant events.

*Sec. 3.* The SC is required to discuss all relevant issues brought forward by students. More precise regulations for how issues should be presented to the SC and how they should be processed by the SC will be set forth in the SCR.

*Sec. 4.* The University can recommend certain issues for discussion within the SC and the SC has the right to consult the University on issues related to study programmes, study environment and the satisfaction of the students.

*Sec. 5.* In addition, the SC can also, discuss issues that have a public relevance for the University.

*Sec. 6.* Decisions, recommendations and conclusions made by the SC should be accessible to students and staff of the University. This could be as part of the minutes of a Council meeting, or in some other appropriate form.

*Sec. 7.* The SC should not offer an opinion on the specific circumstances of any individual student and will not take up any personal issues for discussion.

## § 8 Finance and costs

The SC will be allocated a budget each calendar year to use towards its activities. The annual amount will be set in consultation with the University and should be confirmed no later than February 1<sup>st</sup> each year.

*Sec. 2.* The SC is required to keep an account of its spending, which is to be presented to the University, via the Student Services office, before the amount for the coming year is set.

Sec. 3. All spending from the allocated budget is subject to existing University policies and procedures.

Sec. 4. Student Services will act as intermediary on behalf of the SC and approve payments from the allocated budget, consulting with the University Director and/or Rector, when necessary.

Sec. 5. For taking part in a Council meeting, SC members will be paid 250 kr., subject to an annual maximum of 2500 kr. More precise procedures for payment will be set out in the SCR.

#### **§ 7 Other activities**

The SC has the right to establish cooperation with other students' associations relevant to the purposes of the SC.

Approved by the University leadership and the Student Council.  
These statutes will be implemented with immediate effect.

March 2021  
University of the Faroe Islands



**Sonni Oddbjørn Johnson**  
Chair of the Student Council



**Chik Collins**  
Rector of the  
University of the Faroe Islands