



Instructions for Student Educational Committee (SNI)

The committee shall monitor, evaluate and develop the members of the student body's education.

1. Composition

- 1.1. Chairman, elected by a general assembly.
- 1.2. Vice chairman, elected by a general assembly.
- 1.3. Event responsible, elected by a general assembly.
- 1.4. Two members from every year of the bachelor, elected by a general assembly.
- 1.5. Master responsible, elected by a general assembly.

2. Operations

- 2.1. **to** be responsible for monitoring the education and supervision of course evaluations.
- 2.2. **to** prepare matters and cases to be considered by the Programme Management Team.
- 2.3. **to** inform of matters regarding the education.

3. Obligations

- 3.1. The **chairman** is obliged
 - 3.1.1. **to** represent the Student Educational Committee in the board of the student body.
 - 3.1.2. **to** lead the work of the Student Educational Committees work.
 - 3.1.3. **to** make sure there is a representative of the student body at the committee meeting.
 - 3.1.4. **to** together with the vice chairman be responsible for the economic work of the committee.
 - 3.1.5. **to** make sure there is a representative of the student body at the meeting of the student body.



- 3.1.6. **to** represent and speak for the student body in matters of education.
- 3.1.7. **to** be the representative of the student body in the programme advisory team.
- 3.1.8. **to** be the representative of the student body in the Student Union's Educational Affairs Advisory Committee, UU.

3.2. The **vice chairman** is obliged

- 3.2.1. **to** coordinate and support the class representative's contact with the student division.
- 3.2.2. **to** forward relevant information about the education to the student division.
- 3.2.3. **to** be the education representative ("UOR") of the student body.
- 3.2.4. **to** make sure a budget is set and is reasonably distributed throughout the year.

3.3. The **Event responsible** is obliged

- 3.3.1. **to** be responsible for all events during the year.

3.4. **Chairman, treasurer, event responsible** and **master responsible** are obliged

- 3.4.1. **to** work according to the aims of the operations and the role they've been given within the committee.

4. Meeting procedure

- 4.1. The Student Educational Committee meets when needed or when so requested by members, at least twice per term.
- 4.2. Notes shall be taken during meetings of the Student Educational Committee, and all decisions shall be recorded.
- 4.3. The chairman is entitled to co-opt one or more person to the meeting.

5. Quorum

- 5.1. All members mentioned in 1 have voting rights.



- 5.2. Every member present has the same number of votes. Decisions are made with simple majority. In case of undecided voting, the chairman has the casting vote.
- 5.3. Member with interest in proceedings or bias has no voting right.
- 5.4. The Student Educational Committee has a quorum with at least half of its' members present.

6. Appeal

- 6.1. Decisions of the Student Educational Committee can be appealed to the board of the student body.
- 6.2. The board of the student body can overrule decisions made by the Student Educational Committee.

7. Recruitment

- 7.1. For recruitment of a new Student Educational Committee, they shall in consultation with the Nomination Committee, shall distribute information regarding the election in the second study period.
- 7.2. The Student Educational Committee shall, in consultation with the Nomination Committee, plan and carry out activities for aspiring members.

8. Miscellaneous

- 8.1. The Student Educational Committee shall actively inform other members of the student body of its' operations and take part in events with this purpose.
- 8.2. The Student Educational Committee shall strive to have continuity in its' operations and perform a well-planned hand-over when the new Student Educational Committee has been elected.
- 8.3. The Student Educational Committee shall follow the regulations, statutes and policies of the student body.

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