

Terms of Reference for the Council of Representatives of the Student Union

Approved in the constitutive meeting of the Council of Representatives on November 11, 2018.

Note! This is an unofficial translation. In case of any discrepancies between the English translation and the Finnish original, the Finnish original shall prevail.

CHAPTER 1 GENERAL PROVISIONS

Chapter 1 The Council of Representatives

The Council of Representatives consists of forty-nine (49) members, who shall be elected from the members of the Student Union. Further provisions pertaining to the organising of the Student Union elections are laid down in the Election Rule of the Student Union.

In addition to what is ruled in the regulations of the Student Union, these Terms of Reference and general meeting practises shall be adhered to in the operation of the Council of Representatives.

CHAPTER 2 THE MEETINGS OF THE COUNCIL OF REPRESENTATIVES

Section 2 Notice of meeting and agenda

The notice of meeting of the Council of Representatives must be delivered to the members of the Council of Representatives as outlined in Section 18 of the Main Rule. With the notice of the meeting, or at least with the consent of the chair of the Council of Representatives, the agenda must be delivered to the members of the council no later than two (2) working days before the meeting. The agenda must include the documents, statements and reports pertaining to each matter that are necessary for the discussion of the council, as well as a proposed decision.

Matters that are not recorded in the agenda that is delivered to the members of the Council of Representatives shall not be discussed, unless the Executive Board, a committee or a council group outlined in Section 18 of the Main Rule of the Student Union or Section 25 in these Terms of Reference propose so or the matter is declared urgent with the three-fourths (3/4) majority of votes.

Section 3 Changes in the composition of the Council of Representatives

The Council of Representatives shall declare the incapacities, incompetence due to likelihoods, losing eligibilities and resignations.

Shall a member or a deputy member lose their eligibility, they must report the matter to the Secretary-General of the Student Union. Losing eligibility may be declared even if a report has not been submitted about the matter.

Section 4 Temporary and permanent absence

During their term of office, a member of the Executive Board shall be disqualified from operating as a member of the Council of Representatives, as is an employee of the Student Union during their employment.

The Council of Representatives may grant a temporary right to be absent to a member of the Council of Representatives who requests it, who thereby loses their eligibility for no more than one year. A written application with justifications must be delivered to the Secretary-General before loss of eligibility. The Council of Representatives shall decide on granting a temporary right to be absent no later than in the first meeting after the beginning of the right to be absent. If a representative is granted a temporary right to be absent or the member is elected to the Executive Board of the Student Union, their deputy member shall be summoned to the Council of Representatives in accordance with the order of the comparative figures until the temporary right to be absent or the representative's membership in the Executive Board ends.

If a representative is absent from four (4) consecutive meetings of the Council of Representatives without providing a reason, the Council of Representatives shall consider the representative to have resigned from the council.

If a representative becomes prevented from participating in the work of the Council of Representatives, either permanently or temporarily for a period of more than one year, the representative must deliver a request for resignation to the Secretary-General before the beginning of the period during which they are unable to participate.

The Council of Representatives must decide whether to grant the resignation and to summon a deputy member in the beginning of the meeting before which a member has requested for a permission to resign.

The Council of Representatives shall verify its composition every time changes occur in the composition. The deputy members of the electoral circle shall be summoned from among the representatives according to the results of the election.

Section 5 Incapacity

A member of the Council of Representatives who is prevented from attending the meeting must deliver an announcement of the impediment in writing to the Secretary-General and to the chair of the council group which the member in question belongs to two (2) days before the meeting of the Council of Representatives.

A written announcement of the incapacity may be made on behalf of a member of a council group by the chair of the council group in question. Council groups are defined in Section 16 of the Main Rule of the Student Union and Section 25 of these Terms of Reference.

If a representative is prevented from attending a meeting of the Council of Representatives, the chair of the council group in question shall summon a deputy member from among the persons mentioned in Section 24 of the Election Rule. The chair of the council group must summon the deputy members to replace the members temporarily prevented from attending a meeting, if possible, in accordance with the order of the comparative figures.

If all deputy members of the group are prevented from attending a meeting, the chair of the group belonging to an electoral circle may also summon a deputy member from among the deputy members from groups of the same electoral circle. This must be announced to the Secretary-General no later than two hours before the meeting starts.

Section 6 Incompetence due to a likelihood of bias

A representative shall be incompetent to participate in the discussion and to making decisions, if their personal interests in the matter may be in discordant with the interests of the Student Union. Representatives who are incompetent due to a likelihood of bias must leave the meeting room while the matters they are biased to consider are discussed in the meeting. In case a representative is biased in an entire meeting item, the representative may be replaced by their deputy member.

When decisions concerning the acceptance of the financial statement and the discharge from liability are made, a representative who has been a member of the Executive Board or acted as a Secretary-General during the financial period in question shall not participate in making these decisions.

In case a disqualification challenge is raised among the representatives, the Council of Representatives shall resolve the matter.

Section 7 Submission for consideration

When submitting a matter for consideration in the Council of Representatives, a written proposed decision must always be attached to the agenda delivered to the members of the council.

The Executive Board or an employee appointed by the Executive Board shall propose matters outlined in the regulations of the Student Union and make proposed decisions for the Council of Representatives, unless specifically governed otherwise in the regulations.

The Executive Board of the Student Union, the Administration Committee or a council group, as defined in Section 16 in the Main Rule of the Student Union and Section 25 of these Terms of Reference, shall propose other matters and make the proposed decisions to the Council of Representatives.

After proposing a matter, the possible statements from other organs of the Student Union shall be heard.

Section 8 Officials of the meeting

The chair of the Council of Representatives who is elected in its constitutive meeting, shall preside over the meetings of the Council of Representatives. In case the chair is prevented from attending, the vice chair shall preside as deputy, and if the vice chair is prevented, the second vice chair shall preside as deputy.

The Secretary-General of the Student Union shall act as a non-voting secretary of the Council of Representatives. If the Secretary-General is prevented from attending, another employee of the Student Union

summoned by the chair shall act as a secretary. If a secretary may not be summoned by the above-mentioned means, the meeting shall elect a secretary from among itself.

At the beginning of the meeting of the Council of Representatives, two (2) present members of the council and their personal deputy members shall be appointed as scrutinisers.

At the beginning of the meeting, three (3) present members of the Council of Representatives are appointed as counters of votes. The counters of votes must be different from the scrutinizers of the minutes.

Section 9 Right to speak and to be present in the meetings

The right to speak and the right to be present in the meetings of the Council of Representatives shall be as is laid down in the Main Rule.

As a rule, the meetings of the Council of Representatives are public. However, should the matter of the discussed items require it, the council may decide the meeting be a closed-door meeting, where only voting council members and the Secretary-General shall be present, as well as other people by the decision of the chair of the council.

Section 10 Minutes

Minutes of the decisions shall be kept of the meetings of the Council of Representatives. The minutes shall be confirmed with a signature by the chair, the secretary and the scrutinizers of the minutes.

The minutes of decisions must mention

1. the representatives who were present in the roll call and the representatives who were not present and did or did not report incapacity;
2. the representatives who arrived after the roll call. The minutes must mention the number of that section of the minutes from the beginning of which the representative has been present;
3. the representatives who left after the roll call. The minutes must mention the number of that section of the minutes until the end of which the representative has been present;
4. the chair of the meeting, members of the Executive Board present, other persons present and the secretary of the meeting;
5. the declaration that the meeting is legally convened and quorate. The representatives who have been selected to act as the scrutinizers of the minutes and counters of votes must also be named;

6. representatives or officials of the meeting who have reported incapacity or have been declared incapacitated in regard to a certain matter or item; and
7. the proposals which were made during the considering of the matter, the support they received, the votes which took place and, in case the votes have been counted, the votes which were cast, and the declared decisions of the Council of Representatives, with possible justifications.

Section 11 The floor

The chair of the Council of Representatives must distribute the speaking turns equally among the representatives in the order in which they have been requested. However, the chair may, if necessary, distribute the speaking turns in favour of those representatives who have not yet spoken during the meeting. A speaking turn regarding the order of business, and a reply which is a brief comment on the previous speaking turn, are given immediately.

The representatives must request a turn to reply in a manner determined by the chair and each reply has a set time limit, which is the same for everyone. Turns to reply which are directed at the same speaking turn are granted in the order in which they have been requested.

The Council of Representatives may approve petitionary resolutions concerning the preparation or enforcement of supported motions to be

recorded in the minutes of the meeting. They are handled under the “other business” agenda item, unless they are immediately relevant to the matter being decided, in which case they shall be handled after the decision in question is made. Petitionary resolutions made by the council groups or which otherwise have been supported shall always prompt a vote.

Section 12 Voting

In a meeting, each representative shall have one personal vote. During voting, everyone except the voting council members and the Secretary-General must leave the meeting room. Vote by proxy shall not be permitted in the meetings of the Council of Representatives.

The Council of Representatives shall resolve all matters by a single majority vote, unless otherwise stated in the rules. If both motions receive an equal number of votes, the matter shall be solved in favour of the motion that the Executive Board has supported. If the Executive Board has not considered the matter, the vote of the chair shall be decisive. Further provisions pertaining to the elections shall be outlined in Section 14.

A motion that is made during the discussion must be made in writing if the chair so requires. With the exception of the motions made by the Executive Board, a committee or a council group as defined in Section 25 of these

Terms of Reference, or it is an election of individuals, unsupported proposals shall not be submitted to a vote. In case a motion that a matter be shelved is made during the discussion, a vote must be arranged immediately.

An open vote shall be held in the meetings of the Council of Representatives. A secret ballot may be held, if at least half of the representatives present in the meeting support it. An open vote shall be held as proposed by the chair.

The ballots used in secret ballots shall be verified by the secretary of the meeting with their signature or the stamp of the Student Union.

When voting proposals are submitted to the Council of Representatives for approval, the chair must compile the voting proposals so that they can be answered “yea” or “nay”. If several motions have been made on the same matter, the chair shall propose the order of voting and the representatives shall approve it.

Section 13 Order of voting

If there are several proposed decisions, either a detailed or brief, or another suitable order of voting shall be adhered to.

The chair of the meeting shall decide on the order of voting after hearing the opinion of the Council of Representatives.

Detailed order of voting:

In the full order of voting, one proposal shall be placed as a counterproposal against another proposal, until all proposals have been voted on in this manner. The voting shall start by first placing against each other the proposals that are the furthest from the main proposal, apart from the dismissing proposal (the proposal, according to which the matter is proposed to be unaltered). The proposal that wins this vote shall be placed against a proposal that is the second furthest from the main proposal, and so forth, until all counterproposals have been voted on, and the proposal that won last shall be placed against the main proposal. The proposal that wins this vote shall be placed against the dismissing proposal, which may only be voted on in the final vote. When using the detailed order of voting, the proposal that lost each vote shall be discarded completely and the proposal that wins the final vote will be declared as the decision of the meeting.

Brief order of voting:

The basis of the brief order of voting is the main proposal. In the first vote, the main proposal and dismissing proposal shall be placed against each other. If the dismissing proposal wins, other votes are not necessary, because it has

received more than half of the given votes. If the main proposal wins, however, the main proposal and all counterproposals collectively shall be placed against each other in the second vote. If the main proposal wins, the vote is final. If the counterproposals win, the next votes shall solve, which of the counterproposals receive the most support and if the support it receives is greater than the support of the main proposal. In this case, in the third vote, the main proposal and one of the counterproposals shall be placed against each other, and the order of the counterproposals shall be decided by the chair. In this vote, the proposal that wins shall be put against the next counterproposal in the fourth vote, and so forth, until all proposals have been voted on. When using the brief order of voting, the decision of the meeting shall be the proposal that won the final vote.

Section 14 Election

Orders on the election of the members of the Executive Board are specified in Sections 27 and 28, 29 and 30. The election is held without a vote if there is an equal number of candidates and seats.

If there are more candidates than seats, the election shall be carried out with a secret ballot vote. If the vote is tied, the result shall be drawn by lot.

If there is only one seat to fill, a two-phase election by majority shall be held. If none of the candidates receive over a half of the votes given, an election by

majority shall be held between those two candidates, who have received the most votes.

If there are more seats to be filled, a two-phase party-list vote, which is carried out according to the majority rule principle, is held. For the purposes of the election, the council members must submit a list of candidates in writing to the chair.

A proportional list vote must be held if at least three (3) representatives so require. For the purposes of the election, the council members must submit a list of candidates in writing to the chair.

The candidate list must include the names of the candidates in a numerical order. Each list must have at least as many names as there are seats to fill.

If at least one (1) representative requires that the polling is suspended so that a list of candidates can be compiled, and this motion is supported, the chair must suspend the meeting for no more than one hour.

When the vote takes place, each representative must write the symbol of the list of candidates that they wish to vote on the ballot paper. The chair determines the symbols which identify the different lists from each other. If a candidate is elected from more than one list, the candidate is considered to represent the list where their comparative figure is the highest. In all the other

lists, the candidate shall be replaced by the candidate whose comparative figure is the second highest.

In other respects, the proportional election shall be held in accordance with the Election Rule, when applicable.

Section 15 Shelving and suspension of a meeting

A matter that is being considered for the first time shall be shelved if at least five (5) present members of the council so require. The matter may, however, be declared urgent and be considered instantly if at least three-fourths ($3/4$) of the present members of the council support declaring the matter urgent.

A proposal about shelving or declaring a matter urgent must be made before the discussion on the matter has been declared finished.

A reviewed matter may be shelved, if at least two-thirds ($2/3$) of the present members of the council support it.

The chair of the Council of Representatives may order adjournments to the meetings either on the chair's own initiative or upon the request of a representative. When the order to adjourn is given, the chair must also determine the duration of the adjournment. The chair may declare an adjournment of a meeting that lasts for no longer than one hour, or several

shorter adjournments, which last for one hour in total. A decision to declare a longer adjournment must be made with a simple majority vote by the council. If the chair does not accede to the request of the council concerning an adjournment, the council may decide on an adjournment with a simple majority vote.

If a meeting of the Council of Representatives fails to close a certain matter by the fixed date, the council shall gather on another day on the chair's motion to continue the consideration of the matter. A further meeting shall be held within a week and it is not necessary to announce it separately.

Section 16 Note of dissent

A member of the council who wishes to express a note of dissent, must do so immediately after the decision has been made. The note of dissent must be expressed immediately after the decision has been made, and it must be attached to the minutes in writing within the time appointed for its inspection.

A representative who has participated in the consideration of a certain matter and voted against the decision or made a counterproposal has the right to present a note of dissent and have it recorded in the minutes before the meeting is finished. A note of dissent must always be justified and submitted to the Secretary-General in writing within three (3) days after the decision has been made.

Section 17 Revoking a decision

A decision made by the Council of Representatives shall not be revoked during the term of office in question, unless the revocation is supported by at least two-thirds ($2/3$) of all members of the council and the matter has been mentioned in the notice of meeting.

Section 18 Order in the meeting

The chair may, after having given a warning, order a person who behaves inappropriately to be removed from the meeting. If the chair finds that the order of the meeting is severely disturbed, the chair has the right to suspend the meeting and after hearing the council, order a further meeting.

CHAPTER 3 THE COMMITTEES AND COUNCIL GROUPS OF THE COUNCIL OF REPRESENTATIVES

Section 19 The committee of the Council of Representatives

The committee of the Council of Representatives is a drafting organ nominated by the council. The council shall nominate a chair to the organ, unless explicitly governed otherwise in the regulations of the Student Union.

Section 20 The officials of the committee of the Council of Representatives

The committee shall nominate a vice chair from its midst. An employee of the Student Union shall act as the non-voting secretary of the committee. If the employee of the Student Union is prevented from attending the meeting, the committee shall choose a secretary from its midst. Minutes shall be kept from the meeting of the committee.

Section 21 The meetings of the committee of the Council of Representatives

The committee shall convene when summoned by the chair when necessary or when at least two (2) members of the committee demand it from the chair in writing. The meeting of the committee has a quorum when at least half (1/2) of its members, including the chair or vice chair, are present and the meeting has been informed of in a way approved by the committee.

Section 22 Administration Committee

The Council of Representatives shall have an Administration Committee. The Administration Committee shall consist of one representative from each council group, as defined in Section 16 of regulations of the Student Union

and Section 25 of these Terms of Reference, and the council shall nominate one of them as a chair. When a member of the Administration Committee is prevented from attending a meeting, a person authorised by a permanent member from the same council group may act as a full member of the Administration Committee.

The duties of the Administration Committee shall be discussing matters emerging in the Council of Representatives and giving statements about them to the council, as well as in particular:

- 1) sufficiently drafting the questions of procedure of the council meetings and other arrangements concerning the council activity;
- 2) supervising the administration and activity of the Student Union and in particular the issues of regulation and organisation of the Student Union; and
- 3) making motions to the council about its observations.

The council may delegate the tasks ruled for the Administration Committee in these Terms of Reference to other committees or working groups, and it shall decide on their founding separately.

Section 23 Committee for Financial Affairs

The Council of Representatives shall appoint the Student Union's Committee for Financial Affairs which shall abide by the regulations concerning committees outlined in these Terms of Reference when deemed appropriate. The duty of the Committee for Financial Affairs shall be to operate as an expert organ and to give statements when needed or requested to the Executive Board or the Council of Representatives about matters concerning its range of duties. The Committee for Financial Affairs shall consist of 3-10 persons who are familiar with finances and administration, and no more than half of them may be elected from outside the Student Union. The chair must be a member of the Student Union who is enrolled as present at the University. The council shall elect the members to the Committee for Financial Affairs for one calendar year at a time.

The range of duties of the Committee for Financial Affairs include:

- 1) the finances of the Student Union, such as participating in the budget drafting and drafting the policies that govern finances;
- 2) the business activity of the Student Union; and
- 3) the real property and personal estate in possession and management of the Student Union.

Section 24 Honorary Committee

The Student Union shall have an Honorary Committee which is a consultative expert organ under the Council of Representatives.

The Honorary Committee shall consist of three to ten (3-10) members who shall be summoned from among people of merit in student union activities. The Honorary Committee shall appoint a chair and a vice chair from its midst, and they shall form the working division of the committee together with the chair of the Executive Board of the Student Union and chair of the Council of Representatives.

The duty of the working division shall be to keep in touch with other members of the Honorary Committee in between meetings, as well as to draft the matters discussed in the committee's meetings. The term of office of the Honorary Committee is three (3) years and it shall convene when summoned by the Executive Board of the Student Union or its chair.

The Council of Representatives may grant resignation to a member of the Honorary Committee and complete the Honorary Committee within the framework outlined in the regulations of the Student Union.

The range of duties of the Honorary Committee include:

- 1) drafting and updating the Standing Order on
Badges and Flags;
- 2) processing and drafting the honours; and
- 3) other duties ruled by the council.

Section 25 Council group

The members and deputy members of the Council of Representatives may form council groups. The council group must include at least one (1) member of the council. The group shall appoint a chair from its midst. In both the council's constitutive meeting and when the council group otherwise reconstitutes itself, it shall record the composition and its chair for the council. The members of the council may not belong to more than one council group.

If a permanent member of the Council of Representatives switches from one council group to another before the end of term of office, the number of seats of the permanent members of the new group shall increase by one and the number of seats of the permanent members of the former group shall reduce by one. If a deputy member of the council switches council groups before the end of term of office, they shall be placed among the deputy members of the new group in an order according to the comparative figure of the election results. The entry of a council member to a council group does not bind the deputy member of an electoral alliance or electoral circle to the same group.

Changes in the compositions of the council groups shall be announced as soon as possible to the chair of the Council of Representatives.

Section 26 The rights of the council groups

A proposal made by a council group in a meeting of the Council of Representatives shall be supported without a separate supporting speech, if the group has at least two representatives eligible to vote present in a meeting.

With a written request, council groups shall have the right to get access to all official documents used as the basis for decision-making that are also accessible to the Executive Board.

CHAPTER 4 NOMINATING THE EXECUTIVE BOARD AND RELIEVING IT FROM ITS DUTIES

Section 27 The size of the Executive Board

Before the autumn meeting of the Council of Representatives, the Administration Committee shall discuss the number of members elected to the Executive Board in their meeting, taking into account the resource requirements of different sectors in relation to the Plan of Action. When appointing the Executive Board, the limitation concerning the minimum and maximum number of members in the board outlined in Section 24 of the Main Rule of the Student Union must be considered.

Section 28 The chair of the Executive Board

The Council of Representatives shall elect the chair of the Executive Board with a single transferable vote. The representatives must submit their proposed candidates for the chair of the Executive Board to the chair of the Council of Representatives in writing. Each representative may propose only one candidate. The chair must publish the propositions and ensure that each candidate is available for the position. If none of the candidates are available, the chair shall request the Council of Representatives to submit new propositions.

If there are no more candidates than there are seats to fill, the election shall be carried out without a vote.

If more than one candidate is proposed, a vote between the candidates shall be held. In the vote, the representatives shall write the number of one or several candidates on the ballot in numerical order, beginning with the candidate who is their primary choice.

During the first round of vote counting, the votes shall be counted based on how many representatives have chosen each candidate as their primary choice. The candidate who receives the least number of primary votes shall be eliminated. If a ballot containing a vote for an eliminated candidate also

contains a name of a secondary candidate, the vote given for the eliminated candidate shall be transferred to the secondary candidate. If the ballot does not contain a name of a secondary candidate, the ballot shall not be taken into account in the following rounds of vote counting.

On the second round of vote counting, the candidate who receives the least number of votes shall again be eliminated. If a ballot containing a vote for an eliminated candidate also contains a name of a secondary candidate, the vote given for the eliminated candidate shall be transferred to the secondary candidate. If the ballot does not contain a name of a secondary candidate, the ballot shall not be taken into account in the following rounds of vote counting. The vote counting shall proceed in this manner until only two candidates are left. Of these two, the candidate who has received the most votes shall win. If a candidate receives over a half of all the votes given during any of the rounds, this candidate shall win, and further counting is no longer necessary.

In the event of a tie between two or more candidates during any of the rounds, the secondary votes given for these candidates shall be counted. If the secondary votes also amount to a tie, the tertiary votes are counted. The counting of votes shall proceed in this manner until a difference between the candidates has been established. If a difference cannot be established, the result shall be drawn by lot. A candidate who has received the least

secondary votes or was not elected by a lot that was drawn shall be eliminated.

Section 29 Electing the vice chair of the Executive Board

The vice chair of the Executive Board shall be elected by the board from among its members when constituting itself.

Section 30 Electing the Executive Board

The number of members in the Executive Board shall be outlined in Section 24 of the Main Rule. The Council of Representatives shall elect the members of the Executive Board with a single transferable vote according to the list system. The representatives shall have to submit a proposition of the composition of the Executive Board to the chair of the Council of Representatives in writing. Each representative may propose only one list. The chair must publish the propositions and ensure that each candidate is able to accept the position on the board. If one of the candidates is not available, the chair must ask the Council of Representatives to submit more propositions for the composition of the board.

If more than one list is proposed, a vote between the lists shall be held. The representatives shall put the symbol of the list or lists that they wish to vote

on their ballot in numerical order, starting from their primary choice. The chair shall determine the symbols which identify the lists from one another.

During the first round of vote counting, the votes are counted based on how many representatives have chosen each list as their primary choice. The list which receives the least primary votes shall be eliminated. If a ballot containing a vote for an eliminated list also contains a name of a secondary list, the vote given for the eliminated list shall be transferred to the secondary list. If the ballot does not contain a name of a secondary list, the ballot shall not be taken into account in the following rounds of vote counting.

During the second round of vote counting, the list which receives the least votes shall again be eliminated. If a ballot containing a vote for an eliminated list also contains the name of a secondary list, the vote given for the eliminated list shall be transferred to the secondary list. If there is no secondary list on the ballot, it shall not be taken into account in the following rounds of vote counting. The vote counting shall proceed in this manner until only two lists are left. Of these two, the list which has received the most votes shall win. If a certain list gets over a half of all the votes given during any of the rounds, this list shall win, and further counting is no longer necessary.

In the event of a tie during any of the rounds between two or more lists that have received the least number of votes, the secondary votes given for these lists shall be counted. In case the secondary votes are also tied, the tertiary votes given for these lists shall be counted. The counting of votes shall proceed in this manner until a difference between the lists has been

established. If a difference cannot be established, the result shall be drawn by lot. A list that has received the least secondary votes or was not elected by a lot that was drawn shall be eliminated.

Section 31 Resignation of a member of the Executive Board

The Council of Representatives may grant resignation for a member of the Executive Board from the proposal of the chair of the board. If the chair of the board is relieved from their duties or they resign for some another reason before the end of term of office, the board shall immediately summon the council to nominate a new board for the remaining term of office.

The Council of Representatives may complete the Executive Board from the proposal of the chair of the board, provided that it abides by Section 24 of the regulations of the Student Union concerning the number of members in the board.

The completion of the Executive Board may not be shelved.

Section 32 Relieving the Executive Board of its duties

The Council of Representatives may relieve the Executive Board or its member from their duties before the end of term of office by deciding that the board or its member does not enjoy the confidence of the council.

This decision may be the consequence of:

- 1) a written enquiry and report according to Section 20 in the Main Rule leading to a vote of confidence; or
- 2) the board proposing a question of confidence to the council; or
- 3) from especially weighty reasons, the council deciding on a direct vote of confidence with a two-thirds majority vote.

When starting a vote of no confidence, the reasoning with justifications must be submitted to the Executive Board in writing when demanding the summoning of the council. The board must summon the council to discuss the vote of no confidence immediately after the demand has been expressed. After hearing the board's response, the council shall decide whether the board or its member enjoys the confidence of the council. The vote of no confidence may not be shelved in a council meeting.

CHAPTER 5 SPECIAL REGULATIONS

Section 33 Announcing the decisions

The list of decisions of the meetings of the Council of Representatives must be displayed in the office of the Student Union within seven (7) days of the council meeting. The revised minutes of the council shall be available at the office of the Student Union.

Section 34 Appealing

The decisions of the Council of Representatives may be appealed against in accordance with Section 38 of the Main Rule of the Student Union. The minutes of the council must include instructions on how to appeal, and the instructions must mention the appellate body, the period of appeal, and the documents which should be included in the appeal.

The secretary of the meeting must keep the used ballots in a closed envelope until the minutes have been scrutinised and approved, and until the appeal period has ended. After this, the envelope may be destroyed.

Section 35 Making changes to the Terms of Reference

These Terms of Reference may be amended, if the amendment is approved in the meeting of the Council of Representatives with a simple majority vote.