



Statutes of Lund's Doctoral Student Union

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CHAPTER I. ON THE NAME, PURPOSE AND AREA OF ACTIVITY OF THE ORGANISATION

Art. 1 *Name, Purpose, and Area of Activity*

Lund's Doctoral Student Union (*in Swedish: Lunds doktorandkår*), henceforth referred to as 'LDK', is an independent non-profit organisation that works to monitor and contribute to the development of third cycle education at Lund University.

Art. 2 *Legal Character*

LDK is a student union established on the basis of the provisions stated in the Swedish Higher Education Act (1992:1434).

Art. 3 *Address*

LDK is located in Lund, at Sandgatan 2, 223 50 Lund, Sweden.

Art. 4 *Interpretation and Development of the Statutes*

The Presidium is the responsible body for interpreting the precepts contained in these statutes. The Governing Assembly, however, shall have the final ruling in the case of contested interpretations of the Statutes. The present Statutes shall be upheld and fulfilled by means of the decisions adopted by the Presidium, the Board, the Governing Assembly, the Councils, and the Councils' Working Committees within their respective areas of responsibility.

CHAPTER II. ON THE MEMBERS, THEIR DUTIES, RIGHTS, AND DISCIPLINARY MEASURES

Art. 5 *Membership*

Doctoral students admitted to third cycle education at Lund University have the right to become members of LDK. To become a member, the doctoral student must pay a membership fee.

Art. 6 *Membership Fee*

The membership fee shall be paid for each semester.

Art. 7 *Duration of Membership*

The membership fee for the spring semester entitles membership from January 1st to September 15th. The membership fee for the autumn semester entitles membership from July 1st to February 15th.

Art. 8 *Member Rights*

LDK's members have the following rights:

- i. To receive information about LDK's activities and the resolutions adopted by its governing bodies.
- ii. To vote for executive positions.
- iii. To be eligible for executive positions.
- iv. To participate in any activities organised by LDK in the pursuit of its goals.
- v. To participate in the organisational, representational, and governing bodies established in these statutes.

Art. 9 *Member Obligations*

LDK's members have the following obligations:

- i. To comply with the terms of these Statutes.
- ii. To abide by the resolutions validly adopted by LDK's governing bodies within the framework of their authority.
- iii. To carry out, in every situation, the duties outlined for their position.
- iv. To conduct themselves in good faith and respectfully in all activities organised by LDK or any of the councils.

Art. 10 *Loss of Membership*

LDK membership may be lost by any of the following causes:

- i. Graduating, and thus effectively not fulfilling the provisions stated in Art. 5. During an interim period, the newly graduated doctorate may however still be acknowledged as a member for the remainder of the semester.
- ii. Loss of any of the statutory requirements stated in Art. 5
- iii. Voluntary resignation in writing, effectively forfeiting the membership fee paid.
- iv. Discontinuing one's membership by not paying the established membership fee in accordance with Art. 6.

After loss of membership, a member can apply for readmission, if and only if the cause of the loss is reverted or ceased.

Art. 11 *Disciplinary Measures*

If a member or group of members fail to comply with the provisions in these Statutes, they may receive a written reprimand for their actions. The body in charge of emitting the reprimand depends on the level and severity of the violation committed.

- i. Violations at the Faculty level are to be dealt with by the Council's Working Committee.
- ii. Violations at the University level are to be dealt with by either the Presidium, the Board, or the Governing Assembly. All three bodies can emit disciplinary reprimands independently, at their own discretion, and according to these Statutes.
- iii. Violations at the LDK Leadership level shall be dealt with as follows:
 - §1 A Council, Council Chair, or Council Working Committee can be reprimanded by the Presidium, the Board, or the Governing Assembly.
 - §2 A member of the Presidium, the Board, or the Governing Assembly can be reprimanded by any of the two bodies in which the reprimanded member does not sit.

It is within the faculties of each of the constituting bodies of LDK described above to decide upon their own procedure in the issuing of written reprimands and to decide to recommend certain violations to the Governing Assembly for a Vote of Restricted Membership.

Art. 12 *Restricted Membership*

A member of LDK may lose the rights prescribed in Art. 8, sections iii., iv. and v., by means of a Vote of Restricted Membership.

A member may face a Vote of Restricted Membership for the following reasons:

- i. As a result of a violation dealt with as stipulated in Art. 11 and recommended for further action by any of the constituting bodies of LDK.
- ii. Repeated violations with these Statutes, previous reprimands, or decisions adopted by the Governing Assembly.
- iii. Discrediting LDK in either word or deed, thus undermining its activities and its function.
- iv. Serious misconduct at activities organised by LDK or any of the councils.

A Vote of Restricted Membership shall be presented to the Governing Assembly in an ordinary or extraordinary assembly, discussed, and decided upon by a simple majority in a closed vote. A Vote of Restricted Membership cannot be held unless all involved parties have been informed about it at least seven (7) days in advance.

A motion to include a Vote of Restricted Membership into the agenda of a Governing Assembly can be presented by any member, ordinary or co-opted, of the Governing Assembly, or by the Presidium and cannot be blocked from inclusion into the agenda.

The Presidium and the Board are in charge of keeping a register of Restricted Members, in accordance with the prevailing laws and regulations. Together with the Faculty Councils, the Presidium and the Board shall ensure the disciplinary measures are followed at all levels of LDK.

It remains a faculty of the Governing Assembly to lift a member's Restricted status, if it deems it appropriate.

CHAPTER III. ON THE GOVERNANCE STRUCTURE

Section I. General Dispositions

Art. 13 *Organisational Structure and Functions*

LDK shall function as a self-governing organisation under the principle of representation, by means of the Councils, Councils' Working Committees, Governing Assembly, the Board, and the Presidium.

Art. 14 *Meeting Procedures*

Each meeting shall be led by the Meeting Officials consisting of a Chair, a Secretary, and Minute Certifier(s) duly nominated by the floor and elected through an open majority vote. No member may simultaneously hold two positions on the Meeting Officials. The Meeting Officials shall, in good democratic order and in accordance with these Statutes, preside over the meeting in an orderly fashion. When the voting procedure requires it, the Minute Certifier(s) shall also have the duty of teller(s). If the Meeting Officials exceed their given authority, engage in misconduct, or fail to perform their duties, they may be relieved of their duties by an open two-thirds majority vote.

Section II. The Governing Assembly

Art. 15 *Nature and Composition of the Governing Assembly*

The Governing Assembly is LDK's highest decision-making body. Its decisions are binding for all members.

The Governing Assembly shall consist of one member from each Council's Working Committee, one elected member and a substitute from each Council. The Presidium, LDK Board members, the Councils' Working Committees, the Inspectors, and the Doctoral Student Ombudsman have the right to attend as co-opted representatives. The Governing Assembly can decide, by a simple majority open vote, to co-opt any individual into one of its meetings, if the Governing Assembly deems it useful and appropriate. Co-opted members and substitutes have the right to attend and speak at the meeting but are not allowed to vote.

Members that have been appointed to the positions of Executive Director of Internal *vis-à-vis* External Affairs, Chief Financial Officer, Ordinary or Sub-

stitute Board Member, and Doctoral Student Ombudsman, automatically forfeit their seats within the Governing Assembly. The relevant councils must arrange by-elections to fill these vacancies.

Art. 16 Summon of the Governing Assembly

Announcement of the Governing Assemblies, both ordinary and extraordinary, shall be made by the Presidium through digital or written notification at least fourteen (14) days in advance. The summon shall include the place, day, and time of the meeting.

The Agenda and any other documents relating to the meeting shall be made available at the latest seven (7) days prior to the meeting unless there are special circumstances.

A summon of the Governing Assembly, once properly called, cannot be cancelled by any member of the Presidium nor the Governing Assembly. It is up only to quorum rules, specified in Art. 19, whether or not the Assembly actually takes place.

Art. 17 Responsibilities of the Governing Assembly

The Governing Assembly shall be responsible to:

- i. Rule in the case of contested interpretations of the Statutes.
- ii. Rule on any disputed decisions.
- iii. Approve LDK's Activity Plan.
- iv. Approve LDK's income and spending budgets for each fiscal year.
- v. Decide regarding any fees to be paid by its members, based on the recommendation of the Board.
- vi. Decide on discharge of liability for the Board and, when applicable, other representatives, taking into account the Activity Report and the reports from the auditors.
- vii. Elect the Executive Director of Internal Affairs, Executive Director of External Affairs, and the Chief Financial Officer to represent the organisation from the 1st of July to the 30th of June.
- viii. Authorise signatories.
- ix. Appoint two auditors: one activity auditor and one financial auditor.
- x. Appoint a nominating committee to appoint the functions to be elected in accordance with the provisions in vii. and ix..
- xi. Appoint Officers needed for carrying out LDK's activities.
- xii. Approve the Annual Report, which is presented by the Board.
- xiii. Nominate LDK representatives to the Lund University Student Union's functions.

- xiv. Decide, if deemed necessary, upon the disciplinary measures anticipated in Art. 11.
- xv. Adopt decisions on matters presented within the agenda with the approval of a simple majority of the votes present.
- xvi. Revise these statutes (as per Art. 66) when deemed necessary.
- xvii. Agree on a change of address.
- xviii. Decide on LDK's dissolution.

Art. 18 *Assemblies*

Assemblies can be ordinary, extraordinary, or annual. Ordinary assemblies shall be held at least once per semester.

Extraordinary assemblies can be summoned by the Presidium, the Board, or when at least three out of seven Councils' Working Committees propose one in writing, indicating the matters to be discussed, within a period of fourteen (14) days before the suggested date of the proposed extraordinary assembly.

The annual assembly shall be held during the spring semester, no later than the 20th of May. During the annual meeting, the Governing Assembly shall decide on the matters stated in Art. 17 iii. through ix.

Art. 19 *The Governing Assembly's Quorum*

The Governing Assembly is quorate in its first convocation when four out of seven councils are present through at least one of its representatives and one member of the Presidium is present. The chair may, in the absence of quorum, seek to establish quorum through a second convocation. There must be at least thirty (30) minutes between the first and second instances. Should the Chair, in the Governing Assembly's second convocation, fail to recognise the assembly as quorate the Chair shall adjourn the meeting.

Art. 20 *The Governing Assembly's Decision Making Procedure*

All votes shall, with the exception of elections, be open. Decisions are taken by simple majority. In the event of a tie, the meeting Chair has the casting vote, except for elections which, instead, are decided by the drawing of lots.

Only representatives present at the Governing Assembly, and substitutes acting on behalf of a representative, have the right to vote.

Art. 21 *The Meeting Agenda*

The meeting agenda is set by the Presidium based on the input from the Councils and the Board, which shall be forwarded to the Presidium at least fourteen (14) days prior to the meeting. Only matters on the agenda included in the summons may be dealt with at the Governing Assembly, unless the members present unanimously decide to the contrary, or these Statutes specify special circumstances.

Art. 22 *The Governing Assembly's Minutes*

The minutes of every Governing Assembly shall be recorded, wherein the number of attendees, the matters discussed and the decisions made, indicating the votes in favour, against and blank ballots, and dissenting opinions.

For a decision to be executable, the minutes must be signed by the Secretary, the Chair, and two (2) Minutes Certifiers appointed at the beginning of each assembly. The certification of the minutes, as well as the testimony on the decisions contained within them, will be sent out in due time with the Secretary's signature and the approval of the Chair.

Section III. The Board

Art. 23 *Nature and Composition of the Board*

The Board is the Union's executive body and shall, in accordance with these provisions, carry out the decisions made by the Governing Assembly. The Board is to meet at least three (3) times per semester.

The Board shall consist of one elected member and one substitute from each Council. The Presidium, The Councils' Working Committees, the Inspectors, and the Doctoral Student Ombudsman have the right to attend as co-opted representatives. The Board can also decide, by a simple majority open vote, to co-opt any individual into one of its meetings, if the Board deems it useful and appropriate. Co-opted members and substitutes have the right to attend and speak at the meeting but are not allowed to vote.

Members that have been appointed to the positions of Executive Director of Internal *vis-à-vis* External Affairs, Chief Financial Officer, Ordinary or Substitute Governing Assembly Representative, and Doctoral Student Ombudsman automatically forfeit their seats within the Board. The relevant councils must arrange by-elections to fill these vacancies.

Art. 24 *Summon of the Board*

Meetings of the Board are called by the Presidium or, when it is deemed necessary by a third of the Board members, by the Board itself. The summons shall be sent out by the Presidium or by co-joint members of the Board through either digital or written notification at least fourteen (14) days in advance. The summons shall include the place, day, and time of the meeting.

The Agenda and any other documents relating to the meeting shall be made available at the latest seven (7) days prior to the meeting unless there are special grounds.

Art. 25 *Responsibilities of the Board*

The Board shall be responsible to:

- i. Initiate matters to be discussed in the Governing Assembly by formulating and deciding upon preparatory work including (but not limited

- to) the union's income and spending budgets, membership fees, Activity Plan, and Annual Report.
- ii. Implement decisions made by the Governing Assembly.
- iii. Administrate LDK's assets and continuously assess and decide upon matters regarding the Union's financial situation.
- iv. Represent LDK in University central matters.
- v. Cover any temporary vacancies that might occur within the Presidium and amongst LDK's Officers.
- vi. Appoint LDK representatives to the bodies within and outside Lund University in which LDK is to be represented and for which the appointment is not the responsibility of the Governing Assembly or Councils.
- vii. Hire Officers needed for carrying out LDK's activities.
- viii. Establish working groups.
- ix. Keep a register of the Union's members.
- x. When no other provisions apply, manage the activities of LDK in compliance with these Statutes and the will of the Governing Assembly as expressed through LDK's Activity Plan.

Art. 26 The Board's Quorum

The Board is quorate in its first convocation when more than half of the councils with elected representatives are present through at least one of its representatives, and one member of the Presidium is present. The Chair may, in the absence of a quorum, seek to establish quorum through a second convocation. There must be at least thirty (30) minutes between the first and second instances. Should the Chair, in the Board's second convocation, fail to recognise the Board as quorate the Chair shall adjourn the meeting.

Art. 27 The Board's Decision Making Procedure

All votes shall, with the exception of elections, be open. Decisions are taken by simple majority. In the event of a tie, the meeting Chair has the casting vote, except for elections which are instead decided by the drawing of lots. Only representatives present at Board meetings, and substitutes acting on behalf of a representative, have the right to vote.

Art. 28 The Meeting Agenda

The meeting agenda is set by the Presidium based on the input from the Councils, which shall be forwarded to the Presidium at least fourteen (14) days prior to the meeting. Only matters on the agenda included in the summons may be dealt with at Board meetings, unless the members present unanimously decide to the contrary.

Art. 29 *The Board's Minutes*

The minutes of every Board meeting shall be recorded, wherein the number of attendees, the matters discussed and the decisions made, indicating the votes in favour, against and blank ballots, and dissenting opinions.

For a decision to be executable, the minutes must be signed by the Secretary, the Chair, and two (2) Minutes' Certifiers appointed at the beginning of each meeting. The certification of the minutes, as well as the testimony on the decisions contained in them, will be sent out in due time with the Secretary's signature and the approval of the Chair.

Section IV. The Presidium

Art. 30 *Nature and Composition of the Presidium*

The Presidium represents the Student Union, handles the day-to-day management of its operations, and leads the activities of LDK. It answers to the Board and the Governing Assembly.

The Presidium shall consist of two Co-Chairs: the Executive Director of Internal Affairs and the Executive Director of External Affairs; and a Vice-Chair: the Chief Financial Officer. All three members of the Presidium sit in the meetings of the Board and Governing Assembly and usually preside over them until a meeting Chair is appointed. While the Presidium members usually lead the discussion and advise the other bodies' members in the course of action to be taken, they do not vote in decisions of the Board or the Governing Assembly.

The Executive Director of Internal *vis-a-vis* External Affairs constitute a dyad leadership and shall through careful cooperation represent the Union's best interests both within its own organisation, its partner organisations, and Lund University. The Presidium shall favour and strive for diversity and equal representation in its composition. None of these three individuals may serve for more than two (2) years in the Presidium. In a by-election, the restrictions specified under this article may be lifted by a simple majority.

Art. 31 *Responsibilities of the Presidium*

The following are the responsibilities of the Presidium:

- i. Represent LDK within and outside of Lund University.
- ii. Organise and convene the Board's and the Governing Assembly's meetings.
- iii. Initiate matters to be discussed in the Board by formulating and putting forward relevant preparatory work.
- iv. Execute and carry out the decisions made by the Board and the Governing Assembly.

- v. Decide on unexpected matters that, due to the most urgent nature of the issue, cannot be decided by neither the Board nor the Governing Assembly.
- vi. Monitor and authorise payments in line with LDK's economic regulations and within the competence assigned to the Presidium as signatories.
- vii. Sign contracts in LDK's name, grant power of attorneys to third parties, take action and file pleas before ordinary and special legal bodies, accept donations, gifts and inheritances, accept endorsements, receive subsidies, and perform any other similar function in the interest of the LDK as expressed through these statutes.
- viii. Enforce compliance and uphold the provisions stated in these Statutes.
- ix. Any other matters of interest relating to execution of these Statutes.

Art. 32 *Meetings of the Presidium*

The Presidium shall meet on a regular basis and is quorate when two (2) out of three (3) of its members are present.

The Presidium shall seek to establish consensus on all matters discussed. If consensus cannot be reached then the matter may either be decided by a majority vote or, when this is not feasible, forwarded to the Board who shall discuss and decide on the matter.

A decision made by the Presidium, either within their residual powers or when consensus cannot be reached, shall be recorded, indicating the votes in favour, against and dissenting opinions. The minutes must be signed, either by pen or digitally, by all members of the Presidium.

Except for the cases where it is explicitly stated otherwise (*cf.* Art. 33 to Art. 35), the Presidium shall always exercise the powers vested in them throughout these Statutes as a collegiate body, and an individual member of the Presidium may never diminish or usurp the roles of the others, nor may one member speak or decide on behalf of the Presidium whenever consensus is not reached and properly documented.

Art. 33 *Executive Director of Internal Affairs*
(Co-Chair, in Swedish: Medordförande)

The Executive Director of Internal Affairs is responsible for all matters regarding LDK's internal organisation. The Executive Director of Internal Affairs has the overarching responsibility to coordinate the decisions made by the Presidium, the Board, and the Governing Assembly and should make sure that this is communicated in every branch of LDK's representation. Furthermore, the Executive Director of Internal Affairs has the responsibility for creating, planning, implementing, and integrating the strategic direction of the organisation in accordance with LDK's Activity Plan.

Art. 34 *Executive Director of External Affairs*
(Co-Chair, in Swedish: Medordförande)

The Executive Director of External Affairs shall represent LDK both within and outside of Lund University. The Executive Director of External Affairs shall develop LDK's relations with other Student Unions and promote the interest of doctoral students. Furthermore, the Executive Director of External Affairs shall maintain an awareness of both the external and internal political landscape in which the organisation operates.

Art. 35 *Chief Financial Officer*
(Vice Chair, in Swedish: Vice ordförande)

The Chief Financial Officer shall oversee all matters that relate to LDK's financial situation. The Chief Financial Officer is responsible for presenting the Union's annual budget, interacting with the Council's Working Committees to ensure that their spending is sustainable, enforcing the organisation's economic regulations, and conducting analysis of the organisation's future financial situation. Furthermore, the Chief Financial Officer shall build relationships with LDK's bank, accounting firm, and auditors.

Section V. The Councils

Art. 36 *Name, Area of Activity, and Composition of the Councils*

LDK consists of seven councils – The Economics and Management Doctoral Students Council, The Humanistic and Theological Doctoral Students Council, The Law Doctoral Students Council, The Medicine Doctoral Students Council, The Science Doctoral Students Council, The Social Science Doctoral Students Council, and The Fine and Performing Arts Doctoral Students Council – which organise members within their respective faculty at Lund University. The following provisions (Art. 37 to Art. 42) shall apply to each of the aforementioned councils individually.

Art. 37 *Council Meetings*

Council meetings are to take place at least three (3) times per semester and shall either be summoned by the Working Committee or within three (3) weeks of a request from at least one third of the Council's members.

Announcement of the Council meeting shall be made by the Working Committee through digital or written notification at least seven (7) days in advance to the Council's members and, if deemed relevant, the LDK's Presidium. The summons shall include the place, day, and time of the meeting, agenda, and other documents relating to the meeting.

Art. 38 *Responsibilities of the Council*

The following are the responsibilities of the Council:

- i. Decide on matters that contribute to the development of third cycle education at the Faculty they are organised.
- ii. Elect a Working Committee.
- iii. Elect one representative and one substitute to LDK's Board.
- iv. Elect one representative and one substitute to LDK's Governing Assembly.
- v. Elect other representatives to Faculty and Departmental bodies of interest to its members.
- vi. Elect a committee to nominate the functions to be elected in accordance with the provisions in ii. to v..

Art. 39 *The Council's Decision Making Procedure*

Only members present have the right to vote. All votes shall, with exception of elections, be open. In the case of numerous elections where closed votes would be impractical, the council members may present a motion to hold open votes for elections; this motion must be passed unanimously to take effect. Decisions are taken by simple majority. In the event of a tie, the meeting chair has the casting vote, except for elections which instead are decided by the drawing of lots.

Art. 40 *The Council's Minutes*

The minutes of every Council meeting shall be recorded, wherein the number of attendees, the matters discussed and the decisions made, indicating the votes in favour, against and blank ballots, and dissenting opinions. For a decision to be executable, the minutes must be signed, either by pen or digitally, by the Secretary, the Chair, and one (1) Minutes Certifier appointed at the beginning of each assembly. The certification of the minutes, as well as the testimony on the decisions contained in them, will be sent out in due time with the Secretary's signature and the approval of the Chair.

Art. 41 *The Council Working Committee*

The Council Working Committee leads the Council's activities and handles the day-to-day management of its operations.

The Working Committee shall comprise a Chair, a Vice-Chair, a Secretary, and a maximum of three other members. It may decide on a different allocation of duties and titles with the approval of the Governing Assembly. The Working Committee shall also be reflective of language diversity in order to encourage on going efforts to have active participation and engagement by international students.

The Working Committee shall meet on a regular basis and is quorate when two thirds of its members are present. The Working Committee shall seek to establish consensus on all matters discussed. If consensus cannot be

reached then the matter may either be decided by a majority vote or forwarded to the Council for further discussion.

A decision made by the Working Committee, either within their residual powers or when consensus cannot be reached, shall be recorded, indicating the votes in favour, against and dissenting opinions.

Art. 42 Responsibilities of the Council Working Committee

The following are the responsibilities of the Working Committee:

- i. Represent the Council at their respective Faculty.
- ii. Organise and convene the Council's meetings.
- iii. Initiate matters to be discussed at the Council meetings by formulating and putting forward relevant preparatory work.
- iv. Execute and carry out the decisions made by the Council.
- v. Decide on unexpected matters that, due to the most urgent nature of the issue, cannot be decided by the Council.
- vi. Monitor and report payments in line with LDK's economic regulations.
- vii. Represent the Council in the Governing Assembly.
- viii. Submit a yearly Activity Report to the LDK Presidium.

Section VI. The Inspectors

Art. 43 Role of the Inspectors

Inspectors are an advisory subsidiary body of LDK, providing feedback to the Presidium, Board and Governing Assembly to assist them in their stand on specific matters. They serve to provide continuity and extend the organizational memory of LDK.

Art. 44 Inspector duties

The particular duties of the Inspector(s) are to keep updated at a general level about the Union activities. They should receive documents regarding the Board and Governing Assembly meetings to be able to fulfil this duty.

Art. 45 Inspector rights

The Inspector(s) are entitled to:

- i. Attend, speak and be co-opted at the meetings of the LDK Board and Governing Assembly,
- ii. Receive all documents related to the meetings of the LDK Board and Governing Assembly as well as their minutes, and in general receive information about Board and Governing Assembly activities,
- iii. Call an Inspector's meeting in accordance with Art. 46.

Art. 46 *Inspector's meetings*

If the Inspector(s) deem it necessary, for instance if they deem that the Board or Presidium have failed to perform their duties, they can call for an extraordinary meeting with the Governing Assembly. The call to the meeting shall be sent out at least fourteen (14) days prior to the meeting date. The venue of the meeting, as well as the agenda or issue to be discussed, shall be sent out at least seven (7) days prior to the meeting date. The call may specify that certain officers of LDK, for instance the Presidium, do not have the right to be co-opted in the meeting; this is an exception to Art. 15. The meeting otherwise follows the regulations specified in Section II of this Chapter; in particular, it cannot be cancelled once properly called.

Art. 47 *Nomination and Candidature*

Eligible for nomination as Inspector are persons closely affiliated with the University but with no direct current links to LDK or any other student union. However, current LDK inspectors may be nominated for re-election.

Nominations for Inspector may be made by the Councils or members of the Presidium. Nominations are to be presented to the Board, who upon revision shall decide whether to send the nomination for confirmation and proper election to the Governing Assembly according to Art. 20.

Art. 48 *Term of Office*

An Inspector shall serve for two calendar years, beginning on the day their election and appointment by the Governing Assembly is properly certified in the minutes, according to Art. 22.

LDK may have at most two (2) Inspectors at any given time.

Art. 49 *Inspector Substitutes*

If an Inspector is temporarily unable to perform their duties, a substitute is to be appointed at the Presidium's direction for a specific time, not exceeding the original term of office of the duly elected Inspector. If an Inspector is unable to perform their duties for the entire remainder of their term, they shall tender their resignation to the Board as specified in Art. 50.

Art. 50 *Termination of Office*

Inspectors can tender their resignation by informing the Board of LDK, who shall discuss the matter at the next available Board meeting. Upon certification of the Board decision, the respective office of Inspector of LDK shall be declared vacant. If needed, the vacancy can be filled according to Art. 49.

If an Inspector is, after appointment, deemed or found unfit to continue their position for whichever cause, the Board may submit a motion for a Vote of No Confidence to be held at the earliest possible convenience of the Governing Assembly, who shall decide upon the motion according to Art. 59.

Section VII. Elections and Nominations

Art. 51 *Elections*

The appointed functions and representatives within the organisation shall, in accordance with these Statutes, be nominated by either the presiding chair of the meeting at which the election takes place, the floor (through open nomination), or a nominating committee. At all elections, there shall be the option of leaving the position vacant if there is no candidate or if neither candidate is accepted.

Art. 52 *Classification of positions*

The various bodies of LDK elect a number of positions within LDK and outside it as representatives. For the purposes of these Statutes, they can be divided into the following categories:

- i. *Major positions*, viz. the Executive Director of Internal *vis-à-vis* External Affairs and the Chief Financial Officer, the Financial *vis-à-vis* Activity Auditor, and any additional major positions that may be created at the discretion of the Governing Assembly for specific tasks, such as a Membership Officer and a Communications Officer. Holders of major positions may be financially compensated by LDK for their work.
- ii. *Minor positions*, viz. the Inspector(s), the members of the Election Nominating Committee, and any other non-major representative positions within or outside LDK elected by the Governing Assembly.
- iii. *Council positions*, viz. the members of the Council Working Committees, the LDK Board and Governing Assembly, and any other representative positions within or outside LDK elected by the Councils.
- iv. *Meeting officials*, viz. the chair, secretary and minutes certifier(s), who only serve as such for the duration of a single meeting in one of the bodies of LDK. Meeting officials may only be nominated by the floor or chair of that meeting.

Art. 53 *The Election Nominating Committee*

LDK has a permanent Election Nominating Committee (*in Swedish: valberedning*), henceforth referred to as 'ENC', whose duty is to find the best candidate for each office. The ENC consists of at least three members, one of which shall be internally appointed conveyor. ENC members are elected by the annual meeting of the Governing Assembly for a term of one year, and may serve an unlimited number of terms.

In preparation for upcoming elections, and on the initiative of the appointed conveyor, the ENC should meet at the earliest convenience to review and interview aspiring candidates. The ENC shall, by a majority vote, nominate one person for each office that falls within the nominating committee's

task. Persons serving on a nominating committee may be nominated for a position through a two-thirds majority vote. In case of a tie, the appointed conveyer has the casting vote.

The ENC must, if possible, find a candidate for those positions designated as major in Art. 52. At their discretion, they may also attempt to find candidates for the positions designated as minor. They may not nominate candidates for council positions or meeting officials.

Art. 54 Council Nominating Committees

As per Art. 38 (v.), each Council shall appoint a nominating committee. Its structure is at the discretion of the Council Working Committee, but Art. 53 is suggested as a template. It may only nominate candidates for council positions.

Art. 55 Candidacies and Nominations

For elections of major and minor positions, the ENC shall announce their official candidates at least fourteen (14) days before the meeting. The announcement shall be accompanied by a call for counter-candidacies, which must be submitted at least seven (7) days before the meeting. If a candidate has been duly nominated through a committee, only that candidate and duly announced counter-candidates may be considered for election at the meeting. If no such candidate has been duly nominated, or if the meeting unanimously decides so, nomination by the floor or presiding chair of the meeting is allowed.

The same procedures apply for council positions, except that candidates are nominated by the committee described in Art. 54, and that candidates and counter-candidates may be announced until seven (7) and three (3) days before the meeting, respectively, rather than what is stipulated above.

Art. 56 By-Elections

If a position becomes vacant for any reason, including voluntary resignation, a vote of no confidence, failure to nominate or elect any candidate at a meeting, or unforeseen circumstances, a by-election shall be held at the nearest convenience of the relevant body. By-elections follow the same regulations as ordinary elections, with the exception that candidates and counter-candidates may be announced until seven (7) and three (3) days before the meeting, respectively, rather than what is stipulated in Art. 51. When applicable, the Board may cover the vacant position until a successful by-election is held, as stipulated in Art. 25 (v.).

A by-election does not extend the term of office of the elected position; rather, the term ends at the same day it would have done if the position were filled normally.

CHAPTER IV. ON CHALLENGING DECISIONS

Art. 57 *Meeting Announcements*

Challenges made with respect to meeting announcements shall be addressed at the beginning of each meeting. If a majority of the members present find that the meeting has not been properly announced and summoned, the presiding Chair shall adjourn the meeting.

Art. 58 *Board Decisions*

Decisions made by the Board may, within a period of ten (10) days following the minutes' certification, be challenged by a majority of the Councils' Working Committees. The challenged decision shall be suspended, become non-enforceable and be forwarded to the Governing Assembly for further discussion.

Art. 59 *Vote of No Confidence*

If a member of the Presidium is no longer deemed fit to hold office, the Governing Assembly may, by a two-thirds majority vote of no confidence, depose the person in question. The motion of no confidence shall be invoked and held at a Governing Assembly meeting, summoned in accordance with the provisions stated in Art. 18. If a motion of no confidence carries, a by-election shall be held at the earliest convenience to fill the position for the remainder of the term.

If a member of a Council's Working Committee is no longer deemed fit to hold office, the Council's members may, through a petition followed by a vote of no confidence, depose the person in question. The motion of no confidence may only be invoked if half of the Council's members sign a petition stating that they have no confidence in the person in question. Should half of the Council's members sign the aforementioned petition, the Council's members may, in accordance with the provisions in Art. 37, announce a meeting during which the vote of no confidence shall be held. If a motion of no confidence carries, a by-election shall be held at the earliest convenience to fill the position for the remainder of the term.

A vote of no confidence can only take place if all involved parties have been notified at least seven (7) days in advance. A notification by way of electronic mail shall be considered sufficient. A motion to include a vote of no confidence into the agenda of the relevant meeting can be presented by anyone present at the meeting and cannot be blocked from inclusion into the agenda.

CHAPTER V. ON PLANS, REPORTS, AND FINANCIAL MATTERS

Art. 60 *Fiscal Year*

The fiscal year of LDK runs from the 1st of July to the 30th of June.

Art. 61 *On the Budget Procedure*

The budget and annual fiscal year shall coincide with the academic year. The budget for income and spending shall be presented to the Board which, once it has studied it, will present it to the Governing Assembly for its subsequent approval.

Art. 62 *Financial Auditor*

The financial auditor, appointed by the Governing Assembly, shall review the finances of LDK. The financial auditor shall not be a representative of any of LDK's decision-making bodies and does not have to be a member of LDK. The financial auditor shall be a certified auditor.

The financial auditor is entitled to access the LDK accounts, financial reporting, minutes, and other documents. If the financial auditor deems it necessary, the auditor may summon the Board to an extraordinary Board meeting, indicating the matters to be discussed within a period of fourteen (14) days before the suggested date for the proposed meeting.

The financial auditor shall have competence to discuss and assess matters related to LDK's financial situation, and in no case will they attempt to affect or interfere with other areas of LDK operation, such as elections or decisions by the Governing Assembly.

The Audit report shall be submitted at the latest fourteen (14) days before LDK's annual report to Lund University.

Art. 63 *Activity Auditor*

The activity auditor, appointed by the Governing Assembly, shall review the activities and administration of LDK. The activity auditor shall not be a representative of any of LDK's decision-making bodies and does not have to be a member of LDK.

The activity auditor is entitled to access the LDK accounts, minutes, and other documents. If the activity auditor deems it necessary, the auditor may summon the Board to an extraordinary Board meeting, indicating the

matters to be discussed within a period of fourteen (14) days before the suggested date for the proposed meeting.

The activity auditor's report shall be submitted at the latest fourteen (14) days before the Governing Assembly's annual meeting.

Art. 64 Activity Plan

Each year, LDK shall prepare an Activity Plan (*in Swedish: verksamhetsplan*) to guide it during the next fiscal year. The Presidium and Board shall strive to follow the Activity Plan to the greatest extent permitted by time, ability, and the emergence of new, pressing issues during the year.

The Activity Plan shall be submitted by the Board, based on preparatory work by the Presidium, to the annual meeting of the Governing Assembly. If the meeting does not approve the Activity Plan without extensive modifications, they shall specify a preliminary version of the Activity Plan to be used until the final version is approved, either through means specified by the meeting or at the earliest convenience of the next Governing Assembly.

Art. 65 Activity Report

At the end of each fiscal year, LDK shall submit an Activity Report (*in Swedish: verksamhetsberättelse*) as required by Lund University. It shall summarise the activities of LDK during the year and shall include the Activity Reports of the individual Councils.

The Activity Report shall be submitted by the Board, based on preparatory work by the Presidium, whose tasks in this matter also include gathering Activity Reports from the Councils. It shall also be submitted for approval to the Governing Assembly of the next fiscal year.

CHAPTER VI. MODIFICATION OF THE STATUTES

Art. 66 *Modification Procedure*

The Governing Assembly may, at any time, instruct the Board to form a working group or special commission whose task is to review the existing Statutes and to submit a document with proposed changes to the Governing Assembly with the Board's approval.

Any modification or replacement in these Statutes may be approved through two identical decisions made by two duly elected Governing Assemblies. The decisions made by both the preceding and succeeding Governing Assemblies, effectively overlapping two consecutive fiscal years, shall be made with a two-thirds majority vote.

Art. 67 *Minor Edits*

Corrections to the spelling, grammar, punctuation or formatting of these Statutes; that is, changes that in no way alter the meaning or possible interpretations of the Statutes, may be performed at the discretion of the Board and do not require the procedure described in Art. 66. The date of such changes shall be noted in the modified Statutes, along with the date when the latest major revision was approved as per Art. 66.

The addition or removal of an appendix to the Statutes counts as a minor edit.

CHAPTER VII. DISSOLUTION AND LIQUIDATION

Art. 68 *Dissolution*

LDK may be dissolved through two identical decisions made by two duly elected Governing Assemblies. The decisions made by both the preceding and succeeding Governing Assemblies, effectively overlapping two consecutive fiscal years, shall be unanimous and reflect a consensus by the representatives present.

Art. 69 *Liquidation Committee*

Once the second and final decision is made, the Governing Assembly shall dissolve, effectively authorising the Board as liquidator. The Board shall in turn form a liquidation committee which proceeds to liquidate the organisation. If the Board deems it necessary, the Board may delegate the function of liquidation committee to three or more commissioners chosen by the Board.

Art. 70 *The Board's Authority in the Period of Liquidation*

During the period of liquidation, the Board shall maintain its full powers and the authority it had prior to the forming of the liquidation committee.

Art. 71 *Distribution of Assets*

Once the liquidation is concluded, the resulting financial resources shall be assigned by the Board to one or more public or private institutions that works to benefit the situation for doctoral students at Lund University. No member elected to the Presidium, Board, Liquidation Committee, or Governing Assembly during the two years immediately preceding the final vote of dissolution of LDK may benefit or profit in any way from the distribution of assets. The Board, as the body in charge of this process of distribution of assets, shall strive to ensure that the beneficiary institutions promote the improvement of the situation of all doctoral students at Lund University, not of a single student or a certain group of students.