



SLU:S SAMLADE STUDENTKÄRER

Descriptions of posts for the SLUSS praesidium

Updated at SLUSS spring meeting 2020

The praesidium consists of a chair, deputy chair, a first adviser and a second adviser. Often, the previous year's chair is chosen to be the first adviser and the previous year's deputy chair is chosen to be the second adviser. Each union must be visited by someone from the praesidium at least once per academic year.

The chair

It is particularly incumbent on the chair

- to represent the students of the member unions to the university with regard to education and student welfare issues,
- to convene meetings of the SLUSS assembly and draw up the agenda,
- to chair the meetings of the SLUSS assembly,
- to maintain continuous contact with the chair of the PhD council,
- to fulfil the duties of the vice chair, if they are unable to attend,
- to delegate decisions regarding representation in SLU bodies and working groups to the relevant union, if representation involves a post that only affects one union,
- to represent students of the member unions at a national level regarding political issues that specifically affect students at SLU,
- to carry out the day-to-day work within SLUSS together with the deputy chair,
- to actively canvass the opinions of the unions with regard to matters affecting them,
- to ensure, together with the members of the board, that focus councils are held, and
- to in consultation with advisers, submit by 1 March at the latest an activity report for the previous financial year, as well as other relevant documents for the year, to the SLUSS auditors.
- to inform the SLUSS assembly of any ongoing or planned work parallel to the work for SLUSS that may interfere with the tasks for SLUSS (e.g. work, studies or political work)
- to discuss parallel work during the interview of new candidates.

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to before each semester produce a list of all the courses given at SLU, and how they are connected to programmes and PN, so that the SLUSS board may divide the programs and courses between the unions.

The deputy chair

It is particularly incumbent on the deputy chair

to represent the students of the member unions to the university with regard to education and student welfare issues,

to fulfil the duties of the chair, if they are unable to attend,

to represent students of the member unions at a national level regarding political issues that specifically affect students at SLU,

to carry out the day-to-day work within SLUSS together with the chair,

to keep the minutes and be the counter for votes at SLUSS board meetings,

to in the absence of the treasurer, be financially responsible and responsible for ongoing accounts, and

to together with the treasurer, present a proposal for the budget for the next financial year.

to inform the SLUSS assembly of any ongoing or planned work parallel to the work for SLUSS that may interfere with the tasks for SLUSS (e.g. work, studies or political work)

to discuss parallel work during the interview of new candidates.

to before each semester produce a list of all the courses given at SLU, and how they are connected to programmes and PN, so that the SLUSS board may divide the programs and courses between the unions.

The first and second advisers

It is particularly incumbent on the advisers

to support the praesidium and SLUSS board by contributing to continuity,

to complete the multi-year assignments that are the responsibility of the post holder, and

to in consultation with the chair, submit by 1 March at the latest an activity report for the previous financial year, as well as other relevant documents for the year, to the SLUSS auditors.

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The treasurer

It is particularly incumbent on the treasurer

- to pay and issue invoices,
- to take care of the ongoing accounts,
- to draw up the annual accounts for the accounting year in which the treasurer had their mandate period,
- to together with the SLUSS praesidium put forward a proposed budget for the next year,
- to act as an adviser to the board and the praesidium regarding financial issues, and
- to in consultation with the SLUSS praesidium, submit accounts and a budget for the previous financial year by 1 March at the latest to the SLUSS auditors.

The chair of the SLUSS PhD council

It is incumbent on chair of the SLUSS PhD council

- to ensure that meetings of the PhD council are held, and
- to represent PhD students in the university bodies and working groups that, in accordance with the established list, are the responsibility of the chair.

The doktorandombudsmannen (DO)

It is particularly incumbent on the DO

- to first and foremost provide counseling, support and, if necessary, act as an ombudsman for individual PhD students in matters related to doctoral studies
- to inform PhD students about their rights and obligations by attending the introductory courses and, if necessary, participate in similar activities organized by departments or equivalent
- to work preventively by assisting SLUSS PhD student council, PhD student councils and SLUSS's board in their work and actively paying attention to doctoral issues to pursue e.g. by continuously monitoring issues related to PhD education at the university, at a national level, and to some extent international level, as well as providing statistics of your own activities
- to write an annual report to the SLUSS's board

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Members of the SLU board

Chair of SLUSS, the first advisor and chair of SLUSS DN are members of the SLU board, unless the SLUSS board or SLUSS DN decide otherwise in individual cases.

Remuneration

The chair and deputy chair are remunerated for 13 (thirteen) consecutive months, the first twelve months for their duties. The thirteenth month, like the first advice month, carries entitlement to full remuneration for handing over duties and being available to their successors. This includes a remunerated month of leave in the summer. Payment of remuneration commences once the appointment period commences. The remuneration per month for the chair is 30% of the price base amount, and for the deputy chair 35% of the price base amount. The fee for the first and second advisers is SEK 400 per month for 10 months.

The treasurer is remunerated for 11 (eleven) months. Payment of remuneration commences once the appointment period commences. The fee is 5% of the deputy chair's fee.