



Stipendiatororganisasjonene i Norge

The Association of Doctoral Organisations in Norway

Statutes

Approved 27 November 2021

§ 1 Name

The name of the organisation is “Stipendiatorganisasjonene i Norge”, abbreviated SiN. The English translation of the name is “Association of Doctoral Organisations in Norway”. The organisation was founded in Oslo on the 26th of January 2003.

§ 2 Purpose

SiN acts as an umbrella organisation for interest organisations approved according to § 3.2 at Norwegian higher educational institutions, focusing on doctoral candidates and/or early career researchers. The organisation functions as a network promoting contact and sharing of experiences and best practices between its member organisations. In addition, the organisation expresses the joint opinion of its member organisations on political issues concerning education, research and other issues of relevance for the member organisations.

SiN is an independent organisation and is not affiliated with any political party or trade union.

§ 3 Membership

Any interest organisation for doctoral candidates and/or early career researchers at Norwegian higher educational institutions with a doctoral program is eligible to apply for membership in SiN.

§ 3.1 Eligibility for membership

Applicants of SiN must fulfil the following criteria in order to become a member organisation:

1. Be connected to a higher education institution in Norway offering a doctoral programme.
2. Have an elected board.
3. Have official statutes that are adopted by their members.

§ 3.2 Application for regular membership

Eligible applicants must submit a written application to the board at least two weeks before the General Meeting.

New member organisations are approved by simple majority by the General Meeting delegates. If an organisation is accepted as a new member, the new member organisation immediately gains all rights and duties as a full member organisation of SiN, cf. § 3.1.1 and § 3.1.2.

§ 3.3 Application for affiliate membership

Inter-institutional interest organisations that are connected to multiple higher education institutions are not eligible for regular SiN membership, but can apply for affiliate membership if they fulfil criteria 2 and 3, by submitting a written application to the board at least two weeks before the General Meeting. New affiliate members are approved by simple majority by the General Meeting delegates. This entitles them to attend the Quarterly and General Meetings, be informed by and participate as a discussion partner in the network offered by SiN, at a reduced membership fee that is decided annually by the AGM. Other rights and duties as specified in § 3.3 and § 3.4 do not apply to affiliate member organisations.

§ 3.4 Rights of member organisations

The member organisations of SiN have the following rights:

- Send delegates to the general meeting according to § 4.1 and § 4.4.
- Nominate candidates to the SiN board prior to the General Meeting.
- Propose changes to the statutes, annual report, financial statement and proposed budget prior to the General Meeting.
- Call for an extraordinary general meeting according to § 4.5.
- Be consulted on and propose formal position statements to be adopted by SiN.

§ 3.4 Duties of member organisations

The member organisations of SiN have the following duties:

- Pay the annual membership fee, unless exempted from it by the General Meeting according to § 3.4.
- Follow the rules as stated in the SiN statutes.
- Inform the SiN board of their delegates' names at least one week prior to the General Meeting.

§ 3.5 Withdrawal of membership

A member organisation can at any point withdraw from SiN. This must be done with a written notice to the board. If an organisation withdraws, the membership fee must still be paid for the current year.

The general meeting can under the following conditions exclude member organisations:

- Failure to pay the membership fee within two months of the due date.
- Inactivity in the local organisation for three (3) consecutive years.
- Violations of the SiN statutes.

§ 3.6 Membership fee

All member organisations must pay the annual membership fee by the specified due date. A member organisation can apply for the next year's fee to be waived under special circumstances. This must be done by a written application to the board at least two weeks before the general meeting. The general meeting decides if the fee should be waived by a simple majority. The level of the membership fee is decided by the General Meeting according to § 4.3.

§ 4 Annual General Meeting

The Annual General Meeting (AGM) is the highest decision-making body in SiN. The AGM is held annually and should take place towards the end of the calendar year. The board issues the call for the AGM to all member organizations at least four (4) weeks in advance.

§ 4.1 Delegates

Each member organization can appoint a maximum of two (2) delegates to the AGM. There is no limit to the number of observers that each member organisation can send.

§ 4.2 General Meeting rights

The AGM has the following rights:

- Nominate candidates to the executive board.
- Nominate candidates to the advisory board.

- Make a vote of no confidence in the sitting board and elect a new one with a two-thirds majority vote.
- Approve changes to the statutes with a two-thirds majority vote according to § 7.1.
- Dissolve the organisation with a two-thirds majority vote according to § 8.
- Be informed about the workings of the board.
- Adjust compensation for the outgoing board.

§ 4.3 General Meeting duties

The AGM has the following duties:

- Stipulate the number of board members in excess of § 4.4.
- Elect SiN board members.
- Approve members to the advisory board.
- Approve the draft annual report.
- Approve the draft financial statement.
- Accept new member organisations according to § 3.1 and § 3.2.
- Express its views on principal issues concerning the member organisations and SiN in general.
- Decide the level of the annual membership fee.
- Approve compensation for the outgoing board.
- Approve the budget for the next board period.

§ 4.4 Elections and voting

Only member organizations represented at the AGM with at least one delegate are given voting rights. The delegate need not be physically present, but must be able to respond in an informed and timely fashion. Each eligible member organization has votes equal to the maximum number of delegates per member organization as regulated by § 4.1. Each member organization's votes are split equally among its delegates.

At the beginning of the AGM, a voting committee comprised of at least two persons is elected. This committee acts as vote-counters for the duration of the AGM. All voting is written and anonymous. Simple majority is required to win an election. Only participants not running for the new board are eligible.

All positions in the board are on election every year. The board positions are:

- President
- Vice President
- Treasurer
- Two (2) or more General Board Members, that should fulfil at least the following roles:
 - UHR representative
 - EuroDoc Liaison Officer
 - Events Officer
 - Communications Officer

Depending on expertise and interest, one (1) to three (3) General Board Members can be elected to perform different tasks associated with the Communications Officer role. The elected board members should strive to fulfil the work duties as outlined by the guidelines for each position.

The number of board members should be uneven and not exceed nine (9). The AGM should strive towards gender balance and a fair representation of the various local organizations. At least one (1) board member should be proficient in Norwegian.

§ 4.5 Extraordinary General Meeting

An extraordinary GM can be held if:

- More than half of the member organisations request this. The member organisations must submit a written appeal to the board for an extraordinary GM.
- Requested by the board according to § 5.1 and 5.4.

The extraordinary GM has the same rights as the General Meeting, see § 4.2. The board shall issue a call for an extraordinary GM to all member organisations at least four (4) weeks in advance.

§ 5 Executive board

The executive board (hereafter board) is elected by the AGM to represent the members of SiN and sits for one year following the AGM. The board should, as far as possible, consist of one (1) representative from each member organisation and must include representatives from at least three (3) of the member organizations. Any individual that is represented by a regular member organisation at the time of election is eligible to run for a position in the board.

The board is elected for a term of one (1) year running from January until December. Any board member who completes or terminates their doctoral contract retains their position until the end of their term.

The board is responsible for the day-to-day activities of the organisation.

- The board members are compensated according to reported work hours.
- The president, deputy and treasurer approve the reported working hours of the board members.

§ 5.1 Executive board decisions

At least half of the board members must be present for the board to be able to reach a valid decision. Each board member has one vote in board decisions. In the case of a tie the presiding officer gains a second vote.

§ 5.2 Executive board rights

The board has the following rights:

- The board can organise its work freely unless otherwise specified in this document.
- The board can call an extraordinary General Meeting if needed. The call should be made according to § 4.5.
- The board can create and manage working committees.
- Distribute compensation approved by the General Meeting according to § 4.3 as the board sees fit.

§ 5.3 Executive board duties

The board has the following duties:

- Strive to meet monthly, and hold at least six (6) board meetings per year.
- Hold quarterly meetings, for the leaders of all member organisations to update them on the activities of the board and discuss relevant issues.
- Keep member organisations informed about the activities of the board and of SiN, including the sending of newsletters to the member organisations at least once every quarter.
- Represent the joint concerns of the member organizations nationally.

- Take official position statements proposed by member organisations and/or board members into consideration and consult member organisations on the formulation of position statements before adoption by the board.
- Adopt finalised positions statements by majority vote of the board.
- Issue the call for the AGM to all member organisations at least four (4) weeks before the AGM, which is to take place in November or December.
- Prepare a draft annual report and draft financial statement for the AGM, as well as a document detailing proposed plans and budget for the next board period. The documents should be made available at least two (2) weeks before the AGM.
- Nominate members to the advisory board.
- Keep the advisory board informed on core activities during the board period, including the board and quarterly meetings, quarterly newsletters, call for the AGM and documents presented at the AGM.
- Justify the proposed compensation at the AGM.
- Issue the call for an extraordinary GM if requested, see § 4.5 and § 5.2. The announcement shall be made according to § 4.5.
- Finalise their term until the end of the calendar year and organise a transition period of at least one month to hand over activities and ensure adequate knowledge transfer to the new board.

§ 5.4 Resignation from the executive board

Board members can resign from their duties with one (1) month written notice to the executive board or the President of the executive board. If a board member resigns from their position before the next General Meeting, the remaining board members agree on who takes over the tasks of this board member. If no one can take over the tasks, the board shall issue an open call for the position to be filled. The election of the position is then done by the executive board. This procedure can also be followed if the AGM is unsuccessful in electing board members that can take on all tasks of the executive board.

The resigning board member is responsible for handing over their duties in such a way that the person taking over their tasks is able to perform them. If the President resigns, their tasks are taken over by the Vice President, who becomes Acting President, and the tasks of the Vice President are dealt with as described above.

If multiple board members withdraw from the board with the result that there are less than five (5) members in the board or less than three (3) member organisations are represented, the board must issue a call for an extraordinary GM according to § 4.5.

§ 6 Advisory board

The advisory board provides support to the executive board. The advisory board has the right to be informed about SiN activities, and the duty to provide advice and input on SiN activities when this is required by the board. The advisory board should consist of two (2) to four (4) former board members and be elected according to § 4.3. Members of the advisory board are elected for one year at a time and should have been a member of the executive within the twelve (12) months prior to joining the advisory board. The advisory board should contain at least one:

- Former (Vice) President
- Former Treasurer

The advisory board ensures the running of the organization is in line with its mission. It can issue advice to both the board and member organizations concerning the statutes and guidelines. The advisory board particularly checks the accuracy of the annual report and financial report and makes sure that the board fulfils its duties as outlined in § 5.3. Advisory board members do not have voting rights in board decisions or at the AGM.

§ 7 Statutes and guidelines

§ 7.1 Changes to the statutes

Proposed changes to the statutes must be made available at least two (2) weeks before the AGM. Changes to the statutes must be approved by a two-thirds majority vote by the AGM according to § 4.2.

The SiN board has the right to perform editorial changes to the statutes given that the original intent of the text is preserved. Editorial changes must be documented and presented at the next AGM.

Approved statute changes at the AGM are effective immediately, unless otherwise stated in the proposed changes.

§ 7.2 Guidelines

SiN shall have guidelines for the easy management of the board and its activities. The guidelines must not contradict the SiN statutes and its principles. Proposed changes to the guidelines can be done by the board itself and must be approved by a two-thirds

majority vote in a board meeting. Proposed changes to the guidelines must be made available at least two (2) weeks before the board meeting.

§ 8 Dissolution

The organisation can be dissolved in two (2) ways:

1. If half of the member organisations make a written motion to the board to dissolve SiN. The board and all member organisations must be informed at least two (2) weeks before an ordinary GM.
2. If half of the member organisations make a written motion to the board of holding an extraordinary GM with the specific purpose of voting on dissolving the organisation according to § 4.3. The extraordinary GM is called according to § 4.5.

For the dissolution of SiN to be valid, at least half the member organisations must be represented at the GM and the motion must pass with a two-thirds majority vote.

In case of dissolution, the assets of SiN will be divided equally among the member organisations within one year of the dissolution.