

Rules of Procedure for the Management Council.





Type of governing document: Rules of procedure
Adopted by: The Union Board, 2021-02-19
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Rules of Procedures for the Management Council

Purpose

The Management Council is a body for collaboration and consultation between Göta studentkår's full-timers and staff regarding issues related to the overarching activities of the student union. The council also serves as a platform for discussion and preparation of matters for the union board.

Composition

The Management Council consists of all full-timers and Göta studentkår's staff. The Vice Chairperson of Göta studentkår convenes the council and holds ultimate responsibility for its operations.

Duties

The Management Council shall:

- › Discuss issues related to overarching and internal operations of the student union.
- › Address the internal working environment for full-timers and staff.
- › Serve as a regular forum for all full-timers and staff to meet.
- › Act as a reporting and review body for internal operations.

Meetings

The Management Council shall meet bi-weekly. The council may also choose to hold additional discussion meetings or workshops as needed.

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Götabergsgatan 17
411 34 Göteborg

Contact information

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The Vice Chairperson shall call members to a meeting at least 10 days in advance. The notice shall include the time and place of the meeting. The agenda and any relevant documents shall be sent to the members at least three (3) days before the meeting. Meeting minutes shall be recorded and made available to members via the internal server.

Organization and Authority

The union board creates councils and determines their composition and purpose. The council reports to the union board and must provide regular updates.

The council may submit proposals for decisions to the union board.

The Management Council has the authority to make decisions regarding operations and coordination related to full-timers and staff as a group, as well as internal work.

Onboarding

During the handover period in the summer, the person responsible for the council shall ensure that the incoming responsible person receives adequate information regarding the council's purpose, function, and administration."

This document shall be kept up to date and adopted annually at the beginning of each operational year.

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