



1 TURUN YLIOPISTON YLIOPPILASKUNNAN HALLINTOSÄÄNTÖ

2 *Student Union Council decision 29.9.2021, 20.4.2022 ja 22.11.2023.*

3

4 **CHAPTER II**

5 **21 Section Meeting times**

6 In addition to regular meeting times, the Executive Board convenes, when the Chair of the  
7 Executive Board deems it necessary or when at least two (2) members of the Executive Board  
8 request is separately for the discussion of the informed matter.

9 **22 Section Convening the Executive Board**

10 The Executive Board shall be convened by submitting the agenda electronically for each member  
11 of the Executive Board, the Chair and Vice-Chair of the Student Union Council, the Chair of the  
12 Financial Board and the employees of the Student Union at the latest Board Meeting agenda the  
13 day before the meeting. At the same time, the agenda shall be informed for the Student Union  
14 Council.

15 Other than regular meetings of the Executive Board shall be convened by submitting the agenda  
16 electronically so that it will be received at the latest two (2) days before the meeting.

17 The Executive Board Members can participate with IT tools in the Executive Board meeting,  
18 when the Chair of the Executive Board convenes the meeting as a remote meeting.

19 **23 Section Compilation of the agenda**

20 The agenda of the Executive Board shall include the proposals made by the members of the  
21 Executive Board, the committees, the wings, and the employees of the Student Union concerning  
22 their respective fields of operation.

23 The Executive Board cannot discuss matters not entered on the agenda, unless the urgency of the  
24 matter so requires. In such case, the Executive Board shall approve the matter unanimously and  
25 justify the procedure for the Student Union Council afterwards.

26 The Secretary General or an employee ordered by them shall compile the agenda and be  
27 responsible for ensuring that the proposals are in accordance with the provisions and the rules,  
28 administrative rules and regulations of the Student Union.

29 Upon discretion, the Chair of the Executive Board is entitled to change draft decisions or remove  
30 items from the agenda. However, the Chair is not entitled to remove such items from the agenda  
31 as provided in Section 22:2 of the rules.

32 **24 Section Presence**

33 Each member of the Executive Board, who is prevented from arriving in the meeting, is obligated  
34 to inform it in advance in the manner ordered by the Executive Board.



35 For absence and late arrival and not reporting a prevention, a meeting sanction system  
36 separately ordered by the Executive Board shall be followed.

37 In the minutes of the meeting, the present members and the members that informed a  
38 prevention shall be listed.

### 39 **25 Section Disqualification of an Executive Board member**

40 An Executive Board Member is disqualified from participating in decision-making that concerns  
41 a legal act in which the Member is a party, or if they can expect essential interest therefrom and  
42 the interests of them and the Student Union may conflict.

43 When deciding on a matter concerning the use of public power, the rules on disqualification of  
44 the Administrative Procedure Act.

45 A meeting of the Executive Board shall decide on the disqualification of a Chair, member and  
46 rapporteur. The Chair, member or rapporteur of the Executive Board shall be able to participate  
47 in the debate disqualified only if the organ would not otherwise constitute a quorum or if they  
48 could not find a competent person without significant delay.

### 49 **26 Section Right to speak and right of attendance**

50 The Chair and Vice-Chair of the Student Union Council, employees of the Student Union, one  
51 representative of each Student Union Council group and the Chairs of the committees and  
52 boards as well as persons that the Executive Board has separately permitted, shall have the right  
53 to speak and the right of attendance in the meetings of the Executive Board.

54 In the meetings of the Executive Board, the matters shall be presented by the Executive Board  
55 Member that has prepared the matter or the employee ordered by them.

### 56 **27 Section Minutes**

57 The Secretary General of the Student Union or the Student Union employee invited by the  
58 Secretary General or the Chair of the meeting, or a Member of the Executive Board shall draft the  
59 minutes of the meeting of the Executive Board, in which all the made proposals, conducted  
60 votes, most important opinions expressed by the Executive Board Members or other people with  
61 the right to speak and the right of attendance in the meeting, and made decisions shall be  
62 entered.

63 The minutes shall be signed by the Chair, the secretary of the meeting, the Secretary General and  
64 one elected scrutiniser of the minutes. The minutes can also be immediately scrutinised in the  
65 same meeting either fully or partly, if necessary.

### 66 **28 Section List of decisions**

67 The decision lists of the meetings of the Executive Board shall be published on the website of the  
68 Student Union and on the official bulletin board of the Student Union at least one (1) week after  
69 the meeting. The stated decision lists shall be kept on display for at least two (2) weeks.

### 70 **29 Section Shelving and returning to preparation**



71 A matter discussed for the first time in the Executive Board shall be shelved if at least one (1)  
72 member of the Executive Board so requires. The Executive Board shall decide on the reshelving  
73 of a matter.

74 A shelved matter shall be discussed in the following meeting in its original form.

75 The Executive Board can decide to return the matter to the party that prepared it. Alongside the  
76 decision, the Executive Board may provide guidance on how the matter should be further  
77 processed and when it shall be discussed in the meeting again.

### 78 **30 Section Voting at the meetings of the Executive Board**

79 In addition to the draft proposal, if there are one or more supported draft decisions or in case of  
80 no draft proposal but several draft decision, the matter shall be decided by voting. The Chair  
81 shall draft the voting proposals so that they can be answered either "yes" or "no".

82 The proposal for which an absolute majority of votes have been provided, will be the decision  
83 unless otherwise prescribed in the Rules or the Administrative Rules. If the votes result in a tie,  
84 the vote of the Chair is the decisive one.

85 Detailed parliamentary voting shall be applied in the voting, as prescribed in the Administrative  
86 Rules.

### 87 **31 Section Elections**

88 In elections, all the proposed candidates shall be included. The elections shall be held with  
89 closed ballot, if one member of the Executive Board so requires. If there is one (1) candidate to be  
90 elected, the one which received the most votes shall be elected. In order to be elected in the first  
91 voting, a candidate shall have the absolute majority of the provided votes. If nobody receives the  
92 required majority, another voting shall be organised between the two candidates who received  
93 the most votes. In this voting, the candidate which received more votes shall be considered  
94 elected. If the additional voting results in a tie, a draw shall resolve the vote.

95 If the first voting does not result in two candidates with the most votes, an additional voting shall  
96 be organised among the candidates with the equal number of votes. If the additional voting  
97 results in a tie, a draw shall resolve the vote.

98 If there are more than one candidates to be elected in the elections, proportional elections shall  
99 be held.

### 100 **32 Section Dissenting opinion**

101 Each member of the Executive Board that was present in the meeting is responsible for the  
102 decision of the Executive Board, unless they have provided a dissenting opinion in the minutes.  
103 Only such member participating in the decision-making of the Executive Board that has either  
104 voted against the decision or made a contrary proposal, is entitled to present a dissenting  
105 opinion. A dissenting opinion shall be noted to be entered in the minutes orally without delay. A  
106 dissenting opinion can be justified in a written form in three (3) days, at the latest.

### 107 **33 Section Cancellation of a decision**



108 A decision made by the Executive Board cannot be cancelled during the term of the Executive  
109 Board, unless more than half of all the members of the Executive Board support the cancellation.

110 **34 Section Representation in the events of the Student Union**

111 The Chairs of the Student Union and the Chair and Members of the Executive Board have the  
112 right to participate cost-free in events organised by the Student Union.

113 **35 Section Review of the Rules of Procedure**

114 Each Executive Board Member is obligated to review these rules of procedure before  
115 the organisational meeting and this shall be entered in the minutes of the meeting of the  
116 Executive Board.

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119 **VII luku: Hallintosäännön muuttaminen**

120 **36 § Menettely**

121 Tämän hallintosäännön muuttamisesta päättää ylioppilaskunnan edustajisto ehdottomalla  
122 enemmistöllä.

123 Muutoksia voidaan tehdä vain sääntöjen niihin pykäliin, jotka on mainittu kokouskutsussa.  
124 Kohta, jota ei ole mainittu kokouskutsussa, voidaan ottaa käsittelyyn julistamalla se kiireelliseksi  
125 kahden kolmasosan (2/3) äänten enemmistöllä.