

# Internal Regulations

Nexus Student Association



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## **Section 1 — Internal Regulations**

### 1:101 General Provisions

- a) The following regulations shall be regulations in the sense of Article 20 sub 1 of the Nexus Statute.
- b) In accordance with sub 3 of the same article (Article 20), the provisions laid down in the Internal Regulations shall be void if they are in contradiction of the Nexus Statute and law even if the law is regarded to be non-binding.

### 1:102 Purpose

- a) The Internal Regulations aim to lay down the minimum required conditions expected of Members as stipulated in Article 3 of the Nexus Student Association and simultaneously serves to narrow down the provisions stipulated in the Nexus Statute into a form well suited and accessible to its Members in the course of carrying out their tasks.
- b) It is required of all Members of the Nexus Student Association to act in accordance with the Internal Regulations and inevitably the Statute of the Nexus Student Association (Article 20 of the Nexus Statute).

### 1:103 Amendments to the Internal Regulations

- a) The General Board has the authority to create a working group that will have the task of revising the Internal Regulations.
- b) A draft of possible amendments is presented to the General Assembly who is also authorized to issue alterations, suggest further amendments and pass a vote on the proposed amendments.
- c) A two thirds majority of the General Assembly Members is required to adopt the proposed amendments.
- d) Amendments on the Internal Regulations during the academic year require the approval of the General Board, in order to be provisionally adopted. Even though they are only unofficially adopted, the measures come into force immediately.
- e) The Internal Regulations Working Group presents these amendments at the General Assembly meeting for approval as soon as possible.

## **Section 2 - Membership**

### **Sub-Section 2:1 — General Provisions**

#### 2:101 General Provision

The term Members, within the Internal Regulations, shall refer to those stated in Section 2:102 of the Internal Regulation unless specifically stated otherwise.

#### 2:102 Members (Article 5 sub 1 of the Nexus Statute)

The Association distinguishes between the following types of membership:

- i. General Members
- ii. Donors
- iii. Honorary Members
- iv. Alumni

#### 2:103 General Members

- a) General Members are students at the University of Groningen who are enrolled in the Bachelor's degree programme in International and European Law or the Master's degree programme in International and European Law or other Master's degree programmes related to International and European Law, who are accepted as such.
- b) General Members can become Active Members in accordance to Section 2 Sub Section 9 Internal Regulations.

#### 2:104 Donors

Donors are those that who declare their willingness to financially support the Association with an annual contribution, of which the minimum amount it set forth in Sub Section 2:3.

#### 2:105 Honorary Members

Honorary Members are those who are appointed as such because of their exceptional services for the Association or within the framework of the aims of the Association.

#### 2:106 Alumni

Alumni are those who have previously been Members of the Association and continue to contribute an amount of money set forth in Section 2 Sub-Section 3 of the Internal Regulations.

## **Sub-Section 2:2 — Application for Membership in the Association**

2:201 Application for Membership (Article 5 sub 4 of the Nexus Statute) a) Prospective Members have to apply for membership in writing to the General Board. It must include a signed membership application form.

b) Prospective Members may submit the membership form at any time of the year

### 2:202 Membership Forms

a) Information required for membership:

- i. Name and Surname
- ii. E-mail Address
- iii. Telephone number
- iv. Desired membership status
- v. Signature

b) Donors

i. Donation requires a minimum amount that is to be prescribed on the membership forms (see Section 2:401 of the Internal Regulations).

c) Information made available for aspiring Members:

- i. Aspiring Members are informed about the continuous effect of membership. iii. Membership of the Nexus Student Association is continuous unless it is terminated in accordance with Section 2 Sub-Section 4 of the Internal Regulations.
- ii. There will be a reminder before the end of each Academic year that the Membership is continuous.
- iii. Chamber of Commerce number.
- iv. Information about the Nexus Student Association Website, email, and address is made available, with the logo of the Nexus Student Association visible.



### **Sub-Section 2:3 — Membership Fees**

#### 2:301 Membership Fees

- i. The membership fee on the Introduction Days held by the University, at the the beginning of the two semesters, shall be €5 for new members. This fee shall also be available to existing members who pay in the two weeks prior to and ending on the Introduction Day in the first semester. Existing members shall be informed of this opportunity no more than one month before the Introduction Day.
- ii. The membership fee for the rest of the year for new and existing members shall be €15. The membership of existing members who have not transferred the membership fees before 1<sup>st</sup> of November, may have their membership suspended until this fee is paid.
- iii. However, the General Assembly can alter the amount at any time as laid down in Article 7 sub 1 of the Nexus Statute. The membership fees can be charged at any time during the academic year, however only once per year. Honorary Members are not obliged to pay any fees.

## **Sub-Section 2:4 — Termination**

### 2:401 General Provision

- a) Any Member who has their membership terminated, revoked, or who resigns shall not be reimbursed their membership fees (see Article 5 sub 7 and 13 of the Nexus Statute).
- b) Any Member who has their membership terminated, revoked, or who resigns shall immediately turn their membership sticker over to the General Board.

### 2:402 Death of a Member

Death of one of the Nexus Members will automatically result in termination of the membership.

### 2:403 Termination of Membership

- a) Any Member that has witnessed or obtained information of a violation of the rules by another Member should inform the General Board.
- b) The General Board may reject the accusation or convene an emergency General Assembly to discuss the actions to be taken if the accusation proves to be substantiated.
- c) A vote (Section 3:601 of the Internal Regulations) of the General Assembly meeting, which at least 21 voting Members attend will result in permanent termination of Membership by an assigned date with no restitution of any fees. The General Assembly will set the assigned date. The special voting procedure will be used.
- d) Failure to leave the position voluntarily by the aforementioned date will result in membership's status immediately termination.
- e) If the Member was also an Active Member this will result in termination of Active Membership as well.

### 2:404 Resignation as a Member by that Member (Article 6 sub 2 of the Nexus Statute)

- a) The Member must submit a notice of resignation in writing to the General Board.
- b) The membership of the concerned Member will be terminated effective immediately following the General Board's receipt of the notice of resignation.

### 2:405 Expiration of Membership

Membership will continue to be effective until it is terminated pursuant to Section 2 Sub-Section 4 of the Internal Regulations.

### 2:406 Disqualification

- a) Students who are no longer enrolled at the Rijksuniversiteit Groningen in any of the law degrees as referred to in Article 5 sub 2 of the Nexus Statute, are to be disqualified immediately from having a membership status of the Nexus Student Association.

- b) Students who are no longer enrolled because they have graduated from one of the programmes or who are conducting their exchange abroad do not fall within this category.
- c) Individuals who attain a membership status at the Nexus Student Association under the false pretence of being enrolled in the programmes stipulated in Article 5 sub 3 of the Nexus Statute at the University of Groningen are disqualified with retrospective effect. They are to be regarded as never having attained membership status within the Nexus Student Association.
- d) Nexus Student Association Members who have a known criminal record may be disqualified from membership of the Nexus Student Association by the General Board.
- e) The General Board sends a written notification to the individuals who fall within the preceding articles with the notification that they have been disqualified from having a membership status.

#### 2:407 Suspension

- a) If a Member has acted contrary to the Nexus Statute or the Internal Regulations the General Board may suspend the Member instead of beginning termination procedures if the violation is not serious enough for termination.
- b) The length of the suspension will be set by the General Board.
- c) Before a Member can be suspended the General Board must allow the Member to explain their actions to the General Board. However, if the General Board still believes the suspension is justified then that Member shall be suspended.
- d) The suspension shall begin the moment that the General Board has communicated the suspension to the Member.
- e) The Member shall be informed of the right to appeal before the General Assembly as laid down in Section 2 Sub-Section 5 of the Internal Regulations.

## **Sub-Section 2:5 — Right to Appeal**

### 2:501 Appeals to Termination, Disqualification, or Suspension

- a) According to Article 6 sub 10 of the Nexus Statute, the person whose membership is being terminated by the Nexus Student Association may appeal to the General Assembly within a month of receiving the notification of termination. The appeal procedure stated in Section 2:502 will be the default procedure to be utilized unless otherwise stated in the Internal Regulations.
- b) Any Member who has their membership suspended has the right to appeal their suspension within 14 days of the General Board informing the Member concerned of General Board decision to suspend the Member (Section 2:503 of the Internal Regulations).
- c) According to Article 5 sub 3 of the Nexus Statute, if membership is refused, the General Assembly can nevertheless decide to confer membership.
- d) If the procedure in Section 2:403 was invoked there is no longer a right to appeal as the Member has already been given the opportunity to present their case before the General Assembly.

### 2:502 Appeal Procedure

- a) The person must first give notice in writing to the General Board.
- b) An appeal is allowed within one month of the announcement of the General Board decision unless a provision has provided otherwise in Section 2:503 of the Internal Regulations.
- c) A General Assembly meeting will be held within a month.
- d) The General Board shall present its case and the reason for its actions.
- e) The person appealing has an opportunity to present a speech before the General Assembly.
- f) All speeches shall be limited to a maximum duration of five minutes.
- g) The decision will be made by a default voting procedure of individual votes at the General Assembly.

### 2:503 Suspension Appeals Procedure

- a) This provision only applies if specifically stated in the Internal Regulations.
- b) The person must first give notice in writing to the General Board.
- c) An appeal is allowed within 14 days of the announcement of the General Board decision unless a provision has provided otherwise in Section 2:503 of the Internal Regulations.
- d) A General Assembly meeting will be held within a month.
- e) The General Board shall present its case and the reasons for its actions.
- f) The Member appealing has an opportunity to present a speech before the General Assembly.
- g) All speeches shall be limited to a maximum duration of five minutes.
- h) The decision will be made by a default voting procedure of individual votes at the General Assembly.

## **Sub-Section 2:6 — Rights**

### 2:601 Rights of Members

- a) The right to participate in activities organized by the Nexus Student Association.
- b) The right to be informed about the activities.
- c) The right to present suggestions and ideas that might be beneficial in achieving Nexus's aims and goals.
- d) The right to contribute to the Nexus Student Association's efforts to achieve its stated objectives.
- e) Members have the right to attend and be informed of any General Assembly meetings, as well as the right to vote.
- f) Every Member can request the balance sheet and the Annual Report after 6 months after the end of the Nexus Student Association year (e.g. January).

### 2:602 Rights of Donors

- a) The right to participate in activities organized by the Nexus Student Association.
- b) The right to be informed about the activities.
- c) Donors will be informed of General Assembly meetings. According to Article 17 sub 1 of the Nexus Statute Donors have a right to attend all General Assembly meetings if they wish. For more information, see Article 17 sub 3 and 5 of the Nexus Statute.

### 2:603 Rights of Honorary Members and Alumni

- a) The right to participate in activities upon invitation by the Nexus Student Association.
- b) Honorary Members and Alumni will be informed of General Assembly meetings if the General Board thinks it is necessary. However, according to Article 17 sub 1 of the Nexus Statute Honorary Members and Alumni have a right to attend all General Assembly meetings if they wish. For more information, see Article 17 sub 3 and 5 of the Nexus Statute.

## **Sub-Section 2:7 — Obligations**

### 2:701 Members Obligations

- a) Members have an obligation to:
  - i. Pay the annual fees as laid down in Article 7 sub 1 of the Nexus Statute.
  - ii. Respect the legal decisions of the General Board.
  - iii. Respect all fellow Members of the Nexus Student Association.

### 2:702 Obligations of Donors

Donors have an obligation to pay the annual dues minimum of €25.

### 2:703 Obligation of Alumni

Alumni enjoy the same rights as Donors.

## **Sub-Section 2:8 — Membership Items**

### 2:801 Proof of membership

- a) All membership items are the property of the Nexus Student Association. Those items include, however, are not restricted to, the following:
  - i. Nexus lanyards
  - ii. Nexus membership cards
  - iii. Nexus stickers
- b) All membership items excluding stickers and lanyards, shall be repossessed by the Nexus Student Association in case of termination of membership.
- c) Membership items cannot invoke rights and privileges for third parties.

## **Sub-Section 2:9 — Active Members**

### 2:901 General Provision

- a) An Active Member of the Association is any General Member who has decided to take on additional tasks and responsibilities. Only General Members, as defined in the Internal Regulation Section 2:102, may apply to become an Active Member.
- b) Active Members still have all the Rights and Obligations laid down in Section 2:601 and 2:701 of the Internal Regulations respectively.

### 2:902 Application for Active Membership

Members wishing to apply for Active membership must provide several documents that will be asked upon request by the General Board, next to the already signed form (see Section 2:201:a of the Internal Regulations). The General Board will then assess all the applications and if necessary contact the applicant to conduct an interview. Members must submit the application for active membership status during the first and the second round. All applications submitted before the deadline for applications will be considered for admission provided no documents are missing. All applications received after the deadline will not be considered for admission unless the General Board decides otherwise.

### 2:903 First and Second Rounds

The first and second rounds are conducted within block one. The second draft, however, is optional due to the reasons stated under Section 2:902 of the Internal Regulations.

### 2:904 Other Recruitments

- a) If a Chair of a Committee resigns, the General Board is obliged to find a suitable replacement.
- b) If a Committee Member resigns, the chairperson of the committee they are a part of is obliged to find a suitable replacement, if the Committee and the General Board consider it necessary. The same applies to all other vacancies that might occur during the academic year.

### 2:905 Termination of Active Membership

- a) If an Active Member consistently or substantially violates any provision in the Internal Regulations, behaves inappropriately, or otherwise does not fulfil their obligations as Active Member, the General Board will give them a warning.
- b) If the actions of the Active Member continue to be inappropriate, or for serious breaches, they may be asked to resign by submitting a notice of resignation in writing or they may have their Active Membership terminated by the General Board.
- c) The Active Member may appeal any disciplinary measures taken against them

within two weeks (Section 2:503 of the Internal Regulations).

d) Failure to step down as an Active Member by the date set by the General Board will result in that Member's potential suspension as a Member (see Section 2:407 of the Internal Regulations).

e) However, if the Active Member does step down, termination of Active Membership does not affect Membership in the Nexus Student Association, unless the General Board informs the Member that the General Board wishes to proceed with full termination of membership in which case Section 2:403 will apply.

#### 2:906 Resignation as an Active Member (Article 6 sub 2 of the Nexus Statute)

a) Active Member must submit a two week notice prior to the desired date of resignation in writing to the General Board.

b) Termination of an Active Member will be effective immediately following General Board approval.

c) The General Board cannot withhold termination of an Active Member, but can delay the termination date if it has just cause to do so (see Section 2:909 of the Internal Regulations).

d) A Nexus Committee is entitled to submit a notice to the General Board within a two week period prior to resignation date requesting that an additional one week is needed for that Active Member to finalize and fulfil their obligations in accordance with Section 2:909 of the Internal Regulations.

#### 2:907 Expiration of Active Member

Active Members status is terminated at the end of the Association year (see Article 2 sub 3 of the Nexus Statute).

#### 2:908 Rights of Active Members

a) The right of access to the Nexus Student Association website page as a registered Member

b) Active Member status is terminated at the end of the Association year (see Article 2 sub 3 of the Nexus Statute). However, the Active Members reserve all responsibility until the new committee is in place. To renew Active membership one must apply for the first or second draft of selection (see Section 2:903 of the Internal Regulations). Nonetheless, Section 2 Sub-Section 9 of the Internal Regulations has no effect on a Members' membership status within the Nexus Student Association.

c) Active Members retain all their rights as General Members in addition to their Active Member rights.

#### 2:909 Obligations of Active Members

a) Active Members have the obligation to act responsibly within their committee and fulfil their duties within the competences set out in Section 6 or Section 7 of the Internal Regulations. Moreover, they have the obligation to be cooperative with other committees and adhere to the General Board instructions and advice.

b) Active Members retain all their obligations as General Members in addition to their Active Member obligations.



- c) Presence at the General Assembly is mandatory for Active Members.
  - i) an Active Member misses 2 or more GA's in one academic year they will be demoted to the position of a General Member.
  - ii) The above provision also applies to chairpeople and committee members equally.

## **Section 3 - The General Assembly**

### **Sub-Section 3:1 — General Provisions**

#### 3:101 Competences of the General Assembly

The General Assembly reserves all competences that are not attributed to the General Board (see Article 16 sub 1 of the Nexus Statute). Furthermore, the General Board needs approval from the General Assembly to perform certain legal acts and can additionally request the General Board to ask permission for other legal acts concerning Nexus Student Association (see Article 12 sub 2 of the Nexus Statute).

#### 3:102 Initiative

- a) The General Board convenes a General Assembly meeting whenever the General Board considers it necessary, but is obliged to hold at least one annual General Assembly per year as specified in Article 16 sub 2, 3, and 4 of the Nexus Statute.
- b) Members of the Nexus Student Association can request a General Assembly meeting to be held if they send a written request with at least enough Members to cast 1/10th of the vote (see Article 16 sub 5 of the Nexus Statute).

#### 3:103 Admission and Right to Vote

- a) All Members that are mentioned in Section 2:101 of the Internal Regulations are allowed to attend the General Assembly meetings with the exception of suspended Members.
- b) Only General Members, with the exception of suspended Members, of the Nexus Student Association as classified in Section 2:103 of the Internal Regulations are eligible to vote and to participate in deliberations of the General Assembly (see Article 5 sub 2 and Article 17 sub 2, 3, and 5 of the Nexus Statute).
- c) If the Chair so desires they may allow other person to participate. However, this does not give them the right to vote. (see Article 17 sub 3, 5)

#### 3:104 Proxy Vote

- a) Any General Member may have another General Member vote on their behalf as a proxy by written authorization
- b) No General Member may be a proxy for more than two other General Members.

#### 3:105 Presiding Officer

The Presiding Officer (Chairman) is the Chair of the Nexus Student Association or their designated proxy.

## **Sub-Section 3.2 — General Assembly Meeting Procedure**

### 3:201 General Assembly Meeting

- i. Meeting is called to order by the Presiding Officer.
- ii. The meetings will follow an agenda determined by the General Board, and it will have been distributed to all Members seven days prior to the start of the meeting.
- iii. The attendance of voting Members is immediately taken by the Secretary of the General Board at the beginning of the meeting.
- iv. Any Member who is a proxy for another Member must inform the Secretary of the General Board at the time when the attendance of voters is taken.
- v. The minutes must be approved by a Motion to Approve the Minutes and a second of this Motion.
- vi. The Presiding Officer will recognize Members of the General Assembly wishing to speak.
- vii. In case a speaker is present the General Board introduces the visiting speaker who will then give their presentation.
- viii. Proposals or Motions presented, by the General Board or the Members, are discussed and voted on.
- ix. Nexus accomplishments since the previous General Assembly are presented by the General Board.
- x. The list of initiatives of the Nexus Student Association and the progress made on them throughout the year is discussed.
- xi. The meeting will be in session until a Motion to Adjourn is presented by the Presiding Officer, and is followed by General Assembly Members seconding the Motion. Then the default voting procedure shall be used to pass the motion.

### 3:202 Additional Requirements during the Annual Year Meeting

- a) In the case of an Annual Meeting, the General Board's Annual Report is to be presented. The report contains General Board, Committee, and Working Group reports summarized with the accounts for the management of the Nexus Student Association presented by the General Board itself. Furthermore, a balance sheet for the last year will be included (see article 15, sub 1-3 of the Nexus Statutes).
- b) In the case of an Annual Meeting appointment of the Committee of Auditors (see Section 5 sub-section 2 of the Internal Regulations) will take place. The General Assembly either approves or declines the appointment of the Committee of Auditors (see Section 3 sub-section 5 of the Internal Regulations).
- c) In the case of an Annual Meeting the opening fiscal report with the current budget including pending expenses is presented by the Treasurer.
- d) In the case of an Annual Meeting rejection or approval of the new General Board Members individually will take place if not done so beforehand:
  - i. For rejection see Article 8 sub 8 of the Nexus Statute
  - ii. For approval see Article 8 sub 3 of the Nexus Statute

### **Sub-Section 3.3 — The General Board Annual Report**

#### 3:301 General Board's Annual Report

- a) The General Board's Annual Report consists of General Board, Committee and Working Group reports summarized as well as accounts for the management of the Association the last year. Complementing the Annual Report is a balance sheet for the previous year (see Article 15 sub 1 3 of the Nexus Statute).
- b) After the presentation, any Member can ask for a copy of the Annual Report and the balance sheet.
- c) Any questions pertaining to the Annual Report or the balance sheet will be directed to the General Board.

### **Sub-Section 3.4 — Appointment of the Committee of Auditors**

#### 3:401 Appointment of the Committee of Auditors

- a) Article 15 sub 4 of the Nexus Statute: The Selection Committee annually selects among the Members a Committee of at least two persons who are not Members of the General Board. This Committee investigates the financial situation and the General Boards justification of that situation and submits a report of its conclusions to the General Assembly (see Section 5 sub-section 2 of the Internal Regulations).
- b) These two persons are to be approved by the General Assembly with the default voting procedure.

### **Sub-Section 3.5 — Proposals**

#### 3:501 Consideration

- a) To put a proposal up for consideration at a General Assembly meeting, it must be submitted to the Secretary of the General Board at least four days prior to the General Board meeting to allow Members of the General Board at least three days to review.
- b) The proposal will then be discussed at the General Board meeting.
- c) The General Board may propose changes and edits for proposals prior to submission to the Members of the General Assembly.
- d) Any modifications suggested by the General Board will be directed to the author(s) of the proposal during the General Board meeting. If the author(s) are not present at this meeting, these modifications will be forwarded to them within one day following the adjournment of the meeting by the Secretary of the General Board.
- e) For proposals submitted to the General Board that are made by non Board Members, those proposals plus any remarks should be sent via e-mail to the Secretary of the General Board, along with a request to attend a designated part of the next General Board meeting to discuss the proposal.
- f) Following review, the proposal will be sent to all Members of the General Assembly for consideration within one day following the General Board Meeting. g) All comments and modification to the suggestions should be sent to the author(s) of the proposal for approval at least two days before the General Assembly. h) The author(s) of the proposal

must submit a final version to the Secretary of the General Board at least one day prior to the General Assembly. The Secretary of the General Board will then forward it to all Members of the General Assembly.

### 3:502 Amendments

- a) Debate or any further Motions to change proposals take place during the General Assembly at which they are presented.
  - i. Proposals and subsequent amendments will be voted on at the General Assembly meeting at which they are presented.
  - ii. Proposals that are rejected by General Assembly can be revised and reconsidered through the submission process as described above.
  - iii. Exception: For proposed statutory amendments, it is required that the amendment be proposed at one General Assembly meeting and voted on at the next. The same is true for calls to remove a Member of the General Board from their position.
  - iv. For proposed statutory amendments, it is required that the General Assembly be convened for the purpose of amendment and that the procedure of Article 21 sub 1 to 3 of the Nexus Statute has been properly executed.
- b) Amendments proposed during the General Assembly must oblige the following rules:
  - i. An amendment may be proposed only by Members with the right to vote (see Article 17 sub 3 of the Nexus Statute).
  - ii. The Presiding Officer will read aloud the suggested amendments once the currently allotted time for debate has ended.
  - iii. Subsequently, the author(s) will decide to accept the amendment to the proposal, or reject it, clearly stating the reasons for the rejection.
  - iv. At this time the General Assembly will vote on whether or not the amendment will go in effect within the proposal.

### 3:503 Debating

- a) The General Assembly agenda will specify an amount of time for general debate on any proposal or statutory amendment. Prior to the General Assembly meeting, author(s) of proposals must submit an estimate of presentation time.
- b) Debate may be extended for a period of three minutes by a majority voice vote, a Motion to Extend Discussion.
- c) To gain recognition from the Presiding Officer, a Member of the General Assembly should raise their hand.
  - i. The Presiding Officer will call upon Members in an unbiased, timely manner.
- d) The Presiding Officer will recognize speakers at their discretion, though an effort will be made to call on Members of the General Assembly in the order which they sought recognition.
- e) Speaking time will be specified by the Presiding Officer of the General Assembly meeting.
  - i. If the allotted time for debate is passed and there is no Motion to Extend Discussion, the proposal will automatically go to a vote.
- f) Speaking time will be limited to one minute per person in the case of proposals, and

one minute per person in the case of suggested amendments to proposal.

- g) Questions may be addressed to any Member of the General Assembly during debate.
- h) If a second debate period results in an inconclusive vote, Article 19 sub 5 and 6 of the Nexus Statute apply.
- i) Any Motions regarding the nature of the vote will be made during debate.

### **Sub-Section 3:6 — Voting**

#### 3:601 Voting

- a) Default voting procedure is when the consensus is a majority of 51%. b) Special voting procedure is when the consensus is a majority of two-thirds. c) In regards to amendments of the Nexus Statute or the Dissolution of the Nexus Student Association, both require the use of the special voting procedure, along with what is stated in the Nexus Statute.
- d) Further regulation on voting procedure can be found in Article 19 of the Nexus Statute.

### **Sub-Section 3:7 — Decorum**

#### 3:701 Decorum

- a) Proper decorum during General Assembly meetings is required. Proper decorum is acting in line with the conventions or requirements of polite behaviour. Additionally, it means to refrain from personal remarks, questioning people's motives and ad hominem arguments etc.
- b) Failure to comply with proper decorum may result in removal from the General Assembly meeting and may lead to suspension of membership. If the acts of the concerned Member were a case of extreme impropriety; all votes cast by the offending eligible voting Member may be invalidated for that meeting and will not have the right to designate a proxy. The General Board is responsible for the observation of decorum and a consensus is needed within the General Board in the case it decides to remove a certain Member during the General Assembly meeting.

## **Section 4 - The General Board**

### **Sub-Section 4.1 — General Provisions**

#### 4:101 General Provisions

- a) The General Board is acting in favour of the aims and purposes of the Nexus Student Association. Therefore, the General Board must ensure compliance with the Internal Regulations and Nexus Statutes.
- b) The General Board is in every case responsible before the General Assembly.

#### 4:102 Term

The General Board is appointed for a period of one academic year, starting in September (see Article 2 sub 3 of the Nexus Statute). The transitional period of the General Board is during the months of May, June, July and August. The term of the General Board, thus, ends on the 31st of August.

#### 4:103 Meetings and Workload

1. The General Board is expected to convene General Board meetings at least once per week excluding during the months of July and August or due to unforeseeable circumstances.
2. The General Board Members are expected to do Nexus Student Association work for an average of at least 15 to 20 hours per week.

#### 4:104 Composition

Besides the positions of the Chair, Treasurer, and the Secretary the General Board shall also have the positions of Internal Affairs Coordinator and the Coordinator of External Affairs. The total number of General Board Members shall consequently be five unless article 8 sub 8 of the Nexus Statutes apply.

### **Sub-Section 4.2 — Power of Dismissal (Article 10 of the Nexus Statute)**

#### 4:201 Power to Dismiss

General Board can convene a General Board meeting where it will decide by a consensus whether a Committee, Advisor or a Working Group needs to be dismissed.

### **Sub-Section 4.3 — Termination**

#### 4:301 By Death of a General Board Member

Death of one of the General Board Members will automatically result in termination of the membership.

#### 4:302 Termination of the Membership

- a) The General Board must submit a letter to the General Board Member.
- b) A General Board meeting will be held to discuss the termination.
- c) Termination will be effective immediately following General Board approval.

#### 4:303 Resignation

- a) The General Board Member must submit a letter to the General Board.
- b) A General Board meeting will be held to discuss the resignation.
- c) Resignation will be effective immediately following General Board approval.

#### 4:304 Dismissal by the General Assembly

- a) Statement alleging the reason for dismissal which must be submitted to the General Board.
- b) Based on General Board and the Committee of Advisors deliberations, the General Board will either reject the statement or convene an emergency General Assembly meeting if the reasons prove to be sufficient.
- c) A vote of the General Assembly meeting which at least 60% of the Members living in the Netherlands at that time attend will result in request of Member to step down from their position by an assigned date with the special voting procedure being used.
- d) Failure to leave the position voluntarily by the aforementioned date will result in General Board Member's immediate removal and termination of membership.

### **Sub-section 4.4 — General Board Meetings**

#### 4:401 General Board Meetings

- a) Pursuant to Article 11 of the Nexus Statute of the Nexus Student Association the General Board meets preferably one time per week, or when so desired by at least two General Board Members.
- b) The Chair of Nexus chairs the General Board meetings.
- c) The Chair is also charged with making an agenda to be sent at least a day before the meeting is to take place.
- d) The Secretary of the General Board is responsible for taking the minutes during the meeting. It is required that they send the minutes to the other General Board Members for approval within three days after the General Board meeting.
- e) Meetings conducted via electronic means are to be considered only in extraordinary instances where the circumstances warrant such a meeting (Article 11 sub 6 of the Nexus Statute).
- f) The Chair appoints a substitute for the instances in which they cannot preside over the General Board meetings.

#### 4:402 Decision Making Within the General Board

- a) The General Board must strive to reach its decision by a consensus.
- b) In a situation where a consensus is unattainable, the General Board takes a decision based on a majority.
- c) If a situation arises where votes are stalled with no clear majority the Chair will be cleared to have an authoritative vote, and thus ensuring that a decision is reached.



### **Sub-Section 4.5 — General Board Tasks**

#### 4:501 General Board Tasks

- a) The General Board has to ensure adherence to the Nexus Statute and Internal Regulations.
- b) The General Board has the duty to establish and uphold contacts with other student associations.
- c) The General Board has the task to promote the Nexus Student Association.
- d) The new General Board needs to present their policy to the General Assembly which approves it at the beginning of its working period; the General Board is obliged to adhere to this policy as much as possible.
- e) The General Board or individual Members of the General Board are, under no conditions, allowed to privately use the Nexus Student Association's bank account card or other forms of paying methods in the name of the Nexus Student Association.
- f) It is the General Board's duty to exercise the decisions of the General Assembly.
- g) The General Board can independently enter/exercise legal acts which are lasting for a period of maximum one year. For legal acts longer than one year, approval by the General Assembly is required.
- h) The General Board can exclude non-Members from events or decide on an entrance fee for these non- Members.
- i) The General Board can set a minimum amount of people for an event.
- j) It is the responsibility of the General Board to regulate the Nexus Student Association website. This responsibility can be delegated by the General Board.
- k) It is the General Board's duty to collect complaints from students and present them to the relevant persons.
- l) The General Board is expected to attend any and all events organized during their term of office.

### **Sub-Section 4.6 — General Board Responsibilities**

#### 4:601 The Chair

- a) The Chair chairs General Board meetings in accordance with Article 11 sub 4 of the Nexus Statute. In the case of their absence, the Chair points out a substitute who will chair the meeting.
- b) The Chair is charged with making the agenda for these meetings.
- c) It is their responsibility to co-sign the minutes with the Secretary of the General Board to indicate their approval.
- d) The Chair presides over General Assembly meetings (see Article 18 sub 1 of the Nexus Statute). They pinpoint a permanent substitute every academic year for the instances in which they cannot preside over these meetings.
- e) The Chair will communicate their decision verbally during General Assembly meetings to indicate when a decision has been reached (see Article 19 sub 1 of the Nexus Statute).

- f) The Chair can be called up before the General Assembly to account for decisions taken by either themselves or the General Board.
- g) The Chair is responsible for coordination within the General Board.
- h) The Chair has the duty to ensure that meetings between representatives of all Committees and the General Board take place.

#### 4:602 The Treasurer

- a) The Treasurer is responsible for collection of membership fees from Nexus Members and informing the Members when their membership fee is to be extracted.
- b) The Treasurer is the one responsible for proper management of the financial resources of the Nexus Student Association.
- c) The Treasurer is also responsible for central accounting and bookkeeping.
- d) The Treasurer can be called up before the General Assembly to account for any financial issues towards the General Assembly and the Dutch government.
- e) In cooperation with the General Board, the Treasurer is responsible for drafting a budget for the upcoming calendar year (see Article 14 of the Nexus Statute).
- f) The Treasurer represents the Nexus Students Association to banks and institutions concerning the finances of the Nexus Student Association.
- g) The Treasurer is obliged to remind the Committees that the deadline to hand in any receipts for expenses is before the annual budget report is due.

#### 4:603 The Secretary

- a) The Secretary is responsible for maintaining policy documentation, communication within Nexus, voting and attendance records, and other related records of the Nexus Student Association and making them readily available to the Nexus community.
- b) The Secretary should take minutes at General Board Meetings, formalizing these minutes and sending them to all Members of the General Board within three days before the next General Board meeting.
- c) The Secretary will submit recommendations for appointments to be voted on by the General Board.
- d) It is Secretary's duty to take notes during a General Assembly meeting and making the notes available to the Nexus Members within 4 weeks since the General Assembly meeting took place.
- e) The Secretary is responsible for keeping track of emails the General Board receives and ensures that they are answered either by them or another General Board Member with the approval of the General Board.
- f) The Secretary updates the General Board about the emails received.

#### 4:604 Coordinator of Internal Affairs

- a) The Coordinator of Internal Affairs holds the position of a General Board Member.
- b) The Coordinator of Internal Affairs is the primary contact person of the Committees, with the exception of the External Affairs Committee.
- c) The Coordinator of Internal Affairs drafts the yearly agenda together with the Chair and proposes it to the General Board at the beginning of the association year.

- d) The Coordinator of Internal Affairs is responsible for the management of the Committees, and it is their duty to report on a weekly basis to the General Board of their progress.
- e) It is their responsibility to schedule the weekly Chair Meetings which they chair. It is their responsibility to schedule an annual evaluation meeting with each Committee at the end of the association year.
- f) The Coordinator of Internal Affairs is to produce a monthly newsletter jointly with the Journal Committee and is responsible for the maintenance of the Nexus Website and overseeing social media.
- g) The Coordinator of Internal Affairs is responsible for the organization and sale of Nexus merchandise.
- h) The Coordinator of Internal Affairs is responsible for the organization of the annual Active Members Weekend and the Active Members Activities that happen once every academic block.

#### 4:605 Coordinator of External Affairs

- a) The Coordinator of External Affairs holds the position of a General Board Member.
- b) The Coordinator of External Affairs is responsible for the management of contact with external parties such as the University and other student associations on behalf of the General Board.
- c) They are the contact person of the Committee of External Affairs and coordinates their tasks.
- d) The Coordinator of External Affairs is responsible for the Nexus' acquisition of sponsor/partnerships in cooperation with the Committee of External Affairs.
- e) They manage contact with the Council in cooperation with the Chair of the Nexus Student Association.

## **Section 5 - Selection Committee, Committee of Auditors, Committee of Advisors and Council**

### **Sub-section 5.1 — Selection Committee**

#### 5:101 General Provisions

- a) The Selection Committee has the duty to establish the new General Board by interviewing and choosing Members during the months of March and April. The Selection Committee also has the duty to establish the Committee of Auditors by interviewing the applicants and choosing two persons amongst them.
- b) Any Member selected by the Selection Committee for the General Board or Committee of Auditors must be approved by the General Assembly.

#### 5:102 Composition

The Selection Committee has to consist of at least four persons and a maximum of five being:

- i. A member of the current General Board that holds the position the applicant wants to pursue.
- ii. Any other member of the current General Board.
- iii. One Active Member not intending to apply for the General Board or Committee of Auditors.
- iv. One Member of the Committee of Advisors.
- v. One General Member who is not also an Active Member.

#### 5:103 Establishment

- a) The positions within the Selection Committee are established by the General Board
- b) The General Board decides amongst its Members who will join the Selection Committee.
- c) The General Board informs all Active Members, which do not intend to apply for the new General Board or Committee of Auditors, about the application for the Selection Committee and chooses the most suitable applicant.
- d) The General Board contacts the most suitable person within the Committee of Advisors to join the Selection Committee.

#### 5:104 Procedures

- a) The Selection Committee is established by the General Board at the beginning of February
- b) Application:
  - i. The Selection Committee decides on the information they require when Members apply.
  - ii. The Selection Committee informs all Nexus Members residing in the Netherlands about the possibility of application, its procedures, and deadlines.
- c) Interviews:
  - i. The Selection Committee decides on a form of interviews and executes them
- d) Selection:

- i. Amongst the applicants the Selection Committee chooses the most suitable persons for the positions of a Chair, Secretary, Treasurer and Coordinator of External Affairs and Internal Affairs Coordinator.

## **Sub-Section 5.2 — The Committee of Auditors**

### 5:201 General

The Committee of Auditors investigates the financial situation and the General Board's justification of the situation and submits a report of its conclusions to the General Assembly.

### 5:202 Composition

- a) The Committee of Auditors consists of at least two Members, called Auditors, who are selected by the Selection Committee and approved at the Annual General Assembly.
- b) The Auditors may not hold any other position within Nexus Student Association, and must be independent from the General Board.
- c) Auditors should preferably have necessary experience in accounting and finance, however if the investigation requires specific accounting knowledge the Committee may ask for professional support (see Article 15 sub 5 of the Nexus Statute).

### 5:203 Rights (Article 15 sub 5 of the Nexus Statute)

- a) The Committee of Auditors has to be granted insight in all necessary information, regarding financial means of the Nexus Student Association, by the General Board, if the Committee requests such.
- b) The Committee of Auditors has to receive the Annual Report and balance sheet from the General Board two weeks prior to the Annual General Assembly.

### 5:204 Competences

- a) The Auditors shall examine the accounts of all revenue and expenditure of Nexus Student Association, and the financial management according to generally accepted auditing standards.
- b) The Annual Report and balance sheet shall be audited once a year by the Committee of Auditors.
- c) The Quarterly Reports are to be prepared by the General Board and examined by the Committee of Auditors

### 5:205 Auditor's Annual Report

- a) The Auditors shall provide a certification as to the reliability of the accounts and the legality and regularity of the underlying transactions. This can be understood as the advice to the General Assembly in the Auditors Report.
- b) The Auditors will prepare an Annual Report compiled of the four Quarterly Reports, a general conclusion about the financial policies of the General Board and additional information the Committee of Auditors considers necessary to add.
- c) The Annual Report will be presented to the General Assembly by the Treasurer and the

Committee of Auditors and will be followed by a question and answer session. All Nexus Members will be granted access to this Auditor's Report upon request.

#### 5:206 Quarterly Reports

- a) Every financial report the General Board submits to the Committee of Auditors has to include:
  - i. Expenses since last report
  - ii. Income since last report
  - iii. Current Budget (print screen from ING account)
  - iv. Amount added to the savings account (according to quarterly budget) -  
Current budget on savings account (print screen from ING account)
  - v. A short explanation on the financial situation
  - vi. Expenditures above 30euros should specify what was purchased.
- b) The General Board has to submit a Quarterly Report every three months, on the 10th of August, the 10th of November, the 10th of February, the 10th of May. The Report should be send to the Committee of Auditors (coa.nexus@gmail.com). The Committee of Auditors has maximum of two weeks to answer and give advice upon the Quarterly Report.

#### 5:207 Communication

- a) All official communication with the Committee of Auditors should generally take place via email (coa.nexus@gmail.com). The documents the General Board submits to the Committee of Auditors should always be attached to emails. 'Shared documents' under google doc cannot be counted as submissions. If considered necessary meetings can be arranged upon request by the Committee of Auditors or the General Board.
- b) The General Board should seek advice of the Committee of Auditors on the setting up and maintaining of the savings account and cross border payments. The advice given by the Committee of Auditors is non-binding for the General Board as it will be presented with the Auditor's Report at the Annual General Assembly.
- c) The General Board is required to seek the advice of the Committee of Auditors in the following situations:
  - i. Before using money from the savings account
  - ii. Before making expenditures above € 200
  - iii. Concerning financial matter which require the approval by the General Assembly (Article 12.1 Nexus Statutes) at least one Member of the Committee of Auditors has to be present at the General Assembly and advise such upon that matter.

### **Sub-Section 5.3 — Council**

#### 5:301 General

The Council consists of a maximum of 8 external persons who are willing to provide the Nexus Student Association with support and advice.

#### 5:302 Composition

- a) The members of the Council are appointed by the General Board for a continuous period until they either resign or are relieved of their function by the General Board.
- b) The members of the Council cannot be Members of the Nexus Student Association except in the case of Honorary Members.

#### 5:303 Competences

- a) The members of the Council mainly provide the General Board with advice on certain issues and cases when requested by the General Board.
- b) The Council gives the General Board feedback on their current projects, policies, etc.

#### 5:304 Meetings

- a) The General Board and the Council meet at least two times a year. In these meetings the General Board presents the status of the Nexus Student Association and the progress on its projects.
- b) A General Board Member or Members may have an individual meetings with a Council member to discuss Nexus. However, they are obliged to inform the other General Board Members about the outcome of such a meeting.
- c) Meetings between the General Board and the Council are presided over by the Chair of the Nexus Student Association or by their proxy. The Secretary of the General Board is in charge of taking minutes.

### **Sub-Section 5.4 — Committee of Advisors**

#### 5:401 Functioning

- a. The Nexus Student Association shall have a Committee of Advisors.
- b. Its members shall have the same rights and obligations as stipulated in section 2 of the Nexus Internal Regulations.
- c. The Committee of Advisors shall advise the General Board on matters regarding the policy of the Association, the performance of the tasks of the General Board as a whole and the performance of the tasks of individual members of the General Board.
- d. The General Board is required to provide any information to the Committee of Advisors which is necessary for it to perform its functions when asked to advise on a certain matter.
- e. One or more individual members of the Committee of Advisors may be asked for advice by the General Board or any number of General Board Members, but must report this request to the remainder of the Committee of Advisors.
- f. The Committee of Advisors must be consulted by the General Board in case of a motion being submitted for a General Assembly meeting if the substance of such a motion affects the purpose or the legal identity Statute of the Nexus Student

Association.

- g. The Committee of Advisors shall meet with the General Board at the start of every semester to discuss the status of the Nexus Student Association.
- h. All advice given by the Committee of Advisors shall be confidential.

#### 5:402 Composition and selection

- a. The Committee of Advisors shall consist of no more than five persons.
- b. The members of the Committee of Advisors shall be selected by the General Board within two months of the Candidate Board being elected by the General Assembly. The competence to select the members of the Committee of Advisors is automatically mandated to the Candidate Board during the transition period, with advice of the current General Board.
- c. The General Board informs all Members about the application for the Committee of Advisors and chooses the most suitable applicants.
- d. Membership of the Committee of Advisors is restricted to those Members who have shown themselves to be particularly committed to the goals of the Nexus Student Association and the well-being of the Association as such.
- e. In selecting the members of the Committee of Advisors the General Board shall give preference to those persons who:
  - i. Members that have served on the General Board of Nexus Student Association and have finished their term, and who are in good standing;
  - ii. have proven experience as active members within the Nexus Student Association, especially those who have been a Chairman;
  - iii. Have proven experience as a member of a Board of an Association and who are members of the Nexus Student Association.

#### 5:403 Miscellaneous

- a. Membership of the Committee of Advisors lasts for a term of one year and is renewable.
- b. Membership of the Committee of Advisors cannot be combined with any other position in the Nexus Student Association except if the internal regulations determine otherwise.
- c. Should a vacancy arise through the course of the association year the General Board may fill it through the same application procedure as would normally be used to search for applicants for the Committee of Advisors.



## Section 6 — Nexus Committees

### Sub-Section 6.1 — General Provisions

#### 6:101 The Committees

The following Committees fall under this Section:

- i. Events Committee
- ii. Academic Committee
- iii. External Affairs Committee
- iv. Debate Committee
- v. Communications and Media Committee
- vi. Nexus Journal Committee
- vii. Careers and Technology Committee
- viii. Social Support Committee
- ix. Podcast Committee

#### 6:101a Selection of chairs and members of committees

- a) The General Board has the competence to choose the chairmen and members of the committees who will be in office during their board year. This competence is automatically mandated exclusively to the Candidate Board at the start of their transitional period and cannot be mandated or delegated to anyone else at any other time.
- b) The General Board must open the application period for chairmen of committees upon the closing of the application period for the following General Board, and the Candidate Board has the discretion to close this application period for certain committees before the end of regular exams in the fourth block, and select a chairman if:
  1. The application period has been open for a reasonable period of time;
  2. It has been made clear to potential applicants that the General Board may close it before the start of the new academic year and;
  3. The board has reasonably concluded that given the current applicants no more qualified person will apply for The Chairpersonship of the respective committee.
- c) Should the application period not be closed in line with paragraph B, then it remains open until such time as it would normally close.
- d) Should the board make use of the discretion referred to in paragraph B of this article, then it has the discretion to involve the previous chairman in the selection of the new chairman in a strictly advisory capacity, and in such a case must take the advice of the previous chairman into serious consideration.
- e) Should the board make use of the discretion referred to in paragraph B of this article, then it may choose to involve the new chairman in the selection of the new members of the committee in a strictly advisory capacity, and in such a case must take the advice of the new chairman into serious consideration.
- f) The selection of both the chairmen and members of the committees must be conducted in an impartial manner and based on objective criteria.

#### 6:101b Interim responsibility of the General Board

a) Introductory events held at the beginning of the academic year before committee composition has been finalized are the responsibility of the General Board. b) The maintenance of social media is the responsibility of the General Board together with the Candidate Board starting from the transitional period until such time as a relevant committee has been finalized and given the respective competence. This is not the case where a chairman has already been appointed for the next year.

#### 6:102 Committee Members Obligations

- a) The Committee Members are to work an average of 5 to 8 hours per week.
- b) The Committee Members must update their contact persons on its progress on a weekly basis.
- c) The Committee Members are obliged to inform the General Board concerning organizing events. Following that, the General Board will determine whether the event will take place.
- d) A meeting will be held every semester between the General Board and the representatives of each Committee to discuss the progress of the Nexus Student Association. If the Committees find it necessary to have more than one meeting the Chairman of the Committees should contact the Internal Affairs Coordinator of the Nexus Student Association and set a date.
- e) All Committee Members (in addition of their specific functional tasks) will also carry out the workload of the Committee.
- f) The Committees should communicate to each other interest in making a joint event involving two or more committees when they find it necessary. The General Board may suggest which Committees are to be involved in organizing an event.
- g) All the Committees are requested, including the General Board, when in contact with the external parties, to provide in the end the contact information of such external parties to the External Affairs Committee.

#### **Sub-Section 6.2 — Positions within the Committees**

##### 6:201 The Chairperson

- a) The Chairperson has the duty to lead the discussions during the Committee meetings and has an obligation to ensure that every Committee Member participates in reaching Committee decisions.
- b) The Chairperson creates the agendas.
- c) The Chairperson needs to ensure that the Committee is fully functioning and that Committee meetings take place regularly.
- d) The Chairperson is the one responsible for their Committee and may be called upon by the General Board for the actions the Committee has taken.
- e) The Chairperson is also responsible for the actions of their Sub-Committee. f) Only in regards to the Committee of the Nexus Journal shall the title of Editor-in Chief be used instead of Chairman.

##### 6:202 Positions within the committees:

- a) At the discretion of the Chairperson, they can appoint a Treasurer and a Secretary within their respective Committees.
- b) Those positions are described in articles 6:203 and 6:204.

6:203 The Treasurer

- a) The Treasurer is the one responsible for proper management of the financial resources of the Committee.
- b) The Treasurer is also responsible for central accounting and bookkeeping.
- c) The Treasurer drafts a budget plan at the beginning of the year for the Committee or separately for particular events and submits it to the General Board for approval.
- d) The Treasurer has the duty to keep the General Board Treasurer updated about the financial situation within the Committee.

6:204 The Secretary

- a) The Secretary is responsible for maintaining policy documentation, attendance records, and other related records of the Nexus Student Association and making them readily available to the General Board and its Committee Members.
- b) The Secretary needs to send the minutes to all Committee Members and the General Board three days after the meeting takes place.
- c) The Secretary ensures that communication within the Committee and with other entities within Nexus is properly maintained and is fully functioning.
- d) The Secretary is responsible for the keeping track of emails the Committee receives and ensures that they are answered either by them or other Committee Members with the approval of the Committee.
- e) The Secretary updates the Committee about the emails received.

6:205 General Committee Members

Besides the Chairman, the Treasurer and the Secretary the Committee can have as many members as outlined sub-section 6.3

**Sub-Section 6.3 — Competences of the Nexus Committees**

6:301: Events Committee

- a) Besides the chairperson, the Events committee shall have between 3 and 5 committee members.
- b) The Events Committee is responsible for carrying out the schedule of the social activities stipulated by the General Board.
- c) Upon request from the General Board, the Events Committee can organise an informal event (borrel, drink) at least once a month.
- d) The Events Committee can organise events in cooperation with other student associations.
- e) The Events Committee can organise team building activities for the new Nexus Members if specifically asked for by the General Board should this be necessary.
- f) The Events Committee can organise an activity for the LL.B and LL.M students at the

University of Groningen upon request of the University of Groningen.

6:302: Academic Committee

- a) Besides the chairperson, the Academic Committee shall have between 2 and 4 committee members.
- b) The Academic Committee provides law students with summaries of books and lectures as well as previous exams. The notes sales procedure will take place as explained in Annex 1.
- c) The Academic Committee organises tutoring and crash courses.

6:303: External Affairs Committee

- a) Besides its chairperson, the External Affairs Committee shall have between 3 and 5 committee members.
- b) The External Affairs Committee works with the Coordinator of External Affairs to:
  - i. create a profile of companies that may be interested in sponsoring the Nexus Student Association.
  - ii. present the Nexus Student Association before the prospective sponsors.
  - iii. conclude contracts which affect the Nexus Student Association, only with the approval of the General Board.
  - iv. profile organisations the Nexus Student Association could be interested in contacting.
  - v. establish relations with organisations that can benefit the Nexus Student Association.
  - vi. work for the establishment of a positive image of the Nexus Student Association.
  - vii. create a list of the external parties that Nexus Student Association has been in contact with.
- c) The chairperson of the External Affairs Committee is the contact person for chairpeople and active members regarding all matters of external affairs.

6:304: Debate Committee

- a) Besides the chairperson, the Debate Committee shall have between 5 and 8 committee members.
- b) The Debate Committee organises training in different forms of debate, in order to provide law students with knowledge about the different types of debates and workshops on presentation skills, amongst other relevant ones.
- c) The Debate Committee organises debate sessions.
- d) The Debate Committee participates in already established national, European and international debate events.

6:305: Communications and Media Committee

- a) Besides the chairperson, the Communications and Media Committee shall have between 3 and 4 committee members.
- b) The Communications and Media Committee is responsible for all social media.
- c) The Communications and Media Committee can, at the discretion of the Journal Committee, work with the Journal committee in communicating the Nexus newsletter to the General Members.
- c) The Communications and Media Committee is expected to have at least one Committee Member in attendance at all events where documentation is requested by the respective Chairman or a Member of the General Board.
- d) The Communications and Media Committee can:
  - i. Contribute to the creation of articles for the website upon request.
  - ii. Work jointly with the Coordinator of Internal Affairs in maintaining and keeping the Nexus website up to date.
- e) The Communications and Media Committee can assist other committees in providing them with practical materials upon request.

6:306: Nexus Journal Committee

- a) The Nexus Journal Committee is composed of an editorial team lead by an Editor in Chief which oversees the work of the rest of the editorial team.
- b) The additional responsibilities of the Editor in Chief shall be as follows:
  - i. Ensuring their successor is capable of fulfilling the role of Editor in Chief. In the case of non-compliance, this responsibility shall fall to the General Board.
  - ii. Determining the composition of the Editorial Team which should be in accordance with the following provisions:
    1. 4 permanent team members, upon approval of the General Board,
    2. in addition to as many Frequent Contributors as the Editor in Chief deems necessary and appropriate.
  - iii. Ensuring at least 4 annual editions are published.
  - iv. In cooperation with the Chair, the Editor in Chief will ensure that the Journal does not contain content which could jeopardise the professional image of the association.
- c) The Nexus Journal Committee is in charge of the creation and publication of the Yearbook jointly with the Coordinator of Internal Affairs.
- d) The Nexus Journal Committee is responsible for the Nexus Newsletter which must be posted at least once an academic block, but can be posted more often.

6:307: Careers and Technology Committee

- a) Besides the chairperson, the Careers and Technology Committees shall have between 2 and 4 committee members.
- b) The Careers and Technology Committee organises events on academic topics or career-related themes.
- c) The Careers and Technology Committee can organise events in collaboration with other associations.
- d) The Careers and Technology Committee shall follow the guidance of the Coordinator

of External Affairs when contacting external parties.

6:308: Social Support Committee

- a) Besides the chairperson, the Social Support Committee shall have 3 or 4 committee members.
- b) The Social Support Committee is in charge of:
  - i. the 'Study-Buddy' Programme;
  - ii. supporting students with concerns relating to university struggles;
  - iii. organising mental health and community support oriented events.
- c) The Social Support Committee can be directly in contact with the Study Advisors for student related issues, after notification to and confirmation from the General Board.

6:309: Podcast Committee

- a) Besides the chairperson, the Podcast Committee shall have 3 or 4 committee members.
- b) The Podcast Committee is in charge of producing and publishing at least 2 podcast episodes each month for the duration of the academic year.
- c) The Podcast Committee must be in contact with the External Affairs Committee regarding speakers and other guests for the Nexus Podcast.
- d) All podcast equipment is the property of Nexus Student Association and can only be used for the purpose of the Nexus Podcast.

## **Section 7 — Additional Provisions**

### **7:101 General Provision**

Additional Provisions are further rules and regulatory information established to achieve Nexus's aims and goals in addition to coherency within Nexus Student Association. Such Provisions include:

- i. The official written language and language of correspondence of the Nexus Student Association are (British) English.
- ii. The Colours of Nexus are officially red and white.
- iii. All materials and information related to the Nexus Student Association shall be kept strictly confidential. The signatories below confirm that the articles and contents above have been read and approved.

### **Annex 1**

- a) The Academic Committee will review the notes or book summaries submitted by students.
- b) The notes and book summaries must be clear, concise, well laid-out, typed and complete.

*End*