

# FSE Student Council

## -Rules & Regulations-

### 1. Purpose

The purpose of the FSE Student Council ('Student Council') is to foster collaboration and exchange between the different student representatives in the formal bodies of the UM Faculty of Science and Engineering (FSE), both on the central (Faculty Board, Faculty Council) and on the department level (Education Programme Committees). As a body, the Student Council as of yet has no formal powers. Instead, the aim of the Student Council is to be an advisory body for all student representatives, in particular for those in the Faculty Council, and the Faculty. Hence, all student representatives should take the deliberations and advice of the Student Council into consideration when acting in their official capacity.

### 2. Members

Members of the Student Council are, *ex officio*,

- (i) the (two) Student Assessors to the FSE Faculty Board (FB),
- (ii) the (six) student members of the FSE Faculty Council (FC),
- (iii) the (twenty-one) student members of the Education Programme Committees (EPCs) for the FSE programmes, namely
  - a. BSc Maastricht Science Programme (MSP) (4)
  - b. BA / BSc University College Maastricht (UCM) (4)
  - c. BSc University College Venlo (UCV) (3)
  - d. BSc Data Science and Knowledge Engineering / MSc Artificial Intelligence / MSc Data Science for Decision-Making (DKE) (4)
  - e. MSc Bio Based Material Studies (BBM) (3)
  - f. MSc Systems Biology (MSB) (3)

### 3. Steering Committee

The Student Council is led by a steering committee that consists of the following offices.

#### 3.1 Chair and Deputy Chair

One of the Student Assessors takes on the position as Chair of the Student Council who chairs Student Council meetings and represents the Student Council toward staff and students. In doing so, the Chair must respect and accurately reflect the decisions taken by the Student Council. In extraordinary circumstances, the Student Council may replace its Chair by electing a new Chair with an absolute majority of at least two thirds of members present. The Student Council elects a Deputy Chair who becomes part of the steering committee.

#### 3.2 Secretary

The Student Council elects one of its members as its Secretary who minutes Student Council meetings and collaborates with the Chair (and Deputy Chair) in the organisation and day-to-day business of the Student Council. If the Secretary is absent, the Deputy Chair assumes the role of Secretary. If the Deputy Chair is, however, absent or acts as Chair, the Student Council appoints an ad-hoc secretary on a case-by-case basis to minute its meetings.

### 3.3 Other Offices

By means of an absolute majority, the Student Council may introduce further offices. It is up to the Student Council to decide whether their holders shall become part of the steering committee.

## 4. Meetings

### 4.1 Frequency

The Student Council shall meet regularly. Meetings are scheduled in advance and announced by the steering committee in the beginning of the academic year. Unless the Student Council decides otherwise, meetings take place once a month during weeks of teaching at all departments (i.e. not exam weeks, project presentation weeks, or holidays).

### 4.2 Attendance

Members of the Student Council shall attend all meetings. Solely in case this is not possible, at least one member from each EPC should be present. To ensure continuity and inter-departmental awareness, members should not miss more than half of the Student Council meetings in a given semester.

### 4.3 Guests

Meetings are generally open to all students at FSE and the Chair decides whether and when to allow contributions by non-members. In particular, student representatives, such as members of a department's Management Team (MT), of the University Council (UC), or representatives of study associations, may be invited. Further guests may be invited on a case-by-case basis.

### 4.4 Language

Meetings are held in English and translations ought to be provided if other languages are used.

### 4.5 Minutes

Minutes of the meetings should be produced and made available to all members. The Student Council decides whether and how to publish its minutes.

### 4.6 Confidentiality

The Student Council may decide to meet in private for entire meetings or parts thereof.

### 4.7 Rules of Procedure

Meetings are chaired by the Chair or their Deputy and minutes are taken by the Secretary. The Student Council may introduce further (written) rules of procedure.

## 5. Election of Members

### 5.1 Student Assessors to the Faculty Board

The two Student Assessors are appointed by the student members of the Faculty Council (pursuant to the Faculty Rules and Regulations & UM Management and Administrative Regulations [BBRUM]), based on advice by the Student Council. The Student Council should form a committee to review applications and make a proposition to the student members of the Faculty Council.

### 5.2 Student Members of the Faculty Council

The six student members of the FSE Faculty Council are elected by all FSE students in the university-wide elections following the relevant UM procedures (see *Kieswet* and Electoral Regulations of Maastricht University).

### **5.3 Student Members of the Education Programme Committees**

The student members of the Education Programme Committees (EPCs) are formally appointed by the student members of the Faculty Council pursuant to the Faculty Rules and Regulations of FSE. The EPCs are responsible to inform the Faculty and ensure that their members are approved by the Faculty Council when their student members change. The Student Council may carry out the selection procedure for some, or all, EPCs and propose candidates to the student members of the Faculty Council. Such a procedure needs to be decided and published in writing. However, the Student Council should strive to enable maximum democratic accountability and thus not interfere with selections on the department or programme level if they are fair, open, and transparent.

## **6. Committees**

The Student Council may form committees. Committees may but need not be thematic and should include student representatives from at least two different study programmes. The aim of committees is to ensure the efficient achievement of students' interests in subgroups of interested or affected student representatives.

The committees shall be open to any member of the Student Council. Committees may decide to invite external students, staff members or other relevant stakeholders to their meetings.

## **7. Final Provisions**

These rules and regulations are adopted and may be amended by a two-thirds majority of votes and at least an absolute majority of all members. In exceptional cases, the steering committee may decide to allow voting via email or proxy. Proposed amendments need to be announced five working days before voting. The Rules and Regulations are interpreted by the steering committee in case of ambiguity.

*Adopted on 12 February 2020.*