

# STATUTES FOR THE PHD ASSOCIATION AT SCHOOL OF BUSINESS AND SOCIAL SCIENCES, AARHUS UNIVERSITY (PHABUSS)

## Chapter 1: Purpose and membership

### 1.1:

The purpose of PHABUSS is to represent the interests of the PhD students enrolled at the School of Business and Social Sciences, Aarhus University (Aarhus BSS). PHABUSS further serves as a cross-departmental link for knowledge generation and discussions of matters of importance for all PhD students at the faculty.

#### 1.1.1:

The main objectives of PHABUSS is the following

1. To discuss important issues concerning the Aarhus BSS Graduate School
2. To engage in the work of the Aarhus BSS Graduate School PhD Committee (PhD Committee)
3. To help PhD students at the departments of the faculty in matters concerning their work and organization
4. To provide information relevant to PhD students at Aarhus BSS
5. To make statements regarding overall questions of relevance for the PhD students at Aarhus BSS

### 1.2:

The PhD association is constituted by its members.

#### 1.2.1:

Any person who is enrolled as a PhD student at the Aarhus BSS Graduate School can become a member of the association.

#### 1.2.2:

Membership of the association terminates upon graduation or withdrawal from the Graduate School of Business and Social Sciences.

### 1.3:

PHABUSS rests solely on the goodwill and participation of its members.

## **Chapter 2: The Board – election and structure**

### **2.1:**

The board consists of one representative from each department at Aarhus BSS and one alternate.

### **2.2:**

Election for the board must be carried out at a general assembly.

### **2.3:**

Any PhD student from Aarhus BSS is eligible for a place on the board. The board member is preferably also a member of the PhD Committee.

### **2.4:**

The board elects its president, at the first board meeting after the general assembly. Preferably the departments take turns in holding the presidency.

### **2.5:**

The board has no fixed calendar and gets together whenever necessary.

## **Chapter 3: The General Assembly**

### **3.1:**

The general assembly is the democratic foundation of PHABUSS. At any general assembly the matter of the PHABUSS' existence should also be up for vote if any member of PHABUSS makes a request about it. PHABUSS can be dissolved if 2/3 of the attending members at the general assembly vote in favor thereof.

**3.2:** The general assembly is convened once a year in January, if possible. The date is set by the president of Board and is called with due notice (at least 14 days). Along with the notice, an agenda is sent out to all PhD students at Aarhus BSS.

### **3.3:**

Any PhD student at Aarhus BSS can make amendments to the statutes at the general assembly. If amendments are put forward the vote about the statutes must take place in the following order:

1. Amendments
2. Original proposal

### **3.4:**

Any decision made at the general assembly requires a 2/3-majority. It is possible to vote by a written proxy.

### **3.5:**

At the general assembly the retiring board makes an account of the board's work over the election period. Any participant can make comments and generate a discussion about the different subjects in the statement.

**3.6:**

An extraordinary general assembly may be called with due notice (at least 14 days). The call must be accompanied by an agenda and the board must convene the extraordinary general assembly within a month from the call.

3.7.1. An extraordinary general assembly may be called by either: A 2/3-majority of the board; or no less than 10 PhD students from Aarhus BSS.

**Chapter 4: Notification of board meetings****4.1:**

Any member of the board can call a meeting with a notice of 14 working days. However the president must call a meeting prior to every meeting in the PhD Committee.

**4.2:**

A preliminary agenda is sent out with the notification. The agenda must be written in English.

**4.3:**

Items for the agenda must be sent to the president 4 working days before the meeting. If new items for the agenda occur the revised agenda must be sent to the members no later than 2 working days before the meeting.

**4.4:**

The board meetings are open and any member of PHABUSS can participate on the same terms as the board members however without being able to vote.

**Chapter 5: Procedure for the board meetings****5.1:**

The president runs the board meeting. If the president is not present, the board must elect a chair to run the meeting.

**5.2:**

On every board meeting the board must:

1. Accept the agenda
2. Appoint a minute taker. The minutes must be written in English.
3. Accept the minutes from the last board meeting.
4. Discuss the agenda of the upcoming meeting in the PhD Committee

**5.3:**

Decisions can be made if the president establishes that the group has reached an agreement unless any member demands a vote.

**5.4:**

If there are disagreements within the group the president draws up a voting theme and thereafter a decision is made when 2/3 of the members present votes in favor of the proposal. If there are more themes to vote on, the vote must take place in the following order:

1. Procedural proposals
2. Amendments
3. General/main-proposals

**5.4.1**

By co-ordinate procedural proposals, amendments and main-proposals, the president decides the order.

**5.5:**

A board member can vote by a written proxy.

**5.6:**

No decisions are to be made under the point "any other business".