

Constitution of the Student Body "Climate, Earth, Water, Sustainability"

University of Potsdam

17.04.2024

With the resolution of the general assembly of the student body "Climate, Earth, Water, Sustainability" on the 17th of April 2024, the following constitution is established:

§ 1 Name and Composition of the Student Body

- (1) The student body (*Fachschaft*) is named "Climate, Earth, Water, Sustainability", or simply CLEWS.
- (2) The student body includes all students enrolled in the Master of Science "Climate, Earth, Water, Sustainability" at the University of Potsdam.
- (3) The student body of CLEWS is an organ of the student body of the University of Potsdam (*Studierendenschaft*) according to the constitution of the latter and collaborates with its other organs.

§ 2 Tasks of the Student Body

- (1) The tasks of the student body are, among other things:
 1. Support in academic matters;
 2. Participation in shaping the study and examination regulations of the student body;
 3. Collaboration with the department in matters related to teaching and research;
 4. Cooperation with other student bodies and committees at the University of Potsdam.

§ 3 Organs of the Student Body

- (1) The organs of the student body are the general assembly (VV – *Vollversammlung*) and the student council (FSR – *Fachschaftsrat*). The student council is elected at a general assembly as specified in § 5e.

§ 4 The General Assembly

- (1) The general assembly is the highest independent decision-making organ of the student body. All members of the student body have a seat and a vote.

(2) At least once every two semesters, a general assembly takes place during the lecture period. Additionally, at the request of the student council or upon the application of at least ten percent of the student body members, a general assembly can be convened. Dates during the non-lecture period can only be chosen if the topic to be discussed makes it absolutely necessary. In justified cases, the general assembly may be held online.

(3) A general assembly must be announced two weeks before its occurrence. The announcement must inform about the planned agenda items. The information to the student body members about the general assembly must be communicated at least via Discord.

(4) A general assembly convened according to paragraph 3 is fully quorate.

§ 5 The Student Council

§ 5a Tasks of the Student Council

(1) The student council is a decision-making and executive organ of the student body. It represents the student body of CLEWS to the organs of the student body of the University of Potsdam, institutions of the university, and externally. It is dedicated to fulfilling the tasks according to § 2 of this constitution. In its work, the student council is bound by the resolutions of the general assembly.

(2) All members of the student council are equal; there is no chairperson. All members must be informed in advance about important decisions.

§ 5b Composition of the Student Council

(1) It is desirable that the student council, in its composition, represents the diversity of the student body.

(2) The student council should consist of at least four members in order to be able to fulfill all tasks. If fewer members are elected to the student council, the student council should be supported by members of the student body to fill positions and fulfill its tasks.

(3) The student council or individual members can be voted out on a general assembly by a constructive vote of no confidence with a simple majority.

(4) The student council appoints from its members a treasurer (*Finanzreferent*in*) who manages the finances of the CLEWS student body in accordance with the financial regulations of the student body of the University of Potsdam.

(5) The student council appoints representatives for the assembly of student bodies (*VeFa – Versammlung der Fachschaften*) from its members. The number of representatives depends on the regulations in the constitution of the student body of the University of Potsdam.

(6) Further task distribution is regulated by the student council. For specific areas, members of the student body who are not part of the student council may also be involved according to their will.

§ 5c Student Council Meetings

- (1) The student council meets regularly, at least once a month during the lecture period. Its meetings are public.
- (2) The student body must be invited to each meeting at least 24 hours in advance via Discord.
- (3) In exceptional cases, meetings can also be held via video/telephone conference.
- (4) A protocol is taken for each meeting, including the attendance of individual members. The protocols must be published on the Discord channel of the student council no later than one week after the meeting.
- (5) The student council is quorate if at least 50% of the elected members are present. Decisions are made by a simple majority of those present and are subsequently recorded in the protocol.
- (6) If a meeting is not quorate according to paragraph 5, preventing the adoption of pending resolutions, the next meeting, regardless of its quorum status, is quorate exclusively for these resolutions, provided that at least one student council member is present. The timely invitation to the next meeting must include a reference to this provision, along with the specification of the corresponding resolutions.
- (7) All members of the student body are allowed to attend the meetings. Only elected representatives to the student council have voting rights.

§ 5d Term of the Student Council

- (1) At the end of its term, the student council gives an account of its activities and financial management.
- (2) The term of the student council ends after a maximum of 14 calendar months. By this date, a general assembly with a new student council election must be held. The term may be extended if a new election is not feasible in exceptional cases.

§ 5e Election of the Student Council

- (1) Elections for the student council take place at least once a year at a general assembly, and they are listed as an agenda item in the general assembly announcement.
- (2) This election is organized and conducted by the outgoing student council. Upon the request of at least three student body members, an election committee consisting of three student body members not running for the new student council may be elected at the general assembly to oversee the election, conduct the vote count, and prepare the protocol.
- (3) All student body members have active and passive voting rights. Each student body member can declare their candidacy no later than at the election general assembly before the start of the election.
- (4) The election procedure is to be explained before the voting.
- (5) The student council is elected directly, freely, secretly, and equally.
- (6) Each eligible voter is entitled to one ballot; on this, exactly one vote can be cast per candidate. The maximum number of votes per eligible voter is 25.
- (7) The counting of votes is public.

(8) The total number of cast ballots, the number of invalid ballots, and the number of valid votes per candidate are determined and recorded.

(9) Ballots are invalid if the voter's intention is not clear, more than the allowed number of votes is indicated, the secrecy of the vote is not maintained, or no nomination is marked.

(10) The election results are made known to the student body.

(11) Each student body member can run for election and be elected. The maximum number of members is set at 25. The 25 candidates with the most votes are considered elected.

§ 6 Finances

(1) The student body finances are to be managed by the treasurer, appointed according to § 5b paragraph 4, in accordance with the financial regulations of the student body of the University of Potsdam. A budget plan is to be prepared and approved by the student council, and expenses must be documented. At the end of the term of the student council, an account must be given.

§ 7 Amendments, Entry into Force, and Final Provisions

(1) This constitution comes into effect upon acceptance by at least 2/3 of the present student body members at a general assembly of the student body.

(2) This constitution can be amended by a general assembly of the student body if 2/3 of the present student body members approve a proposed amendment, and a constitutional amendment was an agenda item announced in the general assembly announcement.

(3) This constitution must be made available to the student body members digitally on Discord.