

Statutes
of the student body of
the University of Siegen

as of 29 April 2015

On the basis of section 53(4) of the Law on Universities in the State of North Rhine-Westphalia (HG) of October 31, 2006 (GV. NRW 2006 p. 474), last amended by the law of May 12, 2009 (GV. NRW p. 308), the student body of the University of Siegen has by resolution of the student parliament adopted the following

Statutes:

§ 1

Student body

- (1) The student body of the University of Siegen shall consist of all enrolled students at the University of Siegen
- (2) The student body shall be a legal entity of the university.
- (3) (3) The student body shall work on an equal, democratic and non-partisan basis regardless of gender, ethnic origin, nationality, religion or worldview, sexual identity, disability and age.

§ 2

Tasks of the student body

- (1) The student body shall be responsible for independently promoting the common interests of the student body to represent, in particular
 1. the representation of the interests of its members in higher education institutions and company within the meaning of these Statutes and all orders resulting from them;
 2. to participate in the introduction of the mission of the universities, in particular by issuing statements on higher education or science policy issues;
 3. the promotion of political education, civic responsibility and readiness for active tolerance of its members on the basis of the constitutional order;
 4. the representation of professional, economic and social interests of its members, whereby the special interests of foreign students, students with children/children and disabled students must be taken into account;
 5. the perception of cultural interests of its members;
 6. the promotion of student sport;
 7. the maintenance of inter-local and international student relations.
- (2) Within the scope of its duties, the student body has the right to cooperate with student bodies of other universities to cooperate and join umbrella organisations of the student body.
- (3) Within the scope of its duties, the student body shall have the right to cooperate with associations, initiatives and to cooperate with groups outside the university.

§ 3

Status of members

- (1) The members of the student body shall have the right to participate in the self-administration of the student body

and use their facilities.
- (2) The members of the student body shall have the right to submit applications and speak. They shall have the right to vote where the appropriate bodies and committees make provision for this.
- (3) Membership ends upon de-registration.

§ 4

The student body and its organs

- (1) The organs of the entire student body are
 1. the student parliament (StuPa);
 2. the Student's Union executive Committee (AStA).
- (2) The student body is divided into student councils. Their organs are
 1. the Student Council (FSR);
 2. the Student Council Plenary Assembly (FVV).
- (3) Furthermore, the student body is organized in the committees of the
 1. General Assembly (GVV);
 2. autonomous departments of specific parts of the student body;
 3. student initiatives;
 4. the autonomous Student Council Coordination (AFsK).
- (4) The organs and committees work on the basis of these statutes or the existing regulations.

§ 5

Ballot vote

- (1) By means of the ballot, the entire student body shall exercise the supreme decision-making function. The subject of a ballot may concern any matters of the student body that are not related to personnel decisions with exception of § 7 para. 8.
- (2) A ballot shall be held
 1. by resolution of the student parliament;
 2. by resolution of the general assembly;

3. upon written application by at least five percent of the members of the student body in general, direct, free, equal and secret university-wide.

- (3) The ballot shall take place within eight to fifteen days after receipt of the Application for a ballot at the Student's Union executive Committee.
- (4) A ballot may only be held on days that are not lecture-free.
- (5) The voting period shall be five to ten days that are not lecture-free.
- (6) Resolutions passed by majority vote shall be binding on the organs of the student body, if at least thirty per cent of the members of the student body have voted. Decisions with a lower quorum are to be taken by the organs of the overall student body as a recommendation for their work. Deviations are to be justified in the student parliament and at the next general assembly.
- (7) The Student's Union executive Committee shall be responsible for conducting the ballot.
- (8) The ballot shall be limited to the possibility of consent, rejection, or amendment and abstention.

§ 6

Principles of the rules of procedure of the executive bodies and committees

- (1) The meetings of the institutions and bodies shall be public. The exclusion of the public may be possible upon application by two thirds of the members of the institution or body present. The meetings of the Investigation Committee and the Hardship Committee are generally not public.
- (2) Guests who are not members of the student body according to § 1 of these statutes may, upon request, be invited to

be heard on specific items on the agenda.
- (3) Minutes of resolutions shall be taken at meetings and shall be submitted for approval at the following meeting. Further regulations on protocols are laid down in the respective basic regulations and Statutes.. Resolutions are announced by means of a notice board or equivalent.
- (4) The organs and bodies shall adopt rules of procedure for themselves, which shall be adopted at an ordinary meeting or assembly with a quorum, by a two-thirds majority of those present and entitled to vote.
- (5) Delegation of votes is excluded.
- (6) The members of the student bodies and committees shall be responsible for to the student body at the appropriate level.
- (7) Members who hold an elective office may be constructively mistrusted. All other members may also be subject to destructive mistrust. Further details are regulated by the the respective rules of procedure of the corresponding bodies and committees.

§ 7

Student Parliament

- (1) The student parliament is the highest decision-making body of the student self-administration of University of Siegen.
- (2) As a rule, the student parliament shall be elected for 12 months. The legislature ends with the constituent meeting of the newly elected student parliament. The election date as well as further details are regulated by the election regulations.
- (3) List candidates shall be members of the student parliament. Further details on the composition of the student parliament shall be regulated by the election regulations.
- (4) The student council shall be responsible for the affairs of the student body, which shall include all

faculties, in particular:

1. the election of the chair of the AStA and his or her deputies;
 2. the election of the AStA financial officer;
 3. the control of the AStA representatives;
 4. the election of new AStA representatives through a constructive vote of no confidence;
 5. the suspension of an AStA member if he/she violates the statutes;
 6. the development of new and the maintenance of existing regulations;
 7. the development and resolution of election regulations;
 8. the adoption of the budget and discharge of the financial officer;
 9. the establishment of committees to perform special tasks;
 10. the establishment of committees of inquiry at the request of
 - a) five percent of the members of the student body of the University of Siegen,
 - b) one third of the members of the student parliament.

At least one of the applicants shall be elected to the committee of inquiry. The committee of inquiry shall have access to all documents.
 11. the appointment of a permanent budget committee with seven members;
 12. the initiation of a ballot if an important matter is to be voted on by the entire student body;
 13. the election of the student representatives in the administrative board of the Student Services (Studierendenwerk)
 14. the decision on the discharge of the AStA-representatives
 15. the confirmation of the AStA-representatives
- (5) The seats of the committees shall be allocated in accordance with the procedure laid down in the election regulations on the basis of the distribution of seats in the student parliament. The members of the Budget Committee may not be members of the Students' Union Executive Committee.
 - (6) The student parliament elects a chairmanship at its constituent meeting. This consists of a speaker and a deputy speaker. The details of the election are regulated by the rules of procedure.
 - (7) The student parliament meets
 1. after being convened by the chairmanship of the student parliament;
 2. at the request of one third of all members of the student parliament.

- (8) The student parliament shall have a quorum if it has been duly convened and at least fifty percent of the members are present.
- a) Resolutions shall be passed by a simple majority unless the subject matter of the resolution provides otherwise. If an ordinary student parliament meeting does not constitute a quorum, a new meeting with the same agenda shall be convened immediately, observing the deadlines, which shall constitute a quorum regardless of the number of members present.
 - b) If a subject requires a two-thirds majority and the regular student parliament meeting does not constitute a quorum, a two-thirds majority of the members present shall suffice in the following meeting. The regularity of the convocation and further details shall be regulated in the rules of procedure of the student parliament.
- (9) The student body of the University of Siegen may at any time deny the mandate of members of the student parliament by a ballot.

§ 8

Students' Union Executive Committee (AStA)

- (1) The Students' Union Executive Committee is the executive body of the student self-administration of the University of Siegen. It consists of a chairman, his or her deputies, a financial officer and other advisors.
- (2) The chairman, the deputies and the financial officer are elected by the student parliament. The officers are appointed and dismissed by the chairperson of the General Students' Committee with the consent of the student parliament.
- (3) One of the speakers of the Students' Union Executive Committee resigns
 1. after election of a new Students' Union Executive Committee;
 2. by resignation;
 3. by a constructive vote of no confidence by the student body.
- (4) It is the task of the Students' Union Executive Committee to implement the decisions of the student bodies and to represent the student body both internally and externally. In particular, the Students' Union Executive Committee has the following tasks:
 1. business of the current administration;
 2. preparation of a budget and economic plan;
 3. participation in the meetings of the student parliament;
 4. presentation of regular business and accountability reports.
- (5) Declarations of legal transactions, which are intended to commit the student body, must be in written form. They shall be signed by at least two members of the Students' Union Executive Committee.

§ 9

General Assembly

- (1) The General Assembly comprises all members of the student body according to § 1 of these statutes and deals with matters concerning the entire student body.
- (2) It is chaired by at least two members of the chairmanship to be elected by the General Assembly, who must be members of the student body according to § 1 of these statutes. Until this time the StuPa spokesperson leads the general assembly.
- (3) The Students' Union Executive Committee has to call the general assembly
 1. at least once per semester during the time when there is no lecture-free period;
 2. before every university-wide ballot;
 3. at the request of one third of the members of the student body;
 4. at the written request of five percent of the student body, stating the reasons and the provisional agenda.
- (4) The general assembly shall be convened at least 7 days before the meeting, stating the reasons and the provisional agenda.
- (5) The quorum of the general assembly and further details are regulated by the rules of procedure.

If the General Assembly does not constitute a quorum, another General Assembly with the same agenda must be convened immediately.

- (6) Resolutions are passed by simple majority and are to be regarded as recommendations for the work of the student body. Deviations are to be justified in the student parliament and at the next general assembly.

§ 10

Autonomous departments of specific parts of the student body

- (1) Tasks of the student body according to § 2 of this statute can be assigned by the student body to an autonomous department for a limited period of time or permanently. They advise the Students' Union Executive Committee in matters concerning them. The fulfilment of the tasks of the student body by its committees and organs remains unaffected.
- (2) Autonomous departments are established by the student parliament with a simple majority upon application signed by ten percent of the student body.
- (3) The autonomous department of a specific part of the student body shall adopt its own statutes. It shall represent the interests of the specific part of the student body and shall in particular have the following tasks:
 1. to implement the decisions of the general assemblies of the specific part of the student body;
 2. to hold at least one plenary assembly of the specific part of the student body at least once per semester.

- (4) The budget shall allocate funds to each autonomous department.
- (5) Details of the affairs of the specific part of the student body shall be regulated by the respective statutes of the specific part of the student body.

§ 11

Student initiatives

- (1) The student body shall promote the student initiatives existing at the university, provided that these initiatives participate in the fulfilment of the tasks of the student body in accordance with §2 of these statutes.
- (2) A student initiative shall adopt a statute.
- (3) Only those student initiatives that are recognized by the student parliament can be supported.
- (4) The student parliament can deny student initiatives on the proposal of the respective general assembly. The revocation shall be made in particular if the activities of the initiative no longer conform to the objectives of this statute.
- (5) Further details are regulated by the Regulations for the Recognition of Student Initiatives of the student body of the University of Siegen.

§ 12

Autonomous student council coordination

- (1) The Autonomous Student Council Coordination is made up of the student councils, the autonomous departments and the student initiatives.
- (2) If there is an Autonomous Student Council Coordination, it decides independently on its procedural principles.
- (3) The bodies of the student body as a whole shall involve the Autonomous Student Council Coordination and the student councils concerned in decisions affecting the interests of the student councils, autonomous departments or student initiatives.
- (4) The approval of the Autonomous Student Council Coordination must be obtained before the student parliament decides whether to grant or revoke the status of "Autonomous Department" or "Student Initiative".

§ 13

Student council

- (1) The student council is a decision-making and executive body of the student self-administration of a student body and adopts its statutes.
- (2) The student council is elected by a list election. Further details are regulated by the election regulations of the student councils.
- (3) As a rule, the student council is elected for 12 months. Further details about the date are defined in the election regulations.
- (4) The student council can appoint speakers to carry out special tasks. These officers are bound by instructions.
- (5) The student council can elect one to three speakers from among its members.
- (6) It is the task of the student council to represent the interests of the respective student body of a faculty, in particular to implement the resolutions of the Student Council General Assembly and to render account to it.
- (7) The student council may only be voted out of office by electing a new student council.
- (8) Further details on the affairs of the student councils are regulated by the respective statutes of the student council as well as the framework regulations for student councils.

§ 14

Student Council General Assembly

- (1) The Student Council General Assembly comprises all members of the student body of a faculty.
- (2) The General Assembly is directed by the chairmanship consisting of at least two members, which must be elected from the members of the present student body of a faculty; until this time, a member of the student body council chairs the assembly.
- (3) The student council shall convene a Student Council General Assembly
 1. at least once per semester during the semester break;
 2. at the request of one third of the members of the student council;
 3. upon written request of five percent of the student body of the respective faculty, stating the reasons and the provisional agenda.
- (4) The Student Council General Assembly shall be convened at least six days before the meeting, stating the reasons and the provisional agenda.
- (5) The quorum of the Student Council General Assembly is regulated by the rules of procedure of the Student Council General Assembly. If the first Student Council General Assembly does not have a quorum, a second general assembly with the same agenda must be convened immediately afterwards. Resolutions are passed by simple majority.

- (6) Decisions of the student council are binding for the student council.

§ 15

Elections

- (1) The timing of the elections of the student bodies shall be governed by the Election Rules in accordance with §7 paragraph 2 of these Statutes.
- (2) The elections shall be held by the student body by universal, direct, free, equal and secret ballot.
- (3) The distribution of seats shall be governed by the Election Rules in accordance with § 7, paragraph 3 of these Statutes.
- (4) The electoral committee of the students' parliament is responsible for conducting the election and elects an election officer from among its members.
- (5) The electoral committee must publish an election protocol no later than five days after the end of the election.
- (6) The election can be contested in writing within seven days after the publication of the election protocol by every person entitled to vote, stating important reasons to the election officer or the speaker of the student parliament. If the challenge is upheld by the student parliament still in office, the elections must be repeated in the relevant areas. During this time, the previous bodies will continue to provisionally carry out the tasks regulated in the statutes.
- (7) Further details are regulated by the election regulations, which require the approval of the rector's office; approval may only be refused on legal grounds. At the request of the student body, the university administration shall provide free administrative assistance in conducting the election.

§ 16

Membership fees and financial management

- (1) In order to carry out its tasks, the student body collects contributions from its members.
- (2) The fees are to be paid to the Students' Union Executive Committee and are collected by the university free of charge for the student body. All further details are regulated by the contribution rules, which are adopted by the student parliament and which determine in particular the amount of the contribution and the possibility of exceptions in cases of social hardship.
- (3) The expected and received contributions as well as other revenues and their use must be fully disclosed and published in a budget.
- (4) The financial year shall be the calendar year. The budget and any supplements shall be drawn up by the Students' Union Executive Committee for a financial year, taking into account the requirements necessary for the fulfilment of its tasks, and shall be adopted by the Students' Parliament. The budget and any supplements shall be balanced in income and expenditure. Within the framework of this budget, the individual student councils shall be granted the necessary funds in accordance with the

framework regulations for the student body of a faculty, self-management resources are made available in proportion to the number of members paying membership fees. Special regulations are possible in special cases.

- (5) The provisions of sections 3 et seq. of the Ordinance on the Budget and Economic Management of the Student Unions of the Universities, Universities of Applied Sciences and Universities of the Arts of the State of North Rhine-Westphalia (Haushalts- und Wirtschaftsführungs-Verordnung der Studierendenschaften NRW - HWVO NRW) of 6 October 2005 shall apply to the preparation and entry into force of budgets and any supplements.
- (6) Student councils, autonomous departments and student initiatives draw up their own budget using the funds allocated to them and forward this budget, as well as the financial results and the reports of the corresponding cash audits, to the Financial Officer of the Students' Union Executive Committee.
- (7) Further details on the individual provisions of §§ 16-18 are regulated by the HWVO NRW.

§ 17

Cash audit

- (1) The cash audit for the student body is carried out by two to four cash auditors to be elected by the student parliament, who are not members of the Students' Union Executive Committee and may not be entrusted with the execution of payments. They must prepare a report, present it to the student parliament and publish it.
- (2) The cash audit is to be carried out at least once a year unexpectedly.
- (3) Within the student council, the cash audit is carried out by two cash auditors to be elected by the Student Council General Assembly.
- (4) Within specific parts of the student body, the cash audit shall be carried out by two cash auditors to be elected by the respective general assembly.

§ 18

Financial results and audit

- (1) The financial report must be drawn up within one month of the end of the financial year.
- (2) Immediately after the financial result has been established, a cash audit shall be carried out to audit the annual accounts. The minutes of this audit shall be submitted in good time to the Budget Committee as a basis for the opinion to be delivered by it on the financial result.
- (3) The financial result shall be submitted to the Budget Committee for comment at least one month before the student parliament passes a resolution on the discharge of the Students' Union Executive Committee and shall be made public at the university at least two weeks before the student parliament passes a resolution.

§ 19

Continuation of official duties

- (1) All student representatives who hold functions shall be obliged, after their resignation, to continue their duties until their successors have been appointed, which must be done without delay, and to train their successors.

§ 20

Changes to the Statutes

- (1) One third of the members of the student parliament or ten percent of the student body may request that the statutes be amended.
- (2) The proposed amendment to the statutes shall enter into force on the day after its publication after approval by a two-thirds majority of the statutory members of the student parliament and after approval by the rector's office.

§ 21

Entry into force

- (1) These statutes shall enter into force, after a preliminary vote by a majority of the members of the students' parliament, on the day after their publication in the "Amtliche Mitteilungen der Universität Siegen".
- (2) All previous statutes and their variants are thus invalid.

Severability Clause

Should provisions of these statutes or a future provision included in them be wholly or partially invalid or their legal validity be later, the validity of the remaining provisions shall not be affected.