

Instructions for working with the science and engineering student sections

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1 Formalities

1.1 Summary

These instructions describe how LinTek works with the science and engineering student sections.

1.2 Purpose

The purpose of these instructions is to formalise how LinTek works with the science and engineering student sections and to clarify the purpose of this work.

1.3 Scope

These instructions are applicable as the basis for all activities that LinTek conducts in relation to the science and engineering student sections.

1.4 History

Draft completed on 2 June 2014 by Linda Gunnarsson.

Revision adopted on 20 January 2015 by Albin Mannerfelt. Adopted according to a decision of a Union Board meeting [No. 10, 14/15].

Revised on 14 July 2022 by Beatrice Ronsten. Adopted by decision of Union Board meeting [No. 4, 22/23].

A full editorial history can be found on [GitLab](#).

2 Cooperation agreement

For LinTek the cooperation with the sections is of utmost importance and the sections at the technical faculty are LinTek's primary partner. To clarify expectations regarding both rights and obligations LinTek should each year establish a cooperation agreement with the sections at the technical faculty.

The cooperation agreement should also specify the economic support LinTek provides the sections with above what is specified in other agreements.

3 LinTek Section Council

3.1 General provisions

The purpose of the LinTek Section Council is to provide a common forum for the science and engineering student sections, as well as relevant external partners, in the same field of interest.

Council meetings should be held at least twice a semester and minutes must be kept.

The chair of each council is appointed by the Union Board and is proposed to be a member of the union management. Members of each council are appointed by the Chair of the Council. Each Council is responsible for working under the direction of the Chair of the Council on the issues concerning the Council.

3.2 Alumni Council

The purpose of the Alumni Council is to support the sections in developing their alumni activities.

3.3 Working Environment Council

The purpose of the Working Environment Council is to discuss working environment issues concerning science and engineering students. The Council will represent the interests of science and engineering students regarding working environment issues and act as a reference group for LinTek on these issues.

3.4 Party Committees Council

The purpose of the Party Committees Council is to strengthen relations with the science and engineering student sections, develop welfare and student support activities at LiU and serve as an information channel.

3.5 Information Council

The purpose of the Information Council is to coordinate marketing and dissemination of information at LiTH.

3.6 International Council

The purpose of the International Council is to align, coordinate and develop the international work of the science and engineering student sections.

3.7 Treasurers' Council

The purpose of the Treasurers' Council is to support the science and engineering student sections in their financial work.

3.8 Welcome Weeks Council

The purpose of the Welcome Weeks Council is to coordinate the work leading up to and during the welcome weeks and to support the science and engineering student sections in their work with the welcome weeks.

3.9 Business Council

The purpose of the Business Council is to create a platform for the science and engineering student sections to discuss business issues and to coordinate their activities.

3.10 President's Council

The purpose of the President's Council is to foster good relations with the science and engineering student sections and to be a referral body for LinTek.

3.11 Education Council

The LinTek Education Council is intended to coordinate the work of LinTek and the science and engineering student sections in educational monitoring. The Council will represent the interests of science and engineering students regarding educational issues and serve as a reference group for LinTek on educational issues.

3.12 Project manager Council

The purpose of the project manager council is to create an arena for the project managers of the section fairs to discuss questions regarding their fairs, to receive support and tips from each other and to coordinate dates of the fairs.