

## Advisory Committee for Collaborations

The Advisory Committee for Collaborations prepares matters regarding collaborations to be decided on by the Faculty Board (ON). The committee also develops suggestions for collaborations for the faculty board, and it is the Area of Science's contact organ for the External Relations and Communications Office.

### What we are looking for

3 representatives, either bachelor, master's or PhD student, and alternates.

### Why become a representative?

- Knowledge about what is happening on faculty level
- A broader circle of contacts within the Faculty of Science
- A merit for your résumé/CV
- Monetary compensation if you are a student; prolongation if you are a PhD student
- A chance to influence important decisions regarding education

### Number of meetings per semester

3 scheduled meetings.

### Language requirements

The position requires Swedish language proficiency.

### Term

The mandate period is until NFR's next annual meeting, which is usually in the beginning of December. However, no commitments are binding.

### Compensation/prolongation

Compensation for students on bachelor and master level:

- 1–2 hour meeting: 600 kr
- 3–4 hour meeting: 1000 kr
- 5–6 hour meeting: 1500 kr
- 7–8 hour meeting: 2000 kr

*For full terms and conditions, see Regulations for student influence.*

Prolongation for PhD students:

2 days per year + one day extension per meeting. For particularly time-consuming assignments where the meeting time can amount to 4 hours or longer, a doctoral student can be compensated with a 2-day extension per meeting. The main rule is

always that the extension must correspond to the work effort that the assignment requires.

As an alternate, you do not get compensation if you do not step in for one of the ordinary representatives.

*For full terms and conditions, see Regulations for third-cycle education and summative assessment.*

## **What is expected of you as a representative**

### **Prior knowledge**

No prior knowledge is needed. The chair of the body is responsible for giving you an introduction. You can prepare questions and send emails if something is unclear.

### **Before the meeting**

About a week before the meeting you will get a calling with the agenda and the documents. Read through these before the meeting to better understand the issues that will be discussed and the decisions that will be made.

### **During the meeting**

As an ordinary representative you have the right to attend, speak and vote. Don't hesitate to speak if you feel that something is unclear or problematic from a student perspective. Your experience of being a student is important.

### **After the meeting**

As a representative, you report back NFR. When you get the calling for the next NFR meeting you will be able to fill out a form, reporting things of relevance that were discussed or decided upon at the meetings you have participated in. As a representative, you can also be present at the NFR meeting and report directly.

### **Absence**

If you for some reason cannot participate in a meeting, tell the person who sent the calling and, as an ordinary representative, let your suppliant know.

### **Resignation**

If you decide to resign from your position, you must inform in writing the chairperson of the group you have been appointed to, SUS and NFR.

*For full terms and conditions, see NFR's statutes and Regulations for student influence.*