



**MÄLARDALENS**  
— **STUDENTKÅR** —

## **Protocol of meeting with the Student Union's Board**

**Operational year 23/24**

*2023-09-28*

Time: 17:15

Location: Västerås office &amp; Teams

## Attending

### Board members

<input checked="" type="checkbox"/>	Lova Libert	Chairman
<input checked="" type="checkbox"/>	Shervin Pirani	Vice chairman
<input checked="" type="checkbox"/>	Andrea Haglund	President
<input type="checkbox"/>	Jennifer Gothilander	Chairman of the Doctoral council
<input type="checkbox"/>	Adrian Swande	Board member
<input checked="" type="checkbox"/>	Fredrik Nygårds	Board member
<input checked="" type="checkbox"/>	Jonas Sjöström	Board member
<input checked="" type="checkbox"/>	Majid Azizi	Board member
<input checked="" type="checkbox"/>	Sebastian Grundell	Board member

### Alternates

<input type="checkbox"/>	Malin Sundmark	Vice president
<input type="checkbox"/>	Rebecca Pada	Council's secretary
<input type="checkbox"/>	-	Member of the Doctoral council

### Constantly adjunct

<input checked="" type="checkbox"/>	Enkhlun Enkhmandakh	Administrative Coordinator & Senior Advisor
<input type="checkbox"/>	Daniel Schön	Auditor
<input type="checkbox"/>	Melia Zinou	Business Relations manager
<input checked="" type="checkbox"/>	Clara Brinck	Communicator
<input type="checkbox"/>	Roger Olsson	Economist
<input type="checkbox"/>	Nuru Aidan	Event manager
<input type="checkbox"/>	Jiranan Khamphai	Head of Education
<input checked="" type="checkbox"/>	Darina Akimova	Head of Study Environment
<input checked="" type="checkbox"/>	Cecilia Lindh	Inspector

## 1 Opening of the meeting

Agenda's proposed decision: To open the meeting at 17:15.

The board decided

- To open the meeting at 17:28.

## 2 Determination of voter register

7 out of 11 attending have the right to vote. There are seven votes total.

Lh.  
 S.P.  
 A.  
 B.E.

### 3 Election of two adjusters as well as vote counters

The board decided

- To elect Enkhluun Enkhmandakh and Shervin Pirani as adjusters as well as vote counters.

### 4 Election of chairman of the meeting

The board decided

- To elect Lova Libert as chairman of the meeting.

### 5 Election of secretary of the meeting

The board decided

- To elect Andrea Haglund as secretary of the meeting.

### 6 Question about the meeting's authorized announcement

Lova Libert presents the errand.

The board decided

- To authorize the announcement of the meeting.

### 7 Adjuncts

*Cecilia Lindh, Darina Akimova, Enkhluun Enkhmandakh, and Clara Brinck are attending and are constantly adjuncts.*

### 8 Declaration of other matters

Andrea Haglund declared: There's a need to investigate if MDSU's car is still needed by the organization.

Cecilia Lindh declared: Finances need to be discussed.

Clara Brinck declared: There's a need for a more professional camera.

Shervin Pirani declared: There's a need for an air purifier for the Västerås office.

### 9 Approval of the agenda

Lova Libert presents the errand.

The board decided

- To approve the suggested agenda, with the change to discuss Cecilia Lindh's matter after point 9 (*approval of the agenda*).

S.P  
EJE  
AA LK

## 10 Cecilia Lindh's matter

Cecilia Lindh presents the errand.

*Protocol:* MDSU can have more control of their finances and investigate contracts with different counterparts. MDSU needs to be economically sound and sensible, and it would be advantageous to have a small profit this year to use next year.

Cecilia Lindh suggests that this meeting should appoint three people that can access MDSU's bank accounts.

The meeting suggests: For the next meeting it is needed to think about how to formulate the by-law about access to MDSU's bank accounts.

Meeting's proposal for decision: To appoint chairman, vice chairman and Enkhlun Enkhmandakh as the only three people that can access MDSU's bank accounts and be the only people who can make transactions on those bank accounts.

The board unanimously decided

- To elect Lova Libert, Shervin Pirani, and Enkhlun Enkhmandakh as the three people who will have sole access to MDSU's bank accounts, and the sole right to make transactions for MDSU.
- To think about how to formulate in the by-law how access to MDSU's bank accounts should work.

## 11 Approval of the previous meeting's protocol

*Agenda's proposed decision:* To approve the previous meeting's protocol.

Lova Libert presented the errand.

The board decided

- To table the errand.

## 12 Area manager's reports

Lova Libert presents the errand.

*Protocol:* Lova Libert asks the board if it would be advantageous to have a template the area managers' report can follow to make it easier to get relevant information, since as of now it is difficult for the managers to know what they should report on. Lova creates template, and the rest of the board gives feedback next meeting. Difficult for area managers to know what to write, takes more time than necessary.

Meeting's proposal for decision: To note the information in the area managers' reports, and to have Lova Libert create a template for the reports which the next meeting will decide upon.

The board decided

- To note the information in the area managers' reports and have Lova Libert create a suggestion for a template for the area manager report which will be decided upon at the next board meeting.

## 13 Doctoral council's report

Jennifer Gothilander is not present at the meeting, therefore Lova Libert presents the errand.

Protocol: The chairman for the doctoral council is Jennifer Gothilander. Lova Libert, in her role as chairman of MDSU, has been active in being a part of the doctoral council. MDSU need to make sure that doctoral representatives are appointed by MDSU. A long-term goal for the doctoral council is to make it into a mini version of MDSU to get a better workflow. A mini version means that the doctoral council will act as administrators for doctoral student representation, i.e., the doctoral council will recruit and appoint representatives of doctoral students to bodies at Mälardalen University that ask for doctoral student representation.

The board decided

- To note the information.

## 14 Economic report

Lova Libert presents the errand.

Protocol: No big purchases have been made. Sum-up (*Hitract*) card readers were purchased for 3 000 kr. Majid Azizi asked the board's presidium to investigate the pricing for MDSU's phones.

The board decided

- To note the information.

## 15 Board Presidium's report

Lova Libert presents the errand.

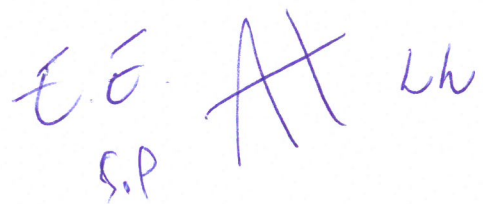
Protocol: The chairman and vice chairman of the board have split up areas of responsibilities to make work a bit easier and for area managers to know who to go to when they need support. The split is as follows: Lova Libert oversees study environment and student influence, Shervin Pirani oversees events and business relations, and communications is shared.

Lova Libert suggests that the board's presidium reports on their activities in the same way as the area managers to make this point in the board meetings more effective.

Meeting's proposal for decision: To note the information, and from now have the board's presidium report on their activities in the same way as the area managers.

The board decided

- To note the information, and from now onwards have Lova Libert and Shervin Pirani give reports in the same way as area managers.



## 16 Errand 1 – Election of Darina

*Agenda's proposed decision: Approve the presidium's decision to appoint Darina Akimova as Head of Study Environment.*

Lova Libert presents the errand.

Protocol: Because of personal reasons the person elected by the board meeting that appointed area managers was unable to fulfill the role as Head of Study Environment. Therefore, another person was needed to fill the vacancy. Darina Akimova was suggested by the other area managers, and the presidium interviewed her and felt she would be a good fit.

The board decided

- To approve the board presidium's decision to appoint Darina Akimova as Head of Study Environment.

## 17 Errand 2 – Hired help

Enkhluun Enkhmandakh presents the errand.

Protocol: Since it has been decided that MDSU will no longer run a restaurant business there's a need to empty MDSU's storage spaces at G6 in preparation of a new rental agreement for G6. There are around seven spaces that need to be emptied. Items in storage need to be either thrown, given away, sold, or stored in any of the spaces MDSU will keep according to the new rental agreement. Moreover, there is a lot of furniture at J3 left over after the termination of the rental agreement for the Eskilstuna office and that furniture also needs to be dealt with. The issue is that none of the current people working for MDSU has any time for this.

Enkhluun Enkhmandakh proposal for decision: Elect Batbileg Chuluunbataar as a "handyman" and have him work 50% of an area managers work time and pay him 50% of an area manager's salary. Batbileg Chuluunbataar will deal with emptying and cleaning the storage spaces at G6 and throwing away, give away, sell, or find new storage for the items found in the storage spaces. He will also, if there's enough time, help throw away, give away, sell, or store the furniture stored at J3.

The board decided

- To elect Batbileg Chuluunbataar as handyman at 50% of an area manager's time and salary from the 1<sup>st</sup> of October until the last of October.

S.P. lw  
E-E.  
A

## 18 Errand 3 – Team building

Enkluun Enkhmandakh presents the errand.

Protocol: Enkluun Enkhmandakh has planned monthly activities for MDSU's workers, area managers, board, and council's presidium etc. Majid Azizi suggests having paintball in May. Enkluun Enkhmandakh stresses that no one should miss the team building in June since goodie bags, certificates etc. will be given. Enkluun Enkhmandakh also stresses the importance of answering the emailed invites with if you can attend the event or not.

The board decided

- To approve the formulated plan for team building activities.

## 19 Errand 4 – Focus areas

Lova Libert presents the errand.

Protocol: As of now the area managers are getting overworked and stressed from having too many things to focus on, there's dozens of new errands every week that takes away their focus from the core of their tasks and the area managers are having a hard time saying no to the new errands. There's a need for the area managers to choose 1-3 focus areas to not spread themselves too thin in their roles, and the focus areas should be in the scope of their job descriptions and the operational plan.

Meeting's proposal for decision: To have the area managers turn in 1-3 main areas of focus to the board that must be inside the scope of their job descriptions and the operational plan.

The board decided

- To have the area managers turn in suggestions for 1-3 main areas of focus for their roles in the scope of their job descriptions and the operational plan to the board for the next board meeting.

## 20 Errand 5 – Alarm systems

Lova Libert presents the errand.

Protocol: There are many issues with the alarm systems at G6 and J3. When Lova Libert called alarm companies to get help sorting out the issues at J3 she was yelled at for not having the personal codes that have been given to a former area manager. No one currently at MDSU has access to these codes, and the former area manager is not contactable.

The issues at G6 have been created by external parties, and it has been found out that there's a phone app to control the alarm system at G6, this app existed the last operational year, but the fact was not shared with the rest of MDSU – this app is now being used.

There are upgrades for the alarm system at G6 that would make it easier to use, one of the upgrades costs 3 000 SEK which will, amongst others, enable more users of the phone app.

The board decided

- To note the information and ask if MDF can investigate other solutions for the alarm system at G6.

## 21 Errand 6 – LF and RP update

Lova Libert and Shervin Pirani present the errand.

Protocol: There's a need to compile a list for program associations (*LF*) so they are aware of what rights and obligations they have to make it more known what they can ask of MDSU, and what MDSU can ask of them. Moreover, there have been difficulties getting program associations to attend meetings, collaborate with MDSU, and to have discussions with MDSU.

There is a suggestion from the student associations at Eskilstuna that MDSU appoints volunteers that can handle opening and closing J3 to make J3 more accessible for student associations.

During the toga party (*during the rookie period*) an external party's volunteers were told they did not have to pay for tickets to the party. This was not communicated to MDSU who was selling the tickets, and now MDSU is being asked to reimburse the volunteers for their purchased tickets. This would have been a non-issue if this had been discussed between MDSU and the external party before the event started. Students still seem to think that the pub and night club are run by MDSU, even though it is now being run by Glada Gåsen.

Meeting's proposal for decision: To not re-fund the tickets this time since there is a worry that if the tickets are re-funded this situation will keep happening.

The board decided

- To not re-fund the tickets purchased for the toga party by the external party's volunteers, and to ask the student associations in Eskilstuna to provide suggestions for volunteers for opening and closing J3.

## 22 Errand 7 – Glada Gåsen

Shervin Pirani presents the errand.

Protocol: There has been a lot of friction between MDSU and Glada Gåsen because of the change in the organizations. There's been a lot of yelling towards MDSU, and a lot of back-and-forth about payment for security etc. It is not clear which responsibility belongs to who.

Shervin Pirani's proposal for decision: To have Shervin Pirani write up a contract on how to conduct the collaboration between MDSU and Glada Gåsen to lessen the amount of conflicts.

The board decided

- To have Shervin Pirani write a suggestion on a contract on how to conduct collaboration between MDSU and Glada Gåsen and present this preferably at the next board meeting.

EE . AH kw  
S.P



## 23 Errand 8 – Cleaning company

Shervin Pirani presents the errand.

Protocol: MDSU is currently paying too much for cleaning services. Shervin Pirani has looked at other cleaning services and has gotten an offer that would cut the expense by more than half. That offer is no longer viable because there's been too much time since the offer was made.

Meeting's proposal for decision: To have Lova Libert and Shervin Pirani find a cheaper cleaning service and when found sign the contract right away.

The board decided

- To give Lova Libert and Shervin Pirani the mandate to decide upon a cleaning service.

## 24 Errand 9 – House Foundation

Lova Libert presents the errand.

Protocol: There are three house foundations which is a bit confusing...

Västerås' house foundation has given clearance to install card readers to replace all keys. This will make it easier to give and remove access to G6. Mälardalen University will administrate this card reading system. The renovations at J3 will cost around 7 million SEK which no one is willing to pay. Currently, there are discussions about if J3 should even be kept.

The board decided

- To note the information.

## 25 Errand 10 – Creating continuation

Lova Libert presents the errand.

Protocol: There's a lot of complaints from external parties that there is no continuity at MDSU. Stress is already felt internally for the handover period next year, and there's stress felt from feeling that there's not enough time to do more time-consuming projects. There is a need for more long-term planning.

Lova Libert's proposal for decision: To write a proposition for the council to elect the chairman and vice chairman for two years instead of one and to have their mandate periods overlap by one year.

The board decided

- To have Lova Libert and Shervin Pirani write a proposition to the Council about prolonging the chairman's and vice chairman's mandate period and present this proposition to the board.

*Handwritten signatures and initials:*  
A large 'X' mark.  
Initials 'E.E.' with 'SIP' written below them.  
Initials 'LH' written to the right.

## 26 Errand 11 – Vacation

Lova Libert presents the errand.

Protocol: There's a need to structure vacation periods. It would be advantageous if all area managers had the same vacation periods to make it clearer for external parties and students when MDSU is not working at full force. It is very difficult to run MDSU effectively if there's a lot of workers on vacation.

Lova Libert's proposal for decision: To have the office workers try to coordinate their vacation times.

The board decided

- To have the office formulate a suggestion for vacation periods to turn in for the next board meeting.

## 27 Previous decision

The board decided

- To table the errand.

## 28 Other matters

### 28.1 Union car

Andrea Haglund presents the errand.

Protocol: There needs to be a more active decision about keeping or selling MDSU's car since the need for the car might not be as great as it was when MDSU had a restaurant business. The decision to keep or sell the car should be based on usage statistics and comparisons with renting/borrowing cars.

The board decided

- To have Lova Libert formulate a document on how MDSU's car is currently being used and comparisons of the union having its own car versus renting/borrowing a car when there's a need for a car and present this to the board.

### 28.2 Professional camera

Clara Brinck presents the errand.

Protocol: There's a need for a more professional camera for marketing, phone cameras are not good enough. A professional camera around 9 000 – 10 000 SEK would do nicely.

Meeting's suggestion for decision: To have Clara Brinck investigate what options for a professional camera there are below 10 000 SEK and to present her findings to a board meeting.

The board decided

- To have Clara Brinck present what options there are for professional cameras below 10 000 SEK preferably at the next board meeting.

*Handwritten signatures and initials: A, E.E., S.P., LK*



## 28.3 Air-filter

Shervin Pirani presents the errand.

Protocol: The air quality in the Västerås office is not good, and when one worker in the office gets sick it spreads fast.

The board decided to

- Have Shervin Pirani present options for an air purifier at the next bord meeting.

## 29 Next meeting

Lova Libert presents the errand.

The board decided

- To have the next board meeting on the 10<sup>th</sup> of October at 17:15.

## 30 Closing of the meeting

Lova Libert presents the errand.

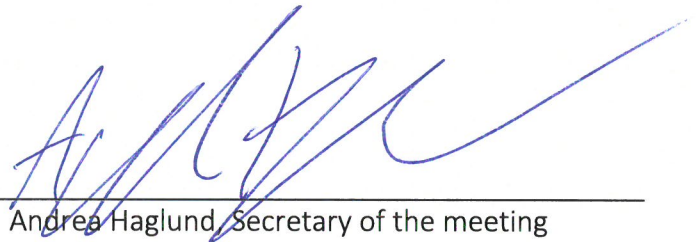
The board decided

- To close the meeting at 19:59.



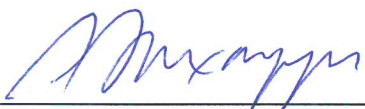
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Lova Libert, Chairman of the meeting



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Andrea Haglund, Secretary of the meeting



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Enkhlun Enkhmandakh, Adjuster



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Shervin Pirani, Adjuster