



MÄLARDALENS
— STUDENTKÅR —

Protocol of meeting with the Student Union's Board

Operational year 23/24, Meeting no. 5

2023-12-07

*M.A.
S.P.
E.E.
CC.*

1 Opening of the meeting

Proposed decision:

- To open the meeting at 17:17.

Lova Libert presented the errand.

Meeting notes:

- No notes.

The board decided:

- To open the meeting at 17:17.

2 Determination of voter register

Lova Libert presented the errand.

Meeting notes:

- No notes.

The number of attendees with the right to vote is:

- 8 at the start of the meeting.
- Jonas Sjöström joined after 17:18 and point nr. 2. The new vote count is 9.
- Jennifer Gothilander left after 19:15 and point nr. 2. The new vote count is 8.
- Majid Azizi, Enkhlun Enkhmandakh and Jonas Sjöström left after 20:03 and point nr. Other matter 3. The new vote count is 6.

3 Election of two adjusters as well as vote counters

Lova Libert presented the errand.

Meeting notes:

- No notes.

The board decided:

- To elect Enkhlun Enkhmandakh and Majid Azizi as adjusters as well as vote counters.

4 Election of chairman of the meeting

Proposed decision:

- To elect Lova Libert as chairman of the meeting.

Lova Libert presented the errand.

S.P.
L.L.
E E

MJ

Meeting notes:

- No notes.

The board decided:

- To elect Lova Libert as chairman of the meeting.

5 Election of secretary of the meeting

Proposed decision:

- To elect Shervin Pirani as secretary of the meeting.

Lova Libert presented the errand.

Meeting notes:

- No notes.

The board decided:

- To elect Shervin Pirani as secretary of the meeting.

6 Question about the previous meeting's authorized announcement

Proposed decision:

- To authorize the announcement of the meeting.

Lova Libert presented the errand.

Meeting notes:

- Is this for the protocol (signed, sealed and delivered) to members from us as board? Or is it the agenda and summon from Lova as Chairman to you as board? Or plot twist both?
- Fredrik and Andrea say it is Lova announcing matters such as the summon and agenda sent in the right day. Fredrik says the question here is not about the format of this section in the protocol but about the announcement to the board.
- Andrea wishes the talking point extra documents to be uploaded with more time in advance and named 1.1,1.2 or 2.1 format in the agenda. Therefore, board members know which document is attached to which matter.

The board decided:

- To authorize the announcement of the meeting and note the notes information for the next meeting.

L.L. S.P.
E.E.

M.A.

7 Adjuncts

Lova Libert presented the errand.

Meeting notes:

- No notes.

The board decided:

- *To approve attendees to join the meeting.*
 - o Enkhlun Enkmandakh is attending and is constantly adjunct.
 - o Malin Sundmark is attending and is alternates adjunct.

8 Declaration of other matters

Shervin declared that Högvarv company needs to be discussed.

Fredrik Nygårds declared that Student representatives need to be discussed.

Fredrik Nygårds declared that Booking rooms needs to be discussed.

9 Approval of the agenda

Proposed decision:

- *To approve the suggested agenda.*

Lova Libert presented the errand.

Meeting notes:

- Andrea says she does not like it and the order in PP is not the same as the picture in Slide 9. She wants the material for Errand to be in Agenda to connect the talking points to respective documents. Lova can change it and the board sees if they like it.

The board decided:

- To approve the suggested agenda and for Lova to present an updated format for the next board meeting.

10 Approval of the previous meeting's protocol

Proposed decision:

- *To approve the previous meeting's protocol.*

Lova Libert presented the errand.

Meeting notes:

S.P.
LL.
EE

M.A.

- No notes.

The board decided:

- To approve the previous meeting's protocol.

11 Area manager's work-reports

Proposed decision:

- *To note the information.*

Lova Libert presented the errand.

Meeting notes:

- Lova said after the changes the area managers are reading their job description and are reflecting on them, they are looking to add or remove tasks related to them to be more effective. Lova made a spreadsheet to see the hours reported attached to power point number 11.
- Jonas mentions it is a good tool for area managers to reflect on their hours. Fredrik, he likes to see how people feel about the time they spent on making the reports and chairwoman reports back to the board on the improvements of the process.
- Andrea said only Lova wrote about office climate and Lova will remind the area managers to include it in the next report. Andrea asked about why Lova was involved in Högvarv meetings where it is mainly Shervin's responsibility to supervise that area. Lova replied she needed to be in some MDU meetings and meetings with the area manager responsible. Andrea also asked why Shervin spent 6 hours on MDSU board protocols and Shervin replied there was some editing needed that took longer than expected.
- The board discussed whether team building activities should be considered in work hours or not. After discussions it was decided that Enkluun which is responsible for team building activities, will decide if an activity is counted in work hours or not depending on the relatability of the activity to work.

The board decided:

- To note the information and discuss the improvements in the area managers' report in the next board meeting.

12 Doctoral council's (DC) report

Proposed decision:

- *To note the information.*

Jennifer Gothilander presented the errand.

Meeting notes:

L.L. S.P.
E.E.
M.A.

- The second step is to make a suggestion to update a paragraph in Stadga , that they have a board and recruits' members and representation in MDU councils which will be discussed in spring MDSU council meeting.
- Enkhluun asked how it is going with PHD day, Jennifer says MDU is collaborating and budget for it and there will be around 40 PHD students who start with lunch and end with an AW at glada gasen. Enkhluun asked if they wanted help with marketing and Jennifer said no.

The board decided

- To note the information.

13 Economic report

Proposed decision:

- *To approve the format of the economic report.*

Shervin Pirani presented the errand.

Meeting notes:

- The aim is to get a monthly report and see how the expenses occur and the contrast to the planned budget.
- The board requested adding a section on the expected monthly income and presenting Högvarv financial report in a separate tab. Shervin will present the Högvarv financial report next meeting.

The board decided:

- To approve the new proposed format for the next meeting and add expected average monthly income and expense to the report and revise it in the next meeting.

14 Board Presidium's work-report

Proposed decision:

- *To note the information.*

Lova Libert presented the errand.

Meeting notes:

- Enkhluun said this is where the presidium makes a decision without the board and presents it to the board to get approvable or not. Fredrik says to word it better.

The board decided:

- To note the information.

15 Errand 1 – Members

Proposed decision:

LL. S.P
E.E
HA

- To present the current MDSU member's number.

Lova Libert presented the errand.

Meeting notes:

- Lova said we have the most members we had in five years. Jonas asked how we got more and Lova said it is Enkluun who is good had recruiting and her being in the reception was the most effective. The area managers asked for Enkluun to have a workshop and teach the office how to make people become members. Fredrik believes the new café renovations helped with more student presence in the building. Lova mentioned using Hitract and being more present at events helped to attract members.

The board decided:

- To note the information.

16 Follow up errand 1 – Insurance

Proposed decision:

- To note the information.

Majid Azizi presented the errand.

Meeting notes:

- Majid went over the current insurances we have and contacted them. We currently have Länsförsäkringar, Trygghansa and Folksam which corresponds to different insurances. Majid also contacted IF and Swedbank.
- Majid aims to get Swedbank insurance since we have our bank account with them already.

The board decided:

- To note the information and have a follow-up in the next meeting.

17 Follow up errand 2 – Education for the board

Proposed decision:

- To make a decision on an education program for the MDSU board.

Jonas Sjöström presented the errand.

Meeting notes:

- Jonas contacted the folkskola and they have an education, but it is only in Swedish.
- Shervin suggested Idealab in MDU and the previous Idealab employee which has its own education company now.
- Lova suggested asking Anna Stinesen.

LL S.P
E.E
MA

- Enkluun suggested Cecilia Vestman from MDU.
- Jennifer suggested Cecilia Lindh, Kåren's inspector.

The board decided:

- To note the information and follow up in the next meeting.

18 Follow up errand 3 – House renting agreement

Proposed decision:

- *To note the information.*

Lova Libert presented the errand.

Meeting notes:

- Lova went through the rental agreement and showed the spaces the student union will pay for from now on. The storage space next to the wardrobe space was always part of the student union so we don't need to ask to add it to our new agreements.
- Jonas asked what happens to the blue parts in the map which was rented previously by the student union. Lova replied MDU will pay those rent from now on.
- Andrea mentioned the rental agreement is renewed automatically every three years. She wishes to have a meeting beforehand from now on to revise the agreement before resigning.

The board decided:

- To note the information.

19 Follow up errand 4 – Styrdokument

Proposed decision:

- *To note the information.*

Lova Libert presented the errand.

Meeting notes:

- Lova added important documents to the board's team space so they can access it. Some documents need to be revised. Some were approved in council meetings, so they are still valid.

The board decided:

- To note the information.

20 Follow up errand 5 – Bank

Proposed decision:

L.L. S.P

E.E

MA

- To note the information.

Shervin Pirani presented the errand.

Meeting notes:

- Based on Roger we need to book a time and go to the bank to get access. That means Shervin, Lova, Enkhluun, and another board member need to visit the bank. The bank needs two witnesses with signature power for each person that needs to be added. Shervin called the bank and they said MDSU can do this process digitally and after submitting a form can connect with BankID to get access themselves. Roger had the digital way information but only suggested the visit to the bank to Shervin. Now Shervin delegated the task of filling in the form to Roger but he came back and said he can't do it and he will book a bank visit so we can go and explain in person. Nothing has been booked yet.
- Majid and Fredrik suggested not involving Roger and booking a meeting with the bank. One of them will join Shervin, Lova and Enkhluun to act as a witness with signature rights from the board.

The board decided:

- To note the information and suggested to book a meeting with the bank and do the digital way and ask roger to submit digital way all at the same time.

21 Follow up errand 6 – J3 booking

Proposed decision:

- To note the information.

Shervin Pirani presented the errand.

Meeting notes:

- Sexet is in contact with our event manager, and they inform us about their events. The other LFs inform Sexet to get the key from them but Sexet told them to inform MDSU as well. We investigated using the Teams' calendar to book times, but the students don't have access to use the calendar and make events. The IT department is looking into finding a way to share the calendar with the rest of the students.
- The house foundation meeting, we have the year 2024 to make a student organization with the help of engaged students to discuss the matters regarding the use of J3 before and during and after the renovations. This organization, with the help of the student union and the Eskilstuna Kommun will investigate the funds needed and the renting agreement later. Eskilstuna kommun agreed to come up with solutions to help us with the rent such as funds or reduced rent negotiants.

The board decided:

- To MDSU writes down how the booking system should work and sends it to MDF.

S.P.
L.L. EE.
MJ

22 Follow up errand 7 – LF meetings

Proposed decision:

- To note the information.

Shervin Pirani presented the errand.

Meeting notes:

- It will be tabled till the next meeting where Shervin presents more on the purpose of the LF meetings.
- Andrea mentioned the protocol is sent out before the meetings and it should be the agenda and then protocol gets filled in the meeting by the secretary.

The board decided:

- To note the information andrea brought up and table the discussion for the next meeting.

23 Follow up errand 8 – Jirik renting things

Proposed decision:

- To note the information.

Shervin Pirani presented the errand.

Meeting notes:

- Jirik informed Shervin he never used LF napkins in the café and he bought them himself. The brand and the color are the same. He said Beck has moved the LF stuff to another location so he cannot use them anyways.
- Shervin had a meeting with Roger where they looked over the invoices from the past regarding the ceiling sound system in G6 and physically showed the speakers to Roger to write down the model and number to find old invoices. Shervin looked at Blocket.se to see how much it is to rent sound systems in Sweden for parties. Renting and installation costs of a simple sound and light system is between 500kr - 2000kr. Shervin suggests renting the system in big parties to Jirik for 200-300kr per night.
- The board agreed to rent out the sound systems for 300kr a night but if Jirik doesn't pay, the board agreed to take the systems down. The rent will be discussed with Jirik.
- The board suggested re-negotiating the discounts Jirik gives the students and 10% is not enough for students with the increasing prices. Fredrik and Majid mention he needs to consult with students before increasing prices as the students come first.

The board decided:

- To add clauses in the new agreement contract with Jirik regarding the information discussed.
- To make contracts out of the information discussed in collaboration with Jirik.

L.L S.P

EE



mdsu.se

24 Follow up errand 9 – Beck's inventory

Proposed decision:

- To note the information.

Lova Libert presented the errand.

Meeting notes:

- Beck has made a time report as well as the inventory list excel file. If we hire him back for December we owe him 61 hours of overtime by him.
- The two safes in the kitchen storage were mentioned. One is locked and we don't know what's inside. We need to pay 3000 kr excluding moms to move the safe. The board suggested extending the time for us to keep the safes from MDU, so they have a chance to move the safe or sell it online.

The board decided:

- To hire beck for December and ask MDU for extended time to keep the two safes in storage and have time to try to sell it online for free or pay a company to throw it away.

25 Other matters 1 – Company invoice discount request from Högvarv

Proposed decision:

- To make a decision on the company's request to get a discount on the invoice.

Shervin Pirani presented the errand.

Meeting notes:

- A company that participated in Hogvarv asked for a 20% discount as they feel they were placed in a space with limited access for students to talk with them. They have a package worth 15000kr and wanted to pay 12000 only.
- The board thinks it would not set a good precedent to change an invoice after it was sent out and that the place was good compared to other spaces.
- The board collectively voted no and delegated Shervin to answer the company.

The board decided:

- The board has decided to decline the request for the discount requested from the company Ellevio.

26 Other matters 2 – Student representatives

Proposed decision:

- To note the information.

Mälardalen's Student Union

Visiting address Eskilstuna: J.A. Selanders gata 3, 632 20

Visiting address Västerås: Gustavsborgsgatan 6, 722 18

*L.L. S.P.
M.A. E.E.*
mdsu.se

Phone: +4673 – 059 70 16

Email: info@mdsu.se

Fredrik Nygårds presented the errand.

Meeting notes:

- Fredrik said they discussed the process of becoming a student representative in the board of their LF, DALO, and think the process needs adjustment.
- They understand it is MDSU's responsibility but believe MDU is not putting enough effort into announcing the positions or informing the teachers to help with the recruitment.
- Lova replied, Jiranan our head of education is responsible for the process from MDSU and MDU dedicated a person from communications department to tend to student matters and her name is Jenny Persson and she is in charge of instagram and informing students.
- Fredrik believes SR will drop out or not join again if they see MDU is not listening to the student input and suggested MDU councils contact their student representatives for checkup.

The board decided:

- To have a full report made by MDSU regarding student representation and report back to the board.

27 Other matters 3 – LF's booking rooms in MDU

Proposed decision:

- *To note the information.*

Fredrik Nygårds presented the errand.

Meeting notes:

- Fredrik said when they want to book a room in MDU for LF activities the university doesn't know the process and keeps delegating it to different people in MDU & MDSU.
- Lova said she will inform MDU and will make a clear process.

The board decided:

- To make a clear process on booking MDU premises by LFs and inform MDU and LFs about it.

28 Next meeting

Lova Libert presented the errand.

Meeting notes:

- No notes.

The board decided:

L.L. S.p
E.E.
M.A

- To have the next meeting on 30th of January 2024, 17:15 in G6 Västerås office and Teams online option.

29 Closing of the meeting

Proposed decision:

- *To close the meeting at 20:08.*

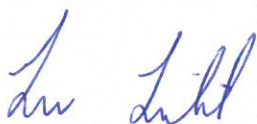
Lova Libert presented the errand.

Meeting notes:

- No notes.

The board decided:

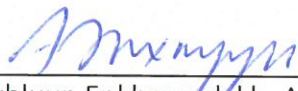
- To close the meeting at 20:08.



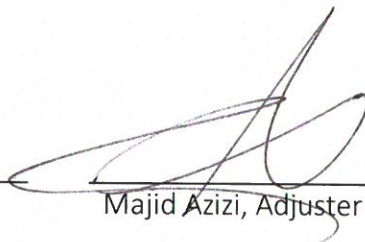
Lova Libert, Chairman of the meeting



Shervin Pirani, Secretary of the meeting



Enkluun Enkhmandakh, Adjuster



Majid Azizi, Adjuster