

Articles of Association for the Young Academy of Norway

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§1 Objectives

Akademiet for yngre forskere (in English the Young Academy of Norway) (AYF), is an independent, interdisciplinary and diverse network for cooperation and the exchange of experience between young researchers. We aim to promote the values of knowledge and free research in society and to be an active promoter of innovative research dissemination. By initiating and inspiring dialogue between research environments and communities, our aim is to contribute to knowledge-based societal development, both in Norway and around the world.

§2 Organisation

- 2.1. AYF is an independent organisation consisting of up to forty (40) members who work in Norway (cf. Section 3).
- 2.2. AYF may also include up to ten (10) international members who work abroad but who are affiliated with a Norwegian research institution.
- 2.3. AYF shall have an interdisciplinary composition, broad geographic representation and equal gender representation.
- 2.4. AYF shall have Norwegian as its working language.
- 2.5. AYF shall have regular meetings.
- 2.6. AYF has its headquarters in Oslo, but is active throughout Norway.

§3 Membership

3.1. Duration

Membership of AYF is limited to a maximum of four (4) years, and admission is subject to the criteria specified in Sections 3.2 and 3.3.

Membership comes into force as of the conclusion of the General Meeting in the year of admission and lasts until the conclusion of the General Meeting in the year of leaving.

3.2. Criteria

In order to be admitted to AYF, prospective members must:

- 3.2.1. be able to demonstrate considerable independent scientific or artistic work and have distinguished themselves, both actively and professionally, within their fields.
- 3.2.2. be interested in and able to actively participate in the work of AYF.

3.2.3. be no more than forty (40) years old at the end of the calendar year of admission. Exceptions may be made for prospective members over this age by discounting periods of parental leave, national service or sick leave, in line with the Research Council of Norway's guidelines.

3.3. Selection

AYF selects new members each year. The selection process is managed by a dedicated Selection Committee (cf. Section 8). The selection is governed by a separate mandate. The Selection Committee proposes new members to the Board, which adopts the proposition of new membership.

International members pursuant to Section 2.2 are selected by the Board.

3.4. Resignation

Members may resign from AYF. Resignation must be notified in writing to the Management Team, and comes into force on the date the Management Team records that the resignation has been received. If the resigning member holds an office in AYF, they must relinquish that office with immediate effect.

3.5. Suspension and expulsion

3.5.1. The Board may suspend members from AYF for a period of up to twelve (12) months if the criteria for expulsion have been fulfilled or a proposal for expulsion has been presented.

The period of suspension will not extend the period of membership of AYF.

If the suspended member holds an office in AYF, they will be suspended from that office for the same period.

3.5.2. The Board may expel a member if the member has been significantly absent from AYF activities for an extended period of time without notifying the Management Team, or has acted in contravention of the objectives or Articles of Association of AYF. In order for the decision on expulsion to be valid, it must have been passed with a two-thirds majority of Board votes, once the member has had an opportunity to submit a written explanation to the Board.

Prior to expulsion, the Board Chair must give a written warning to the member in question. If the Board Chair must be given a warning, the Board must give the written warning.

Expelled members must relinquish any offices in AYF with immediate effect.

3.5.3. In the event of suspension or expulsion of the Board Chair, the Deputy Chair shall take over as Acting Board Chair with immediate effect. The procedure specified in Sections 3.5.1 and 3.5.2 shall also apply.

3.5.4. In the event of suspension or expulsion of the Deputy Chair, the Board shall temporarily appoint a new Deputy Chair from its own members. The procedure specified in Sections 3.5.1 and 3.5.2 shall also apply.

3.6. Appeals body

Suspended and/or expelled members may appeal the Board's decision to the Supervisory Committee. The appeal must be in writing and be delivered within fourteen (14) days of the decision being communicated. While the appeal is being processed, the member in question shall be suspended from AYF and from any offices the member holds in the organisation.

The Supervisory Committee must handle the appeal within thirty (30) days. The decision of the Supervisory Committee is final.

3.7. Alumni Association

Former members are automatically afforded membership of AYF's Alumni Association. The Alumni Association is governed by its own guidelines. The Alumni Association cannot act in contravention of the objectives of AYF. The Board can dissolve the Alumni Association if necessary.

Should a member wish to leave the Alumni Association, they must notify the General Secretary in writing.

§4 General Meeting

4.1. Authority

The General Meeting is the ultimate decision-making body of AYF and shall be held before the end of October each year. The date and location of the General Meeting shall be determined by the Board no later than twelve (12) weeks before the start of the meeting.

4.2. Convening and deadline for case documents

The meeting shall be convened with eight (8) weeks' notice. Items to be handled at the meeting must be notified to the General Secretary no later than six (6) weeks in advance. The Board recommends submitted proposals for discussion. The signed agenda and case documents must be sent to members by the Board Chair and General Secretary no later than four (4) weeks before the meeting.

4.3. Proposals for change

Proposals for change to items appearing on the agenda must be submitted no later than two (2) weeks before the meeting.

Submitted proposals for change and the Board's recommendations must be sent to members by the General Secretary no later than one (1) week before the meeting.

Notwithstanding the foregoing, proposals for change that do not involve changes to the Articles of Association may be presented during the meeting without the recommendation of the Board.

4.4. Voting rights

Members who have a valid membership of AYF have full rights (right to speak, right to make proposals and right to vote) at the General Meeting. At least half the members must be present in order for the General Meeting to constitute a quorum. In the event of parity of votes, the Board Chair has the casting vote.

4.5. Observers

Observers may be granted the right to speak by a two-thirds majority, with the exception of the General Secretary and external members of the Supervisory Committee, who are granted the right to speak at the start of the meeting. The right to speak applies to the matter currently being discussed.

The following have observer rights:

- New members
- The Secretariat
- External members of the Board and committees
- Invited guests

4.6. Agenda items

- Approval of convening a meeting, agenda, order of business, election of meeting Chair, notetaker, vote counters and members to sign the minutes
- Annual Report from the previous Board period (September to August)
- Accounts from the previous calendar year and auditors' report
- Report from the Supervisory Committee
- Strategy (every four years)
- Work programme for the following calendar year
- Budget for the following calendar year
- Remuneration for elected management
- Items proposed by the Board
- Items proposed by members
- Election of Board members
- Election of the Supervisory Committee
- Election of the Nomination Committee
- Election of auditor

4.7. Extraordinary General Meeting

An Extraordinary General Meeting shall be held if the Board or three-quarters of the members request it. The date and location of the Extraordinary General Meeting shall be determined by the Board, and it shall be held no later than five (5) weeks after the request is submitted. The Extraordinary General Meeting shall be convened and the agenda sent out no later than three (3) weeks before the meeting. Case documents shall be sent out no later than one (1) week before the

meeting. The Extraordinary General Meeting may only consider items specified in the agenda sent out in advance.

4.8. Voting majorities

The following voting arrangements apply to items for discussion at the General Meeting:

- Amendments to the Articles of Association require a two-thirds majority of votes cast.
- Other matters may be decided by a simple majority.
- Elections shall take place in accordance with Section 4.9.

In general, decisions shall come into force immediately the General Meeting is concluded, unless specified otherwise.

4.9. Elections

With the exception of outgoing members, all members who have the right to vote at the General Meeting are eligible for election to Academy offices.

Members (subject to Section 3) may nominate candidates for AYF offices that are currently filled by external members before the voting deadlines described below.

The Nomination Committee draws up a recommendation of members to serve on the Board and Supervisory Committee. The Board recommends members to serve on the Nomination Committee.

The recommendations shall be sent out no later than one (1) week before the General Meeting. Candidates who have not been recommended must actively notify the Nomination Committee that they wish to uphold their candidature, no later than the day before the start of the meeting, before the deadline determined by the Nomination Committee.

Motions from the floor will not be accepted during the General Meeting. Offices for which no recommendation has been made shall be considered vacant positions, and candidates may be proposed and elected during the General Meeting.

A secret ballot may be held if at least one (1) member requests it.

Vote counters shall be appointed at the start of the meeting.

Elections at the General Meeting shall otherwise be regulated by the order of business.

4.10 Duration of elected offices

Offices to which members are elected at the General Meeting are normally for a period of one (1) year, from 1 November of the year in which the General Meeting is held until 31 October of the following year, unless otherwise specified.

§5 Board

5.1. Authority

The Board manages AYF's activities between General Meetings.

5.2. Composition and eligibility

The Board consists of a total of nine (9) people: the Chair, the Deputy Chair, three (3) members and two (2) external members; plus a first and a second substitute, who are internal members.

The Chair and Deputy Chair shall be elected together. Thereafter the other three (3) internal members shall be elected together, after which the substitutes shall be elected together. If there are no candidates other than those recommended by the Nomination Committee, the entire Board may be elected together by acclamation.

Of the external members, one (1) of the two (2) is normally elected each year.

All Board members shall be elected by the General Meeting. Board members cannot be elected to the Nomination Committee or Supervisory Committee during the same election period.

All Board members have the right to speak, the right to make proposals and the right to vote. The Board constitutes a quorum when at least four (4) of its members are present. In the event of parity of votes, the Board Chair has the casting vote.

If one or more Board members are absent, the substitute(s) shall take their place.

The General Secretary is the Board's secretary, and has the right to speak and the right to make proposals.

5.3. Period of Board service

The period of Board service is one (1) year for members and two (2) years for external members.

The Board period runs from 1 November until 31 October.

If a Board member's membership of AYF expires during the Board period, their position on the Board shall nevertheless last until the end of the Board period.

5.4. Board meetings

Meetings shall be convened with four (4) weeks' notice. The agenda and case documents shall be sent to the Board no later than one (1) week before the meeting. The Management Team is responsible for determining the agenda. The General Secretary is responsible for sending meeting notifications and case documents to Board members before the meetings. A meeting schedule for the Board period shall be determined at the first Board meeting of the period.

5.4.1. Extraordinary Board meetings

The Management Team or two (2) Board members may request an extraordinary Board meeting, in which case the meeting shall be convened with one (1) week's notice. Only items that have been notified may be considered.

5.5. Resignation from Board service

Resignation from Board service must be notified in writing to the Chair and the General Secretary. The Board shall determine whether a replacement should be appointed. If the Chair resigns, the Deputy Chair shall take over as Acting Chair, and a new Deputy Chair must be elected. If the Deputy Chair resigns, the Board must elect one of its members to serve as Deputy Chair.

In the event of resignation of a Board member, the first substitute shall be promoted to the Board.

§6 Management Team

The Management Team consists of the Chair, Deputy Chair and General Secretary. The Chair and Deputy Chair have the right to speak, the right to make proposals and the right to vote. The General Secretary has the right to speak and the right to make proposals.

The Management Team is responsible for daily oversight of the organisation, and manages AYF's activities between Board meetings. The Management Team has the authority to appoint ad hoc committees and working groups, and to support public causes and similar, within the mandate determined by the Board.

The General Secretary is responsible for convening meetings. The Management Team makes decisions by consensus. In the event of parity of votes, the Board Chair has the casting vote.

§7 Nomination Committee

The Nomination Committee is elected by the General Meeting, and consists of the Chair and three (3) members. It makes recommendations for AYF offices in accordance with Section 4.9. The General Meeting shall first elect the Chair and then the three (3) other members together. If there are no candidates other than those recommended, the entire Nomination Committee may be elected together by acclamation.

The Nomination Committee works in accordance with a mandate determined by the Board. In the event of parity of votes, the committee Chair has the casting vote.

The Nomination Committee reports its activities to the General Meeting.

Members of the Nomination Committee cannot be elected to the Board or Supervisory Committee during the same election period.

§8 Selection Committee

The Selection Committee is appointed by the Board, and is governed by a separate mandate. The Selection Committee shall draw up recommendations for new members of AYF (cf. Section 3.3).

The Selection Committee consists of four (4) members and two (2) to four (4) external members. In the event of parity of votes, the committee Chair has the casting vote.

The General Secretary is the secretary of the Selection Committee.

§9 Supervisory Committee

The Supervisory Committee is elected by the General Meeting, and consists of one (1) Chair and two (2) members, of whom one (1) is internal and one (1) external. The Chair of the Supervisory Committee must be an internal member. The General Meeting first elects the Chair, thereafter an internal member and finally an external member.

If there are no candidates other than those recommended by the Nomination Committee, the entire Supervisory Committee may be elected together by acclamation.

The Supervisory Committee shall check that the Board acts in line with the Articles of Association and decisions made by the General Meeting. The committee constitutes a quorum when two (2) of the three (3) members are present. The Supervisory Committee shall submit an annual report to the General Meeting, subject to the deadlines stipulated in Section 4.2.

The Supervisory Committee acts as an appeals body (cf. Section 3.5.3).

Members of the Supervisory Committee cannot be elected to the Board or Nomination Committee during the same election period.

§10 Secretariat

The day-to-day work of AYF is performed by the Secretariat. The Secretariat is managed by the General Secretary, who is appointed by the Board for a fixed term. Other guidelines for appointments and the composition of the Secretariat are regulated by the Board of AYF.

§11 General provisions

11.1 Academy meetings

The Management Team is responsible for inviting members to Academy meetings (cf. Section 2.5). Other matters concerning AYF can be decided at these meetings by simple majority, though not in contravention of decisions made by the General Meeting.

In order for such meetings to constitute a quorum, at least half the members must be present. In the event of parity of votes, the Board Chair has the casting vote.

11.2 Impartiality

A person must not participate in the consideration or determination of issues that have such particular importance for himself or herself or for any relative that he or she may be considered to have a conspicuous personal or financial special interest in the matter. In general, institutional affiliation and political opinion do not constitute such disqualifying special interest.

11.3. Merger

The General Meeting may agree by a three-quarters majority of votes cast to merge AYF with another organisation with similar objectives.

11.4. Dissolution

Any decision to dissolve AYF will require a three-quarters majority of votes cast at two (2) consecutive General Meetings. In the event of dissolution, any AYF funds shall be transferred to relevant cooperative organisations with related activities to those of AYF.