

AU-JRA

Aarhus University – Junior Researcher Association

1. Aims and Objectives

Aarhus University – Junior Researcher Association (AU-JRA) addresses issues that are of interest to the junior researchers in AU. “Our aim is to work closely with AU leadership and administration to achieve the best possible working conditions for AU Junior researchers, thereby making AU a more attractive place for junior researcher training in the future.

To fulfill its aim, AU-JRA will:

- a) Discuss and improve working conditions for junior researchers.
- b) Represent Aarhus University Junior Researchers (AU-JR) from all faculties, schools, and departments of AU, in political boards.
- c) Facilitate communication and networking between AU-JR within all faculties, schools, and departments of AU.
- d) Create an intellectual framework for AU-JR (interdisciplinary collaboration, etc.)

AU-JRA will pursue these aims through inclusivity, democracy, approachability, and active engagement.

AU-JRA rests solely in good will and participation of the JRs in Aarhus University.

2. Membership

- a) **AU Junior Researcher (AU-JR)** will be an individual who has completed their doctoral degree (or at least submitted their Ph.D. thesis to the graduate school) and holds a fixed-term (or temporary) position at Aarhus University.
- b) AU-JR can be a post doc, research assistant, senior researcher, and assistant professor or any other title with a research based portfolio, which is a fixed term position at all faculties, schools, and departments of Aarhus University.
- c) Membership to AU-JRA expires when the status mentioned above no longer exists for an individual. This is also application to AU-JRA board members.
- d) Membership shall not be refused on the grounds of race, age, sex, nationality, sexual orientation, or political views.
- e) The AU-JRA Board will expel a member for behavior likely to disrepute AU-JRA and Aarhus University. (The AU-JRA Board is defined in point 3 of the statutes).
- f) Members will register on-line and accept the statutes of AU-JRA. Personal information will be stored in a server at AU and only the board members or persons assigned by the board

members will have access to it. In any case, the Danish regulations regarding protection of personal information will be adhered to.

- g) "Friends of AU-JRA" share interests of the AU-JRA, whether defined as per points 2a and 2b or not, may participate in activities of the AU-JRA at the discretion of the board members. This will ensure the people interested in some of the activities or that are at AU for a short time, can participate.

3. AU-JRA Board

A. Purpose:

- I. AU-JRA board can make statements regarding overall relevance to JRs in AU.
- II. The board of AU-JRA will work to position itself as a part of the AU structure and formal advisory body to the rectorate, prodeans, and rest of the management of AU.

B. Structure and Election:

- I. The management of the AU-JRA affairs shall be in the hands of the AU-JRA Board, which shall be elected at the Annual General Assembly (AGA).
- II. AU-JRA board shall consist of a President, a Vice President, a Secretary, a Treasurer, and a number of additional officers and committees. The roles and the titles of the additional officers and committees shall normally be defined and approved by the AGA. The board elects its officers among these, the president, vice president and treasurer, at a 1st board meeting after AGA.
- III. The president must have served on the association's committee for at least six months to be nominated for the role as President.
- IV. It is recommended that the president of AU-JRA is one of the suggested members of the board.
- V. Only Members of AU-JRA defined in 2a and 2b may normally be elected as officers. An exception may be made if approved by the AGA.
- VI. In the case of empty seat following an election at AGA, the already elected board has the mandate to include board members throughout the term.
- VII. AU-JRA board may form committees as needed. Committees shall submit reports of their activity to the board. Membership of the AU-JRA committee is defined in 2a, 2b and 2g, at the discretion of the committee.
- VIII. All members are acting on behalf of the AU-JRA, regardless of whether they are a member of the board or committees, must adhere to the Code of Conduct. Non-adherence may lead to expulsion from AU-JRA.

C. Board Meeting Notification

- I. The board has no fixed calendar and gets together whenever necessary. Outside board meetings, the board can decide on matters by e-mail or another form of communication.
- II. Any member can call a meeting with a notice of 10 working days.
- III. An agenda shall be sent out with the notification. Agenda must be in English.

- IV. Items for the agenda must be sent to the president five working days before the meeting no later than 12 at noon. If new items for the agenda occur, the revised agenda must be sent to the members no later than two working days before the meeting at 16 o'clock, the latest.
- V. The board meetings are open unless 2/3 of the board members request that items on the agenda are closed. "Friends of AU-JRA" (section 2g) can participate in open agenda items on the same terms as the board members; however without being able to vote.

D. Board meeting Procedure

- I. The members present at the meeting accept the agenda.
- II. A minute taker is appointed. The minutes must be written in English.
- III. The minutes from the last meeting are accepted.
- IV. Decisions can be made if the president establishes that the group has reached an agreement unless any member demands a vote.
- V. If there are disagreements within the group, the president draws up a voting theme, and after that, a decision is made when 2/3 of the members present votes in favor of the proposal.
- VI. To make a binding vote at least half of the members of the board must be present.
- VII. By co-ordinate procedural proposals, amendments, and main-proposals, the president decides the order.
- VIII. A member can vote by a written proxy (fuldmagt).
- IX. No decisions are to be made under "any other business".
- X. The carried decision is added to the minutes of the meeting.
- XI. All agendas and summaries from the board meetings must be put on the AU-JRA webpage in due time for the members of AU-JRA to discuss matters of relevance with the board members.

4. Annual General Assembly (AGA)

- a) The AGA is the democratic foundation of AU-JRA.
- b) AGA must be held at least once a year. Notice of upcoming AGA must be sent out at least three calendar months with time and venue for AGA.
- c) The Secretary of the AU-JRA must receive nominations for Committee posts, and items of business for discussion, least two weeks before the AGA.
- d) The President shall take the Chair at any AGA. In the absence of the President, Vice President shall take the Chair. In the absence of both President and Vice-President, the Committee shall elect a Chair for that meeting.
- e) The AGA shall be conducted similarly to the AU-JRA Board Meetings (as explained in point 3d).
- f) At the AGA the retiring board makes an account of the boards work over the election period. Any participant can make comments or generate a discussion about the different subjects in the statement.
- g) At AGA, junior researchers can discuss which issues the board should focus on the coming year. Any JR can raise these issues and concerns.
- h) Each JR may carry only one vote unless he/she brings a written proxy (fuldmagt).

- i) Extraordinary General Assembly (EGA): may be called at any time upon the request of three Members of the Board or the written request of at least 10 Members of the AU-JRA. One-month written notice shall be given to members before an EGA is held. An EGA shall have the same procedure as the AGA.
- j) Amendments to Statutes: Any junior researcher (defined as points 2a and 2b) at AU can suggest amendments to statutes at AGA. If amendments are put forward the vote about the statutes must take place in following order:
 - 1) Amendments.
 - 2) Original proposal.

Any decision made at AGA requires 2/3-majority. It is possible to vote by a written proxy (fuldmagt).

5. Financial Matters

- a) AU-JRA will manage its finances by Aarhus University Financial Regulations.
- b) A complete record of the financial transactions of the AU-JRA shall be maintained by the AU-JRA Treasurer, and the current account balances shall be presented at each Board meeting.
- c) The complete annual record shall be presented at the AGA and/or EGA

6. Official language of AU-JRA

The official language of AU-JRA will be in English.

7. Dissolution

- a) AU-JRA can be dissolved if 2/3 of delegates at annual general assembly votes in favor thereof.
- b) In the event of dissolution, all assets of AU-JRA shall be donated to an association with similar interests in Aarhus University or returned to the management of Aarhus University.
