

BSRUN Rules and Regulations

1. NAME

Baltic Sea Region University Network (BSRUN)

2. LOGO AND SLOGAN



BSRUN for Strategy and Practice.

3. STATUS

- 3.1. A multilateral agreement between member institutions.
- 3.2. A/The coordinating institution acts as the legal entity when so required.

4. OBJECTIVES

- 4.1. A network for University Governance, Management and Administration.
- 4.2. In addition, a platform for new ideas, contacts and projects.

5. MEMBERSHIP

5.1. Membership criteria

- 5.1.1. University, university of applied sciences or other corresponding higher education institution.
- 5.1.2. Membership of the national rector's conference and/or European University Association (EUA).
- 5.1.3. When BSRUN was established, the founding group consisted of universities which had bilateral and other links between them. Established networks and bilateral links will be taken into consideration also in the future.
- 5.1.4. SC can extend an associate membership to national or international higher education organisations not eligible for membership under the criteria given above to enhance cooperation and exchange of information with BSRUN.

5.2. Geographical region

Members should geographically come primarily from the Baltic Sea drainage area. Co-operation is enhanced with CBSS, BSPC, BUN, HUMANE, NUAS (Nordic countries), EAIR and EAIE. Co-operation with the Baltic University Programme, the Northern Dimension Institute and the University of the Arctic will be explored.

5.3. Membership applications

Membership applications are first examined by the SC. The SC opinion is then circulated to member institutions in order to obtain their approval.

5.4. Conditions and termination of the membership

- 5.4.1. New members should approve the Rules and Regulations.
- 5.4.2. Membership can be terminated by a resignation in writing to the SC at least six months before the end of the calendar year to be effective from the beginning of the next calendar year.

6. ORGANISATION

6.1. Plenary Meeting (PM)

- 6.1.1. PM is organised every third year.
- 6.1.2. Every member institution has one official representative at the PM.

6.1.3.PM approves the rules and regulations of the organisation.

6.2. President

6.2.1.PM appoints for three years a President from amongst the member institutions who chairs the Steering Committee (SC) and represents the organisation. The president does not represent a country nor a member institution.

6.2.2.SC appoints from amongst its members two Vice-Presidents to act as deputies to the President.

6.3. Steering Committee (SC)

6.3.1.SC consists of member institution representatives by countries.

6.3.2.SC members are responsible for the planning of the activities in their countries and also for supporting the local organizers responsible for the implementation of activities. SC may establish an Executive Committee and/or Sub-Committee to assist SC in the planning and implementation of the activities.

6.3.3.PM decides on the composition of SC.

6.3.4.SC members have personal substitutes.

6.3.5.PM decides which member institutions the members and substitutes come from. Substitute members come, if possible, from other member institutions than the members in the same country. SC has the right to change the composition of SC between Plenary Meetings due to changes in membership in particular countries.

6.3.6.The heads of these institutions appoint the members and substitutes. Their home institutions cover the costs incurred by their participation in SC meetings, unless otherwise agreed nationally.

6.3.7.SC term of office is three years.

6.4. Coordinating institution(s)/Secretariat(s)

6.4.1.PM decides on the coordinating institution(s) from amongst the member institutions for three years.

6.4.2.The coordinating institution(s) host(s) the Secretariat(s) of the organisation and is/are charged with the preparation of SC meetings and PMs.

6.4.3.Secretariat(s) assist(s) SC, the SC country representatives and the local organizers in the planning and implementation of activities

6.4.4.The coordinating institution(s) appoint(s) a person to be in charge of the Secretariat.

6.5. Institutional contacts

6.5.1.Every member institution has two contact persons: the head of the institution and an administrator nominated by the institution.

6.5.2.Institutional contacts act as links between the Secretariat(s) and SC and member institutions for the dissemination of information and in the organisation of events.

6.6. Membership fee

6.6.1.Member institutions pay an annual membership fee.

6.6.2.PM decides on the amount of the fee to be charged.

6.6.3.The coordinating institution(s) collect(s) the fee.

6.6.4.SC approves annually the budget for the next calendar year and the report of expenditures of the previous year.

7. TERM OF RULES AND REGULATIONS

The present Rules and Regulations come into force from 1st January 2014 and replace the Agreement of 2010. Amended as of 25 October 2016.

If institutions wish to make changes in the Rules and Regulations they have to inform the Steering Committee in writing at least three months before the following Plenary Meeting for decision-making. If no changes are agreed by the Plenary Meeting, the present Rules and Regulations are automatically prolonged for three years.