

**Meeting of the representative council of the student union of Southeast Finland University of Applied Sciences**

**Time:** 15.2.2024 klo 17.00

**Place:** Kaakkois-Suomen ammattikorkeakoulun Kouvolan kampus, Paja-kabinetti

**Participants:**

**Minutes of the meeting:**

**1. § Opening the meeting**

**2. § Speaking and attendance rights**

Proposal: Everyone attending has the right to speak and attend this meeting.

**3. § State of legitimacy and quorum**

Proposal: Meeting is legit and quorum.

**4. § Election of chair, secretary, and tellers**

The meeting elects Esa Hämäläinen, the chair of the representative council, as the chair of the meeting, and Sauli Sarjus, the executive director of the student union, as the secretary of the meeting. Two record inspectors are appointed for the meeting, who will also act as vote counters if necessary.

Decision:

**5. § Acceptance of the meeting agenda**

Proposal: Acceptance of the meeting agenda without changes.

**6. § Announcements**

- Board Updates
- Plans for the Board in 2024
- Anna Päivike and Eetu Mansikka have been made permanent.
- The fixed-term contract of Emmi Matinheikki has been extended until March 31, 2024.
- Recruitment for the Member Service Specialist has been initiated, with a focus on candidates for the Savonlinna or Kotka campuses.
- The role of Community Manager Meerri Larinen in Savonlinna will end during spring 2024.

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**7. § Financial review**

Presenter: Sauli Sarjus

Presentation: By the end of the financial year on December 31, 2023, the Student Union's surplus was €7,639.39, whereas in 2022, the financial year resulted in a deficit of €17,249.87. However, it should be noted that there may still be changes to the financial result and the income statement.

Attached (Appendix 1) is the income statement for the year 2023. Membership fee income for 2023 amounted to €145,139.13. During 2023, Kaakko paid membership fees totaling €22,294.00. This sum consists essentially entirely of membership fees paid to SAMOK. The amount of fees paid in 2023 increased compared to 2022, thanks to an active board. Conversely, the amount spent on purchased services decreased, especially due to the absence of the Executive Director (due to trust positions). The costs of the Savonlinna Student Culture Development Project were €57,966.69 in 2023.

There is currently no information available on the Student Union's investments.

Decision proposal: Note the matter for information.

**8. § Current situation of Kaakko memberships**

Presenter: Sauli Sarjus

Let's go through Kaakko's current membership situation.

Decision proposal: Note the matter for information.

**9. § Resignation of Members of the Representative Council**

Presenter: Esa Hämäläinen

Introduction: Representatives John Enarvi and Jesse Rinneranta have announced their resignation from this year's representative council.

Proposal for Decision: Note the resignation of the aforementioned individuals from the representative council.

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**10. § Reorganization of the Representative Council**

Presenter: Sauli Sarjus

Introduction: Adenike Oyedele from Kouvola (Yhteinen Kaakko) is proposed to replace Jesse Rinneranta, and Niina Mäkelä from Kotka (Kotkan opiskelijat) is proposed to replace John Enarvi.

Proposal for Decision: Add the aforementioned individuals as regular members of the representative council.

**11. § Election of the 3rd Vice Chairperson of Kaakko's Board**

Presenter: Nelli-Noora Kortelainen

Introduction: Mira Kuutschin resigned from her duties, prompting the board to seek a new vice chairperson. There were two applicants, and the board proposes Kia Keränen as the new vice chairperson.

Proposal for Decision: Approve the board's proposal for the new vice chairperson.

Decision:

**12. § Operating Procedures of the Representative Council for the Year 2024**

Presenters: Esa Hämäläinen and Heta Puro

Introduction: In February 2024, the chairperson of the representative council, along with board chairperson Nelli-Noora Kortelainen, will visit campuses as follows: February 8th - Savonlinna, February 9th - Mikkeli, February 15th - Kouvola, and February 16th - Kotka.

The representative council is also planning a team day. The date has not yet been decided, and the content planning is underway, but details will be finalized later.

Decision proposal: Note the matter for information.

**13. The working methods of the Representative council for 2024**

Presenter: Esa Hämäläinen

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During the spring of 2024, it is planned to organize a live meeting in each Xamk campus location, to which the members of the representative board, board members, Kaakko staff and one representative from each local association will be invited. The purpose is to meet over a pleasant activity and food and to get to know each other better. The dates have not been decided yet and the planning of the content is in progress, so now is a good time to influence the plans. Kaakko pays for the events, so the Representative council must determine the budget for the meetings.

Proposal: Let's decide to organize the events and determine the budget.

### 14. § Student representatives in working groups and positions of trust 2024

Presenter: Sauli Sarjus

The student body has many different positions of trust, for which student representatives have been appointed. Let's go through the student representatives in different working groups and positions of trust in 2024.

## Student representatives in working groups 2024

	Working groups/tasks of trust	Full member	Alternate member
1	Xamk Oy hallitus 2023–2024	Rico Martikainen	-
2	Opetuksen johtoryhmä	Nelli-Noora Kortelainen	Anne Halinen
3	YTHS-valtuuskunnan opiskelijaedustaja	Laura Laakso	-
4	YTHS-itäisen palvelualueen johtokunnan opiskelijaedustaja	Tuukka Seppälä	-
5	Tutkintolautakunnan opiskelijaedustaja 2023–2024	Joona Rätty	Veijo Tikka
6	Tutkintolautakunnan opiskelijaedustaja 2023–2024	Anne Halinen	Janina Sihvonen
7	Tutkimus, kehitys ja innovaatio johtoryhmä (TKI-johtoryhmä)	Miika Hämäläinen	Ella Rätty
8	Saavutettavuustyöryhmä	Terppa Kuisimin	Joona Rätty
9	YTHS-terveystyöryhmä	Oona Yhtiö	Laura Laakso
10	Peppi-projektiryhmä	Heta Puro	Nelli-Noora Kortelainen
11	Laatutiimi	Miika Hämäläinen	Laura Laakso

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12	Alumnityöryhmä	Päivi Räsänen	Oskari Lausala
13	Ohjauksen ja hyvinvoinnin tiimi	Päivi Räsänen	Nelli-Noora Kortelainen
14	Kouvolan kaupungin opiskelijaneuvottelukunta	Oskari Lausala	-
15	Mikkelin opiskelijafaorumi	Taneli Arosara	Anne Halinen
16	Turvallisuustyöryhmä Savonlinna	Esa Hämäläinen	Laura Laakso
17	Turvallisuustyöryhmä Mikkeli	Jasmin Salmi	Anne Halinen
18	Turvallisuustyöryhmä Kouvola	Joona Rätty	Veijo Tikka
19	Turvallisuustyöryhmä Kotka	Antti Nyrkkö	Jesse Rinneranta
20	Green Office	-	-
	<b>Asiakastoimikunnat</b>		
21	Pajan asiakastoimikunta Kouvola	Aurora Garcia	-
22	Kasarmiinan asiakastoimikunta Mikkeli	Anne Halinen, Oona Yhtiö, Terppa Kuismin	Taneli Arosara
23	Dexin asiakastoimikunta Mikkeli	Anne Halinen	Terppa Kuismin
24	Kaaren asiakastoimikunta Savonlinna	Miika Hämäläinen	Esa Hämäläinen
25	Junnun asiakastoimikunta Kotka	Laura Laakso	Eerika Laitinen
26	Kahvila Alfa Mikkeli	Oona Yhtiö	Lasse Lampén
27	Ravintola Talli Mikkeli	Anne Halinen	Taneli Arosara
	<b>Periferiavastaavat</b>		
28	1. vastaava (tiimin vetäjä)	-	-
29	2. vastaava	-	-
30	3. vastaava	-	-

15. Decision proposal: Note the matter for information.

**16. § Informing the rep.council**

Presenter: Esa Hämäläinen

The Representative Council holds the highest decision-making authority in matters concerning the student union. In order for the Representative Council to fully and responsibly exercise its decision-

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making authority, it is important that the representatives are aware of current and important matters concerning both students and student unions. Since the Representative Council convenes much less frequently than the board, it has been agreed with the board to send monthly updates to the representatives, detailing the board's actions from the previous month. The update is sent to each member of the Representative Council.

Decision proposal: Note the matter for information.

**17. § Other business**

**18. § Next meeting**

Proposal: The Spring Meeting will be held on April 18, 2023, at 5:00 PM.

Representative Council's Pre meeting on April 15, 2023, from 5:00 PM to 6:30 PM.

**19. § Closing the meeting**