

# Motion: Compensation of board and non-board members

## 1. Background

To reduce the amount of policy documents it would be preferable to keep all the compensation policies together. This motion merges the policies of both of the motions involving compensation.

## 2. Motions

In light of the foregoing, the undersigned move:

**that** compensation for DS members shall be budgeted and given as described on the Compensation of DS members policy.

**that** to the extent possible, and with the exception of sections 3.5, 3.6 and 3.7 involving compensation of FUM representatives, CHS compensated positions and CHS committee members; the policy will apply retroactively from the start of the financial year on the 1st of July of 2023. Where not possible, the aforementioned policy will apply starting with the 2024-2025 mandate and operational year.

Signed in Göteborg on 8<sup>th</sup> of February of 2023:  
Francisco Blas Izquierdo Riera

# Policy: Compensation of DS members

This policy defines how PhD. students who are members of DS, independently of they also being members of the board or not, should be compensated when performing tasks on behalf of DS. This policy formalizes the current compensation rules at DS and ensures equality in compensation across members for the time spent in performing tasks on behalf of DS. It also defines how tasks that can be compensated can be defined.

This policy can only be changed or revoked at the General Assembly with a vote of at least two thirds of the members present.

Changes, to this policy or to budgets, cannot apply retroactively to already performed work so that the compensation will be lowered.

Amounts of hours directly budgeted in this policy cannot be decreased without a vote of at least two thirds of the members present at the General Assembly. This is so to ensure the independence of those benefiting from them.

The amount of money to be allocated for compensating working hours according to this policy shall be decided at the General Assembly. The General Assembly can decide the budget for the next operational year with simple majority (50% of people present). If no decision is reached, the prior year's budget shall be transferred to this year. The General Assembly may also decide to raise the budget of the current or prior operational year with simple majority. When raising a budget, the General Assembly may also define how the additional hours may be used.

Lowering the budget requires a majority of two thirds of the members present at a General Assembly. Lowering the budget of the prior operational year is not allowed. Similarly, lowering the budget of the current operational year below the cost of the amount of hours worked before the end of the General Assembly is not allowed either.

The board, using the recommendation from the president shall decide how to distribute the allocated hour budget during the operational year of their mandate for which the General Assembly has not set a explicit usage. The amounts shall be budgeted in hours based on the choices of compensation of the members that will use them. The budget may be reallocated if requested by the chair, co-chair or vice-chairman if changes are approved by a board meeting or by a written acceptance of at least 50% of the elected board members.

The board may also decide to reserve an amount of money budgeted to be allocated directly by the chairman if tasks exceeds the estimated budget or unexpected tasks are noticed during the operational year. The president shall inform the board of such budget changes at the next board meeting or via the internal mailing list.

The board may not reduce the budgeted hours for an activity below the amount of time spent on the activity before the decision is informed to the people affected to them. If the number of

budgeted hours is reduced it is therefore the responsibility of the board to inform the affected members directly.

## 1. Amount and form of compensation

Members can choose how to be compensated in one of the following three forms:

1. Economically with a cash compensation taxed by the Swedish Tax Agency for their work
2. By paying their departments for departmental hours
3. By donating the equivalent amount of their salary directly to an approved non-profit association

Members can also decide to resign to their compensation.

The form of compensation shall be decided by the members before hours are allocated to the duties they shall perform since different forms of compensations have different actual costs for DS.

Members have always the right to chose at least once per operational year their form of compensation. This is done by communicating the compensation way to the cashier.

Compensation will always be exactly for the number of hours actually worked and not as a lump amount of money. Thus in order to be paid, the amount of hours worked and in what projects shall be reported to the treasurer.

The treasurer must ensure payments happen at least once a year. When possible, the treasurer shall aim at making at least 4 payments per year.

### 1.1. Cash compensation

To ensure all members are compensated equally for their work while no member is actually being underpaid, cash compensations shall be at the same hourly rate as the highest paid PhD. student would be according to the collective agreement. As of this writing this is the pay of a PhD. student who has completed their licenciate although which is the highest salary tiers for PhD. students might change in the future.

When the member is already compensated for performing the task by a third party, and the compensation the member receives per hour is greater or equal to the hourly rate DS would pay if no external compensation was received, DS would not pay any additional compensation.

When the member is already compensated for performing the task by a third party, and the compensation the member receives per hour is below the hourly rate DS would pay if no external compensation was received, DS will complement the received compensation. In such a case, the complement given by DS should be calculated so that the final compensation

received by the member when adding all sources is the same as if the member was compensated only by DS.

Taxes for the amount paid will also be presented and paid to Skatteverket.

## 1.2. Departmental hour compensation

Compensation in departmental hours is defined on Chalmers' decision C 2009/1333. The cost of this entails a 50% of overhead and thus it is the most expensive way of compensation for DS as of this writing.

Unless compensation is also given for a task from other sources, and to the extent allowed by Chalmers, DS members have the right to be compensated in this way. They should still be advised of the additional costs this kind of compensation entails for DS.

The compensation will be in the form of one departmental hour per hour of work which will be paid as defined on decision C 2009/1333.

## 1.3. Donation compensation

A member might decide to donate their compensation to a not for profit organization of their choice. If they decide to do so, approval of the association to receive the funds is needed by at least one of the chair, co-chair or vice-chairman. If any of the other two actively disagree on the approval, the matter should be decided instead by a vote on the board meeting.

Compensation in this form should be by transferring on behalf of DS the same amount the beneficiary would receive for cash compensation directly to the chosen and approved not for profit.

DS will then declare the expense in the same way as if the donation had originated directly from DS.

## 1.4. Other compensation ways

The treasurer and the member shall agree on a different way to compensate the member. In such a case the amount to be paid by DS and the benefit obtained by the member must not exceed the amount that would normally be paid and received for cash compensation.

## 2. Overbudget

When the total number of worked hours exceed the total budgeted hours, the budgeted hours will be distributed across the tasks covered in the budget proportionally to the actual number of hours invested in the task by each member.

For example, if 8 hours were allocated but a total of 12 hours were worked by two members with each member working 6 hours, the budget will be split in 4 hours of compensation for each. If one member had worked 8 and the other 4, the first shall be compensated for five hours and a third and the second for two hours and two thirds.

### 3. Minimal compensation

A budget as determined here shall be allocated and used to compensate for the tasks described in this section.

The board may decide to raise the budget if needed but, to ensure independence of the affected parties, the board cannot reduce the budget below the amounts specified here.

The board cannot reallocate this budget or refuse to pay the corresponding compensation for the hours worked by DS members when performing these tasks.

#### 3.1. Nomination committee

Up to a maximum of 5 members of the nomination committee shall be compensated for **up to 10 hours** of work each covering the time it took to find, interview and chose the candidates and to attend the General Assembly on which the candidates will be introduced.

#### 3.2. Auditor

Up to a maximum of two auditors shall be compensated for **up to 20 hours** of work each covering the time it took to analyze and verify the accounts of the association, to prepare the presentation of the results of their audit and to attend the General Assembly on which the results of their audit will be introduced.

#### 3.3. General Assembly

The president of the General assembly shall be compensated for **up to 4 hours** of work covering the time it took: to read the statutes of DS in preparation; to chair the General Assembly; and to adjust and sign the minutes afterwards.

The secretary of the General assembly shall be compensated for **up to 5 hours** of work covering the time it took: to take notes during the General Assembly; to write down the minutes; and to adjust and sign the minutes afterwards.

Up to a maximum of 3 adjusters shall be compensated for **up to 3 hours** of work each covering the time it took: to attend the General Assembly to be able to adjust the minutes; and to adjust and sign the minutes afterwards.

#### 3.4. Board meetings

The chair, co-chair and vice-chair, all board members, deputy board members and invited guests who are members of DS and attend the general assembly shall be compensated for **up to 3 hours** of work each for participating in a Board Meeting. This compensation shall only be given if the member has the right to vote at the meeting or has been invited to ensure representation of a group they belong to.

The secretary of the meeting shall be compensated for **up to 3 additional hours** of work for writing and preparing the minutes after the meeting.

The president of the meeting and up to a maximum of 3 adjusters shall be compensated for **up to 1 additional hours** of work for adjusting the minutes after the meeting.

### 3.5. Compensation of FUM representatives

A budget shall be allocated to compensate FUM representatives for **a minimum of 200 hours or 60 hours for FUM representative** whichever is smaller.

This budget shall be used to compensate FUM representatives for their participation in FUM meetings. The duration of such meetings (which shall include rests but not the time during which a meeting is adjourned for the night) is indicated by the FUM minutes.

An overhead of 30 minutes per FUM meeting should also be accounted for preparation times and displacement to the meeting.

FUM representatives adjusting minutes may be compensated by up to one additional extra hour based on the amount of time they report to have needed to perform this task.

### 3.6. Compensation for CHS compensated tasks

A budget shall be allocated to compensate the difference in compensation given by CHS **for a minimum of 360 hours**.

This budget shall be used to provide additional compensation to DS members performing tasks for which CHS does provide a compensation to ensure their compensation is the same they would receive if they instead spent the time working on their PhD. or performing other tasks for DS.

### 3.7. Compensation for participation in CHS committees

A budget shall be allocated to compensate participation in CHS committees **for a minimum of 100 hours**.

This budget shall be used only when no other budget covers the activities indicated in it. The budget shall be used to compensate DS member involvement and work on the following committees:

- Nomination committee
- Election committee
- Committee of election complaints
- Cortège review committee
- Chalmers Cortège Kommitté (CCC)
- Chalmers International Reception Committees (CIRC)
- Kårhuskommittén Kåk
- Chalmers Sauna Kommitté (CBK)

- Chalmers Studentkårs Film- och Fotocommittè (CFFC)
- Chalmers Studentkårs Marskalksämbe
- The CHARM Committee
- Festkommittén (FestU)
- GasqueKommittén (GasqueK)
- G.U.D.
- Jämlikhetskommittén (JämK)
- Chalmers Kårtidning Nya Tofsen
- Ljud- och Bildgruppen (LoB)
- Mottagningskommittén (MK)
- Programkommittén PU
- Tekniskt Basårs Kommitté (TBK)

# Signature page

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