

**Scandinavian Academy of Industrial Engineering and Management
(ScAIEM)
Annual General Meeting 2017
Agenda**

Tuesday November 28th, 17.00-18.00

Part I: Opening procedures

§ 1: Establishment of the Voting list:

Any person present receiving salary from institutions who have institutional membership have one vote each (see appendix, page 3, for a list of institutional members). In addition, individual members present have a vote.

§ 2: Approval of the notice to attend the Annual General meeting

§ 3: Approval of the agenda to the Annual General meeting:

Other issues may be added to the agenda at item 17.

§ 4: Election of Chairperson, Secretary, two meeting Adjusters and two Vote Counters for the Annual General Meeting:

The board will suggest a chair and a secretary for the meeting. Other candidates can present themselves or be suggested among the present members with voting rights. A vote is held if necessary.

Part II: Reporting for the preceding year

§ 5: The Boards annual report and the financial report for the preceding fiscal year

See page 4

§ 6: The Auditor's report for the preceding fiscal year

See page 12

§ 7: Decision on Freedom of liability of the Board for the preceding fiscal year

Part III: Budget and activity plans for the coming fiscal year

§ 8: Decision on the budget for the fiscal year July 1, 2017 – June 30, 2018

See page 13

§ 9: Decision on Membership fees for the fiscal year July 1, 2017 – June 30, 2018

See page 15

Part IV: Elections

§ 10: Election of Board Members

- a) Three Board Members for two years
- b) One PhD student representative for one year

§ 11: Within the elected board:

- a) election of chairperson
- b) election of vice chairperson

§ 12: Election of a Nominating Committee of at least two members for one year

§ 13: Election of two auditors and one deputy auditor for one year

Part V: Motions and Bills

§ 14: Bills

No bills have been presented

§ 15: Motions

No motions have been presented

§ 16: Other issues

Appendix:
Institutional Members of ScAIEM, November 2017

Denmark

- Technical University of Denmark
- University of Southern Denmark
- Aalborg University

Finland

- Aalto University
- Tampere University of Technology
- Lappeenranta Technical University
- University of Oulu
- Åbo Akademi

Iceland

- Reykjavik University

Norway

- Norwegian University of Science and Technology (NTNU)
- University of Southeastern Norway

Sweden

- Chalmers Technical University
- Halmstad University
- Jönköping University
- Karlstad University
- KTH Royal Institute of Technology
- Linköping University
- Luleå University of Technology
- Lund University
- Mid Sweden University
- Mälardalen University
- Umeå University
- University of Gävle
- Uppsala University

Individual members of ScAIEM, November 2017:

- none