

# KLINK House Rules

These House Rules have been made as a clarification and extension of the Statutes of KLINK and are binding for all the members of the association. This is a document that the members of KLINK have voted on, and it should be adhered to as closely as possible. It is worth noting that it is not all-encompassing, and thus, the board might have to decide upon a different course of action when the situation falls outside of the house rules.



## DEFINITIONS

A list of commonly used terms in this document and their explanation:

- **HR:** The KLINK House Rules, that is, this document.
- **Association:** KLINK.
- **Statutes:** The statutes of KLINK.
- **Board:** The current board responsible for the association. This the board that was voted in most recently at the time of reading this document.
- **GMM:** The General Members' Meeting of KLINK.
- **Academic year:** (1st September - 31st August).
- **Financial year:** (1st August - 31st July).
- **Association year:** (1st August - 31st July).
- **Candidate board:** A group of people with the intention of becoming the board in the next association year.
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- **Scala:** Scala is the cultural umbrella association, representing all cultural student associations and aiming to strengthen the bond between them.
- **TU/e:** Eindhoven University of Technology

## MEMBERSHIP

### ARTICLE 1: Becoming a member

1. Members of the Association may be those who are enrolled at an MBO, an HBO (such as Fontys), a WO (such as TU/e), or are PhD or PdEng candidates, or those who are taking a gap year and intend on continuing their studies. All of these institutions should be in the Metropolitan Region Eindhoven.

2. Students who previously studied in the Metropolitan Region Eindhoven and have now moved to a different region, but are still studying in the Netherlands, are allowed to continue being members for the duration of their studies.
3. Recent graduates can continue being members for one more association year after finishing their studies.
4. Exceptions can be made with permission of the Board or a vote at the GMM.

## ARTICLE 2: Rights and obligations

1. All members have the following rights:
  - a. Attend a GMM.
  - b. The right to speak, vote, and file a motion at a GMM.
  - c. Eligibility to join a committee and/or the board of the association.
  - d. Attend the activities organized for all members.
2. The obligations of all members are:
  - a. Abide by the Statutes, House Rules, and Code of Conduct of the association as well as the rules imposed by Scala and the TU/e.
  - b. Payment of the yearly contribution in time, specifically during the first quartile of the academic year, or if they are a new member, the contribution fee has to be made within 3 weeks after joining the association. Otherwise, they will be kicked out of the association, but can be added back if payment is made.

## COMMITTEES

### ARTICLE 3: Committees

1. The board is allowed to have certain parts of its task carried out by committees.
2. Committees are appointed and can be modified or dissolved by the board, except for the Financial Control Committee, which is installed by the GMM.
3. The board is responsible for the actions of all committees.
4. Members may join committees on a voluntary basis.

## BOARD

### ARTICLE 4: Resignation

1. In addition to the statutes, if a resigning board member and the rest of the board come to a mutual agreement, the resigning board member can be dismissed with the acclamation vote of the GMM and without the need for a minimum notice period as long as the minimum number of board members (three board members, two or less in case of an emergency board) is respected.
2. In case of resignation, where the number of board members drops to two or fewer, an emergency GMM should be called, and members should volunteer to fill in the spots until three board members are reached.

## FINANCES

### ARTICLE 5: Book year

1. The financial book year is from the 1st of August until the 31st of July.

2. The board makes a budget for the upcoming book year. This budget should be presented at a GMM and improved with the given feedback, after which it should be approved at the first GMM of the concerning book year.
3. The board can make changes to the budget without approval in the GMM up to a maximum total sum of no more than 250 euros across all changes.

#### ARTICLE 6: Contributions

1. The contribution fee can only be changed by the GMM. The contribution is 25 euros.
2. If a person joins the association after or during quartile 3 of the TU/e academic year, they must pay only 50% of the base contribution fee.
3. If a person joins the association after the end of quartile 4 TU/e exam weeks, they do not need to pay the contribution for that academic year.
4. Honorary members, aka "Hoofdletters", are not required to pay any contribution.

#### ARTICLE 7: Donations

1. Any person, whether a current member or not, can donate to KLINK.
2. For someone to be considered a donor, their donation should be more than 1 euro.
3. Donors have the right to choose whether they and their donated amount are mentioned on the KLINK website.

### ACTIVITIES

#### ARTICLE 8: Regular activities

1. The association will organize weekly activities during the academic year, outside TU/e holidays and TU/e exam weeks.
2. These activities, at the moment of writing, are: book club, short-form writing, and long-form writing.
3. A spoken word open podium is also organized quarterly.
4. The board can add or cancel activities but only permanently remove them by vote in the GMM.
5. The board will appoint a responsible person for each of the weekly activities.
6. All works created by a person in the activities mentioned above are their private intellectual properties unless decided otherwise by the author.

#### ARTICLE 9: Additional activities

1. The association will organize additional activities throughout the academic year.
2. These activities will be decided on by the board or by a committee appointed by the board.
3. These activities can be organized on campus or off campus.
4. The association has an obligation to organize activities for Lunafest.

### PRIVACY

#### ARTICLE 10: Data privacy and photos

1. The association, its board, and its committees shall not disclose personal information, pictures wherein people are recognizable, or works to third parties

without the explicit permission of the member in question. Permission is usually obtained verbally or in writing, such as in sign-up forms that members fill out when they would like to participate in an activity.

2. After subscribing, members will be asked for permission concerning whether photos and other media displaying them can be used on the website and social media.
3. Members can request specific photos and other media containing them to be removed from social media and the website via the board. The board must, to the best of their ability, remove the photos and other media within a week from all channels controlled by the board. They must not use these photos or other media anymore.

## **GMM**

### **ARTICLE 11: Authorizations**

1. A member's vote may be cast by another member authorized In Writing to do so. Each member present at a GMM may carry a maximum of one authorization from another member for that purpose.

### **ARTICLE 12: Changing the House Rules**

1. The House Rules may be changed by a supermajority vote in the GMM.

## **CONFIDENTIAL PEER SUPPORT (CPS)**

### **ARTICLE 13: CPS**

1. The main role of the CPS is to help solve conflicts and provide a safe space for sharing and discussing undesirable events. They also act as guides towards accessing the appropriate TU/e resources that can help members solve their issues. In doing so, the CPS must maintain confidentiality, unless the case demands the attention of an official authority.
2. The CPS must complete the training offered by Scala/ TU/e before being allowed to operate as CPS.
3. The association should have at least one CPS. It is preferred that there are 2 CPS of different gender identities. In extreme cases (such as no available Scala training), there can temporarily be no CPS. In this event, the CPS of other associations should be approached, for example, the Scala or the Hubble CPS. The board is responsible for resolving the issue as fast as possible.
4. A CPS is appointed by the GMM. If the person has not completed the training, the position is conditional, i.e., the CPS is appointed with the condition that they complete the training. A member can approach the board to express their interest in becoming CPS.
5. A CPS is dismissed at a GMM, but if the CPS needs to retire sooner they can be dismissed by the board without the need for a GMM. A replacement should be found from the trained members of the association. If there are no other trained CPS available, a new member can be appointed with the requirement of fulfilling the training. In this case, the retiring CPS should remain in office until the new CPS receives training. If this is not possible, the position can temporarily remain vacant.
6. The list of CPS and a method to contact them must be published officially on the KLINK website.

## **PLAGIARISM**

### **ARTICLE 14:**

1. Members should not pass others' work as their own without permission and proper referencing, including the author and title (if it exists).
2. Cases of plagiarism can be reported to the board or a CPS and can result in a penalty by the board. Refer to the Code of Conduct for the procedure in case of violation for further details.

## **CODE OF CONDUCT**

### **Article 15:**

1. The Code of Conduct is approved at a GMM with a supermajority. Changes to the Code of Conduct can also be requested during a GMM.
2. The Code of Conduct is complementary to this document. Both should be read and understood, and not taken as stand-alone.
3. For any deviation from the House Rules, please refer to the Code of Conduct for more details on disciplinary action.

## **ADVISORY BOARD**

### **Article 16:**

1. The advisory board is responsible for aiding the board in its decision-making and can challenge any decision made by the board.
2. The advisory board does not have decision-making power above the board. The board is expected to consider their suggestions.
3. The board must allow the advisory board access to the board meeting minutes. The advisory board should keep these minutes confidential.
4. The advisory board is installed by the GMM and can only be dismissed by the GMM.
5. The advisory board consists of a minimum of 2 people.
6. An advisory board member can retire at any moment, but must give a one-month notice.
7. Members eligible for joining the advisory board are ex-board members.
8. Members of the advisory board should be paying members. This excludes honorary members.

## **FINANCIAL CONTROL COMMITTEE**

### **Article 17:**

1. The Financial Control Committee has a budget of 300 for financial investigation at this time, because of the small size of the association and its financial status.

*Instituted and signed by  
5th Board of KLINK*

*Petru Rădulescu - Chair*

A stylized, handwritten signature in blue ink, consisting of a large, circular loop followed by a series of horizontal strokes.

*Raluca Aron - Treasurer*

A handwritten signature in blue ink, featuring a large, stylized 'R' followed by the letters 'Aron' in a cursive script.

*Vladis Michail - Commissioner of Internal  
Affairs*

A handwritten signature in blue ink, with the first letter 'V' being particularly large and stylized, followed by the name 'Michail' in a cursive script.