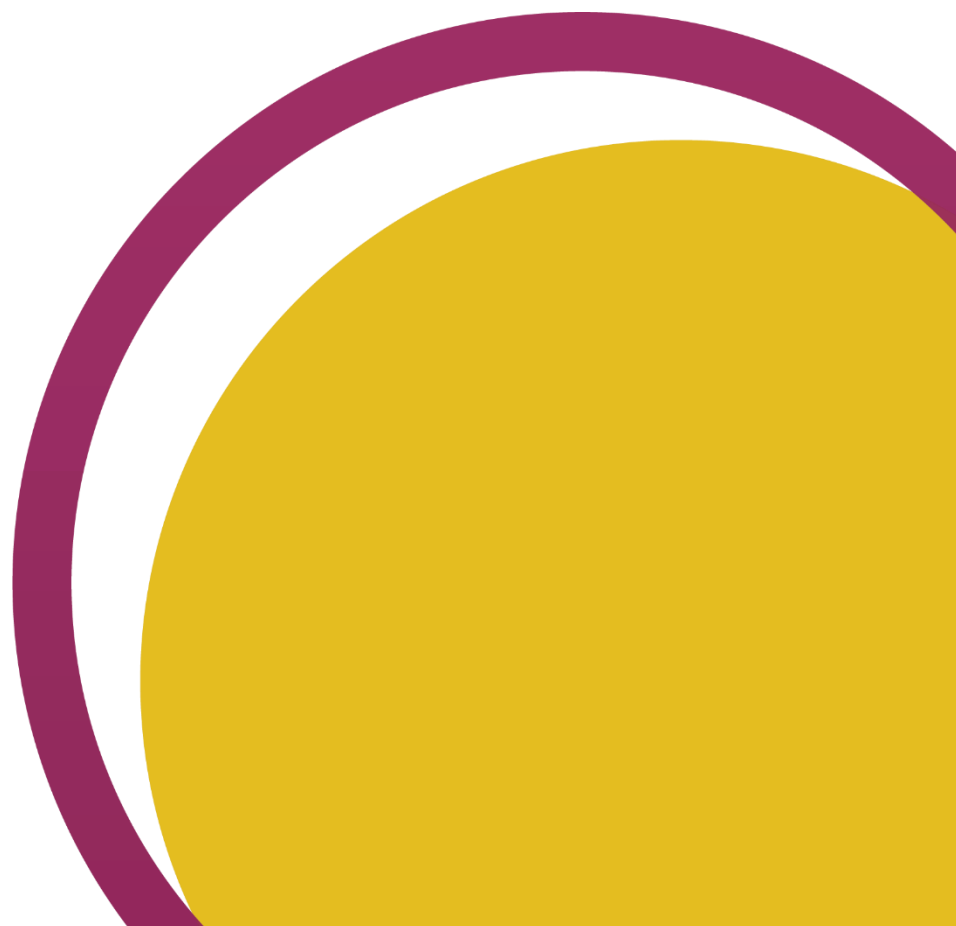


# **Plan of Operations**

## **2021-2022**





1	<b>TABLE OF CONTENTS</b>	
2	<b>Introduction .....</b>	<b>2</b>
3	The structure of the document.....	2
4	<b>Chapter 1 – Education .....</b>	<b>4</b>
5	<b>Chapter 2 – Work Environment.....</b>	<b>5</b>
6	<b>Chapter 3 - Equal Opportunities and Harassment.....</b>	<b>6</b>
7	<b>Chapter 4 - Accommodation.....</b>	<b>7</b>
8	<b>Chapter 5 – Internationalisation and Integration .....</b>	<b>8</b>
9	<b>Chapter 6 - Sustainability.....</b>	<b>9</b>
10	<b>Chapter 7 – Study Social.....</b>	<b>10</b>
11	<b>Chapter 8 – Service operations.....</b>	<b>11</b>
12	<b>Chapter 9 – Communication and Marketing.....</b>	<b>12</b>
13	<b>Chapter 10 – Organisation .....</b>	<b>13</b>
14	<b>Chapter 11 – National Advocacy .....</b>	<b>14</b>
15	<b>Chapter 12 – Collaboration .....</b>	<b>15</b>
16		



## 17 **Introduction**

18  
19 The purpose of this document is to give instructions on which operations shall be conducted during the  
20 operational year of 2021/2022 for Jönköping Student Union (JSU) and is established by the Annual  
21 General Meeting. The board is entitled to interpret the goals if there are any uncertainties.  
22

23 The JSU Board is tasked with actualising the Plan of Operations and are responsible for delegating who  
24 in the organisation shall carry out the recurring activities as well as the goals, and in some cases how. Other  
25 documents may give the JSU board information on who shall carry out the goals and shall take these into  
26 consideration when delegating.  
27

28 The Plan of Operations must be adapted to the current circumstance affecting JSU, such as political climate  
29 both locally and nationally, other steering frame works, budget and other resources available.  
30

## 31 **The structure of the document**

32  
33 The Plan of Operations consists of 12 chapters where each chapter can be divided into three different  
34 categories. The Plan of Operations has its base in the Letter of Opinion and is from that, developed to  
35 cover the whole organisation and adapted to the current condition in as well as outside JSU as an  
36 organisation. The Plan of operations shall describe what operations shall be conducted during the  
37 operational year and to the largest extent possible, leave flexibility on *how* and *who* shall ensure that  
38 the goals are reached.  
39

40 The different chapters do not fully correspond to only one remunerated or one employee. Most of the  
41 chapters have a remunerated or employee who is the main responsible but it's important to remember  
42 that the Plan of operation only describes what JSU as an organisation shall do within different areas.  
43

## 44 **Recurring**

45 Each chapter starts with a list of recurring activities which has the purpose of giving the members  
46 insight in the operations performed which are conducted continuously throughout a year and which  
47 are conducted to uphold the organisation in its current form.  
48

## 49 **Goals/Focus areas**

50 Each chapter then describes the specific goals or focus areas which the organisation shall have during  
51 the year. This part is divided into primary and secondary goal/focus areas and this division  
52 communicates which goals/focus areas shall be prioritized during the year. The aim is to achieve the  
53 goals within the year and may be completed at different points during the year. Some points under this  
54 category can't be achieved within one year, however, JSU as an organisation has limited resources and  
55 will need to choose which areas to focus on. This situation is mostly applicable within the Student  
56 questions.



57 Not every chapter has secondary goals/focus areas.

58

59 **Event goals**

60 Event goals are the third category and is not used under every chapter. Some areas have no events

61 connect to the area and are therefore not applicable under those chapters. The event goals shall

62 communicate which events JSU expects to accomplish during the year.



63 **Chapter I – Education**

64

65 **Recurring:**

- 66 - Continue managing student cases.
- 67 - Continue being a support function for the education committees.
- 68 - Offer an education for the education committees each semester.
- 69 - Participate in the development of JU's cyclical quality assurance system.
- 70 - Representation in the different education councils and committees.
- 71 - Monitor JU's progress within the area of digitalisation from an educational perspective.

72

73

74 **In 2021/2022, Jönköping Student Union shall:**

75 **Primary:**

- 76 - Develop the education and handover process of the newly founded Student Pool.
- 77 - Finish the Project: Course Development.
- 78 - Lobby for that all education committees shall have access to the course evaluations from their
- 79 faculty.
- 80 - Ensure equal opportunities for representation in decision making bodies on all faculties.
- 81 - Follow up on the process of anonymous exams which are said to be implemented in the
- 82 autumn semester of 2021.
- 83 - Follow up on the faculty transcending questions in the course evaluations.

84

85

86

87

**Secondary:**

- 88 - Initiate Project: Program Evaluations.
- 89 - Develop how the union can increase the awareness of the importance of participation in
- 90 quality assurance with the aim of collaborating with the student associations and JU.
- 91 - Lobby for clearer and faculty transcending definitions of mandatory elements and that
- 92 these shall reward credits.
- 93 - Follow-up on the process of making old exams easily accessible for all students.



94 **Chapter 2 – Work Environment**

95

96 **Recurring:**

97 - Monitoring JU:s progress within the area of digitalisation from a work environment  
98 perspective.

99 - Continuously monitor the work environment situation on each faculty through the  
100 committee WORC.

101 - Continuously participate in JU: s Work Environment Committees meetings.

102

103 **In 2021/2022, Jönköping Student Union shall:**

104 **Primary goals:**

105 - Implement a safety round per semester, per faculty, performed by WORC.

106 - Implement a structure of student safety representatives (studerandeskyddsombud).

107 - Investigate which factors in the education that cause unnecessary stress for the students.

108

109 **Secondary goals:**

110 - Investigate the issues with frequently changed schedules.

111 - Lobby for the implementation of 2 schedule free days between exams.

112 - Lobby to make all study locations be available to all students.

113

114 **Event goals**

115 - Arrange a Health Week during the autumn and at minimum a Health Day during the spring.

116



117 **Chapter 3 - Equal Opportunities and Harassment**

118

119 **Recurring:**

- 120 - Continuously participate in the forum at JU for equal opportunities.
- 121 - Continuously monitor the situation at each faculty from an equal opportunity perspective
- 122 through the committee EQO.

123

124 **In 2021/2022, Jönköping Student Union shall:**

125 **Primary:**

- 126 - Lobby to improve the reporting system at JU for discrimination and harassment.
- 127 - Investigate and develop how the kick-off's can become more inclusive.

128

129 **Secondary:**

- 130 - Finish the equality policy for JSU and implement it.



131 **Chapter 4 - Accommodation**

132

133 **Recurring:**

- 134 - Participate in meetings with the municipality regarding accommodation questions.
- 135 - Continuously have contact with JU accommodation office.
- 136 - Continuously handle accommodation cases from students.
- 137 - Continuously monitor the number of admitted students and map possible scenarios in
- 138 relation to the accommodation situation.

139

140 **In 2021/2022, Jönköping Student Union shall:**

141 **Primary:**

- 142 - Specify which areas within the accommodation question are relevant for the union to work
- 143 with.
- 144 - Investigate the possibility to collaborate with Hyresgästföreningen with the aim of offering
- 145 students legal counselling and education within the Swedish accommodation system.
- 146 - Follow-up on the new information system for the accommodation guarantee from
- 147 accommodation office at JU.

148 **Secondary:**

- 149 - Investigate the possibility of creating communities at student accommodations.





150 **Chapter 5 – Internationalisation and Integration**

151

152 **Recurring:**

- 153 - Continuously develop the integrations activities on campus both in the perspective of  
154 quality as well as quantity.
- 155 - Continuously have contact with JU: s International Office and participate in joint planning  
156 and executing the events with the same.
- 157 - Continue to offer the integrations programmes currently existing.

158

159 **In 2021/2022 Jönköping Student Union shall:**

160 **Primary:**

- 161 - Investigate how the union can work with integration from a strategic perspective.
- 162 - Develop the collaboration with the international committee under each student association.



163 **Chapter 6 - Sustainability**

164

165 **Recurring:**

- 166 - Continuously work within the environmental certification issued by the company  
167 “Miljöstrategen” in accordance with the standards of “Svensk miljöbas”.

168

169 **In 2021/2022, Jönköping Student Union shall:**

170 **Primary:**

- 171 - Investigate how the union can work with sustainability in a strategic way.



172 **Chapter 7 – Study Social**

173

174 **Recurring:**

- 175 - The production of events results in recurring activities such as, drawing up schedules and
- 176 run sheets and executing them, bookings, contact with partners and suppliers, managing
- 177 the project team.
- 178 - Monitor the situation regarding the use of campus arena during kick-offs for sittnings.
- 179 - Continuously assisting the suborganisations which includes regular contact with all the
- 180 suborganisations, assisting them in for example bookings, their democratic structures,
- 181 developments of their activities and other administrative work.
- 182 - Offer one internal board education each semester for the new board members in interest
- 183 associations.
- 184 - Continuously have contact with partner companies regarding national as well as
- 185 international trips.

186

187 **In 2021/2022, Jönköping Student Union shall:**

188 **Primary**

- 189 - Create and implement a process for how events are planned, executed, and evaluated.
- 190 - Clarify for the members of the Union and participants of the Kick-Off Festival that it is
- 191 arranged by the Union.
- 192 - Clarify for members and participants in events arranged by the Union that the Union is the
- 193 organiser.
- 194 - Work to secure the survival of the suborganisations and assist them in scaling up their
- 195 operations to the same level as before the outbreak of covid-19.
- 196 - Offer a range of trips according to the developing situation and when possible, offer the same
- 197 range of trips as before the outbreak of covid-19.

198

199

200 **Event goals:**

- 201 - Coordinate the autumn and spring kick-off´s.
- 202 - Plan the Kick-Off Festival 2022
- 203 - Arrange a Valborg event
- 204 - Arrange Colour run.
- 205 - Co-plan the welcome fairs with JU.
- 206 - Arrange recruitment events- and opportunities for suborganisations twice per year.



207 **Chapter 8 – Service operations**  
208

209 **Recurring:**

- 210 - Continuously work to uphold a good work environment for volunteers and personnel within  
211 the service venues.  
212 - Continuously follow-up and actively work with the financial state of the service venues.  
213 - Continuously follow-up on and develop the supplier contracts tied to the service venues.  
214 - Continuously order and produce products which are sold in the service venues.  
215 - Continuously work in accordance with the environmental certification.  
216

217 **In 2021/2022, Jönköping Student Union shall:**  
218

219 **Primary**

- 220 - Step by step, scale up to the same level of operations as before the outbreak of covid-19.  
221 - Investigate the possibility of placing parts, or all, of the service operations in a limited  
222 liability company (aktiebolag).  
223 - Investigate and if possible, implement an alternative to the system of free water and soda at  
224 Akademien.



225  
226

## **Chapter 9 – Communication and Marketing**

227

### **Recurring:**

228

- Continuously work with, lead, and develop the JSU Studio.

229

- Continuously review and develop the communication steering frameworks, including the communication plans for different parts of the organisation.

230

231

- In charge of the communication around the kick-offs, the unions own event, the Annual Meeting and for the service operations.

232

233

- Continuously prepare and execute the different communications projects which include, scheduling, project leading, photo, video, social medias, physical marketing, editing of material and publishing.

234

235

236

- Continuously develop and keep the webpage updated.

237

- Continuously collaborate with relevant departments at JU, foremost the communication department.

238

239

- Continuously develop and manage the social media accounts which includes coordinating the content from the union together with suborganisations and creating the content for the union.

240

241

242

243

### **In 2021/2022, Jönköping Student Union shall:**

244

#### **Primary:**

245

- Develop a yearly plan of communication with the aim to broaden the knowledge of the Student Unions purpose and operations among the members.

246

247

- Develop a yearly recruitment plan for the elected representatives.

248

- Implement and develop the student union app.

249

250

#### **Event goals:**

251

- Plan and arrange Festive Friday one time per semester



252 **Chapter 10 – Organisation**

253

254 **Recurring:**

- 255 - Continuously uphold and improve the work environment for volunteers,  
256 remunerated and personnel.
- 257 - Continuously follow-up and actively work with the financial as well as  
258 organisational state of the union.
- 259 - Continuously work to ensure the membership fee is paid by all students.
- 260 - Continuously work in accordance with the environmental certification.
- 261 - Continuously update and develop the steering documents.
- 262 - Continuously offer the services in Student Service which include, answering  
263 students' questions and helping them, order and offer material needed in their  
264 studies.

265

266 **In 2021/2022, Jönköping Student Union shall:**

267 **Primary:**

- 268 - Develop the internal organisation according to the plan set by the board.
- 269 - Develop a handover process for the presidium which is not dependent on the  
270 presidium.
- 271 - Follow-up on the budget structure and develop it further where needed.
- 272 - Follow-up on the economic reports and develop the structure further where  
273 needed.
- 274 - Develop and implement an organisational Annual Wheel.

275

276 **Secondary:**

- 277 - Investigate on how JU communicates about the mandatory membership in the  
278 union.
- 279 - Perform an inventory of policies.
- 280 - Investigate the possibility to offer Union merchandise in Student Service.



281 **Chapter II – National Advocacy**

282

283 **Recurring:**

- 284 - Continue to actively participate in SFS meetings and represent JSU members opinions.  
285 - Continue to actively take part in and develop the collaboration in SIV (Studentkåren i  
286 Väst/Student unions in the west.)

287

288 **In 2021/2022, Jönköping Student Union shall:**

289 **Primary**

- 290 - Include more of the remunerated in the national advocacy work and collaborations  
291 where it's relevant.  
292 - Actively share the information of possibilities to get involved in SFS:s committees as well  
293 as missions.



294 **Chapter 12 – Collaboration**

295

296 **Recurring:**

- 297 - Collaborating with the existing partners according to the contracts.
- 298 - Organise one collaborative activity for JSU and the student associations' boards
- 299 per semester.

300

301 **In 2021/2022, Jönköping Student Union shall:**

302 **Primary:**

- 303 - Investigate the possibilities to work with and lobby to the municipality.
- 304 - Develop and implement a sponsor policy.

305

306 **Secondary:**

- 307 - Investigate new ways of attracting sponsors following the policy.
- 308 - Develop sponsor packages following the policy.



# **Cover Letter**

# **Plan of operation**





### **Purpose of the cover letter**

This cover letters' purpose is to present the JSU boards motivation for the operations and goals proposed in the Plan of Operations.

This cover letter will give the motivation for the majority of goals/focus areas in the plan of operation, unless the JSU Board believes that the goal itself fully explains itself.

### **Introduction**

As stated in the cover letter for the Plan of Operation 20/21 the JSU Board has evaluated the then new structure of the Plan of Operations and has following the evaluation decided to develop the structure further.

The JSU Board believes that it is important to recognise that JSU has limited resources and therefore must make prioritisations, which the Plan of Operations must reflect. In addition to this, the JSU board believes it's important to reflect the whole organisation and all the operations JSU will performance during a year. Therefore, the JSU Board has introduced a section called recurring operations, which has not been included in previous Plans of Operations, with the hope to give the members a greater insight to the operations of JSU.

The JSU Board has also realised that in terms of the student questions such as education and work environment, it is at some points hard to find a goal which is achievable within one year due to external circumstances. For example, it is practically possible to implement anonymous exams within one year but it's still a question we have worked with for 12 years as this is not an area we decided directly upon. Therefore, the JSU board has used the term goals and focus area on the Plan of Operation to reflect these situations.

The JSU board has also introduced the use of primary and secondary goals to further clarify which goals shall be prioritised. The Plan of Operations should not be a wish-list but something that gives instructions and directions for the JSU Board, remunerated, personnel as well as members on what shall be achieved and focused upon during the next operational year.



- **Develop the education and handover process of the newly founded Student Pool.**

The members of the student pool participate in the cyclical quality assessment of each program at JU. Since its newly founded, the education for the members and the handover process should be developed throughout the year to ensure stable representation.

- **Finnish the Project: Course Development.**

During the operational year of 20/21 the Union initiated a project where the course development system was mapped out and evaluated at each faculty. The aim was to improve everything from the course evaluations, the participation from students to the educational committees' routines. Course development is essential to ensure the development of the educational quality and therefore it's important that the project is finalised and the conclusions with suggestions for improvements presented to JU and lobbied for by the union in the future.

- **Ensure equal opportunities for representation in decision making bodies on all faculties.**

During the spring of 2021 the union has realised that there are some differences in how the student associations are represented on the local level and it's of importance that all students have equal opportunities to represent the students regardless of faculty.

- **Follow up on the faculty transcending questions in the course evaluations.**

JU has introduced new faculty transcending questions in the course evaluations. It's important that each faculty use them so comparisons can be made between the faculties and that the questions themselves are relevant. Therefore, the union should follow-up on these, and evaluate them with JU to see if the answers are comparable and relevant.

- **Initiate Project: Program Evaluations.**

It's not only course development that are important to ensure the educational quality, but also that the programs are evaluated. Therefore, at the end of the project of course



development the union would like to do a similar project but with the focus of program evaluations.



- **Implement a safety round per semester, per faculty, performed by WORC.**
- **Implement a structure of student safety representatives (studerandeskyddsombud).**

Currently, the union lacks a clear structure where each faculty is evaluated from a work environment perspective and by implementing a safety round this could be achieved. Additionally, to this system it would be beneficial if the rounds are performed by students who are educated to be student safety representatives and these students would also be able to contribute to the work environment question within WORC(Work Environment Committee).

- **Investigate which factors in the education that cause unnecessary stress for the students.**

The mental health for students continues to be an important question, however there is a limit to which aspects of this question that the union can have a real impact in. The education and the academic work environment are the area where the union has the greatest impact and therefore the JSU board believes it could be beneficial to look into what can practically be done in these areas first.



- **Lobby to improve the reporting system at JU for discrimination and harassment.**

During this operational year the newly instated committee EQO has started to look at the reporting system, however, this work will not be done during this operational year and should therefore continue during the next year. The JSU board believes that it's both important to look at the current system and see if it can be improved but also evaluate if there is a need for a completely new system. Therefore, it's not specified which system shall be looked upon.

- **Investigate and develop how the kick-offs can become more inclusive.**

JSU is an organisation for all students and the kick-off is the largest event and vital for students to feel welcome to a new chapter of their lives. JSU has not actively worked with improving the inclusiveness and the JSU Board recognises that it might be difficult to make all activities fully accessible for all but believes that it's an area of great importance and where improvements can actively be made.



- **Specify which areas within the accommodation question is relevant for the union to work with.**

During the operational year the union has worked with mapping the number of student accommodations and the initial findings is that the situation is not at an emergency level and that new student accommodation are being planned to be built. However, the situation can change fast, and constructions be delayed, however, there might be other areas that could be worked upon within the accommodation question as long as the situation continues to develop in the same direction as now. The JSU Boards suggestion is therefore to specify which areas within this question that are possible and relevant to work with.

- **Investigate the possibility to collaborate with Hyresgästföreningen with the aim of offering students legal counselling and education within the Swedish accommodation system.**

The Union has noticed during this operational year that many students lack experience in the legal aspects of signing an accommodation contract both when it comes to rights and obligations. The union has no resources to offer legal counselling or education and should therefore seek out partners in this and the natural one would be Hyresgästföreningen which works with these questions.

- **Follow-up on the new information system for the accommodation guarantee from accommodation office at JU.**

It is vital that the information that international students receive before and after they have applied for an accommodation are given in time. JU has during this operational year worked to develop this and therefore the Union should follow up on this to ensure that the changes are satisfactory from a student perspective.

- **Investigate the possibility of creating communities at student accommodations.**

To have a good place to live at is vital to ensure that the students have the best possible conditions to perform in their studies. Many students live alone and therefore a stable social life is of even greater importance to ensure the same. There are a vast number of study-social activities but the JSU Board believes that the students could benefit in experiencing a community feeling at the student accommodations as well and therefore



this could be investigated to see if this in some form could be developed under the union.





- **Investigate how the union can work with integration from a strategic perspective.**

The Union has so far worked little with the area of integration from a strategic perspective. The JSU board believes that there are questions from this perspective that could benefit our students and therefore the suggestion is to look in detail which these questions could be and how the union could work with them.



- **Continuously work within the environmental certification issued by the company “Miljöstrategen” in accordance with the standards of “Svensk miljöbas”.**

During the last operational year, the union has worked against a set structured provided by the company “Miljöstrategen” in order to become environmentally certified according to the standards of “Svensk miljöbas”.

“Miljöstrategen” is one organisation that has the right to issue the certification and does this in accordance with the standards of “Svensk miljöbas”. The company also provides the union with a so called “environmental leading system” (miljöledningssystem) which is implemented into the union and gives a clear structure on how to improve different parts of the organisation from an environmental perspective. The major parts of the system are described and written down in a so-called Handbook which will be available on the unions webpage once completed.

- **Investigate how the union can work with sustainability in a strategic way.**

The Union has so far worked in various ways with sustainability; however, this variety has led to a lack of continuity when it comes to the strategic perspective. The JSU board believes that there are questions from this perspective that could benefit our students and therefore the suggestion is to look in detail which these questions could be and how the union could work with them.



- **Create and implement a process for how events are planned, executed, and evaluated.**

There is currently a lack of continuity in how the union plans, executes and foremost evaluates the events which is crucial to the development of the events. Therefore, the JSU Board propose to create a clear structure for how these three parts of every event shall be done.

- **Clarify to the members and participants in our events arranged by the Union that the Union is the organiser.**
- **Clarify to the members of the union that the Kick-Off festival is arranged by the Union.**

It is currently relatively unclear which events are produced by the union and the JSU board believes it's of importance for the transparency of the organisation that it's clear which events are produced by JSU. It is also a way of connecting and creating a more stable relationship between the union and its members.

- **Work to secure the survival of the suborganisations and assist them in scaling up their operations to the same level as before the outbreak of covid-19.**

Many of the sub organisations to JSU have during this operational year struggled to uphold their operations and some of them are close to end their organisation all together. The JSU Board believe this would be a great loss for the study-social life and therefor the focus in terms of the sub organisations should be to support them as much as possible to ensure their survival and help them scale back up.

- **Offer a range of trips according to the developing situation and when possible offer the same range of trips before the outbreak of covid-19.**

The number of trips has been decreased immensely and it has not been possible to scale back up during this operational year therefore this goal is transferred to the next operational year.



- **Step by step, scale up to the level of operations as before the outbreak of covid-19.**

The Service operations have been heavily affected by the outbreak of covid-19 and the goal for this operational year was to scale up which so far has not been possible. Even if the spring from April has the potential to look slightly better there is no chance of scaling up to the same level as before the outbreak. Therefore, the JSU Board propose to keep this goal for next year.

- **Investigate the possibility of placing parts or all the service operations in a limited liability company.**

The Service Operations operates on a higher uncertainty than the core operations and by putting it in a limited liability company (Aktiebolag) the core operations would be protected from a potential loss in the service operations and there are also other financial benefits of having a company in terms of taxes. However, there are also difficulties with having volunteers work for a company and therefore the JSU board propose to investigate this question thoroughly and present the result and potentially a proposal at the next annual meeting.

- **Investigate and if possible, implement an alternative to the system of free water and soda at Akademien.**

The system with free water bottles and soda cans at Akademien is an unsustainable system from an economic and environmental perspective. However, the JSU board believes that the free alcohol-free options are an important part of Akademien and therefore wants to investigate and if possible, implement an alternative which is less expensive and more environmentally friendly.



- **Develop a yearly strategic plan of communication with the aim of broaden the knowledge of the Student Unions purpose and operations among the members.**

The Union has worked actively with increasing the level of transparency, however, due to the situation of covid-19 which has required a lot of resources throughout the operational year, the work has not developed as far as hoped. Therefore, this work should continue and the JSU board believes that a yearly plan of what shall be communicated, when and to whom, is an important part of this work.

- **Develop a yearly recruitment plan for the elected representatives.**

The union is dependent on filling the JSU Board, the Nomination committee and the Operation Controllers positions in order to have a fully functional organisation.

However, the union has for the past year had difficulties filling all the positions and the JSU Board believe there are several factors to this. One of them is the communication of what the position includes and the JSU Board believes the union needs to prepare and have a long-term perspective on spreading information about the positions and therefore a yearly plan could help.

- **Implement and develop the student union app.**

During the spring of 2021 the union has started to develop an app with focus on the events that occur on and off campus for students and the goal is to implement this to the autumn semester for 2021 and it will most likely need to be developed during the rest of the year as this is a new initiative.



- **Develop the internal organisation according to the plan set by the board.**

During the spring of 2021 the union has evaluated and laid out a plan on how to develop internally as an organisation. The JSU Board believes that it is essential that we have an effective organisation which is dependent on the well-being and feeling of commitment among the remunerated as well as employees in order to be able to achieve the set goals. JSU should be a professional organisation both for those working for the organisation as well as the members. The internal organisational development includes working with a clear structure of work environment, process for follow-ups, actively working on building a team and other HR-processes.

- **Develop a handover process for the presidium which is not dependent on the presidium.**

JSU has as an organisation difficulty with upholding the continuity due to the high frequency in which the presidium and board are switched out. It's also sometimes difficult to fill all positions which leaves the handover process vulnerable if it's dependent on people who leave after their mandate periods end. Therefore, the JSU board would like to build a handover process that is not fully dependent on the Presidium but is anchored in other parts of the organisation that are more stable.

- **Develop and implement an organisational Annual Wheel.**

JSU lacks a clear structure for example when it comes to preparing for the annual meeting and when certain HR-processes shall be prepared and executed. An annual wheel would give a clear overview for everyone in the organisation and give the possibility for better preparations and conditions to plan and organise one's own work.

- **Investigate how JU communicates about the mandatory membership in the union.**

During the operational year the union has received many questions in relation to the obligatory and several students have communicated that they had no knowledge of the obligatory when they applied to JU. The JSU Board believes that this should be clear and would therefore like to investigate this further.

- **Investigate the possibility to offer Union merchandise in student service.**

The Union has received information that foremost international students



would like to be able to buy hoodies and similar merch with the union logo and similar and the JSU board believes that this can be a nice service to offer and would like to investigate the possibilities further.



- **Include more of the remunerated in the national advocacy work and collaborations where it's relevant.**

During the current operational year, the union has developed its relationship with SFS as well as other unions and it has become clear that it would be beneficial if the person responsible for the areas discussed participated in these collaborations and therefore the goal would be to increase their participation as they have not been part of this before.

- **Actively share the information of possibilities to get involved in SFS:s committees as well as missions.**

The board believes that it is of value to continue building the unions involvement with SFS and being involved in national student questions. To foster this culture, it would be of value to share the opportunities there are for students to be involved on a national level, to have more students from JU involved.





- **Investigate the possibilities to work with and lobby to the municipality.**

From the increased collaborations with other unions during the operational year the JSU board has realised that we as a union work very little with the local municipality and have understood from other unions that there are several benefits from the collaboration they have. Therefore, the JSU board proposed to investigate how the union can work with the municipality in Jönköping.

- **Develop and implement a sponsor policy.**
- **Investigate new ways of attracting sponsors following the policy.**
- **Develop sponsor packages following the policy.**

The Union has no clear structure on how JSU as an organisation shall work with sponsors and therefore the JSU Board believes a start would be to develop a sponsor policy and then develop the work from there to increase the number of relevant sponsors.