

## Preparatory and decision-making bodies and groups within departments

All departments at Stockholm University have a *Department Board* (Institutionsstyrelsen, IS) and a local *Council for Work Environment and Equal Opportunities* (Råd för arbetsmiljö och lika villkor, RALV). Other than that, departments can choose how to organize themselves. Different departments therefore have different preparatory bodies. Here you will find a brief description of IS and RALV, as well as other preparatory bodies and groups that can often be found at the departments.

### **The Department Board (Institutionsstyrelsen, IS)**

This group is the department's highest decision-making body. This is where decisions affecting the whole department are made. As a student representative in this body, you may want to familiarize yourself with the rules and laws regulating course literature, examinations, schedules, and syllabuses.

### **The Council for Work Environment and Equal Opportunities (Råd för arbetsmiljö och lika villkor, RALV)**

This group discusses issues related to study environment and equality at the department. As a representative in RALV, you are given the opportunity to participate in the SUS network for equality and student environment. As a student representative in this body, it may be useful to familiarize yourself with the rules and laws regulating student environment and equality.

### **Subject council/Teacher faculty group/Program council (Ämnesråd/Lärarkollegium/Programråd)**

These groups consist of teachers from a specific subject or program. Here the groups discuss issues and prepare proposals related to the specific subject or program, which the department board then decides on. As a student representative in these bodies, it can be useful to familiarize yourself with the rules and laws regulating course literature, examinations, schedules, and syllabuses.

### **Committee for Education at Bachelor's and Master's Level (Utbildningsberedning)**

This group discusses issues and prepares proposals concerning education at Bachelor's and Master's level. As a student representative in this body, it may be useful to

familiarize yourself with the rules and laws regulating course literature, examinations, schedule, and syllabuses.

### **Committee for Education at Doctoral Level (Forskarutbildningsberedning)**

This group discusses issues and prepares proposals concerning doctoral education. Decisions are then made by the Department Board. As a representative in this body, it may be useful to familiarize yourself with this document *Regulations for education and summative assessment at third-cycle level* that can be found here:

<https://www.su.se/staff/organisation-governance/governing-documents-rules-and-regulations/education/regulations-for-education-and-summative-assessment-at-third-cycle-level-1.544605>

### **Course literature group (Kurslitteraturgrupp)**

This group discusses issues and prepares proposals concerning course literature. Decisions are then made by the Department Board. As a student representative in this body, it may be useful to familiarize yourself with the rules and laws regulating course literature.

### **Syllabus committee (Kursplanutskott)**

This group discusses issues and prepares proposals concerning syllabuses. Decisions are then made by the Department Board. As a student representative in this body, it may be useful to familiarize yourself with the rules and laws regulating syllabuses. You can find more information here: [Frequently asked questions to SUS's PhD Student and Student Ombud – SUS eng](#)