



STUDENTPARLAMENTET

NTNU i Ålesund

Job Description

Officer of Subject- and Learning Environment

ABBREVIATIONS:

FoLMA	Officer of Subject and Learning Environment
LMU	Learning Environment Committee
SLEG	Subject- and learning environment group
SPÅ	The Student Parliament at NTNU in Ålesund
uLMU	Subcommittee of the LMU

1. GENERAL RESPONSIBILITIES:

- 1.1. The FoLMA is responsible for subject-, research- and learning environment policy issues, including the responsibility for SPÅ's policy within examination forms, teaching methods, learning areas and research.
- 1.2. The FoLMA is a main representative in uLMU.
- 1.3. The leader of uLMU is elected each calendar year, alternating between employee- and student representatives. In odd numbered years a student is a leader for uLMU, The FoLMA is seated in this position. In the even numbered years an employee is seated as a leader, the FoLMA is then seated as deputy leader.
- 1.4. The FoLMA shall conduct subject-critical work, and work for the best possible evaluation of the teaching at the departments in collaboration with the elected representatives.
- 1.5. The FoLMA shall be available to students who have questions or complaints regarding the form of teaching or lecturers in collaboration with the elected representatives.
- 1.6. The FoLMA shall be active in issues concerning change, design and new construction of learning areas on campus.

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- 1.7. The FoLMA shall play an active role in debates concerning the learning environment at NTNU in Ålesund, including physical, mental, psychosocial, organizational, digital and pedagogical learning environments.
- 1.8. The FoLMA will work for interdisciplinary collaboration.
- 1.9. The FoLMA shall co-operate with Studenttinget NTNU's Officer of learning environment, professional policy deputy chair and with all learning environment committees at NTNU in relevant cases.
- 1.10. The FoLMA has a duty of confidentiality.

2. TOWARDS THE STUDENTS:

- 2.1. The FoLMA is responsible for building a competence bank and documenting the work SPÅ does in relation to study quality at NTNU in Ålesund.
- 2.2. The FoLMA must present current issues regarding subject quality, research and the learning environment.
- 2.3. The FoLMA is responsible for getting the organization back on track as soon as possible, at the start of studies, and to have continuity in the work throughout the year.

3. TOWARDS THE WORKING COMMITTEE:

- 3.1. The FoLMA shall be the working committee's contact person for the SLEG.
- 3.2. The FoLMA is obliged to be an active board member, and can be assigned matters that are not directly related to the position.

4. SUBJECT- AND LEARNING ENVIRONMENT GROUP:

- 4.1. The FoLMA can form a subject- and learning environment group appointed by SPÅ.
- 4.2. When forming the SLEG the FoLMA shall:
 - Be the leader of the SLEG.
 - Ensure that the SLEG meets at least every six (6) weeks.
 - Represent the working committee's views on issues raised in the SLEG.
 - Have delegation authority in the SLEG.