

What is your job as semester leader?

Based on the “semester leader regulation”, which is approved by RSU senate, a semester leader is the elected representative of the respective semester. He or she is aware of current issues, solves problems and represents the semester and its opinions and interests at meetings with other semester leaders, faculty councillors, RSU ISA and RSU SU or university officials.

What do students expect from you?

- Successful communication and information flow promotion in cooperation with students, group leaders, faculty councillors and university officials.
- Objective judgement in all questions directly affecting students’ interests, taking not only the majority opinion into consideration but also the perspective of minorities.
- Qualitative representation of students’ interests at different parts of RSU administrative units.
- Act within your position with the best of knowledge and conscious, taking into account the RSU semester leader regulation, “study regulation 1”, and other relevant by-laws.

Semester leader principles and obligations

- Know the structure of your study program and semester requirements.
- Actively communicate with the semester students, understanding the issues, problems that have arisen and are connected with the study process.
- Hold a group leader meeting for your semester at least once a semester.
- At least once per month inform students who are in your semester about the academic improvements and events in the University by forwarding the RSU ISA and SU Academic and Scientific News e-mail or otherwise transfer this information to your fellow students.
- Actively express and defend the opinion of students of your semester. Base the opinion on facts and present both the dominant opinion and other views.
- Regularly attend Faculty Council meetings with semester leaders and inform other colleagues, RSU ISA and SU representatives and RSU administration representatives of current issues, questions, discussions related to the study process, academic environment, and student’s life at university.
- Show yourself as an example - the representative image of yourself, in RSU SP university departments, collegiate institutions, and any other RSU organizational units, including student meetings, communication with faculty councillors, and more.
- Transfer the necessary or useful information from the faculty administration, RSU SP, faculty councillors, etc to the students of your semester.
- Promote and ensure effective information sharing between group leaders, semester leaders, faculty councillors, RSU ISA and SU, RSU administration, and more departments also including the exchange of contact information.

- If there is a situation, where it is impossible to fulfil the duties of the semester leader, such as during an Erasmus exchange, the semester leader should find another representative and notify the Faculty Councillors and RSU ISA and SU Academic Affairs Representatives.

How does the election of the semester leader happen?

The semester leader is elected by the students of the semester. The group leaders support in the organization of the election. With majority vote it is determined who of the candidates will be the semester leader taking up the responsibility.

In case when a semester consists of only one group the semester leader is automatically appointed as the group leader.

The voting results are protocolled. The decision and the protocol with signatures of the group leaders have to be handed in at the RSU SP office (Dzirčiema street 16, C-213). / ISA office at the Student Dorm of Darza iela 5.

If semester cannot come to a decision for more than a month, the group leaders have to inform the RSU ISA leader of academic direction and work together with faculty administration to find and elect a semester leader which is not obligated to be a group leader. The semester leader is elected for the time of the study programme or till resignation.

If the semester leader cannot fulfil his or her duty for more than a year, the semester leader has to find a substitute for that time period and inform the RSU ISA academic direction leader and faculty councillors.

Advantages being a Semester leader:

- Represent the views of the students of the respective study year in different structural units of the University, getting acquainted with their structure, as well as establishing positive, stable and growth-oriented contacts with the administration of the structural units;
- Attend educational seminars for student representatives to promote their own self-development;
- Work in one team with other semester leaders, Faculty Councillors, and RSU ISA Academic Direction.
- Opportunity to be an immediate channel of information between the faculty administration and students, be informed about the current events of the university, alternatives to increase the study process and participate in the improvement of the study process and environment;
- Receive feedback from the RSU ISA Academic Direction on their work based on the student survey;
- Receive reserved spots at RSU ISA educational events, as well as reserved and discounted Christmas tickets, from 2020 on

If you have any questions about the obligations a semester leader has, don't hesitate to contact us!

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Additional information about student self-governance can be found at the RSU ISA homepage (<https://www.rsu.lv/en/isa>) under the point "About ISA".

