

## **Bye-Law 9: Student Council**

### **1 Purpose of Student Council**

- 1.1 The purpose of Student Council is:
- (a) Subject to Article 28.3, set the Policy of the Union and refer Policy to a Referendum of the Student Members or to the Student Members at a Student Members' meeting (in accordance with the Bye-Laws);
  - (b) To hold the Executive Officers to account;
  - (c) To provide political and policy oversight of the Executive Committee; and
  - (d) All other responsibilities detailed in the Memorandum of Association and bye-laws.

### **2 Frequency and business of Student Council**

- 2.1 Meetings shall take place at least once in semester one and twice in semester two. Meeting dates will be set at the beginning of the academic year by the President.
- 2.1.1 Additional meetings can be called at the discretion of the Chair and/or the President.
- 2.2 Notice will be at least four clear working days' notice. Notice shall be sent by electronic format to all Student Council members and shall include the time, date, venue of the meeting, agenda and papers.
- 2.3 Papers relating to an item of business circulated after the agenda may be tabled at the meeting subject to the approval of the Chair. Items for any other business should be discussed with the Chair in advance of the meeting. The Chair should inform the meeting of the items to be discussed at the start of the meeting. New items may be added to any other business once the meeting has commenced at the discretion of the Chair
- 2.4 Meetings must be conducted in accordance with the powers outlined within the Memorandum of Association and regulations, the law, Union policies and procedures
- 2.5 Decisions shall be made by majority vote, unless stated differently in the Memorandum of Association or bye-laws. The Chair shall not have a vote in the meeting but may in the case of an equal amount of votes for and against have the casting vote.
- 2.6 Quoracy shall be 50% plus 1 of elected Student Council Members.
- 2.7 Student Council is subject to administrative oversight from the Board of Trustees.

### **3 Standing Agenda of Student Council**

- 3.1 Welcome and apologies
- 3.2 Confirmation of matters for any other business
- 3.3 Agree the accuracy and approve the minutes of the last meeting
- 3.4 Note any matters arising from the minutes not covered on the agenda

- 3.5 Note any conflicts of interest with the Chair.
- 3.6 Items specially brought forward by the chair
- 3.6 Executive Officer Reports
- 3.7 Items/papers/policies to receive, consider, discuss and approve
- 3.8 Note items for information
- 3.9 Any other business and date of the next meeting

#### **4 Role of the Chair**

- 4.1 To ensure that Student Council fulfils its responsibilities including following the direction of Union General Meetings.
- 4.2 On behalf of Student Council to invite the Chief Executive or other Union staff member as agreed with the Chief Executive to attend a Student Council meeting.
- 4.3 To ensure arrangements are in place for minutes to be taken of the meeting by a Union staff member.
- 4.4 To ensure arrangements are in place for the agreed minutes to be published and available to members
- 4.5 To receive complaints about the conduct of the Executive Committee on behalf of the Union Council /Board of Trustees.
- 4.6 Student Council shall elect a member of Student Council to be the Deputy Chair of Student Council at their first meeting of the year.
  - 4.6.1 The Deputy Chair will resume the role of Chair if the Chair is absent, they have a conflict of interest of that item or the members of meeting have removed the chair with a 75% majority vote.

#### **5 Membership**

- 3.1 The membership of Student Council shall consist of three members elected from each School of the University and an independent elected chair.
  - 3.1.1 All members shall be elected in accordance with Bye-Law 4 Elections.
- 3.2 Members of the Executive Committee cannot also be members of Student Council.
- 3.3 All Student Members of the Union can attend, submit motions and participate in debate at Student Council, but only members of Student Council can vote.