



# SO 3003

## STANDING ORDER GOVERNING EDUCATION ZONE OPEN MEETING

### 1. Interpretation

These Standing Orders shall be read in conjunction with the Articles, Bye Laws and the relevant Standing Orders of Hull University Students' Union and joint Code of Practice (partnership with students) (hereafter collectively referred to as the Regulations) and shall be interpreted accordingly.

- a. "the Meeting" means the Education Zone Open Meeting;
- b. "the Zone" means the Education Zone;
- c. "HUSU" means Hull University Students' Union;
- d. "Council" means HUSU Council;
- e. "clear days" excludes University holidays; Bank Holidays; Saturdays and Sundays.

### 2. Purpose of Meeting

The Meeting may consider any matter affecting the educational welfare and interests of students of the University and formulate policy for recommendation to the Education Zone, Council and University Committees, on any such matters.


The Meeting should hear the reports of the President of Education, Faculty Representatives, Deputy Faculty Representatives and Part-Time Officers of the Education Zone.

The Meeting should have relevant University staff attending for representatives and students to have discussion with on current academic issues.

### 3. Function

The Education Zone Open Meeting shall be responsible for ensuring:

- a. Collection of information regarding the educational welfare and interests of all students;
- b. Dissemination of information regarding the educational welfare and interests of all students;

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- c. Recommendations of policy on educational matters arising from University policies and decisions for referral to the Education Zone;
  - d. Recommendations of policy on educational matters arising from **Government or other outside bodies' policies/decisions** for referral to the Education Zone;
  - e. Communication between the Course Reps, Course Rep Leaders, Deputy Faculty Representatives and Faculty Representatives and President of Education;
  - f. The promotion of student representation and engagement in all areas of the University.

#### 4. Membership

There shall be an Education Zone Open Meeting of the Union consisting of student representatives of the University.

- a. The voting membership of the Education Zone Open Meeting shall be:
  - i. Course Representatives
  - ii. Course Rep Leaders
  - iii. Deputy Faculty Representatives
  - iv. Faculty Representatives
  - v. All Education Zone Voting Members
- b. All Full Members of the Union shall be eligible and are encouraged to attend meetings of the Education Zone Open Meeting as observers with speaking rights.

#### 5. Meetings of the Committee

##### a. Category of meeting


There shall be two categories of meetings of the Forum.

##### i. Ordinary Meetings.

There shall be five Ordinary Meetings in every academic year. They shall be called by the President of Education and shall be formally announced at least five clear days before, and the agenda thereof shall be distributed to members at least two days in advance.

##### ii. Extraordinary Meetings.

An Extraordinary Meeting shall be called by the President



of Education on their own initiative or at the request of five voting members of Education Zone Open Meeting, Union Council or 25 Full members of the Union.

b. Announcement of Meetings

All Meetings should be announced to reps and students. This may be via social media, student newsletter and any other means deemed appropriate to ensure that all students have the opportunity to attend should they wish.

c. Format

Education Zone Open Meetings should be live streamed via Canvas site for reps and if appropriate through social media. During the meeting, feedback/questions should be noted from the Canvas live stream as well as allowing reps and students ways of asking questions/giving feedback anonymously.

d. Quorum

The quorum for all meetings shall be twenty-five members.

e. Chairperson

President of Education to be Chair.

f. Minutes

Minutes shall be taken of all Education Zone Open Meetings, and posted on the website after ratification by email forum of all members. Minutes of all meetings shall be open to inspection by any member of the Union. Minutes will be sent for discussion to the University Learning & Teaching Committee.

g. Voting

All votes shall require a greater than fifty percent majority to pass.

h. Powers

The Meeting will be able to:

- i. Pass a motion to mandate the President of Education, Education Zone members, Faculty Representatives, Deputy Faculty Representatives, Course Rep Leaders or Course Reps.
- ii. Pass a motion to recommend policy on educational matters for referral to the Education Zone