

# SO 3009

## STANDING ORDER GOVERNING THE POST OF SUBJECT REPRESENTATIVES

1. Interpretation These Standing Orders shall be read in conjunction with the Constitution, Bye Laws and other relevant Standing Orders of Hull University Union and shall be interpreted accordingly.
2. Appointment The representatives shall be appointed, in semester 2 to take office the following academic year by signing up on hullstudent.com. Candidates wishing to stand for a position must be full members of Hull University Union and can only stand for their respective subject group. Should there be more than one candidate per position, the candidates may decide to share the role or the Returning Officer may hold an election.
3. Duties The representatives shall carry out such duties and fulfil such obligations as arise consequent upon taking up their post. In particular:
  - (a) Act as the Chair of their respective Student Staff Forum and liaise with other representatives, on behalf of and in support of the wider student body.
  - (b) Liaison with the Education Officer and Faculty Representatives;
  - (c) Attend Course Rep Forum;
  - (d) Consult with the student body within their subject group on issues of academic change;
  - (e) Gather information from Course Representatives and meet with them on a regular basis;
  - (f) Represent students within their subject group to University staff;
  - (g) Feedback information gathered from committee meetings to Student Staff Forums;
  - (h) Campaign on educational issues.

4. Internal The Student Representatives at subject group level shall be responsible for the following:
  - (a) A voting member of:
    - (1) Course Rep Forum
  - (b) Actively support the recruitment of Course Representatives in programmes within their area according to Standing Order 3011.
  
5. External The Student Representatives at subject group level shall represent Hull University Union to the University and be a voting member on either of the following University committees/ groups:
  - (a) School Learning & Teaching Committee;
  - (b) Programme Board of Study;
  - (c) Any other committees, groups or responsibilities deemed necessary for the position.

MB/LF/AM/EZ November 2011

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