

SO 5005

STANDING ORDER GOVERNING THE LGBT+ COMMITTEE

1. **Definition**

The LGBT+ Committee is a standing committee as defined in SO 8008 and will be subject to these regulations unless otherwise stated in SO 5005. The Committee is responsible to the Welfare & Community Zone and Welfare & Community Officer.

2. **Aims**

The LGBT+ Committee will:

- (a) provide a safe and supportive community for LGBT+ students, those questioning their sexuality and those who identify as non-heteronormative at the University of Hull;
- (b) offer support and advice to LGBT+ individuals and respect the person's confidentiality unless there is a perceived risk to themselves or others;
- (c) represent the views of LGBT+ members of HUU to HUU and the University;
- (d) ensure HUU's Equal Opportunity and Zero Tolerance policies are fair to LGBT+ members;
- (e) organise campaigns to increase awareness of LGBT+ issues within HUU and the University;
- (f) promote links with other similar groups and organisations, within the local community, regional area and nationally;
- (g) raise funds to support these aims.

3. **LGBT+ Officers**

There shall be two LGBT+ Officers sharing the responsibilities detailed below as well as the voting right on Union Council. The LGBT+ Officers shall be elected once per academic year, in accordance with S.O. 8001. The LGBT+ Officers shall have responsibility for both the Executive and the Committee. The LGBT+ Officers are members of the Welfare & Community Zone.

4. **Membership**

The LGBT+ Committee has two types of membership:

- (a) **Full Membership:**

Full membership is open to all LGBT+ self defining, those who are questioning their sexuality and those who have an interest in LGBT+ and are full members of HUU as defined in the Byelaws.

(b) **Associate Membership:**

Associate membership is open to all LGBT+ self defining, those who are questioning their sexuality and those who have an interest in LGBT+ who are associate members of HUU as defined in the Byelaws.

5. **Elections**

The LGBT+ Officers and members of the Committee shall be elected in semester two in accordance with SO 8001 and shall hold their positions for the next academic year. Vacancies are to be elected in accordance with SO 8008. If a member is elected through an emergency election during the academic year to fill a vacant post then they shall hold the position until the end of that academic year.

6. **Executive Committee**

In addition to the LGBT+ Officers there shall be an Executive Committee. The Executive Committee shall be active in the promotion of LGBT+ rights; in HUU, nationally and globally in accordance with HUU's charitable objects. The Executive shall be responsible for the organisation, direction and performance of the Committee in fulfilling its strategy. The Executive shall be responsible for monitoring and updating its long term strategy.

The voting membership of the Executive shall be:

(a) **LGBT + Officers**

(b) **Secretary:**

The Secretary shall assist the LGBT+ Officers in the administration and organisation of the Committee. The Secretary shall be responsible for maintaining the membership list of the Committee; ensuring the Committee meets all relevant dates detailed in the Regulations; preparing and circulating publicity prior to meetings and taking minutes.

(c) **Treasurer:**

The Treasurer shall be responsible for monitoring the Committee's Primary and Secondary accounts and ensuring they are not overspent. Responsibilities shall include budgeting; monitoring expenditure and signing claim forms.

(d) **Campaigns & Publicity Officer:**

The Campaigns and Publicity Officer shall assist the committee in the running of its awareness campaigns and ensuring they are suitable for LGBT+ students. The Campaigns and Publicity Officer shall also be responsible for advertising and promoting campaigns and events.

(e) **Executive Support Officer**

The Executive Support Officer shall serve as a member of the committee with no specific area of authority. They shall assist the committee in the running of LGBT+ and shall sit on committee meetings and have a voting right.

(f) **Social Secretary:**

The Social Secretary shall be responsible for ensuring that the committee engages LGBT+ students in social activities.

(g) **Trans* Representative**

The Trans* Representative shall be the person responsible for those students who want help, advice, or information related to trans issues, and ensuring that the rights and identities of trans people are respected and represented. The Trans* Representative must self-identify as trans, and should be secure in their knowledge of the trans spectrum and issues faced by trans individuals. They should be responsible for the running of the HUU Trans Support Group, and should be as accessible as possible and have regular office hours. The Trans* Representative is a member of Union Council and the Welfare & Community Zone with full voting rights.

(h) **Equality & Inclusivity Officer**

The Equality & Inclusivity Officer shall be responsible for liaising with LGBT+ members about any concerns arising and relaying those back to the committee. The Equality & Inclusivity Officer shall also liaise with other welfare groups, provide additional support to members and ensure that all LGBT+ events are accessible.

7. Meetings

Meetings of the Committee shall take place at least bi-weekly, and meetings of the Executive on a weekly basis.

8. Quorum

The quorate of such meetings shall be three of the voting membership plus the Chair.

9. **Minutes**

The minutes shall be taken by the Secretary.

10. **Voting**

All votes shall require a two thirds majority to pass. All votes shall be public except those on motions of caution, censure and no confidence which shall be conducted by secret ballot, counted by the Secretary and checked by the Chair.

11. **Powers**

The Executive shall be able to:

- (a) Pass a motion of caution against the LGBT+ Officers as detailed in S.O. 8008;
- (b) Bring motions of censure and no confidence as detailed in S.O. 8008 against the LGBT+ Officers to Council;
- (c) Pass a motion of caution, censure or no confidence against other Executive or Committee members as detailed in S.O. 8008. Motions of no confidence are to be ratified by Council and if successful the member is removed from the Executive;
- (d) Submit questions in writing to the trustees of HUU to be asked by the Welfare & Community Officer.

12. **Budget**

Welfare & Community Officer is the budget head for the Committee in accordance with S.O 5001 and shall ultimately control expenditure. The Welfare & Community Officer may request the Treasurer attend Welfare & Community Zone and/or Council to report on the financial performance of the Committee.

KLH/SR

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