

M.1617-24 Motion to amend SOs 1001, 2001, 3001, 4001, and 5001 relating to the Student Officers

HUU Notes:

1. That at the moment the full-time officer roles are entitled 'Vice President'.
2. That the title of "Vice President" has led to confusion in the past with external stakeholders and students assuming there is also a President for each position.
3. That in all communications to students and to external stakeholders the reference has been changed this year from Sabbatical team to Student Officer Team.
4. That the role of Vice President Welfare & Community was merged in 2013/14 when the role of Vice President Activities was created. The role was previously named Vice President Welfare & Equality from 2003-2009.
5. That the Standing Orders relating to the Student Officer roles and duties have not been updated since 2011. However, [updated role descriptions](#) were provided to candidates during the 2017 elections.

HUU Believes:

1. That changing the titles from "Vice-President" to "Officer" ensures consistent communication and avoids any confusion caused by the differing terminology.
2. That the title of "Officer" reflects the role more accurately and alleviates any perceived hierarchies within the Student Officer Team.
3. That it is not the role of the Vice-President Welfare & Community to deal with individual welfare concerns but to champion equality & diversity and campaign for these issues which should be reflected in the role title.
4. That all Standing Orders should be up to date reflecting current practice, especially with regard to the duties and responsibilities of the Student Officers.

HUU Resolves:

1. To recommend to the Board of Trustees that the Welfare & Community Officer role and zone are renamed Equality & Community as appended with effect from 1 July 2017 including any concurrent changes in the Bye-Laws.
2. To recommend to the Board of Trustees that all four Vice President roles change their name to Officer with effect from 1 July 2017 (i.e. Education Officer, Activities Officer, Sports Officer, Equality & Community Officer) as appended including any concurrent changes in the Bye-Laws. The title of President is not affected by this change.
3. That SOs 1001, 2001, 3001, 4001, and 5001 are amended as appended and that any necessary concurrent changes are made with effect from 1 July 2017.

Proposer: George Bainbridge (VP Welfare & Community)

Seconders: Osaro Otobo, Jennie Watts, Jack Craig, Salman Anwar, Caitlin O'Neill
(Student Officer Team 2017/18)

SO: 1001

STANDING ORDERS GOVERNING THE POST OF PRESIDENT

1. **Interpretation**

These Standing Orders shall be read in conjunction with the Constitution, Bye Laws and the relevant Standing Orders of Hull University Union and shall be interpreted accordingly.

2. **Status of Officer**

The President shall be a Principal Officer of the Union; a Trustee of HUU and shall be the Chairperson (casting vote only) of the Union Executive Committee. The President shall be responsible for Union representation and liaison between the Union, the University, the local community and national bodies. The President is head of the Governance Zone and is to liaise with its officers on a regular basis.

3. **Election**

The President shall be elected in accordance with Hull University Union election regulations¹.

4. **Duties**

The President shall fulfil those duties and obligations that arise consequentially upon signing the ~~Student Sabbatical~~ Officer Contract for the post of President. ~~The President shall spend time on the Scarborough Campus when appropriate for them to lead or support on relevant projects.~~ They will also ensure that all HUU's Officers and Zones are fulfilling their responsibilities.

In representing HUU's ~~m~~Members the President shall regularly report on progress through ~~the student~~ media (~~Hullfire/Jam/Hullstudent~~) with particular emphasis on the successes achieved for both individual and groups of students.

Particular duties shall include:

- Represent students' interests to the University of Hull and HUU;
- Key liaison with the University;
- Member of University Council, University Senate and other committee as required
- Attend and represent HUU at official Union, University, local and national functions;
- Ensure regular reviews of HUU's strategy, governance and action plans by UEC and Zones;
- Engage with students on a regular basis;
- Support part-time Officers and fellow Student Officers with their projects;

¹ Bye Law 15 and Standing Order 8001.

- ~~Run campaigns on student issues and assist in campaigns that other officers may be running;~~
- ~~Ensure that the Governance zone budget is not exceeded;~~
- ~~Contribute to training of student volunteers and part-time elected officers;~~
- ~~Liaise with relevant HUU staff on issues affecting the student body.~~

Formatiert: Kein Leerraum,
Aufgezählt + Ebene: 1 + Ausgerichtet
an: 0,63 cm + Einzug bei: 1,27 cm

Formatiert: Schriftart: Futura Lt BT

- a) ~~Co-ordinating Welcome Week on both campuses;~~
- b) ~~Attending and representing HUU at official Union, University, local and national functions;~~
- c) ~~Producing Union publications including the Annual Report and press releases (in liaison with the Media Officer and Commercial & Marketing Manager where appropriate);~~
- d) ~~Attending national and regional NUS events;~~
- e) ~~Ensuring all Sabbatical officers are liaising with the Vice President Scarborough Campus and their relevant zone members on Scarborough Campus;~~
- f) ~~Ensuring regular reviews of HUU Strategy and action plans by the UEC and Zones; in particular, ensuring that actions required to bring about gold medal performance in the SUEI are undertaken;~~
- g) ~~Ensuring Elections are conducted in accordance with all relevant Regulations;~~
- h) ~~Ensuring that Council are presented with the year's strategy at the first Council meeting in Semester 1 and comprehensive updates are given in the following meetings.~~

~~5. Representation~~

~~The President shall have overall responsibility for representation of the Union to the local community; University; the membership, and the National Union of Students. The President shall have responsibility for organising the Union's participation in national NUS events.~~

Formatiert: Einzug: Hängend: 1,25 cm

~~5.6. Internal~~

The President shall be:

- a. Chairperson of:
 - (1) Union Executive Committee;
 - ~~(2) Elections Appeals Committee;~~
 - ~~(3) Disciplinary Committee;~~
- b. Voting Member of:
 - ~~(1) Campaigns Committee;~~
 - (2) Board of Trustees;
- ~~c. Ex Officio Member of:~~
 - ~~(1) Campaigns Committee;~~

~~7. External~~

~~The President shall be the Union Public Relations Officer and first point of contact for any media enquiries. The President shall liaise with the Chair Media Committee and the~~

~~Commercial and Marketing & Communications Manager on any printed material that shall be released for PR purposes.~~

~~8. The President shall represent the Union to the University on the following committees, sub-committees, groups and panels:~~

- ~~(1) University Court;~~
- ~~(2) University Council;~~
- ~~(3) University Senate;~~
- ~~(4) Senate Executive Board;~~
- ~~(5) Hull Alumni Association;~~
- ~~(6) Ethics Committee;~~
- ~~(7) Lawns Halls Committee.~~

Formatiert: Einzug: Links: 0 cm,
Hängend: 1,25 cm

69. Signatory

The President shall be an authorised signatory as detailed in S.O. 9001 Governing Financial Procedures.

107. Budget

The President shall have responsibility for the following budget heads:

- i. President;
- ~~ii. Campaigns;~~
- ~~iii. Elections;~~
- ~~iv. Union Council;~~
- ~~v. Welcome Week;~~
- ~~vi. NUS.~~

11. Personnel

~~The President shall be the Officer responsible to the Trustees for staff employed by HUU and will forward any matter relating to staffing arrangements or conditions of service to the Union Executive Committee for consideration under the heading of "Staff Matters".~~

SR/AM

March 2011

Passed at UEC: 1/4/11

Passed at Union Council: 5/4/11

Ratified by the Board of Trustees: 11/5/11

Updated:

Passed UEC:

Passed UC: 8 May 2017

SO 2001

STANDING ORDER GOVERNING **THE POST OF ~~VICE-PRESIDENT~~ ACTIVITIES OFFICER**

1. **Interpretation**

These Standing Orders shall be read in conjunction with the Constitution, Bye Laws and the relevant Standing Orders of Hull University Union and shall be interpreted accordingly.

2. **Status of Officer**

The ~~Vice-President~~ Activities Officer shall be a Principal Officer of the Union; a Trustee of HUU and a voting member of the Union Executive Committee. The ~~Vice-President~~ Activities Officer shall be responsible for the Societies, RAG (Raising and Giving) and Media committees at HUU. The ~~Vice-President~~ Activities Officer is head of the Activities Zone and is to liaise with its members on a regular basis. The ~~Vice-President~~ Activities Officer is the Editor in Chief of The Hullfire and is an Ex-Officio member of The Hullfire Committee, the Broadcasting Sub-Committee (Hullfire Radio) and the Television Sub-Committee (Torch TV).

3. **Election**

The ~~Vice-President~~ Activities Officer shall be elected in accordance with Hull University Union election regulations¹.

4. **Duties**

The ~~Vice-President~~ Activities Officer shall fulfil those duties and obligations that arise consequentially upon signing the Sabbatical-Student Officer Contract for the post of ~~Vice-President~~ Activities Officer. ~~The Vice-President Activities is required to liaise with the VP Scarborough and the Community Officer at Scarborough Campus. They shall spend time at the campus when appropriate for them to lead or support on relevant projects.~~

In representing HUU's members the ~~Vice-President~~ Activities Officer shall regularly report on progress through the student media (Hullfire/Hullfire Radio/Torch TV/Hullstudent) with particular emphasis on the successes achieved for both individual and groups of students.

Particular duties shall include:

- Support all societies, volunteer groups, student media and RAG;
- Represent students on all student activities matters;
- Engage with students on a regular basis;
- Run campaigns on student issues and assist in campaigns that other officers may be running;
- Be a member of a Faculty Board and represent students from that Faculty on all academic and non-academic issues in liaison with the respective Faculty Rep and Education Officer;
- Oversee all volunteering initiatives in the local communities of Hull in co-ordination with the relevant member of HUU staff;
- Ensure that all Media committees carry out their duties;
- Ensure that the Activities zone budget is not exceeded;
- Ensure all Activities Zone events and trips are risk assessed by the relevant member of HUU staff;
- Support part-time Officers and fellow Student Officers with their projects;
- Contribute to training of student volunteers and part-time elected officers;
- Liaise with relevant HUU staff on issues affecting the student body.

- ~~—Overseeing all volunteering initiatives in the local communities of Hull and Scarborough;~~
- ~~—Ensuring that the Media committees carry out their duties and specifically:
(1) Monitoring the content of Hullfire magazine, Hullfire Radio, Torch TV
(2) Receiving the final draft of Hullfire (as Editor in Chief) for approval before going to print;~~
- ~~—Ensuring that Activities budget is not exceeded;
Responsible for ensuring all Activities Zone events and trips are risk assessed by themselves or the Student Activities Co-ordinator.~~

5. **Internal**

The ~~Vice President~~ Activities Officer shall be:

- a. Voting Member of:
 - (1) Board of Trustees;
 - (2) Union Executive Committee;
- b. Ex-officio member of:
Activities Zone;

Media Committees;

Hullfire Committee;

Broadcasting Sub-Committee (Hullfire Radio);

Television Sub-Committee (Torch TV);

Societies Executive Committee;

Raising and Giving (RAG) Committee.

6. **External**

The ~~Vice President~~ Activities Officer shall represent the Union to the University on the following committees; sub-committees; groups and panels:

~~University Court;~~

7. **Signatory**

The ~~Vice President~~ Activities Officer shall be an authorised signatory as detailed in Standing Orders Governing Financial Procedures.

8. **Budget**

The ~~Vice President~~ Activities Officer shall have responsibility for the following budget heads:

Activities;

Raising and Giving;

Community Volunteering;

Societies;

Hullfire;

Hullfire Radio;

Torch TV.

UEC passed: 7th December 2012

Union Council passed: 15/04/2013

UEC: 26 April 2016

UC: 9 May 2016

UEC:

UC: 20 February 2017

UC: 8 May 2017

SO: 3001

STANDING ORDER GOVERNING THE POST OF ~~VICE PRESIDENT~~ EDUCATION OFFICER

1. **Interpretation**

These Standing Orders shall be read in conjunction with the Constitution, Bye Laws and the relevant Standing Orders of Hull University Union and shall be interpreted accordingly.

2. **Status of Officer**

The ~~Vice President~~ Education Officer shall be a Principal Officer of the Union; a Trustee of HUU and shall be a voting member of the Union Executive Committee. The ~~Vice President~~ Education Officer shall be responsible for the academic welfare, support and representation of students at the University of Hull. The ~~Vice President~~ Education Officer is head of the Education Zone and is to liaise with its officers on a regular basis.

3. **Election**

The ~~Vice President~~ Education Officer shall be elected in accordance with Hull University Union election regulations¹.

4. **Duties**

The ~~Vice President~~ Education Officer shall fulfil those duties and obligations that arise consequentially upon signing the ~~Sabbatical Student~~ Officer Contract for the post of ~~Vice President~~ Education Officer. ~~The Vice President Education is required to spend time on the Scarborough Campus when appropriate for relevant projects; and must liaise with the Vice President Scarborough and the Education Zone members on Scarborough Campus.~~

In representing HUU's members the ~~Vice President~~ Education Officer shall regularly report on progress through media with particular emphasis on the successes achieved for both individual and groups of students.

Particular duties shall include:

- Represent students on academic issues;
- Engage with students on a regular basis;

¹ Bye Law 15 and Standing Order 8001.

- Support part-time Officers and fellow Student Officers with their projects;
- Lead the Education Zone and support Faculty, School and Course Reps;
- Promote the election of Faculty, School and Course Reps;
- Consult with the student body on education issues that affect students on a local and national level with reference to changes that could impact upon them;
- Campaign on education issues that affect University of Hull students;
- Organise the Course Rep Forum and all fortnightly Education Zone meetings;
- Contribute to training of student volunteers and part-time elected officers;
- Ensure that the Education zone budget is not exceeded;
- Attend all relevant University Committee meetings and ensure student representation on all relevant working groups;
- Run campaigns on student issues and assist in campaigns that other officers may be running;
- Liaise with relevant HUU staff on issues affecting the student body.

Formatiert: Einzug: Links: 0 cm

- a) ~~Liaising with the University of Hull on behalf of all its enrolled students.~~
- b) ~~Heading the Education Zone in accordance with the relevant Byelaws and Standing Orders.~~
- c) ~~Co-ordination and support of student academic representatives for the following areas:~~
 - i. ~~Course Representatives~~
 - ii. ~~Staff Student Committee;~~
 - iii. ~~Faculty Reps on Faculty Board; Learning, Teaching & Assessment Committees; and on University Senate.~~
- d) ~~Responsible for the Promotion of Elections of:~~
 - i. ~~Course Reps~~
 - ii. ~~School Reps~~
 - iii. ~~Faculty Reps~~

~~The VP Education will work with departments in the promotion of Election.~~

- e) ~~Consultation with the student body on education issues that affect students on a local and national level with reference to changes that could impact upon them.~~
- f) ~~Campaign on education issues that affect University of Hull students.~~
- g) ~~Co-ordination of Academic Council and all bi-weekly Education Zone meetings.~~
- h) ~~To attend all University Committee meetings and ensure Student Representation on all relevant Working Groups.~~
- i) ~~To liaise with the Education Co-ordinator and Advice Centre on issues affecting the student body.~~

5. **Internal**

The ~~Vice President~~ Education Officer shall be:

- a. Chairperson of:
 - (1) ~~Academic Council~~ Course Rep Forum.
- b. Voting Member of:
 - (1) Board of Trustees;
 - (2) Union Executive Committee;
 - (3) Education Zone.

~~6. **External**~~

~~The Vice President Education shall represent the Union to the University on the following Committees; sub-Committees; groups and panels:~~

- ~~(1) University Senate;~~
- ~~(2) University Learning, Teaching & Assessment Committee;~~
- ~~(3) Regulations, codes and processes Committee;~~
- ~~(4) Programme Management Committee;~~
- ~~(5) Collaborative Provision Forum;~~
- ~~(6) Student Progress Committee;~~
- ~~(7) Research Degrees Committee;~~
- ~~(8) Research and Enterprise Committee;~~
- ~~(9) Library & Learning Innovation, Senior Management Team;~~
- ~~(10) HYMS Joint Senate;~~
- ~~(11) Any other Working Groups deemed necessary.~~

~~76.~~ **Signatory**

The ~~Vice President~~ Education Officer shall be an authorised signatory as detailed in S.O. 9001 Governing Financial Procedures.

~~87.~~ **Budget**

The ~~Vice President~~ Education Officer shall have responsibility for the following budget heads:

- i. Education Zone

Passed at UEC: 16th September 2011

Passed at Union Council: 17th October 2011

Updated: ME/MT May 2016

Passed at UEC: 26 April 2016

Passed at UC: 9 May 2016

Passed UC: 8 May 2017

SO: 4001

STANDING ORDERS GOVERNING ~~VICE PRESIDENT~~ SPORTS OFFICER

1. Interpretation

These Standing Orders shall be read in conjunction with the Constitution, Bye-Laws and the relevant Standing Orders of Hull University Union and shall be interpreted accordingly.

2. Status of Officer

The ~~Vice President~~ Sports Officer shall be a Principal Officer of the Union; a Trustee of HUU and shall be a voting member of the Union Executive Committee. ~~The Vice President~~ Sports Officer is the President of the Athletic Union. ~~The Vice President~~ Sports Officer shall be responsible for the management, provision and representation of Sport at University of Hull Union. ~~The Vice President~~ Sports Officer is head of the Sport Zone and is to liaise with its officers on a regular basis.

3. Election

The ~~Vice President~~ Sports Officer shall be elected in accordance with Hull University Union election regulations¹.

4. Duties

The ~~Vice President~~ Sports Officer shall fulfil those duties and obligations that arise consequentially upon signing the ~~Sabbatical Students~~ Officer Contract for the post of ~~Vice President~~ Sports Officer. ~~The Vice President Sport is required to liaise with the VP Scarborough and the Sport Officer members on Scarborough Campus. They shall spend time at the campus when appropriate for them to lead or support on relevant projects.~~

In representing HUU's ~~m~~Members the Vice President Sports Officer shall regularly report on progress through ~~the student~~ media (~~Hullfire/Jam/Hullstudent~~) with particular emphasis on the successes achieved for both individual and groups of students.

Particular duties include:

- Represent students on sports-related issues;
- Engage with students on a regular basis;

¹ Bye Law 15 and Standing Order 8001.

- Be a member of a Faculty Board and represent students from that Faculty on all academic and non-academic issues in liaison with the respective Faculty Rep and Education Officer;
- Support part-time Officers and fellow Student Officers with their projects;
- Run campaigns on student issues and assist in campaigns that other officers may be running;
- Ensure that the Sports zone budget is not exceeded;
- Liaise with the Sports Centre on a regular basis;
- Contribute to training of student volunteers and part-time elected officers;
- Organise AU Council;
- Work with the **AU Executive committee** in organising Varsity, AU Ball and the annual Trophy Presentation;
- Ensure the safety and legality of all AU activities;
- Ensure HUU holds all the insurance policies required by the AU;
- Publicise the AU both within the student body and the wider community;
- Liaise with relevant HUU staff on issues affecting the student body.

Formatiert: Hervorheben

- ~~a) Training AU club Presidents and Treasurers at the beginning of Semester One in the duties and responsibilities of their roles;~~
- ~~b) Organising and promoting AU Council;~~
- ~~c) Organising and promoting the AU Ball;~~
- ~~d) Registering HUU and AU clubs with BUCS;~~
- ~~e) Overseeing match day logistics;~~
- ~~f) Organising and promoting annual Trophy Presentation;~~
- ~~g) Ensuring the safety and legality of all AU activities;~~
- ~~h) Ensuring HUU holds all the insurance policies required by the AU;~~
- ~~i) Organising and promoting annual Super Teams and Dodgeball tournament;~~
- ~~j) Chairing AU operations meetings;~~
- ~~k) Managing the AU office staff;~~
- ~~l) Update and carry out HUU's Sports Strategy;~~
- ~~m) Lobby the University for better sport provision;~~
- ~~n) Publicise the AU both within the student body and the wider community.~~

5. **Internal**

The ~~Vice President~~ Sports Officer shall be:

- a. Chairperson of:
 - (1) Athletic Union Council;
 - ~~(2) Athletic Union Operations Meeting;~~
 - ~~(3) Trophy Presentation Committee.~~
- b. Voting Member of:
 - (1) Board of Trustees;

- (2) Union Executive Committee;
- (3) Sport Zone.

~~6.~~ **External**

~~The Vice President Sport shall represent the Union to the University on the following committees; sub-committees; groups and panels:~~

- ~~(1) Sports Development Steering Group.~~

Formatiert: Einzug: Hängend: 1,25 cm

Formatiert: Standard, Einzug: Links: 0 cm, Hängend: 1,25 cm, Keine Aufzählungen oder Nummerierungen

~~67.~~ **Signatory**

The ~~Vice President~~ Sports Officer shall be an authorised signatory as detailed in S.O. 9001 Governing Financial Procedures.

~~87.~~ **Budget**

The ~~Vice President~~ Sports Officer shall have responsibility for the following budget heads:

- i. Sport;
- ii. Athletic Union.

SR/AM March 2011

Passed at UEC: 1/4/11

Passed at Union Council: 5/4/11

Ratified~~s~~ by Board of Trustees: 11/5/11

Updated:

Passed UEC:

Passed UC: 8 May 2017

SO: 5001

STANDING ORDERS GOVERNING THE POST OF ~~VICE PRESIDENT WELFARE~~ ~~EQUALITY~~ & COMMUNITY OFFICER

1. Interpretation

These Standing Orders shall be read in conjunction with the Constitution, Bye-Laws and the relevant Standing Orders of Hull University Union and shall be interpreted accordingly.

2. Status of Officer

The ~~Vice President Welfare Equality~~ & Community ~~Officer~~ shall be a Principal Officer of the Union; a Trustee of HUU and shall be a voting member of the Union Executive Committee. ~~The Vice President Welfare Equality~~ & Community ~~Officer~~ shall be responsible for the policy, co-ordination and organisation of HUU's liberation groups, student housing, LINKS and other relevant campaigns. ~~The Vice President Welfare Equality~~ & Community ~~Officer~~ is head of the ~~Welfare Equality~~ & Community Zone and is to liaise with its officers on a regular basis.

3. Election

The ~~Vice President Welfare Equality~~ & Community ~~Officer~~ shall be elected in accordance with Hull University Union election regulations¹.

4. Duties

The ~~Vice President Welfare Equality~~ & Community ~~Officer~~ shall fulfil those duties and obligations that arise consequentially upon signing the ~~Sabbatical Student~~ Officer Contract for the post of ~~Vice President Welfare Equality~~ & Community ~~Officer~~. ~~The Vice President Welfare & Community is required to liaise with the VP Scarborough and relevant zone members on Scarborough Campus. They shall spend time at the campus when appropriate for them to lead or support on relevant projects.~~
In representing HUU's ~~m~~Members ~~the Vice President Welfare Equality~~ & Community ~~Officer~~ shall regularly report on progress through the student media (Hullfire/~~Jam~~Radio Hullfire/HUUTV/Hullstudent) with particular emphasis on the successes achieved for both individual and groups of students.

¹ Standing Order 8001, governing Elections.

Formatiert: Schriftart: Futura Lt BT

Formatiert: Schriftart: Futura Lt BT

Formatiert: Schriftart: Futura Lt BT

Particular duties shall include:

- Represent students on equality- and community-related issues;
- Engage with students on a regular basis;
- Be a member of a Faculty Board and represent students from that Faculty on all academic and non-academic issues in liaison with the respective Faculty Rep and Education Officer;
- Support part-time Officers and fellow Student Officers with their projects;
- Contribute to training of student volunteers and part-time elected officers;
- Ensure that the Equality & Community zone budget is not exceeded;
- Monitor and review HUU's Equality & Diversity policy;
- Promote and campaign for equal opportunities within the University, HUU and the wider community;
- Liaise with national, regional and local organisations on issues of equality and student welfare;
- Work actively with local and regional bodies on matters affecting student health;
- Lobby and campaign to ensure sufficient provision is available for student general, sexual and mental health;
- Represent HUU to local community organisations and ensure student representation at relevant community meetings;
- Consult with the student body on community issues that affect students with reference to changes that could impact upon them;
- Represent students on issues of safety, crime and housing both within the University and the local community;
- Run campaigns on student issues and assist in campaigns that other officers may be running;
- Work with the University Student Wellbeing Learning and Welfare Support on all relevant issues;
- Liaise with relevant HUU staff on issues affecting the student body.

- ~~a) Monitor and propose updates on HUU equality policy;~~
- ~~b) Promote and campaign for equal opportunities within the University, HUU and the wider community;~~
- ~~c) Liaising with national, regional and local organisations on issues of equality and student welfare;~~
- ~~d) Work actively with local and regional bodies on matters affecting student health;~~
~~Lobby and campaign to ensure sufficient provision is available for student general, sexual and mental health;~~

- ~~e) Representing HUU to local community organisations and ensuring student representation at relevant community meetings;~~
- ~~f) Consulting with the student body on community issues that affect students with reference to changes that could impact upon them;~~
- ~~g) Representing students on issues of safety, crime and housing both within the University and the local community;~~
- ~~h) Delivering HUU's Community Strategy;~~
- ~~i) Updating the Community Strategy and formulating Annual plans for approval by UEC and the Board of Trustees;~~
- ~~j) Lobby and campaign to ensure sufficient provision is available for financial and debt management;~~

5. Internal

The ~~Vice President Welfare~~Equality & Community Officer shall be:

- a. Voting Member of:
 - (1) Board of Trustees;
 - (2) Union Executive Committee;
- b. Ex-officio member of:
 - (1) Disabled Students' Committee;
 - (2) LGBT+ Committee;
 - (3) Black, Asian and Minority Ethnic Students' Committee;
 - (4) Women's Committee;
 - (5) LINKS First Aid Committee;
 - ~~(6) Advice Centre Volunteer Committee.~~

6. External

~~The Vice President Welfare & Community shall represent the Union to the University on the following committees, sub-committees, groups and panels:~~

- ~~(1) University Council;~~
- ~~(2) University Senate;~~
- ~~(3) University Court;~~
- ~~(4) Equality and Diversity Committee;~~
- ~~(5) Disabilities Committee;~~
- ~~(6) Lawns Hall Forum;~~
- ~~(8) Student Progress Committee;~~
- ~~(9) Access to Learning Fund Panel.~~
- ~~(10) The Scheme Executive.~~

76. Signatory

The ~~Vice President Welfare~~Equality & Community Officer shall be an authorised signatory as detailed in SO 9001_Governing Financial Procedures.

78. Budget

The ~~Vice President Welfare~~Equality & Community Officer shall have responsibility for the following budget heads:

- i. ~~Welfare~~Equality & Community;
- ~~ii. Advice Centre;~~
- iii. ~~Lesbian, Gay, Bisexual & Transgender + (LGBT+)~~ Committee;
- ~~iv. Jobshop;~~
- ~~iiiv.~~ LINKS First-Aid Committee;
- ~~vi.~~ Women's Committee;
- vii. Black, Asian, & Minority Ethnic (BAME) Committee;
- ~~viii.~~ Disabled Students' Committee.;

KLH/ RB March 2013

Passed at UEC: 05/04/13

Passed at Union Council: 15/04/13

Passed at UEC:

Passed at UC: 8 May 2017

SO: 5002

STANDING ORDER GOVERNING THE ~~WELFARE-EQUALITY~~ & COMMUNITY ZONE

1. Interpretation

These Standing Orders shall be read in conjunction with the Constitution, Bye Laws and the relevant Standing Orders of Hull University Union (hereafter collectively referred to as the Regulations) and shall be interpreted accordingly. In these Standing Orders:

- a. "the Zone" means the ~~Welfare-Equality~~ & Community Zone;
- b. "HUU" means Hull University Union;
- c. "Council" means HUU Council;
- d. "clear days" excludes University holidays; Bank Holidays; Saturdays and Sundays.

2. Function

The primary functions of the Zone are to provide a forum to discuss current ~~Welfare-Equality~~ & Community issues and coordinate HUU's ~~Welfare-Equality~~ & Community based actions and events. The Zone is also to implement, monitor and suggest amendments to HUU's ~~Welfare & Community Strategy~~Equality & Diversity Policy which will include the promotion of equal opportunities and diversity. The secondary functions of the Zone are to provide scrutiny and hold to account the ~~Vice President- WelfareEquality~~ & Community Officer and other Zone Members.

All Zone members are members of Council; if a member resigns or is removed from either Council or their Zone position then they cease to hold both of these roles.

3. Membership

Voting membership of the Zone shall be:

- (1) ~~Vice-President-WelfareEquality~~ & Community Officer (casting vote only for electing a chair of the zone);
- (2) Black, Asian and Minority Ethnic Students Officer;
- (3) Disabled Students Officer;
- (4) LGBT+ Students Officer;
- (5) Women's Officer;
- (7) LINKS Officer;
- (8) Two Councillors for Scrutiny.

Ex-Officio members:

- ~~(1) Advice Centre Co-ordinator;~~
- ~~(2) HR & Recruitment Co-ordinator;~~
- (13) Such others that the Zone may deem appropriate.

4. Duties of the Membership

1. ~~Vice President Welfare Equality~~ & Community Officer

- i. The duties of the ~~Vice President Welfare Equality~~ & Community Officer are detailed in S.O. 5001.

2. BAME; Disabled Students; LGBT+; Women's and LINKS Officer

- i. The particular duties of these Officers are detailed in their respective standing orders.

3. Councillors for Scrutiny

The Councillors for Scrutiny are to:

- i. Ensure that all members of the Zone are following their strategic objectives;
- ii. Ensure that all areas of the Zone are within budget;
- iii. To assist if required in tasks and projects the Zone is undertaking.

5. Election

The members of the Zone shall be elected in semester two in accordance with SO 8001 and shall hold their positions for the next academic year. 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.

GENERAL PROCEDURE

6. Chair

The Chair shall be elected in accordance with paragraph 36 of the byelaws and is responsible for keeping a register of attendance; following and approving the Zone meeting agenda as laid out in SO 5002 annex A, which is to be circulated three clear days in advance; keeping order within the meeting and ensuring points to action are met. The Chair may call an emergency meeting of the Zone. The Chair may request an emergency meeting of Council, which shall occur at the discretion of the Chair of Council.

7. Meetings

Meetings of the Zone shall take place in weeks three; five; seven; nine and eleven. The day and time of these meetings shall be agreed by the membership following the first Council of each semester.

8. Quorum

The quorate of such meetings shall be fifty percent plus one of the voting membership plus the Chair.

9. Minutes

The minutes shall be taken by the Secretary to the Zone, who shall be elected in the first Zone meeting of the academic year. These shall be ~~handed in to the General~~

| ~~Office~~submitted to the Democracy & Governance Co-ordinator no later than four clear days following a Zone meeting. The minutes shall record points to action

for the Zone members and shall be brought to the attention of Council by the Chair, in the form of a report under the ~~Welfare Equality~~ & Community Zone section of the Council agenda.

10. Voting

All votes shall require a greater than fifty percent 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 Zone shall be able to:

- (1) Pass a motion of caution against the ~~Vice President Welfare Equality~~ & Community Officer as detailed in the bye laws.
- (2) Bring motions of censure and no confidence as detailed in the bye laws against the ~~Vice President Welfare Equality~~ & Community Officer to Council.
- (3) Pass a motion of caution, censure or no confidence against other Zone members. Motions of no confidence are to be ratified by Council and if successful the member is removed from the Zone committee.
- (4) Submit questions in writing to the trustees of HUU to be asked by the ~~Vice President Welfare Equality~~ & Community Officer.
- (5) Submit questions to an officer at council.
- (6) Propose a motion of caution against an officer to council.

KLH/ RB March 2013

Approved:

UEC: 05/04/2013

UC: 15/04/2013

Updated: AD/ME

Approved UEC:

Approved UC: 19 October 2015

Passed UC: 8 May 2017

Annex A

~~Welfare Equality~~ & Community Zone Meeting Agenda

WELFARE EQUALITY & COMMUNITY ZONE MEETING

AGENDA

1) ATTENDANCE

1. Apologies.
2. Register.

2) MINUTES

1. Minutes of the previous meeting.
2. Matters arising.
3. Previous points to action – results.

3) REPORTS

1. Report by ~~VP Welfare Equality~~ & Community Officer.

Questions.

2. Report by BAME Students Officer.

Questions.

3. Report by Disabled Students Officer;

Questions.

4. Report by LGBT+ Students Officer.

Questions.

5. Report by Women's Officer.

Questions.

6. Report by LINKS Officer.

Questions.

7. Report by Scrutiny Councillors.

Questions.

4) PROPOSALS

Any proposals for action.

5) MOTIONS

1. Motions of caution/ censure/ no confidence.

2. Questions to Trustees.

3. Questions for Council.

6) ANY OTHER BUSINESS

1. Any Other Business