

Bye-Law 2 – Setting the Direction

Purpose: This bye-law explains the ways in which student members can set the direction of the Union.

1. How policy can be set
 - 1.1 By the Trustee Board as outlined in the Articles of Association
 - 1.2 A Student Members Meeting as outlined in section 2
 - 1.3 A referendum as outlined in the Articles of Association and section 6

2. Student Members Meeting
 - 2.1 The purpose of a Student Members Meeting shall be:
 - 2.1.1 To hold the Executive Committee accountable for their work
 - 2.1.2 To review the work of the Executive Committee
 - 2.1.3 To set policy which outlines a representative or political direction for the Union subject to Article 28.3. All policy must be approved by a vote of a simple majority of members. Passed policy will lapse after 3 years, unless otherwise specified
 - 2.1.4 To monitor the progress of previously passed policy
 - 2.1.5 To receive announcements from the Executive Committee
 - 2.1.6 To receive the annual accounts of the Union and approve a list of organisations to which the Union is affiliated.

3. Administrative procedures for a Student Members Meeting
 - 3.1 The meetings shall be chaired by the CEO of the Union or a nominee.
 - 3.2 There shall be at least one Student Members Meeting in each academic year.
 - 3.3 Meetings may be called by the Trustee Board and Executive Committee.
 - 3.4 At least 14 days' notice will be given for meetings except where they present the annual accounts and list of affiliated organisations where at least 21 days' notice will be given.
 - 3.5 Notice of Student Members Meetings shall include the time and place of the meeting and the papers and policies for discussion.
 - 3.6 All Executive Committee members shall be expected to attend Student Members Meetings.
 - 3.7 All reasonable attempts will be made to schedule meetings to maximise participation and ensure involvement across multiple sites.

4. Submission of policy
 - 4.1.1 Policy proposals may be submitted by any student member, Officer, or Trustee.
 - 4.1.2 Policy proposals will be made available to student members on the Union website.
 - 4.1.3 Voting for policy will take place online for a minimum of 48 hours.
 - 4.1.4 The minimum quorum of student members voting on a policy for it to be implemented will be 50.
 - 4.1.5 Proposed changes to the Articles from the Trustee Board will be made available for consultation for not less than one month and be open to proposals for change from any student member.

5. Accountability of the Executive Committee

5.1 There will be procedure for the accountability of the Executive Committee which will be made available to members with at least 21 days' notice of a Student Members Meeting.

5.1.1 This procedure will allow for the Executive Committee to report on their activities.

5.1.2 This procedure will also allow student members to

5.1.2.1 submit questions to the Executive Committee and receive responses and provide feedback on the report or request that the direction of the work is altered

5.1.2.2 censure an Executive Committee member for not fulfilling the responsibilities of their role

5.1.2.3 approve a motion of no-confidence in an Executive Committee member as outlined in Article 26.2.

5.2 For the avoidance of doubt the accountability of Union staff is not the property of the student members and should be directed through the Trustee Board.

6. Referenda

6.1 A referendum shall be held to

6.1.1 consider a motion of no-confidence in a Trustee or Executive Committee member triggered by a secure petition signed or agreed to by at least 3% of the student members in accordance with Article 26.

6.1.2 Consider a policy idea, triggered by a simple majority vote of the Trustee Board or triggered by a secure petition signed or agreed to by at least 3% of student members.

6.2 The Trustee Board shall appoint an independent Returning Officer on an annual basis. They shall not be a member of the Union and they shall be responsible for the conduct, administration, and the development and interpretation of the regulations for referendums.

6.3 The Returning Officer may appoint a Deputy Returning Officer to assist them in the organisation of referendums, who will be a member of staff at the Union.

6.4 The quorum for a referendum will be set by the Returning Officer but shall not be less than 3% or more than 5%.

6.5 The regulations for the referendum shall be set by the Returning Officer and shall include:

6.5.1 a notice period of the referendum of at least 14 days

6.5.2 provision for a secret ballot outlining the process and dates for voting

6.5.3 the date and time where the count will take place and how the result will be published

6.5.4 the procedure for submitting complaints and how they will be dealt with.

6.6 There will be an appeals process concerning the outcome of the referenda and the conduct of the Returning Officer. Appeals should be submitted to the Trustee Board no later than 3 calendar days following the receipt of a response from the Returning Officer. The decision of the Trustee Board is final.