UNION

UNION COUNCIL - Monday 11 April 2016 - Meeting Room 1, 6:30pm

AGENDA

- 1. Adoption of the agenda
- 2. Apologies for absence (for acceptance)
- 3. Approval of minutes from previous meeting Monday 22 February (Paper A)
- 4. Trustee Board minutes (to note) (Paper B)
- 5. Matters arising
 - 5.1 Elections report (Paper C, to be circulated)
 - 5.2 Update Shape & Size Review (verbal update, Matt Evans)
 - 5.3 Update EU referendum (verbal update, Matt Evans)
 - 5.4 Student trustee elections (verbal update, Matt Evans)
 - 5.5 Update NUS National Conference (verbal update, Gurmok Sanghera)
- 6. Zone Reports (Paper D, to be circulated)
 - 6.1 Governance (Chuby Okide)
 - 6.2 Education (Charlotte Constable)
 - 6.3 Welfare & Community (Daryl Jones)
 - 6.4 Sport (Grace James)
 - 6.5 Activities (Kathy Brooks)
 - 6.6 Scarborough (Si Hernandez)
- 7. New General Business
 - 7.1 M.1516-9 Motion to permanently provide All Gender Toilets in HUU (Paper E)
 - 7.2 M.1516-10 Motion to promote Trans* participation in Sport (Paper F)
 - 7.3 M.1516-11 Motion to update the Zero Tolerance Policy (Paper G)

- 7.4 M.1516-12 Motion to change the name of Hullfire TV to Torch TV (Paper H)
- 7.5 M.1516-13 Motion to update Standing Order 2008 governing Raising and Giving (RAG) (Paper I)
- 7.6 M.1516-14 Motion to add two Councillors of Scrutiny to the Governance Zone (Paper J)
- 7.7 M.1516-15 Motion to change SO 8003 governing Union Council (Paper K)
- 7.8 M.1516-16 Motion to change SO 2015 governing Chair International Students' Association (ISA) and remove SO 2016 governing the ISA (Paper L)
- 7.9 M.1516-17 Motion to update SO 3003 governing the Mature Students Officer and SO 3005 governing the Part-time Students Officer (Paper M)
- 7.10 M.1516-18 Motion to mandate HUU to lobby for refunds for Scarborough Campus students (Paper N)

8. Any Other Business

Date of next meeting: Monday, 9 May, 6.30pm, Meeting Room 1, Hull Campus.

UNION

UNION COUNCIL – Monday, 22 February 2016 – Hull Campus, 6:30pm, Meeting Room 1

MINUTES

Attendance

First Name	Surname	Position	Attendance		
			22 nd Febr	11 th April	9 th May
Sabbatical Office	rs				
Chubike	Okide	President	1		
Matthew	Evans	VP Education	✓		
Ashleigh	Davies	VP Welfare & Community	✓		
Kathy	Brook	VP Activities	Apols		
Gurmok	Sanghera	VP Sport	✓		
Simon	Hernandez	VP Scarborough	√		
Governance Zone	Governance Zone				
VACANT		Campaigns and Democracy Officer			
VACANT		Environment and Ethics Officer			
Welfare & Comm	nunity Zone				
Bethany	Walton	LINKS Officer	√		
Katie Marian	Bowden		√		
Liam	Crosby	LGBT+ Officer (Role share)	√		

Adeloa	Fadipe	Black Asian Minority and Ethnic (BAME) Officer	✓	
VACANT		Women's Officer		
Daryl	Jones	Disabled Students Officer	Apols	
Education Zone				
Philip Yelland		Mature Students Officer	Apols	
Moipone Mokone		Part-time students Officer	Absent	
Robert Champion		Postgraduate Taught Officer	✓	
Mohammad Al Khaldy		Postgraduate Research Officer	Apols	
VACANT		Faculty Co-ordinator Hull York Medical School		
Declan	Whiting	Faculty Co-ordinator Faculty of Science and Engineering	Apols	
Daniel	Walker	Faculty Co-ordinator Faculty of Arts and Social Sciences	1	
Victoria	Welborn	Faculty Co-ordinator Faculty of Health and Social Care	√	
Elizabeth	Barraclough	Faculty Co-ordinator Faculty of Education	Absent	
Matthew	Thorneycroft	Faculty Co-ordinator Hull University Business School	✓	

	1				
Kym	Cardona	Academic Council Rep	✓		
Eunice	Owusu-Kyere	Academic Council h Rep	Apols		
Activities Zone		-			
Amy	Jackson	Chair SEC	✓		
Viktorija	Ivanova	Chair ISA	✓		
Nathan	Thompson	Chair Media	✓		
Joshua	McMullan	Chair RAG	✓		
Scarborough					
Tabitha Elizabeth	Nixon	Scarborough Campaigns Officer	Apols		
James	Verity	Scarborough Community Officer	Apols		
Nathan	Alcock	Scarborough Sports Officer	✓		
Lana	Goldthorpe	Scarborough Welfare Officer	✓		
Gavin	Straine- Francis	Scarborough Education Officer	✓		
Charlotte	Reeve	Scarborough Equality and Diversity Officer	✓		
Sports Zone	ı		l	1	l
Callum	Fraser- Hurley	AU Tour Officer	Absent		
Sam	Craig	AU Kit & Equipment Officer	✓		
Benjamin	Rae	AU BUCS Officer	Apols		
			1	1	1

Laura	Huntenburg	AU Participation & Inclusivity Officer	Absent			
Grace Lucy	James	AU Secretary & Communications Officer	Apols			
Sam	Walker	AU Varsity & Events Officer	√			
Councillors for So	Councillors for Scrutiny					
Charlotte	Constable	Councillor for Scrutiny - Education	V			
Oliver Edward	Taylor	Councillor for Scrutiny – Activities	V			
David Andrew	Gamble	Councillor for Scrutiny – Sport	Apols			
Padraig Sean	Curran	Councillor for Scrutiny – Welfare & Community	Apols			
Nadia	Hassani	Councillor for Scrutiny - Education	√			

In attendance:

Liz Pearce, HUU Membership Services Director
Tania Struetzel, Democracy & Governance Co-ordinator (Minutes)
Jeannette Strachan, University Registrar & Secretary
Kate O'Connell, HR Director
Georgina Baulch
Megan Hammell
Nathaniel Soneye-Thomas
Kathryn Raske
George Bainbridge
Matthew Bramall
Zuke Austin
Abraham Zachariah Staples-McCall

1. Adoption of the agenda

The Chair proposed to move agenda item 5 before item 2 as well as item 9 before item 7. The agenda was adopted as amended.

2. Shape & Size Review discussion (Jeannette Strachan, University Registrar/Matt Evans, VP Education) (Paper B)

The University Registrar and Secretary, Jeanette Strachan introduced herself and gave an overview of the Shape and Size review. The University has just published its <u>new strategic plan 2016-2020</u>, with the aim to deliver an excellent student experience. With regard to the Shape & Size Review, the University is currently consulting on a proposal to move to four faculties with three to four Schools within these faculties. The consultation ends on Friday, 4 March, followed by a University Council meeting on March 17th to discuss and potentially approve the implementation of this proposal for September 2016. The University Registrar stressed that the Shape & Size Review would have no adverse impacts on students but rather greatly benefit the student experience, especially by grouping subjects into new groups. This new approach to interdisciplinary work would enhance innovative teaching as well as benefitting staff by supporting collaborative research whilst strengthening the competitiveness of the University of Hull. The University Registrar pointed out that it is very important to her and the SMT of the University to work in partnership with students and that any feedback on this proposal is welcome.

Matt Evans added that he is currently working with the University to put together an <u>FAQ section</u> on the website. The Shape and Size Review as it stands would also have an impact on the current HUU representation structures which would need to be adapted going forward. Matt introduced the workshop groups and the questions to be discussed:

- What are the benefits to the student experience?
- What should we do to make the most of the benefits?
- What are the main risks? What are you concerned about?
- How do we make sure we avoid/manage the risks/disadvantages?

The floor was opened to questions for the University Registrar. Rob Champion inquired which parts of the University were being duplicated at the moment and what would be cut as well as whether there would be a reduction in staff. The University Registrar responded that one area that could be made more efficient was timetabling as many staff have timetabling included as part of their role and end up going to the same meeting these tasks could be organized more effectively. She stressed that economies of scale are only one element of the Shape & Size Review and that breaking academic silos is even more important.

Adeola Fadipe pointed out that the Law School has had ten members of staff leave, experienced major cuts to administrative staff and has fallen in the league tables and therefore questioned how students could be sure that the Shape and Size Review would not have any negative effects

on their student experience. The University Registrar responded that none of these events were related to the Shape & Size Review which has not even been approved yet. The Director of HR, Kate O'Connell added that the current proposals did not foresee any staff cuts. Matt Evans and Jeannette Strachan both stressed again that they welcomed student feedback on any issues so that they could work in partnership on addressing them.

Another student demanded honesty from the University in terms of budgets and cuts arguing that the University was merging departments that do not belong together. Jeannette Strachan stressed again in her response that the University was asking for students' input and that the current proposal was not about making cuts but rather about making the best use of available resources and increasing academic collaboration. She stressed that students currently have a very mixed student experience, some students have a fantastic experience whereas others do not since there is a variation in how regulations are applied across departments. The aim is to become more consistent and provide an excellent student experience for all students.

The responses collected in the group discussion following the Q&A session can be found in Appendix A to these minutes.

Matt Evans and Jeannette Strachan thanked everyone for taking part in the discussion and their valuable feedback which would be incorporated into the FAQ section. The University Registrar stressed how important student feedback is to the University and that she would be happy to come back to another Union Council meeting to discuss the Shape & Size proposal or other issues further. In response to the question what had triggered the Shape & Size Review initially, she concluded that the University had been working on the Curriculum 2016 for a number of years and noticed that the organizational structure was not serving its purpose any more. The University wants to move forward and cannot stand still when wanting to adapt to the challenges ahead.

We have been working for a number of years on Curriculum 2016 and noticed that the organizational structure is not serving us well. We want to move our research forward. Growing awareness that the structure as it stands at the moment is not fit for purpose. We must move forward. We cannot stand still.

3. Apologies for absence (for acceptance)

Apologies for absence laid before Union Council as noted above were accepted.

4. Resignations (for notification)

The following resignations were noted: Elizabeth Palmer has resigned as Chair SEC. Amy Jackson is now Acting Chair SEC. Paul Blackburn has resigned as Environment & Ethics Officer. Jamie Boote has resigned as Campaigns & Democracy Officer. Emily Bolt has resigned as Women's Officer. These positions remain vacant.

5. Approval of minutes from previous meeting – Monday 14 December 2015 (Paper A)

The minutes from the previous meeting were approved without objection.

6. Matters arising (Paper C, Paper F)

Liz Pearce presented Paper F on the scope of the discount given to certain volunteers. The question whether to extend this discount or remove it entirely was discussed. Amy Jackson noted that the underlying question was that of how we recognize and respect our volunteers. She pointed out that there are some volunteers with discount cards who hardly work and volunteers without discount cards who work very hard. Especially within societies the time commitment of positions can greatly vary and the question is who decides who deserves this discount as a recognition of work. Matt Evans picked this up by asking whether these discount cards are an incentive to volunteer or rather a reward for the volunteer work. None of the current volunteers on Union Council knew that they would receive this discount when they stood for election. Another member of Union Council pointed out that the discount card financially supports volunteers who often spend their lunch breaks at HUU instead of going home to work on their projects here.

It was asked how volunteers could find out about collecting the discount cards. Liz Pearce noted that all volunteers who were eligible (i.e. all members of Union Council as well as Sport Club and Society Presidents) had been emailed several times.

Lana Goldthorpe questioned the value of the discount cards for Scarborough students as they were not using the HUU facilities as frequently. She also asked whether a "thank you" was not enough for volunteers if their motivation to volunteer was intrinsic. Bethany Walton added that the underlying question was again whether this was about recognition or feeling important. She feared that making it about the incentives for volunteering would attract the wrong type of people.

The discussion was concluded by suggesting that anyone unhappy with the current situation could bring a motion to one of the next Union Council meetings.

Paper C listing the action points from the last Union Council meeting was noted. Action Point 6 with regard to the further development of Union Council was discussed briefly. It was agreed that breakout groups worked well. Kym Cardona noted these should answer specific questions to then result in action plans. Robert Champion noted that the task of Union Council was to hold the Sabbatical Officers to account and this should be done more explicitly by scrutinizing their reports. Charlotte Constable pointed out that this was also part of the role of Councillors for Scrutiny on each zone but that the Governance Zone for instance did not have any Councillors for Scrutiny.

Action points:

Chair of Union Council to consider bringing motion to change the agenda of Union Council meetings so that they include individual Sabbatical Officer reports that can then be questioned.

Current Councillors for Scrutiny to consider bringing a motion to the next Union Council to add Councillors for Scrutiny to the Governance Zone.

7. Zone Reports

7.1 Governance Zone

In the absence of a Chair of the Governance Zone, Chuby Okide presented the report. He had organized the first Faith Forum together with the VP Activities, Kathy Brooks which is now meant to take place on a monthly basis. He is also working with the University on a strategy to tackle the BME attainment gap. Furthermore, he has had meetings with the Director of Estates, Chris Paget to discuss the lack of parking spaces. Finally, the last Sabb sofa was used to promote the HUU Experience survey that the VP Activities, Kathy and the VP Sport, Gurmok have been working on.

Due to the resignation of both the Officer for Campaigns & Democracy and the Officer for Environment & Ethics no updates could be reported for these remits.

Adeola Fadipe queried which role the University Registrar plays with regard to tackling the BME attainment gap. Chuby replied that she has been involved in the implementation of a pilot program in the Faculty of Health & Social Care.

Another student queried whether the accessibility campaign included all students. Chuby responded that this campaign was focusing on physical disabilities.

7.2 Education Zone

VPE Update – Matt Evans

- NUS Course Rep Conference: Education Co-ordinator attended the conference with three
 course reps, the Hull University Business School Faculty Co-ordinator, and the Academic
 Council Representative Kym Cardona. Attendees gained an understanding of the big
 issues affecting students and inspired them to run for further positions within the student
 body
- Canvas: migration to Canvas (new Virtual Learning Environment to replace eBridge) will occur by September 2016.
- Zone Meeting Attendance: VPE informed officers that those with two unexplained absences are viable for a vote of no confidence. One officer was identified by the Zone as having attended no meetings or training. It was suggested a motion of caution should be taken for three others, while a motion of no confidence taken against one of the Academic Council Reps. It has been agreed that Zone members need to prepare for a motion before the next meeting (5th April) should they wish to table a motion. Members have been sent a guide to the procedures.

- VPE will also present the findings of the SWS 2015 to Senate on 2nd March with the help of the Education Co-ordinator.
- Student Led Teaching Awards: SLTAs were pushed throughout Refreshers Week. Shortlisting will take place on 7th March.
- Education Survey: members gave out surveys during Refreshers Week. On the first day, 160 forms were collected in just three hours of promotion. VPE, Councillor for Scrutiny and Business School Co-ordinator travelled to Scarborough and secured 50 surveys with an additional 20 to be sent by the Scarborough Sabbatical Officer. In total, the Education Zone secured 320 forms for the first week which is a great effort.
- QAA HER: On the 25th February there will be a presentation and celebration of the QAA HER outcomes report.
- Shape and Size Review: VPE explained to the Zone the vital structural changes. Emphasis
 was made on the effect of student representation, where Faculty Co-ordinators would
 work in a more strategic sense, whereas School reps would deal with operational and
 learning and teaching matters. VPE said that the changes should be treated as a positive
 opportunity for the Union to examine how it represents a variety of students.
- VPE also explained how the new tracking template for Student Staff Committees will become standardised within departments, but the hope is that a clear and concise action list from SSCs will be evident.

<u>Part-time Officer – Moipone Christina Mokone</u>

- Part-time Facebook page is up and running and the Officer is working to bring back the books grant for part-time students.
- The Officer is looking into whether this is a national grant or a grant specific to the University.

Mature Students' Officer – Philip Yelland

• Survey: designed a survey to discover the experience of mature students at both the Union and University. It will find out how involved mature students are in activities, societies and sports and how well they feel they are represented and listened to.

Postgraduate (Research) Officer – Mohammed Ali Obaid Al Kaldy

- VPE informed the Zone that there has been work with The Student Engagement Partnership (TSEP) to develop the Postgraduate Research Project.
- International research students now only have to report to their departments once a month as opposed to once a week as part of the agreement regarding Tier-4 Visas.
- The Postgraduate Researcher Social Forum run by the Graduate School was a success in terms of student engagement and will continue on selected dates in 2016.

Faculty Co-ordinators

Hull University Business School – Matt Thorneycroft

- Final year Marketing assessment: Final years had 16,000 words to complete in a limited time but no exams. Co-ordinator received a lot of negative feedback, so the assessment is now being reviewed by the School.
 - VPE added that the general assessment tariffs are being reviewed so credits are fairly awarded according to student workload. The Business School Co-ordinator added that the aim is for consistency.

- Timetabling issues in the faculty: issues were raised by the Co-ordinator and VPE is discussing with the University Registrar on how best to timetable contact hours for students. There are also discussions concerning timetabling on the hour one reason for this is that HYMS students have to book rooms for double the time.
- Referencing module: Co-ordinator received feedback of the module and the Business School is reviewing the structure of the module.
- Core textbooks: Co-ordinator managed to secure more core text books being procured for the library.
- The Co-ordinator is currently planning and organising the first ever Faculty Ball.
- The Course Rep Forums continue to be well-received and the Facebook HUBS page is nearing the 200 members mark.
- There are steps being taken to create a Placement Peer Mentoring Project wherein students who have returned from placement can mentor those who are about to go onto it.
- Co-ordinator is attending multiple SEERs panels this week (Student Experience Enhancement Review) including a severe 'Level 4' Marketing review which PVC Education is also attending. So far the panels have gone well for the Co-ordinator, who has learned a lot about the best practices.

Faculty of Arts and Social Sciences – Dan Walker

- Co-ordinator has reached out to departmental reps via e-mail but has received a mixed response in terms of meeting to discuss representation in the faculty.
- NSS data panel: Co-ordinator has been invited to these panels for feedback.

Faculty of Health and Social Care – Victoria Welborn

• Co-ordinator has been in contact with all course reps to inquire if they have any issues which need to be resolved. A meeting was set up for course reps, and Co-ordinator hopes to organise further meeting due to low attendance.

Academic Council – Kym Cardona

• Contact: Has created a message informing course reps of her role within the Education Zone and her contact details.

<u>Councillor for Scrutiny – Charlotte Constable</u>

 Budget and Opps plan: Met with the Union to scrutinise the budgets and Opps plan for Education in December. VPE was under budget in semester 2 but informed the Councillor for Scrutiny that this year the Education Zone have saved money on travelling to conferences compared to last year, and that his physical campaigns will commence in semester 2. VPE is working hard in accordance to his Opps plan. He has had to change the deadline on one project as it was not realistically possible to complete it in the first semester.

7.3 Welfare & Community Zone

VP Welfare & Community

• Organising the 3rd part of the housing campaign around 'no problem'

- Been in touch with Hull Daily Mail on two different occasions, once for talking about consent campaign and once about drugs on campus
- Consent 'as simple as tea' campaign went really well, students were engaged and understood the message. Still have a lot of cups left, the team used them for Sabb Sofa
- Ran 2 employment sessions, unfortunately the turnout was not great, even though over 2000 students were reached with the message, could have something to do with the timing
- Worked with VP Sport on tour names and they have all been sent off
- Attending LGBT+ awareness training on Thursday with VP Education with Yorkshire Mesmac
- Working with the whole Sabb team educating students about the EU and the importance of this referendum

BAME Students Officer

LINKS

Disabled Students Officer

- Looking how to get people interested to run
- Talking to members of committee to discuss plans for the year

LGBT+ Officers

- BAME and LGBT+ held a joint social
- LGBT+ history month coming up
- Planning a lot more socials

Lana Goldthorpe queried whether she could receive information about the consent campaign to run something similar on the Scarborough campus.

Action: Ashleigh Davies to liaise with LG about the consent campaign.

Matt Bramall queried why there were so few nominations in the current elections and whether this would be reviewed. Tania Struetzel replied that she would be writing an Elections report and any feedback about the elections should be submitted to her to be included in the report. Matt Bramall further pointed out that nobody knew that nominations were open to which Ashleigh Davies responded that everyone had access to the exact same information on the website and via email.

Joshua McMullan queried whether HUU would remain neutral during the EU referendum. Ashleigh Davies replied that this would be the case and more information about planned activities would follow at the next Union Council meeting.

Action: Officer Team to update on activities with regard to the EU referendum at the next Union Council.

7.4 Sport Zone

- Team photos were successful two weeks ago, included societies in the photos if they wanted which was well received.
- Old boys/girls Weekend There was interest of three clubs, being basketball (both men's and women's), lacrosse and MMA which was this weekend, went very successfully.
- Tour is coming up in a few weeks going to Croatia, the final numbers are 597 which is higher than ever before.
- Varsity is soon after we return from tour on April 16th, the final arrangements are coming together.
- Trophy Pres will take place on the 30th of April nominations for awards need to be handed in from clubs.
- Elections happening/coming up a lot of interest into the role of VP sport and also the AU Exec roles.

7.5 Activities Zone

Due to the current lack of a Chair of the Activities Zone, each member presented individual reports for their committee.

<u>Hullfire</u>

- Election coverage
- New photography strand within Hullfire, now covering Asylum events

Societies

- Launch of Society Stripes as a way of rewarding society excellence taking over from outdated bronze silver and gold awards.
- Faith Forum launched for all faith + culture societies to meet and discuss their issues and ideas.
- Activity Zone Awards Night will be masquerade themed.

<u>ISA</u>

- Extremely successful speed-friending event with over 100 people attending.
- General review of events as ISA parties did not attract numbers this year.

RAG

- Nearly £6000 raised during RAG week final total to be announced
- Really successful 'Animal Sanctuary' event
- Jailbreak currently in progress
- 2nd Semester fundraisers in planning stage

7.6 Scarborough

Vice-President:

- Co-ordinated events for the WelcomeFest Reunion. These included a free cinema night, and cross campus trips to The Deep and Asylum.
- Co-ordinated RAG Week in Scarborough. Raised money for local charity The Rainbow Centre, via raffles, treasure hunts, karaoke and bed pushes. Collected clothing and food donations, as well as raising £145.54 for the charity.
- Co-ordinated Open Forum, in response to concerns around the transition. This
 highlighted fundamental issues within the faculties of Business and Education, as well
 heightened concerns of campus vibrancy. An action plan is now being drawn up, with
 senior members of both campuses.

Education Officer:

 Chair Rep Forum, talking about campus service and academic issues. The NSS was also discussed.

Welfare Officer:

• Planning an obstacle course for "Breaking Down The Barriers" campaign. The activity will be aided with facts about mental health.

Community Officer:

• Co-ordinating volunteer events for National Volunteering Week.

Sports Officer:

• Co-ordinating turn up and play badminton sessions on campus.

Equality and Diversity Officer:

• Helped co-ordinate first Diversity Day, asking students what equality meant to them.

Campaigns Officer:

• Creating a feedback campaign where students address what they would like to see on campus.

Team Update:

• Promoting and gaining responses from students for the Open Forum.

Matt Bramall inquired what support was needed from Hull campus. Si Hernandez responded that HUU have immediately written a response and that he is working with the Deputy Vice-Chancellor Glenn Burgess and the University Registrar to feed into the negotiations. As soon as the University

knows more about their plans, HUU can react. It was further noted that a document (Scarborough principles) was passed last year by the Senior Management Team (SMT) of the University and HUU to outline a framework for the transition. If this was contravened, HUU would highlight this and lobby the University to keep their promises.

Matt Evans highlighted that the entire Officer Team is fighting the corner for Scarborough students on the Hull campus as well.

A student questioned whether the money spent on the new accommodation being built across from HUU could have been better spent elsewhere. Matt Evens responded that this was University owned accommodation and not linked to HUU.

Adeola Fadipe queried who the Scarborough Exec liaise with. Si Hernandez replied that their main liaison is the Campus Management Team in Scarborough with the Acting Principal also being a member of the University SMT.

Lana Goldthorpe raised the issue also brought up at the Open Forum asking all the Sabbatical Officers to attend Scarborough Open Fora. Matt Evans agreed with that sentiment and stressed again the team effort behind the current negotiations. Unfortunately, all the other Sabbatical Officers were either ill or had to go to other meetings at the same time but had all been in close contact with Si before and after, and HUU staff went along for support as well.

8. Societies for Ratification (Paper E)

Union Council was not quorate at this point in the meeting. Societies listed in Paper E were ratified in principle with 15 votes in the affirmative and 2 abstentions.

Update: Upon checking the Standing Orders, it was noted that only new societies have to be ratified by Union Council. This was subsequently done by email circulation to all members of Union Council to ensure a timely ratification of new societies and enabling them to access their bank accounts as soon as possible after submitting their constitution and being approved by SEC.

9. New General Business: M.1516-8 - A motion to grant an exemption from SO 8006 (Paper D)

Chuby Okide introduced M.1516-8 Motion to grant an exemption from the Standing Order (SO 8006) governing the Election of Student Trustees. The published timescales extend the process of election, particularly during semester 2 when the main HUU elections occur and the Easter break bisects the semester. The rationale of this motion was to slightly alter the time scales laid out in SO 8006 to ensure that the voting period for the student trustee election would not fall in the May exam period. It was made clear that this would be an exemption for this instance only.

Robert Champion delivered the speech against the motion arguing that while he agreed with the time scale laid out in the motion he would caution Union Council to vote in favour of a motion that granted exemptions to Standing Orders as a matter of principle as these govern how HUU works in accordance with the Constitution and By-Laws. He noted that another motion could

easily be brought next semester to ask for another exemption thereby circumventing the actual Standing Order. Amy Jackson replied that if that happened, Union Council could then decide to vote against it.

Result: At the time of voting Union Council was not quorate. With 8 votes in the affirmative, 1 in the negative and 8 abstentions the motion was not passed in principle.

Update: The election notice for student trustees was published on March 8^{th} noting the date of the nomination (8^{th} March – 20^{th} April) and voting (16^{th} – 19^{th} May) period adhering to the time frame laid out in SO 8006. More information on how to apply to become a student trustee can be found here.

10. Any Other Business

Si Hernandez asked whether it was possible to hold Union Council in venues with video conferencing facilities so that Scarborough members did not have to travel as far.

Action point: Tania Struetzel to look into booking a suitable venue for the remaining Union Council meetings.

Update: Unfortunately, no suitable venues were found to be available at the time of Union Council meetings.

Matthew Evans asked all members of Union Council to ensure their attendance for the full duration of Union Council meetings in order to be quorate. Robert Champion suggested to have a running count with red and green cards so it would always be visible whether a meeting was quorate or not.

Kym Cardona queried what could be done about the lack of attendance of some members of Union Council. Matt Evans noted that anyone could bring motions of caution, censure, and no-confidence to their relevant zone and subsequently Union Council.

The meeting adjourned.

Date of next meeting: Monday, 11 April 2016, 6.30pm, Meeting Room 1, Hull University Union.

<u>Appendix A – Shape & Size Review Group discussion results</u>

What are the benefits to the student experience?

- More interesting lectures from a wider range of academics.
- Transparency on what is happening to support student's trust.
- "Hopefully" better feedback and quicker turnaround time for assignments.
- Wider opportunities for cross curricular link ups.
- The possibility of departmental hubs to follow.
- Set standard for all departments to follow.
- Some 'cuts' to make departments more efficient.
- Time saving.
- Improve link ups and access to resources.

What should we do to make the most of the benefits?

- Joint subjects
 - o Better communication between schools/departments.
 - o Better organisation of timetabling.
- Share best practice.

Chemistry should be within Chemical Engineering.

- Will it result in new module choices?
- Will it affect course numbers?
- Will it affect the variety of modules?
- Will it affect grants coming into the uni?

What are the main risks? What are you concerned about?

- PPIs being split up
 - Other departments being split.
- Identity of departments league tables.
- Bigger department HUBS?
 - o Same amount of staff, more students student to staff ratio.
 - o Why 4? Why not 5, etc?
- What's going to happen to faculty co-ordinators?
- Joint honours what if it is across faculties?
- Bringing things down to be 'consistent', instead of raising them up.
- Transition what if it doesn't go well?
 - What if it takes a long time? Contingency? Will they keep changing it if it doesn't work?
- Will access to the resources change? For better or worse?
- Co-operation between departments that are very different.
- Geographical moving of departments.
- Getting staff on board effects for them.
- Referencing and guidelines faculty-wide?

• Is summer long enough? Extend time frame if necessary.

How do we make sure we avoid/manage the risks/disadvantages?

- Ensure personal touch.
- Trial period!
- Maintain same resources/staff per student.
- Multi-faculty joint degrees to be thought of research projects/collab.
- Fair budget distribution.
- Consultation with more than four pages.
- No reductions in staff.



UNION

MEETING OF THE BOARD OF HUU LIMITED Held on 10 December 2015 at University House

Present: Trustees: Simon Clements (Chair) Jeff Caplan (JC), Judith Donovan (JD),

Andrew Gurr (AG)

Sabbatical Trustees: Chubike Okide (Deputy Chair/President); Matthew Evans, Vice-President Education (VPE); Ashleigh Davies, Vice-President Welfare & Community (VPWC); Kathy Brook, Vice-President Activities (VPA); Gurmok Sanghera, Vice-President Sport (VPS); Simon Hernandez, Vice-President

Scarborough (VPSc)

Student Trustees: Jamie Boote (JB), Lewis Worrow (LW)

Attending: Stephen Willis, University Chief Finance Officer (SW), Jackie Berry (CEO); Kevin

Pearson, Interim Finance Manager (FM); Andy King, Commercial Services Director (CSD); Liz Pearce, Membership Services Director (MSD); Kate Jude, HR

Manager (HRM); Rachel Kirkby, Marketing & Communications Manager (MCM),

Sally Bates, minute taker

Chair welcomed Stephen Willis to his first meeting and thanked him and his colleagues at the University for their support over recent months.

1 Apologies

Received from Elizabeth Palmer.

2 Minutes

The minutes were approved.

3 Matters Arising

The matters arising from the last meeting were discussed. JC asked what had been done about improving signposting to HUU. MCM said the University were doing a project and she would be liaising with their Marketing department. HRM explained that the Investors in People audit had been postponed to allow time for the culture work to be embedded. JD said the action point to review the NUS fee should have been noted as "to review NUS membership". Chair confirmed he had followed up welfare issues with Sabbatical Trustees. FM advised that the unincorporated charity had now been closed.

4 <u>Finance Department Report</u>

FM's report outlined the work done over the past few months within the Finance department. The team have been made aware of the changes and FM was confident that the new structure and new way of working would help achieve his vision.

5 <u>Period 4 Financial Performance</u>

FM advised that all budget managers are now provided with a detailed report every period with a review of what the numbers are saying and agreement on actions required.

The trading company showed a £93k surplus (£46k worse than budget). FM said that staffing costs were high but were in line with last year and he suggested that the budget had not been set high enough.

CSD said the unpredictability of numbers attending events had led to overstaffing but they were reviewing this. JD suggested separating wet sales out from WelcomeFest and cutting back on staffing, rather than cutting out. CSD said from January they would be going down to one venue. It was acknowledged that students' social habits had changed and more research was required. JC asked MCM to provide details of the WelcomeFest survey before the next Board meeting.

Action: MCM

FM said that HUU Services Ltd (HUUSL) hit budget in period 4, which reinforces the critical nature of the budget for WelcomeFest. FM said that if wages were kept under control and Eats continued to perform well for the rest of the year, HUUSL was likely to hit the overall budget by the year end.

FM said the Charity position was a deficit of £43k (£120k better than budget). He said this was fairly typical of the beginning of the year and was likely to come back in line with budget. He would be producing a full reforecast for the Charity and HUUSL, which would go to the Finance, Audit & Risk Committee.

6 Report from Finance, Audit & Risk Committee

As Chair of the Committee, JC summarised the minutes of the first meeting. He asked the Board to approve minor amendments made to the Committee's terms of reference – the inclusion of a representative from the University's finance team and that quorum should be four members, to include an external trustee, two student trustees and a member of the University's finance team. These amendments were approved by the Board.

7 Report from Appointments & Governance Development Committee

As Chair of the Committee, SC summarised the minutes of the first meeting. AG had pointed out that the terms of reference appeared to apply more to appointments than to governance and this was being addressed to balance it out. The recruitment process for a trustee had begun and an advert sent out via the alumni network.

Presentation on the NUS

Richard Brooks (RB), NUS Union Development Office, attended the meeting to discuss how the NUS supports students' unions and the resources available.

He said the NUS was set up to promote, defend and extend student lives and RB described how the organisation was founded and its current structure. He said they provide to students' unions strategic and HR support, officer development programmes, an information hub, students' union local conferences, quality students' unions (green impact, best bar none, and alcohol impact).

He explained how unions save money through the NUS' purchasing power and how commission is earned. The structure of affiliation fees was discussed and whether these could be negotiated in certain circumstances.

Following the changes to share ownership JC asked whether there was a strategy in place if the NUS is bought out. RB said he would find out.

It was agreed that future Sabbatical teams should receive a detailed induction from the NUS about the support and resource they provide.

8 <u>Sabbatical Trustees Reports</u>

Chair asked that the reports should be taken as read and asked Sabbatical Trustees to give an update if appropriate on any activities.

Governance: President said the team had been through a tough first semester but he was happy they had met the challenges head on. His report included updates on his objectives - student engagement and transparency and accessibility, adding that this project had been retitled "Action for Access".

LW had received feedback about a perceived lack of progress within the students' union and questions about what the Sabbs were working on. He also drew attention to a recent article in Hullfire entitled "Has HUU lost its soul" which debated the loss of control of the Union by its students. It was suggested that this feedback should have been given to the Sabbatical Trustees direct. VPE said that improving the accountability of Union Council and the zones was part of the governance review. It was also acknowledged that communication about what the team does and has achieved has been poor. Chair suggested that LW speak to the individuals concerned after the meeting.

Action: LW

Education: VPE's report included updates on his objectives – feedback and assessment and departmental and faculty level representation. He summarised details about the HE Green Paper and its potential impact. VPE expressed concern that we were moving away from our primary role of student representation and voice and were moving students towards being consumers – of their education and of the students' union.

CSD said the Sabbatical Trustees should find out what students want and we would then work towards delivering that. JB was concerned that if resource was put into this, when would the focus return to strategy. CEO suggested discussion points on the bigger picture should be brought to the next Board meeting and the sub committees could then

work on the building blocks.

Action: CEO

Discussion followed on engaging with students and JC said that commercial activity was essential to bring students into the building where we then have the opportunity to let them know what we offer. JC added that improvement to the campus signage to the Union was urgently required as he believed there were students who did not know where the Union was. He said he had brought this up in the summer before WelcomeFest and nothing had happened and said we needed to act with more urgency.

Welfare & Community: VPWC reported on progress with her objectives – raising awareness of the White Ribbon Campaign, mental health and housing. She said the Housing Fair was a success and they had 350 people through the door. VPWC said the proposal for gender neutral toilets would go to the next Union Council. JB asked about the level of consultation on this. VPWC said the research has been done. JC was concerned that the wider population had not been consulted.

Activities: VPA's report included updates on her objectives – zone accessibility, rewarding volunteers and the student experience campaign. LW asked why the ISA and societies were not doing so well this year. VPA believed that the decrease in numbers correlated with a decrease in drinking. She said academic societies were increasing and there was more emphasis on education.

Sport: VPS's report detailed progress with his objectives – AU funding, sport empowerment and getting better at sport. He said that 680 deposits had already been received for Tour and it could be the biggest one to date. VPS was concerned we were not seeing the benefits of our commitment to the University's sports development project and that the financial contribution we had made could have been better used elsewhere within sport. CEO suggested VPS reviews this with MSD and reports back to the next meeting.

Action: VPS and MSD

Scarborough: VPSc reported on progress with his objectives – increasing engagement on campus by 10%, creating better cross campus links and creating better representation of liberation groups. He advised that a marketing volunteer would be recruited in the new year which would enable them to turn jobs round quickly. A postgrad association has just been set up with 35 attending the first meeting. VPSc said it had been very interesting to hear some of their issues.

9 <u>Chief Executive & Senior Management Team Reports</u>

The senior management team reports were taken as read.

The possibility of a second Starbucks had been mentioned and CSD said if Starbucks' approval was given, a proposal would go to the Finance, Audit & Risk committee. MSD said she would have a full complement of staff by the end of January.

10 <u>Health & Safety Report</u>

The report was taken as read.

Any Other Business

None reported.

Next meeting: 3 February 2016 at 10.30 am

UNION

M.1516 – 9 Motion to permanently provide All Gender Toilets in HUU

HUU Notes:

- 1. Hull University Union is committed to providing an inclusive environment for all members regardless of their gender whilst treating all members equally.
- 2. A trial of all gender toilets was implemented in HUU over the past 9 weeks in response to a motion passed by Union Council in December 2015.
- 3. The female toilets on the ground floor were converted into all gender toilets whilst still keeping designated gendered toilets for both genders on the same floor.
- 4. The all gender toilets have provided all students, no matter what their gender identity with a toilet to use. This has meant that students who wish to use non gendered toilets do not have to travel to the library, or use the disabled toilet. Being transgender or a non-binary student is not a disability, and without these toilets, students are being forced to either identify as a gender which they do not identify as, or as a disabled student, if they wish to use the bathroom in this building. Providing these toilets for the last 9 weeks has meant that all students can use the toilet in our building.
- 5. 201 individual students gave feedback on these toilets, in different ways. This included taking part in a poll, leaving individual comments on the corkboard downstairs, commenting on Facebook posts, tweets, and personal comments made to VPWC. (Please see Appendix A for the full written feedback.)
- There is neutral feedback on these toilets, such as 'I could not really care one way or another' and 'I have no strong opinion one way or the other'. This feedback shows that students are taking an interest in what we are doing, despite not having a strong for or against argument. 42 of the 201 pieces of feedback are neutral for the toilets in this building.
- 91 of the 201 pieces of feedback are positive. Students who would not usually be comfortable using toilets in our building as they do not identify with the gender they were born with, if any gender at all are now using our building and leaving feedback on the affects these toilets have had on their student experience. Cis students are also leaving feedback, speaking about how amazing these toilets are for a step towards equality. (Students were not asked to identify when they were leaving feedback, but some chose to.) Comments include 'I think they're great! Let's stop labelling ALL of the loos and just label them by function like all other rooms' and 'I think it's a fantastic idea. People worried about female safety should do a little research! If you're unhappy, feel free to use the female/male toilet, otherwise please refrain from pissing off the inclusion of trans* students'. These comments show the effects these toilets are having on our students and the ways in which their experiences have been enhanced.

• 68 of the comments were negative. Comments included were 'I don't use them now. I don't think it respects my safety or privacy as a woman', 'Hate it, it's gross and disgusting. So smelly now', and 'Female safety over trans feelings'.

HUU Believes:

- 1. That these toilets allow every single student, no matter who they are, to use the bathroom and feel safe doing so. Gendered toilets are available, and we respect the views of individuals who only wish to use these hence the provision. Providing all gender toilets does not take that right away but gives it to our students who do not wish to define as a specific gender at all. We take the well-being of all of our members extremely seriously, and are committed to providing a safe and welcoming environment at all times.
- 2. That these toilets should stay in our building. By putting them in our building, we have made it accessible to students who would not usually feel comfortable coming in.
- 3. That without the all-gender toilets, non-binary and trans* students will have nowhere (apart from the toilets in the library) to use the toilets using toilets that correspond to their gender assigned at birth would invalidate their identities, and for non-binary students, using toilets that conform to the gender binary would be inappropriate because it would also invalidate their identities. For many trans* students, using toilets that correspond to their gender poses a risk of them being harassed, which is completely unacceptable.

HUU Resolves:

- 1. That these toilets will remain all gender because of the overwhelming positive response that has been received from students, particularly those who are trans* and/or non-binary.
- 2. That comments discussing cleanliness will be taken into account. The VP Welfare & Community will work with HUU staff to explore the provision of additional cleaning and signage and will report back to Union Council on the progress.
- 3. That more signage about available toilets in the building will be developed.

Proposer: VP Welfare & Community Ashleigh Davies), LGBT+ Committee

Seconder: Matthew Evans, Gurmok Sanghera, Kathy Brook, Simon Hernandez, Chuby Okide, Katie Bowden, Liam Crosby, Connor Massey, Kodi Maier, Kayleigh Viswanathan, James Waide, Astrid McKay, Hayley Hatton, Amy Simpson, Alistair Wither, Zahra Wais, Rebecca Lavelle, Adam Rickman, Frankie Studdart, Lawrence Titley, Adrienne Mortimer, Peter Corner, Nicola Martin, Olivia Houghton, Lydia Palmeira, Carys Brown, Jo Barnes, Maarten Jackson, Rayne Goddard, Chris Knott, Margaret Hart, Luca Montessori, Ben Walker, David Bender, Matt Tapp, Andrew Warnes, Stuart Negus, Gabrielle Calvert, Vanessa O'Neill, William Price, Josie Findley, Josh Capatick, Elizabeth Ginn, Amelia Gamble, Billie-Jo Boyd, Kate Collier, Rose Whitelaw, Zoe Walker, Anthony Dove, Jessica Pratt, Simon Russel, Alexia Auger, Jack Taylor, Matthew Thwaites, James Fox, Rachel Lindberg, James Thomas Czerwik, Alex Shaw, Hellena Middleton, Tiera Owen, Zoe Cauwood,

George Whintton, Adam Cox, Laura Haigh, Charlotte Hall, Michael Fox, Johnnz Billyard, Jessic Everard, Karley Chadwick, Rosie Russell, Rebecca Dean (staff member), Rebecca Lavery, Matthew Tuck, Edwina d'Almeida, Nicola Marsden, Abby Franklin, Leocaides Hunt, Konstantinos (Alex) Xipolitos, Lucy Howard-Comber, Logan Newsome, Amy Jackson, Reece Sheppard, Hannah O'Shea, Danielle Griffin, Edward Towers, Georgina Baulch, Katie Weston, Lulu Frenett, Loannis Sorokos, Samantha Lomas, Ashleigh Shields, Matthew Farrell, Alizeh Shaikh, Chey Heap, Matthew Commerford, Miranda Lockyer, Ellen Ricketts, Jiao McKenna, Charlotte Mealings, Nick Mangan, Jordan Toft, Jordan Dyball, Abbie Buckton-Perkins, Philip Johnson, Katie Robson, Andy Thorne, Michelle Hayward, Fiona Hopkins, Max Cummins, Jordan Turner, Rebecca Kelly, Tom Lee-Bapt, James Stubbs Atkinson, Lucy Dunwell, Emma Harpham, Jacob Forbes, Jessica Bailey, Oliver Chapman, Emily-Alice Poulton, Katy Jones, Natalia Oseman, Daniel Sapier, Joe Suich, Natalie Catchpole, Robert Holdsworth, Sarah Eccles, Giselle Lowe, Zeenish Nasir, Lauren Tye, Katie Houldershaw, Brian Stokes, John Newnham, Steve Laguerrière, Will Thomas Millie Lane Robotham, Brogan Clish, Callum Donald Harry Fraser-Hurley, Daryl Jones, Grace James, Florence Meuwissen, Bethany Walton, Elisa Battersby, Jennie Watts, Becky Kelly, Matt Thorneycroft, Kym Cardona, Adelaide Robins, Rosie Whitelegg, Vicky Tuff, Talia Cunningham, Laura Huntenburg, Oliver Woodroffe, Angela Suriyakumaran, Leona Hubbard, Becky Oakes, Elizabeth Palmer, Victora Welborn, Jack Carlin, Danielle Griffin, Rochelle Armah, Chris Knott, Piraveena Siva, Francesca Murphy, Kate Didsbury, Pierre Jamal Harriot.

Appendix A: All Gender Toilet Feedback

Negative Feedback

- Don't like it, it's so awkward. The idea is so silly change it back to all girls.
- You'll create more problems than you think you'll solve.
- Female safety over trans feelings.
- Unused and dirty, please install urinals.
- I don't use them now. I don't think it respects my safety or privacy as a woman.
- It is beyond wank you shit fucks.
- Straight no! No ifs, no butt's.
- Hate it, it's gross and disgusting. So smelly now.
- I don't want boys to hear or smell my poo.
- As a mature student with a lot of life experience, I think a mixed gender toilet is unacceptable. I do not want to go into a toilet knowing a man is in a cubicle next to me. Unsafe is an understatement. Not forgetting a woman's time of the month, were we are sensitive as it is.
- Strongly disagree, no to all gender toilet. It is not safe to use in evenings pub and disconights.
- Not a fan.
- Females make up over 50% of the population. Their safety should be more important to the union than the feelings of the few. Toilets were split by sex for a reason! Female safety > trans* feelings. I firmly believe that although those toilets are generating a lot of positive feedback the fact even a small amount of females have expressed discomfort at the idea, they should be removed, concerns for our safety should be more important to the union. *Or whoever else they identify.
- Upgrade toilets all toilets appear to be gender neutral on the campus. No debate there, upgrades still allow for privacy. However the male toilets were used to create yet another fast food outlet, getting more money from poor students. The argument should be upgrade the toilets like elsewhere on the campus, not scrimp by using a gender neutral sign and allowing poor outdated facilities to remain. Come on, spend some money on these loos!
- There are many current problems with the union. More toilets are not one of them. Down with the king!
- I identify as no gender, why is there not a no gender toilet?
- BUT as an afterthought, it is a lot grosser now. There is piss everywhere and unflushed loos. I like the idea but boys are gross.
- I'm not object to equality, but in terms of personal hygienity I'd rather use separate toilets. Please, please, please.
- Nope! Bad idea, unsafe.
- Gender is a performance, a toilet is not a stage.
- Might make a small minority more comfortable, but now the majority are uncomfortable!
- I think these toilets are an awful idea. I take into account they will have been done to accommodate those students who identify as a different gender and I understand that it

is awkward for them, but as a woman I feel like it's a slap in the face, either I get used to the idea of the all gender toilet or go find another, this offends me. I am for everyone getting to use the toilets they identify with the gender of, but many men and women will feel uncomfortable. Why not redo the toilets like the library?

- By making the old 'girls toilets' 'gender neutral' and keeping the old boys toilets just for boys/men this seems an invasion of female space oppose to real gender equality. It was a nice idea and a nice try, but instead of creating a 'gender neutral space' it feels like merely opening up a female space. Also, tackle the problem of trans-phobia at the root transphobic issues.
- Not a big fan; those whom identify as a gender can use gender specific bathrooms and if genderless go in one that makes them feel comfortable. However I don't feel safe in them and want some privacy as a woman so do not like them, pro majority not minority.
- I'm not a fan it's weird.
- You clearly haven't read Act 15. If you have a problem with Levitical law talk to a jew, Christians aren't under law, we're under grace, read romans. Unchristian, just like the mixed-fabric clothing in the union shop.
- As long as gender remains an oppressive structure of patriarchy, it is wrong to swap and plays as it is with race. As a man, I feel I make females feel unsafe in the privacy of open toilets. I would bet a lot of money, there will be a serious incident this year. Female safety should outweigh the wants of a very small minority. The library format works.
- Firstly, the name inks me: gender is an oppressive hierarchical structure which aims (& achieves) the subjugation of female people. It is based on expectations of the sexes. There are none of these societal expectations at 'genderqueer' for example as it is not linked to any sex, therefore these made up genders literally don't fit the definition of what oppression is. There is man and woman that is all. Secondly, I can only assume the decision to implement these toilets was based on pressure by third wave liberal feminists rather than on research done. If this was the case, than the Union would be aware that the risks to female safety massively outweigh the benefits the few people who use these toilets have gained. Males do attack females in bathrooms (this is a documented fact, google is your friend). While I understand the need for one or two gender neutral toilets (for all gender, non-conforming individuals) the layout of the library toilets (completely separated cubicles) is the only safe option.

Neutral Feedback

- Most awkward shit I've ever experienced... thanks for that.
- What is life, YOLO, why not
- Interesting idea, would prefer separate but when you gotta go, you gotta go.
- Everyone get over it, it's fine.
- Good idea, but now they are quite grimy.
- We float your boat.
- I have no strong opinion one way or the other.
- Peeing on the seat is inevitable, I feel sorry for girls going in after guys!
- I could not really care one way or another, because Rome was sort of like this.

- I have seen gender neutral toilets better implemented elsewhere, also guys leave seats up and that sucks.
- Music to play in the toilets to relax people.
- The wifi isn't as good as in the gendered toilets.
- It's alright.
- We already have gender neutral toilets in the library, and we didn't make a big deal about it calling them "all gender" (implying there are more than 2?) I'm okay with the idea, but by making such a big show of it this is clearly a way of just showing off how 'progressive' you are. Could have been handled better.
- People need to wash their hands.
- Seems quite bare, when I dropped a package, no one was there when I came out.
- I don't like the idea
- If men could aim it wouldn't be so bad. Trying to find a loo that's not been pee'd all over is not good when you're desperate!
- Perfect opportunity for inter-gender battle-shits.
- I go in there when I'm desperate for a quick piss... otherwise count me out!

Positive Feedback

- It's like the chamber of secrets but better for everyone.
- Really good idea.
- Excellent idea, people just need to learn to get along and aim better.
- Calm down, it's literally a toilet, imbeciles.
- Calm down Germaine Greer!
- All of you get a grip, it's a toilet.
- Great idea, it's only one toilet, pipe down!
- "Stop being so inclusive!" Nobody ever.
- I like them, but the cubicles could do to be bigger.
- "Certainly the best piss I have ever had" 5 stars.
- Best idea ever!!!
- Great idea, I can't see why anyone would have a problem with it.
- A bit stoned, but seems great!!
- If you don't like them, don't use them. They are a great idea.
- This is a good idea, but implemented incorrectly.
- Great idea. People who don't like it, don't have to go in it.
- Toilets are closer to Johnny Mac, 10/10.
- Great idea, I love them. Cheaper condoms.
- Excellent idea. There are now toilets for everyone.
- Although the toilets don't affect me personally I don't have a problem with them either. Overall I think they are good for the university as a whole.
- As a non-binary identifying person, I think is amazingly amazing.
- They are an excellent addition to the university and will undoubtedly help the welfare of our students!
- No big deal tbh, if I need a poo, I'll use it. If I don't need a poo, then I won't. Toilet is a toilet.

- It is a toilet. You poo in it, people get too worked up. That being said, the library is better.
- Much better than the men's toilet it's great not having to stand in other people's piss! These bogs brighten my life.
- The all gender toilets are very helpful for me and I'm sure other students who identify as the opposite gender to which we were born. For trans people, it can be very intimidating using gendered toilets. If you don't like all gender toilets you can still use the gendered toilets.
- Great for those whom it concerns, in modern society gender identity is a sensitive object to which an all gender toilet would benefit. Although, for those who are offended, just use another gendered toilet! This option should still be available.
- Please put seats on all loos everyone can use toilets; but not everyone wants to try peeing while standing.
- As a non-binary student this really makes me happy. I feel so comfortable being able to go to the bathroom without needing to choose between 'male' or 'female'. All the opposition confuses me. There are 'gendered' toilets for use by people who are uncomfortable. Don't take away the choice for people who need these facilities.
- Frankly I feel the inclusion of trans men and women are greater than catering to the wants of white cis people. Sit down. Nobody is looking at you. They just want the loo. Signed, an asexual student. PS trans women are women.
- Amazing idea, doesn't deny identities and all that and it makes people a bit safer if they can't use gendered loos.
- Great idea. Doesn't affect me, but for those who it has done, im sure it's benefitting them. Nice work, keep on rocking. Elvis lives.
- I like the idea. I think it is a step to equality for all those who do not identify as 1 gender! Keep it.
- The option to use these toilets is amazing! I also love the fact that the other gendered toilets have remained is a great thing. This allows free choice for all without marginalising anyone! Well thought out and implemented!
- As a trans person (non-binary) that to some people looks male and to some female, I appreciate the idea. It takes the away the stress of "what will people think if they see me going into this or that toilet". I don't have to make a (fake) gender declaration just because I want to pee. Nobody will stare at me or tell me I am in the wrong toilet because I don't look (fe)male enough. In some situations when everything else is stressing, it is good at least not to worry about how people will react if I just carry out a basic physiological function. So I am glad the union implemented the idea. Thank you! Let's make our uni survivable also to the rest of us.
- Yay, a toilet I am finally comfortable in, being agender, it means that I am not forced to use gendered toilets somewhere on campus.
- First, the toilet is safe. Stop acting like women are always victims and men are all rapists. For that matter, more witnesses means a safer environment. Second, if you don't like it, just use the other toilet. Having said that, the directions to segregated toilet is unneeded and pretentious. Finally, please calm down everyone. It's just a toilet. Also Tumblr, please go away.

- I'm a mature student who doesn't like the thought of sharing with males, but fine with men or trans people who identify as female. You have provided female only toilets as well as all gender, so everyone's needs are met. Everyone deserves respect and the freedom of choice. Brilliant.
- I think it's a fantastic idea. People worried about female safety should do a little research! If you're unhappy, feel free to use the female/male toilet, otherwise please refrain from pissing off the inclusion of trans students.
- Really good idea, it's convenient and allows people to choose without denying who they are.
- Think it's pretty ridiculous that there even needs to be a 'feedback wall' for something so obviously needed everyone deserves to be able to use a loo that they feel they can go in without feeling uncomfortable or like they don't belong! Definitely keep it and ignore ignorant comments.
- Great idea, terrible marketing by the union. We need to keep them, I prefer to use the gents, but we need this safe space and to follow other SU's.
- It is a wonderful idea. We should cater for everyone. This helps the people that need it because they feel uncomfortable. We should all feel safe using toilet!
- I think they're great! Let's stop labelling ALL of the loos and just label them by function like all other rooms.
- The importance of the installation of the gender neutral toilets cannot be stressed enough. The improvement of the day-to-day lives of trans and non-binary students (which is exactly what these toilets enable) is a non-negotiable right. They need to stay it is vital.'
- 'Such a great idea, love it ©'
- 'Why hasn't it been done sooner!'
- 'They're a great idea. Gendered toilets are available, get over yourselves.'
- 'Love it! So proud of my University <3'
- 'Really nice idea, gives a better option for any trans/non-binary students. Thanks HUU!!'
- 'I think the All Gender Toilets is a fab idea and has proved very very helpful. As a first aider at the uni we were able to have male volunteers help look after a friend in need with no rush or worry about being in there. They're a really great idea and hope that they stay!!!'
- 'They're great. More stalls and more hygienic than men's. Also no odd looks from people who think you're in the wrong toilet. #peedom'
- 'Great idea! I'd just appreciate it if the loo seat was put down.'
- 'Verse: Hello... its me... I was wondering if after all these years you'd like to pee...
- Chorus: Hello from the other side, I must have pooed a thousand times...'
- 'Brilliant © Glad to see the uni helping people © xxx'
- 'Very inclusive. If you don't like them, don't use them. Think they're great!'
- 'I like to pee with my friends. If you don't like them, there are other toilets available. Great idea'.
- 'Doesn't bother me! They're clean! And everyone smiles because equality is being promoted'.
- 'Excellent that HUU is embracing the needs and the rights of the LGBT+ community. They wouldn't be needed if it wasn't for the abuse and harassment trans people suffer for just

- going for a piss or a shit. If my fellow cis-people don't like them, there are plenty of gendered toilets around!!!'
- 'Had my reservations at the start but I agree that as long as they are kept clean, there is no problem. People feel more comfortable, so where is the problem? If you don't like them, go and use the gender specified. Stop isolating those who now feel more comfortable.'
- 'Allows people the ability to go in the toilet without denying their identity. PS (to the person saying A Gender students <u>can</u> use these toilets.
- 'Really good idea, totally agree w/this idea!! ©'.
- 'They're essential as it's important for those not identifying as male or female or any gender at all etc to have a safe place to use the bathroom ©. However as a cisgender female I would really appreciate it if everyone put the seat down when they were done!! Pet hate I know but puts me off using them! ©'.
- 'Good Idea!!! We all use the toilet for the same reason, so why does it have to be different gendered toilets? Don't you live with different genders? Do you have separated?'
- 'Fantastic Idea' exactly how it should be.'
- 'I'm offended by people's narrow-mindedness...nothing else. If you don't like...don't use. Brilliant Idea! ©'
- 'Brilliant idea! Everybody deserves a toilet to use regardless of gender identity. If you are uncomfortable, gendered toilets are available everywhere.'
- 'Love them allows people to pee while being who they are! Love it!'
- 'Toilets, basins, cubicles. Everything a bathroom needs. Lovely. 10/10 idea.'
- 'As a woman, I find the above (negative comment) ridiculous; the university campus is a safe environment for all regardless of gender! Now... SISSY THAT BOG!'
- 'LOVE IT. NEED IT. KEEP IT <3'

UNION

M.1516-10 - Motion to promote Trans* participation in Sport

HUU Notes:

- 1. That Hull University Union supports over 50 sports teams. These sports teams play in BUCS, local leagues, and represent the university all over the country.
- 2. That other universities such as Anglia Ruskin and Derby have similar policies in place which encourage trans* students to join their sports teams and live active lifestyles.

HUU Believes:

- 1. That students who identify as trans* should be encouraged to join sports, and welcomed into our sports teams.
- 2. That sport is an excellent way to combat mental health, get active, boost confidence and make friends.
- 3. That LGBT+ students are a protected minority and should not be discriminated against when playing sports, or in any other aspect of their lives.
- 4. That HUU is committed to promoting equality in all sports teams within them.

HUU Resolves:

- 1. That the Vice President Sport, and Vice President Welfare and Community should actively promote the inclusion of trans* students in sport.
- 2. That the Vice President Sport, and Vice President Welfare and Community should support all teams in making sure they are inclusive in their teams.
- 3. That the AU Inclusivity Officer should work with LGBT+ Officers to ensure the inclusivity of all members within our LGBT+ community is upheld.
- 4. That all sports teams should actively encourage trans* inclusion in their sports.

Proposer: Ashleigh Davies (VP Welfare & Community)

Seconder: Gurmok Sanghera (VP Sport), Matt Evans (VP Education)

UNION

M. 1516-11 Motion to update the Zero Tolerance Policy towards Discrimination, Bullying and Harassment

HUU Notes:

- 1. That HUU is committed to providing a safe space for all members.
- 2. That the current Zero Tolerance Policy towards Discrimination, Bullying and Harassment was passed at Union Council in 2009.
- 3. That the policy states that it should be reviewed every two years which has not occurred since it was initially passed.

HUU Believes:

- 1. That the policy in place does not reflect our current values, and is not relevant any more to the day to day work at HUU.
- 2. That the updated policy in Annex A reflects our values and works directly with them to ensure the safety of each of our members.

HUU Resolves:

- 1. That the current policy be replaced with the version attached in Annex A.
- 2. That the Vice President Welfare and Community be mandated to promote this policy each year and keep it under review.
- 3. That this policy will be included in all handover packs, sports and society constitutions, to help every member of HUU fully understand the scope of the policy.
- 4. That this policy will be circulated in the weekly staff newsletter once passed by Union Council.

Proposer: Ashleigh Davies (Vice President Welfare and Community)

Seconder: Kathy Brook (Vice President Activities)

Appendix A:

Zero Tolerance Policy towards Discrimination, Bullying and Harassment

Statement

Hull University Union believes that all students, regardless of their circumstances, background or protected characteristics deserve to be treated with respect and dignity during their time at Hull University Union. Hull University Union is committed to providing equality of opportunity and will not tolerate any harassment, discrimination or bullying towards any of its members or staff. Hull University Union is committed to providing an inclusive environment for all students. Hull University Union's values of – Be Outstanding, Learning, Innovative, Openness, Student Led, Team Spirit and Equality are opposed to discrimination of any kind, and this type of behaviour will not be tolerated.

This policy ensures the safety of all HUU members, elected officers and staff, and allows all members to enjoy their involvement with HUU free from the fear of any manner of bullying, discrimination or harassment. All members of Hull University Union will be treated fairly, with dignity and respect. We will make sure that we provide a safe, supportive and welcoming environment in which our service and opportunities are open to all.

Purpose

Bullying, harassment and discrimination take place in our community and on our campus. This detrimentally affects the experiences of our members. This policy will take the necessary steps to ensure that all students are able to enjoy Hull University Union without experiences of discrimination of any nature. This policy will ensure HUU is an environment in which its members and visitors can study and partake in other activities with respect and dignity.

Scope

This policy applies to all members of staff, members and visitors of HUU. If you are a member of University staff – you should look at the Prevention of Harassment policy.

Defining Discrimination, Bullying and Harassment

It is important to note that the <u>Equality Act 2010</u> states that protected characteristics [defined as the grounds upon which discrimination is unlawful] are,

- Age;
- disability;
- gender reassignment;
- marriage and civil partnership;
- pregnancy and maternity;
- race;

- religion or belief;
- sex;
- sexual orientation.

Discrimination is defined as the unjust or prejudicial treatment of different categories of people, especially on the grounds of [but not exclusive to] race, age or sex. The Equality Act 2010 states that:

Harassment is unwanted, unreasonable and offensive conduct by one or more people against one person or a group of people which causes offence, embarrassment or tension. It is important to understand that it is the perception of the recipients which may define harassment. There could be harassment even when there was no intention to harass. Incidents might involve, for example, issues of race, colour, ethnic and national origins, sex and disability.

Bullying is defined as using 'superior strength or influence to intimidate (someone), typically to force them to do something'. Any of these behaviours are not acceptable to HUU, and relevant disciplinary procedures will be enforced should they be necessary.

Implementation

- HUU will promote diversity by continuing to ensure our opportunities and services are
 open to all, and address those which are deemed not to be through ensuring each
 member of staff is made aware of this policy, and this policy is at the heart of everything
 we do.
- We will continue to make reviews of our policies and procedures in a timely manner. This
 policy will be reviewed by UEC and Union Council every two years.
- We will continue to ensure our staff and students are educated on this policy and will continue to provide training to ensure it is easy for all to abide by our policy and be aware of the signs of discrimination, bullying and harassment.
- We will apply relevant disciplinary procedures when necessary to enforce this policy and ensure that members and staff of HUU are treated with respect and dignity throughout their time at HUU.
- The responsibility of the upkeep of this policy will lie with the VPWC, and the rest of the union executive committee.

Monitor and Review

HUU will continue to monitor this policy every two years to ensure it protects all students through good practice, and is in line with current legislation.

We will consult widely with the University's Equality and Diversity Advisory Group, and other relevant stakeholders on a regular basis.

HUU will continue to ensure its staff members are working in line with this policy through its integration into daily working life.

Where to go?

If, as a student you feel you are the victim of discrimination, harassment or bullying please contact our Advice Centre on the third floor of the union. We will take each case seriously, to ensure our students continue to work, study and relax in a safe space.

Passed at UEC: 6 April 2016

Passed at UC:

UNION

M.1516-12 Motion to change the name of Hullfire TV to Torch TV

HUU Notes:

- 1. Hullfire TV has been part of the Hullfire Media group since 2014 and works alongside The Hullfire and Hullfire Radio.
- 2. A record 10,000 views (as of 25th Feb 2016) since September, a huge increase in members that is in excess of 23 and 3 nominations in the National Student Television Awards have ultimately led to Hullfire TV having the most successful year out of the student media groups whereas the newspaper has encountered numerous problems this year and gained negative publicity.
- 3. Other student media groups around the country have different branding within their student media group, e.g. the University of Manchester Media Group that is made up of The Mancunion, Fuse TV and Fuse FM.
- 4. Hullfire TV members voted all in majority for the name change from 'Hullfire TV' to 'Torch TV'.

HUU Believes:

- 1. In order to build on its success and continue to thrive, the TV station requires a rebranding. Creating its own separate identity will mean it is seen and judged on its own quality rather than with the problems associated with the paper this year.
- 2. Torch was the original name of student media at the University of Hull and in the City of Culture year it would be a great nod to the culture of student media and retains elements of Hullfire within the name.

HUU Resolves:

- 1. To change the name of Hullfire TV to Torch TV and mandate the Democracy & Governance Co-ordinator to update SO 2009 accordingly.
- 2. Torch TV will still act as part of the student media group but be branded separately.

Proposer: Josh Baker (Hullfire TV, Station Manager)

Seconder: Nathan Thompson (Chair Media), Amy Jackson (Chair SEC)

UNION

M. 1516-13 Motion to update Standing Order 2008 governing Raising and Giving (RAG)

HUU Notes:

- 1. RAG's current Standing Order was last updated in 2010 and does not represent the society/department/group as it currently stands with several positions not being represented in the SO.
- 2. The updated SO version was passed by the current RAG committee.

HUU Believes:

 The current standing order does not represent the direction of RAG and needs updating to provide clear guidance for future committees with updated roles and clarifications. For example there is no Challenge Coordinator or Volunteers Coordinator in the current Standing Order.

HUU Resolves

1. To update SO 2008 according to Appendix A with immediate effect.

Proposer: Joshua McMullan (Chair RAG)

Seconder: RAG Committee, Kathy Brook (VP Activities), Danielle Griffin (Chair RAG – elect)

SO: 2008

STANDING ORDERS GOVERNING CHARITIES APPEALRAISING AND GIVING COMMITTEE (RAG)

FUNCTIONS

1. The Raising and Giving Committee (RAG) shall be responsible for the annual Hull Student Charity Appeal, with the aim of raising as much money as possible by legitimate means for the benefit of selected charities, which are both local and national charities. All members of Hull University Union are eligible to be members of the Raising and Giving Committee.

MEMBERSHIP

- 2. The voting membership of the Committee shall be:
 - a) The Chair RAG shall be Eelected by cross campus ballot in accordance with SO 8001.
 - (i) The Chair RAGag In the event of the resignation of Chair RAGag, the Deputy Chairperson shall take on the responsibilities until a temporary Chairperson is elected in by the Committee. They will hold office until the next cross campus election.
 - b) Elected by RAG at the Annual General Meeting and ratified by Council
 - (i) <u>Vice Chair and AdministratorSecretary (Vice Chair and Communications)</u>
 - (ii) Secretary/Treasurer
 - (iii) Publicit<u>yies</u> Officer (x2)
 - (iv) Raids Officer (x2) Challenge Coordinator
 - (v) Events Ceoordinators (x2)
 - (vi) Events officer (x4) Challenge Leaders
 - (vii) Social Secretary Volunteers Coordinator
 - c) Selected by the RAG committee
 - (i) Challenge Leaders

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PAPER I

Any executive committee member who fails (without apologies or reasonable explanation) to attend two consecutive Executive Committee meetings in any one semester, or who loses a vote of no confidence shall be deemed to have resigned.

ELECTIONS

- 3. The election of voting members of the Executive Committee is to be as follows:
 - a. the Chair, once annually, in accordance with the HUU Constitution and Bye Laws and SO 8001; elections to be held in Week 7 of Semester Two, position to be held from Week 1, Semester One of the following academic year.
 - all voting members of the Committee other than the Chairperson, annually at a General Meeting of the student members of the Committee, in accordance with Standing Order 8008.
 - <u>c.</u> The Chair R<u>AGag</u> will be a member of the <u>Community Activities</u> Zone and a voting member of Council.

3. Executive Positions:

3.1 RAG Chair

The RAG Chair (3.1) is responsible for:

- Overseeing the running of RAG as a whole, including assuming overall responsibility for the output of the Committee. The Chair will hold a veto on all decisions, unless there is a two-thirds vote against the veto.
- Sitting on the Union Council to represent the views and opinions raised in RAG.
- Working with the RAG Executive Committee to coordinate RAG activities.
- Assisting the Vice Chair and Administrator (3.2) in creating an agenda for Executive Committee Meetings (4.3).
- Chairing Executive Committee Meetings (4.3).
- Meeting regularly with other Executive Chairs at Activity Zone and working with them for the growth of each department within the Union.
- Meeting regularly with the VP Activities (5) and working with them to develop RAG.
- Working with the outgoing Chair, VP Activities (5) and the relevant HUU Staff Member (6) to develop a plan for the coming year, including but not limited to: Major Events, Challenge Trips and Key Charity Partnerships.
- Checking the huu-rag@hull.ac.uk email account regularly and responding appropriately.

3.2 Vice Chair and Administrator

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The Vice Chair and Administrator (3.2) is responsible for

- Assisting the RAG Chair (3.1) in all areas of their job where necessary. If the RAG Chair (3.1) steps down or is voted out of their position, the Vice Chair will become Acting Chair until such time as an Emergency General Meeting (4.2) can be held.
- Checking the huu-rag@hull.ac.uk email account daily and forwarding emails appropriately.
- Taking minutes in Executive Committee Meetings (4.3) and Volunteers'
 Meetings (4.4) and publishing them on the RAG Committee Facebook
 page within 24 hours. It will be taken that Executive Committee Members
 agree to the minutes if they do not state otherwise within 24 hours of the
 minutes being posted.
- Keeping a file with contact details of all members who sign up to RAG
 Hull at Freshers Fayre and Refreshers Fayre, as well as those who enquire about more information from us at any time. This file, and the subsequent mailing list, is to be kept updated throughout the year.
- Collecting reports from all Executive Committee Members each week, to be included in each Executive Committee Meeting (4.3) agenda.
- Working with RAG Chair (3.1) to create the agenda for Executive
 Committee Meetings (4.3) and publishing it on the RAG Facebook page
 at least 24 hours in advance of the meeting. Any action points that are
 decided in Executive Committee Meetings (4.3) must be on the agenda
 for the following meeting to ensure that the actions were taken.
- Booking rooms for all meetings at least two weeks in advance (unless the meeting is planned last minute).

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3.3 Events Coordinator (x2)

The Events Coordinators (3.3) are responsible for:

- The planning and running of all non-challenge related fundraising events organised by RAG such as RAG Week etc.
- Liaising with the Publicity Officer (3.5) to ensure a successful promotion of all national RAG events.
- Helping the RAG Chair (3.1) to create a plan of events for the year over the summer following elections.
- Ensuring the successful engagement of the AU and Societies in RAG. This
 includes planning events far in advance and promoting the opportunities
 available, via the different means within the Union.

3.4 Challenges Coordinator

The Challenge Coordinator (3.5) is responsible for:

 Acting as the Head Challenge leader. This will include training, hosting regular meetings with Challenge Leaders (3.8) to track their progress, helping with any problems, and ensuring the success of the Challenges,

- <u>including but not exclusive to Jailbreak and Climb Mt. Kilimanjaro</u> Challenge.
- Communicating regularly with the relevant charities about their trips, in particular having knowledge of struggling fundraisers.
- Bringing to the attention of the RAG Chair (3.1) any issues with recruits or Challenge Leaders (3.8).
- To not be a Challenge Leader (3.8) themselves, to avoid a conflict of interest.

3.5 Publicity Officer:

The Publicity Officer (3.5) is responsible for:

- The planning and running of all promotions of RAG related events.
- Legally creating or obtaining any artwork, posters/flyers/cover photos at least two weeks in advance for an event. Being responsible to purchase these on the condition that they will be reimbursed from the RAG Budget.
- Ensuring that all RAG related events are promoted no less than two weeks in advance.
 - <u>Liaising with the Events Coordinator (3.3) to ensure the successful promotion of RAG events. This will, in part, be done by hosting a joint fortnightly meeting.</u>
- Keeping all RAG social media accounts updated and engaging.
- Liaising with HUU Media groups and ensuring that RAG events are reported on and promoted.
- Liaise with Union Marketing team and RAG to design and write content for RAG Mag.

3.6 Volunteers Coordinator

The Volunteers Coordinator (3.6) is responsible for:

- Working with the RAG Chair (3.1) to increase volunteer participation in events.
- Planning events such as bag-packs, cake sales, raids etc.
- Promoting all volunteer-based events and working with the Publicity
 Officer (3.5) to ensure the successful promotion of these events.
- Writing and sending out a monthly newsletter, using the mailing list that
 Vice Chair and Administrator (3.2) has, to all members. This is to include
 the times and locations of each meeting and any events that are due to
 be planned, as well as any events that are upcoming. Also to gauge
 opinions for future events.
- Ensuring the safety and welfare of students on raids. This means having contact details and next of kin details and checking in on the student on the raid at least once throughout the day.
- Ensuring the general welfare of volunteers at all events, for example ensuring they have sufficient breaks if they are volunteering for more than four hours.

- Devoting time to develop new ideas for promoting RAG within the University of Hull, working with the RAG Executive Committee.
- Obtaining the necessary permits to do collections for non-challenge related charities.

3.7 Treasurer

The Treasurer (3.7) is responsible for:

- Being in charge of the RAG fundraising spreadsheet, and updating it regularly. Frequently meeting with the relevant HUU Staff Member (6) to collect paying in forms and add them to the spreadsheet.
- Coordinating with the Challenge Leaders (3.8) and Challenge Coordinator (3.4) to receive any relevant fundraising totals.
- Coordinating with the AU and relevant societies to receive details of fundraising pages for their relevant groups.
- Meeting with the RAG Chair (3.1), and the relevant HUU Staff Member (6) regarding the RAG budget.
- Signing off on all RAG paying out forms, where valid.
 Communicating with charities to notify them of an upcoming event to raise money for them; to retrieve payment information; and to ascertain if they can help by sending items such as banners, t-shirts or raffle prizes, to minimise the pressure on the RAG budget.

3.8 Challenge Leaders

- Challenge leaders are in charge of their specific challenge trip.
- It is their responsibility to seek out training from the charity through the Challenge Coordinator (3.4).
- This position is not elected at the AGM (4.1), instead they are selected through a nomination process in the Executive Committee, working with the challenge related charities to select a suitable candidate.
- They are jointly responsible, with the Publicity Officer (3.5), for the promotion and recruitment of their trip.
- Challenge Leaders work with their respective challenge providers and are expected to act as a good ambassador for the company and the university.
- They are required to attend regular meetings with the Challenge
 Coordinator (3.4) to report on their recruits' progress, work through any
 issues that are being had and ensure that the Executive Committee is
 constantly updated.
- The Challenge Leaders are responsible for the success of their own trips.
- They are to have regular meetings with their recruits and to keep their facebook groups active and engaged, with all information from the regular meetings posted on there to ensure everyone has all the information they need.

- They are to keep an up-to-date spreadsheet with all trip recruits' online fundraising pages, their ongoing totals, and any required notes on recruits.
- They are required to book rooms for any trip related meetings including but not limited to: information meetings, welcome meetings, weekly meetings and departure meetings.
- They are required to book bucket collections for their charity if required.
- They are to inform the Treasurer (3.7) of any relevant fundraising pages from their recruits and to help keep the RAG fundraising spreadsheet updated.

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RESPONSIBILITIES

4. Chair:

a. Shall preside at all RAG meetings and have a casting vote only;

 As a member of the Executive Committee, shall carry out all related responsibilities;

- Will liaise regularly with the Vice-President Community <u>Activities</u> regarding RAG issues;
- Shall ensure that all executive members carry out their subsequent responsibilities;
- e. Shall be responsible for the application of relevant Standing Orders as well as the Constitution and Bye Laws;
- f. Shall ensure that the Union Executive Committee (along with Council) is informed of planned events throughout the year so that they are able to report back to their related areas:
- g. Shall authorize all decisions affecting RAG with approval from the executive
- h. Shall ensure all activities are safe and follow the agreed health and safety procedures e.g. trip registration
- i. Shall be responsible for the organization and delegation of RAG mag duties

5. <u>Vice Chair</u>

- a. Shall assist the Chair in the running of meetings;
- b. Shall take on the role of Chair in their absence;
- c. Shall be responsible for the election of Chair in their absence;
- Shall represent RAG at any Union meeting required in the absence or at the request of the Chair.
- e. Any other task that the Committee finds appropriate

6. <u>Secretary and Treasurer</u>

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- a. Shall be responsible for the preparation of the agenda, recording of minutes and their distribution:
- Shall be responsible for the maintenance of records of the executive committee and preparation of the report for the end of year AGM;
- c. Shall be responsible for relaying information out to members for example the convening of meetings as well as up and coming events.
- d. Shall be responsible for managing the RAG account
- e. Shall be aware of RAG finances throughout their period in office and that this information is made available for the executive committee.
- f. Shall notify the Vice-President Community <u>Activities</u> and Finance Manager of all transactions of over £500 from the secondary account before the transaction takes place.
- g. Shall organize and administer the AGM
- h. Shall book rooms for meetings

7. <u>Publicityies Officer (x2):</u>

- Shall be responsible for the design, production, publication and delivery of publicity materials as required by the committee;
- b. Shall liaise with the Marketing office to maintain a high standard of publications and consistent use of the RAG brand
- c. Shall be responsible for the maintenance of the web site;
- d. Shall be responsible for the management of the RAG magazine;
- e. Shall work alongside the relevant executive committee members in liaising with external publicity broadcasting organizations for example local newspapers.
- f. Work is distributed fairly between each Publicity officer.

8. Raids Officer (x2)

- a. Shall liaise with Charity Reps and UKRAG.net to look for permits for collections.
- b. Shall rally people together with the rest of the exec to take part on collections.
- c. Shall organise collections with the Charity Reps and organise transport.
- d. Shall conduct a risk assessment on all collections.
- e. Shall return all relevant merchandise from the charity that has been collected for
- f.—Shall collate, monitor and report back on individual Rag members collection totals

9. Events Co-coordinator

- a. Shall be responsible for the execution and organisation of all events
- b. Shall liaise with external charity representatives
- c. Shall organize and delegate fairly where appropriate the following responsibilities to the four Events Officers:
 - (i) Shall organise fun events to raise money for both local and national Charities.
 - (ii) Shall encourage participation.

|--|

(iii) Shall ensure the smooth running of events.

11. <u>Social Secretary</u>

- a. Shall organise social events.
- b. Shall liaise with other clubs, teams and societies to increase RAG's profile within the Union.
- Shall encourage fundraising within Hull University Union.

12. Challenge Coordinator

13. Challenge Leaders

17. <u>14. Volunteers Coordinator</u>

DISTRIBUTION OF MONEY RAISED

- 12. A substantial amount of money raised by RAG will predominately be given to Local Charities.
- 13. RAG will also raise for National Charities and attempt to incorporate national fundraising opportunities into their calendar.

PRESENTATION EVENING

- 14. RAG shall hold an annual Presentation Evening to present money to the Charities it has raised money for.
- 15. This will be used as a PR opportunity for the Union.
- 16. The Presentation Evening shall be organised jointly between the Vice-President Community Activities, Chair of RAG and HUU staff.

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GENERAL PROCEDURE

<u>Project Groups</u> Project groups will be set up by relevant members of the executive committee to overlook the running of RAG projects.

18.17. Executive Committee The Executive Committee will attend all RAG meetings convened and take responsibility for their duties as expressed in these standing orders and shall encourage all members to attend meetings and have an involvement with RAG projects.

19.18. Vice-President CommunityActivities, Hull University Union The Vice-President Community Activities shall liaise with the Chair (or deputy chair in their absence) in a meeting every two weeks regarding RAG projects and issues.

20. <u>Annual General Meeting (AGM)</u> The Committee shall be required to hold an Annual General Meeting to elect the Committee for the following academic year between weeks 8 and 10 of Semester 2 as agreed upon by the Committee

<u> 19.</u>

0. <u>Emergency General Meeting (EGM)</u>

At least two weeks' notice must be given before an EGM.

At least 10 members must be present for an EGM to be valid.

Any full member of the University of Hull Students' Union is eligible to vote.

Positions are open to all full members of the University of Hull Student's Union. Students can run for multiple positions but cannot hold more than one. The result of each position is to be announced immediately after the vote to ensure that students do not get voted into two positions.

21. RAG Volunteers' Meetings

RAG Volunteers' Meetings should be held in the first week of every month, or the following available week when not possible.

The RAG Chair (3.1) should lead the meeting.

The meeting should cover up to three ideas submitted online and up to three ideas submitted in the room, however more may be taken at the discretion of the RAG Chair (3.1).

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PAPER I

The voting membership of the meeting shall be any member of RAG who attends the meeting.

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Passed at UEC: 24/11/10

Passed at HUU Council: 13/12/10

Updated: JM/KB

Passed at UEC: 6 April 2016 Passed at UC: 11 April 2016

UNION

M.1516-14 Motion to add two Councillors of Scrutiny to the Governance Zone

HUU Notes:

- 1. At the moment the Governance Zone consists of: President, Campaigns and Democracy Officer, Environment and Ethics Officer, and Chairs of: Union Council, Welfare & Community Zone, Education Zone, AU Zone and Activities Zone.
- 2. There are two positions for Councillors of Scrutiny to sit on the Activities, Education, AU and Welfare & Community Zones.
- 3. The roles of the Councillors are to ensure that the Sabbatical Officers follow their strategy objectives and zone budgets, to scrutinise members, and to assist with campaigns that the zones undertake.
- 4. Standing Order 1002 does not include positions for two Councillors of Scrutiny for the Governance Zone.

HUU Believes:

- 1. The Governance Zone is currently not being scrutinised at a student level, therefore failing to provide accountability to students as the President and members, as well as the budget of the Governance Zone are not being reviewed by an elected student representative, as is the case in all other zones.
- 2. The role of Councillor of Scrutiny provides a vital contribution to all other zones as they not only scrutinise the Sabbatical Officer and members of the zone, but they also scrutinise the zone's budget and help with running campaigns as they do not run personal campaigns within their allocated zone.

HUU Resolves:

- 1. To amend standing order SO 1002 as detailed in Appendix A by adding two Councillors of Scrutiny to the Governance Zone.
- 2. That the addition of two Councillors will provide accountability to all members of HUU as all budgets and members of each zone of HUU will be scrutinised at a student level to ensure the interests of students are upheld. In addition, the Councillors will provide vital assistance to the Governance Zone with the running of campaigns.

Proposer: Oliver Taylor, Councillor for Scrutiny (Activities Zone)

Seconder: Charlotte Constable, Councillor for Scrutiny (Education Zone)

SO: 1002

STANDING ORDERS GOVERNING THE GOVERNANCE ZONE

1. <u>Interpretation</u>

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 Governance 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 function of the Zone is to act as the recognised means of communication and liaison between all areas of HUU. In particular, the Zone shall:

- (a) Provide support for the President in co-ordinating campaigns and issues of mutual concern.
- (b) Provide scrutiny of the role of the President and hold the President's actions to account.
- (c) Scrutinise motions brought forward for approval by referenda checking for grammar; ensuring that they meet the objects of the Charity; are legal; and any financial costs can be met out of that year's approved budget.
- (d) Work with the Campaigns and Democracy Officer to ensure all elections and referenda are run in accordance with regulations.

3. <u>Membership</u>

Voting membership of the Zone shall be:

- (1) Campaigns and Democracy Officer;
- (2) Chair, Union Council;
- (3) Chair, Welfare & Community Zone;
- (4) Chair, Education Zone;
- (5) Chair, Sport Zone;
- (6) Chair, Activities Zone;
- (7) Two Councillors for Scrutiny;
- (8) Environment & Ethics Officer.

Non-voting membership of the Zone shall be:

(1) The President.

Ex-Officio members:

- (1) Governance & Democracy Co-ordinator;
- (2) Such others that the Zone may deem appropriate.

GENERAL PROCEDURE

4. Chair

The Chair of the Zone shall be elected in accordance with the bye-laws and is responsible for keeping a register of attendance; following and approving the Zone meeting agenda as laid out in S.O. 1002 annex A, which is to be circulated 3 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.

5. Councillors for Scrutiny

The Councillors for Scrutiny are to:

- i. Ensure that all members of the Zone are following their strategy objectives;
- ii. Ensure that all areas of the Zone are within budget;

iii. Assist if required in tasks and projects the Zone is undertaking.

6. 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.

7. Quorum

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

8. Minutes

The minutes shall be taken by the Secretary to the Zone, who shall be elected from the voting membership at the first meeting of the committee in each academic year. These shall be handed in to Main Reception no later than 4 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 President, in the form of a report under the Governance Zone section of the Council agenda.

9. 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.

10. Powers

The Zone shall be able to:

- (1) Pass a motion of caution against the President as detailed in the Bye-Laws.
- (2) Bring motions of censure and no confidence as detailed in the Bye-Laws against the President 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 President.

PAPER J

- (5) Submit questions to an officer at Council.
- (6) Propose a motion of caution against an Officer to Council.
- (7) Reject motions brought forward by the membership to go to referenda on the grounds that they would place HUU in financial or legal jeopardy. Rejected motions will then be eligible to be resubmitted after amendment by the proposer.
- (8) The Chair Steering will provide support and training for those members wishing to write motions to bring them to referenda.

SR/AM October 2010

Annex A:

Governance Zone Meeting Agenda

Passed at UEC: 7/12/10

Passed at Union Council: 13/12/10

Updated: OT/CC

Passed UEC: 6 April 2016

Passed UC: 11 April 2016

GOVERNANCE ZONE MEETING AGENDA

1	Apologies.
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2. Register.

2) MINUTES

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

3) REPORTS

1. Report by President. Questions.

2. Report by Campaigns and Democracy Officer. Questions.

- 3. Report by Chair, Council. Questions.
- 4. Report by Chair, Welfare & Community. Questions.
- 5. Report by Chair, Education. Questions.
- 6. Report by Chair, Sport. Questions.

- 7. Report by Chair, Activities. Questions.
- Reports by Councillors for Scrutiny.
 Questions.
- 9. Report by Environment and Ethics Officer 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

UNION

M. 1516-15 Motion to change SO 8003 governing Union Council

HUU Notes:

- 1. That the Standing Order governing Union Council was last updated in 2009.
- 2. That Annex A to SO 8003 currently sets the agenda whereby the zone reports are last and do not include individual reports by the Sabbatical Officers.
- 3. That the proposed changes were approved by all Sabbatical Officers at UEC on 6 April 2016.

HUU Believes:

- 1. That the current version of the Standing Order 8003 does not adequately reflect the current practice of Union Council.
- 2. That the Standing Order should be up to date in order to effectively govern the procedures of Union Council.
- 3. That Sabbatical Officers should give individual reports which are subject to questions in order to be held accountable.
- 4. That the report section should be moved up to item 2 on the agenda to stress its importance with regard to the accountability of all elected Officers.
- 5. That an Open Discussion section has proven invaluable for an informal discussion of topics before they are brought before Union Council as a motion and should thus be included on the agenda.

HUU Resolves:

- 1. That the Standing Order 8003 shall be updated as detailed in Appendix A.
- 2. That these changes take immediate effect.

Proposer: Matt Thorneycroft (Chair Union Council)

Seconder: Matt Evans (VP Education)

SO: 8003

STANDING ORDERS

GOVERNING UNION COUNCIL MEETINGS

INTRODUCTION

- 1. <u>Interpretation</u> These Standing Orders shall at all times be subject to the provisions of the H.U.U. Constitution and Bye Laws and shall be read in conjunction therewith.
- 2. <u>Amendment:</u> These Standing Orders shall be amended from time to time by the Union Executive Committee
- 3. <u>Implementation of Decisions</u> Decisions of Council shall become effective on completion of the meeting concerned.

ADMINISTRATIVE ARRANGEMENTS FOR A MEETING

- 4. <u>Convening a Meeting:</u> Meetings of the Council shall be convened by the Chair Union Council at the request of the Union Executive Committee or at least 10 members of Council (Bye Laws). Ordinary and extraordinary meetings of Council shall be notified on the website.
- 5. <u>Submissions of Motions and Reports:</u> Motions, minutes and reports for inclusion with the agenda (or publication on the Union's Webpage, as Council directs from time to time) shall be lodged with the Democracy & Governance Co-ordinator at least four clear working days (4.30 pm on Monday of previous week) preceding the meeting. Reports of University Committee meetings shall be submitted as written reports. Motions require a proposer and a seconder.
- 6. <u>Agenda:</u> The agenda, together with minutes of the previous meeting, shall be published on the Union's official website and circulated to members via E-mail at least two clear days in advance (Bye Laws).
- 7. <u>Submission of Amendments:</u> Amendments which may be contrary to the spirit of the main motion require a proposer and seconder.

- 8. <u>Submission of Drafting Amendments:</u> A written drafting amendment to a motion or an amendment may be handed to the Chairperson after 11 am on the day of the meeting. The drafting amendment shall only 'delete parts' or make minor alterations, which do not alter the spirit of the motion or amendment. Such changes shall only be made by the proposer of the original motion or amendment, or with his/her consent. The admissibility of a drafting amendment shall be at the discretion of the Chairperson. If accepted, the Chairperson shall read the drafting amendment to the meeting before the motion is proposed.
- 9. <u>Attendance:</u> Members attending a meeting are to register with the Democracy & Governance Co-ordinator. In order to complete registration, a member must join the meeting not later than 1 hour after the published time of commencement. Unless apologies have been received prior to the start of the meeting (Bye Laws)), any voting member not so registered shall be deemed to be absent.
- 10. <u>Order of Business</u> Subject to a Procedural Motion to the contrary, the order of business shall be as detailed at Annex A.
- 11. <u>Business Carried Forward to the Next Meeting</u> Any item of business on the agenda which is not discussed during the meeting, shall only be carried forward upon receipt of a written request from the proposer, and lodged with the Chair Union Council at the end of the meeting.

THE CHAIRPERSON

- 14. <u>Election</u> The election of the Chairperson and Deputy Chairperson or any temporary election for these posts shall be conducted in accordance with the Bye Laws.
- 15. Responsibilities The Chairperson shall be responsible for the proper conduct of the meeting in accordance with the Constitution, Bye Laws and these Standing Orders. The ruling of a Chairperson on points of order, admissibility of motions and amendments and on any matter relating to the conduct of the meeting shall be final and binding, subject to a successful challenge to the Chair (see paragraph 17 below). The Chairperson shall be heard in silence at all times.
- 16. <u>Involvement</u> The Chairperson shall not participate nor vote in any debate, except for a casting vote as authorised in the Bye Laws
- 17. <u>Challenge to the Chair</u> A Procedural Motion challenging a ruling of the Chairperson may be raised as a 'point of order' by any member of Council. If supported by five voting members the Deputy Chairperson shall take the chair and request:
 - a. the Chairperson to state his/her reasons for making the ruling;

- b. the challenger to state his/her case;
- c. one other member to support the ruling of the Chairperson.

There shall be no questions and immediately thereafter the challenge shall be put to the vote, which shall only be upheld if carried by two-thirds of those present and eligible to vote.

18. Closing a Meeting No Council meeting held in the evening shall continue beyond 10.30 pm unless two-thirds of those present and eligible to vote express a desire for it to do so, with the provision that debate on any motion which is at that time under consideration shall continue until a vote has been taken. The Chairperson shall also have authority to adjourn or close the meeting for unruly conduct; on this point his/her authority shall not be challenged.

CONDUCT OF MEETING

- 19. <u>Section 1 Election to the Chair</u> Where necessary an election to the Chair shall take place in accordance with paragraph 14 above and 30 below.
- 20. <u>Section 2 Attendance</u> Apologies and resignations shall normally be 'noted', unless on a 'point of order' the matter is put to the vote.
- 21. <u>Section 3 Minutes</u> shall normally be noted and ratified by assent, subject to a Procedural Motion to refer a minute back. Questions under 'matters arising' shall be taken at the discretion of the Chairperson.
- 22. <u>Section 4 Reports</u> by members of the Union Executive Committee shall be promulgated on the official HUU website, and reinforced by a verbal report at Council meetings which should not exceed three minutes and be so framed as to bring to the attention of Council matters of importance. Questions shall only be asked if:
 - a. it is a question to which a satisfactory answer cannot be obtained privately;
 - b. it is a question designed to bring an important matter to the notice of Council.

Written questions may also be submitted either for inclusion on the agenda or alternatively may be handed to the Chairperson before the start of the meeting. Written questions shall take precedence over oral questions, which shall be limited to one minute. Any supplementary questions either written or oral, shall not exceed two, and shall also be limited to one minute duration. Reports shall normally be accepted by assent, unless on a 'point of order' the matter is put to the vote.

23. <u>Section 5 - Administration</u> Elections and ratifications shall take place in accordance with the Constitution, Bye Laws and Standing Orders. The method of voting in an election is

detailed at paragraph 30 below. Ratifications, applications for membership and reciprocal agreements shall normally be accepted by assent, unless on a 'point of order' the matter is put to the vote. Policy rescissions shall be for noting.

- 24. <u>Section 6 Motions</u> Only one motion or amendment shall be before the meeting at any one time. If at any time during the debate two or more members wish to speak at the same time, precedence shall be given to the member who first 'catches the eye' of the Chairperson. No member may speak more than once on the same motion or amendment, subject to the right to give the speech in summation. Once the proposer has spoken on a motion or an amendment, that motion shall not be withdrawn except with the consent of the meeting. Subject to the above, the Chairperson shall conduct the debate as detailed below:
 - a. <u>Order of Debate</u> Unless Council is 'in committee' (see paragraph 27e below) speeches on a motion or an amendment shall take the following form:
 - (1) a speech in favour of the motion; in the first round of speeches the motion shall be proposed by the proposer or seconder, or by a nominee of the proposer, subject to such a nomination having been notified to the Chairperson in advance;
 - (2) a speech against the motion;
 - (3) a speech in abstention of the motion;
 - (4) a speech in summation; such a speech shall not contain any new information.

Prior to the speech in summation, such other rounds of speeches as are felt necessary by the Chairperson may take place, subject to any Procedural Motion to the contrary.

- b. <u>Amendments</u> It is open to the proposer of a main motion to accept an amendment, subject to a 'point of order' that 'it be not incorporated'. If such a proposal is carried, the main motion shall revert to its original form. Unless incorporated into the main motion, an amendment or amendments appearing on the agenda shall be debated after the speech in favour of the main motion. If such an amendment is carried, it becomes the main motion and shall be reproposed as such, after which any remaining amendments, if any, shall be debated. This procedure shall continue until only one motion remains; this shall be the main motion.
- c. <u>Length of Speeches</u> Speeches in favour, against or in abstention shall not exceed three minutes and a speech in summation not more than two minutes. The Chairperson may exercise his/her discretion to extend a speaker's time limit if he/she has been interrupted or otherwise prevented from making his/her speech in a normal manner.

- d. Questions to the Speaker Any member of Union may put a question to a speaker, provided that he/she has signified to the Chairperson his/her intention of giving way, except after a speech in summation or in the event of a challenge to a ruling of the Chairperson (see paragraph 27a below). Questions, which shall not exceed one minute in duration, shall be framed as information offered to or asked of the speaker.
- 25. <u>Section 7 Any Other Business</u> Only the business published on the agenda shall be transacted at a meeting of Council, provided that this shall not preclude the amendment of any motion thereon and provided that any other business not having previously appeared on the agenda may be taken if, in the opinion of the Chair, it would not have been possible for the business to have been published on the agenda or that it is a matter of extreme urgency which cannot reasonably be left over until the next meeting of Council (See Bye Laws).

POINTS OF ORDER

- 26. Raising a Point of Order A point of order relating to the conduct of the meeting or a proposal to accept a Procedural Motion can be tabled by a member at any time, except where a vote is being taken, and as such shall take precedence over all other business.
- 27. <u>Procedural Motions</u> Procedural Motions, as detailed below, may be proposed by any member of Council as a 'point of order'. Such motions require a proposer and seconder unless otherwise stated. Where two or more Procedural Motions are proposed, they shall be debated in accordance with the following order of precedence.
 - a. A challenge to a ruling of the Chairperson (paragraph 17 above refers); such a challenge shall require a proposer plus the support of five voting members of Council.
 - b. A motion for a temporary suspension of the order of business.
 - c. A motion that the question be now put; this shall only be accepted at the discretion of the Chair. There shall be no discussion on this motion and if carried the meeting shall immediately proceed to vote, subject only to the right to give a speech in summation.
 - d. A motion that the main motion or amendment under debate is voted on in parts.
 - e. A motion that Council moves into Committee. If carried, no records shall be kept of its proceedings unless Council resolves to do so. Council may exclude any or all of those present who are not voting members of Council. The extent of the intended exclusion should be made clear in the procedural motion.

- f. A motion that Council moves out of committee; where such a motion is carried it shall be noted in the minutes.
- g. A motion that the matter lie on the table.
- h. A motion to adjourn or postpone the matter to a later specified meeting.
- i. A motion to refer the matter to a Select Committee (paragraph 31 below refers).
- j. A motion to refer the matter back to a Standing or Select Committee.
- k. A motion for the adjournment of Council; such an adjournment shall take place on completion of a specified item of business.

VOTING

- 28. <u>General</u> Each voting member of Council shall exercise one vote in respect of any one matter put to the vote except as detailed at paragraph 30c (2) below.
- 29. <u>Method of Voting</u> Voting shall be by show of voting cards unless a secret ballot is proposed as a 'point of order' by any member of Council. Such a proposal shall be carried if supported by five voting members of Council.
- 30. <u>Voting Procedure</u> Voting may be by a simple majority, two thirds majority or an exhaustive or block vote system as detailed below.
 - a. <u>Simple Majority</u> All motions shall be carried by a simple majority of those present and eligible to vote unless otherwise prescribed.
 - b. <u>Two Thirds Majority</u> The motions details below shall only be carried by a two thirds majority of those present and eligible to vote:
 - (1) A Procedural Motion.
 - (2) Any motion or amendment that proposed or shall necessitate a change to Standing Orders, Bye Laws or the HUU

Constitution.

- (3) Two or more delegates or observers to a conference (see SO 3.001).
- (4) Affiliations.
- c. <u>Exhaustive or block vote</u> Voting in elections for Chair and Deputy Chair of Council, positions on Standing Committees (Bye Laws paragraph 22 refers) where either there was no nomination in the cross campus elections or as the result of a resignation (Bye Laws paragraphs 20c, 22c and 24c refer), positions on a Select Committee (see paragraph 32 below) or positions on University Committees shall

PAPER K

be by method of exhaustive vote in the case of single appointments or block vote in the case of multiple appointments, as detailed below.

(1) Single Appointment Voting for a single appointment shall be by show of voting cards. Where a result is not achieved in the first ballot, further

> ballots will be conducted excluding candidates who fail to equal or exceed the vote of the candidates next above, in combination or by themselves.

> If at any point there are two or more candidates with equal votes that

under the above rules cannot be excluded, a separate ballot shall be held

to determine who shall be excluded from the next stages.

Multiple Appointments Voting for multiple appointments shall be by (2)ballot with each voting member of Council having a number of votes equal

to the number of appointments to be filled. The candidates with the

highest number of votes shall be elected. In the event of a tie the

Chairperson shall have the casting vote.

SELECT COMMITTEE

31. Matters to be Referred The Chairperson shall at his/her discretion refer any motion of a

controversial nature to a Select Committee. Not withstanding the above, Council may refer any matter to a Select Committee subject to a Procedural Motion to that effect (see

paragraph 27i&above).

32. Membership: The membership of a Select Committee shall be an ex officio member of

Council who shall act as Chairperson and four voting members; the membership shall be

elected in accordance with paragraph 30c above. (See Byelaws)

33. Report Back The Chairperson shall report back to the next Council meeting but one. The

report shall not be amended, except that sections may be accepted or rejected by Council or that sections may be referred back for further consideration (see paragraph 27j above).

In such cases a further report shall be made to the next Council meeting, unless an

extension be granted.

Annex

Α. Union Council - Order of Business

PT/JH

Passed at UEC:

1st December 2009

Passed at HUU Council:

14th December 2009

Updated: ME/MT

Passed UEC: 6 April 2016

Passed UC:

8

UNION COUNCIL – ORDER OF BUSINESS

SECTION 1: Administration

- 1. Adoption of the agenda
- 2. Apologies: for acceptance
- 3. Resignations: for notification
- 4. Minutes of the previous meeting
- 5. Matters arising
- 6. Chair of Council
- 7. Deputy Chair of Council
- 8. Ratification of Union Societies
- 9. Associate members
- 10. Temporary members

SECTION 2: REPORTS

- 1. Governance Zone
 - (a) Report by President
 - (b) Questions
 - (c) Report by Chair of Governance Zone
 - (d) Questions
 - (c) Motions
- 2. Activities Zone
 - (a) Report by VP Activities
 - (b) Questions
 - (c) Report by Chair Activities Zone
 - (d) Questions
 - (e) Motions of Policy/General nature
- 3. Education Zone
 - (a) Report by VP Education
 - (b) Questions
 - (c) Report by Chair Education Zone
 - (d) Questions
 - (e) Motions of Policy/ General nature

- 4. Scarborough Campus
 - (a) Report by VP Scarborough
 - (b) Questions
 - (c) Report by Chair of Scarborough Executive Committee
 - (d) Questions
 - (e) Motions of Policy/ General nature
- 5. Sport Zone
 - (a) Report by VP Sport
 - (b) Questions
 - (c) Report by Chair Sport Zone
 - (d) Questions
 - (e) Motions of Policy/General nature
- 6. Welfare & Community Zone
 - (a) Report by VP Welfare & Community
 - (b) Questions
 - (c) Report by Chair Welfare Zone
 - (d) Questions
 - (e) Motions of Policy/General Nature
- 7. Conferences (only to be placed on the Agenda if Conference has taken place):
 - a. Reports from delegates.
 - b. Questions.
 - a. Associate members.
 - b. Temporary members.
- 8. Reciprocal agreements (only to be placed on the Agenda if Agreement has been put forward)
- 9. Policy rescissions (only to be placed on the Agenda if Rescission has been put forward)
- 10. Affiliations (to be promulgated on the Official Notice Board and the HUU official website. To be taken to Council if there is a query relating to the Affiliation)

SECTION 3: Procedural Motions

1. Motions affecting the Constitution, Bye-laws or Standing Orders

SECTION 4: OPEN DISCUSSION

SECTION 5: ANY OTHER BUSINESS

1. Any Other Business in accordance with Bye-laws.

AC/JC

Passed at UEC Meeting: 7/12/10

Passed at Union Council: 13/12/10

Updated: MT/ME April 2016

Passed UEC: 6 April 2016

Passed UC:

UNION

M. 1516-16 Motion to change SO 2015 governing Chair International Students' Association (ISA) and remove SO 2016 governing the ISA

HUU Notes:

- 1. Over the last year we have seen a change in how International Students engage with their students' union, and how the ISA wants us to work for them.
- 2. This year, only three out of ten positions on the ISA committee were filled.
- 3. Historically we have used the ISA as a conduit for holding activities/trips/events such as parties and nightclub events.
- 4. The demand for such events has dwindled resulting in the cancellation of the ISA parties for this year a decision taken by the ISA Committee.
- 5. Currently, the Chair ISA sits on the University Senate, the highest academic decision making body within the University. All other student members of Senate are either full time officers or members of the Education Zone.
- 6. The Deputy Chair ISA (ISA Education Rep) sits on the Education Zone, but is not a voting member of Union Council.
- 7. The most attended event this year has been the 'Speed Friending' event run by HUU in collaboration with the ISA.

HUU Believes:

- 1. Now, compared with previous years HUU has seen a shift whereby all students (not just international students) are placing a higher value on their academic experience, meaning a different service from their students' union.
- 2. For years we have been electing 'representatives' to effectively act as an administrator and event organiser.
- 3. Any officer sitting on University Senate should be in touch with current education issues for our members in order to effectively represent at an academic body. This should extend to receiving support from other academic student representatives, within HUU's own structures.
- 4. That we should provide a brilliant service to all of our members by adapting to what our members want.
- 5. That HUU should continue to focus on supporting student-led events which cater to a range of student groups. For example, expanding the GIAG programme to offer opportunities to all students on our campuses.

HUU Resolves:

- 1. That we dissolve the ISA in its current form removing standing order 2016.
- 2. That SO 2015 (new: SO 3006) and SO 3002 be changed as per Appendices A and B, reflecting the higher priority given to Academic Representation within the International Community.
- 3. That the position be moved from the Activities Zone to the Education Zone.
- 4. That the name of the role be changed from Chair ISA to "International Students' Officer" in keeping with other part time officers in the Education Zone.
- 5. That the above changes take effect from the start of the academic year 2016/17.
- 6. That the Full Time officer team work with staff to develop the GIAG programme of events further. As well as to look at opportunities for section-specific events and activities for International, Mature, Part-Time and Postgraduate students within the wider HUU programme.

Proposer: Matt Evans (VP Education)

Seconder: Victoria Ivanova (Chair ISA), Kathy Brook (VP Activities)

SO: 3006

STANDING ORDERS GOVERNING

International Students' Officer

1. <u>Interpretation</u>

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 International Students' Officer shall be responsible for representing the interests of International Students at the University of Hull. The International Students' Officer is responsible to the Vice President Education.

3. Election

The International Students' Officer shall be elected in accordance with Hull University Union election regulations¹.

4. Duties

The International Students' Officer is required to liaise with the Sabbatical officers over their actions relating to International Students on both Hull and Scarborough Campuses. Particular duties shall include:

- (a) To represent and support International students and act as a channel of communication between them, the Union and the University.
- (b) To promote within the University an environment favourable for international students.
- (c) To increase international student involvement in the Union activities and structures.
- (d) To engage international students in the policy developments of Union Council.
- (e) To engage others in the views of international students.
- (f) To communicate regularly with international students on events, news and anything they may wish to get involved with.
- (g) To represent International Students both nationally and locally;

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¹ Standing Order 8001

- (h) Acting as a liaison between campuses on issues pertinent to International Students.
- (i) Attend NUS events relating to International Students;

5. <u>Internal</u>

The International Students' Officer shall be:

- (a) Voting Member of:
 - (1) The Education Zone.

6. <u>External</u>

The International Students' Officer shall represent the Union to the University on the following committees; sub-committees; groups and panels:

(a) University Senate.

SR

October 2012

Passed at Union Council: 15/10/12

Updated ME/KB

Passed UEC: 6 April 2016

Passed UC:

SO: 3002

STANDING ORDERS GOVERNING THE EDUCATION ZONE

1. <u>Interpretation</u>

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 Education Zone;
- b. "HUU" and means Hull University Union;
- c. "Council" means HUU Council;
- d. "clear days" excludes University holidays; Bank Holidays;

Saturdays and Sundays.

2. Function

The primary function of the Zone is to provide a forum to discuss current academic issues and decide upon a HUU position to be taken in the relevant meetings and events. The secondary functions of the Zone are to provide scrutiny and hold to account the Vice President Education 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) VP Education (casting vote only for electing a chair of the zone);
- (2) Part-time Students Officer;
- (3) Mature Students Officer;

- (4) Postgraduate Taught Officer;
- (5) Postgraduate Research Officer;
- (6) Two members elected from Academic Council;
- (7) Two Councillors for Scrutiny;
- (8) International Students' Officer.

Ex-Officio members (non voting):

- (1) Education Co-ordinator;
- (2) Scarborough Education Officer;
- (3) Faculty Co-ordinators;
- (4) Such others that the Zone may deem appropriate.

4. <u>Duties of the Membership</u>

1. Vice President Education

i. The duties of Vice President Education are detailed in S.O. 3001.

2. <u>Part-time</u>, <u>Mature and Postgraduate Student Officers</u>

i. The particular duties of the Part-time; Mature and both Postgraduate Student Officers are detailed in the relevant Standing Orders.

3. Members elected from Academic Council

i. Ensure that the views of Academic Council are represented at Education Zone meetings.

4. International Students' Officer

- i. Ensure that the views of International Students are represented at Education Zone meetings;
- ii. Duties in SO 2015.

5. Faculty Co-ordinators

i. The particular duties of Faculty Co-ordinators are detailed in the relevant Standing Orders.

6. <u>Councillors for Scrutiny</u>

The Councillors for Scrutiny are to:

- i. Ensure that all members of the Zone are following their strategy objectives;
- ii. Ensure that all areas of the Zone are within budget;
- iii. 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 S.O. 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 S.O. 3002 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. <u>Meetings</u>

Meetings of the Zone shall take place in weeks three; five; seven; nine and eleven. Minutes will be circulated to all members within five days of the meeting taking place.

8. Quorum

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

9. <u>Minutes</u>

The minutes shall be taken by the Education Co-ordinator. 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 Education Zone section of the Council agenda. The minutes will be circulated to members and on hullstudent within five days of the meeting taking place.

10. <u>Voting</u>

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 Education as detailed in the bye laws.
- (2) Bring motions of censure and no confidence as detailed in the bye laws against the Vice President Education to Council.

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(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 Education.

(5) Submit questions to an officer at Council.

(6) Propose a motion of caution, censure or no confidence against an officer to

council.

MB/LF/AM/EZ November 2011-12-14

Passed at Union Council: 12/12/11

Updated 2016 ME/KB

Passed at UEC: 6 April 2016

Passed at Union Council:

8

EDUCATION 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

- Report by VP Education. Questions.
- 2. Faculty Co-ordinators Report. Questions.
- 3. Report by Part-time Student Officer. Questions.
- 4. Report by Mature Student Officer. Questions.
- 5. Report by Postgraduate Research Officer. Questions.
- 6. Report by Postgraduate Taught Officer. Questions.

- 7. Report by Academic Council representatives. Questions.
- 8. Report by Scrutiny Councillors. Questions.
- 9. Report by International Students' Officer. 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

UNION

M. 1516-17 Motion to update SO 3003 governing the Mature Students Officer and SO 3005 governing the Part-time Students Officer

HUU Notes:

- 1. That the Standing Orders governing the Mature Students Officer and the Part-time Students Officer assume working committees for both positions.
- 2. That the Mature Students Committee and the Part-time Students Committee have not existed since before the academic year 2012/13.

HUU Believes:

- 1. That the current versions of the Standing Orders 3003 and 3005 do not adequately reflect the current practice.
- 2. That the Standing Orders should be up to date in order to effectively govern the work of these Officers.
- 3. That the Officers do not rely on these committees to effectively represent and support their respective constituencies as they receive support for their work from the Education Zone.

HUU Resolves:

- 1. That the Standing Orders 3003 and 3005 shall be updated as detailed in Appendices A and B.
- 2. That these changes take immediate effect.

Proposer: Matt Evans (VP Education)

Seconder: Moipone Mokone (Part-time Students Officer)

SO: 3003

STANDING ORDER GOVERNING THE MATURE STUDENTS OFFICER

- 1. 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.
- 2. The Mature Students Officer will be elected in accordance with SO 8001.
- 3. The aims of the role are as follows:
 - a. To represent and support mature students and act as a channel of communication between them, the Union and the University;
 - b. To promote within the University an environment favourable for mature students;
 - c. To engage mature students in the policy developments of Union Council
 - d. To engage others in the views of mature students.
 - e. To communicate regularly with mature students on events, news and anything they may wish to get involved with.
- 4. The Officer is a member of the Education Zone and will report on activities at Zone meetings.

PT/JHMarch 2010

Passed at UEC: 15th June 2010

Passed at HUU Council: 18th October 2010

Updated: ME/PY

Passed at UEC: 6 April 2016

Passed at UC:

SO: 3005

STANDING ORDER GOVERNING THE PART-TIME STUDENTS OFFICER

- 1. 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.
- 2. The Part-time Students Officer is elected according to SO 8001.
- 3. The aims of the role are as follows:
 - a. To represent and support Part-time students and act as a channel of communication between them, the Union and the University.
 - b. To promote within the University an environment favourable for part-time students.
 - c. To increase part-time student involvement in the Union activities and structures.
 - d. To engage part-time students in the policy developments of Union Council.
 - e. To engage others in the views of part-time students.
 - f. To communicate regularly with part-time students on events, news and anything they may wish to get involved with.
- 4. The Officer is a member of the Education Zone and will report on activities at Zone meetings

PT/JH March 2010

Passed at UEC: 14th June 2010

Passed at Union Council: 13/12/10

Updated ME/MM

Passed at UEC: 6 April 2016

Passed at UC:

UNION

M.1516-18 Motion to mandate HUU to lobby for refunds for Scarborough Campus students.

HUU Notes:

- 1. With the way the transition of the Scarborough Campus has been managed, this has led to a number of services being compromised both academically and non-academically.
- 2. The recent press releases are an indicator of what is going on. Students feel left down and it is made clear they are not a priority.

HUU Believes:

- 1. Scarborough students pay the same £9000 fees as Hull Campus students, but there is a clear lacking when they compare the experiences of students between the two campuses. These include:
 - Reduced one to one, or none at all, with academic staff.
 - Staff are forced to teach across the two campuses, reducing their accessibility.
 - A student union which has received no investment during the transition.
 - Academic staff going off sick and not being replaced properly.
 - Reduced hours in the library, Waves and Calvino's. In some cases, students have volunteered to man the library themselves when staff have been away.
 - The same parking charges, yet no one is using the car park.
 - A careers service which is hardly there.
 - The removal of the skills team.
 - A multimillion pound sports investment with gym, which turned into an AstroTurf and changing rooms.
 - Modules being cancelled at short notice.

In comparison to this, on the Hull Campus:

- There has been a £28m investment in the Hull library.
- For sports facilities, a £14m investment.
- A students union which includes a nightclub, bar and eatery, which has recently been refitted.
- A fully operational skills team on-site.
- The Lawns student accommodation, which has an on-site gym.

HUU Resolves:

1. For HUU as a whole to take a stance to formally lobby the University to grant refunds for Scarborough students. This needs to happen as soon as possible as a number of students who have been affected the most are in their third year and time is not a luxury.

Proposer: Gavin Straine-Francis (Scarborough Education Officer)

Seconder: James Verity (Scarborough Community Officer)