

RSM Constituent Union Constituent Summary

For approval - 07.06.10

Appendix II: Changes to the ICU ~~Imperial College Union~~ Constitution and Regulations

12. **Committees of the Union**

~~44.1.~~ In addition to the Trustee Board, Council, Executive Committee, and Court, there shall be the following standing committees of the Union:

1. The Clubs and Societies Board,
2. The Representation and Welfare Board,
3. Clubs and Societies Committees,
4. President's Committees,
5. Faculty Unions,
- ~~5.6.~~ Constituent and Campus Unions, and
- ~~6.7.~~ The Graduate Students' Association.

~~42.2.~~ **Delegation**

6. The Sabbatical Officers shall be *ex-officio*:

1. Non-voting members of clubs and societies and their committees,
2. Non-voting members of the Faculty Unions and their committees,
- ~~2.3.~~ Non-voting members of the Constituent and Campus Unions and their committees, and
- ~~3.4.~~ Voting members of all other Union committees, except the Trustee Board, Court, disciplinary, disciplinary appellate, elections and referenda committees.

14. **The Constituent and Campus Unions**

3. The Constituent and Campus Unions are the students' unions for the former Royal School of Mines and the outlying campus of Imperial College and are integral part of the Union.

4. The Constituent and Campus Unions' constitutions shall not contradict this Constitution, its Regulations nor Union or operational policy. Amendments to their constitutions require the approval of the Executive Committee, which shall either accept the amendments or refer them to the Council for consideration.

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Regulation Three - Officers of the Union

4.A. Officers of the Union

1. The Officers of the Union shall be the:
 1. President,
 2. Deputy President (Clubs and Societies),
 3. Deputy President (Education)
 4. Deputy President (Welfare)
 5. Deputy President (Finance and Services),
 6. Council Chair,

 7. President of the City and Guilds College Union,
 8. President of the Imperial College School of Medicine Students' Union,
 9. President of the Royal College of Science Union,

 10. President of the Royal School of Mines Union

 11. President of the Silwood Park Union

 - ~~12.~~ Arts and Entertainments Board Chair,
 - ~~13.~~ Athletics Clubs Committee Chair,
 - ~~14.~~ Graduate Students' Association Chair,
 - ~~15.~~ Media Group Chair,
 - ~~16.~~ Overseas Societies Committee Chair,
 - ~~17.~~ Recreational Clubs Committee Chair,
 - ~~18.~~ Royal School of Mines Committee Chair,
 - ~~19.~~ Silwood Park Union Chair,
 20. Social Clubs Committee Chair,
 - ~~21.~~ Wye College Union Society President,

 - ~~22.~~ City and Guilds College Union Academic Affairs Officer (Undergraduate Students),

 23. Imperial College School of Medicine Students' Union Academic Affairs Officer (Undergraduate Students),
 24. Royal College of Science Union Academic Affairs Officer (Undergraduate Students),

 25. Engineering Postgraduate Representative,
 26. Physical Sciences Postgraduate Representative,
 27. Business School Postgraduate Representative,
 28. Medical School Postgraduate Representative,
 29. Life Sciences Postgraduate Representative,

 30. City and Guilds College Union Welfare Officer,
 31. Imperial College School of Medicine Students' Union Welfare Officer,
 32. Royal College of Science Union Welfare Officer,

 33. Community Action Group Chair,
 34. Equal Opportunities Officer,
 - ~~35. Welfare Campaigns Officer~~

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~~34-33~~ Reg Chair.

~~35~~ International Officer

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4.D. Job Descriptions for Other Union Officers

1. The **Presidents of the Faculty Unions and Constituent and Campus Unions and the Chairs of the Club and Societies Committees, Graduate Students' Association, Community Action Group and Rag** and Chairs of the Club and Societies Committees, Graduate Students' Association, Community Action Group and Rag Chair, in addition to any duties laid down by their respective Faculty Union, Constituent or Campus Union -or committee, shall:
 - i. Represent the interests of their members at the appropriate Union, Faculty and College Committees,
 - ii. Be responsible for the development and preliminary interpretation of their constitutions,
 - iii. Be responsible to the Deputy President (Finance and Services) for all aspects of their union's or committee's finances,
 - iv. Be Responsible to the Deputy President (Clubs and Societies) for the duty of care and Health and Safety of their members,
 - v. In the case of Faculty Union Presidents, Graduate Students' Association Chair, the Overseas Societies Committee Chair and Silwood Park Chair ~~and Wye College Union Society President~~, be responsible to the Deputy Presidents (Education) and (Welfare) for the education and welfare issues of their members,
 - vi. Be accountable to Council for the activities of their union or committee, and
 - vii. Carry out such duties as may, from time to time, be laid down by the Council or the Executive Committee.

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Regulation Four - Elections and Referenda

A. General provisions

1. All elections in Imperial College Union, Faculty Unions, Constituent or Campus Unions, ~~outlying campuses affiliated to the Union~~, clubs and societies shall be held according to these regulations.
2. In any Union rule, the word "election" or any derivative thereof shall mean an election under these regulations.
3. Only Full Members of the Union may participate or vote in any part of an election, though Life Members may act as returning officer.
4. All elections and referenda shall be conducted by secret ballot, except that an election held at a meeting with a single candidate (apart from New Election) may, if no elector dissents, proceed to elect summarily the person to office.
5. All elections shall be determined by Single Transferable Vote with Quota System as defined by the Electoral Reform Society.
6. The candidate 'New Election' stands fully nominated for every post.
7. The President is responsible to the College Council to ensure elections are fairly and properly conducted under the terms of the Education Act 1994.
8. In these regulations, "constituent part" means any committee (except the Council), Faculty Union, Constituent or Campus Union, club or society.

B. Eligibility to participate

9. All Full Members of the Union may stand and vote in an election unless otherwise prescribed. All Full Members of the Union may vote in a referendum.
10. No person holding sabbatical office may propose or second a candidate in an election, though all other Full Members of the Union may propose or second a candidate in an election, unless limited under sections 10 or 11.
11. The right to stand, nominate and vote in elections for the officers of the Faculty Unions, the Constituent or Campus Unions the Graduate Students' Association, clubs and societies may be restricted to their full members only.
12. ~~Silwood-The Silwood Park Union and Wye~~ may restrict eligibility to stand, nominate and vote to those students on courses of study predominantly at ~~these campuses~~ Silwood Park.

Regulation Five - Composition of Union Committees

1.A. The Council

1. The Council shall consist of:

The Chair of Council

1. Council Chair.

Sabbatical Officers

2. President,
3. Deputy President (Clubs and Societies),
4. Deputy President (Education),
5. Deputy President (Welfare),
6. Deputy President (Finance and Services),

Non-sabbatical Officers

7. President of the City and Guilds College Union,
8. President of the Imperial College School of Medicine Students' Union,
9. President of the Royal College of Science Union,
10. Graduate Students' Association Chair,
11. President of the Royal School of Mines Union
- ~~10-12.~~ President of Silwood Park Union
- ~~11-13.~~ Arts and Entertainments Board Chair,
- ~~12-14.~~ Athletic Clubs Committee Chair,
- ~~13-15.~~ Media Group Chair,
- ~~14-16.~~ Overseas Societies Committee Chair,
- ~~15-17.~~ Recreational Clubs Committee Chair,
- ~~16.~~ Royal School of Mines Committee Chair,
- ~~17.~~ Silwood Park Chair,
18. Social Clubs Committee Chair,
- ~~19.~~ Wye College Union Society President,
- ~~20-19.~~ Equal Opportunities Officer,
- ~~21-20.~~ Community Action Group Chair,
- ~~22-21.~~ Rag Chair,
- ~~23.~~ Welfare Campaigns Officer,
- ~~24-22.~~ International Officer
- ~~25-23.~~ City and Guilds College Union Academic Affairs Officer (Undergraduate Students)
- ~~26-24.~~ Imperial College School of Medicine Students' Union Academic Affairs Officer (Undergraduate Students),
- ~~27-25.~~ Royal College of Science Union Academic Affairs Officer (Undergraduate Students),
- ~~28-26.~~ Engineering Postgraduate Representative,
- ~~29-27.~~ Physical Sciences Postgraduate Representative,
- ~~30-28.~~ Business School Postgraduate Representative,
- ~~31-29.~~ Medical School Postgraduate Representative,

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- ~~32~~.30. Life Sciences Postgraduate Representative,
- ~~33~~.31. City and Guilds College Union Welfare Officer,
- ~~34~~.32. Imperial College School of Medicine Students' Union Welfare Officer,
- ~~35~~.33. Royal College of Science Union Welfare Officer,

C. The Clubs and Societies Board

1. The Clubs and Societies Board oversees the clubs, societies, ~~Rag, Community Action Group~~ and the central activities of ~~Faculty Unions and~~ Club and Society Committees. It does not oversee commercial, welfare or academic matters.
2. The Clubs and Societies Board shall allocate funding to the clubs ~~and~~ societies, ~~Rag, Community Action Group~~ and the central activities of the Faculty Unions, ~~Constituent and Campus Unions~~ ~~Constituent and Campus Unions~~, and Club and Society Committees, according to Union or erational policy, in particular the Union's policy on the fair allocation of resources.
3. The Clubs and Societies Board may determine policy governing the management, governance and finance of the areas of the Union within its jurisdiction, subject to Union policy and operational policy.
4. The Clubs and Societies Board shall consider best practise on the running of student activities. It shall also be a forum for the resolution of disputes among clubs and societies.
5. The Clubs and Societies Board shall report its business to the Executive Committee and the Council.

Membership

6. The Clubs and Societies Board shall consist of:
 1. The Sabbatical Officers,
 2. A representative appointed by each Faculty Union,
 - ~~2-3~~. A representative appointed by each Constituent or Campus Union,
 - ~~3-4~~. A representative appointed by the Overseas Societies Committee,
 - ~~4~~. A representative appointed by the Silwood Park Union,
 - ~~6~~. A representative appointed by the Wye College Union Society,
 - ~~6-5~~. The Chairs of the other Clubs and Societies Committees,
7. The Clubs and Societies Board shall be chaired by the Deputy President (Clubs and Societies) or their nominee. It shall have a quorum of six members, of whom at least three shall not be Sabbatical Officers.
8. The Union ~~General Operations~~ Manager and other appropriate staff members determined by the President, as advised by the Union ~~General Operations~~ Manager, shall have permanent observer status.

Meetings

9. The Clubs and Societies Board shall meet at least once per month during term time.
10. An emergency meeting of the Clubs and Societies Board may be called by:
 1. A Sabbatical Officer,
 2. Five members of the board,
 3. The board itself, the Executive Committee or the Council, or
 4. Thirty Full Members of the Union.

A.B. The Faculty Unions

1. The Faculty Unions, shall consider welfare and academic affairs issues relating to students at those respective faculties and shall provide for the co-ordination of student activities within their Faculty.
2. The Faculty Unions are the governing committees of their clubs and societies, and their decisions are binding upon clubs and societies administered by them.

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3. The Faculty Unions are:
 - a. The City and Guilds College Union, for the Faculty of Engineering.
 - b. The Imperial College School of Medicine Students' Union, for the Faculty of Medicine.
 - c. The Royal College of Science Union, for the Faculty of Natural Sciences.
4. Faculty Unions have constitutions that shall govern their activities, subject to any Union rule.
5. Constitutions or standing orders shall be approved by the Executive Committee
6. The President of the Faculty Union shall make preliminary interpretations of their constitution, which shall be reported to the Faculty Union Executive Committee. Appeals against preliminary interpretations can first be made to the President and ultimately to the Union Court whose decision is final.

C. The Constituent and Campus Unions

7. The Constituent or Campus Unions shall provide for the co-ordination of student activities targeted towards their students.
8. The Constituent or Campus Unions are the governing committees of their clubs and societies, and their decisions are binding upon clubs and societies administered by them.
9. The Constituent or Campus Unions are:
 - d. The Royal School of Mines Union, for the departments that made the former Royal School of Mines.
 - e. The Silwood Park Union, for students on courses of study predominantly at Silwood Park.
10. Constituent and Campus Unions have constitutions that shall govern their activities, subject to any Union rule.
11. Constitutions or standing orders shall be approved by the Executive Committee
12. The President of the Constituent or Campus Union shall make preliminary interpretations of their constitution, which shall be reported to the Faculty Union Executive Committee. Appeals against preliminary interpretations can first be made to the President and ultimately to the Union Court whose decision is final.

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B.D. The Clubs and Societies Committees

Names

1. The Clubs and Societies Committees shall be the:
 1. Arts and Entertainments Board,
 2. Athletics Clubs Committee,
 3. Media Group,
 4. Overseas Societies Committee,
 5. Recreational Clubs Committee,
 - ~~6. Royal School of Mines Committee,~~
 - ~~7. Silwood Park Union, and the~~
 - ~~8.6. Social Clubs Committee, and the~~
 - ~~9. Wye College Union Society.~~

General

2. The Clubs and Societies Committees shall provide for the co-ordination and development of student activity within their clubs and societies or central activities. Silwood Park ~~and Wye College Union Society~~ shall consider academic affairs and welfare issues relating to ~~their-its~~ members.
3. The Clubs and Societies Committees may elect, mandate, censure and dismiss their officers. They are the governing committees of their clubs and societies, and their decisions are binding upon clubs and societies administered by them.

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Constitutions or Standing Orders

- ~~4.~~ ~~The Silwood Park Union and the Wye College Union Society shall operate under their its own constitutions which shall govern their its activities, subject to any Union rule.~~
- ~~5.4.~~ Club and Society Committees (~~except Silwood Park Union and Wye College Union Society~~) shall adopt standing orders which shall govern their activities, subject to any Union rule.
- ~~6.5.~~ Constitutions or standing orders shall be approved by the Council.
- ~~7.6.~~ The Chair or President of the Club and Society Committee shall make preliminary interpretations of their constitution, which shall be reported to the Faculty Union Executive Committee. Appeals against preliminary interpretations can first be made to the President and ultimately to the Union Court whose decision is final.

~~G.E.~~ The President's Committees

Names

1. The President's Committees shall be the:
 1. Colours Committee,
 2. Community Action Group,
 3. Health and Safety Committee, and the
 4. Rag Committee.
2. The Council may create other President's Committees for different purposes.

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Colours Committee

3. The Colours Committee shall consider recommendations for the Colours and Awards of the Union, in accordance with Union policy.
4. It shall consist of the:
 1. Sabbatical Officers,
 2. Presidents of the Faculty Unions,
 - 2-3. Presidents of the Constituent and Campus Unions,
 - ~~3-4.~~ Chair of the Graduate Students' Association, and the
 - ~~4-5.~~ Chairs or Presidents of the Club and Society Committees.
5. It shall be chaired by the President, with a quorum of six members, and meet as required under Union policy.

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Regulation Seven - Disciplinary and Complaints Procedure

F. Censure and No Confidence Motions

Jurisdiction

1. The Council may censure or dismiss any defendant officer in the Union (though dismissal of a sabbatical defendant shall be referred to the Trustee Board).
2. The Court and the policy-making bodies of the Faculty Unions, Constituent and Campus Unions, Club and Society Committees, Rag, Community Action Group, clubs and societies may censure or dismiss their officers and representatives (including those that are Officers of the Union). These committees', clubs' or societies' standing orders shall comply with Part I and may further restrict or prohibit censure or dismissal.
3. The Court may censure or refer for dismissal any defendant officer under its own procedure.

G. Disciplinary Tribunals ~~of the Court and Trustee Board~~

4. The ~~Court and the~~ Trustee Board may ~~each form~~ establish a disciplinary tribunal to deal with misconduct by a defendant officer, or may delegate this function to the Court. Such Relevant misconduct shall not merely constitute (though it may include):
 1. a failure to maintain the confidence of the Council or other policy-making body,
 2. a failure to adhere to any manifesto commitment, or
 3. inadequate representation on behalf of the student body.
5. A disciplinary tribunal may only be requested by the President, Council Chair, ~~or~~ Trustee Board Chair, Faculty Union President or Constituent or Campus Union President or Clubs and Societies Committee Chair, and the ~~Court or~~ Trustee Board may choose then whether to institute proceedings. ~~Only the Trustee Board Chair may request a disciplinary tribunal of the Trustee Board.~~
6. The ~~Court or~~ Trustee Board shall administer the hearing in such manner as ~~may be set out in their standing orders or policy~~ it may direct (complying with Part I), and may instigate an investigation and ~~may refer a disciplinary tribunal to each other~~ delegate any function to the Court.
7. ~~The Court or Trustee Board may~~ A disciplinary tribunal, as well as exercising any other appropriate authority, may warn, or censure or dismiss the defendant officer. ~~The Trustee Board may dismiss the defendant officer, and the Court may refer the matter to the Council as a no confidence motion or to the Trustee Board for dismissal, which may include a suspension pending the Trustee Board's or Council's decision.~~
8. ~~A decision of the Court to take disciplinary action may be appealed through the Court's normal appeal process, which includes an appeal to the Trustee Board.~~
- 9.8. The Trustee Board ~~shall~~ may provide for an appeal ~~in under~~ such ~~manner~~ conditions as it may determine ~~by policy~~.

Regulation Eight - Union Financial Regulations

Committee and Faculty Union and Constituent or Campus Union Honorary Senior Treasurers

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~~43.41.~~ The appointment of an Honorary Senior Treasurer shall be determined by the Council on the advice of the relevant Faculty Union, Constituent or Campus Union or Committee President or Chair and he or she shall:

1. Act as payment authority to the relevant bank account,
2. Oversee all expenditure and bring any possible anomalies or discrepancies in the financial management of that Faculty Union, Constituent or Campus union or Committee to the attention of the relevant President or Chair and the Union Honorary Senior Treasurer, and
3. Ensure that all books and financial records pertaining to the relevant account are submitted to the Union General Operations Manager within 15 days of the end of the financial year.