

Draft Minutes of UCL Union Council

**Tuesday 26 May 2009 at 6pm
in the JZ Young Lecture Theatre
Anatomy Building**

Present

See attached attendance list

Observers

Helen Clarkson

Rowan Bevan

The Chair opened the meeting at 18:00.

UC08/09/1 Apologies

UC08/09/1.1 Apologies were noted as per the attached attendance list.

UC08/09/2 Announcements

UC08/09/2.1 Student Campaigns 2009/10 – Student Affairs Committee has opened bids for Term 2 campaigns in 2009/10. Giving you the opportunity to get your voice heard on the issues that mean most to you. Deadline for bids: Thursday 8 October 2009. Find out more at: <http://www.uclu.org/campaigns>

NOTED

UC08/09/2.2 SMS Reminder Service: Apologies can be sent in reply to SMS up to one hour before the meeting with option for opt-out of reminder service by informing chair or replying with 'stop' to any message received from UCLU.

NOTED

UC08/09/2.3 Elections: Nominations Open for various opportunities (including Student Trustees) in September 2009. More information from <http://www.uclu.org/elections>

NOTED

UC08/09/2.4 UCLU Summer Ball takes place on Saturday 30 May. Tickets are still available online and at UCLU outlets.

NOTED

UC08/09/3 Data Protection Act

UC08/09/3.1 There were no further objections to names and initials being published on the internet.

UC08/09/4 Minutes of the last meeting

UC08/09/4.1 Minutes of the meeting dated 3 March 2009

Following a vote to approve the minutes, the Chair declared that there was a clear majority and the minutes dated 3 March 2009 were

APPROVED

and the Chair signed the minutes to confirm them as a true and accurate record.

UC08/09/5 Matters Arising

UC08/09/5.1 Nominations to Senior Treasurer

Members

RECEIVED

an update report from the Chair that nominations were invited and the Chair encouraged all members to approach potential candidates to put themselves forward.

UC08/09/5.2 Fairtrade Policy and Fairtrade Application, 13 Jan 2009

Members

RECEIVED

The Fairtrade Policy and Application which related to one of the lapsing policies (UP0606) on the agenda under item 13.

UC08/09/6 Acceptance of the Agenda

The Welfare Officer requested the procedural motion to move agenda item 9.3 *Motion: Supporting Trans Students* to above 9.2 *Motion: Gender-Neutral Toilets*.

Following a vote, the Chair declared that there was a clear majority and the procedural motion to move 9.3 above 9.2 was

ACCEPTED.

Following a vote, the Chair declared that there was a clear majority and the agenda was

ACCEPTED

as amended above.

UC08/09/7 Union Executive Minutes

UC08/09/7.1 Union Executive minutes of 13 January 2009

Members

RECEIVED

the minutes of Union Executive dated 13 January 2009.

UC08/09/7.2 Union Executive minutes of 3 February 2009

Members

RECEIVED

the minutes of Union Executive dated 3 February 2009.

UC08/09/7.3 Union Executive minutes of 3 March 2009

Members

RECEIVED

the minutes of Union Executive dated 3 March 2009.

UC08/09/7.4 Union Executive minutes of 10 March 2009

Members

RECEIVED

the minutes of Union Executive dated 10 March 2009.

UC08/09/8 Committee Reports

UC08/09/8.1 Activities Board Minutes of 19 February 2009

Members

RECEIVED

the minutes of Activities Board dated 19 February 2009.

UC08/09/8.2 Elections Committee Minutes of 17 February 2009

Members

RECEIVED

the minutes of Elections Committee dated 17 February 2009.

UC08/09/8.3 Elections Committee Minutes of 20 February 2009

Members

RECEIVED

the minutes of Elections Committee dated 20 February 2009.

UC08/09/8.4 Elections Committee Minutes of 20 March 2009

Members

RECEIVED

the minutes of Elections Committee dated 20 March 2009.

UC08/09/8.5 Finance Committee Minutes of 24 February 2009

Members

RECEIVED

the minutes of Finance Committee dated 24 February 2009.

UC08/09/8.6 Finance Committee Minutes of 17 March 2009

Members

RECEIVED

the minutes of Finance Committee dated 17 March 2009.

UC08/09/8.7 Finance Committee Minutes of 28 April 2009

Members

RECEIVED

the minutes of Finance Committee dated 28 April 2009.

UC08/09/8.8 Governance Committee Minutes of 28 January 2009

Members

RECEIVED

the minutes of Governance Committee dated 28 January 2009.

UC08/09/8.9 Governance Committee Minutes of 30 January 2009

Members

RECEIVED

the minutes of Governance Committee dated 30 January 2009.

UC08/09/8.10 Governance Committee Minutes of 4 February 2009

Members

RECEIVED

the minutes of Governance Committee dated 4 February 2009.

**UC08/09/8.11 Governance Committee Minutes of 3 March 2009
(rescheduled meeting)**

Members

RECEIVED

the minutes of Governance Committee dated 3 March 2009.

UC08/09/8.12 Strategic Planning Minutes of 8 December 2008

Members

RECEIVED

the minutes of Strategic Planning Committee dated 8 December 2009.

UC08/09/9 Motions to Union Council

UC08/09/9.1 Motion: To disaffiliate from the National Postgraduate Committee (NPC)

The Medical & Postgraduate Students' Officer provided a speech proposing the motion.

There were no drafting amendments.

There was no speech against the motion.

<i>Alex Nesbitt</i>	<i>Life Sciences, 2</i>	<i>700808</i>
<i>Daniel Sommer</i>	<i>Medicine, 3</i>	<i>60045661</i>
<i>Giovanna Amorosi</i>	<i>Natural Sciences, 3</i>	<i>60225133</i>
<i>Isabelle Hewitt</i>	<i>French, IV</i>	<i>53497125</i>
<i>James Hodgson</i>	<i>Geography, 3</i>	<i>6010402</i>
<i>Andrew Caddy</i>	<i>History of Art</i>	<i>50719875</i>

UC08/09/9.3 **Motion: Supporting Trans Students**

The Welfare Officer provided a speech proposing the motion.

There were no drafting amendments.

There was no speech against the motion.

There was a general discussion about the motion on the floor.

The Observer (RB) requested permission to speak and the meeting

RESOLVED

to grant the Observer (RB) permission to speak.

There was further discussion on the floor.

The Chair moved the meeting to a recorded vote on the motion and the following votes were recorded:

For: 22

Against: 3

Abstentions: 5

The Chair declared that as there was a clear majority, the *Motion: Supporting Trans Students* was

CARRIED.

Motion to Union Council: Supporting trans students

This Union notes:

- 1. The Equal Opportunities Policy (Standing Orders, Section I, III).*
- 2. The Sex Discrimination Act 1075, that makes it unlawful to discriminate against gender, the Sex Discrimination regulations 1999, that make it unlawful to discriminate against people intending to undergo or undergoing gender reassignment, and also Sex Discrimination Act 1975 (Amendment) Regulations 2008, that afford protection from discrimination for transsexual people in the areas of The Provision of Goods, Services, Facilities and Premises.*

The SSEES Site President requested a point of information as to whether all toilets would have to be converted to gender-neutral.

The Observer (RB) responded that this was not the intention.

The Faculty Representative for Laws (MR) requested a point of information as to whether disabled toilets were gender neutral and would these not be sufficient.

The Observer (RB) responded that the aforementioned facilities were intended for disabled people and trans people may feel uncomfortable using these facilities. However, the Observer (RB) was aware of other organisations converting their disabled toilets to accessible toilets allowing all those that wished to use them to do so.

The Finance & Democracy Officer requested a point of information as to whether UCL had gender-neutral toilet facilities.

The Observer (RB) responded that there were, as present in the Anatomy Building where this meeting was taking place.

The SSEES Site President stated that he was of the impression that the costs quoted in the motion had been understated for the redesign work involved, especially when urinals would need to be replaced with gender-neutral facilities.

The LGBT Officer stated that in her experience from studying at an American University, the costs were simply to amend the signage on the toilet door to state whether urinals were available inside. She further stated that there are different options at a range of financial costs.

There was further discussion amongst the floor.

There were no drafting amendments.

The RUMS Clinical Vice President (Hampstead) provided a speech against the motion.

The Welfare Officer requested a point of information as to whether the speaker firstly would consider that the lack of statistical evidence of trans students as quoted in his speech, be related to the fact that they may feel unsafe in the current environment or disclosing it by joining the LGBT Society. Secondly, whether we as a whole should not have signs with “toilets with urinals” because he is of the opinion that the wording would appear ridiculous.

The RUMS Clinical Vice President (Hampstead) responded that firstly that he was not convinced by the need for such facilities based on the limited statistical evidence available. Secondly he was outlining his feelings on the matter and wanted other members of the floor to consider what they felt about the wording.

There was general discussion on the floor.

The Academic Affairs Officer requested the procedural motion to move to the vote.

Following a vote, the Chair declared that there was a simple majority and the procedural motion to move to the vote was

CARRIED.

The Chair moved the meeting to a recorded vote on the motion and the following votes were recorded:

For: 18

Against: 8

Abstentions: 3

The Chair declared that as there was a clear majority, the *Motion: Gender-Neutral Toilets* was

CARRIED.

Motion to Union Council: Gender-Neutral Toilets

This Union notes:

- 1. The Equal Opportunities Policy (Standing Orders, Section I, III)*
- 2. The Sex Discrimination Act 1975*
- 3. UCL has a hidden population of trans students, including those who are transsexual and those who identify outside of the gender binary, and there are no doubt also intersex students.*
- 4. Some students, including trans students, would prefer to use gender-neutral toilets, however as these don't exist in UCL Union buildings, students are forced to either use gender specific facilities, or to travel across campus to College buildings with gender-neutral toilets, eg. Anatomy Building.*
- 5. The Union's opening hours extend far beyond the opening hours of College buildings.*
- 6. In April the NUS passed policy, submitted by UCL Union, to provide gender-neutral toilets at NUS events. The NUS LGBT Campaign also has policy to campaign for gender-neutral toilets in all educational institutions and student unions.*

This Union believes:

1. *The availability of gender-appropriate facilities is an access issue, as students may be reluctant to make use of the Student Union buildings due to a lack of facilities that they would feel safe and comfortable using.*
2. *Many students would benefit greatly from the existence of gender-neutral toilets.*
3. *That gender-neutral toilets ay also be used by cisgender (non-trans) students.*
4. *That moves towards making gender-neutral toilets available by student bodies in many UK universities such as Bradford, Bath, Staffordshire, and Manchester provide a positive precedent that deserves following.*

This Union resolves:

1. *To support students in their right to use toilets in line with their gender identity.*
2. *To provide facilities that are required by trans students in UCL Union buildings.*
3. *To publicise the existence of these provisions, their locations, and the reasons for them at the beginning of every year.*
4. *To make feminine hygiene services available in these facilities in a similar manner to in the female toilets, for those trans students with particular needs associated with the female sex, and female students who choose to use them.*
5. *To support all students who wish to use the facilities appropriate to their gender, whether these facilities are gender-neutral or gender-specific.*

Proposer:

Rowan Bevan Biosciences 843549

Seconders:

<i>Kate Rowley</i>	<i>Archaeology, Afil.</i>	<i>40668255</i>
<i>Charlie Clinton</i>	<i>Laws, Afil.</i>	<i>50082506</i>
<i>Zoe Samer</i>	<i>SSEES/Chemistry</i>	<i>833445</i>
<i>Oliver Green</i>	<i>Life Sciences</i>	<i>801320</i>
<i>Ashley York</i>	<i>Biosciences</i>	<i>716091</i>
<i>Natalia Raka</i>	<i>Chemistry</i>	<i>51461162</i>
<i>Ed Steward</i>	<i>History, Afil.</i>	<i>40135263</i>
<i>D Swerdlow</i>	<i>Medicine</i>	<i>30052273</i>
<i>Anna Rygielska</i>	<i>Life Sciences</i>	<i>62576972</i>
<i>Sean Bye</i>	<i>Scandinavian Studies</i>	<i>50673991</i>
<i>Mark Whelan</i>	<i>Chemistry</i>	<i>715922</i>

UC08/09/9.4 Motion: Living Wage

The Faculty Representative for Social & Historical Sciences (CR) provided a speech to propose the motion.

The Societies Officer proposed a drafting amendment to amend the reference in Union Notes 1 of £7.45 to £7.60 as announced by the Mayor of London.

The Faculty Representative for Social & Historical Sciences (CR) as proposer of the motion accepted the drafting amendment.

The Academic Affairs Officer requested a point of information as to who would pay for this.

The Faculty Representative for Arts & Humanities (IH) stated that this may be beyond the control of UCL, as the services mentioned at provided by external agencies.

The Societies Officer stated the Queen Mary University of London had recently adopted the London living wage and brought their cleaning services back in house and made a cost saving by doing so.

The Academic Affairs Officer stated that if cost savings could be made, surely UCL would already bring these services back in-house.

The Education Officer stated that the principle of the London living wage was very noble, but that he was concerned that given the financial constraints, the increase in wages would reduce the number of staff UCL could afford in these areas and hence adversely affect the service to our members. He further reported that he was aware of 5% cuts across all areas of UCL and was worried that given pressure redundancies may occur.

The Societies Officer responded that the motion purely asks for support of the London living wage.

There was a further discussion amongst the floor.

The Chair moved the meeting to a recorded vote on the motion and the following votes were recorded:

For: 8

Against: 16

Abstentions: 5

The Chair declared that as there was a clear majority, the *Motion to Support the London Living Wage* was

NOT CARRIED.

UC08/09/10 Special Resolutions to Union Council

UC08/09/10.1 **Special Resolution to move the PGA Executive Elections**
(2nd Reading)

The Medical & Postgraduate Students' Officer provided a speech proposing the second reading of the Special Resolution.

There was no speech against.

The Chair moved the meeting to a recorded vote on the Special Resolution and the following votes were recorded:

For: 27

Against: 1

Abstentions: 0

The Chair declared that as there was a clear two-thirds majority, the *Special Resolution to move the PGA Executive elections* was

CARRIED.

Special Resolution to Move the PGA Executive Elections

This Union Notes:

- 1. The PGA Executive is currently elected in the Spring Elections.*
- 2. In the last two elections, no candidates stood for any of these positions.*
- 3. There are over 8,000 postgraduate students at UCL, many of whom study over the summer.*
- 4. That Elections Committee and the Postgraduate Association Executive Committee both support this move.*

This Union Belives:

- 1. That changing the date of the PGA Elections would allow all postgraduate students to stand for positions, one year masters, two year masters, and PhD students. The current system is discriminates against one year postgraduate students.*
- 2. The PGA Executive would serve UCL's postgraduate students much better if they were to stay together throughout the summer, as they could hold events and provide continued academic and welfare support.*
- 3. That the Sabbatical Officer and PGA President should continue to be elected in the Spring to provide a degree of continuity with the change of Executive Committees.*
- 4. That holding the elections in October will allow for better representation of UCL's 8,000 postgraduates.*

This Union Resolves:

- 1. To accept the attached appendices and re-number accordingly.*
- 2. To mandate the current PGA Executive to hand over to next year's Executive in the form of a written report.*
- 3. For the current PGA Executive to continue in their roles under the new Standing Orders, not those of they were elected by.*

The Chair moved the meeting to a recorded vote on the Special Resolution and the following votes were recorded:

For: 24

Against: 1

Abstentions: 2

The Chair declared that as there was a clear two-thirds majority, the *Special Resolution to Create a Sustainable Development Committee* was

CARRIED for a second reading.

Special Resolution to create a Sustainable Development Committee

This Union Notes:

1. *Section 3.1 of the of the Union's Sustainable Development Policy Passed by this council which reads:*

3.1 Sustainable Development Steering Committee:

i) UCLU commits to set up a formal committee: the Sustainable Development Steering Committee (SDSC), which shall:

- *Oversee implementation of this policy and other related policies*
- *Oversee the completion and the submission of the Sound Impact workbook each year,*
- *Discuss proposals for promotions and events aimed at raising awareness of environmental issues.*
- *Commission surveys*
- *Deal with any other business deemed appropriate by the membership of the Committee.*

2. *That currently we do not have such a committee.*
3. *That it is common practice among student's unions to have some form of body to help them develop in a sustainable fashion.*
4. *That this motion proposes to change the name suggested in the original policy from Sustainable Development Steering Committee to Sustainable Development Committee.*

This Union Believes:

1. *That a Sustainability Development Committee will have a positive impact on our Union's sustainability by increasing accountability and proactivity in relation to ethical and environmental issues.*
2. *That the committee will, in particular, make it easier to ensure that the Sustainability policy and any other related policies are implemented in full.*
3. *That the committee will also in particular help us to develop our standing in the Sound Environmental Impact Awards scheme, and other such accreditation schemes.*

This Union Resolves:

1. To insert into the standing orders Section 5, IV, the following terms of reference for a Sustainability Development Committee (see appendix 1).
2. To amend the relevant Officers' job descriptions accordingly
3. To amend the numbering of Section 5 as necessary.

Proposer:

Charlie Clinton *Laws, Afil.* *50082506*

Seconders:

<i>Nathanael Macdonald</i>	<i>Biomedical Science, Afil.</i>	<i>51885911</i>
<i>Jenny Currigan</i>	<i>Medicine, Afil.</i>	<i>20266356</i>
<i>Billy Street</i>	<i>SSEES, Afil.</i>	<i>52200900</i>
<i>Anthony Newman</i>	<i>EPEE, 4</i>	<i>51255882</i>
<i>Dave Edwards</i>	<i>SSEES Social Sciences,4</i>	<i>50098138</i>
<i>Alex Karski</i>	<i>Greek & Latin, 4</i>	<i>50268557</i>
<i>Rita Galluzo</i>	<i>History of Art, 2</i>	<i>709255</i>
<i>Giovanna Amorosi</i>	<i>Natural Sciences, 3</i>	<i>60225133</i>
<i>Victoria Bond</i>	<i>Geography, 3</i>	<i>60967509</i>
<i>Ed Steward</i>	<i>History, Afil.</i>	<i>40135263</i>
<i>Kate Rowley</i>	<i>Archaeology, Afil.</i>	<i>40668255</i>

Appendix 1

Terms of reference for UCLU Sustainable Development Committee:

Membership

Chair: *Communication & Services Officer*
Secretary: *Environment & Ethic Officer*
Members: *Finance & Democracy Officer*
 Campaigns & Equal Opportunities Officer
 Clubs & Societies Officer
 Promotions & Entertainments Officer
 2 students elected from Union Council
 2 students elected by and from the environmental and ethical student forum

In attendance: *Union staff as required by the agenda*
Assessor: *General Manager*

Subject to any general or particular direction that may be given from time to time by Union Council, Sustainable Development Committee is charged by Council to:

1. *General*
 - a. *To monitor the implementation of the Union's performance and policies relating to the Union's environmental and ethical impact.*
 - b. *To take a lead in ideas and initiatives for the promotion and implementation of the Union's sustainable development, environmental and ethical policies.*
 - c. *To receive and commission research related to the environmental and ethical issues.*

- d. *To oversee and monitor the Union's ethical and environmental accreditation exercises.*
 - e. *To provide and receive reports to/from an open forum for students to discuss environmental and ethical issues.*
 - f. *To consider the environmental and ethical impact on the Union's service delivery and advise the Services Committee as appropriate.*
 - g. *To make recommendations to Union Council and other standing committees with regards to the Union's sustainable development as appropriate.*
2. *Authority*
- a. *Sustainable Development Committee will undertake its business in accordance with a timetable of key tasks approved by Union Council.*
 - b. *Sustainable Development Committee will report to Student Affairs Committee by submission of the minutes of each meeting of the committee.*

UC08/09/10.3 **Special Resolution to Award HLMs (1st Reading)**

The Communications & Services Officer provided a speech proposing the Special Resolution, he advised that upon received advice from Governance Committee point 2 of Union resolves had been removed in its entirety.

There was no speech against the Special Resolution.

The Societies Officer proposed the procedural motion to take all of Union Resolves 1 in parts. The Societies Officer provided a speech for this procedural motion.

The Student Activities Officer provided a speech against the procedural motion.

The Chair moved the meeting to a recorded vote on the procedural motion and the following votes were recorded:

For: 6

Against: 21

Abstentions: 0

The Chair declared that as there was a not a clear majority, the *procedural* was

NOT CARRIED.

The Chair moved the meeting to a recorded vote on the Special Resolution and the following votes were recorded:

For: 21

Against: 3

Abstentions: 4

The Chair declared that as there was a clear two-thirds majority, the *Special Resolution to Award HLMS* was

CARRIED for a second reading.

Special Resolution to Award HLMS

This Union notes:

1. *Section III D, and IV A 1 – 4 of the Constitution which reads as follows:*

III. Membership Eligibility

- D. *Honorary Life Membership of the Union may be granted by a Special Resolution of Union Council.*

IV. Membership: Privileges

- A. *Every member of the Union shall be entitled to the privileges as shown below:*
 - i. *to use the rooms and facilities of the Union in accordance with regulations approved by Union Council;*
 - ii. *to attend and bring visitors to functions in accordance with regulations approved by Union Council;*
 - iii. *to membership any or all Clubs and Societies subject to their regulations;*
 - iv. *to membership in the case of male members of the Men's Union Society and in the case of female members of the Women's Union Society.*

2. *That Union Colours committee has resolved to recommend to Council that 7 individuals be awarded Honorary Life Membership of UCL Union.*

This Union believes:

1. *That the individuals listed below in "This Union Resolves" have all made significant contributions to the union over a sustained period of time, and meet the criteria laid down in the standing orders for the receipt of Honorary Life Membership.*
2. *That therefore they deserve to receive this award and the privileges that go with it.*

This Union resolves:

1. *To grant the following Honorary Life Membership*
 - a. *Nathanael Macdonald*
 - b. *Billy Street*
 - c. *Ed Steward*
 - d. *Charlie Clinton*
 - e. *Isabelle Hewitt*
 - f. *Dave Edwards*
 - g. *Rupert Stanford-Scott*

Proposer:

Charlie Clinton *Laws, afil.* *50082506*

Seconders:

Nathanael Macdonlad *Physiology, afil.* *51885911*

Jen Currigan *Medicine, afil.* *20266356*

Billy Street *SSEES, afil.* *52200900*

Anthony Newman *EPEE, 4* *51255882*

Alex Karski *Greek & Latin, 4* *50268557*

Giovanna Amorosi *Natural Sciences, 3* *60225133*

Rita Galuzo *History of Art, 2* *709255*

Victoria Boyd *Geography, 3* *60967509*

Kate Rowley *Archaeology, afi.* *40668255*

Ed Steward *History, afil.* *40135263*

UC08/09/10.4 Special Resolution to Accept RUMS Constitution (1st Reading)

The Medical & Postgraduate Students' Officer provided a speech proposing the Special Resolution.

There were no drafting amendments.

There was no speech against the Special Resolution.

The Chair moved the meeting to a recorded vote on the Special Resolution and the following votes were recorded:

For: 23

Against: 3

Abstentions: 1

The Chair declared that as there was a clear two-thirds majority, the *Special Resolution to Accept RUMS Constitution* was

CARRIED for a second reading.

Special Resolution to Accept the New RUMS Constitution

This Union Notes:

1. *The motion that went to the RUMS WGM to change the RUMS Constitution.*
2. *The reports of the RUMS Constitutional Working Group to RUMS Executive.*
3. *The report of the RUMS Constitutional Working Group to the RUMS AGM.*
4. *The acceptance of the new constitution at the RUMS AGM.*

This Union Believes:

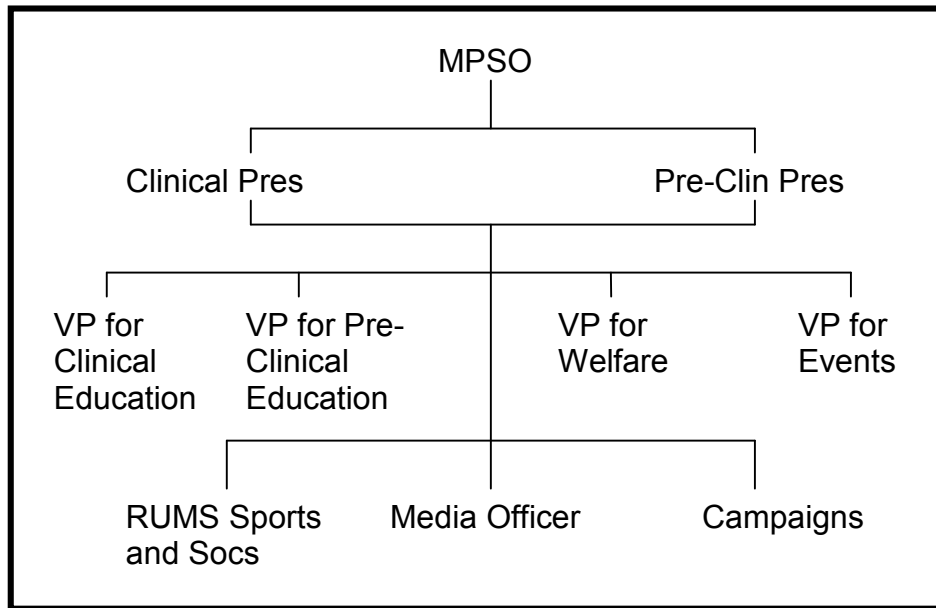
Appendix 1: a briefing paper on the changes to the RUMS Constitution

Main Changes to the RUMS Constitution

There were several smaller changes throughout, please do read for them if you want. The larger changes included:

RUMS Exec

The make-up of RUMS Exec has changed to the following:



The top three remain the same. However we will now adopt four Vice Presidents for Pre-Clinical Education, Clinical Education, Welfare, and Events who will feed up into the two Presidents outside of meetings. The RUMS Sports and Socs, Media, and Campaigns will also feed up into them. The MPSO, in practice should also have a lot of contact with all officers. The Vice-Presidents hold the VP title to denote Council membership.

Only the 'bottom three' may be no confided through a general meeting as the others all sit on Council and are ruled by Council law!

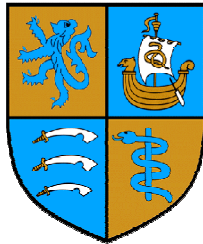
Sub-Committees

Six sub-committees to RUMS Executive have now been created. They are sub-committees for Welfare, Events, Clinical Education, Pre-Clinical Education, RUMS Sports and Societies, and RUMS Sports Colours. They each have a specific remit which is described in the Standing Orders. They will be accountable to RUMS Exec.

Standing Orders

I have revived these. The standing orders cover General Meetings and the specifics of the sub-committees. The Standing Orders can be changed by the Executive Committee, but the Constitution can only be changed by a General Meeting.

Appendix 2: the proposed RUMS Constitution



**Constitution of the Royal Free, University College, and Middlesex
Medical Students' Society**

This Constitution applies to the functions and activities of the Royal Free, University College, and Middlesex Medical Students' Society, which is a constituted student specific society of University College London Union and exists under Clause XV, Section D of the UCL Union Constitution.

Furthermore this Constitution is bound by the Code of Practice for Constituted Student Specific Societies and in no way shall contravene the Constitution and Standing Orders of University College London Union or the Regulations governing the management of University College London. In addition this Constitution will adhere to all instructions issued by the Council of University College London Union and its Activities Board. Where appropriate the Officers and Committees of the Society shall follow the Regulations and Procedures set out by the Good Practice Guidelines.

I. Name

A. The Society, being representative of students of the University College London Medical School, or any descendent institution thereof, and a constituent part of University College London Union and, by definition, University College London, shall be called "Royal Free, University College, and Middlesex Medical Students' Society" (RUMS).

II. Aims

A. The aims of the Society shall be as follows:

1. To provide for the representation of concerted opinion of the students of the University College London Medical School within the Medical School, the Union and the College;
2. To promote social intercourse amongst its members and throughout the Medical School, Union and College;
3. To promote co-operation amongst its members for professional, cultural, social and athletic activities;
4. To provide a channel of communication between medical students and the personnel of the Medical School in the furtherance of academic and other student aims;
5. To provide for the representation, through the Union, of members in National, Regional and Area student organisations, and to foster positive relationships with other University, College and Medical School Students' Unions;

6. To further the interests of medical students generally within the Medical School, the Union, the College and within external bodies;
7. To provide equality of opportunity for all medical students in accordance with the statement in the Union's Standing Orders (Section 1.III).

- B. The society shall be independent of any political party or religious body either domestic or foreign.
- C. According to Section XV. D of UCL Union's Constitution, the Society shall be bound under sections XV. A, B, and C of the Union's Constitution.

III. Membership

- A. All registered students of the Royal Free, University College, and Middlesex Medical School shall be ordinary members of the Society;
- B. Ordinary members of the Society shall be granted the following privileges:
 1. To participate and vote in the RUMS General Meetings, to vote in the RUMS elections, or to stand to be a RUMS Officer subject to the Standing Orders and Constitution of the Society and UCL Union.
 2. The right of educational representation and welfare guidance from RUMS Officers.
- C. Ordinary members of the Society have the right to opt out of the Society at any time;
 1. To opt out of the Society, ordinary members must notify the Chair of the RUMS Executive Committee of their wishes in writing;
 2. Those individuals who wish to opt out of the Society shall become restricted members and will cease to enjoy the privileges of ordinary membership as outline in Sections III. B. 1-2;
 3. Restricted members may opt back into the Society by applying for ordinary membership to the Chair of the RUMS Executive Committee in writing.
- D. Members who opt out of the Society do not have their status as an ordinary member of UCL Union revoked.
- E. If a member of the Society opts out of UCL Union membership, they automatically have their Society membership revoked.

IV. Government – General Meetings

- A. The General Meeting of the Society, whether Welcome, Annual or Extraordinary shall have the responsibility of being the steering group of the Society;
- B. The General Meeting of the Society shall be the sovereign policy making body of the Society;
- C. A General Meeting may consider any matter explicitly relating to medical students of the University College London Medical School, except that of an Establishment matter;
- D. A General Meeting can change the constitution in accordance with the Standing Orders of the Society.

V. Government – RUMS Executive Committee

- A. The Executive Committee shall consist of the following:

1. The UCL Union sabbatical officer responsible for medical students;
 2. The Clinical President;
 3. The Pre-Clinical President;
 4. The RUMS Vice President for Events;
 5. The RUMS Vice President for Clinical Education;
 6. The RUMS Vice President for Pre-Clinical Education;
 7. The RUMS Vice President for Welfare;
 8. The RUMS Media Officer
 9. The RUMS Sports and Societies Officer
 10. The RUMS Campaigns Officer
- B. The Executive Committee shall function as a means of continuity and co-ordination between General Meetings of the Society;
- C. A meeting of the RUMS Executive Committee can, by motion passed by a two thirds majority, change the Standing Orders of the Society.
- D. The Committee shall act within the remits outlined by the Union Standing Orders.

VI. Government – Executive Sub-Committees

- A. The Executive Sub-Committees of the Society shall follow the General Rules set out for Standing Committees in UCL Union's Standing Orders;
- B. The Standing Committees of the Society may set up Working Groups, in accordance with the procedures for Working Groups in UCL Union's Standing Orders;
- C. The Chair of each Sub-Committee and Working Group shall:
1. Produce the agenda for meetings of the committee;
 2. Keep the meeting in order;
 3. See that remarks are relevant to the business at hand;
 4. Ensure the general smooth running of the meeting.
- D. The Society shall have the following Sub-Committees:
1. Events Committee;
 2. Sports and Societies Committee;
 3. Welfare Committee;
 4. Clinical Committee;
 5. Pre-Clinical Committee;
 6. RUMS Sports Colours Committee.
- E. All sub-committees shall report up to and be held accountable by RUMS Executive Committee.
- F. All sub-committees shall operate in accordance with the RUMS Standing Orders.

VII. Job Descriptions

i. RUMS Executive Officers

- A. The Sabbatical Officer, Clinical President, and Pre-Clinical President shall act in accordance with their job descriptions as outlined in the UCL Union Standing Orders.
- B. The Vice-Presidents must act in accordance with duties of Council members as outlined in the UCL Union Standing Orders.

- C. All RUMS Executive Officers are responsible for bringing the views of medical students to the appropriate UCL Union, College and Medical School officers and committees and ensuring these students are aware of all issues within UCL Union and the College affecting them.
 - C. The RUMS Sports and Societies Officer, Media, and Campaigns Officer may be removed from office if a vote of no-confidence is passed in accordance with the RUMS Standing Orders of UCL Union in force at the time of their election. The other officers may only be removed through UCL Union procedures for Council members.
 - D. All RUMS Executive Officers shall sit on the appropriate medical school committees. The Medical and Postgraduate Officer, Clinical President, and Pre-Clinical President shall be charged with liaising with the medical school and assigning places amongst the committee.
- ii. **RUMS Vice President for Events**
- A. The aims of the officer are:
 - 1. To facilitate the development of a medical student community by providing regular activities and events. This Officer shall be a medical student.
 - B. Committees:
 - 1. To serve on the following Union committees:
 - a. RUMS Executive;
 - b. Council.
 - C. Responsibilities:
 - 1. To liaise with the UCL Union's Entertainments Department regarding entertainments for the medical student community, especially within the Huntley Street bars.
 - 2. To organise entertainments for the medical students community in conjunction with the RUMS Executive Committee.
- iii. **RUMS Vice President for Clinical Education**
- A. The aims of the officer are:
 - 1. To provide a concentrated effort to support educational representation for Phase 2 and 3 students. This officer shall be a medical student.
 - B. Committees:
 - 1. To serve on the following Union committees:
 - a. RUMS Executive;
 - b. Council;
 - c. Student Affairs.
 - C. Responsibilities:
 - 1. To liaise with the Medical and Postgraduate Students' Sabbatical Officer, the Education Sabbatical Officer, and Clinical President regarding educational representation for the medical student community;
 - 2. To support the officers in maintaining awareness of major educational concerns of the students of UCL Medical School.
- iv. **RUMS Vice President for Pre-Clinical Education**
- A. The aims of the officer are:

1. To provide a concentrated effort to support educational representation for Phase 1 students. This officer shall be a medical student.
 - B. Committees:
 1. To serve on the following Union committees:
 - a. RUMS Executive;
 - b. Council;
 - c. Student Affairs.
 - C. Responsibilities:
 1. To liaise with the Medical and Postgraduate Students' Sabbatical Officer, the Education Sabbatical Officer, and Pre-Clinical President regarding educational representation for the medical student community;
 2. To support the officers in maintaining awareness of major educational concerns of the students of UCL Medical School.
- v. **RUMS Vice President for Welfare**
- A. The aims of the officer are:
 1. To provide a concentrated effort to support welfare representation. This officer shall be a medical student.
 - B. Committees:
 1. To serve on the following Union committees:
 - a. RUMS Executive;
 - b. Council;
 - c. Student Affairs.
 - C. Responsibilities:
 1. To liaise with the Sabbatical Officer responsible for medical students, the Welfare Sabbatical Officer, Clinical President, and Pre-Clinical President regarding welfare guidance for the medical student community;
 2. To support the officers in maintaining awareness of major welfare concerns of the students of UCL Medical School.
- vi. **RUMS Media Officer**
- A. The aims of the officer are:
 1. To provide a consistent and useful range of media to reach medical students to publicise events, campaigns, and issues that affect medical students. This officer shall be a medical student.
 - B. Committees:
 1. To serve on the following Union committees:
 - a. RUMS Executive;
 - b. Media Management.
 - C. Responsibilities:
 1. To liaise with UCL Union's Marketing Department regarding publicity for the medical student community;
 2. To organise publicity with and for the Society, covering the website, posters, and any other media
- vii. **RUMS Sports and Societies Officer**
- A. The aims of the officer are:
 1. To support the interests of any RUMS Sports Teams or Societies as well as the interests of medical students within other sports teams and societies. This officer shall be a medical student.

- B. Committees:
 - 1. To serve on the following Union committees:
 - a. RUMS Executive;
 - b. Activities Board;
 - c. Societies Board;
 - d. Sports Board;
 - e. Sports Grounds Committee.
 - C. Responsibilities:
 - 1. To liaise with the Sabbatical Officer responsible for medical students, the Student Activities Sabbatical Officer, Clinical President, and Pre-Clinical President regarding the activity of medical students within UCL Union Sports Teams and Societies.
 - 2. To support the officers in supporting the interests of RUMS Sports Teams and Societies.
- viii. **RUMS Campaigns Officer**
- A. The aims of the officer are:
 - 1. To support campaigns of the students of the University College London Medical School. This officer shall be a medical student.
 - B. Committees:
 - 1. To serve on the following Union committees:
 - a. Student Affairs.
 - C. Responsibilities:
 - 1. To liaise with the Sabbatical Officer responsible for medical students, the Campaigns and Equal Opportunities Officer, Clinical President, and Pre-Clinical President regarding campaigns that would benefit or are called by students of University College London Medical School.
 - 2. To liaise with ULU Medgroup to co-ordinate any cross London campaigns.
 - 3. To run at least one campaign that directly affects medical students a year except an establishment issue.
- ix. **RUMS Year Representatives**
- A. The aims of the representatives are:
 - 1. To bring the views of medical students to the appropriate Medical School committees and ensure that these students are aware of all issues within College affecting them.
 - B. These Year Representatives shall be medical students from the appropriate years of study. The Year Representatives shall be elected at the Welcome General Meeting. If not enough are elected, the RUMS Clinical President and RUMS Pre-Clinical President shall appoint the remainder.
 - C. Committees:
 - 1. To serve on the following Medical School committees:
 - a. any appropriate committees and working groups.
 - D. Responsibilities:
 - 1. To liaise with the Clinical and Pre-Clinical Presidents regarding the affairs of medical students.
 - E. RUMS Executive Committee shall aim to have:
 - 1. Four First Year Representatives;
 - 2. Four Second Year Representatives;

3. Two Third Year Representatives;
 4. Two Fourth Year Representatives;
 5. Two Fifth Year Representatives.
- x. **RUMS Honorary President**
- A. The aims of the officer are:
 1. To act as a means of continuity and support towards the Society. The officer shall have been either a past member of the Society or a member of staff at the Medical School. The officer shall be nominated by any member of the Society and elected by the RUMS Welcome General Meeting every four years.
 - B. Committees:
 1. To serve on the following RUMS sub-committees:
 - a. RUMS Sports Colours.
 - C. Responsibilities:
 1. To support the RUMS Executive in its role of serving the interests of medical students.

**Standing Orders of the Royal Free, University College, and Middlesex
Medical Students' Society**

- I. **General Meetings**
- i. **General**
 - A. There shall be two general meetings each year, a Welcome General Meeting (WGM) in the first term, and an Annual General Meeting (AGM) in the second term.
 - B. If needed, an Emergency General Meeting (EGM) can be called.
 - C. Members of the society will have to show proof of membership to be entitled to enter the meeting. This proof can take the shape of a medical student identification card.
 - D. The Chair of the RUMS Executive Committee shall be the Chair of the General Meetings.
 - E. Minutes will be taken by a person who is not a member of the Society. This person will be approved by the Chair.
 - F. Quorum for a General Meeting shall be 3% of the membership of the Society.
 - G. A General Meeting may, by special resolution passed by a two-thirds majority, amend the Constitution or Standing Orders of the Society.
 - H. The General Meeting will follow the Union Standing Orders concerning the issues of debating procedure, voting, points of order, points of information, and procedural motions.
 - ii. **Notice**
 - A. RUMS Executive Committee shall decide on the date and time of the General Meeting.
 - B. A WGM or AGM must be publicised at least 3 weeks in advance. An EGM must be publicised at least one week in advance.
 - C. Motions for a WGM or AGM must be submitted at least 4 days before the meeting. The agenda must be publicised at least 3 days before the meeting.

- D. Motions for an EGM must be submitted at least 2 days before the meeting and publicised for at least one day.
- E. A General Meeting may be called by:
 - 1. The Chair of RUMS Executive Committee;
 - 2. RUMS Executive Committee;
 - 3. A petition of more than 2% of the membership, submitted to the Chair of RUMS Executive Committee;
 - 4. The submission of a no confidence motion for the RUMS Sports and Societies Officer or the Campaigns Officer.

iii. Order of Business

A. The order of business for a WGM or AGM of the Society shall be as follows:

- 1. Announcements;
- 2. Minutes of the previous AGM/WGM and any EGMs that have taken place since the last general meeting. Corrections may be made and the minutes accepted by a simple majority before moving on to the next item of business;
- 3. Matters Arising;
- 4. Acceptance of the Agenda;
- 5. Report to the Membership. The format of this item shall be in a format determined by RUMS Executive Committee, but which must include the annual accounts of the previous year;
- 6. Questions to Officers;
- 7. Motions;
- 8. Special Resolutions;
- 9. Any Other Business.

B. The order of business for an Extraordinary General Meeting shall be as follows:

- 1. Acceptance of the Agenda;
- 2. Motion(s);
- 3. Any Other Business.

iv. Chair

A. In the absence of the Chair of RUMS Executive Committee, a nominated member of the Executive shall assume the chair.

B. The duties of the Chair shall be as follows:

- 1. To keep the meeting in order;
- 2. To interpret and make rulings on the Constitution and Standing Orders of the Society;
- 3. To advise the General Meeting on the Union's affairs, Constitution and Standing Orders;
- 4. To rule on points of order;
- 5. To ensure that remarks are relevant to the business at hand;
- 6. To provide information relevant to the business and/or procedure of the General Meeting;
- 7. To ensure the general smooth running of the meeting;
- 8. To have the casting vote should the floor be equally divided on a matter. Other than this, the Chair may not vote in any debate.

C. The Chair:

- 1. Shall be heard in silence;

2. May expel any member from the meeting if that person refuses to obey the Chair;
3. May not participate in any debate;
4. May vacate the Chair in order to participate in a debate;
5. Shall announce at the beginning of each General Meeting at what time the meeting will be adjourned if there is still business to be discussed.

II. Sub-Committees

i. Events Committee

- A. The committee shall be chaired by the RUMS Vice President for Events.
- B. Its membership shall include:
 1. The Medical and Postgraduate Students' Officer;
 2. The RUMS Clinical President;
 3. The RUMS Pre-Clinical President;
 4. The RUMS Vice President for Media;
 5. The RUMS Sports and Societies Officer;
 6. Freshers' Weeks organisers;
 6. Any ball organisers outside of the RUMS Executive.
- C. The committee shall meet at least twice a term.
- D. The committee shall assist the Medical and Postgraduate Students' Officer in organising events throughout the year for members of RUMS. These events may include the medic Freshers' Weeks, the RUMS Winter Ball, the RUMS Sports Ball, the RUMS Summer Ball, and the RUMS Finalist Ball.

ii. Welfare Committee

- A. The committee shall be chaired by the RUMS Vice President for Welfare.
- B. Its membership shall include:
 1. The Medical and Postgraduate Students' Officer;
 2. The RUMS Clinical President;
 3. The RUMS Pre-Clinical President;
 4. RUMS Year Representatives.
- C. The committee shall meet at least once a term.
- D. The committee will act as a forum for specific welfare concerns which the RUMS Year Representatives can bring to the attention of the RUMS Executive Officers.

iii. RUMS Sports Colours Committee

- A. The committee shall be chaired by the Medical and Postgraduate Students' Officer.
- B. Its membership shall include:
 1. The RUMS Sports and Societies Officer;
 2. The RUMS Honorary President;
 3. One representative from each RUMS Sports Club, preferably the president or treasurer.
- C. It must meet once to approve its constitution and criteria for RUMS Sports Colours.
- D. It must meet again to receive and discuss nominations for, and then award, RUMS Sports Colours.

iv. Sports and Societies Committee

- A. The committee shall be chaired by the RUMS Sports and Societies Officer.
- B. Its membership shall include:
 - 1. The Medical and Postgraduate Students' Officer;
 - 2. All presidents from RUMS Sports Clubs and Societies.
- C. The committee shall meet at least once a term.
- D. The committee shall act as a forum for specific concerns of the RUMS sports teams and societies.

v. Clinical Committee

- A. The committee shall be chaired by the Clinical President.
- B. The membership shall include:
 - 1. RUMS Vice President for Education;
 - 2. RUMS Year Representatives.
- C. MMG Representatives shall be invited by the Clinical President.
- D. The committee shall meet at least once a term.
- E. The committee will act as a forum for specific Clinical educational concerns which the membership can bring to the attention of the RUMS Executive.

vi. Pre-Clinical Committee

- A. The committee shall be chaired by the Pre-Clinical President.
- B. The membership shall include:
 - 1. RUMS Vice President for Education;
 - 2. RUMS Year Representatives.
- C. The committee shall meet at least once a term.
- D. The committee will act as a forum for specific Pre-Clinical educational concerns which the membership can bring to the attention of the RUMS Executive.

Appendix 3: Proposed changes to the Standing Orders

3. I.

Membership of Council

- A. The following shall be members of Union Council:
 - 1. Education Officer;
 - 2. Communications & Services Officer;
 - 3. Finance & Democracy Officer
 - 4. Medical & Postgraduate Students' Officer
 - 5. Student Activities Officer;
 - 6. Welfare Officer;
 - 7. Acting Sabbatical Officers
 - 8. General Secretary;
 - 9. Academic Affairs; Clubs & Societies; Campaigns & Equal Opportunities; Environment & Ethics; Promotions & Entertainments Officers;
 - 10. Anti-Racism; Arts; Students with Disabilities; Lesbian, Gay, Bisexual & Trans Students'; Mature Students'; Overseas Students'; Part-time Students'; Societies; Sports; Volunteering; Women's Officers;
 - 11. Postgraduate Association President

12. Postgraduate Association Vice President
 13. Postgraduate Association Entertainments Officer
 14. Postgraduate Association Publicity Officer
 15. SSEES Site President
 16. SSEES Vice President
 17. Pre-Clinical President
 18. Clinical President
 19. RUMS Vice President for Events
 20. RUMS Vice President for Clinical Education
 21. RUMS Vice President for Pre-Clinical Education
 22. RUMS Vice President for Welfare
 23. Thirty Six Faculty Representatives
 24. One Hall Representative from each UCL Hall.
 25. Four Senior Treasurers who shall be non-voting members;
 26. Co-opted between April 1 and July 31 each year, the sabbatical officers-elect.
- B. All members of Union Council shall be elected or appointed to Union Council in accordance with the standing orders for Elections.
- C. The Education Officer, Communications & Services Officer, Finance & Democracy Officer, Medical & Postgraduate Students' Officer, Student Activities Officer, and Welfare Officer shall be sabbatical members of Council.
- D. All members of Union Council, save the Senior Treasurers, shall have voting rights.

5. IV. G.

Media Management Committee

Membership
Chair
Secretary
Members

Communications & Services Officer
Promotions and Entertainments Officer
Student Activities Officer
One representative from each of the designated 'Media Societies'.
Film Studio Manager
RUMS Media Officer
SSEES Publicity Officer
PGA Publicity Officer
Promotions and Marketing Manager
General Manager

In attendance
Assessor

Subject to any general or particular direction that may be given from time to time by Council, Media Management Committee is charged to:

1. Governance
 - a. Coordinate the activities of the Union's Media Societies.
 - b. Utilise the media societies to promote the activities of the Union.

- c. Ensure the maintenance and ongoing development of the premises, equipment, furniture and fittings assigned to the Union's designated media societies.
 - d. Elect a Film Studio Manager in accordance with a procedure agreed by Media Management Committee.
2. Authority
- a. Media Management Committee will undertake its business in accordance with a timetable of key tasks approved by Union Council.
 - b. Media Management Committee will report to Activities Board by submission of the minutes of each meeting of the Committee.

5. IV. I

RUMS Executive Committee

Membership

Chair

Secretary

Medical & Postgraduate Students' Officer

Clinical President

Pre-Clinical President

RUMS Vice President for Events

RUMS Vice President for Pre-Clinical Education

RUMS Vice President for Clinical Education

RUMS Vice President for Welfare

RUMS Media Officer

RUMS Campaigns Officer

RUMS Sports & Societies Officer

Assessor

General Manager

Subject to any general or particular direction that may be given from time to time by Council, the RUMS Executive Committee is charged to:

3. General
- a. Coordinate academic, social, sporting, representation and welfare activities on behalf of medical students.
 - b. Provide a forum for issues relating to medical students.
 - c. Coordinate concerns relating to medical students and ensure that these are raised at the relevant Union/College committees.
 - d. Ensure that medical students are aware of issues relevant to them.
 - e. Promote good relations and integration between the sites on which medical students study.
 - f. Consider minutes of the meetings of the Pre-Clinical and Clinical Sub-Committees.

4. Authority

- a. The RUMS Executive Committee will undertake its business in accordance with a timetable of key tasks approved by Union Council.
- b. The RUMS Executive Committee will report to the Executive Committee by submission of the minutes of each meeting of the Committee.

5. IV. P

Student Affairs Committee

Membership

Chair

Secretary

Education Officer

Academic Affairs Officer

All other Sabbatical Officers

Clubs & Societies Officer

C&EO Officer

E&E Officer

Anti-Racism Officer

SWD Officer

LGBT Officer

P&E Officer

Clinical President

Pre-Clinical President

RUMS Campaigns Officer

RUMS Vice President for Clinical Education

RUMS Vice President for Pre Clinical Education

RUMS Vice President for Welfare

Part-Time Students' Officer

Women's Officer

International Students' Officer

Mature Students' Officer

PGA President

PGA Vice-President

SSEES Site President

6 members elected by and from Council

In attendance

Union staff as required by the agenda

Assessor

General Manager

Subject to any general or particular direction that may be given from time to time by Council, Student Affairs Committee is charged to:

5. Governance

- a. Elect students to the following College Committees:
 - i. Committee for Equal Opportunities;
 - ii. Committee for People with Disabilities;
 - iii. Joint Staff Student Committee;
 - iv. Academic Board;
 - v. Discipline Committee;

- vi. Faculty Boards;
 - vii. Quality Management Enhancement Committee;
 - viii. Other relevant College Committees as determined by Union Council.
- b. Elect one student to Union Colours Committee.
 - c. Consider the minutes of the Hall Reps Committee.
6. General
- a. Provide a forum where issues relating to academic matters and matters relating to student welfare can be raised.
 - b. Consider academic, academic support and student welfare issues raised at Union and/or College committees and make recommendations to Council as appropriate.
 - c. Develop awareness of student welfare related issues and coordinate information and training as appropriate.
 - d. Monitor the provision and usage of student welfare services within the College and make recommendations to Council as appropriate.
 - e. Monitor the provision of academic support facilities and make recommendations to Council as appropriate.
 - f. Monitor Union and College progress on equal opportunities and make recommendations to Council as appropriate.
 - g. Monitor the Union's ethical and environmental performance and make recommendations to Union Council and other standing committees.
 - h. Coordinate the campaigning activity of the Union.
7. Authority
- a. Student Affairs Committee will undertake its business in accordance with a timetable of key tasks approved by Union Council.
 - b. Student Affairs Committee will report to Council by submission of the minutes of each meeting of the Committee.

6

XXXI. RUMS Vice President for Events

A. The aims of the officer are:

- 1. To facilitate the development of a medical student community by providing regular activities and events. This Officer shall be a medical student.

B. Committees:

- 1. To serve on the following Union committees:
 - a. RUMS Executive;
 - b. Council.

C. Responsibilities:

1. To liaise with the UCL Union's Entertainments Department regarding entertainments for the medical student community, especially within the Huntley Street bars.
2. To organise entertainments for the medical students community in conjunction with the RUMS Executive Committee.

XXXII RUMS Vice President for Clinical Education

A. The aims of the officer are:

1. To provide a concentrated effort to support educational representation for Phase 2 and 3 students. This officer shall be a medical student.

B. Committees:

1. To serve on the following Union committees:
 - a. RUMS Executive;
 - b. Council;
 - c. Student Affairs.

C. Responsibilities:

1. To liaise with the Medical and Postgraduate Students' Sabbatical Officer, the Education Sabbatical Officer, and Clinical President regarding educational representation for the medical student community;
2. To support the officers in maintaining awareness of major educational concerns of the students of UCL Medical School.

XXXIII RUMS Vice President for Pre-Clinical Education

A. The aims of the officer are:

1. To provide a concentrated effort to support educational representation for Phase 1 students. This officer shall be a medical student.

B. Committees:

1. To serve on the following Union committees:
 - a. RUMS Executive;
 - b. Council;
 - c. Student Affairs.

C. Responsibilities:

1. To liaise with the Medical and Postgraduate Students' Sabbatical Officer, the Education Sabbatical Officer, and Pre-Clinical President regarding educational representation for the medical student community;
2. To support the officers in maintaining awareness of major educational concerns of the students of UCL Medical School.

XXXIV RUMS Vice President for Welfare

A. The aims of the officer are:

1. To provide a concentrated effort to support welfare representation. This officer shall be a medical student.

B. Committees:

1. To serve on the following Union committees:
 - a. RUMS Executive;
 - b. Council;
 - c. Student Affairs.

C. Responsibilities:

1. To liaise with the Sabbatical Officer responsible for medical students, the Welfare Sabbatical Officer, Clinical President, and Pre-Clinical President regarding welfare guidance for the medical student community;
2. To support the officers in maintaining awareness of major welfare concerns of the students of UCL Medical School.

UC08/09/10.5 **Special Resolution: Amend the Standing Orders Governance Committee Changes (1st Reading)**

The Finance & Democracy Officer provided a speech proposing the Special Resolution.

There were no drafting amendments.

There was no speech against the Special Resolution.

The Chair moved the meeting to a recorded vote on the Special Resolution and the following votes were recorded:

For: 27

Against: 1

Abstentions: 1

The Chair declared that as there was a clear two-thirds majority, the *Special Resolution: Amend the Standing Orders Governance Committee Changes* was

CARRIED for a second reading.

Special resolution to amend the standing orders: Administrative Improvements.

This Union Notes:

1. *The 2006 Charities Act.*
2. *The new constitution.*
3. *The need to update the standing orders to ensure “the smooth management and running of the unions infrastructure”*

This Union Believes:

1. *The attached appendix represents practical changes to improve the running of the union.*
2. *The attached appendix will reinforce and clarify common practice.*
3. *The attached changes clarify points which before have caused debate and argument/*
4. *The attached makes the union more accessible.*

This Union Resolves:

1. *To accept the attached tracked changes to the Standing Orders.*

1. Emergency Motions (section: 3.VII.D.4.)

Insert “with the support of ten seconders from the floor.” At the end of sentence.

2. Procedural Motion: Parts (section: 3.XI.A.6)

Insert “Once the matter has been fully debated,” at the beginning of the sentence “the meeting will then move straight to the vote to decide whether those parts are passed”.

3. Quorum for Standing Committees (5.1.)

Insert the following two points,

- *Standing Committees except Establishment and Governance Committees which have not elected sufficient members for quoracy, the current members can meet as a discussion group to advise Union Council on its remit.*
- *Standing Committees which have not elected sufficient members for quoracy after a by-election for members shall co-opt members of Union Council to fill any vacant positions in the directly elected students membership category, in order to meet the quorum level provided above.*

Amend 5.1.J. to read “No student member of Union Council, except sabbatical officers and those elected or co-opted from council shall be members of Finance Committee.”

4. Standing Committees and formal rules of debate (section: 5.I.O. & 5.1.)

5.I.O. Insert “, at the discretion of the Chair or by a simple majority of those members present.” at the end of the last sentence.

5.1. Add the following point “Members of Standing Committees not satisfied with the conduct of the meeting may report the matter to Union Council.”

5. Returning Officer (section 7.I.D. & 6.XVI.)

- *Replace 7.I.D. with “The Returning Officer shall be appointed by the Elections Committee and shall not be a member of UCL staff, UCLU staff nor a student registered at UCL.”*
- *Delete 6.XVI.C.2 in its entirety.*

6. No confidence Motions (section: 8.II.A 7 8.II.B)

Amend 8.II.A.1 to read “No-confidence motions may be submitted to Union Council or to a General Meeting. A no-confidence motion must specify in which of these forums it is to be debated and be submitted to the General Secretary and any Sabbatical Officer.”

Amend 8.II.B.1 to read “No-confidence motions may be submitted to Union Council. A no-confidence motion must be submitted to the General Secretary and any Sabbatical Officer.”

7. Extraordinary General Meetings – calling (9.II.H.)

- *Delete 9.II.H.1 in its entirety.*
- *Amend the reference of 2% to 1% at 9.II.H.4*

8. Extraordinary General Meetings – timing (9II.I.)

Amend 9.II.1 to read “Governance Committee should hold an emergency meeting to consider the request within seven days of receiving the request outlined above. An EGM must be held within seven days of being referred to by the Governance Committee.”

9. Unconsidered motions (section: 3.VII.F.)

3.VII.F.1 Amend to read *If a motion has not finished being debated by the end of a meeting, the motion will be referred to the next available meeting of Union Council or a General Meeting where appropriate.*

3.VII.F.2 Delete the words “at the meeting” at the end of the sentence.

10. Order of Business for General Meetings (section: 9.IV.A-C)

- *Insert clause for point D to read “Governance Committee may recommend the order of business to the meeting, except in the case of Announcements and Acceptance of the Agenda which shall take precedence over all other business.”*

- *Replace references to “order of business” in 9.IV.A, B and C with “business to be covered”.*

11. Governance Committee terms of reference (section: 5.IV.F.4)

Amend to read “Verify the factual accuracy, legality and consistency with regards to Constitution of all motions (including special resolutions and emergency motions) submitted for discussion at General Meetings, Union Council, and referenda.”

Proposer:

Nathanael Macdonald Physiology, afil. 5188911

Seconders:

Charlie Clinton	Laws, afil	50082506
Ed Steward	History, afil.	40135263
J Currigan	Medicine, afil.	20266356
Kate Rowley	Archaeology, afil.	40668255
Lucy Emmerson	History	704639
Grace Barnett	Geography	60073553
Lydia Harwood	Geography	61209550
Andrew Caddy	History of Art	50719875
Dave Edwards	SSEES	50098138
Sean Bye	Scandinavian Studies	50673991
Leo Nicholas	Division of Bioscience	726244

UC08/09/10.6 Special Resolution: Amend the Standing Orders: Administrative Changes (1st Reading)

The Finance & Democracy Officer provided a speech proposing the Special Resolution.

There were no drafting amendments.

There was no speech against the Special Resolution.

The Societies Officer requested a point of information about the reference to there being “up to” six student trustees in the proposed amendment to the Standing Orders.

The Chair advised that this was consistent with the approved new Constitution.

The Chair moved the meeting to a recorded vote on the Special Resolution and the following votes were recorded:

For: 25

Against: 1

Abstentions: 2

The Chair declared that as there was a clear two-thirds majority, the *Special Resolution: Amend the Standing Orders: Administrative Changes* was

CARRIED for a second reading.

Special resolution to amend the standing orders: Administrative Improvements.

This Union Notes:

1. *The 2006 Charities Act.*
2. *The new constitution.*
3. *The need to update the standing orders to ensure “the smooth management and running of the unions infrastructure”*

This Union Believes:

1. *The attached appendix represents practical changes to improve the running of the union.*
2. *The attached appendix will reinforce and clarify common practice.*
3. *The attached changes clarify points which before have caused debate and argument/*
4. *The attached makes the union more accessible.*

This Union Resolves:

1. *To accept the attached tracked changes to the Standing Orders.*

Proposer:

Nathanael Macdonald Physiology, afil. 51885911

Seconders:

Billy Street SSEES, afil. 52200900
Ed Steward History, afil. 40135263
Kate Rowley Archaeology, afil. 40668255
Dave Edwards SSEES 50098138
J. Currigan Medicine, afil. 20266356
A. Bouzlemate MAPS 60467009

<i>G. Amorosi</i>	<i>MAPS</i>	<i>60225133</i>
<i>C. Clinton</i>	<i>Laws, afil.</i>	<i>80058506</i>
<i>I. Hewitt</i>	<i>French, IV</i>	<i>53477125</i>
<i>Paul Coulter</i>	<i>History, II</i>	<i>707896</i>

- C. shall attend the Faculty Board;*
- D. shall attend Union Council;*
- E. shall meet regularly with other Faculty reps to discuss areas of common interest.*

XL. Hall Reps

- A. shall represent the interests of all students within their hall within the Union and College;*
- B. attend Union Council and Hall Reps Sub-Committee;*
- C. attend College Student Accommodation Committee;*
- D. encourage students within their hall to become involved in the Union.*

XLII. Senior Treasurers

- A. There shall be four, non-voting senior treasurers as outlined below:
 - 1. one Senior Treasurer shall have responsibility for legal matters;*
 - 2. one Senior treasurer shall have responsibility for taxation and accounting matters;*
 - 3. two Senior Treasurers shall be without portfolio.**
- B. Senior Treasurers shall be invited to attend Council, Finance Committee, Establishment Committee and any other Standing Committees specific to their responsibilities.*
- C. Union Council shall decide, on electing the Senior Treasurers, which responsibilities each shall have and may specify additional responsibilities at their discretion.*
- D. Any member of UCL staff (except UCL Union staff) may stand to become a Senior Treasurer, subject to the constitution, with the exception of registered students of University College London.*
- E. Senior Treasurers shall be elected in accordance with the standing orders for elections*

XLII. Trustee General Duties

- A. maintain and uphold the Constitution and Standing Orders of UCL Union;*
- B. implement and adhere to all Union policy and mandates;*
- C. attend:
 - 1. Trustee Board Meetings.**
- D. Deal with problems that arise according to their areas of responsibility;*
- E. Advise student officers on matters in which they have particular experience.*

XLIII. Student Trustee's

- A. There shall be up to six student trustee's*

- B. *These shall be trustee's of the union*
- C. *Shall sit on the trustee board of the union.*
- D. *These shall be elected by cross campus ballot in the first term and stay in office for 12 months..*
- E. *Student trustee's will be responsible for transmitting student opinion to the trustee board.*

XLIV. External Trustee's

- A. *There shall be up to five external trustee's whose composition is in accordance with the relevant section of the constitution.*
- B. *These shall be trustee's of the union.*
- C. *Shall sit on the trustee board of the union.*
- D. *External Trustee's shall be responsible for using their experience to best serve the interests of the union and it's members.*

UC08/09/10.7 Special Resolution: Amend the Standing Orders: Administrative Changes II (1st Reading)

The Finance & Democracy Officer provided a speech proposing the Special Resolution.

The RUMS Clinical Vice President (Hampstead) proposed some minor drafting amendments to remove the apostrophes in the attached tracked document at 3.II.O, 3.IV.B, 3.VI.A, 3.XI.A.8 and 6.III.D.6. The Finance & Democracy Officer, as the proposer of the Special Resolution accepted these drafting amendments.

There was no speech against the Special Resolution.

The Chair moved the meeting to a recorded vote on the Special Resolution and the following votes were recorded:

For: 26
Against: 1
Abstentions: 2

The Chair declared that as there was a clear two-thirds majority, the *Special Resolution: Amend the Standing Orders Administrative Changes II* was

CARRIED for a second reading.

Special resolution to amend the standing orders: Administrative Improvements II

This Union Notes:

1. *The 2006 Charities Act.*
2. *The new constitution.*
3. *The need to update the standing orders to ensure "the smooth management and running of the unions infrastructure"*

This Union Believes:

1. *The attached appendix represents practical changes to improve the running of the union.*
2. *The attached appendix will reinforce and clarify common practice.*
3. *The attached changes clarify points which before have caused debate and argument/*
4. *The attached makes the union more accessible.*

This Union Resolves:

1. *To accept the attached tracked changes to the Standing Orders¹.*

Proposer:

Nathanael Macdonald Physiology, afil. 5188911

Seconders:

<i>Charlie Clinton</i>	<i>Laws, afil.</i>	<i>50082506</i>
<i>Ed Steward</i>	<i>History, afil.</i>	<i>40135263</i>
<i>Jen Currigan</i>	<i>Medicine, afil.</i>	<i>20266356</i>
<i>Kate Rowley</i>	<i>Archaeology, afil.</i>	<i>40668255</i>
<i>Lucy Emmerson</i>	<i>History</i>	<i>704639</i>
<i>Grace Barnett</i>	<i>Geography</i>	<i>60073552</i>
<i>Lydia Harwood</i>	<i>Geography</i>	<i>61209550</i>
<i>Andrew Caddy</i>	<i>History of Art</i>	<i>50719875</i>
<i>Dave Edwards</i>	<i>SSEES</i>	<i>50098138</i>
<i>Billy Street</i>	<i>SSEES, afil.</i>	<i>52200900</i>

**UC08/09/10.8 Special Resolution: Amend the Standing Orders
Disciplinary Procedure (1st Reading)**

The Welfare Officer provided a speech proposing the Special Resolution.

There were no drafting amendments.

There was no speech against the Special Resolution.

The Chair moved the meeting to a recorded vote on the Special Resolution and the following votes were recorded:

For: 25

Against: 1

Abstentions: 3

The Chair declared that as there was a clear two-thirds majority, the *Special Resolution: Amend the Standing Orders Disciplinary Procedure* was

CARRIED for a second reading.

¹ Attached document (pending removal of apostrophes at 3.II.O, 3.IV.B, 3.VI.A, 3.XI.A.8 and 6.III.D.6) available at: <http://www.uclunion.org/general/downloads/notices/specres-gov.doc>

Special Resolution to Amend the Disciplinary Procedures

This Union Notes:

1. *The current disciplinary procedures, which require quorate meetings of Union Executive and a Union General Meeting.*

This Union Believes:

1. *That this requirement for large meetings prolongs the procedure and makes it harder for students to appeal.*
2. *That the current procedures may put students off appealing.*
3. *That the current procedures allow the same Union officers to hear the original case and then all appeals.*
4. *That any changes made to the disciplinary procedures do not apply to proceedings begun before the date of the change.*

This Union Resolves:

1. *To remove Section 14: II – V (inclusive)*
2. *TO replace II with the following text:*

Section 14

II Procedures and penalties

Disciplinary procedures and appeals shall be run in accordance with the procedure laid down by Governance Committee

3. *To replace VI, B with the following text:*

B. If the procedure is not followed, the defendant may refer the matter to the Chair of Governance Committee for a decision on whether it has prevented the defendant from having a fair hearing. If the defendant has been denied a fair hearing then the disciplinary decision shall be overturned.

4. *To renumber VI as III.*
5. *To accept 14.II – V in their current form as the procedure laid down by Governance Committee until a new procedure is drafted.*

Proposer:

Kate Rowley Archaeology, Afil. 40668255

Seconders:

<i>Edward Steward</i>	<i>History, Afil.</i>	<i>40135268</i>
<i>Jennifer Currigan</i>	<i>Medicine, Afil.</i>	<i>20266356</i>
<i>Charlie Clinton</i>	<i>Laws, Afil.</i>	<i>60093606</i>
<i>Nathanael Macdonald</i>	<i>Biosciences, Afil.</i>	<i>51881911</i>
<i>Sean Bye</i>	<i>Scandinavian Studies</i>	<i>50673991</i>
<i>Dave Edwards</i>	<i>SSEES</i>	<i>50098138</i>
<i>Billy Street</i>	<i>SSEES, Afil.</i>	<i>52200400</i>
<i>D Swerdlow</i>	<i>Medicine</i>	<i>30052273</i>
<i>Leo Nicholas</i>	<i>Division of Bioscience</i>	<i>726244</i>
<i>Adam Bouzlemate</i>	<i>MAPS, III</i>	<i>60467009</i>

UC08/09/10.9 **Special Resolution: Entertainments Sub-Committee (1st Reading)**

The Promotions & Entertainments Officer provided a speech proposing the Special Resolution.

The Communications & Services Officer provided a speech proposing the first amendment.

The Promotions & Entertainments Officer, as proposer of the Special Resolution did not accept the first amendment and provided a speech against the first amendment.

The Chair moved the meeting to a recorded vote on the first amendment to the Special Resolution and the following votes were recorded:

For: 12

Against: 12

Abstentions: 4

As the vote was tied, the Chair took the casting vote and declared that the first amendment to the Special Resolution was

NOT CARRIED.

The Promotions & Entertainments Officer provided a speech proposing the second amendment to the Special Resolution
The Promotions & Entertainments Officer provided a speech proposing the second amendment.

The Promotions & Entertainments Officer, as proposer of the Special Resolution accepted the second amendment.

The Chair moved the meeting to a recorded vote on the substantive Special Resolution and the following votes were recorded:

For: 23

Against: 2

Abstentions: 2

The Chair declared that as there was a clear two-thirds majority, the *Special Resolution: Entertainments Sub-Committee* was

CARRIED for a second reading.

Special Resolution: Entertainments Committee

This Union Notes:

- 1 Representative elected from Arts board*
- 2 Cross Campus elected Representatives (1st year)*
- 1 Cross Campus Elected Representative (Open)*

Assessor: *General Manager*
In Attendance: *Events Manager*
Union staff as required by agenda

Subject to any general or particular direction that may from time to time given by Services Committee, the Entertainments Committee is charged:

1. *General*
 - a. To consider all aspects of Union events (including for example venues, dates, themes, and types of event) and make recommendations to Services Committee*
 - b. To consider the branding and promotion of Union events*
 - c. To provide a forum for ideas from students for Union events*
 - d. To receive and take into account reports on the results of any relevant market research carried out by the Union.*

2. *Authority*
 - a. Entertainments Committee will undertake its business in accordance with a timetable of key tasks approved by Union Council.*
 - b. Entertainments Committee will report to Services Committee by the submission of minutes of each meeting of the committee.*
 - c. Entertainments Committee decisions with financial implications must be ratified by Finance Committee prior to implementation.*

The Chair declared that as the meeting had become inquorate, the meeting would close.

The meeting closed at 19:39.

Approved minutes signed by the Chair:

Chair: Leo Nicholas, General Secretary

Signed:

Date:
