



YORK ST JOHN STUDENTS' UNION

BYELAW (5) STUDENT COUNCIL

A Byelaw setting out the composition, role, and remit of the Student Council.

Promulgated: 01 July 2021
Last Reviewed: 22 June 2021

Byelaw (5) Student Council

1. Composition

- 1.1. The Student Council shall consist of
 - (a) the elected Chair of Student Council;
 - (b) the elected Part-time Officers as specified in Byelaw 2 (Officers of the Union);
 - (c) four elected representatives from sports clubs;
 - (d) four elected representatives from societies;
 - (e) three elected student representatives without portfolio.
- 1.2. Sabbatical Officers are expected to attend meetings of the Council and are entitled to contribute to debates and discussions.

Elections

- 1.3. To be eligible to stand for election and serve as a representative of a club (1(c)) or society (1(d)), a candidate must be a current member of a club or society.
- 1.4. To be eligible to stand for election and serve as a student representative without portfolio (1(e)), candidates must be a current registered student at the University and a Student Member of the Union.
- 1.5. Any Student Member of the Students' Union shall be entitled to vote for any of the representative positions.

Term of Office

- 1.6. Councillors shall be elected for a term of office beginning on 01 November, or as soon as is practicable after that date, and ending at the end of the academic year.
- 1.7. In the event of the resignation, death, or removal of representatives before their term of office has expired, a by-election shall be held in accordance with the Byelaws to fill the office.
- 1.8. Representatives may be removed from post through mechanisms specified in the [Articles of Association](#).

2. The Chair and Deputy Chair

Chair

- 2.1. The Chair of Student Council shall be elected in accordance with the Byelaws.
- 2.2. To be eligible to stand for election and serve as Chair, candidates must be a current registered student at the University and a Student Member of the Students' Union.
- 2.3. The role of Chair of Student Council shall include
 - (a) chairing all meetings of the Council,
 - (b) setting the agenda for all meetings of the Council, taking items submitted by Student Members and the Students' Union;
 - (c) ensuring that all meetings are conducted in a fair and proper manner;
 - (d) calling additional and extraordinary meetings as required; and,
 - (e) attending all other events where elected representatives of the student body are expected to attend.

- 2.4. The Chair shall be impartial and shall have no vote, apart from in the event of a tied vote when the Chair shall have the deciding vote.
- 2.5. The Councillors shall appoint for among themselves a Deputy Chair to act as Deputy Chair for the academic year.
- 2.6. In the event of the resignation, death, or removal of the Chair before their term of office is expired, a byelection shall be held in accordance with the Byelaws to fill the office.
- 2.7. The Chair may be removed from office through mechanisms specified in the Articles of Association.

Deputy Chair

- 2.8. The role of the Deputy Chair shall include
 - (a) chairing meetings of the Council when the Chair is unable to chair or attend; and,
 - (b) support the Chair in their duties.
- 2.9. The Deputy Chair retains their vote as a member of the Council, and if the Deputy Chair is chairing a meeting, the Deputy Chair shall have an additional deciding vote.

Acting Chair

- 2.10. Where both the Chair and Deputy Chair are unable to chair the meeting, the Representatives shall appoint from among themselves an acting-Chair, who shall take on the role of Chair for the relevant meeting or part of a meeting.

3. Role of the Student Council

- 3.1. The Council shall ensure the expansion and implementation of the Students' Union's vision, values, and the objectives set in the Students' Union's Strategic Plan.
- 3.2. The Council may create motions for actions and policies for implementation to improve university life for students.
- 3.3. The Council may offer advice and policies to the Students' Union and Trustee Board and may receive recommendations for the same from the Students' Union and Trustee Board.
- 3.4. The Council shall consider and may recommend motions for the National Union of Students' Conferences and shall direct the NUS Delegation in accordance with the Byelaws.
- 3.5. The Council shall ensure student matters are discussed and that the Sabbatical and Part-time Officers are mandated to act on such issues.
- 3.6. The Council shall scrutinise the work of the Sabbatical Officers in fulfilling their manifesto commitments, and in enacting decisions of the Council.

4. Meetings of the Student Council

Number of Meetings

- 4.1. There shall be a minimum of three meetings of the Council in each academic year, ordinarily one in each academic term.

Schedule of Business

4.2. The Council shall at its first meeting approve a Schedule of Business for the meetings to be held in the year.

Quorum

4.3. The quorum for meetings shall be 50% plus one of the total membership of the Council, including Chair and Deputy Chair.

4.4. In the absence of a quorum, the chair of the meeting may direct that either
(a) the meeting be rescheduled for a time and place to allow the largest number of Councillors as possible to attend; or,
(b) continue the meeting but conduct no votes.

Notice

4.5. Notice of the meeting shall be circulated at least one week in advance of a scheduled meeting, and at least two working days in advance of an extraordinary meeting.

Debates

4.6. The Chair of the meeting shall preside over all debates and shall have discretion as to the mechanisms of debate.

4.7. Student Members of the Students' Union are entitled to be present at meetings and may be invited to contribute to debate and discussion at the discretion of the chair of the meeting.

Standing Orders

4.8. The Council may create Standing Orders to define mechanisms and enable more productive debate and discussion.

Minutes

4.9. Minutes of all meetings shall be taken, detailing present and absent Councillors and a record of all votes taken and discussions held, and draft minutes shall be made publicly available not later one week after the meeting is held.

5. Working Groups

5.1. From time to time, it may be necessary for the Council to commission working groups to discuss and resolve specific issues for a specific purpose.

5.2. The Council may propose the creation of working groups at a meeting, being subject to a simple majority vote to be agreed to.

5.3. Working groups shall be dissolved once their remit and purpose as defined by the Council has been fulfilled.