

Representational Associations' Council

Terms of Reference

Chair:

The Chair of the Council will be elected by the membership stated below and will themselves be eligible to be a member of the Council.

Membership:

- **The Chair of the Representational Associations' Council.**
- The Chair and Vice Chair of each Representational Association.

For the removal of committee members, please see the Beds SU Bylaws (11.3).

In attendance:

- Beds SU Vice President Equality who shall have speaking rights only.
- Appropriate Union staff may also attend with speaking rights only to support the administration of the Council and to act as an advisor.

Purpose:

The purpose of the Council is to allow elected representatives from all Representational Associations of the **Union to initiate and mobilise change to the Union's policies in their own sphere of influence.**

For the avoidance of doubt, 'their own sphere of influence' shall pertain to any Beds SU policy or procedure that solely affects Beds SU members who self-define under the identified Representational Associations. The Council will not have the power to influence policy that

may affect any other Beds SU member, any such proposals must be submitted using the democratic processes available to all Beds SU members.

Meeting arrangements:

The meeting will only be open to members specified in the membership.

The Representational Associations' **Council will meet a minimum of once per academic** term.

No business shall take place at the Council unless 50% plus one of all active associations are represented.

Representational Associations' **Council will rotate the campus upon which they meet and** offer the provision for online collaboration.

The meeting will have the following standard agenda items:

- Apologies for absence;
- Accepting the agenda/declarations of interest;
- Minutes from the previous meeting;
- Matters arising not covered elsewhere on the agenda;
- Reports from the Council Chair;
- Any Other Business;
- Date and time of next meeting.

Voting:

All votes shall require a simple majority vote.

Only the membership shall have voting rights.

Each association shall have one vote per Chair and Vice Chair, up to a maximum of two votes per association.

In the event of a tied vote the Chair shall hold the casting vote.

Reporting to:

Beds SU Union Council

Main duties:

1. To oversee all representational aspects of recognised Beds SU Representational Associations at the University of Bedfordshire.
2. To receive operational and strategic reports from the Vice President Equality.
3. To make sure that all Beds SU activities encourage and promote the principle of inclusiveness to all Beds SU members.
4. To encourage students to take part in student-led campaigns.
- 5. To uphold and promote Beds SU's** Equally Opportunities policy at all times.
6. To make sure that the views and opinions of each association are valued and treated with respect to ensure fair representation.
7. To abide by the democratic principles and structure of the Union.

Changes to this document:

Changes to this document may be carried out by a two thirds majority vote at an Annual **Members' Meeting or via a referendum. Rules and procedures relating to Annual Members' Meeting** can be found in **Part Fifteen: Annual Members' Meeting** of the Beds SU Bylaws, and those relating to referenda can be found in **Part Twelve: Referenda**.

Any changes will be subject to ratification by the Board of Trustees.