

Schedule 4: Class Representatives

Structure

1. At Abertay, every student shall be represented by a class representative(s).
2. For every stage or year of every taught academic programme (or “class”), at least one class representative shall be elected by the relevant students.
3. Where the number of students in any given class is more than 30, the class shall have a second class representative.
4. Class Representatives may represent students on multiple classes that have a significant overlap, if by agreement with the University, its deemed unnecessary to have class representatives for each class.
5. Matters regarding class representatives will be laid out in the Class Representatives Handbook, which will serve as a supplementary document, and shall rest with the Senior Staff member or their designate.

Elections

6. Every Class Representative shall be elected through a secret ballot by students of each year group of each programme. Abertay University shall determine which class a student falls within.
7. The Deputy Returning Officer shall determine the rules for Class Representative elections in Student Representative Council Elections Pack. The Pack will serve as a supplementary document.
8. All elections shall happen online and through the same voting system used for **Executive Committee elections**.
9. Re-Open Nominations may be an option in the election of class representatives.

Expectations of Class Representatives

10. The expectations of Class Representatives shall be laid out in the **Class Representatives Handbook**. In order to receive formal recognition of being a class representative, a student must fulfil the HEAR criteria, as agreed between Abertay University and the Association in advance of term 1.

Removal from post

11. Students of a given class have the right to request a removal of a class representative. This can be done through a petition signed by five students of the class, calling for a class vote of confidence.
12. The vote of confidence will begin 10 working days after the petition has reached the threshold.

A class representative is removed from post if a majority of students in their class vote accordingly, providing that at least 40% of the class vote.