

Standing Order H: Academic Representatives

1. There shall be representatives at Course, School/Department and Faculty level who shall be responsible for representing students' views on academic matters.
2. All academic representative roles shall be recruited in line with the academic representative recruitment framework.

Course Representatives

3. Each Course Constituency shall elect a number of Course Representatives.
4. The number of Course Representatives shall be approved annually by Assembly after consultation with the University.
5. Course Representatives shall be elected by and from a Course Constituency of which they are a member.
6. The duties of a Course Representative shall include:
 - 6.1. Fulfilling such duties as are outlined in the academic representative role descriptions;
 - 6.2. Actively participating in training events;
 - 6.3. Proactively communicating with and seeking feedback from peers on their academic experiences and reporting back on decisions or other actions;
 - 6.4. Representing students' view from their course at meetings;
 - 6.5. Participating in academic campaigns organised by the Union.

School/Department Representatives

7. There shall be one School/Department Representative in each school/department.
8. The School/Department Representatives shall be elected by and from the Course Representatives in each respective school/department.
9. The duties of a School/Department Representative shall include:
 - 9.1. Fulfilling their duties as outlined in the academic representative role description;
 - 9.2. Representing students' views from across the school/department at meetings;
 - 9.3. Actively participating in training events;
 - 9.4. Proactively communicating with, seek feedback from and leading Course Representatives from their respective school/department and reporting back on decisions or other actions;

- 9.5. Participating in academic campaigns organised by the Union.

Faculty Representatives

10. There shall be eighteen Faculty Representatives who shall be appointed by the Union from the following constituencies:

- 10.1. Arts and Humanities (undergraduate) x2
- 10.2. Arts and Humanities (postgraduate – taught) x2
- 10.3. Arts and Humanities (postgraduate – research) x2
- 10.4. Science Faculty (undergraduate) x2
- 10.5. Science Faculty (postgraduate – taught) x2
- 10.6. Science Faculty (postgraduate – research) x2
- 10.7. Social Science and Health (undergraduate) x2
- 10.8. Social Science and Health (postgraduate – taught) x2
- 10.9. Social Science and Health (postgraduate – research) x2

11. The duties of a Faculty Representative shall include:

- 11.1. Fulfilling those duties outlined in the academic representative role description;
- 11.2. Representing students' views from across the faculty at meetings;
- 11.3. Actively participating in training events;
- 11.4. Attending and representing students' views at Assembly;
- 11.5. Proactively seeking feedback from course and departmental representatives in their respective faculty;
- 11.6. Participating in academic campaigns organised by the Union.
- 11.7. A Faculty Representative may not simultaneously act as a Course or School/Department Representative.

Term of Office

12. The term of office of all academic representatives shall be one academic year.
13. Course or School/Department Representatives may be removed from their positions by a majority vote of the members of the constituency from which they were elected.

14. Faculty Representatives may be removed from their positions by Assembly or by a majority vote of the School/Department Representatives in the respective Faculty.