



# Student Voice Induction

2019/20



[GCUstudents.co.uk](http://GCUstudents.co.uk)

Be part of something...  
**Bigger**

# Objectives

By the end of this session participants will be able to:

- Describe the activities and services of GCU Students' Association
- Know how the Governance, Democracy and Operations of the organisation inter-relate and the Governance Structure
- Know that Students' Associations exists due to the Education Act 1994
- Detail our Mission, Vision, Values and Strategic Plan
- Describe the purpose of Student Voice
- List the members of Student Voice
- Know how to submit or vote on an Idea
- Describe how to get involved in debates and hold Officers are held to account
- Describe how to submit apologies for meetings –
- Know meeting practicalities

# Overview of GCU Students' Association

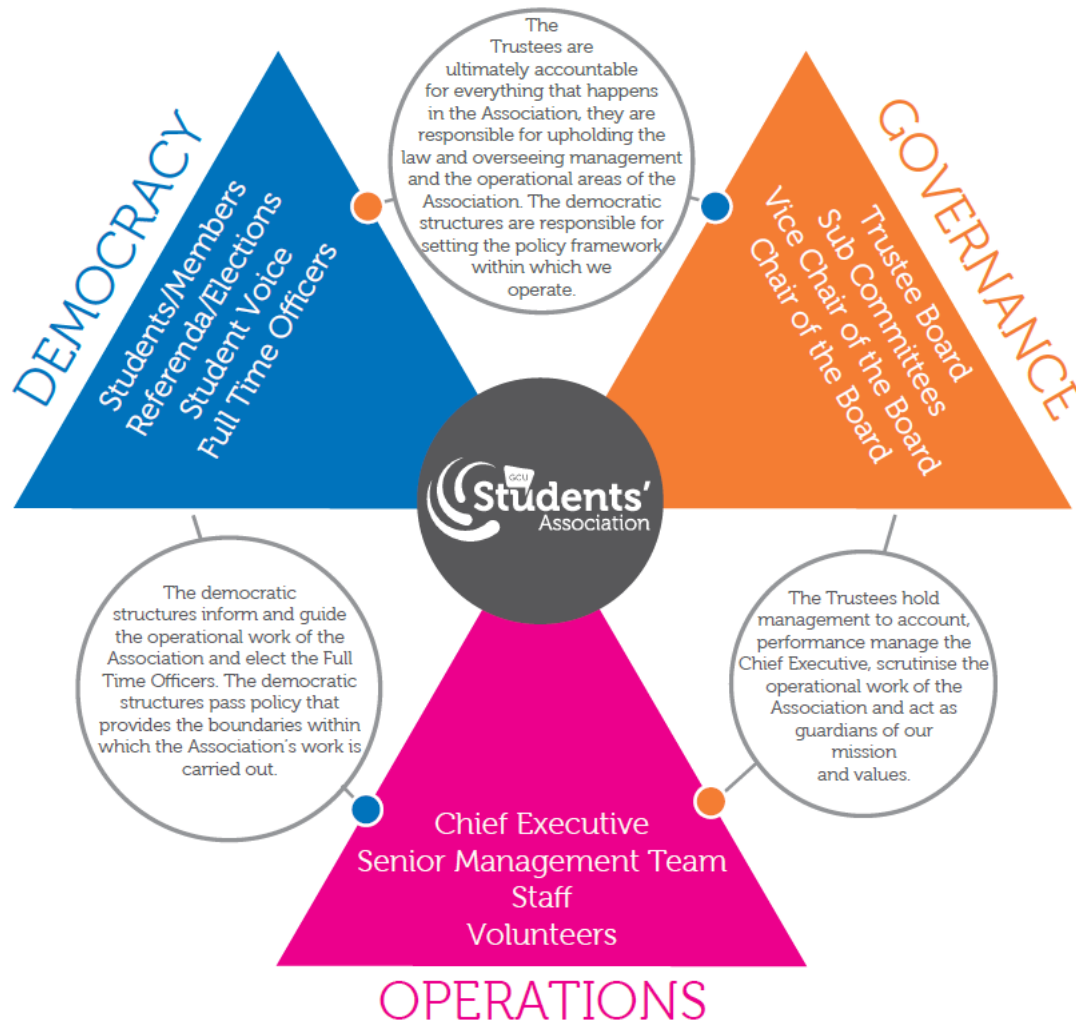
# GCU Students' Association

We are a member-led organisation with Student Voice Playing a key role. We provide a number of services and activities that enhance the student experience here at GCU. Click to watch the video to find out more.



[https://youtu.be/9ghg9DO\\_gQ0](https://youtu.be/9ghg9DO_gQ0)

# Governance, Democracy and Operations



**GCU Students' Association is split into 3 different areas – Democracy, Operations and Governance.**

Each part plays a different role in our decision making.

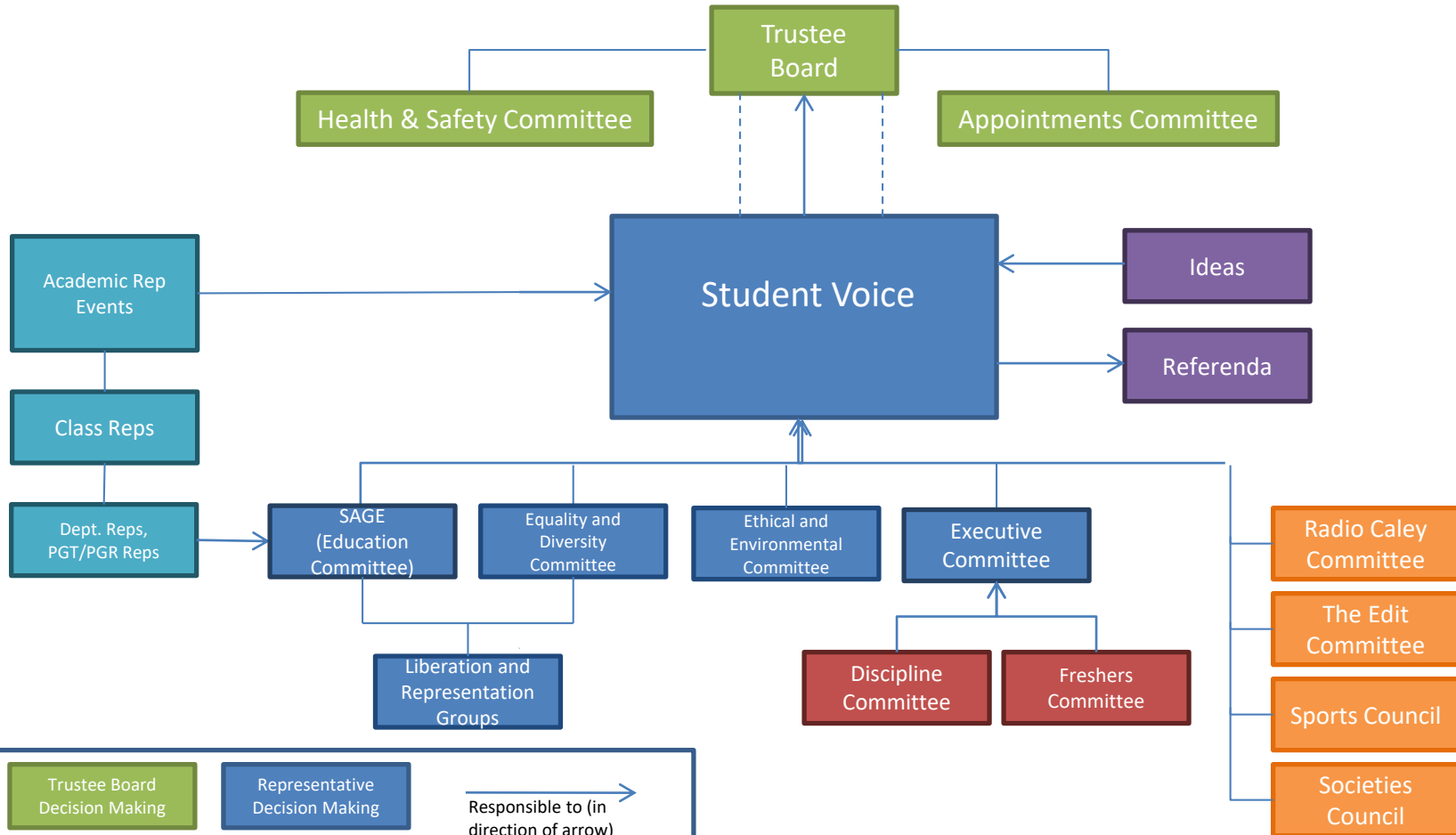
# Governance, Democracy and Operations

Click to watch the video that explains the difference between democracy, governance and operations and how these inter-relate to each other. It also covers our Staff Student Protocol and Equality and Diversity.



<https://youtu.be/zDAYYkRZmbU>

# Students' Association Governance Structure



**This is our Governance Structure.** The Trustee Board have ultimate legal responsibility for GCU Students' Association as a Charity.



# Did you know?

Universities are required to have Students' Associations by law (**Education Act 1994**) with Officers elected in fair and democratic election.





# Mission and Vision

## Our Vision:

That GCU students will have an outstanding experience that will live with them forever

## Our Mission:

To represent and enable GCU students to enhance all aspects of their student experience

# Our Values

- Diversity



- Fun



- Community



- Support



- Participation



- Leadership



# The Bigger Plan 2020

Click to watch the video that explains our strategic plan.



<https://youtu.be/st-1ydsxfBQ>

# Overview of Student Voice

# Purpose of Student Voice

**Student Voice exists to represent the interests of GCU students from across all programmes.**

- Approves Ideas (ie Motions) that becomes our policy for 5 years
- Approves Minutes and Policy Documents from Student Voice Sub Committees
- Approves changes to our rules (Constitution, Schedules, By-Laws) and our Policies
- Holds elected Officers to account
- Approves External Affiliations
- Approves Honorary Life Members
- Elect members to sit on GCU and Students' Association Committees

Members are encouraged to ask questions or getting involved in debates before being asked to vote.



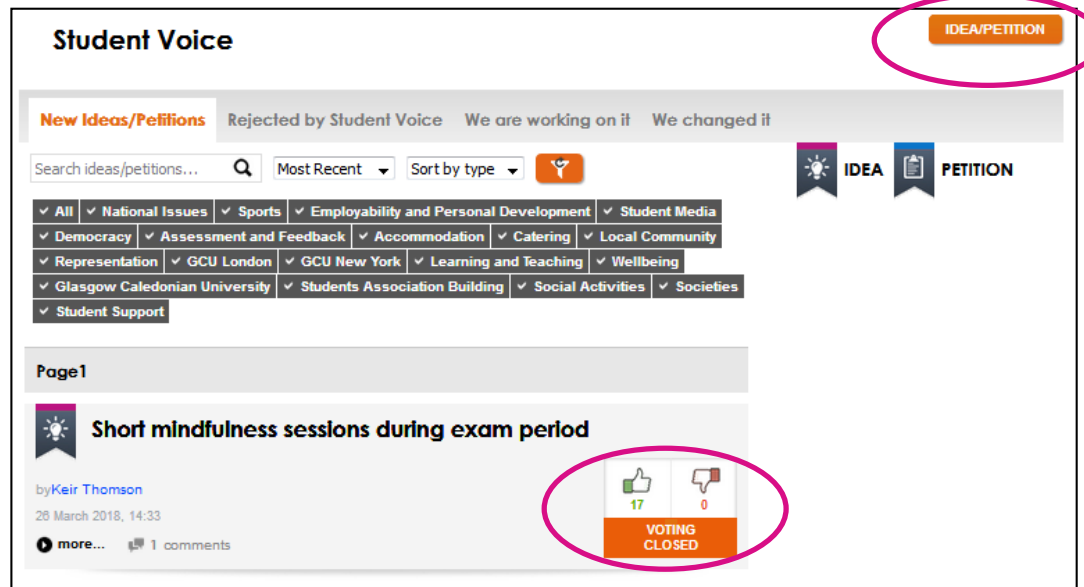
# Student Voice Members

|                         |  |   |
|-------------------------|--|---|
| General                 | <ul style="list-style-type: none"> <li>• Chair</li> <li>• Student Voice Returning Officer (Vice Chair)</li> <li>• Open Places for GCU students</li> </ul>  | <p><i>These individuals are classed as Student Voice Officers and are accountable to Student Voice.</i></p> |
| Representation Officers | <ul style="list-style-type: none"> <li>• Full Time Officers</li> <li>• International Students' Officer</li> <li>• Care Experience Students' Officer</li> <li>• Student Carers' Officer</li> <li>• Ethical and Environmental Officer</li> <li>• Mature and Part Time Students' Officer</li> <li>• Men's Health and Alliance Officer</li> <li>• Mental Health Officer</li> </ul> |   |
| Academic Reps           | <ul style="list-style-type: none"> <li>• Postgraduate Taught (PGT) Reps</li> <li>• Postgraduate Research (PGR) Reps</li> <li>• Department Reps</li> </ul>  |   |
| Liberation Officers     | <ul style="list-style-type: none"> <li>• Disabled Students' Officer</li> <li>• Black or Minority Ethnic (BME) Students' Officer</li> <li>• Womens' Officer</li> <li>• Lesbian, Gay, Bisexual and Trans plus (LGBT+) Officer</li> </ul>   |   |
| Activities Reps         | <ul style="list-style-type: none"> <li>• Sports Council Chair</li> <li>• Societies Council Chair</li> <li>• Magazine Editor</li> <li>• Radio Station Manager</li> </ul>  |   |



# Ideas

- Any GCU student can submit an Idea (otherwise known as Motions) on how to improve the Student Experience at GCU.
- **SUBMIT** or **LIKE/DISLIKE Ideas** at [www.GCUstudents.co.uk/ideas](http://www.GCUstudents.co.uk/ideas)
- Ideas with enough support (and are legal) are discussed at Student Voice.
- Ideas are debated and if approved become our Standing Policy for 5 years.
- Student Voice Members can suggest **Improvements** to change the Idea



# Debates

- All members must listen to the Chair and speak only when it is their turn.
- Members must signal that they want to speak by raising their voting card (or Observers their hand).
- Speaking over other members, shouting or using bad or impolite language may lead to the Chair requesting that the member retracts their comments or asking them leaves the room
- All proposals (Ideas, policies or rule changes) will have a proposer who speaks first
- Members will ask to suggest improvements to the proposal
- Members will be able to speak for or against the proposal (including any agreed improvements)
- You will be asked to vote: For, Against or Abstain
- The Chair will advise if the Idea, policy or rule change has passed.



# Holding Officers to Account

Student Voice have a responsibility to scrutinise the work of elected and appointed Officers.

## Full Time Officers

- Written reports from the elected Full Time Officers
- Approval of Full Time Officer Team and Individual Objectives

## Student Voice Officers

- Verbal/Written reports from Student Voice Officers

All Officers failing to submit a report receive an automatic caution.

Any Officer who receives two cautions will automatically receive a Motion of No Confidence vote.

A Motion of No Confidence decides whether an individual remains in office.

# Full Time Officer Accountability

Full Time Officers (FTO) can be held accountable in a number of ways

- Student Voice for issues relating to the political work of the Full Time Officer (such as how they have fulfilled their policy areas or a manifesto pledge).
- The Trustee Board for issues relating to the fulfilment of the contract of employment as a Full Time Officer and Trustee of the Students' Association (such as breaking policies that apply to employees)

# Student Voice and FTO Accountability

Motion of Censure against a FTO can be raised by:

- Any two members of Student Voice (Proposer and Secunder) OR
- A petition with 100 student signatures

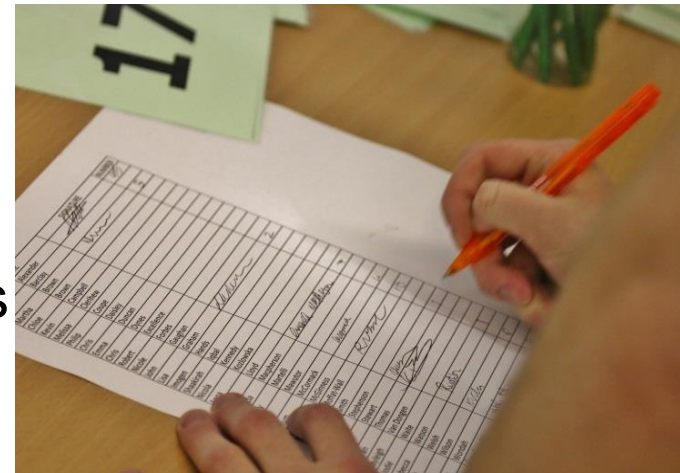
The Motion will be heard at Student Voice and requires 2/3 vote to pass

The possible outcomes of the Motion of Censure:

- A reprimand from Student Voice.
- A reprimand from Student Voice with a recommendation that further support or training for the Full Time Officer is required.
- No Confidence in the Full Time Officer. Student Voice believes that the Students' Association would be best served by vacating the position and this may result in the position remaining unfilled.
- No action taken (if the motion is voted down)

# Attendance

- Attendance at all meetings is desirable but not mandatory – your studies must always come first
- When you cannot attend, you must let the Clerk know – this is known as giving your apologies
- All meetings have a required attendance of one third plus one of the membership or the meeting cannot take place – this is known as a quorum of the membership
- If you don't let the Clerk know you will be marked as absent and incur an automatic caution from Student Voice
- Any member who receives two cautions will face a Vote of No Confidence at the next meeting of Student Voice





# First Meeting Practicalities

- Agenda, previous minutes and papers available from [www.GCUstudents.co.uk/papers](http://www.GCUstudents.co.uk/papers) normally a week before the meeting.
- Dates of meetings and deadline for submission of agenda items on [www.GCUstudents.co.uk/papers](http://www.GCUstudents.co.uk/papers). Only emergency business will be accepted by the Chair after the deadline.
- Meeting normally takes place in NH208 (Students' Association Building, Level 2, Room 8. It starts at 5pm and finishes at 7pm.
- Light refreshments are provided before meeting at 4.45pm (normally pizza) and members are invited to Re:Union Bar & Grill for drink after meeting.
- Members and Observers are asked to sign in and receiving a voting card. Members write their voting card number next to their name.
- Printed papers are not provided but we use a projector to display all of the important information. Members should let us in know in advance if they have any access requirements.
- If you are unsure of anything please either ask the Chair, Clerk or Student Voice Team Leader before the meeting or ask the Chair at the meeting.

# See you at Student Voice!

Any questions? Don't hesitate to contact the Student Voice Team

|                                  |                        |   |
|----------------------------------|------------------------|---|
| <b>Acting Chair</b>              | <b>Maria Nagy</b>      | <a href="mailto:chair@GCUstudents.co.uk"><u>chair@GCUstudents.co.uk</u></a>                     |
| <b>Clerk</b>                     | <b>Kathryn Collins</b> | <a href="mailto:kathryn.collins@GCUstudents.co.uk"><u>kathryn.collins@GCUstudents.co.uk</u></a> |
| <b>Student Voice Team Leader</b> | <b>Sara MacLean</b>    | <a href="mailto:studentvoice@GCUstudents.co.uk"><u>studentvoice@GCUstudents.co.uk</u></a>       |